



**NOTICE
GLENPOOL CITY COUNCIL
REGULAR MEETING**

A Regular Session of the Glenpool City Council will be held at 6:00 p.m. on March 3, 2025, 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

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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: lasmith@cityofglenpool.com **PRIOR TO 6:00 PM MARCH 3, 2025.**

AGENDA

	Page
A) Call to Order - Joyce G. Calvert, Mayor	
B) Roll Call, Declaration of Quorum – Lesli Smith, City Clerk; Joyce G. Calvert, Mayor	
C) Invocation – Jason Allen of Faith Church in Glenpool	
D) Pledge of Allegiance – Joyce G. Calvert, Mayor	
1) Proclamation- DECLARING ARBOR WEEK IN THE CITY OF GLENPOOL 2025 Arbor Week Proclamation	4
E) Management Report	
1) CM Report.03032025	5 - 43
F) Mayor Report – Joyce G. Calvert, Mayor	

G) **Council Comments**

H) **Public Comments**

I) **Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the City Council to be routine and will be enacted by one motion. Any Councilor may, however, remove an item from the Consent Agenda by request. A motion to adopt the consent Agenda is non-debatable.)**

- 1) Approval of the minutes from February 3, 2025, and February 18, 2025, meetings. 44 - 262
[City Council Regular Meeting - 03 Feb 2025 - Minutes - Pdf](#)
[City Council Regular Meeting - 18 Feb 2025 - Minutes - Pdf](#)
- 2) Approval to purchase a work truck outfitted with a man lift, and material handling capability from Precision Aerial Services for \$80,000.00 using the 01-6-14 6333 Capital Purchases fund. 263 - 276
[2025-02-18 PW Purchase - Lift Truck - With Attachments](#)
- 3) Approval of a grant application with the Oklahoma Code Enforcement Association Community Improvement Grant, for the beautification of the welcome signage located near Highway 75 and S Waco Ave. in the amount of \$808.98 with no required local match. 277 - 283
[Staff Report OCEA Grant](#)
[Attachments for OCEA grant](#)
- 4) Approval of a grant application with the Oklahoma Office of Homeland Security Cybersecurity Grant, in the amount of \$15,000.00 with no required local match. 284 - 289
[Staff Report Cybersecurity Grant \(002\)](#)
[oklahoma office of homeland security cybersecurity grant application](#)
- 5) Approval of a grant application with the Oklahoma Department of Environmental Quality (DEQ) Collection Event Grant, in the amount of \$15,350.00 with no required local match. 290 - 298
[Staff Report DEQ Collection Event Grant](#)
[Collection-Event-Application-FY26 \(1\)](#)
- 6) Approval of the surplus property list and waiving of competitive bidding as required under 2-2-6.C.2 of the City Code. 299 - 301
[Staff Report Surplus Computer Equipment](#)
[Surplus Computer Equipment List](#)
- 7) Approval of the FY 24-25 Budget Amendment CITY-08, appropriating Move Glenpool Forward funds from the Streets & Infrastructure Fund to purchase a backup generator to complete the Oak Street Lift Station Rehab project. 302 - 303
[FY 24-25 Budget Amendment CITY-08 - Staff Report MGF Lift Station Generator 03-03-25](#)
[FY 24-25 Budget Amendment CITY-08 - MGF Lift Station Generator 03-03-25](#)
- 8) Approval of the BlackGold Concession Lease Agreement with Kayla Randall for the remainder of FY24-25. 304 - 313

[2025-03-03 PW Agreement - Kone Headz at BG Park - with Attachments](#)

- 9) Approval of a grant application with the AARP Community Challenge Grant to install a rectangular rapid flashing beacon (RRFB) crosswalk on 141st and Broadway St. in the amount of \$22,250 with no required local match. 314 - 325

[Staff Report AARP Grant](#)

[Attachments - AARP 2025 Grant](#)

J) **Consideration and appropriate action relating to items removed from the Consent Agenda**

K) **Scheduled Business**

- 1) Discussion and possible action to approve, amend, or deny the Right of Way Agreement and Temporary Access and Workspace Agreement with Oklahoma Natural Gas. 326 - 336

(David Agbetunsin, City Engineer)

[Staff Report - ONG Easement Agreement](#)

- 2) Discussion and possible action to approve, amend, or deny a grant application to the FEMA Flood Mitigation Assistance (FMA) fund for \$1,597,362.00 with a (25%) city match of \$399,340.50 for the Rolling Meadows Subdivision stormwater management system. 337 - 354

(Elizabeth Miller, Grants and Special Projects Coordinator)

[Staff Report - FEMA Rolling Meadows Grant](#)

[FEMA grant attachments](#)

- 3) Discussion and possible action to approve, amend, or deny authorization for staff to apply for three Surface Transportation Block Grant (STBG) applications through INCOG for FY 26-27. 355 - 408

(Elizabeth Miller, Grants and Special Projects Coordinator)

[Staff Report - Glenpool STBG Project \(Full Set\).docx](#)

[FFY 2026 FFY 2027 STBG Application \(Revised Version 2\)](#)

L) **Adjournment**

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on February 28, 2025, at 11:30 am.

Signed: Lesli Smith

City Clerk

**PROCLAMATION DECLARING ARBOR WEEK IN GLENPOOL
AND ENCOURAGING THE CELEBRATION OF ARBOR WEEK**

WHEREAS, in 1872, Arbor Day was proposed to the Nebraska Board of Agriculture;
and

WHEREAS, Arbor Day was first observed with the planting of more than a million
trees in Nebraska; *and*

WHEREAS, Arbor Day is now observed throughout the nation and the world; *and*

WHEREAS, trees in our city increase property values, enhance the economic
vitality of business areas, promote walkability, and beautify our community; *and*

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water,
cut heating and cooling costs, moderate the temperature, clean the air, produce
life-giving oxygen, and provide habitats for wildlife; *and*

WHEREAS, trees are a renewable resource giving us paper, wood for our homes,
fuel for our fires, and countless other wood products; *and*

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual
renewal.

NOW THEREFORE IT IS HEREBY PROCLAIMED that the week of March 23rd through
29th is declared within the City of Glenpool to coincide with the State of
Oklahoma's celebration of Arbor Week and to encourage all residents and
businesses within the City to celebrate by supporting efforts to protect our trees
and woodlands and by planting trees across the community.

ADOPTED and SIGNED this __ day of March 2025

Joyce Calvert, Mayor

Attest: _____
Lesli Smith, City Clerk



City Manager's Report

March 3, 2025



City Of
Glenpool
Creating Opportunity

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Executive Summary

Mayor and Council,

Although this winter was relatively mild overall, it ended with a bang as several winter storms rolled through in February. Fortunately, temperatures quickly rebounded from single digits to spring-like conditions within days, allowing city operations to return to normal. As you go through the upcoming departmental reports, you'll see a variety of projects that have been successfully completed, are actively in progress, or are approaching completion. I'd like to share some additional updates that I believe will be beneficial.

- Pictured on the cover this month are some shots from the Wastewater Treatment Facility groundbreaking on February 5th. This event generated news coverage on each tv station in Tulsa.

- A huge thank you to our Public Works team for their hard work plowing the streets and keeping our roads as clear as possible during last week's ice and snow. It was a unique event with the significant amount of ice that occurred before the snow, making road conditions especially challenging. We also appreciate the dedication of our public safety and other essential workers who braved the elements to serve our community.



- The filing period for the City Council election ended the first week in February, with Ward 2 being the only contested race between incumbent Councilor Chris Brobst and challenger Kim Hanson-Mercier. In Ward 1, Councilor Tim Fox ran unopposed, as did Councilor At-Large Shayne Buchanan. Congratulations to both Councilor Fox and Councilor Buchanan on their unopposed elections. The election for the Ward 2 council seat will take place on Tuesday, April 1st.

- The Highway 75 bridge project is steadily moving forward. From March 6-8, between the hours of 9 AM



and 4 PM, Sherwood will be closing the outer lanes of U.S. Highway 75 to install the beams for the overpass. During this process, the new beams will temporarily obstruct the existing permanent East-West traffic lights. To maintain traffic control, temporary lights will be installed on the beams in both directions, closely resembling the final design. Additionally, the stop bars for East-West traffic will be repositioned near their final placement. While not explicitly stated, it is likely that East-West traffic under the bridge will be restricted during this operation.

- On February 20th, the City of Glenpool had the privilege of hosting Cities United, bringing together representatives from various cities across the Tulsa metro area. During the event, attendees had the opportunity to hear important updates on regional initiatives, challenges, and successes from local leaders. Additionally, Congressman Kevin Hern joined us to provide valuable insights and updates on federal matters impacting our communities. This gathering served as a great platform for collaboration, fostering discussions on ways to strengthen our cities and enhance regional partnerships.



- After a strong sales tax report in December, followed by a slight decline in January, sales tax was back up in February, totaling 3.9% higher than February 2024. Overall, sales tax remains up for the fiscal year, but we are not experiencing the significant increases that we have seen over the past several years.
- Upcoming Community Events:
 - Glenpool Community Cleanup is March 29th from 9am-1pm at the GHS football field.

As this report highlights, our team is actively engaged across all departments, working diligently to serve our community. One of our core values is to “savor the journey,” encouraging employees to find fulfillment in the process, not just the outcome. By celebrating progress, embracing challenges as opportunities for growth, and fostering strong relationships, we create a workplace that values both productivity and purpose. This balance was reflected earlier this month when the City of Glenpool ladies gathered for an after work Galentine’s Bunco event, enjoying an afternoon of fun, food, and fellowship.

Lea Ann Reed
Chief Administrative Officer



Human Resources

Open Positions

We currently have 12 open positions. These vacancies include those new positions approved in the FY2024-2025 budget.

- Development Services: 1 Position
 - Administrative Assistant – (Interview process)
- General Government: 1 Position
 - Deputy City Clerk/Administrative Assistant - External posting
- Police Department: 3 Positions
 - Police Officer (2)
 - Dispatch: (1)
 - Finalizing (1) with start date (2/27/25)
- Public Works: 6 Positions
 - Landscape Manager (1)
 - Water and Sewer Laborer (1) – (interview process)
 - Seasonal Streets and Parks Laborers (3)
 - Sewer Plant Operator (1) – Pending internal hire
- Conference Center: 1 Position
 - PT Event Coordinator – External posting

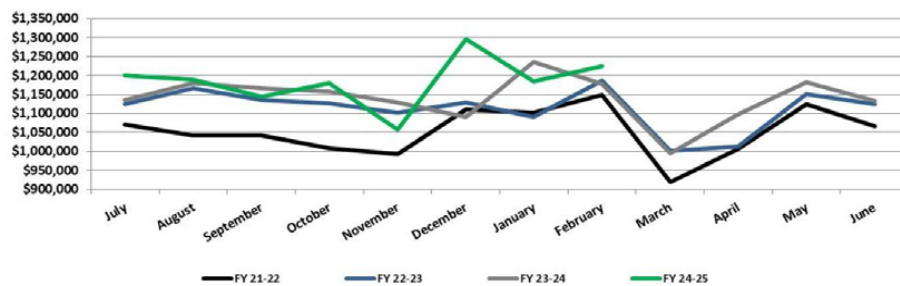
Finance

SALES TAX

FY 24-25 Combined Sales Tax for all funds in February totaled \$1,224,229, 3.94% higher than FY 23-24 revenues for the same period. Further details on February financial results will be reported next month after the accounting period is closed.



Sales Tax Revenue by Month
FY 24-25 Actual Compared to Previous 3 Fiscal Years Actual



GENERAL FUND REVENUES

FY 24-25 General Fund revenues through January totaled \$9,797,713 which is \$205,527, or 2.1%, higher than FY 23-24 revenues for the same period. Year-to-date revenues are \$1,198,174 above budget.



GENERAL FUND EXPENDITURES

FY 24-25 General Fund expenditures through January totaled \$9,107,408, or \$312,232 (3.6%) higher than FY 23-24 expenditures through the same period. These expenditures were 8.4% under budget year-to-date.

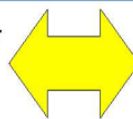


REPORT LEGEND

Better Than
Expected



Expected, or
Minor
Variance



Monitor and
Consider
Taking
Action



SALES TAX REVENUES—ALL FUNDS



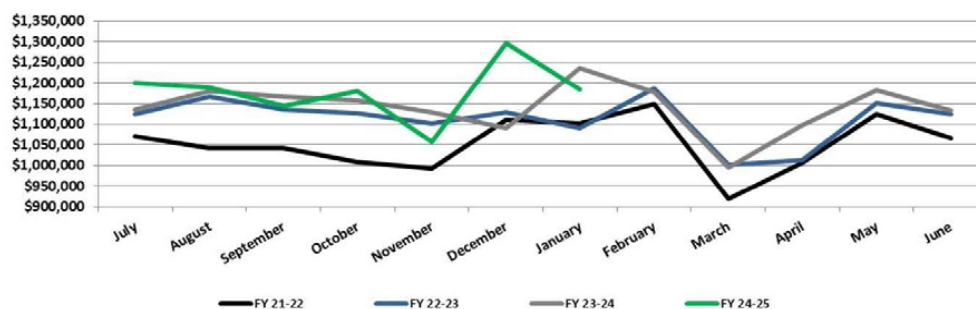
FY24-25 Sales Tax collections year-to-date through January were 0.9% above budget, and 1.9% higher than FY23-24 collections for the same period.

MONTH	COMPARISON TO BUDGET			COMPARISON TO PRIOR YEAR			PERCENTAGE	
	BUDGET	FY 24-25 ACTUAL	AMT INC/(DEC)	FY 24-25 ACTUAL	FY 23-24 ACTUAL	AMT INC/(DEC)	INC(DEC) BUDGET	INC(DEC) PRIOR YR
July	\$ 1,146,098	\$ 1,200,807	\$ 54,709	\$ 1,200,807	\$ 1,134,751	\$ 66,057	4.8%	5.8%
August	\$ 1,191,491	1,189,253	(2,238)	1,189,253	1,179,694	9,559	-0.2%	0.8%
September	\$ 1,179,101	1,145,631	(33,470)	1,145,631	1,167,426	(21,796)	-2.8%	-1.9%
October	\$ 1,168,926	1,181,483	12,557	1,181,483	1,157,352	24,130	1.1%	2.1%
November	\$ 1,140,169	1,056,590	(83,579)	1,056,590	1,128,880	(72,290)	-7.3%	-6.4%
December	\$ 1,102,348	1,295,899	193,551	1,295,899	1,091,433	204,466	17.6%	18.7%
January	\$ 1,248,631	1,183,889	(64,742)	1,183,889	1,236,268	(52,379)	-5.2%	-4.2%
February			-			-		
March			-			-		
April			-			-		
May			-			-		
June			-			-		
TOTAL	\$ 8,176,764	\$ 8,253,552	\$ 76,788	\$ 8,253,552	\$ 8,095,804	\$ 157,748	0.9%	1.9%

Y-T-D Budget \$ 8,176,764
Y-T-D Actual 8,253,552
Y-T-D Variance 76,788
Y-T-D % Var 0.9%

Prior Year \$ 8,095,804
Y-T-D Actual 8,253,552
Y-T-D Variance 157,748
Y-T-D % Var 1.9%

Sales Tax Revenue by Month
FY 24-25 Actual Compared to Previous 3 Fiscal Years Actual

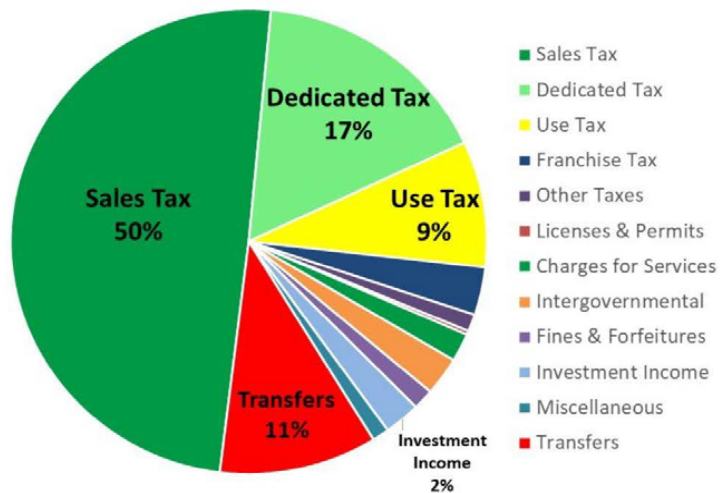


GENERAL FUND REVENUES

	YTD FY24-25 Budget	YTD FY24-25 Actual	Budget Over/(Under)	YTD FY23-24 Actual
Sales Tax	\$ 4,809,776	\$ 4,854,739	\$ 44,963	\$ 4,762,154
Dedicated Tax	1,603,259	1,618,522	15,263	1,587,385
Use Tax	584,302	857,911	273,609	805,107
Franchise Tax	264,583	327,042	62,459	357,327
Other Taxes	57,083	117,011	59,928	82,666
Licenses & Permits	32,750	25,728	(7,022)	30,535
Charges for Services	140,737	191,033	50,295	123,097
Intergovernmental	133,933	261,854	127,921	217,894
Fines & Forfeitures	83,542	139,463	55,922	107,833
Investment Income	120,999	241,574	120,575	368,264
Miscellaneous	18,575	112,837	94,262	99,921
Transfers	750,000	1,050,000	300,000	1,050,000
Totals	\$ 8,599,539	\$ 9,797,713	\$ 1,198,174	\$ 9,592,186

