



**NOTICE
GLENPOOL CITY COUNCIL
REGULAR MEETING**

A Regular Session of the Glenpool City Council will be held at 6:00 p.m. on January 3, 2022, at Glenpool City Hall, City Council Chambers, 12205 S. Yukon Ave., 3rd Floor, Glenpool, Oklahoma.

NOTE: The Glenpool City Council will be assembled for the meeting at the City Council Chambers, 12205 S. Yukon Ave, Glenpool, Oklahoma. Members of the public are invited to attend the in-person meeting, or join a live broadcast at this link:

Join Zoom Meeting

<https://us02web.zoom.us/j/89753555435?pwd=QzdFVjA1b0lKa1lSUFlKbUNrUUxtdz09>

Meeting ID: 897 5355 5435

Passcode: 974088

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The City Council welcomes comments from citizens of Glenpool who wish to address any item on the agenda.

- Speakers attending in **PERSON** are required to complete the Request to Speak form located on the agenda table and return to the City Clerk **PRIOR TO THE CALL TO ORDER.**
- Speakers attending via **ZOOM** are required to complete the Request to Speak form located on our website: <https://glenpoolonline.civicweb.net/document/19057/Request%20to%20Speak%20Form.pdf> and email it to the City Clerk: Wknight@cityofglenpool.com **PRIOR TO 6:00 PM JANUARY 3, 2022.**

AGENDA

- | | Page |
|---|-------|
| A) Call to Order - Joyce G. Calvert, Mayor | |
| B) Roll Call, Declaration of Quorum – Wendy Knight, City Clerk; Joyce G. Calvert, Mayor | |
| C) Invocation – Rick Tabisz, King of Kings Church | |
| D) Pledge of Allegiance – Joyce G. Calvert, Mayor | |
| E) Recognition of Retiring Sergeant Tracey Powell– Jim Martin, Police Chief | |
| F) Recognition of the 2021 Employee of the Year - David Tillotson | |
| G) City Manager Report – David Tillotson, City Manager | |
| 1) CM Report.01032022_1 | 3 - 4 |
| H) Mayor Report – Joyce G. Calvert, Mayor | |

I) **Council Comments**

J) **Public Comments**

K) **Scheduled Business**

- 1) Discussion and possible action to approve, deny, or amend minutes from December 13, 2021 meeting. 5 - 22
(Wendy Knight, City Clerk)
[City Council Regular Meeting - 13 Dec 2021 - Minutes - Html](#)
- 2) Discussion and possible action to approve or deny FY21-22 Budget Amendment Number CITY-06, for street repair expenditures in the amount of \$257, 450.00 23 - 24
(Frank Ordaz, Finance Director)
[Street repairs budget amendment CITY-06](#)
- 3) Discussion and possible action to enter into Executive Session for the purpose of having confidential communications between members of the City Council and the city attorney concerning litigation because the city attorney has advised that disclosure of the matter will seriously impair the ability of the City to process the litigation in the public interest, to wit, a discussion of the Court's findings of fact and conclusions of law in the Matter of the Appeal from the City of Glenpool Board of Adjustment in Variance Case. No. BOA-477 by Jenks Outdoor Advertising, Case No. CV-2020-00399, and the feasibility of pursuing an appeal of same to the Oklahoma Supreme Court, in accordance with Title 25 Okla. Stat. § 307.B.4. (Open Meeting Act).
(Lowell Peterson, City Attorney).
- 4) Discussion and possible action to reconvene in Regular Session.
(Joyce G. Calvert, Mayor)
- 5) Discussion and possible action to ratify and endorse, or reject, the action taken by the city attorney on December 13, 2021, to file an appeal, Supreme Court Case No. 120070, with the Oklahoma Supreme Court of the decision of the Tulsa County District Court in the Matter of the Appeal from the City of Glenpool Board of Adjustment in Variance Case. No. BOA-477 by Jenks Outdoor Advertising, Case No. CV-2020-00399.
(Lowell Peterson, City Attorney)

L) **Adjournment**

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on December 30, 2021, by 4:00 pm.

Signed: Wendy Knight

City Clerk



To: Mayor and Council

From: David Tillotson

Date: December 22, 2021

Re: City Manager Report

COVID

I have attached the latest data from the weekly reports published by the Tulsa Health Department and the Oklahoma State Department of Health. Thankfully we have been holding steady at 41 deaths since October 20th; however, our number of active cases is up slightly since our December meeting. We currently have 36 active cases, and we remain in the High Risk category. Additionally, the State Health Department shows that between 50-60% of the 74033 zip code have been fully vaccinated, and between 60-70% have had at least one dose. The entire Tulsa Metro showed an increase of 334 active cases and 12 additional deaths for the week ending Dec 22nd.

