



**NOTICE  
GLENPOOL CITY COUNCIL  
REGULAR MEETING**

A Regular Session of the Glenpool City Council will be held at 6:00 p.m. on January 21, 2020, at Glenpool City Hall, City Council Chambers, 12205 S. Yukon Ave., 3rd Floor, Glenpool, Oklahoma.

*The City Council welcomes comments from citizens of Glenpool who wish to address any item on the agenda. Speakers are requested to complete one of the forms located on the agenda table and return to the City Clerk **PRIOR TO THE CALL TO ORDER***

**AGENDA**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Page    |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| A) <b>Call to Order - Timothy Lee Fox, Mayor</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |         |
| B) <b>Roll Call, Declaration of Quorum – Wendy Knight, City Clerk; Timothy Lee Fox, Mayor</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                            |         |
| C) <b>Invocation – Heather Scherer, Living Water United Methodist Church</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |         |
| D) <b>Pledge of Allegiance – Timothy Lee Fox, Mayor</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |         |
| E) <b>Treasurers Report – John Gonsalves, Finance Director</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |         |
| 1) <a href="#">DECEMBER TREASURER'S REPORT</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 3 - 17  |
| F) <b>City Manager Report – David Tillotson, City Manager</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |         |
| 1) <a href="#">CM Report.01212020</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 18 - 19 |
| G) <b>Mayor Report – Timothy Lee Fox, Mayor</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |         |
| H) <b>Council Comments</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |         |
| I) <b>Public Comments</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |         |
| J) <b>Scheduled Business</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |         |
| 1) Discussion and possible action to approve minutes from January 6, 2020 meeting.<br>(Wendy Knight, City Clerk)<br><a href="#">City Council Regular Meeting - 06 Jan 2020 - Minutes - Html</a>                                                                                                                                                                                                                                                                                                                                                          | 20 - 26 |
| 2) Discussion and possible action to adopt Ordinance No. 768, an Ordinance amending Ordinance No. 767, rezoning certain property described therein from CG (Commercial General to IL (Light Manufacturing   Research and Development), as recommended by the Planning Commission under application GZ-274 and as adopted by the City of Glenpool City Council by said Ordinance No. 767; and repealing all Ordinances or parts of Ordinances in conflict herewith.<br>(James McHendry, City Planner)<br><br><a href="#">20200221_GZ_274_staff_report</a> | 27 - 34 |
| 3) Discussion and possible action to approve an amendment to the Fiscal Year 2020 budget to reflect the balance of Purchase Orders “rolled over” from the Fiscal Year 2019 budget for incomplete projects that carried a budget balance at the end of Fiscal Year 2019 in the aggregate amount of \$474,776.15.<br>(John Gonsalves, Finance Director)<br><a href="#">2020 budget amendment for purchase order and project rollover from fy 19 2</a>                                                                                                      | 35 - 36 |

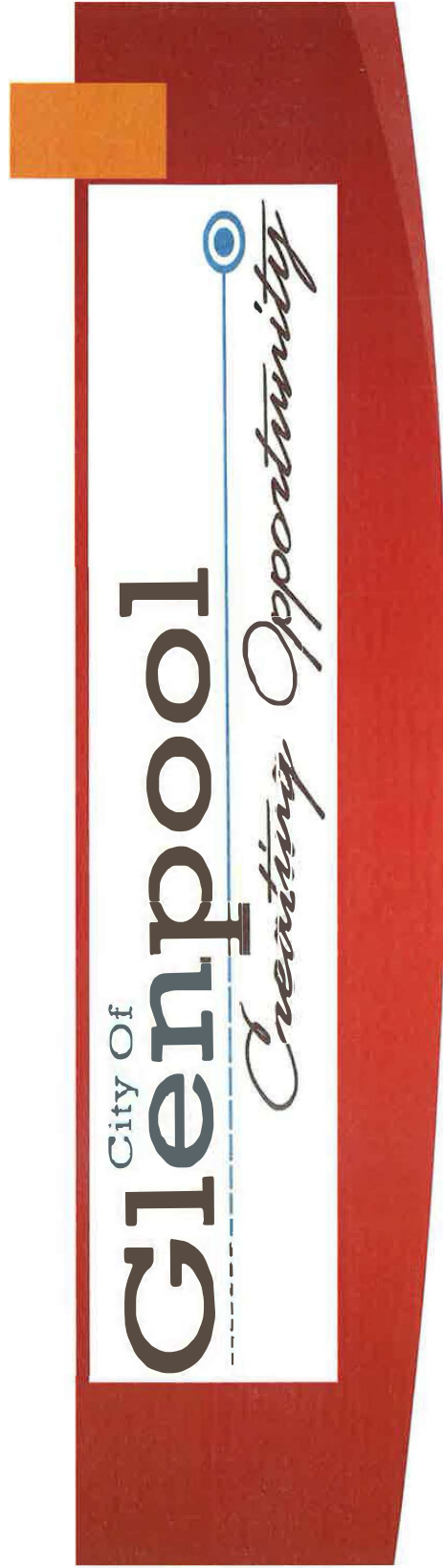
- 4) Discussion and possible action to enter into Executive Session for the purpose of conferring on matters pertaining to economic development, including the possible transfer of property, financing or the creation of a proposal to entice a business to locate within the City of Glenpool, because public disclosure of the matter to be discussed would interfere with the development of products or services and would violate the confidentiality of the business, pursuant to 25 O.S. § 307.C.10. (Open Meeting Act).  
(David Tillotson, City Manager)
- 5) Discussion and possible action to reconvene in Regular Session.  
(Timothy Lee Fox, Mayor)
- 6) Discussion of potential objectives/outcomes for formation of City's 10-year growth strategy. No action will be taken.  
(David Tillotson, City Manager)

**K) Adjournment**

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on January 17, 2020, by 4:00 pm.

Signed: Wendy Knight

City Clerk



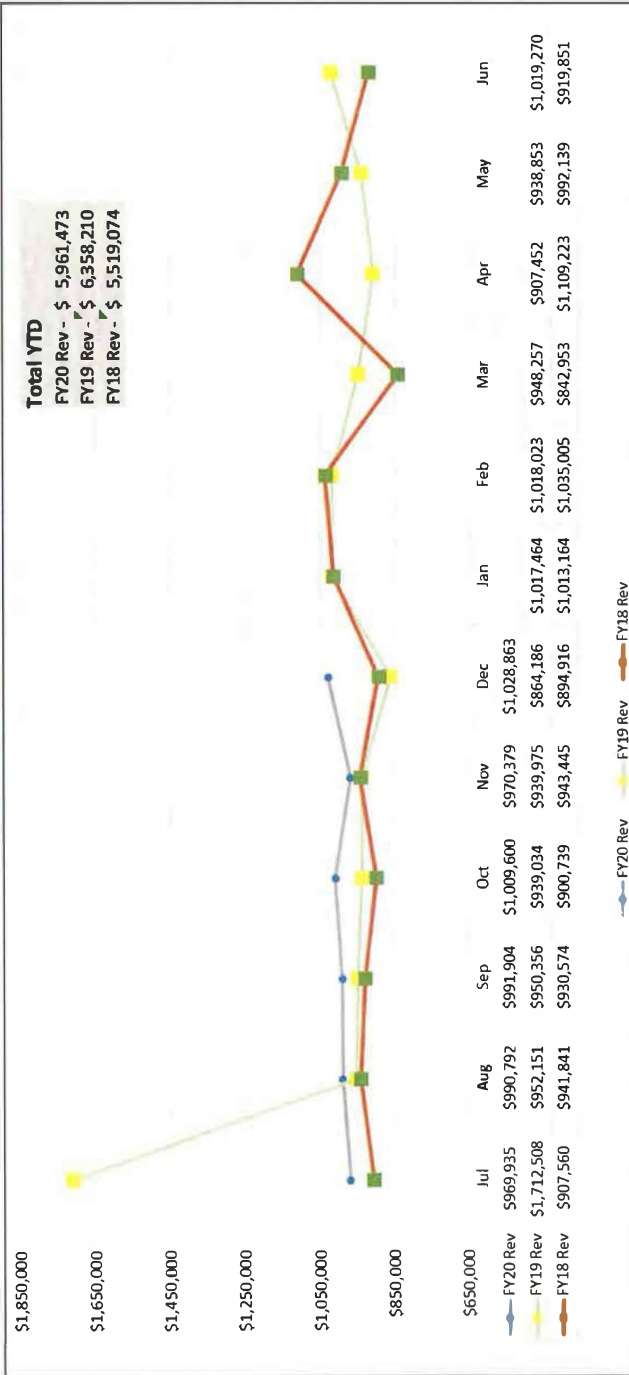
# Treasurer's Report DECEMBER 31ST, 2019

| FUND                     | REVENUES AS OF 12/31/19 |                       |               | EXPENDITURES AS OF 12/31/19 |                   |               |
|--------------------------|-------------------------|-----------------------|---------------|-----------------------------|-------------------|---------------|
|                          | FY19-20<br>BUDGET       | FY19-20<br>ACTUAL YTD | Target<br>50% | FY19-20<br>BUDGET           | FY19-20<br>ACTUAL | Target<br>50% |
|                          |                         |                       |               |                             |                   |               |
| GENERAL FUND             | \$ 11,616,892           | \$ 5,961,473          | 51%           | \$ 11,616,892               | \$ 5,575,841      | 48%           |
| GUSA                     | \$ 9,103,957            | \$ 6,745,743          | 74%           | \$ 9,103,957                | \$ 3,205,904      | 35%           |
| PARKS & RECREATION       | \$ 7,596                | \$ 5,069              | 67%           | \$ 7,596                    | -                 | 0%            |
| HOTEL MOTEL TAX          | \$ 206,666              | \$ 112,122            | 54%           | \$ 206,666                  | \$ 46,289         | 22%           |
| GIA                      | \$ 515,360              | \$ 215,447            | 42%           | \$ 515,360                  | \$ 207,632        | 40%           |
| STREETS & INFRASTRUCTURE | \$ 878,173              | \$ 305,311            | 35%           | \$ 878,173                  | \$ 176,533        | 20%           |
| PUBLIC SAFETY CAPITAL    | \$ 673,106              | \$ 272,599            | 40%           | \$ 673,106                  | \$ 192,716        | 29%           |
| PUBLIC SAFETY PERSONNEL  | \$ 1,279,403            | \$ 576,309            | 45%           | \$ 1,279,403                | \$ 609,799        | 48%           |
| TOTAL                    | \$ 24,281,153           | \$ 14,194,073         |               | \$ 24,281,153               | \$ 10,014,715     |               |
|                          |                         |                       |               |                             |                   | \$ 4,179,358  |