Over (Under) Budget year to date: 13.9%

Increase (Decrease) over prior year: 2.1%



GENERAL FUND EXPENDITURES BY DEPARTMENT

DEPARTMENT	YTD FY24-25 Budget	YTD FY24-25 Actual	Budget Under/(Over)	YTD FY23-24 Actual
General Government	\$ 1,040,427	\$ 921,049	\$ 119,378	\$ 874,420
Animal Control	100,617	95,280	5,337	86,628
Police Dept.	1,622,107	1,609,305	12,802	1,431,164
Dispatch	415,779	367,491	48,288	322,887
Fire Dept.	1,678,001	1,521,412	156,589	1,328,043
Emergency Mgt.	66,208	17,203	49,005	50,539
Community Dev.	349,978	316,204	33,774	424,543
Administration	596,340	520,000	76,339	330,003
Engineering	228,029	139,967	88,062	11,025
Streets & Parks	1,101,150	821,471	279,678	1,298,337
Transfers	2,747,863	2,778,024	(30,160)	2,637,587
Totals	\$ 9,946,500	\$ 9,107,408	\$ 839,092	\$ 8,795,176

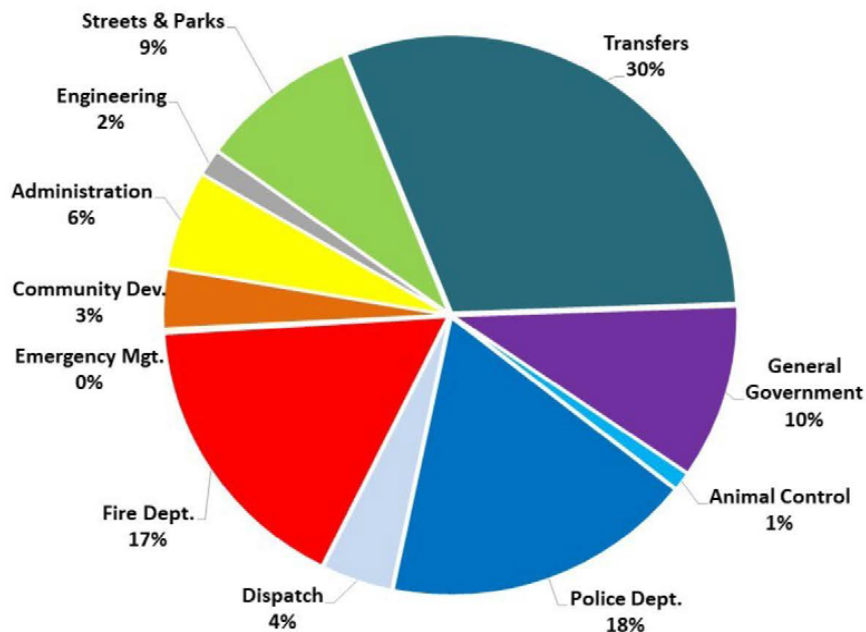
Under (Over) Budget year to date:

8.4%

Increase over prior year:

3.6%

General Fund YTD Percent Expenditures by Department



GLENPOOL UTILITY SERVICES AUTHORITY REVENUES YEAR-TO-DATE

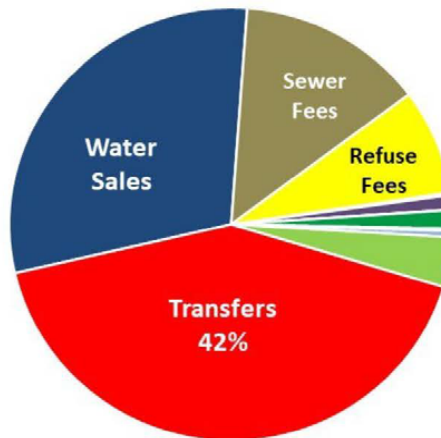
	YTD FY24-25 Budget	YTD FY24-25 Actual	Budget Over/(Under)	YTD FY23-24 Actual
Water Sales	\$ 1,802,700	\$ 1,903,797	\$ 101,098	\$ 1,800,312
Sewer Fees	848,077	871,618	23,541	836,313
Refuse Fees	502,858	503,488	630	492,948
Solid Waste Mgt Fee	12,833	11,885	(949)	11,715
Storm Water Mgt Fee	68,833	68,092	(741)	67,134
Water/Wastewater Fee	2,917	1,952	(965)	3,600
Misc Fees/Other	86,917	89,321	2,404	96,800
Taps	33,250	10,800	(22,450)	30,000
CCRWD 2	19,542	29,444	9,903	20,229
Investment Income	52,626	237,593	184,967	231,967
Transfers	2,631,197	2,668,522	37,325	2,637,587
Totals	\$ 6,061,750	\$ 6,396,512	\$ 334,762	\$ 6,228,604

Over (Under) Budget year to date: **5.5%**

Increase over prior year: **2.7%**

GUSA YTD Revenues by Type

- Water Sales
- Sewer Fees
- Refuse Fees
- Solid Waste Mgt Fee
- Storm Water Mgt Fee
- Water/Wastewater Fee
- Misc Fees/Other
- Taps
- CCRWD 2
- Investment Income
- Transfers

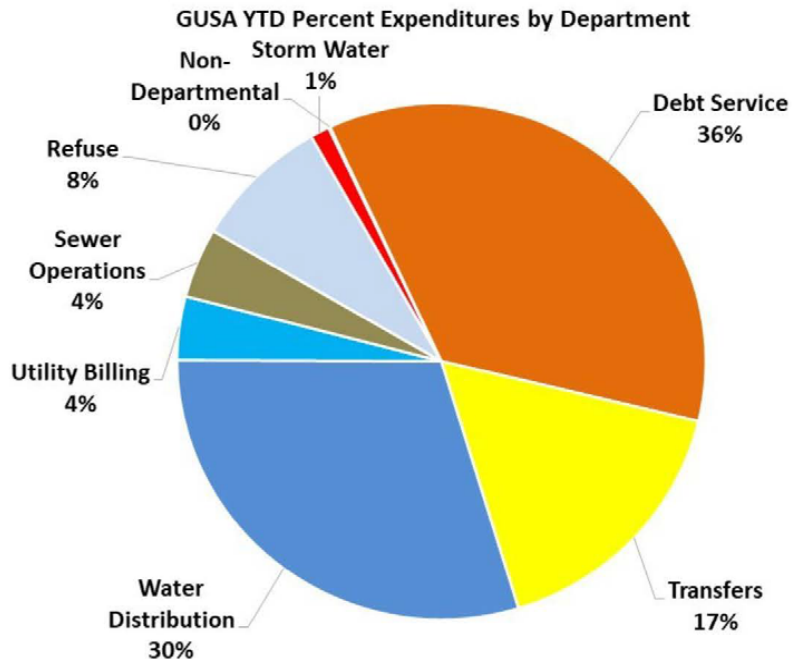


GLENPOOL UTILITY SERVICES AUTHORITY EXPENSES YEAR-TO-DATE

DEPARTMENT	YTD FY24-25 Budget	YTD FY24-25 Actual	Budget (Over)/Under	YTD FY23-24 Actual
Water Distribution	\$ 2,239,996	\$ 1,890,849	\$ 349,147	\$ 2,034,215
Utility Billing	249,338	251,532	(2,194)	226,194
Sewer Operations	426,676	277,283	149,393	402,130
Refuse	484,925	532,625	(47,700)	480,461
Storm Water	109,083	74,615	34,469	-
Non-Departmental	5,401	6,088	(687)	5,243
Debt Service	2,262,488	2,262,488	0	2,244,147
Transfers	1,050,000	1,050,000	-	1,050,000
Totals	\$ 6,827,907	\$ 6,345,479	\$ 482,428	\$ 6,442,389

Under (Over) Budget year to date: 7.1%

Increase over prior year: -1.5%



FUND DASHBOARD

FUND	REVENUES	EXPENDITURES	CHANGE IN FUND BALANCE
GENERAL FUND	\$9,797,713	\$9,107,408	\$690,305
GLENPOOL UTILITY SERVICES AUTHORITY FUND	\$6,396,512	\$6,345,479	\$51,033
GLENPOOL INDUSTRIAL AUTHORITY FUND	\$669,594	\$496,244	\$173,350
STREETS & INFRASTRUCTURE FUND	\$600,886	\$357,311	\$243,575
PUBLIC SAFETY CAPITAL FUND	\$491,369	\$482,649	\$8,720
PUBLIC SAFETY PERSONNEL FUND	\$1,037,868	\$1,005,598	\$32,270
CAPITAL FUND	\$78,008	\$364,902	<\$286,894>
ARPA FUND	\$1,607,663	\$1,340,727	\$266,936
PARKS AND RECREATION FUND	\$13,140	\$3,555	\$9,585
HOTEL FUND	\$168,572	\$150,890	\$17,682

Development Services

Listed below are current development related activities within the City of Glenpool **through the month of February 2025**. These activities listed include Projects Under Construction, Planning Applications Under Review, Approved Projects Not Under Construction, Building Permits and Inspections, and Code Enforcement Activity. The most recent activities are highlighted in **red**.

Commercial/Industrial Projects Under Construction:

1. **C & C Office Complex** – A proposed 2,672 sf office building located 459 E 151st S. The existing single-family residence will be converted into an office building.
2. **Brown Veterinary Clinic – S75 Business Park** – A proposed Veterinary Clinic located at the southeast corner of W 161st St. S and S Broadway St.

Commercial/Industrial Occupancy Permits Issued in January 2025:

None

Earth Change Permits Issued:

1. **Eagle I Investments (The Lakes at Twin Mounds Commercial)** – Southwest corner of W. 161st Street and US 75. The owner is clearing, grading and preparing the 11-acre site for future commercial uses.
2. **South 75 Business Park** – 2.5-acre site near northwest and northeast corner of 166th Street South and South Broadway Street. The owner is clearing, grading and installing drainage improvements to serve the area.
3. **Grandview Heights Apartments North Expansion** – A 120-unit apartment project on 6.8-acre site located at 12150 South Yukon Avenue. This is an expansion of the existing Grandview Heights Apartment project.
4. **146th and Vancouver Commercial:** An earth change permit for future commercial uses.
5. **146th and Vancouver:** ODT staging and storage area for the US75 improvement project.

Residential Projects Under Construction:

Subdivision Name		Lots Approved	Under Construction	Completed	Lots Available
1	Glen Hills I (Phase 1-6)	84	1	82	1

2	Glen Hills II (Phase 7-11)	78	0	73	5
3	Scissortail	88	7	64	17
4	Redbud Glen	74	7	31	36
5	Twin Ponds	25	1	2	22
	Totals	349	16	252	81

Planning Applications Under Review:

1. **Annexation(s): The Lakes at Twin Ponds: A proposed Comprehensive Plan Amendment (CPA-01-25) to change the Land Use Designation for 94.09-acre site from Suburban Residential and US 75 Corridor to General Residential. The site is generally located on the south side of West 161st Street South approximately a quarter mile west of US Highway 75.**
2. **Comprehensive Plan Amendment(s): No New Applications**
3. **Zone Amendment(s): No New Applications**
4. **Planned Unit Development (PUD): No New Applications**
5. **Subdivision Plat(s):**
 1. **The Lakes at Twin Ponds** – A Preliminary Plat to subdivide a 94.0918-acre site into two-hundred and fifty-one (251) lots in nine (9) blocks and seven (7) reserve areas. The subject site is generally located on the south side of W 161st S and west of US75.
 2. **Scissortail 2** – A Preliminary Plat to subdivide an approximately 38.33-acre site into one-hundred twelve (112) residential lots and three (3) reserve areas. The subject site is located east of E. 148th St. S and north of S. Poplar St.
6. **Lot Split Application(s): No New Applications**
7. **Site Plan Application(s):**
 1. **State Farm Office – Marvin Manns** – A Site Plan review of a proposed office building located at 201 E 141st St.
 2. **Align Sport & Spine** - A Site Plan review of a proposed 4,234 sf chiropractic office building. The site subject site is 1.17 acres in size and is situated 12155 S. Yukon Ave.
8. **Specific Use Permits: No New Applications**
9. **Variance(s): No New Applications**

Approved Projects Not Under Construction

1. **McGraw Winfield Realtors** – A proposed 4,434sf office building located at 12189 South Yukon Avenue.
2. **Carson Trails** – A 497-lot residential Planned Unit Development (PUD) located north and east of the northeast corner of West 181st Street and South Union Avenue directly adjacent to Eden South

neighborhood. A subdivision plat for Phase I of Carson Trails PUD-43. The plat consists of 82 residential lots and four (4) reserve areas.

3. **Grandview Heights Apartments North Expansion** – A 120-unit apartment project on 6.8-acre site located at 12150 South Yukon Avenue. This is an expansion of the existing Grandview Heights Apartment project.
4. **Redbud Glen II** – A Preliminary Plat to subdivide a 25.729-acre site into sixty-seven (67) lots in eight (8) blocks and four (4) reserve areas. The subject site is generally located north of E. 149th Street S. and West of S. Elwood Ave.
5. **Twin Ponds Phase II** – Preliminary Plat of a 12.29-acre site. The plat proposes to subdivide the site into ten (10) lots and four (4) reserve areas. The subject site is generally located north of West 181st Street South – ½ mile west of Highway 75.

Items Scheduled for BOA Meeting – March 10, 2025

None

Items Scheduled for Planning Commission Meeting – March 10, 2025

1. **The Lakes at Twin Ponds: A proposed Comprehensive Plan Amendment (CPA-01-25) to change the Land Use Designation for 94.09-acre site from Suburban Residential and US 75 Corridor to General Residential. The site is generally located on the south side of West 161st Street South approximately a quarter mile west of US Highway 75.**

Current Residential and Commercial Building Permit Statistics

New Residential Permits Issued February 2025	7
New Commercial Permits Issued February 2025	0
Current Active Residential Permits	16
Current Active Commercial Permits	3
Residential Permits thru February 2024	10
Residential Permits thru February 2025	8
Commercial Permits thru February 2024	0
Commercial Permits thru February 2025	0
Assessment Letters Issued in February 2025	1
Total Assessment Letters Issued in 2025	1

Code Enforcement Activity for **February 2025**

ACTIVITY DESCRIPTION:	Totals			
Complaints received and investigated Year to Date	118			
Open public nuisance cases through January 2025	13			
CODE ENFORCEMENT CASES	Nov 2024	Dec 2024	Jan 2025	Feb 2025
	82	82	49	54
High grass:	2	-0-	-0-	-0-
Fire damaged structures:	-0-	-0-	-0-	-0-
Illegally parked vehicles:	3	2	1	2
Nuisance abatements (contractor):	-0-	-0-	-0-	-0-
Notices issued for residents with no water service:	-0-	-0-	-0-	-0-
Tulsa County Health Department citations:	-0-	-0-	-0-	-0-
Illegally placed signs:	64	46	30	37
Damage to public facilities citations:	-0-	-0-	-0-	-0-
Excessive trash & debris notices:	7	3	1	10
Dilapidated structures/property notices:	-0-	-0-	-0-	-0-
Trash can/receptacle placement notices:	-0-	-0-	2	-0-
Building demolition & removal:	-0-	-0-	-0-	-0-
Inoperable/abandoned vehicles:	3	3	-0-	5
Visual impairments caused by trees, shrubs, vehicles, basketball goals, etc. interfering with traffic flow:	2	-0-	-0-	-0-
Stagnant water causing mosquito issues:	-0-	-0-	-0-	-0-
Pest issue:	1	-0-	-0-	-0-
Dilapidated fencing:	-0-	-0-	-0-	-0-
Noxious odor:	-0-	-0-	-0-	-0-

Public Works

The following details of all work completed between January 25, 2025 – February 20, 2025

Admin

- Assisted with volunteers at the Disc Golf Course.
- Facilitated the kickoff of a surplus auction for public works equipment.
- Attended the Wastewater Facility Groundbreaking ceremony
- Created flyer for Arbor Week Celebration with GPS students
- Attended Keep Oklahoma Beautiful workshop in Kingfisher, OK

Streets

- Crack sealed – NA
- Filled potholes - Misc around town
- Fixed downed streets signs – notified ODOT of a few down along 151
- Cleaned storm drains – NA
- Picked up trash around town.
- Weeded – NA
- Removed small trees/shrubs/growth just west of 148th & Yukon
- Contractor fell tree just west of 148th & Yukon (tree was a hazard)
- Salted, sanded, and plowed during snowstorms. (5 days total between 2 storms)
- Removed salt/sand from Public Safety, Utility Billing, City Hall & Senior Center
- Cleared ditches along 126th west of US-75
- Assisted disc golf course volunteers by supplying water tank for concrete
- Parts for 126th are ordered and ready to ship pending payment.

Parks

- Black Gold
 - Contractor un-installed Holiday lights
 - Installed new flag
- Kendalwood North
 - Cleaned and mulched the 19 trees we planted previously
- Kendalwood South
- Lambert
- Morris
 - Delivered concrete and water for course build
 - Chipped trees left by disc golf volunteers
 - Burned brush piles on course
- Rolling Meadows
- South County Soccer
 - Opened concession/bathroom for the season
- Picked up trash and emptied trash cans daily at all city parks.