Weekly Data

Glenpool

Date	Cumulative	Recovered	Active	Deaths	Level
3/24/2021	1587	1539	48	17	
3/31/2021	1589	1547	42	17	Yellow
4/7/2021	1590	1546	44	24	Yellow
4/14/2021	1597	1546	51	24	Yellow
4/21/2021	1602	1551	51	24	Yellow
4/28/2021	1605	1559	46	24	Yellow
5/5/2021	1605	1559	46	24	
5/12/2021	1616	1585	31	25	Green

State

Cumulative	Recovered	Active	Deaths
435449	419693	15756	4850
437853	422360	15493	4953
440023	423402	16621	6669
443756	427029	16727	6697
445649	428811	16838	6716
447279	430095	17184	6788
448872	439686	9186	6832
450315	441302	9013	6878

County

Cumulative	Recovered	Active	Deaths
72378	71231	1147	774
72684	71625	1059	794
73012	71990	1022	1014
73345	72320	1025	1022
73773	72686	1087	1022
74049	72957	1092	1033
74382	73925	457	1044
74684	74238	446	1054

8/11/2021	1884	1748	109	27	Extreme Severe Risk
8/18/2021	1944	1805	111	28	Extreme Severe Risk
8/25/2021	2006	1873	103	30	Extreme Severe Risk
9/1/2021	2114	1939	145	30	Extreme Severe Risk II
9/8/2021	2192	2023	139	30	Extreme Severe Risk II
9/15/2021	2250	2135	80	35	Severe Risk
9/22/2021	2303	2188	77	38	Severe Risk
9/29/2021	2352	2256	57	39	High Risk
10/6/2021	2397	2301	57	39	High Risk
10/13/2021	2432	2333	59	40	Severe Risk
10/20/2021	2453	2366	46	41	High Risk
10/27/2021	2482	2409	32	41	High Risk
11/3/2021	2503	2441	21	41	Moderate
11/10/2021					
11/17/2021	2526	2470	15	41	Moderate
11/24/2021	2542	2477	24	41	Moderate
12/1/2021	2553	2492	30	41	Moderate
12/8/2021	2578	2506	31	41	High Risk
12/15/2021	2600	2527	31	42	Low Risk
12/22/2021	2615	2537	36	42	High Risk

500311	472124	20593	7594
515801	484745	23380	7676
530594	499290	23492	7812
550239	515598	26640	8001
568874	533334	27332	8208
584692	552719	23533	8440
598072	569264	20093	8715
609737	584478	16310	8949
619056	596855	12988	9213
627699	606392	11905	9402
635447	615193	9714	10540
641051	622476	7865	10710
645352	628075	6398	10879
650004	632942	6051	11011
655511	636463	7961	11087
661289	641092	8976	11221
666040	647177	7594	11269
674758	652622	10742	11384
681991	659026	11530	11435
689236	665696	12037	11503

85186	80090	3916	1180
87935	82426	4313	1196
90347	85134	3985	1228
93253	88009	3971	1273
96102	90763	4027	1312
98668	93463	3840	1365
100900	95852	3642	1406
102751	98516	2795	1440
104222	100525	2215	1482
105510	102002	2003	1505
106577	103367	1570	1640
107493	104509	1315	1669
108272	105438	1140	1694
109083			1713
110000			1729
110875			1759
111490			1766
113212			1788
114575			1797
115760			1805

12205 S. Yukon, Glenpool, OK 74033 OFFICE: 918-322-5409 FAX: 918-209-4641

Mayor Joyce Calvert, Ward 3; Vice-Mayor Brandon Kearns, At-Large;