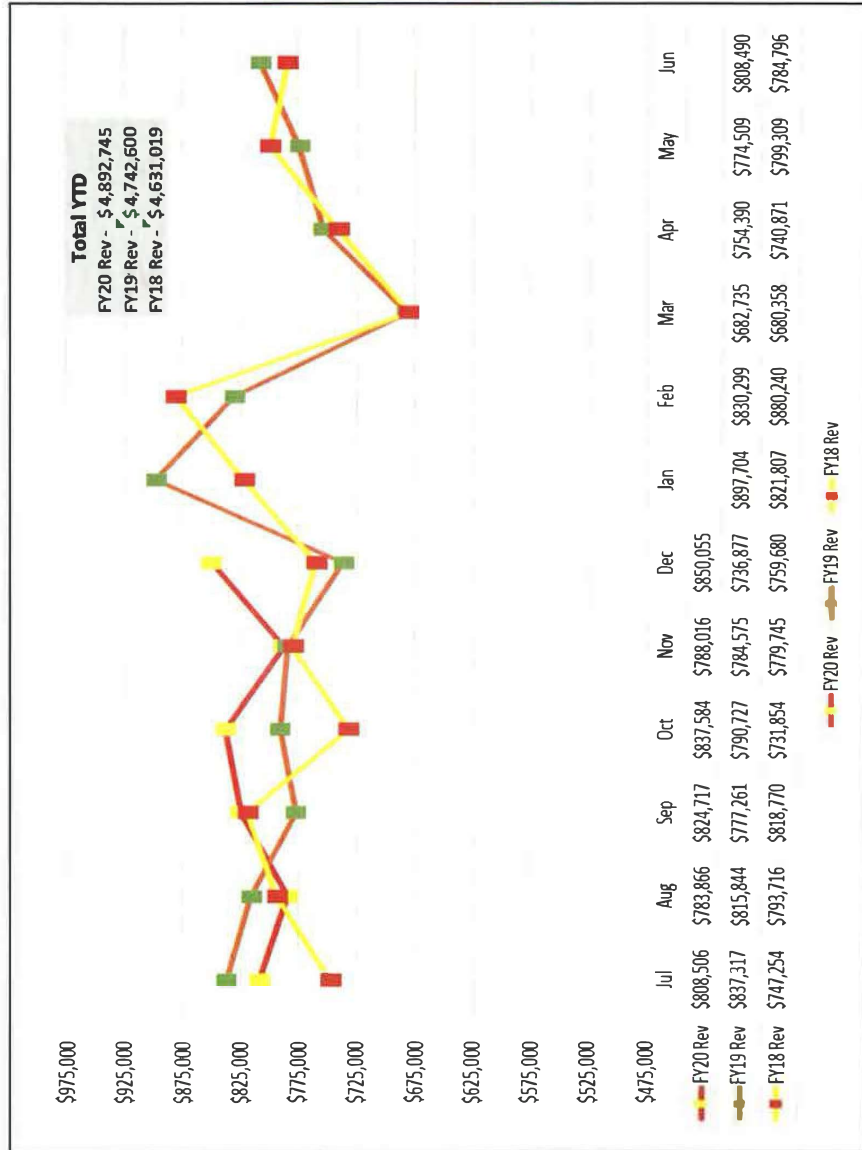
SUMMARY OF  
REVENUES AND  
EXPENDITURES AS  
OF DECEMBER 2019  
6TH MONTH IN  
FISCAL YEAR 2019-  
2020 OR 50%  
COMPLETED AS OF  
DECEMBER 31ST,  
2019

# City of Glenpool General Fund Revenues as of DECEMBER 31ST, 2019

-6.2% DECREASE COMPARED TO PREVIOUS YTD



In 2018-2019 the TCC building was sold which accounted for the significant increase in revenue for the month of July in the previous year.

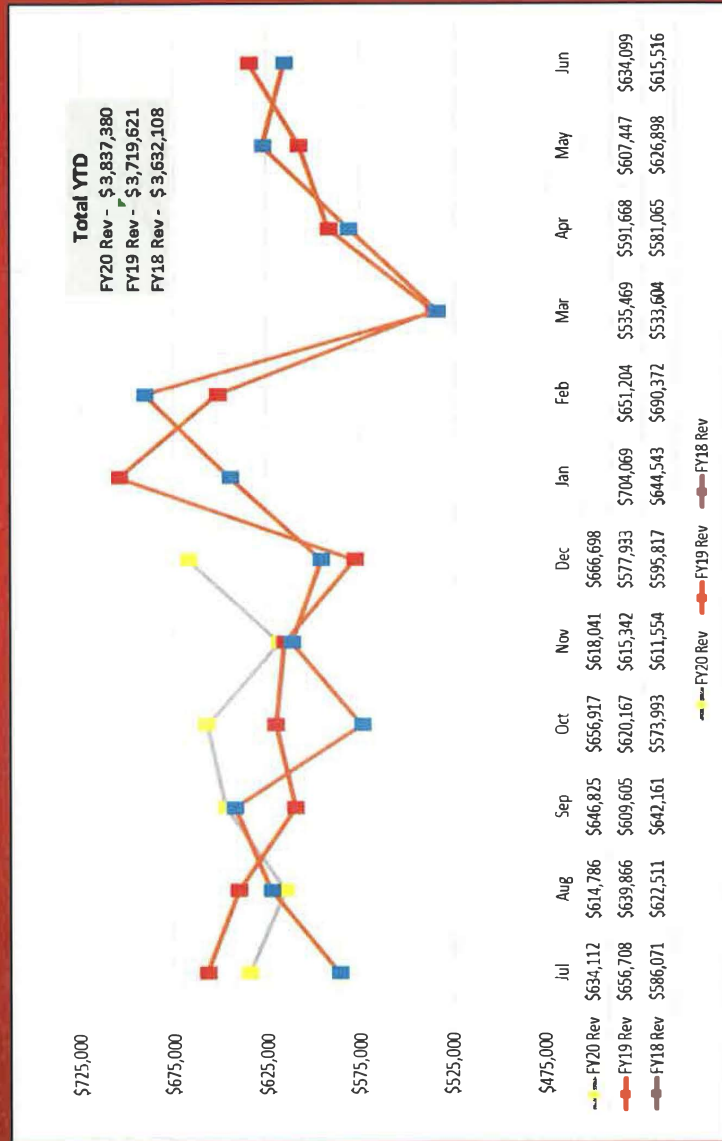


## City of Glenpool Sales Tax Revenues - All Funds as of DECEMBER 31ST, 2019

- ▲ 0.55% Sales tax for Public Safety personnel effective July 1, 2016
  - ▲ 0.29% Sales tax for capital improvements/economic development effective Jan 1, 2017
  - ▲ 0.26% Sales tax for Public Safety equipment effective Jan 1, 2017
- 3.22% INCREASE COMPARED TO PREVIOUS YTD