Facilities Maintenance

- Installed digital keypad at 1122 for easier access to building
- Investigating a variety of leaks in different buildings.
- Researched man lifts for upcoming purchase for director
- Installed camera in Council chambers
- Installed dry erase board in CM office
- Installed protective devices for city hall loading dock door sensors
- Light Check at City Hall
- General Maintenance at City Hall.
- Cleaned and tested 1122A pool weekly

Wastewater Treatment Plant:

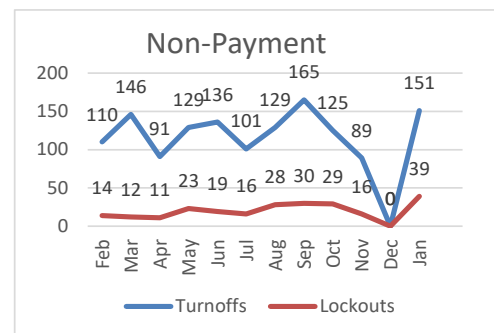
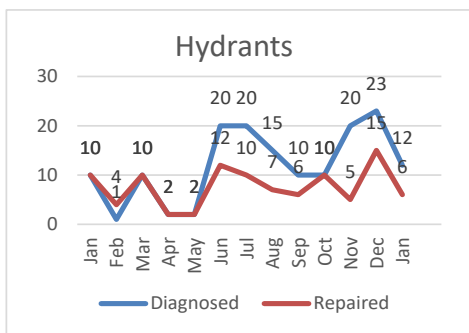
- Daily calibration and testing performed (CL, DO, pH)
- Daily readings performed.
- Daily flow monitoring performed.
- Daily addition of chemicals to lagoon
- Weekly Biological Oxygen Demand and Total Suspended Solids samples to Green Co. Testing
- Mowed, weeded, and sprayed (where needed)
- Vehicle and equipment maintenance performed.
- Using Hydrogen Peroxide at 10 gpd to reduce odor and raise DO
- Running two 4" Venturi pumps as needed to raise DO in lagoon
 - Ordering two more pumps to offset the lose of a lateral line.
- Effluent meter is non-operational, parts arrived, waiting on tech to install
- Blower status:
 - Blower 1: non-operational... needs motor & blower and will remain offline
 - Blower 2: Blower has been taken in for repairs
 - Blower 3,4: functional, 4 will be serviced soon for alignment issues.
- One lateral line blew out over the weekend of Feb 2/22.
- OG&E has been working on replacing the lines on the new poles over the last few weeks

Lift Stations:

- Inspected all lift stations
 - Cleaned floats
 - Repaired fencing and prepped for latch replacement on many stations.
 - Mowed, weeded, and sprayed all stations
- Assisted WWTF operator with daily tasks
- Hickory pump #2 has been rewired to 220VAC 3P and VFD programmed appropriately.
 - A spare pump is still on order and will arrive in the coming months.
- Bypass pump has an issue and needs to be taken in for repair.

Distribution:

- 306 Utility locates
- 104 service orders completed for the utility office
- 151 turn offs for non-payment – (1/28)
- 39 lock outs for non-payment – (1/30)
- Performed monthly meter reads with 0 bad registers
- 3 leaks repaired (0 major, 3 minor, 2 pending)
- 0 meter(s) set (0 residential, 0 commercial)
- 2 pending meter sets (0 residential, 2 commercial)
- Bi-weekly water samples taken and PASSED
- Mowed, weeded, and sprayed (where needed) at water towers and booster stations
- Cleaned and serviced vehicles and equipment
- Jetrodded 0 possible sewer backup(s) (0 on city side, 0 on customer side)
- Diagnosed 12 hydrants, put 6 back in service and ordered parts for all others.
- Repaired 0 Sewer Manholes
- Booster Pump station on US75 at 131st has had its pin hole leak temporarily repaired. The station is now mostly isolated from distribution. Awaiting further instruction from city engineer on path forward.
- Meter pilot program began Sept 20th. After testing out two viable systems, the Mach10 system from Neptune won out and we will be using them to supplement our current meter setup.
- NEW SCADA system is being installed at the time of this report



Community:

- Setup scene for groundbreaking at Wastewater Treatment Facility



Disc Golf Course - UPDATE

More progress has been made by the team of volunteers at Morris Park. Tee pad #2 is by far the most difficult install of the 18 tee pads. The team of volunteers assembled and installed tee box #2 on the morning of February 8th. The rest of the pads will take shape as the ground dries out from our recent snow storm. Baskets will be placed by staff in the next few weeks.



Longhorn Storm Sewer Repair - UPDATE

LAM, LLC completed repairing the storm water culvert under Longhorn Ct in the Longhorn subdivision. Both headwalls are shown as in stalled and the road repair has been completed.



Waste Water Facility Build - UPDATE

A new temporary road has been built across the temporary construction access to the south of the plant to allow equipment to access the site.



Excavation of the old chlorine contact basin has begun. This includes removing the built up sludge in said basin.

A storm water pipe was one of the first items to be installed. Of course, this pipe needed to go directly beneath one of the animal control sheds. Staff move the shed and the pipe was installed.



Engineering

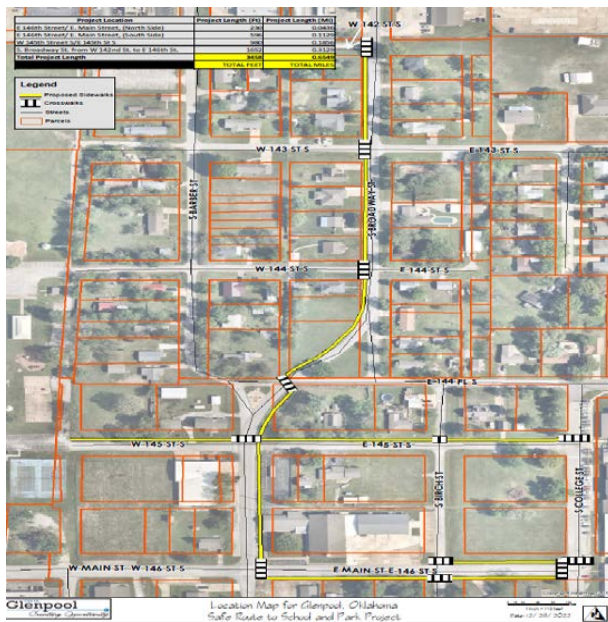
Introduction

This report summarizes the activities of the engineering department and infrastructure projects in the City of Glenpool during the stated period.

Glenpool Safe Route To School Project JP#3810404

The project establishes an ADA-compliant sidewalk network linking Glenpool Public School to Black Gold Park.

- Total cost: \$1,202,760 (City match: \$240,552 – paid)
- Kimley Horn was selected as the consultant.
- Contract signed by Kimley-Horn
- Awaiting Notice to Proceed.



Elwood Ave. Widening from 151st – 137th Street, State JP#36939(05)

Expands 1.42 miles from two to four lanes, improving pavement, traffic flow, safety, and aesthetics.

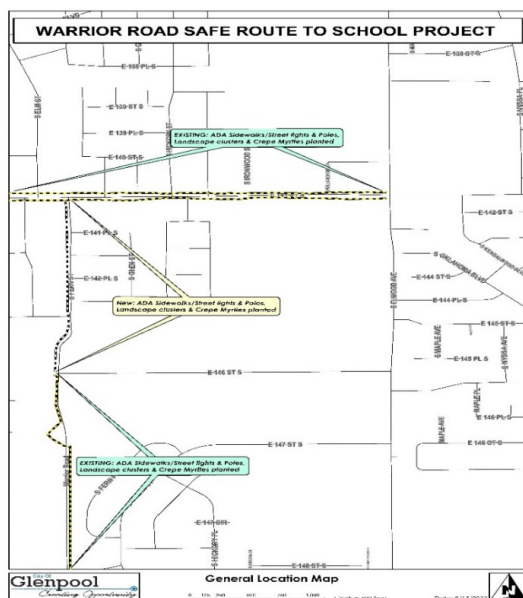
- STP grant: \$902,880 (City match: \$225,720 - paid).
- RFQ issued November 19, 2024; responses received from 10 firms by December 17, 2024.
- Qualification-based selection is in progress.



TAP Grant Sidewalk Improvement Project on Warrior Road. JP#3802804

The Warrior Road Project aims to construct a sidewalk from 146th to 141st Street, covering survey, environmental, geotechnical, and engineering studies, culminating in final design and project plans.

- Urban Funding Agreement received from ODOT.
- Kimley Horn was selected as consultant.
- City match: \$119,920 - paid.
- Contract signed by Kimley-Horn
- Awaiting Notice to Proceed.



Sidewalk & Beautification Phase II Project JP#28845(05)

Construction of 2 miles of sidewalks linking Glenpool School to the Glenpool Community Center along 146th street, Elwood Avenue, 141st street and Peoria Ave. Project includes installing decorative lighting along 141st street.

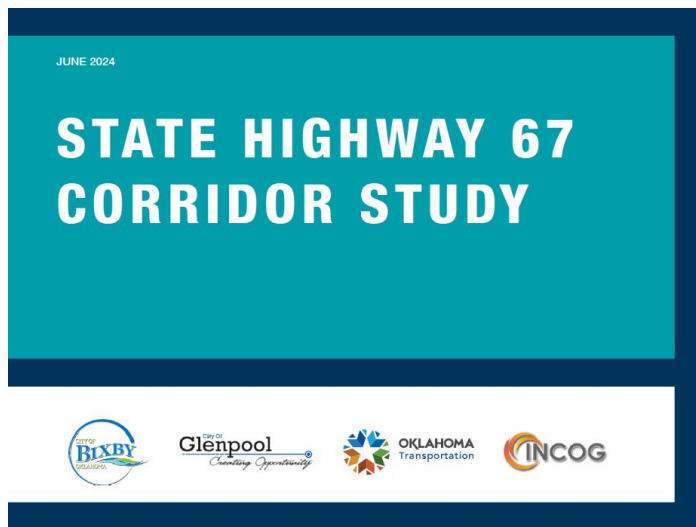
- Final plans and estimates received; under final review with ODOT.
- Transportation grant: \$550,800 (City match: \$137,700).
- Additional funding needed; applied for 2024 INCOG TAP grant.

The estimate for this project is summarized below:

Project	Description	Estimate
Base Bid	E 141 st Street North Side: Between Elwood Ave and Peoria Ave. S Peoria Ave: Between E 141 st St & Recreation Center	\$624,323.82
Add Alternate 1	E 141 st Street South Side: Between S Elwood Ave & S Peoria Ave	\$812,962.56
Add Alternate 2	S. Peoria Ave: In Front of Recreation Center to 137 th Pl	\$108,849.24
Add Alternate 3	E 146 th St: Between Warrior Road & S Elwood Ave. S. Elwood Ave: Between E 146 th St & E. 141 st St	\$998,925.36

SH67/151st Corridor Study

- Final report adopted by City Council (September 2023).



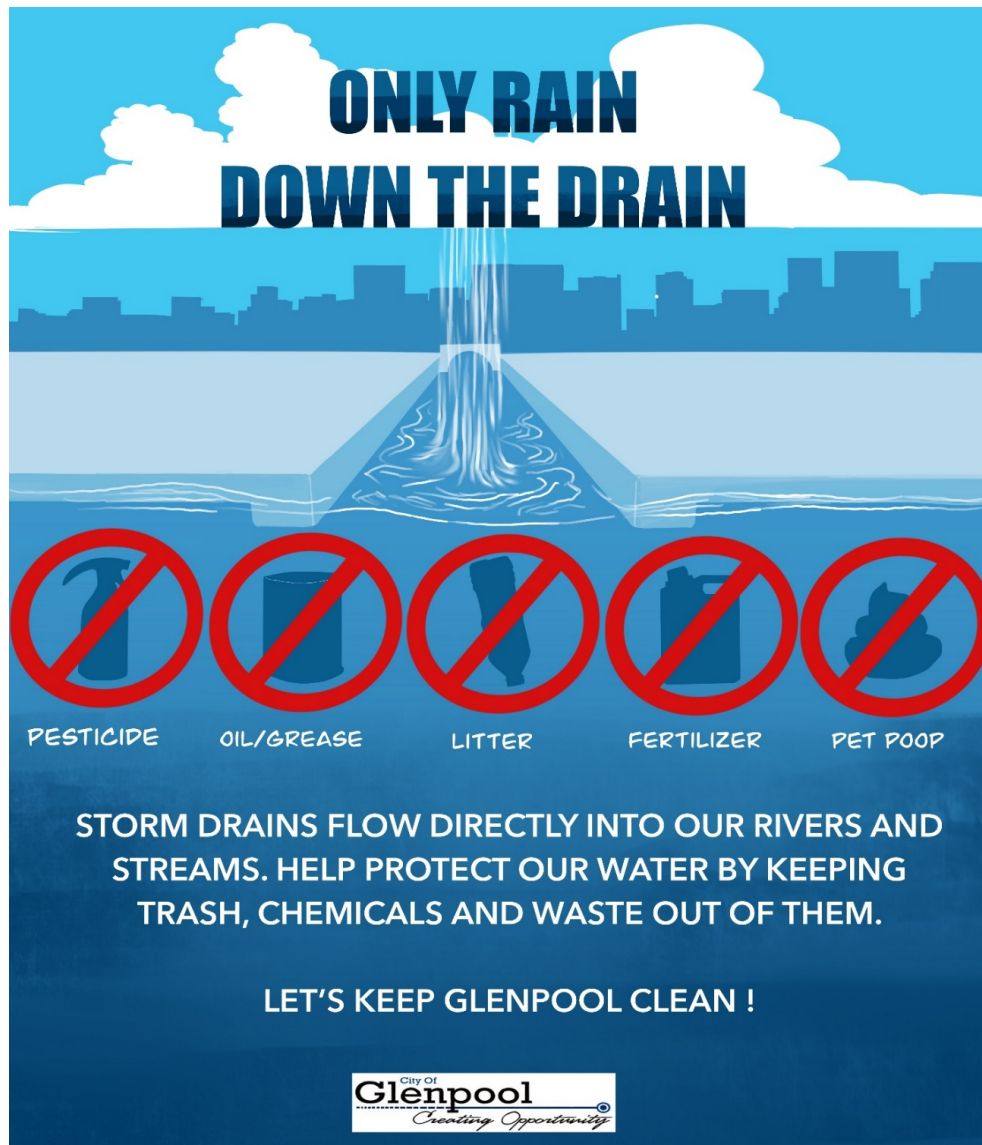
US 75/141st Bridge Project

This project constructs a bridge on US-75 over 141st Street, providing frontage roads and signalization.

- Estimated duration: 315 days.
- Project cost: \$27.5M; lowest bid: \$31.4M (Sherwood Construction Co.).
- Currently under construction.

Stormwater Management

Stormwater Campaign for the Month of March. Below is the stormwater campaign for the month of March.



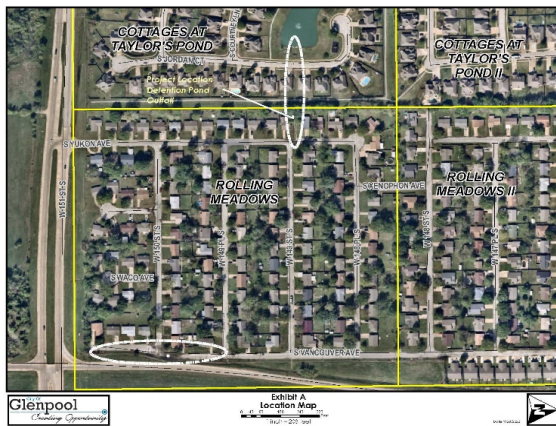
Rolling Meadows Stormwater

This project aims to address surface water runoff issues affecting residents of Rolling Meadows near Taylor's Pond Subdivision.

- Crafton, Tull & Associates selected for design (30% design plans received).

Community Development Block Grant

- FY2024 grant: \$120,143 for Glen Village Addition II improvements (stormwater, sinkhole, and street repairs).
- Next step: Develop design and specifications.



Bicycle/ Pedestrian Masterplan Update

This is an update to the City of Glenpool's Bicycle and Pedestrian plan, which would become part of the INCOG Regional Go Masterplan. The City entered into an agreement with INCOG on February 21st, 2024, to update the City bicycle/pedestrian plan. The selected consultant is RDG-Garver LLC.

- Project is underway.

GIS Management

- Garver selected GIS data collection services, as (Work Order #2).
- Interactive utility map complete; updates in progress.
- Completed Council Districts and Ward Maps.
<https://experience.arcgis.com/experience/9be7b9925e6444119c9456886f519362/>
- Completed Interactive Map of all City Parks.
<https://experience.arcgis.com/experience/d008363fbc344537ba860b081ed2f9cf/>

Conference Center/Community Relations

This report highlights the activities of the Community Relations Department and the Conference Center for February.