Tim Fox, Ward 1; Chris Brobst, Ward 2; Jacqueline Lund, Ward 4

City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Wendy Knight

www.glenpoolonline.com

City	Total Cases	Current Deaths	Death ↑ or =	Recovered	Current Cases	Case ↑ ↓ =	Population	Current Infection Rate %	Total Infection Rate %	Death % of Infected	Death % of Population
Skiatook	2,836	36	=	2,705	95	↑ 23	7,953	1.19%	35.66%	1.27%	0.45%
Collinsville	3,990	63	=	3,849	78	↑ 03	7,069	1.10%	56.44%	1.58%	0.89%
Sand Springs	5,563	109	=	5,310	144	↑ 16	19,897	0.72%	27.96%	1.96%	0.55%
Broken Arrow	25,574	352	↑ 03	24,603	619	↑ 19	109,171	0.57%	23.43%	1.38%	0.32%
Sapulpa	5,467	114	↑ 01	5,236	117	↑ 13	20,802	0.56%	26.28%	2.09%	0.55%
Owasso	8,573	137	↑ 02	8,240	196	↑ 24	36,722	0.53%	23.35%	1.60%	0.37%
Bixby	5,728	61	↑ 02	5,551	116	↑ 07	27,454	0.42%	20.86%	1.06%	0.22%
Tulsa	69,444	1,148	↑ 04	66,875	1,421	↑ 209	400,669	0.35%	17.33%	1.65%	0.29%
Jenks	4,257	44	=	4,144	69	↑ 15	23,354	0.30%	18.23%	1.03%	0.19%
Glenpool	2,615	42	=	2,537	36	↑ 09	13,391	0.27%	19.53%	1.61%	0.31%
Total	134,047	2,106	↑ 12	129,050	2,891	↑ 314	666,482	0.43%	20.11%	1.57%	0.32%

Open Positions

The City currently has positions open in the following departments:

- Public Works: 2 positions
 - City Engineer *new in FY21-22 budget
 - Equipment Operator
- Police Department: 2 Positions
 - Part-time Animal Control Officer
 - Police Officer
 - Position Vacant 1/1/2022 – Offer will be extended to next candidate on list
- Administration:
 - Part-time Administrative Assistant *new in FY21-22 budget

Miscellaneous

This last couple of weeks have been fairly quiet for the City which has allowed our staff to try and get caught up on current projects and prepare for known projects arising in 2022.

- Martin Luther King Day Holiday set for January 17th.
- Next Council meeting set for Tuesday January 18th.

12205 S. Yukon, Glenpool, OK 74033 OFFICE: 918-322-5409 FAX: 918-209-4641

Mayor Joyce Calvert, Ward 3; Vice-Mayor Brandon Kearns, At-Large;

Tim Fox, Ward 1; Chris Brobst, Ward 2; Jacqueline Lund, Ward 4

City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Wendy Knight

www.glenpoolonline.com



MINUTES
City Council Regular Meeting
Monday, December 13, 2021 Council Chambers 6:00 PM

COUNCIL PRESENT: Joyce Calvert
Brandon Kearns
Tim Fox
Jacqueline Triplett-Lund

COUNCIL ABSENT: Chris Brobst

STAFF PRESENT: David Tillotson
Susan White
Wendy Knight
Frank Ordaz
Lynn Burrow
Bart Harris
Joel Huff

STAFF ABSENT: Lowell Peterson

- A) Call to Order - Joyce G. Calvert, Mayor**
Mayor Calvert called the meeting to order at 6:01 p.m.
- B) Roll Call, Declaration of Quorum – Wendy Knight, City Clerk; Joyce G. Calvert, Mayor**
Wendy Knight called the roll Mayor Calvert declared a quorum present.
- C) Invocation – Jason Yarbrough, First Baptist Church**
- D) Pledge of Allegiance – Joyce G. Calvert, Mayor**
- E) Proclamation - Joyce G. Calvert Mayor**
[Purple Heart City Proclamation](#)
- F) Community Development Report – Lynn Burrow, Community Development Director**
[Community Development Director's Report 12 13 21](#)
- G) City Manager Report – David Tillotson, City Manager**

[CM Report.12132021](#)

H) Mayor Report – Joyce G. Calvert, Mayor

- The Christmas parade and lighting of the trees were great events.
- It was exceptionally nice honoring our veterans at the Veteran's Memorial Re-Dedication Ceremony.

I) Council Comments

Councilor Lund said Glenpool wrestling did well at Mid-America Nationals, with several placing.

J) Public Comments

Billie Been, representing East Central Electric, spoke about EcoLINK broadband services offered by East Central Electric.

K) Scheduled Business

- 1) Discussion and possible action to approve, deny, or amend minutes from November 1, 2021 meeting.
(Wendy Knight, City Clerk)

Moved by Jacqueline Triplett-Lund, seconded by Brandon Kearns

To approve the minutes as presented.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst				x
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

[City Council Regular Meeting - 01 Nov 2021 - Minutes - Html](#)

- 2) **GLENPOOL DENTISTRY SIGN:** A Specific Use Permit (SUP2021-01) application for a proposed digital reader board sign for an existing dental office located at 464 E 141st Street. Applicant: THR Properties LLC
(Gerald S. Gilbert, Planning Director)

A. Public Hearing on the Specific Use Permit (SUP2021-01).

B. Discussion and possible action to approve, deny or amend the

Specific Use Permit (SUP2021-01).

