

OFFICE OF THE MAYOR  
CITY OF TULSA, OKLAHOMA

EXECUTIVE ORDER NO. 94-10

APPOINTMENT OF DEPUTY COURT  
CLERKS OF THE CITY OF TULSA

By virtue of the power vested in me as Mayor of the City of Tulsa, Oklahoma, it is hereby ordered:

Section 1. **Purpose.** To comply with Title 11, Oklahoma Statutes, §28-103 and Title 23, Tulsa Revised Ordinances, §104.

Section 2. **Appointment.** That June Jones, Tulsa Police Department employee, and Finance Department employee, Terry Dick, shall be and are hereby appointed as a Deputy Court Clerks of the City of Tulsa, Oklahoma, and said appointees shall have the power to:

- A. Keep and preserve the records of all proceedings had in the Court;
- B. Keep the docket of the Court;
- C. Administer oaths;
- D. Collect and receive all fines, costs, bond forfeitures and other monies properly receivable by the Court;
- E. Account to the City governing body for all monies received by the Clerk;
- F. Pay all money received to the Finance Director of the City as prescribed by the City governing body; and
- G. Certify and authenticate all transcripts, cases and other records of the Court.

Section 3. **Effective Date.** This order shall take effect immediately.

DATED this 25 day of August, 1994.

M. Susan Savage  
M. Susan Savage, Mayor

ATTEST:

*Richard P. Kao*  
City Clerk



APPROVED:

*David J. ...*  
City Attorney

# REQUEST FOR ACTION

AGENDA:  Mayor  Council DATE: August 22, 1994  
OTHER:  DTU  MTTA  RMUA  TAEMA  TARE  TDA  TMAPC  
 TMUA  TPA  TPFA  Utility Bd  Airport Auth  Airport Impv Trust  Other

### FOR INFORMATION CONTACT:

NAME: R. Nancy McNair, Asst. City Attorney  
ADDRESS: Legal  
TELEPHONE: X7717  
SUBJECT: Exec. Order Approval

*Note: All City Council Agenda items, including appropriate backup materials, must be submitted to the Council secretary, Office of the City Council, not later than 3:00 pm Thursdays preceding Tuesday, 7:00 pm meetings, and not later than 5:00 pm Mondays preceding Thursday, 4:30 pm meetings.*

### SUMMARY:

Attached is an Executive Order appointing Deputy Court Clerks. June Jones, Tulsa Police Department employee and Terry Dick, Finance Department employee, have been selected appointees for Deputy Court Clerk positions.

**FILED  
CITY OF TULSA**

**AUG 25 1994**

\_\_\_\_\_ A.M. \_\_\_\_\_ P.M.  
Office of City Clerk  
By \_\_\_\_\_  
DEPUTY

BUDGET: \_\_\_\_\_ FINANCE DIRECTOR APPROVAL: \_\_\_\_\_

94-10

REQUEST FOR ACTION: *All department items requiring Council approval must be submitted through Mayor's Office.*

Upon approval please distribute executed copies of Order to Terry Horry, Court Operations Supervisor, Ann Thompson, Municipal Courts, and Legal Department.

DEPARTMENT HEAD APPROVAL: \_\_\_\_\_ DATE: 8/22/94  
ATTORNEY APPROVAL: R. Nancy McNair  
BOARD APPROVAL: \_\_\_\_\_  
MAYORAL APPROVAL: \_\_\_\_\_  
OTHER: \_\_\_\_\_

FOR CITY COUNCIL OFFICE USE: DATE RECEIVED: \_\_\_\_\_ APPROVED: \_\_\_\_\_  
FIRST AGENDA DATE: \_\_\_\_\_ SECOND AGENDA DATE: \_\_\_\_\_  
HEARING: \_\_\_\_\_ ORDINANCE/RESOLUTION: \_\_\_\_\_