Social Media Monthly Stats:

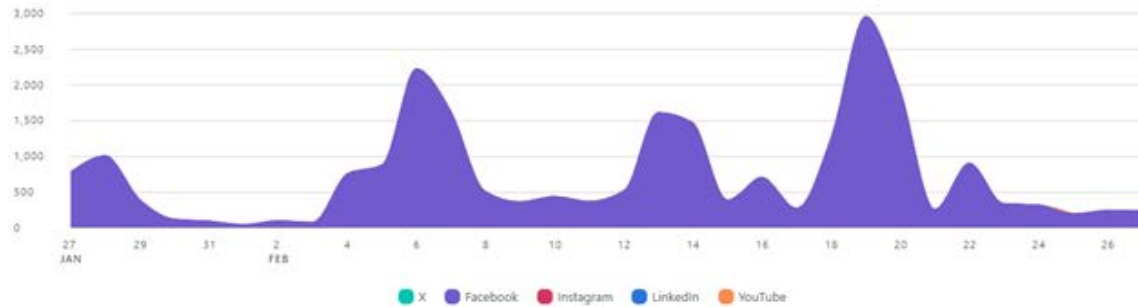
Account	Audience	New Audience	Published Posts	Impressions	Engagements
City	8,365	8	27	130,306	13,950
Conference Center	2,274	12	13	40,631	144
Police Department	2,073	56	5	18,604	2,589
Animal Control	9,863	14	34	66,313	6,767

Top Social Media Posts for December:

City of Glenpool, Oklahoma Wed 12/16/2020 12:52 am CST 🚧 Road Conditions Update 🚧 Frigid temperatures have kept ice and snow on the roads, making travel hazardous. Road...  WARRIOR ROAD Total Engagements: 3,576 Reactions: 158 Comments: 41 Shares: 26 Post Link Clicks: 1 Other Post Clicks: 3,350	City of Glenpool, Oklahoma Thu 12/18/2020 11:58 am CST 🗑️ Trash Polykart Reminder! 🗑️ Glenpool city ordinance requires that trash polykarts be stored at the side or rear of your home... Trash Polykart Away  Total Engagements: 2,890 Reactions: 92 Comments: 137 Shares: 10 Post Link Clicks: 1 Other Post Clicks: 2,658	City of Glenpool, Oklahoma Thu 12/24/2020 11:24 am CST Yesterday, a groundbreaking ceremony was held for the City's new small-batch reaction wastewater treatment facility. This \$29...  Total Engagements: 2,518 Reactions: 375 Comments: 57 Shares: 36 Post Link Clicks: 2 Other Post Clicks: 2,048	Glenpool Police Department Wed 12/16/2020 12:36 am CST The Glenpool Police Department is proud to announce the promotion of three outstanding officers to the rank of Sergeant...  Total Engagements: 1,900 Reactions: 444 Comments: 88 Shares: 31 Post Link Clicks: 1 Other Post Clicks: 1,336	City of Glenpool, Oklahoma Mon 12/27/2020 12:00 am CST 🌟 Community Spotlight 🌟 Over the weekend, members of the Glenpool track team volunteered their time to help clean ...  Total Engagements: 1,770 Reactions: 332 Comments: 28 Shares: 22 Post Link Clicks: — Other Post Clicks: 1,388
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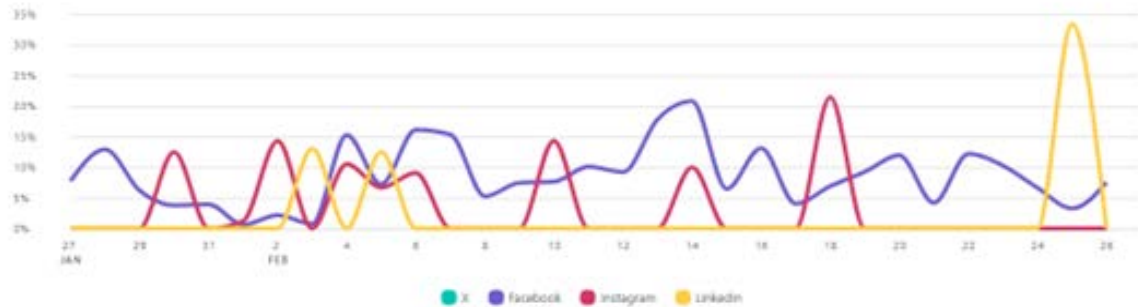
Engagements

See how people are engaging with your posts during the selected time period.



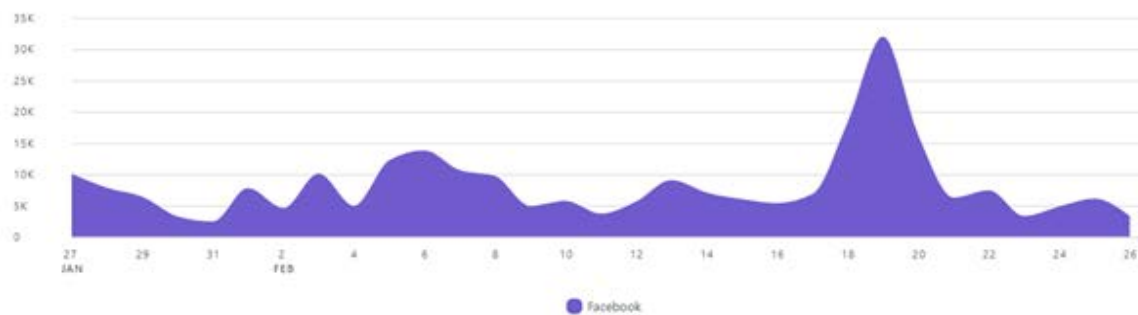
Engagement Rate

See how engaged people are with your posts during the selected time period.



Impressions

Review how your content was seen across networks during the selected time period.



Conference Center

February was a surprisingly busy month for the Glenpool Conference Center, considering it is typically a slower time of year. We hosted a total of 20 events, ranging from community gatherings to private celebrations and corporate trainings.

EVENTS TO HIGHLIGHT

Jenks SE Trivia Night – This lively and interactive event brought together families and businesses from Jenks and the surrounding areas for an exciting evening of trivia and games, all in support of Jenks SE Elementary School. This was their 7th year hosting the event at our facility. Attendees participated in friendly competition, enjoyed delicious food, and experienced a fun and engaging atmosphere while helping to raise funds for the school's teams.

MCN Sweetheart Dance – The Muscogee (Creek) Nation's annual Sweetheart Dance brings together elders from their community for a memorable evening filled with dancing, great food, and fun. The event was a great success, drawing over 500 attendees.

House Divided Card Show – This event drew sports card collectors and enthusiasts from across the region for their 6th show at our facility. Vendors showcased rare and collectible trading cards, and attendees had the chance to buy, sell, and trade, making it a must-visit for collectors.

4-Day Scrapbooking Event – A group of scrapbookers gathered for four days to work on projects, share ideas, and connect. This type of event is becoming increasingly popular at our facility. Native American artists and small businesses.

In addition to these standout events, we continued to host a variety of baby showers, birthday parties, weddings, and training sessions, maintaining a steady flow of activity at the center. Overall, February 2025 was a successful month, demonstrating strong event turnout even during a typically slower season.





Economic Development/Grants

Economic Development

Business, Retention, & Expansion (BR&E)

- **Morning BREW:** The Glenpool Chamber of Commerce, in partnership with the Economic Development Department and Keller Williams, hosts monthly gatherings for local businesses, providing coffee and resources. The February 20th meeting was postponed due to weather and is now rescheduled for February 27th.
- On February 6th, we had a virtual meeting with the owner/managers of Elm Pointe Shopping Center to discuss the types of businesses they would like to attract to the center. During the meeting, I also connected them with the Chamber Director to facilitate their Chamber membership.
- On February 26th, a workforce representative from TCC/Tulsa Tech and I will meet with a local manufacturer to discuss training opportunities and apprenticeships. This will be the first of several similar meetings with our local businesses.

Oklahoma Innovation Expansion & Other Commerce Incentives

- I have been meeting with qualifying Glenpool businesses to share information about the Oklahoma Innovation Expansion Program (OIEP), with the application window opening on March 31st and closing on April 11th. These visits are aimed at helping businesses prepare for the upcoming application period and increasing the number of businesses awarded this year. I am also in the process of conducting follow-up visits with some businesses to provide additional support.
- On February 28, I will be meeting with a consultant who works for one of our qualifying manufacturers to discuss OIEP and explore other ways we can support the business, such as through training opportunities.

New Business/Sites

- Met with a landowner to gauge interest and received permission to continue discussions regarding a potential manufacturing site.
- Scheduled internal meetings with planning and engineering teams to address potential obstacles and explore opportunities for development on this site.

Business Inquiries:

- We are currently working with the broker of a potential buyer for the Blue Compass site, with an announcement about the deal expected soon. In preparation, we are finalizing all necessary information, addressing zoning questions, and completing other final steps to ensure everything is in order.
- On February 13th, we met with a potential developer who is pitching recreational use ideas for a property.
- A Request for Proposal (RFP) has been submitted to Tulsa's Future on behalf of a company looking for a site to build a studio. The team submitted options at the South 75 Business Park.

Travel/Training/Misc:

- On February 6th, I attended in person the "All in for Oklahoma" quarterly event hosted by Commerce in Wagoner. During the event, Commerce leadership shared valuable resources and programs with local community and economic development leaders. The topics covered included incentives, business development

updates, news from the film and music office, and other upcoming opportunities. The event also featured a question-and-answer portion.

- On February 11th, I participated in the virtual OU-Economic Development Institute (EDI) Ethics Course, which serves as a precursor to the full institute program I will begin on April 27th in Kansas City.
- On February 11th, I participated virtually in the second half of the monthly Select Oklahoma meeting, where the panel discussion focused on Data Center Development, Trends, and Insights. Industry leaders shared valuable insights on the evolving data center landscape, its impact on economic development, and key lessons learned from a recent project. The discussion covered topics such as site selection, infrastructure challenges, and the collaboration needed to drive successful investments in this rapidly growing sector.
- On February 11th, the COO and I toured Gradient (formerly known as 36 Degrees North) in Tulsa. Our host, Zach Burrows, Co-owner and managing member of Miller-Tippens Construction in Glenpool, guided us through the building. Miller-Tippens was responsible for transforming the 100+ year-old Otasco Headquarters into a stunning incubator space. Gradient is Tulsa's leading innovation hub for entrepreneurs, startups, and remote workers. The tour was part of our exploration into developing an incubator space in Glenpool.
- On February 21st, I met with the Okmulgee Economic Developer to learn more about the Okmulgee Area Development Corporation (OADC), the lead economic development entity for the city of Okmulgee. OADC is responsible for the oversight and development of available commercial and industrial properties in the area.
- On February 27, I will be participating in the Tulsa's Future Partner Small Roundtable.

Grants: February 2025, Beth Miller (Grants – Special Projects Coordinator)

This report provides an overview of the various grants currently being managed. It includes details on the grant amounts, timelines, and progress.

Summary of Grants

- STBG street widening grant (for Elwood) awarded last year from ODOT. The signed contract was received on 1/7/2025 and on 1/13/25, David A. met with developers. Ready to bid February 2025.
- INCOG CDBG Grant approved on 12/2/2024 to repair sinkhole at 145th and Kendalwood BLVD. Signatures were received from City and from County. This is ready for bid process.
- OK Homeland Security State and Local Cybersecurity Program grant was approved 12/20/24. Able to replace the server at the PD by March or April 2025.
- OK Homeland Security State and Local Cybersecurity Grant Program – next cycle due 2/28/25. On council agenda and ready to submit week of 2/24.
- FFY 2025-2026 Transportation Alternatives & FFY 2022-2026 CRP. up to \$1,600,000 (20% matching), Application in collaboration with David A. was submitted on 1/13/25, for completing sidewalk projects on Elwood and 141st, and Peoria Streets. Awaiting approval.
- Recreational Trails Program Grant 2025: 80% reimbursed up to \$300,000, with a total amount of \$375,000. This is for trails/parking lot/bridges at the new Morris Park Disc Golf and Nature Trails Park. Awaiting approval
- Opioid Grant 2025: Amount not specified. A meeting is being set up for February to include members of DHS. Applications open in March 2025, and projects are currently under discussion.
- DEQ - Collection Event Grant FY26: Application deadline is February 28, 2025. This is on the agenda and ready to submit this week (2/24).
- SAFE Oklahoma Grant: Amount not specified. We are working with GPD for equipment. Applications open in March 2025, and we are identifying the equipment needed.
- Keep Oklahoma Beautiful Roadside and Environmental Beautification grants were submitted on 1/27/25 in the amounts of \$3391.98 (for Welcome sign beautification) and \$962.45 (for seeds at Lambert Park). Awaiting approval.

- AARP Community Challenge Grant due March 5th. Will be on the 3/3 council agenda to apply. 10-20k for a crosswalk with lights on 141st.
- INCOG STBG FFY 26 & 27 due March 14th: up to \$4,000,000 80/20 match up to three projects. Working with David A. on the projects to submit at the next council meeting March 3rd.
- FEMA Flood Mitigation Program Grant due March 14th. 75/25 match up to 2 million. Notice of Intent (to apply) was submitted through the FEMA.GO portal on Jan. 31st for \$1,597,362. This will be submitted at the next council meeting on March 3rd.
- OCEA grant submitted February 20th (was due 2/21) for \$808.98 Welcome Sign Beautification on HWY75/S Waco.

Special Projects:

- Next Events Committee Meeting 2/26/25. Events Calendar for the City is being executed by next meeting
- Farmers Market
- Attended Local AG Summit January 29-31
- Rules/regulations and vendor applications for the 2025 season have been updated and are awaiting upload to social media and Website
- SNAP acceptance in review, machine selected through vendor
- Setting up the **very first** vendor meeting for Sunday, April 6th from 3-5. Met Micaela with OK Department of Agriculture at the AG Summit and have requested to order produce bags/t-shirt bags/OK AG stickers and more for handouts at the event. We will be providing lunch as well.



Information Technology

Windows 11 Update

- This project aims to enhance the security of our end users' devices and ensure they can receive essential security updates from Microsoft. Some PCs are unable to install the updated Windows 11 operating system. To resolve this issue, 13 new PCs were purchased to replace those that lack the necessary resources for the upgrade.

Mass Notification System

- The team has reviewed five companies that can provide us with a mass text/email notification system. This will help us keep Glenpool citizens informed about outages, upcoming traffic changes, and allow for sending text notifications on behalf of the Utility Billing Department. A vendor has been chosen, and we expect setup and training to begin in the next couple weeks.

Website Refresh

- The IT department has begun reviewing our current website and is working to fix all broken links. We anticipate that the refresh will start in the next few weeks and will take approximately 30 days to complete. The primary focus will be on identifying and correcting any items that are not ADA compliant.

Request for Proposals

- The IT department has completed a Request for Proposals (RFP) for updating access control and security camera systems. The current system was installed during the construction of City Hall and Public Safety facilities and operates on different platforms. This project will allow for a unified system managed on the same platform.

Phone System Update

- The City will be upgrading our outdated phone system to a fully digital solution and replacing the phones. This enhancement will allow us to manage phone calls more efficiently, including the ability to forward calls to our cell phones, which will improve our service for citizens. We have scheduled demonstrations from both BTC and 3CX to determine the best solution for the City of Glenpool and hope to have a decision made soon.

DMARC/DKIM

- IT has configured DMARC/DKIM to run on our email service. Together they help prevent email spammers, Phishers and other unauthorized parties from sending emails.

Live Streaming for Council Meetings

- Cameras have been installed and are now in the testing phase to enable live streaming via YouTube of our council meetings.

Cyber-Security

- IT has been collaborating closely with Hummingbird and Administration to implement cybersecurity training that aims to increase awareness of potential threats.

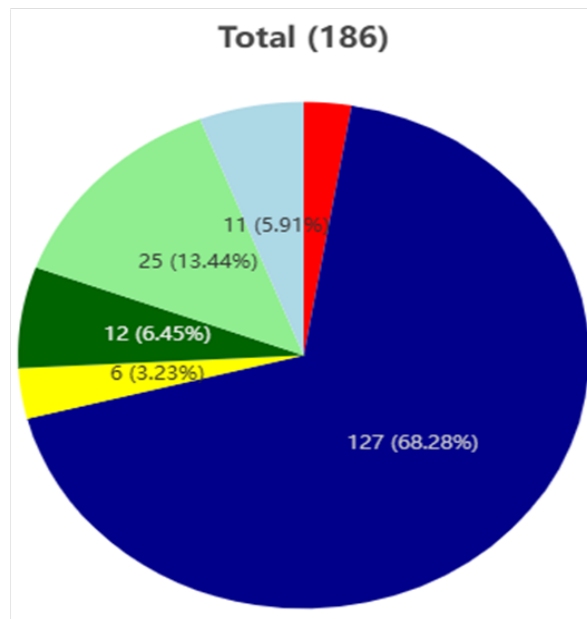
Fire Department

Glenpool Fire Department Operations February 2025

CM Report

1/24/25-2/20/25

Run Type	# of Calls	Totals Calls
EMS Runs	127	186
Fire Runs	59	
Overlapping	58	



Incident Type Series	
5	1 - Fire
127	3 - Rescue & Emergency Medical Service Incident
6	4 - Hazardous Condition (No Fire)
12	5 - Service Call
25	6 - Good Intent Call
11	7 - False Alarm & False Call
186	

Police Department

STAFFING

Currently the department has filled 27 of 29 officer positions. We have two open positions and will post once Debbie returns to work. Two officers are in FTO and attend CLEET in June, all the other officers have completed the required training.

The communications division has offered positions to all three open slots and all have accepted. One has already started and is currently in training, the other two will be starting soon.

We will begin testing for the open corporal positions on March 3rd. This will give us four corporals and will need to fill the remaining two later in the year.

TRAINING

The department held their bi-annual firearms qualifications and every officer is qualified. In addition to qualifications, two recently promoted sergeants finished their supervisor training and are now assigned to a shift.