Mr. Gilbert presented GLENPOOL DENTISTRY SIGN: A Specific Use Permit (SUP2021-01) application for a proposed digital reader board sign for an existing dental office located at 464 E 141st Street.
Applicant: THR Properties LLC

A. Public Hearing on the Specific Use Permit (SUP2021-01).

- Mayor Calvert opened the Public Hearing at **6:20 p.m.**
- Robin Jones spoke on behalf of the applicant, and answered questions from Council.
- Mayor Calvert closed the Public Hearing at **6:30 p.m.**

B. Mr. Gilbert recommended Council approval of Specific Use Permit (SUP2021-01).

Moved by Brandon Kearns, seconded by Jacqueline Triplett-Lund

To approve Specific Use Permit (SUP2021-01) application for a proposed digital reader board sign for an existing dental office located at 464 E 141st Street.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst				x
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

[CC STAFF REPORT SUP2021-01 - GLENPOOL DENTISTRY DIGITAL SIGN - DEC 13 2021](#)

[GLENPOOL DENTISTRY DIGITAL SIGN SUP2021-01 CC REPORT ATTACHMENTS - DEC 13 2021](#)

- 3) Discussion and possible action to approve, deny or amend Ordinance No. 795, an Ordinance of The City Of Glenpool, Oklahoma, Amending Title 4 of the City Code of Ordinances (Health, Sanitation and Environment), Chapter 2 (Open Burning), by repealing and superseding the same in its entirety and replacing the same by adoption of this Ordinance, repealing all Ordinances and resolutions or parts of Ordinances and Resolutions in conflict herewith; providing for severability; and declaring an emergency.

(Paul Newton, Fire Chief)

Chief Newton presented and recommended Council approval of Ordinance No. 795, an Ordinance of The City Of Glenpool, Oklahoma, Amending Title 4 of the City Code of Ordinances (Health, Sanitation and Environment), Chapter 2 (Open Burning), by repealing and superseding the same in its entirety and replacing the same by adoption of this Ordinance, repealing all Ordinances and resolutions or parts of Ordinances and Resolutions in conflict herewith; providing for severability; and declaring an emergency. With continuing growth and increased activity within the City of Glenpool, the Fire Department has experienced some challenges to the enforcement of the existing Open Burning Ordinance. The proposed Ordinance better defines the scope, size and materials that may be permitted for open burning.

Moved by Jacqueline Triplett-Lund, seconded by Brandon Kearns

To approve Ordinance No. 795, an Ordinance of The City Of Glenpool, Oklahoma, Amending Title 4 of the City Code of Ordinances (Health, Sanitation and Environment), Chapter 2 (Open Burning), by repealing and superseding the same in its entirety and replacing the same by adoption of this Ordinance, repealing all Ordinances and resolutions or parts of Ordinances and Resolutions in conflict herewith; providing for severability; and declaring an emergency.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst				x
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

[Staff Report Ordinance No. 795](#)
[Ordinance No. 795 Open Burning](#)

- 4) Discussion and possible action to approve, or deny an Emergency Clause for Ordinance No. 795 and thereby render it of immediate effect. (Lowell Peterson, City Attorney)

Mr. Tillotson recommended Council approval an Emergency Clause for Ordinance No. 795 and thereby render it of immediate effect.

Moved by Joyce Calvert, seconded by Brandon Kearns

To approve an Emergency Clause for Ordinance No. 795 and thereby render it of immediate effect.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst				x
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

- 5) Discussion and possible action to approve, deny or amend Ordinance No. 796, an Ordinance amending Title 10, Building and Development; Chapter 1, Administration and Enforcement; Chapter 2, Building Codes and Regulations; Chapter 3, Moving Buildings; Chapter 4, Building Numbers; and Chapter 7, Building Structure Demolition, by repealing and superseding the same in their entirety and replacing the same by adoption of this Ordinance, repealing all Ordinances or Resolutions of parts of Ordinances and Resolutions or parts of Ordinances and Resolutions in conflict herewith; providing for severability; and providing for submission to the Oklahoma Uniform Building Code Commission, subject to any correction of scrivener's errors or necessary formatting changes.
(Joel Huff, Building Official)

Mr. Huff presented and recommended Council approval of Ordinance No. 796, an Ordinance amending Title 10, Building and Development; Chapter 1, Administration and Enforcement; Chapter 2, Building Codes and Regulations; Chapter 3, Moving Buildings; Chapter 4, Building Numbers; and Chapter 7, Building Structure Demolition, by repealing and superseding the same in their entirety and replacing the same by adoption of this Ordinance, repealing all Ordinances or Resolutions of parts of Ordinances and Resolutions or parts of Ordinances and Resolutions in conflict herewith; providing for severability; and providing for submission to the Oklahoma Uniform Building Code Commission, subject to any correction of scrivener's errors or necessary formatting changes. Title 10 of the City of Glenpool Code of Ordinances, entitled Building and Development, was adopted on August 5, 2013, by Ordinance No. 671, and was extensively amended on November 10, 2017, as a result of the State of Oklahoma Uniform Building Code

Commission's ("OUBCC") adoption of the Uniform Building Code ("UBC") and its enforced conformity. Recent updates in the UBC, as well as other standardized code changes, have made it necessary to accomplish another substantial re-codification.