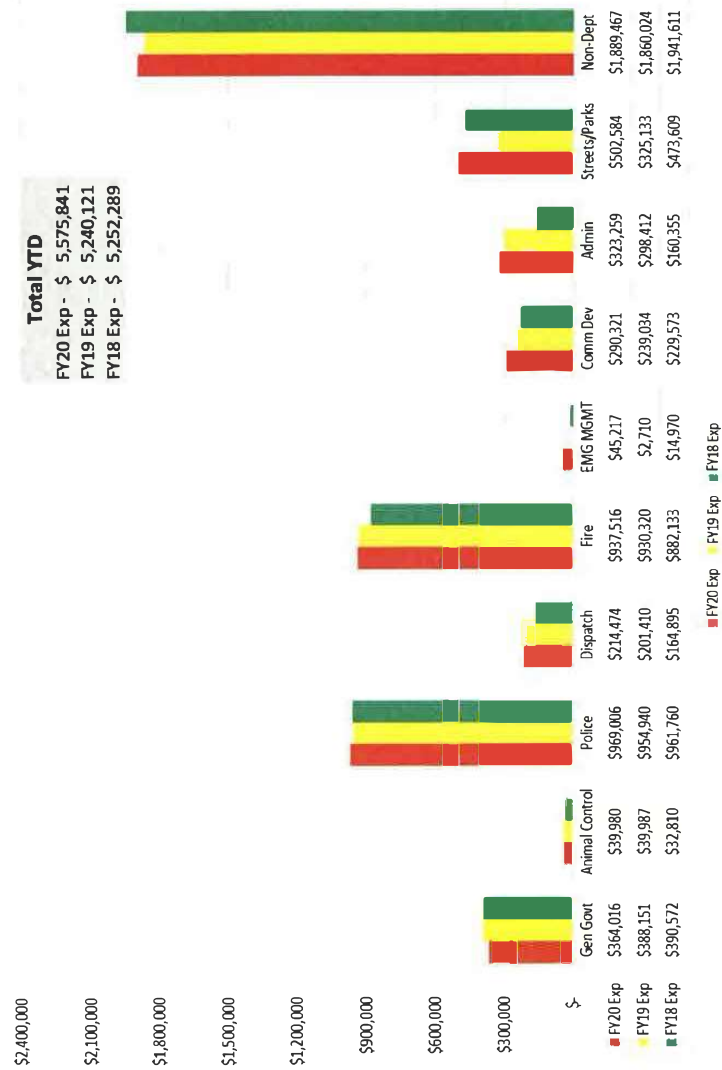
# City of Glenpool Sales Tax Revenues - General Fund as of DECEMBER 31ST, 2019

3.2% INCREASE  
COMPARED TO  
PREVIOUS YTD



# City of Glenpool General Fund Expenditures as of DECEMBER 31ST, 2019

**Total YTD**  
FY20 Exp - \$ 5,575,841  
FY19 Exp - \$ 5,240,121  
FY18 Exp - \$ 5,252,289

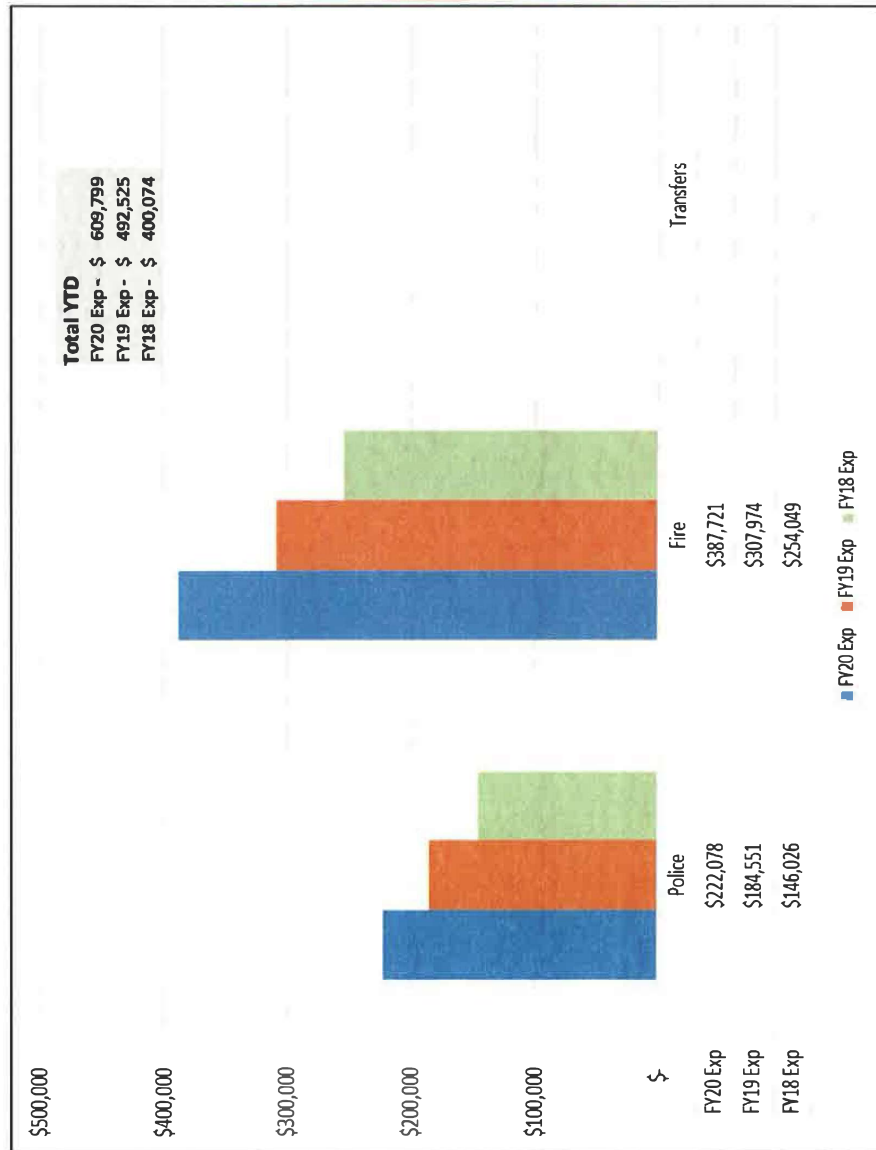


- ▲ General Government includes City Clerk, Finance, and Organizational Expenses
- ▲ Police includes Police, Animal Control and Dispatch
- ▲ Community Services includes Planning, Inspections and Code Enforcement
- ▲ Administration includes City Manager, City Attorney and Human Resources
- ▲ Non-Departmental includes transfers to other funds

# Public Safety Personnel Fund Revenues as of DECEMBER 31ST, 2019

- ▲ 0.55% Sales tax for Public Safety personnel effective July 1, 2016 (first collections received in August of, 2016)
- ▲ 6% INCREASE COMPARED TO PREVIOUS YTD