The state has implemented a new online reporting system for collisions. The department has completed the required training, and we are now using this tool when completing collision reports.

EQUIPMENT

Three of the five new patrol cars have been completed and have been issued. The remaining two are awaiting some back-ordered parts and should be issued in March.

HEADLINES

Corporal Mitchell and Corporal Crow have been selected for the two vacant detective positions. They will move to their new assignments in March once we complete the corporal testing.

On February 22nd, the department administration along with Detective Duque, worked the day shift. This allowed for the entire shift to be off at the same time and conduct a team building day as a unit. This was an opportunity for the day shift officers to do something fun as a group and build morale as well as teamwork. We will continue this with the two remaining shifts in hopes that we continue to progress as individuals and as a department.





Promoted to Corporal Detective
Taylor Mitchell

Promoted to Corporal Detective
Corey Crow



Day shift team building at the Escape Room

Always be **truthful** & **transparent**.

OUR CORE Savor the journey. VALUES

Show that you **care**.
Create **WOW** moments.

Make learning a **habit**.

**OUR MISSION: DEVELOPING A CULTURE OF TRUST
TO BETTER SERVE OUR COMMUNITY**

City Of
Glenpool
Creating Opportunity



MINUTES
City Council Regular Meeting
Monday, February 3, 2025 Council Chambers 6:00 PM

COUNCIL PRESENT: Tim Fox
 Jacqueline Triplett-Lund
 Joyce Calvert
 Chris Brobst
 Shayne Buchanan

COUNCIL ABSENT:

STAFF PRESENT: David Tillotson
 Lesli Smith
 Lea Ann Reed
 Joe Wuest

STAFF ABSENT:

Page

- A) Call to Order - Joyce G. Calvert, Mayor**
Mayor Calvert called the meeting to order at 6:02 p.m.

- B) Roll Call, Declaration of Quorum – Lesli Smith, City Clerk; Joyce G. Calvert, Mayor**
Lesli Smith called the roll; Mayor Calvert declared a quorum present.
Jana Burk Attorney, of Rosenstein, Fist & Ringold, were also in attendance.

- C) Invocation –Brady Ellis of Woodlake Family Church, Glenpool**
Joe Wuest, Chief Operations Officer, gave the invocation.

- D) Pledge of Allegiance – Joyce G. Calvert, Mayor**

- E) Management Report**
City Manager David Tillotson provided several updates to the Council and public. He reminded everyone that the next City Council meeting will be held on Tuesday, February 18, 2025, due to the City's closure in observance of Presidents Day. Tillotson also announced that, weather permitting, a groundbreaking ceremony is scheduled for Wednesday, February 5, 2025, at 10:30 AM at the new Wastewater Treatment Plant Site. Additionally, he reported that the Chamber has cancelled Leadership Glenpool 2025. The City Manager informed the Council that the Chamber Banquet is set for

March 1, 2025, and requested that Council members wishing to attend submit their RSVPs to him as soon as possible.

CM REPORT

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F) Mayor Report – Joyce G. Calvert, Mayor

There was no official Mayor Report.

G) Council Comments

There were no council comments.

H) Public Comments

There were no public comments.

I) Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the City Council to be routine and will be enacted by one motion. Any Councilor may, however, remove an item from the Consent Agenda by request. A motion to adopt the consent Agenda is non-debatable.)

- 1) Approval of the minutes from the January 21, 2025, meeting.

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Moved by Chris Brobst, seconded by Jacqueline Triplett-Lund

	For	Against	Abstained	Absent
Tim Fox	x			
Jacqueline Triplett-Lund	x			
Joyce Calvert	x			
Chris Brobst	x			
Shayne Buchanan	x			
	5	0	0	0

To approve the consent agenda.

CARRIED.

[City Council Regular Meeting - 21 Jan 2025 - Minutes - Pdf](#)

J) Consideration and appropriate action relating to items removed from the Consent Agenda

There were no items removed from the consent agenda.

K) Scheduled Business

- 1) Discussion and possible action to approve, amend or deny the Temporary Construction Easement Agreement between Dan and Karren Barrett and the City of Glenpool, to facilitate the City's construction of the Glenpool

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Wastewater Treatment Facility project and other related improvements in the vicinity of the temporary easement property.
(David Agbetunsin, City Engineer)

Moved by Joyce Calvert, seconded by Tim Fox

	For	Against	Abstained	Absent
Tim Fox	x			
Jacqueline Triplett-Lund	x			
Joyce Calvert	x			
Chris Brobst	x			
Shayne Buchanan	x			
	5	0	0	0

To approve, the Temporary Construction Easement Agreement between Dan and Karren Barrett and the City of Glenpool, to facilitate the City's construction of the Glenpool Wastewater Treatment Facility project and other related improvements in the vicinity of the temporary easement property.

CARRIED.

[Staff Report - Temporary Construction Easement WWTP Project Barretts \(Final\)](#)

- 2) **PUD 44 – (Elm Pointe)** – A proposed Planned Unit Development (PUD 44) for the Elm Pointe shopping center. The subject site is generally located at the northwest corner of East 141st Street South and South Peoria Avenue. PUD 44 proposes additional commercial uses within the Elm Pointe Shopping Center. Applicant: Steven Frazee
Applicant Representative: Ryan McCarty, Select Design
(Duy Nguyen, City Planner)
- 55 - 89

THIS ITEM WAS TABLED FROM THE JANUARY 6, 2025, CITY COUNCIL MEETING.

A. Public Hearing on the proposed Planned Unit Development (PUD 44) - Ordinance No. 825.

B. Discussion and possible action to approve, approve with conditions, deny, or amend the proposed Planned Unit Development (PUD 44) - Ordinance No. 825.

Mayor Calvert opened the Public Hearing at 6:29 p.m., on a proposed Planned Unit Development (PUD 44) for the Elm Pointe shopping center. The subject site is generally located at the northwest corner of East 141st Street South and South Peoria Avenue. PUD 44 proposes additional commercial uses within the Elm Pointe Shopping Center.

City Planner Duy Nguyen gave his staff report to the Mayor and Council regarding the proposed Planned Unit Development (PUD 44) for the Elm Pointe shopping center. The subject site is generally located at the northwest corner of East 141st Street South and South Peoria Avenue. PUD 44 proposes additional commercial uses within the Elm Pointe Shopping Center. This was the same item that was tabled from the January 6, 2025, City Council meeting. Applicants Steven Frazee and Ryan McCarty were also available to answer questions from the council and staff upon the completion of Planner Nguyen's presentation. Council heard the applicant's updated proposal and addressed concerns they had with the sites future use involving marijuana production and sales. After discussion of the applicants and council's concerns, the applicants requested a recess to discuss privately their options in addressing the council's concerns.

There were no public comments.

Mayor Calvert closed the public hearing at 7:02p.m.

Mayor Calvert Recessed the Regular City Council meeting at 7:02p.m.

City Council Meeting reconvened at 7:16p.m.

Upon reconvening, applicants Frazee and McCarty addressed the Mayor and Council, agreeing to strike all conditions in item B. of their proposal addressing cannabis.

Motion carried.

Moved by Jacqueline Triplett-Lund, seconded by Chris Brobst

	For	Against	Abstained	Absent
Tim Fox	x			
Jacqueline Triplett-Lund	x			
Joyce Calvert	x			
Chris Brobst	x			
Shayne Buchanan	x			
	5	0	0	0

To approve the proposed Planned Unit Development (PUD 44) - Ordinance No. 825. with the following amendment: to remove all language addressing medical marijuana or cannabis.

CARRIED.

[CC STAFF REPORT PUD 44 ELM POINTE - FEB 3 2025](#)
[PUD 44 Elm Pointe Attachments](#)

- 3) Discussion and possible action to enter into Executive Session for the purposes of (A) discussing the purchase or appraisal of certain real property located in the City of Glenpool, pursuant to 25 O.S. § 307.B.3 of the Open Meeting Act; (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.11 of the Open Meeting Act.
(Joyce G. Calvert, Mayor)

Moved by Shayne Buchanan, seconded by Chris Brobst

	For	Against	Abstained	Absent
Tim Fox	x			
Jacqueline Triplett-Lund	x			
Joyce Calvert	x			
Chris Brobst	x			
Shayne Buchanan	x			
	5	0	0	0

To enter into Executive Session for the purposes of (A) discussing the purchase or appraisal of certain real property located in the City of Glenpool, pursuant to 25 O.S. § 307.B.3 of the Open Meeting Act; (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.11 of the Open Meeting Act.

Convene into Executive Session at 7:21 p.m.

CARRIED.

- 4) Reconvene into regular session.
(Mayor Calvert)

Reconvene into regular session at 8:21p.m.

L) Adjournment

Mayor Calvert declared the meeting adjourned at 8:22 p.m.

City Manager's Report February 3, 2025



City Of
Glenpool
Creating Opportunity

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Executive Summary

Mayor and Council,

The political process is in full swing everywhere we turn. The filing period is now open for Council seats, the State legislature has a full slate of bills that we are working to stay current on with our partners at the Indians Nations Council of Governments, Oklahoma Municipal Management Services, City Managers Association of Oklahoma and the Oklahoma Municipal League, and the federal government just completed their turnover of power with a new president and congress being sworn in. While there are several bills that have been filed that we will be beneficial for municipalities and which we are support, I firmly anticipate that we will be playing a significant amount of defense this year at the state legislative level as there have been significant numbers of bills filed that could negatively impact municipalities across the state. If you haven't signed up for the legislative update emails from the Oklahoma Municipal League, I would encourage you to do so. They do an excellent job of tracking bills and helping us wade through the sometimes-hazy pathways that bills will take as they move through the legislature and Governor's office.

As you review the following departmental reports, I hope you take notice of the number of different projects that have been completed, are in progress, and are almost completed. Allow me to take a moment and highlight a few that are in the report and add a few others that I believe are informative.

- Pictured on the cover this month is the swearing in ceremony of our two newest police officers.
- One of our top performing posts this last month on social media was a story of our firefighters and animal control officers rescuing a dog from an icy neighborhood pond. This post also generated enough interest that it was covered by the Tulsa news media.
- The Hwy 75 Project continues to progress at a steady pace. We will continue to see traffic delays and construction-related heartburn throughout the project, but thankfully ODOT and the contractor have been responsive to our needs and requests. The anticipated closure of the center median at 146th has not occurred yet, but we do expect to see the crossover close in the future as construction on the bridge progresses. Work has begun on the bridge embankments and sidewalks. Additionally, we are told that the frontage roads will get a milling and overlay just prior to the end of the project.
- We have a groundbreaking for the wastewater treatment facility project on February 5th at 10:30AM.
- After interviews with the top five firms on the Elwood Widening Project, staff have selected our top



City Council Regular Meeting - 03 Feb 2025 Minutes Attachment

candidate and will begin negotiations with them on contract terms. Assuming we can negotiate acceptable terms, we anticipate presenting this contract to Council for consideration at a meeting soon.

- We are down to 87 available lots across the city in our platted neighborhoods. Assuming we continue to build at the same pace as last year, we have about 15 months of lot inventory. Staff continue to discuss potential plans with two other development groups that have shown interest in the City, but we do not have any plans in progress at this time. We have one other neighborhood in development, Scissortail Phase 2, but construction has not moved forward given the lawsuit currently being pursued by adjoining property owners.
- The disc golf course clearing and preparation is underway for opening later this spring or early summer. We are also evaluating the potential of hosting a small tournament at the Dawes property using temporary tees. I expect to have potential course names submitted to Council in the coming weeks for your consideration.
- Our total number of vacancies continue to hold steady, although we have seen an increase in applications in recent weeks. We are still seeing a weak market for communications officers with the Police Department and may have to look at options for how to keep these positions filled. Additionally, the software that Human Resources uses to track open positions and advertise them on the web and other places online was switched to a new company earlier this month. Our former partner closed their software service necessitating the switch. So far, although we have experienced a few glitches as part of the startup, we seem to be experiencing higher candidate submittal rates over the last couple of weeks. We will keep an eye on this trend to see if it continues across the board or just within certain departments or specific positions.
- After an amazing sales tax report in January, the February report showed us down just over 4% as compared to 2024. We are still up for the year on sales tax and our general fund budget overall, but we are not experiencing the significant increases that we have seen over the past several years.
- Lea Ann Reed, Joe Wuest and I attended the City Manager's Association Winter Conference in Edmond on January 22-24. I was privileged to moderate a panel discussion on "Line of Duty Deaths" and to speak as part of a panel



City Council Regular Meeting - 03 Feb 2025 Minutes Attachment

discussion on “Dealing Effectively with Rural Water Districts”.

- Joe Wuest and I attended ICSC Red River in Dallas on January 29-31.
- Lea Ann Reed attended OML’s Community Leadership Class with Mayor Calvert in Enid on January 30th and 31st. This is the second in a series of ongoing classes for this program.
- Upcoming Community Events/City Holidays:
 - President’s Day: February 17th

As you can see from this report and the few key items I have highlighted in this summary, our team is busy across all of our departments. We believe that our role in “creating a culture of trust” is about doing the best we can each day to make this City a beautiful and vibrant place to live and raise families. We also know that we cannot accomplish this goal by ourselves, but only through partnerships with the Council, other organizations and the public at large. Our desire is to “create WOW moments” that inspire others to get involved in this amazing community. One of my inspirations has always been being able to witness the longevity and deep dedication our team members bring to the workplace and this amazing community. Pictured below are several of our team members that were recognized for their many years of service by the Oklahoma Municipal League and you, the City Council, during our last Council meeting. Thank you for honoring these individuals and recognizing the contributions to Glenpool.

“Always treat your employees exactly as you want them to treat your best customers.” - Stephen R. Covey

David



Human Resources

Open Positions

We currently have 13 open positions. These vacancies include those new positions approved in the FY2024-2025 budget.

- Development Services: 1 Position
 - Administrative Assistant – Advertised
- General Government: 1 Position
 - Deputy City Clerk/Administrative Assistant
- Police Department: 4 Positions
 - Police Officer (1)
 - Dispatch: (3) - Advertised
- Public Works: 6 Positions
 - Landscape Manager (1)
 - Streets and Parks Laborer (1)
 - Water and Sewer Laborer (1) - Advertised
 - Seasonal Streets and Parks Laborers (3)
- Utility Billing: 1 position
 - Pt Utility Billing Clerk - Advertised

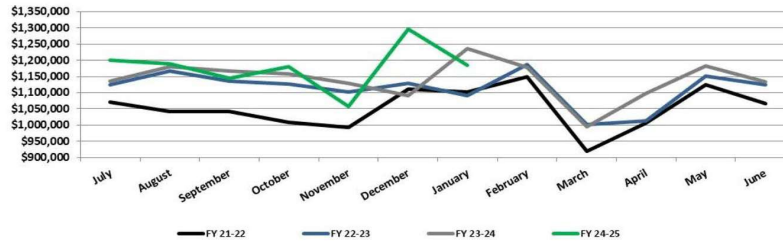
Finance

SALES TAX

FY 24-25 Combined Sales Tax for all funds in January totaled \$1,183,889, 4.24% lower than FY 23-24 revenues for the same period. Further details on January financial results will be reported next month after the accounting period is closed.



Sales Tax Revenue by Month
FY 24-25 Actual Compared to Previous 3 Fiscal Years Actual



GENERAL FUND REVENUES

FY 24-25 General Fund revenues through December totaled \$8,366,688 which is \$202,053, or 9.81%, higher than FY 23-24 revenues for the same period. Year-to-date revenues are \$746,450 above budget.



GENERAL FUND EXPENDITURES

FY 24-25 General Fund expenditures through December totaled \$7,656,722, or \$67,260 (0.9%) higher than FY 23-24 expenditures through the same period. These expenditures were 10.3% under budget year-to-date.

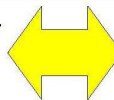


REPORT LEGEND

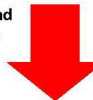
Better Than Expected



Expected, or Minor Variance



Monitor and Consider Taking Action



SALES TAX REVENUES—ALL FUNDS



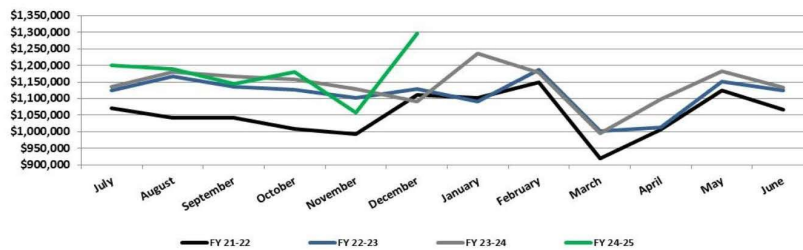
FY24-25 Sales Tax collections year-to-date through December were 2.0% above budget, and 3.1% higher than FY23-24 collections for the same period.