Moved by Brandon Kearns, seconded by Tim Fox

To approve Ordinance No. 796, an Ordinance amending Title 10, Building and Development; Chapter 1, Administration and Enforcement; Chapter 2, Building Codes and Regulations; Chapter 3, Moving Buildings; Chapter 4, Building Numbers; and Chapter 7, Building Structure Demolition, by repealing and superseding the same in their entirety and replacing the same by adoption of this Ordinance, repealing all Ordinances or Resolutions of parts of Ordinances and Resolutions or parts of Ordinances and Resolutions in conflict herewith; providing for severability; and providing for submission to the Oklahoma Uniform Building Code Commission, subject to any correction of scrivener's errors or necessary formatting changes.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst				x
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

[Staff Report Ordinance No. 796](#)

[Ordinance No. 796 Amended Title 10 - Building Regulations](#)

- 6) Discussion and possible action to approve, deny, or amend Ordinance No. 797, an Ordinance partially closing/vacating a general utility easement within Kendalwood Estates Addition I, a subdivision in the City of Glenpool, and repealing all Ordinances or parts of Ordinances in conflict herewith.
(Lynn Burrow, Community Development Director)

Mr. Burrow presented and recommended Council approval of Ordinance No. 797, an Ordinance partially closing/vacating a general utility easement within Kendalwood Estates Addition I, a subdivision in the City of Glenpool, and repealing all Ordinances or parts of Ordinances in conflict herewith. The closing and vacation of this portion of the easement in question is being requested due to an existing residential

structure located on this property encroaching onto the easement thus creating an impact on the legal title to the property. It has been determined that the vacation of this portion of the existing easement will not cause negative issues with any existing City of Glenpool utility services.

Moved by Brandon Kearns, seconded by Joyce Calvert

To approve Ordinance No. 797, an Ordinance partially closing/vacating a general utility easement within Kendalwood Estates Addition I, a subdivision in the City of Glenpool, and repealing all Ordinances or parts of Ordinances in conflict herewith.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst				x
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

[Final Ordinance 797 Easement Vacation w Emergency Clause](#)

- 7) Discussion and possible action to approve or deny an Emergency Clause for Ordinance No. 797 and thereby render it of immediate effect. (Lowell Peterson, City Attorney)

Mr. Tillotson recommended Council approval of an Emergency Clause for Ordinance No. 797 and thereby render it of immediate effect.

Moved by Tim Fox, seconded by Brandon Kearns

To approve an Emergency Clause for Ordinance No. 797 and thereby render it of immediate effect.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst				x
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

- 8) Discussion and possible action to approve or deny Resolution No. 2021012, a Resolution concerning Coronavirus Local Fiscal Recovery Funds for Non-Entitlement Units of Government (ARPA Funds), authorizing the acceptance of the funds, the appropriate budget amendments, and the execution of all necessary agreements and related documents.
(Frank Ordaz, Finance Director).

Mr. Ordaz presented and recommended Council approval of Resolution No. 2021012, a Resolution concerning Coronavirus Local Fiscal Recovery Funds for Non-Entitlement Units of Government (ARPA Funds), authorizing the acceptance of the funds, the appropriate budget amendments, and the execution of all necessary agreements and related documents. The City of Glenpool has been designated as a recipient of Coronavirus Local Fiscal Recovery Funds (ARPA Funds) for Non-Entitlements Units of Government in the amount of \$1,216,998.26 for this fiscal year and \$1,216,998.26 in October 2022. To account for all expenditures in accordance with applicable federal guidelines, staff recommends the creation of the ARPA Special Purpose Fund in the amount of \$1,216,998.26 for this fiscal year.

Moved by Brandon Kearns, seconded by Joyce Calvert

To approve Resolution No. 2021012, a Resolution concerning Coronavirus Local Fiscal Recovery Funds for Non-Entitlement Units of Government (ARPA Funds), authorizing the acceptance of the funds, the appropriate budget amendments, and the execution of all necessary agreements and related documents.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst				x
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

[Resolution 2021012 ARPA Special Purpose Fund \(003\)](#)

- 9) Discussion and possible action to approve or deny Resolution No. 2021013, authorizing OMAG to return \$20,868.70 to the City of

Glenpool, and preserve the funds in the safety program designated reserve.