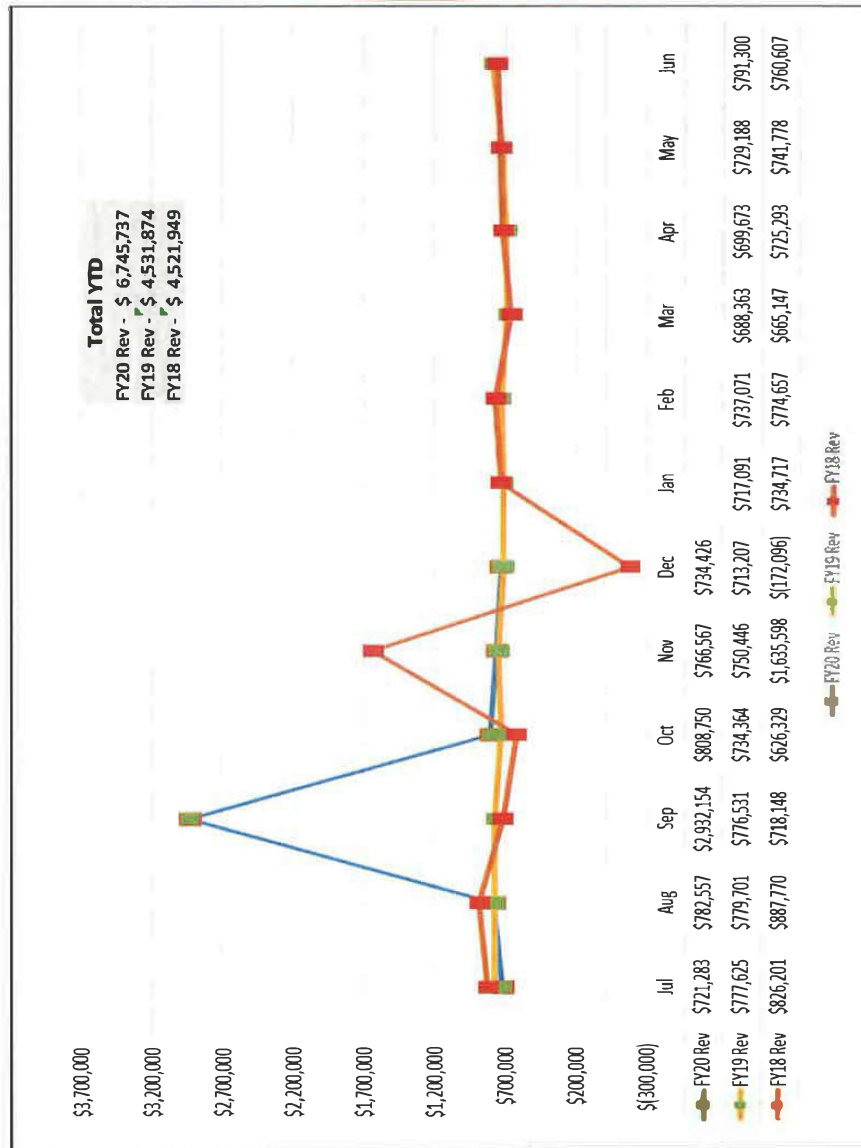


# Public Safety Personnel Fund Expenditures as of DECEMBER 31ST, 2019

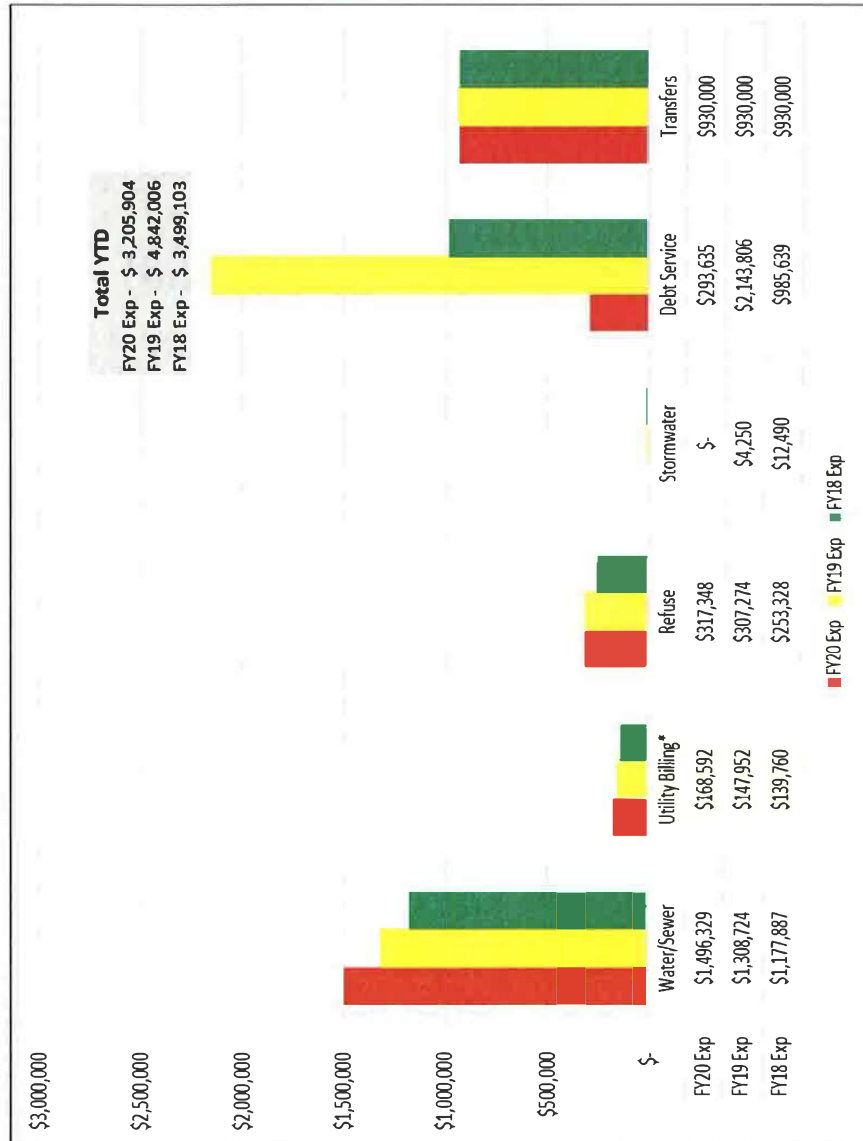
- ▲ Police includes seven officers - personal services and operating expenses
- ▲ Fire includes nine firefighters - personal services and operating expenses