MONTH	COMPARISON TO BUDGET			COMPARISON TO PRIOR YEAR			PERCENTAGE	
	BUDGET	FY 24-25 ACTUAL	AMT INC/(DEC)	FY 24-25 ACTUAL	FY 23-24 ACTUAL	AMT INC/(DEC)	INC(DEC) BUDGET	INC(DEC) PRIOR YR
July	\$ 1,146,098	\$ 1,200,807	\$ 54,709	\$ 1,200,807	\$ 1,134,751	\$ 66,057	4.8%	5.8%
August	\$ 1,191,491	1,189,253	(2,238)	1,189,253	1,179,694	9,559	-0.2%	0.8%
September	\$ 1,179,101	1,145,631	(33,470)	1,145,631	1,167,426	(21,796)	-2.8%	-1.9%
October	\$ 1,168,926	1,181,483	12,557	1,181,483	1,157,352	24,130	1.1%	2.1%
November	\$ 1,140,169	1,056,590	(83,579)	1,056,590	1,128,880	(72,290)	-7.3%	-6.4%
December	\$ 1,102,348	1,295,899	193,551	1,295,899	1,091,433	204,466	17.6%	18.7%
January			-			-		
February			-			-		
March			-			-		
April			-			-		
May			-			-		
June			-			-		
TOTAL	\$ 6,928,133	\$ 7,069,663	\$ 141,530	\$ 7,069,663	\$ 6,859,536	\$ 210,126	2.0%	3.1%

Y-T-D Budget \$ 6,928,133
Y-T-D Actual 7,069,663
Y-T-D Variance 141,530
Y-T-D % Var 2.0%

Prior Year \$ 6,859,536
Y-T-D Actual 7,069,663
Y-T-D Variance 210,126
Y-T-D % Var 3.1%

Sales Tax Revenue by Month
FY 24-25 Actual Compared to Previous 3 Fiscal Years Actual

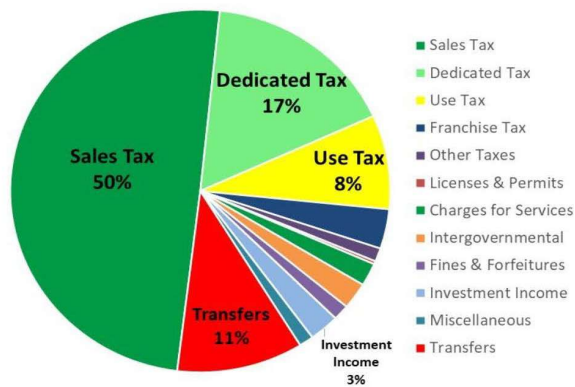


GENERAL FUND REVENUES

	YTD FY24-25 Budget	YTD FY24-25 Actual	Budget Over/(Under)	YTD FY23-24 Actual
Sales Tax	\$ 4,075,300	\$ 4,158,375	\$ 83,076	\$ 4,034,951
Dedicated Tax	1,358,433	1,386,361	27,928	1,344,984
Use Tax	584,302	702,255	117,953	657,265
Franchise Tax	264,583	295,206	30,623	326,313
Other Taxes	57,083	100,476	43,392	66,035
Licenses & Permits	32,750	22,933	(9,817)	27,431
Charges for Services	140,737	170,658	29,921	103,863
Intergovernmental	133,933	197,800	63,867	196,897
Fines & Forfeitures	83,542	115,193	31,652	93,085
Investment Income	120,999	214,627	93,628	322,040
Miscellaneous	18,575	102,803	84,228	91,772
Transfers	750,000	900,000	150,000	900,000
Totals	\$ 7,620,237	\$ 8,366,688	\$ 746,450	\$ 8,164,635

Over (Under) Budget year to date: 9.8%

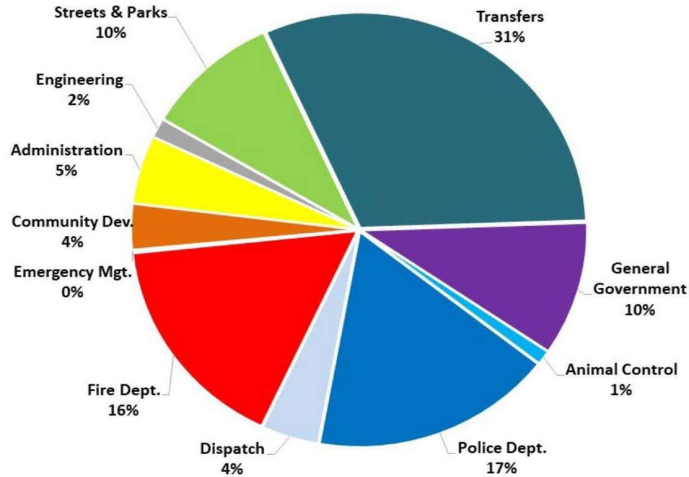
Increase (Decrease) over prior year: 2.5%



GENERAL FUND EXPENDITURES BY DEPARTMENT

DEPARTMENT	YTD FY24-25 Budget	YTD FY24-25 Actual	Budget Under/(Over)	YTD FY23-24 Actual
General Government	\$ 891,795	\$ 768,561	\$ 123,234	\$ 720,225
Animal Control	86,244	80,317	5,926	75,369
Police Dept.	1,390,378	1,327,318	63,060	1,232,886
Dispatch	356,382	314,343	42,039	282,881
Fire Dept.	1,438,286	1,253,570	184,717	1,170,309
Emergency Mgt.	56,750	12,936	43,814	50,478
Community Dev.	299,982	261,906	38,075	357,663
Administration	518,553	390,563	127,990	284,055
Engineering	195,454	110,152	85,302	5,545
Streets & Parks	943,843	741,194	202,649	1,164,898
Transfers	2,355,312	2,395,863	(40,551)	2,245,155
Totals	\$ 8,532,976	\$ 7,656,722	\$ 876,254	\$ 7,589,463
Under (Over) Budget year to date:		10.3%		
Increase over prior year:		0.9%		

General Fund YTD Percent Expenditures by Department



GLENPOOL UTILITY SERVICES AUTHORITY REVENUES YEAR-TO-DATE

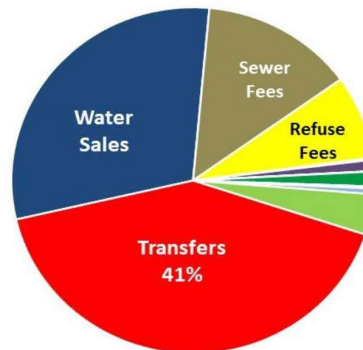
	YTD FY24-25 Budget	YTD FY24-25 Actual	Budget Over/(Under)	YTD FY23-24 Actual
Water Sales	\$ 1,545,171	\$ 1,662,414	\$ 117,243	\$ 1,568,346
Sewer Fees	726,924	755,353	28,429	723,470
Refuse Fees	431,022	431,269	247	422,087
Solid Waste Mgt Fee	11,000	10,181	(819)	10,033
Storm Water Mgt Fee	59,000	58,332	(668)	57,498
Water/Wastewater Fee	2,500	1,676	(824)	2,878
Misc Fees/Other	74,500	77,512	3,011	81,390
Taps	28,500	10,200	(18,300)	26,200
CCRWD 2	16,750	29,336	12,586	17,457
Investment Income	45,108	210,053	164,945	202,219
Transfers	2,255,312	2,286,361	31,049	2,245,155
Totals	\$ 5,195,786	\$ 5,532,686	\$ 336,900	\$ 5,356,733

Over (Under) Budget year to date: 6.5%

Increase over prior year: 3.3%

GUSA YTD Revenues by Type

- Water Sales
- Sewer Fees
- Refuse Fees
- Solid Waste Mgt Fee
- Storm Water Mgt Fee
- Water/Wastewater Fee
- Misc Fees/Other
- Taps
- CCRWD 2
- Investment Income
- Transfers

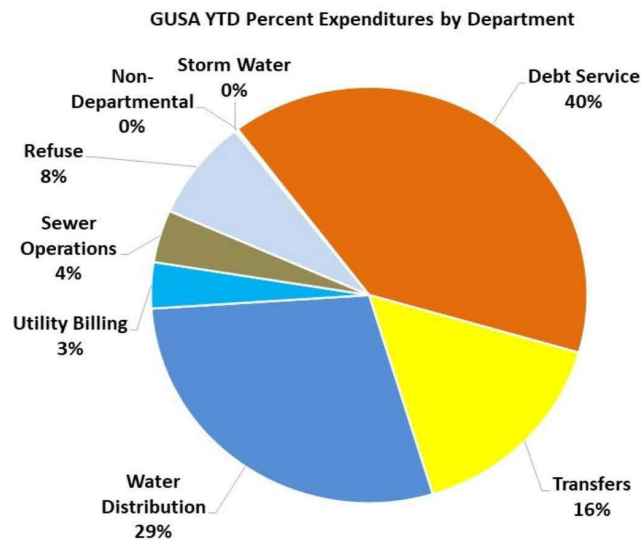


GLENPOOL UTILITY SERVICES AUTHORITY EXPENSES YEAR-TO-DATE

DEPARTMENT	YTD FY24-25 Budget	YTD FY24-25 Actual	Budget (Over)/Under	YTD FY23-24 Actual
Water Distribution	\$ 1,919,997	\$ 1,632,047	\$ 287,949	\$ 1,834,592
Utility Billing	213,718	203,554	10,164	198,560
Sewer Operations	365,722	232,126	133,596	382,241
Refuse	415,650	445,999	(30,349)	412,939
Storm Water	93,500	8,788	84,712	-
Non-Departmental	4,630	5,198	(569)	4,441
Debt Service	2,262,488	2,262,488	0	2,244,147
Transfers	900,000	900,000	-	900,000
Totals	\$ 6,175,704	\$ 5,690,201	\$ 485,503	\$ 5,976,920

Under (Over) Budget year to date: 7.9%

Increase over prior year: -4.8%



FUND DASHBOARD			
FUND	REVENUES	EXPENDITURES	CHANGE IN FUND BALANCE
GENERAL FUND	\$8,366,688	\$7,656,722	\$709,966
GLENPOOL UTILITY SERVICES AUTHORITY FUND	\$5,532,686	\$5,690,201	<\$157,515>
GLENPOOL INDUSTRIAL AUTHORITY FUND	\$449,951	\$382,853	\$67,098
STREETS & INFRASTRUCTURE FUND	\$513,233	\$290,314	\$222,919
PUBLIC SAFETY CAPITAL FUND	\$418,736	\$482,517	<\$63,781>
PUBLIC SAFETY PERSONNEL FUND	\$884,964	\$843,451	\$41,513
CAPITAL FUND	\$64,440	\$123,513	<\$59,073>
ARPA FUND	\$1,338,985	\$1,041,990	\$296,995
PARKS AND RECREATION FUND	\$11,437	\$3,495	\$7,942
HOTEL FUND	\$149,721	\$134,793	\$14,928

Development Services

Listed below are current development related activities within the City of Glenpool **through the month of January 2025**. These activities listed include Projects Under Construction, Planning Applications Under Review, Approved Projects Not Under Construction, Building Permits and Inspections, and Code Enforcement Activity. The most recent activities are highlighted in **red**.

Commercial/Industrial Projects Under Construction:

1. **C & C Office Complex** – A proposed 2,672 sf office building located 459 E 151st S. The existing single-family residence will be converted into an office building.
2. **Brown Veterinary Clinic – S75 Business Park** – A proposed Veterinary Clinic located at the southeast corner of W 161st St. S and S Broadway St.

Commercial/Industrial Occupancy Permits Issued in January 2025:

1. **Fear the Lamb (Small Warehouse)** – 14020 S Peoria Ave Ste# 100 & 102
2. **Black Mirror Tintin (Window Tinting and Wraps)** – 14060 S Peoria Ave. Ste# 110
3. **Personal Office (Personal Use)** – 14060 S Peoria Ae Ste# 114

Earth Change Permits Issued:

1. **Eagle I Investments (The Lakes at Twin Mounds Commercial)** – Southwest corner of W. 161st Street and US 75. The owner is clearing, grading and preparing the 11-acre site for future commercial uses.
2. **South 75 Business Park** – 2.5-acre site near northwest and northeast corner of 166th Street South and South Broadway Street. The owner is clearing, grading and installing drainage improvements to serve the area.
3. **Grandview Heights Apartments North Expansion** – A 120-unit apartment project on 6.8-acre site located at 12150 South Yukon Avenue. This is an expansion of the existing Grandview Heights Apartment project.
4. **146th and Vancouver Commercial:** An earth change permit for future commercial uses.
5. **146th and Vancouver:** ODT staging and storage area for the US75 improvement project.

Residential Projects Under Construction:

	Subdivision Name	Lots Approved	Under Construction	Completed	Lots Available
1	Glen Hills I (Phase 1-6)	84	1	82	1
2	Glen Hills II (Phase 7-11)	78	1	72	5
3	Scissortail	88	4	63	21
4	Redbud Glen	74	7	29	38
5	Twin Ponds	25	1	2	22
	Totals	349	14	248	87

Planning Applications Under Review:

1. Annexation(s): **No New Applications**
2. Comprehensive Plan Amendment(s): **No New Applications**
3. Zone Amendment(s): **No New Applications**
4. **Planned Unit Development (PUD): Elm Pointe PUD 44** – A PUD application to allow additional uses within the Elm Pointe Business Park located at the northwest corner of E 141st Street South and South Peoria Ave. El Pointe Business Park is zoned CS (Commercial Shopping).
5. **Subdivision Plat(s):**
 1. **The Lakes at Twin Ponds** – A Preliminary Plat to subdivide a 94.0918-acre site into two-hundred and fifty-one (251) lots in nine (9) blocks and seven (7) reserve areas. The subject site is generally located on the south side of W 161st S and west of US75.
 2. **Scissortail 2** – A Preliminary Plat to subdivide an approximately 38.33-acre site into one-hundred twelve (112) residential lots and three (3) reserve areas. The subject site is located east of E. 148th St. S and north of S. Poplar St.
6. **Lot Split Application(s): No New Applications**
7. **Site Plan Application(s): State Farm Office – Marvin Manns** – A Site Plan review of a proposed office building located at 201 E 141st St.

8. **Specific Use Permits:** **No New Applications**

9. **Variance(s):** **No New Applications**

Approved Projects Not Under Construction

1. **McGraw Winfield Realtors** – A proposed 4,434sf office building located at 12189 South Yukon Avenue.
2. **Carson Trails** – A 497-lot residential Planned Unit Development (PUD) located north and east of the northeast corner of West 181st Street and South Union Avenue directly adjacent to Eden South neighborhood. A subdivision plat for Phase I of Carson Trails PUD-43. The plat consists of 82 residential lots and four (4) reserve areas.
3. **Grandview Heights Apartments North Expansion** – A 120-unit apartment project on 6.8-acre site located at 12150 South Yukon Avenue. This is an expansion of the existing Grandview Heights Apartment project.
4. **Redbud Glen II** – A Preliminary Plat to subdivide a 25.729-acre site into sixty-seven (67) lots in eight (8) blocks and four (4) reserve areas. The subject site is generally located north of E. 149th Street S. and West of S. Elwood Ave.
5. **Twin Ponds Phase II** – Preliminary Plat of a 12.29-acre site. The plat proposes to subdivide the site into ten (10) lots and four (4) reserve areas. The subject site is generally located north of West 181st Street South – ½ mile west of Highway 75.

Items Scheduled for BOA Meeting – February 10, 2025

None

Items Scheduled for Planning Commission Meeting – February 10, 2025

None

Current Residential and Commercial Building Permit Statistics

New Residential Permits Issued January 2025	4
New Commercial Permits Issued January 2025	0
Current Active Residential Permits	26
Current Active Commercial Permits	3
Residential Permits thru January 2024	5
Residential Permits thru January 2025	4
Commercial Permits thru January 2024	0
Commercial Permits thru January 2025	0
Assessment Letters Issued in January 2025	0
Total Assessment Letters Issued in 2025	0

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Code Enforcement Activity for January 2025

ACTIVITY DESCRIPTION:	Totals			
Complaints received and investigated Year to Date	15			
Open public nuisance cases through January 2025	11			
CODE ENFORCEMENT CASES	Oct 2024	Nov 2024	Dec 2024	Jan 2025
	47	82	82	49
High grass:	5	2	-0-	-0-
Fire damaged structures:	-0-	-0-	-0-	-0-
Illegally parked vehicles:	1	3	2	1
Nuisance abatements (contractor):	-0-	-0-	-0-	-0-
Notices issued for residents with no water service:	-0-	-0-	-0-	-0-
Tulsa County Health Department citations:	-0-	-0-	-0-	-0-
Illegally placed signs:	33	64	46	30
Damage to public facilities citations:	-0-	-0-	-0-	-0-
Excessive trash & debris notices:	5	7	3	1
Dilapidated structures/property notices:	-0-	-0-	-0-	-0-
Trash can/receptacle placement notices:	-0-	-0-	-0-	2
Building demolition & removal:	-0-	-0-	-0-	-0-
Inoperable/abandoned vehicles:	2	3	3	-0-
Visual impairments caused by trees, shrubs, vehicles, basketball goals, etc. interfering with traffic flow:	-0-	2	-0-	-0-
Stagnant water causing mosquito issues:	-0-	-0-	-0-	-0-
Pest issue:	-0-	1	-0-	-0-
Dilapidated fencing:	1	-0-	-0-	-0-
Noxious odor:	-0-	-0-	-0-	-0-

Public Works

The following details of all work completed between December 27, 2024 – January 24, 2025

Administration

- Assisted Beth Miller with 2 KOB grants for beautification within town
- Registered the City for the Great American Cleanup with Keep Oklahoma Beautiful
- Participated in GIS training with CoG Engineering Department
- Set initial events list for the 2025 calendar year.
- Assisted Beth Miller with Oklahoma Tourism & Recreation Grant Application

Streets

- Crack sealed – NA
- Filled potholes - Misc around town
- Fixed downed streets signs –
 - 146th & Yukon – street name sign
 - 151st & Peoria – speed limit
- Cleaned storm drains – NA
- Picked up trash around town.
- Weeded – NA
- Un-installed Holiday lights along 141st.
- Removed leaves for 5 days in Kendalwood North
- Salted, sanded, and plowed during snowstorms.
- Removed salt/sand from Public Safety, Utility Billing, City Hall & Senior Center
- Cleared ditches along 126th west of US-75
- Assisted disc golf course volunteers by supplying water tank for concrete
- Set a temporary stop sign at 151 and Peoria until ODOT could replace downed stop sign
- Parts for 126th bridge were ordered but manufactured sent wrong size.