(Frank Ordaz, Finance Director)

Mr. Ordaz presented and recommended Council approval of Resolution No. 2021013, authorizing OMAG to return \$20,868.70 to the City of Glenpool, and preserve the funds in the safety program designated reserve. The funds will be identified as Restricted in the General Fund balance until appropriated for specific safety program enhancements. At that point, an expense line will be added to the General Fund chart of accounts to maintain fiscal transparency and ease of tracking expenditures.

Moved by Joyce Calvert, seconded by Jacqueline Triplett-Lund

To approve Resolution No. 2021013, authorizing OMAG to return \$20,868.70 to the City of Glenpool, and preserve the funds in the safety program designated reserve.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst				x
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

[Resolution No. 2021013 OMAG Workers Compensation Refund](#)

- 10) Discussion and possible action to approve or deny authorizing the Glenpool Utility Services Authority (GUSA) to spend funds from the ARPA Special Purpose Fund for the purposes set out in GUSA Resolution No. 2021014, so long as all expenditures are in accordance with ARPA guidelines and compliance requirements.
(David Tillotson, City Manager)

Mr. Tillotson presented and recommended Council approval of authorizing the Glenpool Utility Services Authority (GUSA) to spend funds from the ARPA Special Purpose Fund for the purposes set out in GUSA Resolution No. 2021014, so long as all expenditures are in accordance with ARPA guidelines and compliance requirements. This item may not strictly be needed, but staff feels it is best to have a record of the Council's intent since the funds were awarded to the City instead

of GUSA. Additionally, despite the resolution's notice that all funds for the Project may be reimbursed, there is no requirement that all the funds must be reimbursed. The exact amount of any reimbursement of costs, and the specific costs to be reimbursed, will be determined at a future date by the GUSA Board.

Moved by Joyce Calvert, seconded by Brandon Kearns

To approve authorizing the Glenpool Utility Services Authority (GUSA) to spend funds from the ARPA Special Purpose Fund for the purposes set out in GUSA Resolution No. 2021014, so long as all expenditures are in accordance with ARPA guidelines and compliance requirements.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst				x
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

[Staff Report - ARPA Use by GUSA](#)

[Final Resolution - Sewer Plant Costs.12092021 \(003\)](#)

- 11) Discussion and possible action to approve, deny or amend the Fireworks Production Contract with Rainbow Fireworks Inc. in the amount of \$15,000.00.
(David Tillotson, City Manager)

Mr. Tillotson presented and recommended Council approval of the Fireworks Production Contract with Rainbow Fireworks Inc. in the amount of \$15,000.00. Staff is moving forward with the plans for our second annual Red, White and Boom Bash.

Moved by Jacqueline Triplett-Lund, seconded by Brandon Kearns

To approve the Fireworks Production Contract with Rainbow Fireworks Inc. in the amount of \$15,000.00.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			

Chris Brobst				x
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

[Staff Report - Fireworks](#)
[Rainbow Fireworks](#)

- 12) Discussion and possible action to approve or deny FY21-22 Budget Amendment Number CITY-04 to fund the Fireworks Production Contract with Rainbow Fireworks Inc., in the amount of \$15,000.
(Frank Ordaz, Finance Director)

Mr. Ordaz presented and recommended Council approval of FY21-22 Budget Amendment Number CITY-04 to fund the Fireworks Production Contract with Rainbow Fireworks Inc., in the amount of \$15,000.

Moved by Jacqueline Triplett-Lund, seconded by Joyce Calvert

To approve FY21-22 Budget Amendment Number CITY-04 to fund the Fireworks Production Contract with Rainbow Fireworks Inc., in the amount of \$15,000.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst				x
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

[Red White and Boom Bash Fireworks Show Budget Amendment CITY-04](#)

- 13) Discussion and possible action to approve or deny Service Order with ClearGov in the amount of \$11,458.33 for this fiscal year, pending the review of the City Attorney and authorizing the City Manager to sign it.
(Frank Ordaz, Finance Director)

Mr. Ordaz presented and recommended Council approval of Service Order with ClearGov in the amount of \$11,458.33 for this fiscal year, pending the review of the City Attorney and authorizing the City

Manager to sign it. Because the city's budgeting process is manual, it takes a significant amount of staff time. To streamline this process and increase financial transparency, staff is recommending ClearGov®, the leading provider of Budget Cycle Management software, which is focused on helping local governments streamline the annual budgeting process by automating workflows, increasing staff collaboration, centralizing data and increasing transparency for residents. Another key feature is the ability to publish a digital budget book on line and print hard-copies, if necessary.