# Glenpool Utility Services Authority Revenues as of DECEMBER 31ST, 2019 48.9% INCREASE COMPARED TO PREVIOUS YTD

\* INCREASE IN SEPTEMBER IS DUE  
TO REVENUE RECEIVED FROM  
REFINANCING THE 2010A,B AND  
2011 BONDS



# Glenpool Utility Services Authority Expenses as of DECEMBER 31ST, 2019

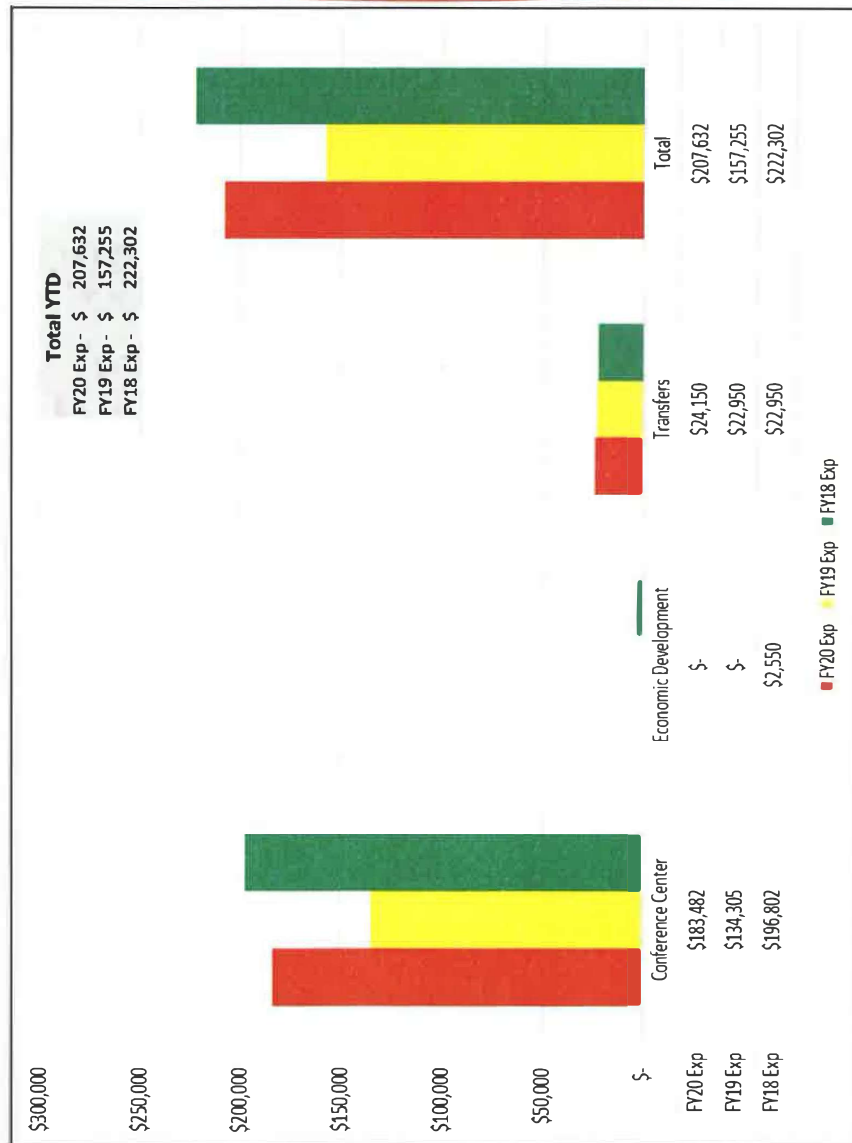


# Glenpool Industrial Authority Revenues as of DECEMBER 31ST, 2019

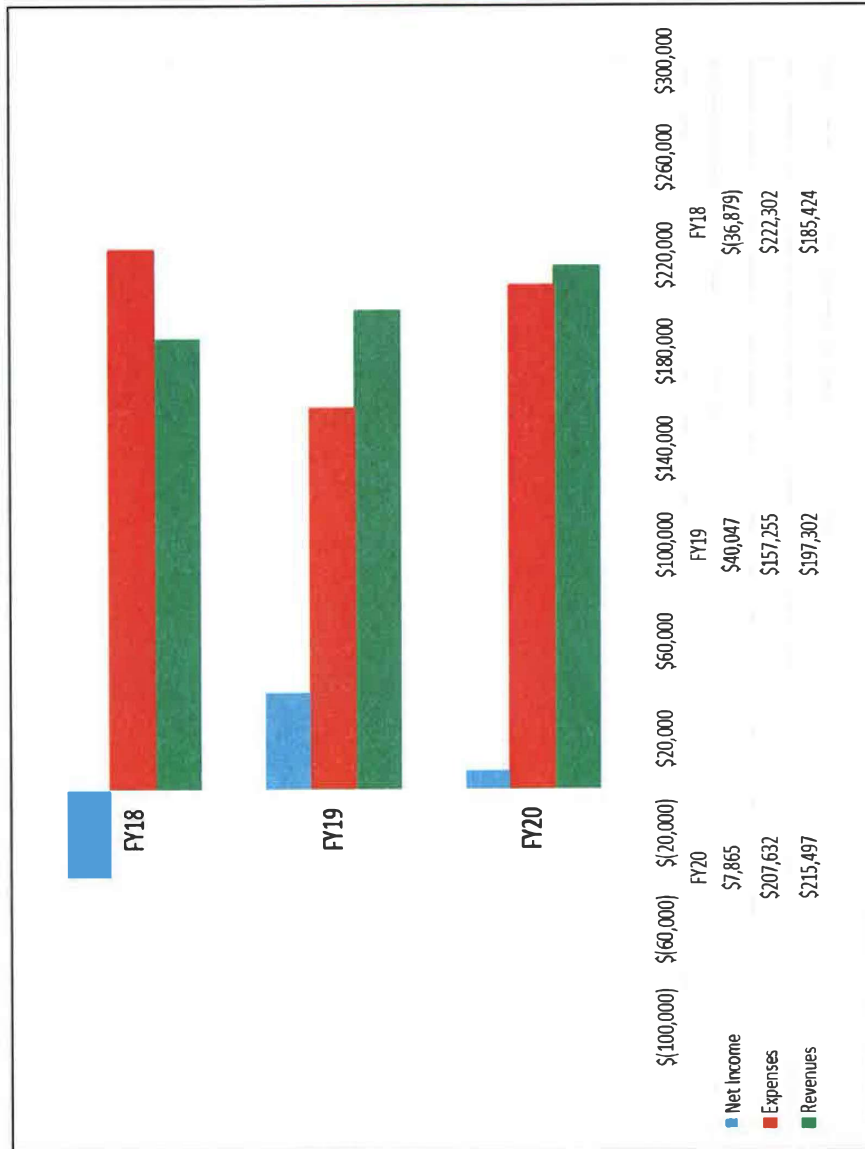
9% INCREASE COMPARED  
TO PREVIOUS YTD



# Glenpool Industrial Authority Expenses as of DECEMBER 31ST, 2019



# Glenpool Industrial Authority Net Income as of DECEMBER 31ST, 2019



| Project                                      | Status | Allocated Budget | Budget Adj. | Final Budget  | Expended to Date | Comments |
|----------------------------------------------|--------|------------------|-------------|---------------|------------------|----------|
| <b>Proposition 1 (0.29%)</b>                 |        |                  |             |               |                  |          |
| Signalization & Infrastructure 151st St.     | IP     | \$ 2,000,000     | \$ -        | \$ 2,000,000  | \$ 95,214        |          |
| Economic Development Projects                | NS     | 1,035,337        | -           | 1,035,337     | -                |          |
| Wastewater Treatment Plant Design/Permitting | NS     | 550,000          | -           | 550,000       | -                |          |
| South County Soccer Complex Field Lighting   | NS     | 150,000          | -           | 150,000       | -                |          |
| Turf Equipment Parks                         | C      | 30,000           | -           | 30,000        | 30,000           |          |
| Automatic Meter Reading Conversion           | C      | 850,000          | 27,284      | 877,284       | 877,284          |          |
| <b>Snow Plow</b>                             | C      | 150,000          | -           | 150,000       | 131,667          |          |
| Storm Water Imp. Eden South                  | NS     | 500,000          | -           | 500,000       | -                |          |
| Storm Water Imp. Main St. @ Hwy 75           | NS     | 100,000          | -           | 100,000       | -                |          |
| Storm Water Imp. 141st St. @ Hwy 75          | NS     | 100,000          | -           | 100,000       | -                |          |
| Storm water Imp. Rolling Meadows             | NS     | 300,000          | -           | 300,000       | -                |          |
| Storm Water Imp. Vancouver Avenue            | NS     | 50,000           | -           | 50,000        | -                |          |
| Storm Water Imp. Fern Avenue                 | NS     | 600,000          | -           | 600,000       | -                |          |
| Storm Water Imp. Hickory Pl                  | NS     | 350,000          | -           | 350,000       | -                |          |
| Kendalwood Park Rehab                        | NS     | 200,000          | -           | 200,000       | -                |          |
| Lift station Rehab Project - Oak Street      | IP     | 132,500          | -           | 132,500       | 14,747           |          |
| Lift station Rehab Project - Eden South      | NS     | 280,000          | -           | 280,000       | -                |          |
| Signalization of 141st St & Elwood           | NS     | 410,000          | -           | 410,000       | -                |          |
| Signalization 121st Street & Elwood          | NS     | 150,000          | -           | 150,000       | -                |          |
| Lane Impr. 121st Street Elwood to Hwy 75     | NS     | 635,000          | -           | 635,000       | -                |          |
| Lane Impr. Elwood 141st St to 151st St       | NS     | 2,350,000        | -           | 2,350,000     | -                |          |
| <b>Lane Impr. Warrior Road</b>               | C      | 750,000          | -           | 750,000       | 613,591          |          |
|                                              |        | \$ 11,672,837    | \$ 27,284   | \$ 11,700,121 | \$ 1,762,504     |          |

**Proposition 2 (0.26%) 51**

|                                |    |               |           |               |              |
|--------------------------------|----|---------------|-----------|---------------|--------------|
| Public Safety Radio System     | C  | \$ 1,250,000  | \$ 35,079 | \$ 1,285,079  | \$ 1,285,079 |
| Police Vehicles                | IP | 3,000,000     | -         | 3,000,000     | 451,483      |
| PD Mobile Computer System      | C  | 208,000       | -         | 208,000       | 208,000      |
| Firing Range/Training Center   | NS | 100,000       | -         | 100,000       | -            |
| PD Capital Improvements        | NS | 1,100,000     | -         | 1,100,000     | -            |
| Fire Apparatuses and Equipment | IP | 4,640,000     | -         | 4,640,000     | 797,482      |
| Firefighter Air packs          | C  | 250,000       | -         | 250,000       | 250,000      |
|                                |    | \$ 10,548,000 | \$ 35,079 | \$ 10,583,079 | \$ 2,992,044 |

**Total Props 1 and 2**

\$ 22,220,837 \$ 62,363 \$ 22,283,200 \$ 4,890,956

**Proposition 3 (0.55%) 52**

|                                                                              |   |  |  |  |  |
|------------------------------------------------------------------------------|---|--|--|--|--|
| Hire 7 additional Firefighters                                               | C |  |  |  |  |
| Hire 5 additional Police Officers                                            | C |  |  |  |  |
| Two additional Firefighter was hired due to additional fund revenue.         |   |  |  |  |  |
| Two additional Police was hired due to additional fund revenue               |   |  |  |  |  |
| NS= Project not yet started, IP= Project in progress, C= Project is complete |   |  |  |  |  |



To: Mayor and Council

From: David Tillotson

Date: January 21, 2020

Re: City Manager Report

#### **Economic Development**

Mayor Fox, Councilor Calvert and I attended the Texas ICSC show January 8-10. We had several good conversations with developers during the event. Mandy and Rickey have begun putting information together to send to those that we spoke with and to follow up with them.

We are beginning to see movement from both Brookover Corner and South 75 on lots within their respective developments. In fact, in a Tulsa World article last week about Brookover Corner, the developer shared a couple of businesses that have purchased lots within their development, including Braum's. I believe 2020 will be a busy year for commercial development in Glenpool.

#### **Utility Billing Office**

The new intercom systems the Council approved have been installed at all three walk-up windows and the drive-through lane at Utility Billing and communications with our customers has seen significantly improvement. Also, Utility Billing sent a file of bad debt to collections last week. This is the first dataset we have sent in several months as we worked through some internal updates to our processes. We are still working on the court debt but believe we should have it ready to go out soon as well.

#### **Conference Center**

Katlyn, Rylie and Lea Ann set up a booth to market the conference center at both the Tulsa Wedding Show (1/4) and the Oklahoma Wedding Show (1/11). The first show had over 400 brides in attendance, each with their family & friends in tow, while the second show had around 300 brides. Although approximately half of the brides coming through the shows had already booked a wedding venue, we were still able to market the Conference Center and show off the many other types of events we can accommodate. We have already heard back from

several of the attendees wanting more information and scheduling tours. All in all, the shows continue to be great exposure for our facility, and we got our GCC branding into hundreds of people's hands through pens, chap sticks and cups.

#### **Upcoming Events**

- The Coalition of Tulsa Area Governments will be having their Legislative Reception on Wednesday, January 22<sup>nd</sup>.
- The annual Chamber Banquet is set for Saturday, January 25<sup>th</sup>.
- Susan and I will be attending the OMMS and CMAO conferences on January 28-31.

**MINUTES**  
**Regular Meeting**  
**January 6, 2020 Council Chambers 6:00 PM**

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

**STAFF PRESENT:** David Tillotson  
Susan White  
Lowell Peterson  
Wendy Knight  
John Gonsalves  
Lynn Burrow  
Bart Harris  
Rob Werley

- A) Call to Order - Timothy Lee Fox, Mayor**  
Mayor Fox called the meeting to order at 6:03 p.m.
- B) Roll Call, Declaration of Quorum – Wendy Knight, City Clerk; Timothy Lee Fox, Mayor**  
Wendy Knight called the roll, Mayor Fox declared a quorum present.
- C) Invocation – Jason Yarbrough, First Baptist Church**
- D) Pledge of Allegiance – Timothy Lee Fox, Mayor**
- E) Community Development Report – Lynn Burrow, Community Development Director**  
[Community Development Director's Report 01 06 20](#)
- F) Treasurers Report – John Gonsalves, Finance Director**  
[NOVEMBER TREASURER'S REPORT](#)

**G) City Manager Report – David Tillotson, City Manager**

[CM Report.01062020](#)

**H) Mayor Report – Timothy Lee Fox, Mayor**

There was no Mayor's report.

**I) Council Comments**

**Councilor Lund** reported that Glenpool's High School wrestling team took 3rd place in the Texas Outlaw Conference Tournament. The Leroy Smith Duals will be Friday, at 11:00 a.m., and Saturday at 8:00 a.m., at the High School.

**Councilor Lund** also reported that the Boy Scouts had a great time helping take down the Christmas trees at Black Gold Park.

**J) Public Comments**

There were no public comments.

