

Edmond City Council Minutes - August 11, 2025

Special Meeting - Budget Management and Year-End Closing Workshop

1. Call to Order.

Mayor Nash called the special meeting of the Edmond City Council to order at 2:30 PM, Monday, August 11, 2025, in the City Council Chambers at City Hall, located at 22 East Main Street in Edmond, Oklahoma. Public notice of the date, time, and place for this meeting was filed with the Edmond City Clerk's Office on August 7, 2025, at 12:58 PM. The date, time, place, and agenda for this meeting was also posted on the City of Edmond's website and in the City First Administration Building on August 7, 2025, at 12:58 PM. Written notice of the date, time, place, and agenda of the special meeting was delivered to those requesting notice on August 7, 2025, at 1:20 PM.

PRESENT: Mayor Nash, Councilmembers Fraim, Moore, Murdock Nichols, and Watterson

ABSENT: None

2. Presentation and Discussion Regarding the Budgeting Process, Including the Creation of the Budget, Management of the Budget, and Yearend Budget Processes.

Kathy Panas, Director of Finance, Sheila Briesch, Finance Controller, Madeline Sawyer, City Attorney, and Andy Conyers, Assistant City Manager of Administration, presented and answered questions from members of the City Council regarding budgeting processes at the City of Edmond.

3. Presentation and Discussion Regarding the Purchasing Process and the Process for Encumbering Funds.

Brenda Mayer, Purchasing Agent, and Mr. Conyers presented and answered questions from members of the City Council regarding the purchasing process and the process for encumbering funds at the City of Edmond.

4. Adjournment.

Motion by Councilmember Fraim, seconded by Councilmember Moore, to adjourn the Edmond City Council Special Meeting.

YES: Mayor Nash, Councilmembers Fraim, Moore, Murdock Nichols, and Watterson

NO: None

City Clerk

Mayor