Moved by Joyce Calvert, seconded by Brandon Kearns

To approve Service Order with ClearGov in the amount of \$11,458.33 for this fiscal year, pending the review of the City Attorney and authorizing the City Manager to sign it.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst				x
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

[Final ClearGov Budget Cycle Management software_Staff Report and Attachments Dec 9 2021](#)

- 14) Discussion and possible action to approve or deny acceptance of a Deed of Dedication from Ricky D. Hunter for street right-of-way and utility installation purposes.
(Lynn Burrow, Community Development Director)

Mr. Burrow presented and recommended Council approval of a Deed of Dedication from Ricky D. Hunter for street right-of-way and utility installation purposes. The Deed of Dedication conveys approximately 0.17 acres of private property to the City of Glenpool and describes such tract as being 43.00' in width and 175.00' in length located along the north side of East 147th Street. This right-of-way dedication was a condition of approval for a lot-split application Mr. Hunter presented to and was approved by the Glenpool Planning Commission as Lot Split application GLS 257 on October 11, 2021.

Moved by Brandon Kearns, seconded by Jacqueline Triplett-Lund

To approve acceptance of a Deed of Dedication from Ricky D. Hunter for street right-of-way and utility installation purposes.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst				x
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

Right of Way Dedication

- 15) Discussion and possible action to approve or deny acceptance of public storm sewer improvements, serving Redbud Glen residential development, located on the west side of Elwood Avenue – at 148th Street.
(Lynn Burrow, Community Development Director)

Mr. Burrow presented and recommended Council approval of acceptance of public storm sewer improvements, serving Redbud Glen residential development, located on the west side of Elwood Avenue – at 148th Street. These public storm sewer related improvements were permitted for construction by the City of Glenpool and were inspected by City staff during construction for compliance with the approved construction plans as well as with City of Glenpool design criteria. It should be noted that the subject storm sewer improvements were constructed within public general utility easements created by the approved final subdivision plat for Redbud Glen Addition.

Moved by Brandon Kearns, seconded by Joyce Calvert

To approve acceptance of public storm sewer improvements, serving Redbud Glen residential development, located on the west side of Elwood Avenue – at 148th Street.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst				x
Jacqueline Triplett-	x			

Lund				
	4	0	0	1

CARRIED.

[Stormsewer Acceptance Redbud Glen](#)

- 16) Discussion of the creation of Mobile Food Truck regulations. No action will be taken.
(Gerald S. Gilbert, Planning Director)

A discussion was held regarding the creation of Mobile Food Truck regulations. No action was taken.

Mayor Calvert called for a recess at 8:02 p.m.

Meeting reconvened at 8:38 p.m.

[Mobile Food Vending City Council Memorandum - DEC 13 2021](#)

[DRAFT Mobile Food Vending Regulations](#)

- 17) Discussion and possible action to enter into Executive Session for the purposes of: **(A)** having confidential communications between members of the City Council and the city attorney concerning litigation because the city attorney has advised that disclosure of the matter will seriously impair the ability of the City to process the litigation in the public interest, to wit, a discussion of the Court's findings of fact and conclusions of law in the *Matter of the Appeal from the City of Glenpool Board of Adjustment in Variance Case. No. BOA-477 by Jenks Outdoor Advertising, Case No. CV-2020-00399*, in accordance with Title 25 Okla. Stat. § 307.B.4. (Open Meeting Act); and **(B)** conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to remain or to locate within the City of Glenpool because public disclosure of the matter discussed would interfere with the development of products or services and would violate the confidentiality of such business, pursuant to 25 O.S. § 307.C.10 of the Open Meeting Act.
(David Tillotson, City Manager).

Mr. Tillotson recommended Council enter into Executive Session for **(B)** conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to remain or to locate within the City of Glenpool because public disclosure of the matter discussed would interfere with the development of products or services and would violate the confidentiality of such business, pursuant to 25 O.S. § 307.C.10 of the Open Meeting Act.