**K) Scheduled Business**

- 1) Discussion and possible action to approve minutes from December 2, 2019 meeting.  
(Wendy Knight, City Clerk)

Moved by Jacqueline Triplett-Lund, seconded by Brandon Kearns

*To approve the minutes as presented.*

|                          | <b>For</b> | <b>Against</b> | <b>Abstained</b> | <b>Absent</b> |
|--------------------------|------------|----------------|------------------|---------------|
| Tim Fox                  | x          |                |                  |               |
| Momodou Ceesay           |            |                | x                |               |
| Joyce Calvert            | x          |                |                  |               |
| Jacqueline Triplett-Lund | x          |                |                  |               |
| Brandon Kearns           | x          |                |                  |               |
|                          | 4          | 0              | 1                | 0             |

CARRIED.

[Regular Meeting - 02 Dec 2019 - Minutes - Html](#)

- 2) **Ordinance No. 767, GZ-274:** Rezone application of 5.26 acres of unplatted land from CG (Commercial General) to IL (Light Manufacturing Research & Development) zoning designation; subject site generally located immediately east of HWY. 75 and west of Union Ave, immediately south of W. 171st Street.

a. Public Hearing on application

b. Discussion and possible action to adopt Ordinance No. 767, an Ordinance amending Ordinance No. 746, Title 11, of the City Code of the City of Glenpool (Zoning Regulations), by rezoning certain property described herein from CG (Commercial General) to IL (Light Manufacturing | Research and Development), as recommended by the Planning Commission under application GZ-274; and repealing all Ordinances or parts of Ordinances in conflict herewith.  
(James McHendry, City Planner)

A Public Hearing was held regarding **Ordinance No. 767, GZ-274**

- Mayor Fox opened the Public Hearing at 6:36 p.m.
- Mr. McHendry presented and recommend Council approval to adopt Ordinance No. 767, an Ordinance amending Ordinance No. 746, Title 11, of the City Code of the City of Glenpool (Zoning Regulations), by rezoning certain property described herein from CG (Commercial General) to IL (Light Manufacturing | Research and Development), as recommended by the Planning Commission under application GZ-274; and repealing all Ordinances or parts of Ordinances in conflict herewith.
- David Reed, representing Sparks Reed Architects, spoke and offered to answer questions regarding the project.
- Mayor Fox closed the Public Hearing at 6:40 p.m.

Moved by Jacqueline Triplett-Lund, seconded by Joyce Calvert

*To adopt Ordinance No. 767, an Ordinance amending Ordinance No. 746, Title 11, of the City Code of the City of Glenpool (Zoning Regulations), by rezoning certain property described herein from CG (Commercial General) to IL (Light Manufacturing | Research and Development), as recommended by the Planning Commission under application GZ-274; and repealing all Ordinances or parts of Ordinances in conflict herewith.*

|                          | <b>For</b> | <b>Against</b> | <b>Abstained</b> | <b>Absent</b> |
|--------------------------|------------|----------------|------------------|---------------|
| Tim Fox                  | x          |                |                  |               |
| Momodou Ceesay           | x          |                |                  |               |
| Joyce Calvert            | x          |                |                  |               |
| Jacqueline Triplett-Lund | x          |                |                  |               |
| Brandon Kearns           | x          |                |                  |               |
|                          | 5          | 0              | 0                | 0             |

CARRIED.

[Ordinance No. 767](#)

- 3) Discussion and possible action directing a public hearing for an annexation request (ANX20-01), a request by the Muscogee Creek Nation to bring 19.60 acres of unplatted lands, generally located east of US Hwy. 75 and west of Union Avenue, along the north side of W. 181st Street, into the corporate limits of the City of Glenpool.  
(James McHendry, City Planner)

Mr. McHendry presented the process of scheduling a public hearing for an annexation request (ANX20-01), a request by the Muscogee Creek Nation to bring 19.60 acres of unplatted lands, generally located east of US Hwy. 75 and west of Union Avenue, along the north side of W. 181st Street, into the corporate limits of the City of Glenpool.

Moved by Brandon Kearns, seconded by Jacqueline Triplett-Lund

*To schedule a public hearing on February 3, 2020, for an annexation request (ANX20-01), a request by the Muscogee Creek Nation to bring 19.60 acres of unplatted lands, generally located east of US Hwy. 75 and west of Union Avenue, along the north side of W. 181st Street, into the corporate limits of the City of Glenpool.*

|                          | <b>For</b> | <b>Against</b> | <b>Abstained</b> | <b>Absent</b> |
|--------------------------|------------|----------------|------------------|---------------|
| Tim Fox                  | x          |                |                  |               |
| Momodou Ceesay           | x          |                |                  |               |
| Joyce Calvert            | x          |                |                  |               |
| Jacqueline Triplett-Lund | x          |                |                  |               |
| Brandon Kearns           | x          |                |                  |               |
|                          | 5          | 0              | 0                | 0             |

CARRIED.

[20200106 ANX19-01 staff report](#)

[Muscogee \(Creek\) Nation Letter Received During Council Meeting 01-06-2020](#)

- 4) Discussion and possible action to approve a sales quote from Jim Glover Chevrolet Dealership in an amount not to exceed \$32,624.44 for a 2020 Chevy 3500 1-ton Crew Cab truck for the Streets and Parks Department; and a quote from Arrowhead Truck Equipment in an amount not to exceed \$10,380.00 for the purchase and installation of the supporting truck bed. The total requested amount for these two purchases is \$43,004.24 to be funded from the FY 2018/2019 annual City Budget item 01-6-14-6333 (Vehicle Purchase).  
(Lynn Burrow, Community Development Director)

Mr. Burrow presented and recommended Council approval of a sales quote from Jim Glover Chevrolet Dealership in an amount not to exceed \$32,624.44 for a 2020 Chevy 3500 1-ton Crew Cab truck for the Streets and Parks Department; and a quote from Arrowhead Truck Equipment in an amount not to exceed \$10,380.00 for the purchase and installation of the supporting truck bed. The total requested amount for these two purchases is \$43,004.24 to be funded from the FY 2019/2020 annual City Budget item 01-6-14-6333 (Vehicle Purchase). Quotes had been requested in order to purchase a vehicle as a replacement for a 1995 Ford F350 that is very high in accrued mileage and is in a state of needed repair that exceeds the book value of the vehicle.

Moved by Momodou Ceesay, seconded by Joyce Calvert

*To approve a sales quote from Jim Glover Chevrolet Dealership in an amount not to exceed \$32,624.44 for a 2020 Chevy 3500 1-ton Crew Cab truck for the Streets and Parks Department; and a quote from Arrowhead Truck Equipment in an amount not to exceed \$10,380.00 for the purchase and installation of the supporting truck bed. The total requested amount for these two purchases is \$43,004.24 to be funded from the FY 2019/2020 annual City Budget item 01-6-14-6333 (Vehicle Purchase).*

|                          | <b>For</b> | <b>Against</b> | <b>Abstained</b> | <b>Absent</b> |
|--------------------------|------------|----------------|------------------|---------------|
| Tim Fox                  | x          |                |                  |               |
| Momodou Ceesay           | x          |                |                  |               |
| Joyce Calvert            | x          |                |                  |               |
| Jacqueline Triplett-Lund | x          |                |                  |               |
| Brandon Kearns           | x          |                |                  |               |
|                          | 5          | 0              | 0                | 0             |

CARRIED.

[Memorandum City Council 01 06 20 Parks Department Vehicle Purchase](#)

- 5) Discussion and possible action to appoint Rob Werley to the Metropolitan Environmental Trust Board of Directors as a replacement for Lynn Burrow.  
(David Tillotson, City Manager)

Mr. Tillotson recommended Council appointment of Rob Werley to the Metropolitan Environmental Trust Board of Directors as a replacement for Lynn Burrow.

Moved by Jacqueline Triplett-Lund, seconded by Joyce Calvert

*To appoint Rob Werley to the Metropolitan Environmental Trust Board of Directors as a replacement for Lynn Burrow.*

|                          | <b>For</b> | <b>Against</b> | <b>Abstained</b> | <b>Absent</b> |
|--------------------------|------------|----------------|------------------|---------------|
| Tim Fox                  | x          |                |                  |               |
| Momodou Ceesay           | x          |                |                  |               |
| Joyce Calvert            | x          |                |                  |               |
| Jacqueline Triplett-Lund | x          |                |                  |               |
| Brandon Kearns           | x          |                |                  |               |
|                          | 5          | 0              | 0                | 0             |

CARRIED.

[Staff Report - MET Appointment](#)

- 6) Discussion and possible action to approve and authorize the Mayor to execute annual issuance by Bancfirst of \$25,000 Letter of Credit, plus incremental increases, in compliance with the Agreement of Settlement, Compromise and Release ("Settlement Agreement") entered into with Creek County Rural Water District #2 in Settlement of Litigation.  
(John Gonsalves)

Mr. Gonsalves presented and recommended Council approval and authorization for the Mayor to execute annual issuance by Bancfirst of \$25,211.90 Letter of Credit, plus incremental increases, in compliance with the Agreement of Settlement, Compromise and Release ("Settlement Agreement") entered into with Creek County Rural Water District #2 in Settlement of Litigation. The letter of credit is to cover any event of default for audit year July 1, 2019 through June 30, 2020.