Parks

- Black Gold
 - Contractor un-installed Holiday lights
 - Removed Christmas trees, will chip at a later (warmer) date.
- Kendalwood North
 - Planted and watered 19 trees in the park over 2 days
- Morris
 - Picked up donated utility poles from PSO and delivered to park
 - Delivered concrete and water for course build

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- Chipped trees left by disc golf volunteers
- Picked up trash and emptied trash cans daily at all city parks.
- Planted and watered 11 trees at Utility Billing

Facilities Maintenance

- Installed protective devices for city hall loading dock door sensors
- Light Check at City Hall
- Repaired wall in CM's office where paint was ripped off from removed dry erase board
- Got all surplus vehicles running to go to auction.
- Repaired Community Service water heater
- General Maintenance at City Hall.
- Repaired heater at Animal Control
- Cleaned and tested 1122A pool weekly

Wastewater Treatment Plant:

- Daily calibration and testing performed (CL, DO, pH)
- Daily readings performed.
- Daily flow monitoring performed.
- Daily addition of chemicals to lagoon
- Weekly Biological Oxygen Demand and Total Suspended Solids samples to Green Co. Testing
- Mowed, weeded, and sprayed (where needed)
- Vehicle and equipment maintenance performed.
- Using Hydrogen Peroxide at 10 gpd to reduce odor and raise DO
- Running two 4" Venturi pumps as needed to raise DO in lagoon
- The effluent meter is non-operational. Parts have arrived, but waiting on tech to install
- Blower status:
 - Blower 1: non-operational... needs motor & blower and will remain offline
 - Blower 2: Blower has been taken in for repairs
 - Blower 3,4: functional, 4 will be serviced soon for alignment issues.
- OG&E has replaced most of the poles leading to the plant ahead of the new build.

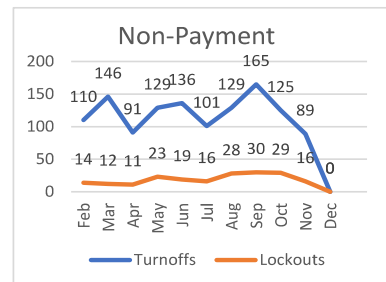
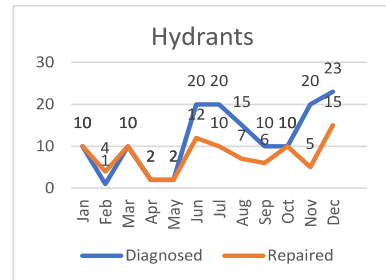
Lift Stations:

- Inspected all lift stations
 - Cleaned floats
 - Repaired fencing and prepped for latch replacement on many stations.
 - Mowed, weeded, and sprayed all stations
- Assisted WWTF operator with daily tasks
- Hickory pump #1 has been rewired to 220VAC 3P and VFD programmed appropriately.
 - Pump #2 and spare are being rewired and will be on site within the month
- Bypass pump has an issue and needs to be taken in for repair.

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Distribution:

- 307 Utility locates
- 78 service orders completed for the utility office
- 0 turn offs for non-payment – NONE due to Christmas
- 0 lock outs for non-payment – NONE due to Christmas
- Performed monthly meter reads with 17 bad registers
- 3 leaks repaired (1 major, 2 minor, 1 pending)
- 5 meter(s) set (5 residential, 0 commercial)
- 2 pending meter sets (0 residential, 2 commercial)
- Bi-weekly water samples taken and PASSED
- Mowed, weeded, and sprayed (where needed) at water towers and booster stations
- Cleaned and serviced vehicles and equipment
- Jetrodded 2 possible sewer backup(s) (1 on city side, 1 on customer side)
- Diagnosed 23 hydrants, put 15 back in service and ordered parts for all others.
- Repaired 0 Sewer Manholes
- Booster Pump station on US75 at 131st has had its pin hole leak temporarily repaired. The station is now mostly isolated from distribution. Awaiting further instruction from city engineer on path forward.
- Meter pilot program began Sept 20th. 2 vendors supplied 10 meters each to provide us a pilot on what meters we will move forward with to replace our aging and failing meters.
- NEW SCADA system is set to be installed by the end of February



Community:

Assisted GHS in trash clean up at Morris Park



Disc Golf Course - UPDATE

More progress has been made by the team of volunteers at Morris Park. Tee pads #2 and #4 need to have some reinforced walls built as both are on the side of a hill. With utility poles donated from a volunteer's place of business, volunteers cut up the poles and set the smaller sections into the dirt, and set them with concrete.



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New Generac 75kVA Portable Generator

Public Works took ownership of this beautiful portable genset. This device will be able to fully power any of the smaller lift station that currently do not have a generator on site. The larger stations could also be powered by this unit, but not with all pumps running. This, coupled with some bypass pumps, give staff some breathing room with it comes to power issues in town.

This unit is capable of 120/240V 1P, 120/240V 3P, 120/208V 3P, or 277/480V 3P, giving us the needed flexibility to be compatible with our various power needs at our lift stations.

The next step is to equip all the smaller lift station with quick connect points that will allow staff to lockout line power, plug in the genset, and power up the lift station all without rewiring anything or needing an electrician.

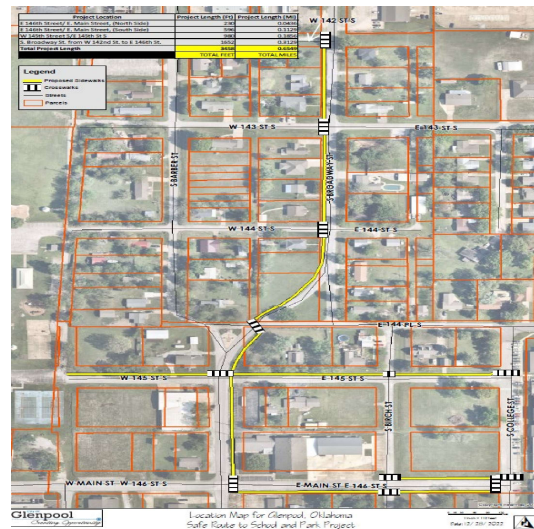
We are excited to have this tool in our toolbox but we hope to never use it except for testing purposes. :)



This report summarizes the activities of the engineering department and infrastructure projects in the City of Glenpool during the stated period.

The project establishes an ADA-compliant sidewalk network linking Glenpool Public School to Black Gold Park.

- Total cost: \$1,202,760 (City match: \$240,552 - paid).
- Kimley Horn was selected as the consultant.
- Awaiting Notice to Proceed.



Expands 1.42 miles from two to four lanes, improving pavement, traffic flow, safety, and aesthetics.

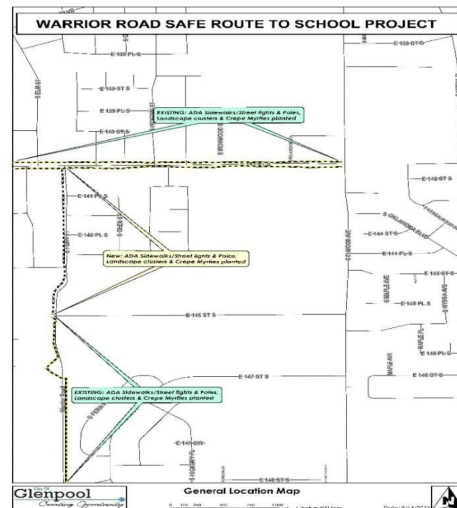
- STP grant: \$902,880 (City match: \$225,720 - paid).
- RFQ issued November 19, 2024; responses received from 10 firms by December 17, 2024.
- Qualification-based selection is in progress.



**TAP Grant Sidewalk Improvement Project on Warrior Road.
JP#3802804**

The Warrior Road Project aims to construct a sidewalk from 146th to 141st Street, covering survey, environmental, geotechnical, and engineering studies, culminating in final design and project plans.

- Urban Funding Agreement received from ODOT.
- Kimley Horn was selected as consultant.
- City match: \$119,920 - paid.
- Awaiting Notice to Proceed.



Sidewalk & Beautification Phase II Project JP#28845(05)

Construction of 2 miles of sidewalks linking Glenpool School to the Glenpool Community Center along 146th street, Elwood Avenue, 141st street and Peoria Ave. Project includes installing decorative lighting along 141st street.

- Final plans and estimates received; under final review with ODOT.
- Transportation grant: \$550,800 (City match: \$137,700).
- Additional funding needed; applied for 2024 INCOG TAP grant.

The estimate for this project is summarized below:

Project	Description	Estimate
Base Bid	E 141 st Street North Side: Between Elwood Ave and Peoria Ave. S Peoria Ave: Between E 141 st St & Recreation Center	\$624,323.82
Add Alternate 1	E 141 st Street South Side: Between S Elwood Ave & S Peoria Ave	\$812,962.56
Add Alternate 2	S. Peoria Ave: In Front of Recreation Center to 137 th Pl	\$108,849.24
Add Alternate 3	E 146 th St: Between Warrior Road & S Elwood Ave. S. Elwood Ave: Between E 146 th St & E. 141 st St	\$998,925.36

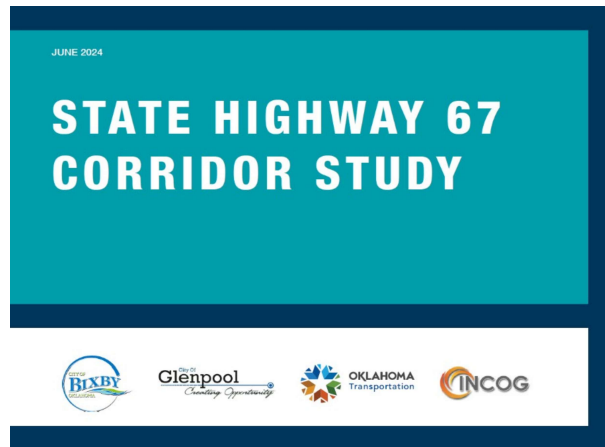
SH67/151st Corridor Study

- Final report adopted by City Council (September 2023).

US 75/141st Bridge Project

This project constructs a bridge on US-75 over 141st Street, providing frontage roads and signalization.

- Estimated duration: 315 days.
- Project cost: \$27.5M; lowest bid: \$31.4M (Sherwood Construction Co.).
- Currently under construction.



Rolling Meadows Stormwater

This project aims to address surface water runoff issues affecting residents of Rolling Meadows near Taylor's Pond Subdivision.

- Crafton, Tull & Associates selected for design (30% design plans received).

Community Development Block Grant

- FY2024 grant: \$120,143 for Glen Village Addition II improvements (stormwater, sinkhole, and street repairs).
- Next step: Develop design and specifications.

Bicycle/ Pedestrian Masterplan Update

This is an update to the City of Glenpool's Bicycle and Pedestrian plan, which would become part of the INCOG Regional Go Masterplan. The City entered into an agreement with INCOG on February 21st, 2024, to update the City bicycle/pedestrian plan. The selected consultant is RDG-Garver LLC.

- Project is underway.



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GIS Management

- Garver selected GIS data collection services, as (Work Order #2).
- Interactive utility map complete; updates in progress.
- Council Districts and Zoning Maps underway.
- Conducted GPS training for Public Works staff.

Stormwater Management

- Completed Longhorn stormwater improvement project.
- Issued 1 notice of violation.

Conference Center/Community Relations

This report highlights the activities of the Community Relations Department and the Conference Center for January.

Social Media Monthly Stats:

Account	Audience	New Audience	Published Posts	Impressions	Engagements
City	8,274	54	31	103,431	20,722
Conference Center	2,265	5	14	23,964	103
Police Department	2,016	150	10	32,832	4,113
Animal Control	9,859	37	37	108,437	16,971

Top Social Media Posts for December:

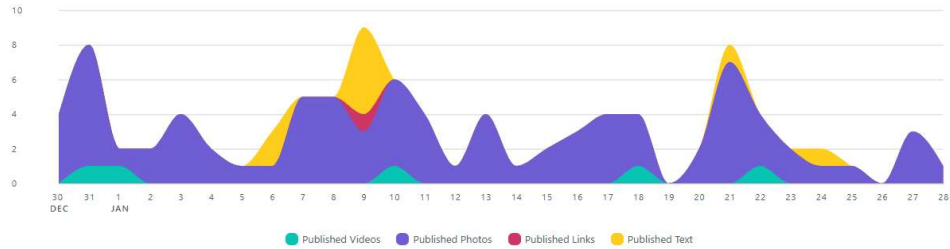
Great job, GPO!  Total Engagements: 1,463 Reactions: 215 Comments: 28 Shares: 7 Post Link Clicks: — Other Post Clicks: 1,213	Thank you, Mark Allen Chevrolet, for your continued support of our first responders! Mark Allen Zoya Allen  Total Engagements: 649 Reactions: 122 Comments: 4 Shares: 1 Post Link Clicks: 2 Other Post Clicks: 520	UPDATE 3:17pm Elwood is back open in both directions. 4:07pm Elwood is closed between 121st and 131st right now because...  Total Engagements: 540 Reactions: 25 Comments: 6 Shares: 14 Post Link Clicks: — Other Post Clicks: 495	We're thrilled to announce that the City of Glenpool was recently honored with two prestigious awards at the Environmental...  Total Engagements: 280 Reactions: 72 Comments: 5 Shares: 18 Post Link Clicks: — Other Post Clicks: 185	A huge thank you to our incredible employees for their hard work and creativity in decorating the City of Glenpool Christmas...  Total Engagements: 239 Reactions: 167 Comments: 2 Shares: 2 Post Link Clicks: — Other Post Clicks: 138
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Note: The top post for the month had over 45,000 views and was featured on FOX23 News.

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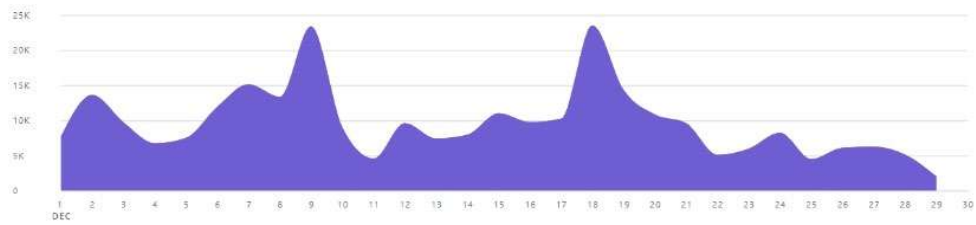
Publishing Behavior

View the different types of posts you published during the selected time period.



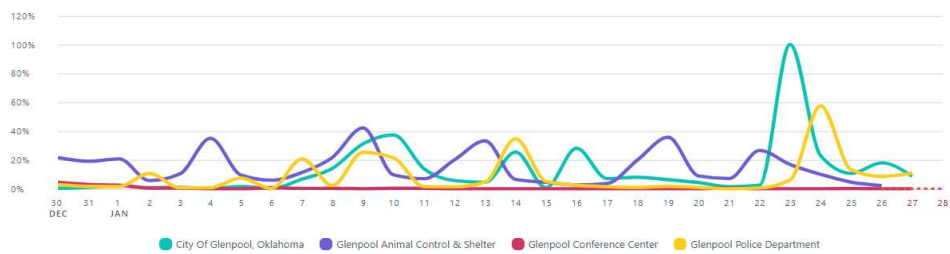
Impressions

Review how your content was seen across networks during the selected time period.



Engagement Rate

See how engaged people are with your posts during the selected time period.



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Conference Center

January is traditionally a slower month for the Conference Center, but it was still a productive and successful period for hosting events. A total of 14 events were held, demonstrating a diverse mix of activities and client needs. In addition to hosting events, the Glenpool Conference Center participated in the Tulsa Wedding Show this month. The event was a success, with a good turnout and notable interest in our venue. We have already observed some traction from this effort, with inquiries and leads beginning to emerge from the show.

EVENTS TO HIGHLIGHT

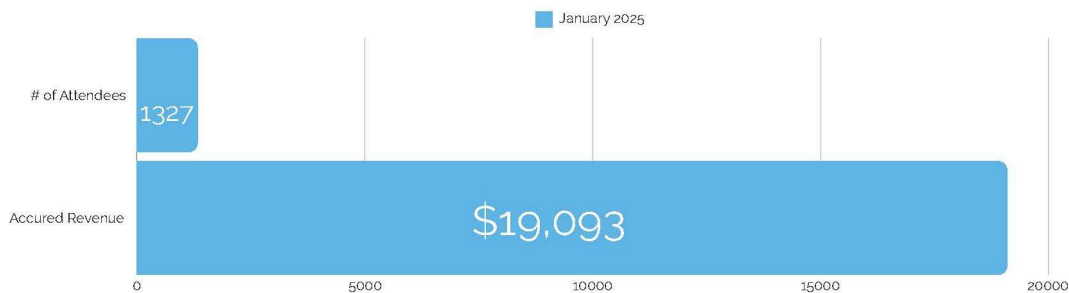
Immersible Memories Scrapbooking

- The "Cropping in Coop" event brought over 130 attendees from across the United States to the conference center for a multi-day celebration of creativity. Participants engaged in scrapbooking, sewing, and various crafting activities, filling the venue with energy and enthusiasm. This highly successful event not only showcased the versatility of our facility but also highlighted our ability to host large, specialized gatherings. We're thrilled to welcome them back in just a few months!