Moved by Jacqueline Triplett-Lund, seconded by Brandon Kearns

To enter into Executive Session for (B) conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to remain or to locate within the City of Glenpool because public disclosure of the matter discussed would interfere with the development of products or services and would violate the confidentiality of such business, pursuant to 25 O.S. § 307.C.10 of the Open Meeting Act at 8:40 p.m.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst				x
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

- 18) Discussion and possible action to reconvene in Regular Session.
(Joyce G. Calvert, Mayor)

Moved by Brandon Kearns, seconded by Jacqueline Triplett-Lund

To reconvene in Regular Session at 9:12 p.m.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst				x
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

- 19) Discussion and possible action to authorize the city attorney to file an appeal with the Oklahoma Supreme Court of the decision of the Tulsa County District Court in the *Matter of the Appeal from the City of Glenpool Board of Adjustment in Variance Case. No. BOA-477* by Jenks Outdoor Advertising, Case No. CV-2020-00399.
(Lowell Peterson, City Attorney)

Moved by Brandon Kearns, seconded by Tim Fox

To table this item.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst				x
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

- 20) Discussion and possible action to enter into executive session for the purposes of discussing the employment, hiring, appointment, promotion, demotion, discipline or resignation of the City Attorney, an individual salaried public officer or employee, in accordance with Title 25 Okla. Stat. § 307.B.1. (Open Meeting Act).
(David Tillotson, City Manager)

Moved by Jacqueline Triplett-Lund, seconded by Brandon Kearns

To enter into Executive Session at 9:14 p.m.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst				x
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

- 21) Discussion and possible action to reconvene in Regular Session.
(Joyce G. Calvert, Mayor)

Moved by Jacqueline Triplett-Lund, seconded by Brandon Kearns

To reconvene in Regular Session at 10:08 p.m.

	For	Against	Abstained	Absent
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Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst				x
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

- 22) Discussion and possible action to authorize the City Manager to proceed in the manner discussed in executive session.
(David Tillotson, City Manager)

Mr. Tillotson stated no comment on this item, it is a Council decision.

Moved by Jacqueline Triplett-Lund, seconded by Tim Fox

To authorize the City Manager to proceed in the manner discussed in executive session.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst				x
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

- 23) Discussion and possible action to engage Rosenstein, Fist & Ringold for employment related legal services.
(David Tillotson, City Manager)

Mr. Tillotson recommended engaging Rosenstein, Fist & Ringold for discipline related legal services.

Moved by Brandon Kearns, seconded by Joyce Calvert

To engage Rosenstein, Fist & Ringold for employment related legal services.

	For	Against	Abstained	Absent
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City Council Regular Meeting
December 13, 2021

Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst				x
Jacqueline Triplett-Lund	x			
	4	0	0	1

CARRIED.

L) Adjournment

Mayor Calvert declared the meeting adjourned at 10:10 p.m.



To: Mayor and Council

From: Frank Ordaz, Finance Director

Date: December 28, 2021

Re: FY21-22 City Budget Amendment – CITY-06

Background:

During the recent audit, the auditor found that \$207,450 of street repair expenditures incurred in the current fiscal year were charged to the prior fiscal year in error. Consequently, because an adjusting journal entry has moved these expenditures from last fiscal year to the current fiscal year, a budget amendment in the amount of \$207,450 is needed.

In addition, staff is recommending a second budget amendment in the amount of \$50,000 as a street repairs contingency for the remaining six months of the current fiscal year.

The attached Budget Amendment, CITY-06, for Fiscal Year 2021-2022 allocates \$257,450 from the general fund balance for street repairs.

Staff Recommendation:

- Staff recommends approval of Budget Amendment Form CITY-06

Attachments:

- Budget Amendment Form CITY-06

12205 S. Yukon, Glenpool, OK 74033 OFFICE: 918-322-5409 FAX: 918-209-4641

Mayor Joyce Calvert, Ward 3; Vice-Mayor Brandon Kearns, At-Large;

Tim Fox, Ward 1; Chris Brobst, Ward 2; Jacqueline Lund, Ward 4

City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Wendy Knight

www.glenpoolonline.com

City of Glenpool
Budget Amendment

Fiscal Year: 2021-2022
Amendment No: CITY 05
Date Requested: 28-Dec-21

REVENUE					EXPENSES				
Fund	Account Number	Acct Name	Increase/(Decrease)	New Budget Amount	Fund	Account Number	Acct Name	Increase/(Decrease)	New Budget Amount
01	01-5-00-5409	TRANSFER FROM FUND BALANCE	\$ 257,450	\$ 642,251.25	01	01-6-14-6274	STREET REPAIRS	\$ 257,450	\$ 583,460
Total:			\$ 257,450.00		Total:			\$ 257,450.00	

Notes:
Funding in the amount of \$257,450 for \$207,450 of street repairs expenditures incurred in the current fiscal year which were charged to the prior fiscal year in error and an adjusting journal entry has moved these expenditures from last fiscal year to the current fiscal year, and \$50,000 for street repairs contingency for the remaining six months of the current fiscal year are transferred from the General Fund Fund Balance.

Approved by the City of Glenpool:

Mayor

Date