Moved by Momodou Ceesay, seconded by Jacqueline Triplett-Lund

*To approve and authorize the Mayor to execute annual issuance by Bancfirst of \$25,211.90 Letter of Credit, plus incremental increases, in compliance with the Agreement of Settlement, Compromise and Release ("Settlement Agreement") entered into with Creek County Rural Water District #2 in Settlement of Litigation.*

|                          | <b>For</b> | <b>Against</b> | <b>Abstained</b> | <b>Absent</b> |
|--------------------------|------------|----------------|------------------|---------------|
| Tim Fox                  | x          |                |                  |               |
| Momodou Ceesay           | x          |                |                  |               |
| Joyce Calvert            | x          |                |                  |               |
| Jacqueline Triplett-Lund | x          |                |                  |               |

|                |   |   |   |   |
|----------------|---|---|---|---|
| Brandon Kearns | x |   |   |   |
|                | 5 | 0 | 0 | 0 |

CARRIED.

[Letter of Credit](#)

**L) Adjournment**

Mayor Fox declared the meeting adjourned at 7:01 p.m.

**TO:** HONORABLE MAYOR AND GLENPOOL CITY COUNCIL

**FROM:** JAMES-TYLER MCHENDRY AICP, CITY PLANNER

**DATE:** JANUARY 21, 2020

**ITEM:** ORDINANCE 768 AMENDING ORDINANCE 767 | ZONING CASE GZ-274

**REQUEST:** CONSIDER, DISCUSS, AND POSSIBLE ADOPTION OF AN ORDINANCE 768 AMENDING ORDINANCE 767, WHICH REZONED 5.262 ACRES OF UNPLATTED PROPERTY FROM A CG (COMMERCIAL GENERAL) ZONING DESIGNATION TO THE IL (LIGHT MANUFACTURING RESEARCH AND DEVELOPMENT)

**APPLICANT:** DAVID REED, AIA | SPARKS REED

**SITE:** SITE IS GENERALLY LOCATED IMMEDIATELY EAST OF US HWY. 75 AND WEST OF UNION AVENUE, IMMEDIATELY SOUTH OF W. 171<sup>ST</sup> STREET

**ZONING:** CG

**COMP PLAN:** STATE HWY 75 CORRIDOR

**BACKGROUND**

Following the recording of Ordinance 768, the Ordinance prepared to rezone 5.262 acres of unplatted property from a CG (Commercial General) zoning designation to IL (Light Manufacturing Research and Development) for the subject site of the future Frankhoma pottery operation, a scrivener's error was detected in the legal address contained within the Ordinance.

Beginning at a point 1049.25 feet south and 27 feet west of the northeast corner of said section thirty-four; thence south 425.50 feet thence west 607.44 feet to the easterly right of way of Highway No. 75 and 169; thence northerly along said right of way for 435.12 feet; thence east 419.61 feet to the point of beginning.

465.2

And Less and except: A tract of land in the northeast quarter (NE/4) of section thirty-four (34) township seventeen (17) north range twelve (12) east of the Indian base and meridian Tulsa County, State of Oklahoma according to the U.S. Government Survey thereof being more particularly described as follows, to wit: Beginning at a point 1474.75 feet south and 27 feet west of the northeast corner of said section thirty-four thence south 526.25 feet; then east 607.44 feet to the point of beginning.

552.82

Ordinance 768 has been prepared to resolve these issues with the legal previously recorded.

1

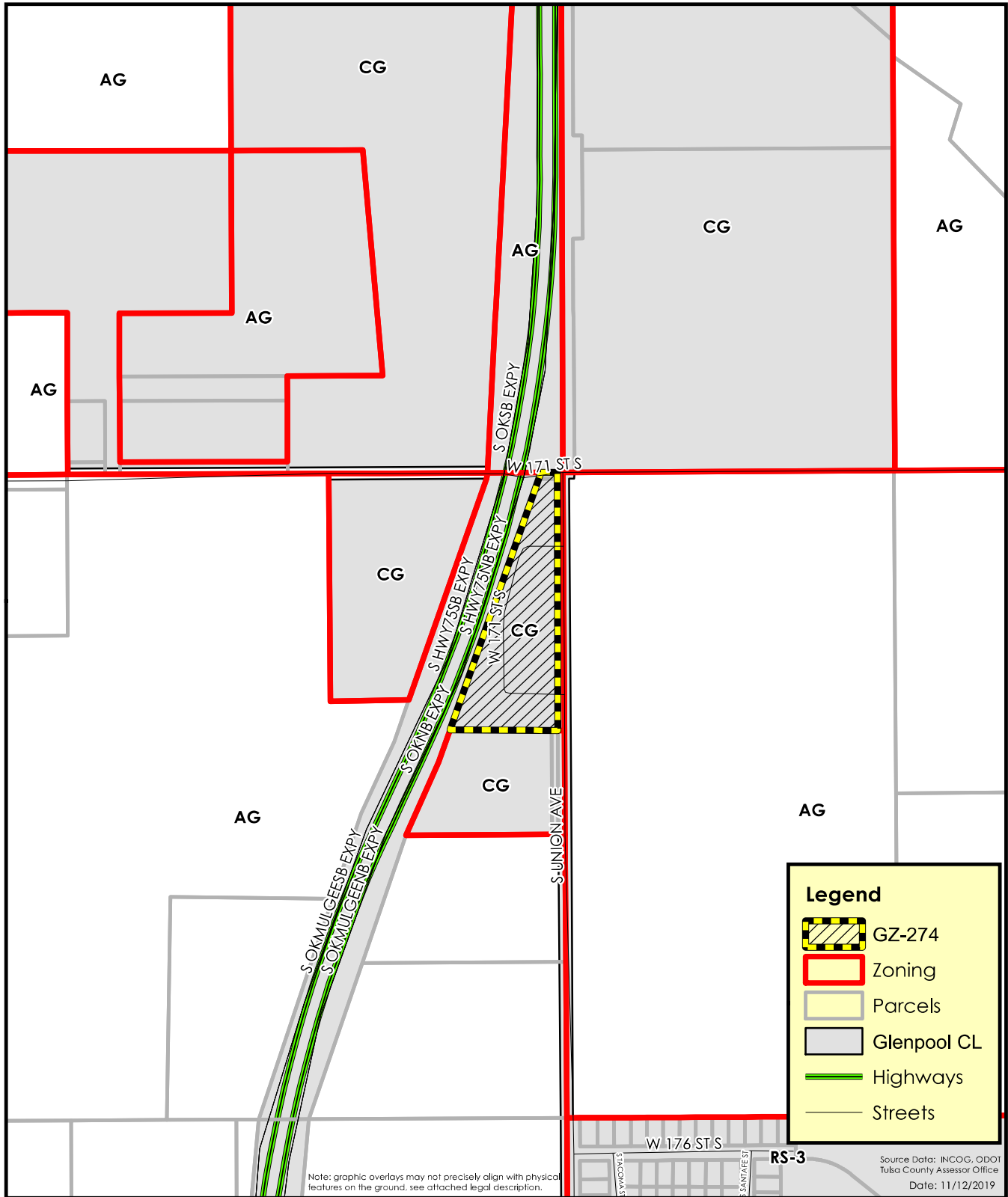
**RECOMMENDED MOTION**

Motion to approve Ordinance 768, amending Ordinance 767, which changed the respective zoning of the 5.26 acre unplatted subject site from CG to IL.

**ATTACHMENTS:**

1. Aerial Exhibit
2. Zoning Exhibit
3. Ordinance 768
4. Ordinance 767





**GZ-274** - proposed change of zoning of 5.262 acres of unplatted property from CG (commercial general) zoning designation to IL (light manufacturing research and development) zoning designation; subject site generally located immediately east of US Hwy. 75 and west of Union Avenue, immediately south of W. 171st Street.



**ORDINANCE NO. 768**

**AN ORDINANCE AMENDING ORDINANCE NO. 767, REZONING CERTAIN PROPERTY DESCRIBED THEREIN FROM CG (COMMERCIAL GENERAL) TO IL (LIGHT MANUFACTURING | RESEARCH AND DEVELOPMENT), AS RECOMMENDED BY THE PLANNING COMMISSION UNDER APPLICATION GZ-274 AND AS ADOPTED BY THE CITY OF GLENPOOL CITY COUNCIL BY SAID ORDINANCE NO. 767; AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith**

**WHEREAS**, the City of Glenpool Planning Commission reviewed Application GZ-274 for a rezone of the property described herein and found that the proposed zone change is consistent with the Glenpool Comprehensive Plan, current zoning patterns, established precedent and surrounding use; and

**WHEREAS**, the City of Glenpool City Council also reviewed Application GZ-274 and considered the comments of staff and concluded that the City Council agreed with the recommendation of the Planning Commission; and

**WHEREAS**, the City of Glenpool memorialized its approval of GZ-274 by adopting Ordinance No. 767 in the form attached hereto as Exhibit A, absent handwritten corrections; and

**WHEREAS**, Ordinance No. 767, as recorded at Tulsa County (Document No. 2020002535) on January 10, 2020 contained two scrivener's errors within points and bearings describing the subject properties; and

**WHEREAS**, for the sole purpose of correcting said scrivener's errors, this Ordinance 768 has been prepared reflecting the accurate legal description of the subject property of GZ-274.

**THEREFORE, BE IT ORDAINED** by the City Council for the City of Glenpool, Oklahoma:

**SECTION 1:** That the zoning classification of the following described property situated in the City of Glenpool, Tulsa County, State of Oklahoma, *to wit*:

**LEGAL DESCRIPTION OF PROPERTY TO BE REZONED BY ORDINANCE NO. 767**

THE NORTH 2001 FEET OF THE EAST HALF OF THE NORTHEAST QUARTER (E/2 NE/4) OF SECTION THIRTY-FOUR (34), TOWNSHIP SEVENTEEN (17) NORTH, RANGE TWELVE (12) EAST OF THE INDIAN BASE AND MERIDIAN, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, LYING EAST OF THE RIGHT OF WAY OF U.S. HIGHWAY NO. 169 AND 75 RIGHT OF WAY. LESS AND EXCEPT THE EAST 27 FEET THEREOF.

AND LESS AND EXCEPT: A TRACT OF LAND IN THE NORTHEAST QUARTER (NE/4) OF SECTION THIRTY-FOUR (34), TOWNSHIP SEVENTEEN (17) NORTH, RANGE TWELVE (12) EAST OF THE INDIAN BASE AND MERIDIAN, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS, TO-WIT:

BEGINNING AT A POINT 1049.25 FEET SOUTH AND 27 FEET WEST OF THE NORTHEAST CORNER OF SAID SECTION THIRTY-FOUR; THENCE SOUTH 425.50 FEET; THENCE WEST 607.44 FEET TO THE EASTERLY RIGHT OF WAY OF HIGHWAY NO. 75 AND 169; THENCE

NORTHERLY ALONG SAID RIGHT OF WAY FOR 465.12 FEET; THENCE EAST 419.61 FEET TO THE POINT OF BEGINNING.

AND LESS AND EXCEPT: A TRACT OF LAND IN THE NORTHEAST QUARTER (NE/4) OF SECTION THIRTY-FOUR (34), TOWNSHIP SEVENTEEN (17) NORTH, RANGE TWELVE (12) EAST OF THE INDIAN BASE AND MERIDIAN, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS, TO-WIT:

BEGINNING AT A POINT 1474.75 FEET SOUTH AND 27 FEET WEST OF THE NORTHEAST CORNER OF SAID SECTION THIRTY-FOUR (34), THENCE SOUTH 526.25 FEET; THENCE WEST 811.0 FEET TO THE EASTERLY RIGHT OF WAY OF HIGHWAY NO. 75 AND 169; THENCE NORTHERLY ALONG SAID RIGHT OF WAY FOR 552.82 FEET; THENCE EAST 607.44 FEET TO THE POINT OF BEGINNING.

AREA: SAID TRACT CONTAINS 229,231 SQUARE FEET OR 5.262 ACRES.

Be, and hereby is, amended from CG (COMMERCIAL GENERAL) TO IL (LIGHT MANUFACTURING | RESEARCH AND DEVELOPMENT).

**SECTION 2:** That all ordinances or parts of ordinances in conflict herewith be and the same are hereby repealed.

**PASSED AND APPROVED** by the City Council of the City of Glenpool this 21<sup>st</sup> day of January 2020.

\_\_\_\_\_  
Timothy Lee Fox, Mayor

Attest:

\_\_\_\_\_  
Wendy Knight, City Clerk

Approved as to Form:

\_\_\_\_\_  
Lowell Peterson, City Attorney



Tulsa County Clerk - Michael Willis

Doc # 2020002535 Page(s): 2  
01/10/2020 09:26:52 AM  
Receipt # 20-1690  
Fee: \$ 20.00

**EXHIBIT A to City of Glenpool  
Ordinance No. 767 (Amended)**

**ORDINANCE NO. 767**

**AN ORDINANCE AMENDING ORDINANCE NO. 746, TITLE 11 OF THE CITY CODE OF THE CITY OF GLENPOOL (ZONING REGULATIONS), BY REZONING CERTAIN PROPERTY DESCRIBED HEREIN FROM CG (COMMERCIAL GENERAL) TO IL (LIGHT MANUFACTURING | RESEARCH AND DEVELOPMENT), AS RECOMMENDED BY THE PLANNING COMMISSION UNDER APPLICATION GZ-274; AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH**

**WHEREAS**, the City of Glenpool Planning Commission has reviewed Application GZ-274 for a rezone of the property described herein and found that the proposed zone change is consistent with the Glenpool Comprehensive Plan, current zoning patterns, established precedent and surrounding use; and

**WHEREAS**, the City Council has reviewed Application GZ-274 and considered the comments of staff and has concluded Council agrees with the recommendation of the Planning Commission.

**THEREFORE, BE IT ORDAINED** by the City Council for the City of Glenpool, Oklahoma:

**SECTION 1:** That the zoning classification of the following described property situated in the City of Glenpool, Tulsa County, State of Oklahoma, to wit:

**LEGAL DESCRIPTION OF PROPERTY TO BE REZONED BY ORDINANCE NO. 767**

North 2001 ft of the East half of the Northeast Quarter (E/2 NE/4) of section Thirty-four (34), Township seventeen (17) North, Range Twelve (12) East of the Indian base and Meridian, Tulsa County, State of Oklahoma. According to the U.S. Government Survey thereof, Lying East of the right of way of U.S. Highway No. 169 and 75 Right of way. Less and except the east 27 feet thereof.

And Less and except: A tract of land in the northeast quarter (NE/4) of Section thirty-four (34), Township seventeen (17) north, Range twelve (12) east of the Indian base meridian, Tulsa County, State of Oklahoma, According to the US Government being more particularly described as follows, to wit:

Beginning at a point 1049.25 feet south and 27 feet west of the northeast corner of said section thirty-four; thence south 425.50 feet thence west 607.44 feet to the easterly right of way of Highway No. 75 and 169; thence northerly along said right of way for 435.12 feet; thence east 419.61 feet to the point of beginning.

465.2

And Less and except: A tract of land in the northeast quarter (NE/4) of section thirty-four (34) township seventeen (17) north range twelve (12) east of the Indian base and meridian Tulsa County, State of Oklahoma a According to the U.S. Government Survey thereof being more particularly described as follows, to wit: Beginning at a point 1474.75 feet south and 27 feet west of the northeast corner of said section thirty-four thence south 526.25 feet; then east 607.44 feet to the point of beginning.

552.82

Be, and hereby is, amended from CG (COMMERCIAL GENERAL) TO IL (LIGHT MANUFACTURING | RESEARCH AND DEVELOPMENT).

**SECTION 2:** That all ordinances or parts of ordinances in conflict herewith be and the same are hereby repealed.

**PASSED AND APPROVED** by the City Council of the City of Glenpool this 6<sup>th</sup> day of January 2020.



Timothy Lee Fox, Mayor

Attest:



Wendy Knight, City Clerk

Approved as to Form:



Lowell Peterson, City Attorney





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To: To: HONORABLE MAYOR AND CITY COUNCIL  
From: John Gonsalves, Finance Director  
Date: January 20, 2020  
Subject: FY2020 Budget Amendment for Purchase Order and Project Rollovers from FY19

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**Background:**

The proposed budget amendments are a routine process that should take place after fiscal year-end is complete. Any encumbrances (Purchase Orders) that carry a balance at the end of the previous fiscal year are "rolled over" into the current year, and the budgets that supported those balances are also added to the current budget. Any incomplete projects that carry a budget balance at the end of the previous fiscal year are also rolled over into the current fiscal year, as well as any remaining grant balances. These amendments also adjust the budgeted beginning fund balances, based on the previous year's final ending balance numbers.

Attached is a listing of purchase orders and projects for rollover, totaling \$474,776.15 and adjusting the current budget by the same amount.

**Staff Recommendation:**

Staff recommends a motion to approve FY19 Budget rollovers to the FY20 Budget as outlined in the attachment.

**Attachments:**

FY19 Budget Rollovers listing

| Encumbrances (Purchase Orders) with balances at the end of Fiscal year 2019 | VENDOR                             | PROJECT               | ACCOUNT #            | AMOUNT                             |
|-----------------------------------------------------------------------------|------------------------------------|-----------------------|----------------------|------------------------------------|
| 19-09810                                                                    | 001542 CHEROKEE PRIDE CONSTRUCTION | WARRIOR ROAD PROJECT  | 50-6-14-6360         | \$ 139,599.65                      |
| 19-09810                                                                    | 001542 CHEROKEE PRIDE CONSTRUCTION | WARRIOR ROAD PROJECT  | 50-6-14-6360         | \$ 69,176.50                       |
| 19-09809                                                                    | DUNHAM                             | 2019 PAVING PROJECT 1 | 01-6-14-6274         | \$ 133,000.00                      |
| 19-09809                                                                    | DUNHAM                             | 2019 PAVING PROJECT 2 | 01-6-14-6274         | \$ 133,000.00                      |
|                                                                             |                                    | <b>TOTAL AMOUNT</b>   |                      | <b>\$ 474,776.15</b>               |
|                                                                             |                                    |                       |                      |                                    |
|                                                                             |                                    |                       |                      |                                    |
|                                                                             |                                    |                       |                      |                                    |
| ACCOUNT                                                                     | 2019 APPROVED BUDGET               | ROLLOVER TO 2020      | 2020 APPROVED BUDGET | 2020 APPROVED BUDGET WITH ROLLOVER |
| 50-6-14-6360                                                                | \$ 522,638.00                      | \$ 208,776.15         | \$ 397,716.00        | \$ 606,492.15                      |
| 01-6-14-6274                                                                | \$ 350,000.00                      | \$ 266,000.00         | \$ 350,000.00        | \$ 616,000.00                      |