Native American Sweetheart Market

- This special event celebrated Native American culture and craftsmanship, featuring local artisans and vendors offering unique, handcrafted items. The market provided the community an opportunity to shop for meaningful gifts while supporting Native American artists and small businesses. The event was a vibrant showcase of cultural heritage and creativity, adding a distinct charm to our January lineup.

While January marked a slower season overall, the Glenpool Conference Center maintained its momentum by hosting a diverse array of events and pursuing proactive marketing efforts. The participation in the Tulsa Wedding Show positions us for continued growth and success in the coming months.

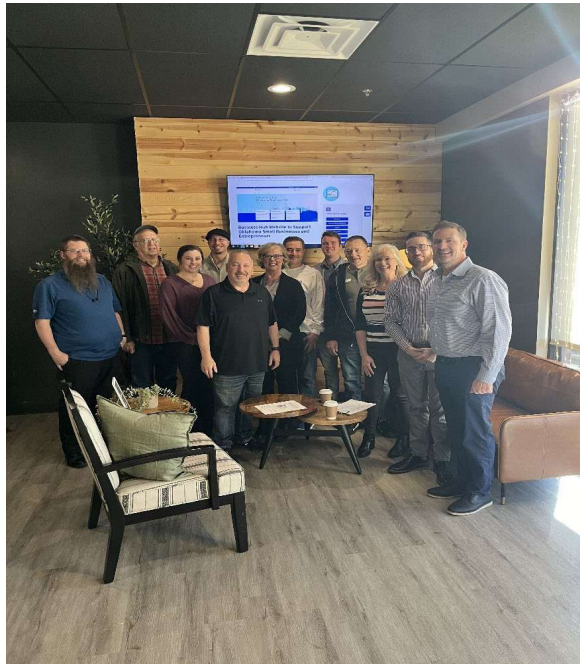




Economic Development/Grants

Economic Development

- Business, Retention, & Expansion (BR&E)
 - Morning BREW: The Glenpool Chamber of Commerce, in partnership with the Economic Development Department and Keller Williams, hosts monthly gatherings for local businesses, offering coffee and resources. These gatherings have returned to their original schedule, now held on the third Thursday of each month from 7:30 a.m. to 9:00 a.m. The January meeting was held on the 23rd at Roast House Coffee. We had 14 attendees. In addition to providing some engaging relationship building activities, we were able to share about the new business support website from the Commerce Department and free AI training opportunities through Google.



- Oklahoma Innovation Expansion & Other Commerce Incentives
 - We have begun visiting Glenpool businesses to share information about the Oklahoma Innovation Expansion Program (OIEP), where the application window opens on March 31st and closes on April 11th. These initial visits aim to help businesses prepare for the upcoming application period and increase the number of businesses awarded this year.
 - On January 13, the Economic Development Manager and Glenpool Chamber Director met with a representative from the Commerce Department to discuss best practices for Business Retention and Expansion (BRE). Additionally, we reviewed the most beneficial incentives that could support our local businesses as we begin making site visits.

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- New Business/Sites

- We were contacted by a representative from the Department of Commerce regarding a potential manufacturing site on our southern border. I have met with one of the landowners to gauge interest and have received permission to continue discussions. In preparation, we have a meeting scheduled for early February with the Commerce representative to explore this opportunity, identify potential challenges, and discuss strategies to be well-prepared for further conversations with the landowner.

- Business Inquiries:

- The Economic Development Team is currently in discussions regarding the next steps for the Blue Compass site. For this site, we are also researching zoning-related questions that have arisen during the process.
- A Tulsa business owner reached out to the Economic Development team to gauge our interest in a potential project. The business is seeking a site to build a manufacturing facility, ideally in our area. They are looking for 10-15 acres, with Phase 1 involving around 100 jobs and a 75,000 sq ft facility. The owner introduced me to the site selection representative, and we are actively working on identifying potential sites and advancing discussions.
- Last month, a Request for Proposal (RFP) was submitted to Tulsa's Future regarding a potential business looking to locate in the state of Oklahoma. The team submitted sites at the South 75 Business Park for a light industrial manufacturing project. We are currently waiting for word on the outcome of this proposal.

- Travel/Training/Misc:

- Met with a representative from Invenergy, a company that develops, builds, owns, and operates power generation and energy storage projects across the Americas, Europe, and Asia, including wind, solar, and natural gas facilities. During the meeting, I received an overview of the company's operations and their plans in the state of Oklahoma.
- On January 13th, participated in an overview of the New Market Tax Credit, presented by a representative from the Commerce Department, alongside our COO.
- On January 14th, participated in the Select Oklahoma Meeting in Oklahoma City, where key legislation and trends for 2025 were discussed. Afterward, visited the Capitol and had the opportunity to meet Representative Mike Lay.



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- On January 15th, joined a small group from the Chamber and City for a tour of Frankoma Pottery.
- On January 16th, met with our Workforce representative from TCC/Tulsa Tech to learn about training opportunities available for our local businesses and schools.
- On January 16th, attended the Tulsa Chamber Member Mingle at Andy B's.
- On January 21st, I met with a former Tulsa Technology Center administrator to discuss my role and receive guidance on building effective relationships with the technology center. I was advised on key introductions that will be made to the right people in the field.
- On January 22, participated in the monthly Manufacturing Council lunch and meeting at the Tulsa Stem Lab, met with OG&E Community Representative to learn more about services provided to communities, and received on-site training for Executive Pulse, a client relationship management (CRM) tool provided to us as members of the Tulsa Chamber of Commerce.
- On January 27, participated in a demo for Placer.ai, a location intelligence and foot traffic data software, alongside our COO and meeting with the Glenpool High School Counselor to learn about the participation with Workforce initiatives and share about the meeting with the TCC/Tulsa Tech Workforce representative.
- On January 28, participating in the Select Oklahoma 2025 Legislative Guide to Economic Development. Invitations were sent to our local representatives.



Grants: January 2025, Beth Miller (Grants – Special Projects Coordinator)

This report provides an overview of the various grants being managed. It includes details on the grant amounts, timelines, and progress.

- Summary of Grants
 - STBG street widening grant (for Elwood) awarded last year from ODOT. The signed contract was received on 1/7/2025 and on 1/13/25, David A. met with developers. Ready to bid February 2025.
 - INCOG CDBG Grant submitted 4/12/24 for the repair of sinkhole/storm drains at 145th PI and Kendalwood BLVD. Approved on 12/2/2024. Signatures were received at 1/6 council meeting and sent on to be forwarded to Tulsa County for their signatures on 1/13/2025.
 - INCOG restarted the Federal Application for energy conservation. This was for 3 E/V charging stations throughout the city: City Hall, Black Gold Park, and the South County Rec Center. The contract letter was signed at council on 8/2 and submitted to INCOG on 8/5. This is at no cost to the City. This grant was declined on 1/24/2025.

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- OK Homeland Security State and Local Cybersecurity Grant Program. Application submitted on 11/14/2024. Grant was approved 12/20/24. Able to replace the server at the PD by March or April 2025. Contacted Hannah on 1/27/25 to get updates or see if we could expedite.
- OK Homeland Security State and Local Cybersecurity Grant Program – next cycle due 2/28/25. met with NOVO on 1/27 and set up assessment for 2/5/25. This assessment will look at our current cybersecurity and monitoring. The grant can pay for up to 5 years of monitoring.
- \$500 Community grant - Cimarron Link applied for on 9/26/25 for a park bench at Morris Park. (once a year grant) Awaiting approval/decline. Sent email received in December 2024.
- ODEQ - Equipment Grant (for woodchipper) grant and contract approved to sign on 10/7 council meeting. Payment was received electronically on 1/17/2025 for the final amount of \$39,643.66. Since we received the equipment in November, we chipped and reused upwards of 14 tons of wood.
- FFY 2025-2026 Transportation Alternatives & FFY 2022-2026 CRP. up to \$1,600,000 (20% matching), Application in collaboration with David A. was submitted on 1/13/25, for completing sidewalk projects on Elwood and 141st, and Peoria Streets.
- Recreational Trails Program Grant 2025: 80% reimbursed up to \$300,000, with a total amount of \$375,000. We are preparing the application, and the grant deadline is January 31, 2025. Approved to apply by council on 1/21/25. This is for trails/parking lot/bridges at the new Morris Park Disc Golf and Nature Trails Park.
- Opioid Grant 2025: Amount not specified. A meeting is being set up early February to include members of DHS. Applications open in March 2025, and projects are currently under discussion.
- DEQ - Collection Event Grant FY26: Application deadline is February 28, 2025. This will be on the agenda in February 2025.
- SAFE Oklahoma Grant: Amount not specified. We are working with GPD for equipment. Applications open in March 2025, and we are identifying the equipment needed.
- Keep Oklahoma Beautiful Roadside and Environmental Beautification grants were submitted on 1/27/25 in the amounts of \$3391.98 (for Welcome sign beautification) and \$962.45 (for seeds at Lambert Park).
- Special Projects:
 - Next Events Committee Meeting 2/5/25. Events Calendar for the City is being executed by next meeting
 - Farmers Market
 - Local AG Summit January 29-31 (for farmers market managers and producers)
 - Need to update rules/regulations and vendor applications for the 2025 season
 - SNAP acceptance in review
 - Historical Projects – no new updates

Information Technology

Windows 11 Update

- Microsoft has set the software end-of-life for the older versions of its flagship operating system software for October of 2025. This project aims to enhance the security of our end-users' devices and enable them to receive crucial, ongoing security updates from Microsoft by upgrading all our devices to Windows 11, the newest version of the software available from Microsoft, prior to the end-of-life cycle. The installation is currently ongoing.

Mass Notification System

- The fiscal year 2024-2025 budget contained funding to purchase and implement a mass notification system within the City. This software will help us keep Glenpool citizens informed about utility outages, traffic emergencies, bill payment reminders and other public notification needs. The team has received proposals from five companies that can provide us with a mass text/email notification system and are currently evaluating these proposals.

Website Refresh

- The company that manages our website hosting allows for a periodic comprehensive overhaul of our website. The IT department has begun reviewing our current website and is working to fix all broken links and will begin working with the Executive Team to refresh each section of our website. We anticipate that the refresh will start in the next few weeks and will take approximately 30 days to complete. In addition to updating the content on each page, staff will be working to identify and correct any items that are not ADA compliant.

Building Security

- The fiscal year 2024-2025 budget contained funding to upgrade and expand our security across various city facilities. The current systems were installed during the construction of each respective facility and operate on different platforms. When complete, this project will allow for a unified system that will be managed across a single platform. The IT department is currently working on a Request for Proposals (RFP) for this project.

Phone System Update

- The IT department is currently reviewing the city's internet pipeline and phone system to determine if there are targeted savings that can be identified, and which will provide improved service opportunities. Conversations with providers are currently underway.

Positive Pay

- The IT department, in cooperation with the Finance department, has implemented a "positive pay" software application within our financial systems. This application works with our financial institutions and our finance staff to strengthen our ability to identify fraudulent activities and checks.

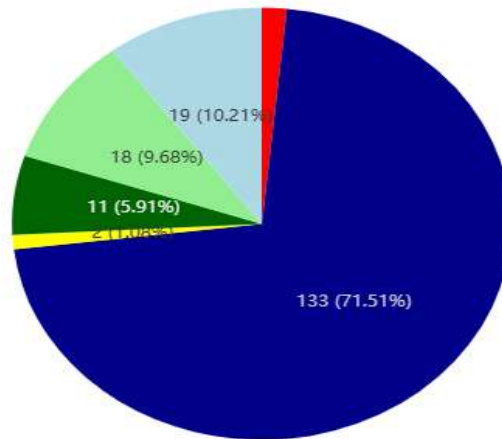
Fire Department

Glenpool Fire Department Operations January 2025

CM Report 12/27/24-1/23/25

Run Type	# of Calls	Totals Calls
EMS Runs	133	186
Fire Runs	53	
Overlapping	58	

Total (186)



Incident Type Series

3	1 - Fire
133	3 - Rescue & Emergency Medical Service Incident
2	4 - Hazardous Condition (No Fire)
11	5 - Service Call
18	6 - Good Intent Call
19	7 - False Alarm & False Call
186	

Police Department

STAFFING

Currently the department has filled 28 of 29 officer positions. We have one open position and will post once Debbie returns to work. Two officers are in FTO and attend CLEET in June, all the other officers have completed the required training. There are six officers on day shift, seven officers on evening shift and six officers on night shift.

The communications division is short three officers. We are currently accepting applications and conducting interviews.

We will begin testing for the open detective position and the Street Crimes Unit. (SCU)

TRAINING

Corporal Mitchell completed his first phase of FBI LEEDA, and several supervisors are scheduled to attend their first phase in June.

Department administration created a new program to train newly promoted supervisors. These officers will go through a week of classroom and a week of field training prior to taking over their new role.

EQUIPMENT

We received three of the five new patrol cars from Dana Safety. Those units are now at Whiteglove to have the decals put on. Both units should be on the street starting the first of February. We expect to receive the remaining two cars in the next two weeks.

HEADLINES

The department conducted testing for the two vacant Sergeant positions. Officers Sebastian Duque and Jordan Weygand and have both been promoted to the rank of Sergeant.

Animal Control participated in a pet adoption event at Southern Agriculture. They continue to work tirelessly to adopt out pets.



	calls for Service	1788
	Arrest	32
	DUI	9
	Collisions	40
	Alarm Calls	45
	Animal Control	79
	Burglary	7
	Disturbance	5
	Domestic	16
	Fraud	4
	Harassment	5
	Larceny	20
	Loud Noise	7
	Motorist Assist	45
	Stolen Property	3
	Suspicious Activity	26
	Trespassing	4
	Traffic Stops	728



Always be *truthful & transparent.*

OUR CORE *Savor*
Show that you *care.* the journey.
Create *WOW* moments. **VALUES**
Make learning a *habit.*

**OUR MISSION: DEVELOPING A CULTURE OF TRUST
TO BETTER SERVE OUR COMMUNITY**

City Of
Glenpool
Creating Opportunity



MINUTES
City Council Regular Meeting
Tuesday, January 21, 2025 Council Chambers 6:00 PM

COUNCIL PRESENT: Tim Fox
Jacqueline Triplett-Lund
Joyce Calvert
Chris Brobst
Shayne Buchanan

COUNCIL ABSENT:

STAFF PRESENT: David Tillotson
Lesli Smith
Lea Ann Reed
Joe Wuest

STAFF ABSENT:

- A) Call to Order - Joyce G. Calvert, Mayor**
Mayor Calvert called the meeting to order at 6:00 p.m.
- B) Roll Call, Declaration of Quorum – Lesli Smith, City Clerk; Joyce G. Calvert, Mayor**
Lesli Smith called the roll; Mayor Calvert declared a quorum present.
Jana Burk Attorney, of Rosenstein, Fist & Ringold, were also in attendance.
- C) Invocation –Tommy or Deirdre Davis of New Direction International Jenks**
Tommy Davis, New Direction International, Jenks gave the invocation.
- D) Pledge of Allegiance – Joyce G. Calvert, Mayor**
- E) Management Report**
There was no official Management Report, but Mr. Tillotson did announce that the Watershed Coalition was having a meeting downstairs in the Conference Center until 8 p.m., for anyone who wanted to attend.
- F) Mayor Report – Joyce G. Calvert, Mayor**
There was no official Mayor Report.
- G) Council Comments**

City Council Regular Meeting - 03 Feb 2025 Minutes Attachment

City Council Regular Meeting
January 21, 2025

Councilor Buchanan thanked the Mayor and Council for their welcome of him while he serves on the council and boards for the remainder of former at large Council member Brandon Kearns term. Mr. Buchanan, then announced he will be seeking to run for City Council in April.

Councilor Brobst, wanted to remind the public that the Glenpool Band will be hosting another mattress fundraiser on April 5th, 2025, 5-10pm.

H) Public Comments

There were no public comments.

I) Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the City Council to be routine and will be enacted by one motion. Any Councilor may, however, remove an item from the Consent Agenda by request. A motion to adopt the consent Agenda is non-debatable.)

- 1) Approval of the Minutes from the January 6, 2025, meeting.
- 2) Approval of the FY 24-25 Budget Amendment CITY-07, increasing General Fund revenues and associated expenditures for the OHSO Grant previously accepted by City Council during the fiscal year.
- 3) Approval of the Roadside Beautification Grant application with Keep Oklahoma Beautiful in the amount of \$3,391.98 with no required local match.
- 4) Approval of the Environmental Beautification Grant application with Keep Oklahoma Beautiful in the amount of \$962.45 with no required local match.
- 5) Approval of the Recreational Trails Program Grant application with the Oklahoma Tourism and Recreation Department in the amount of \$300,000 with a local match of \$75,000.

Moved by Tim Fox, seconded by Chris Brobst

	For	Against	Abstained	Absent
Tim Fox	x			
Jacqueline Triplett-Lund	x			
Joyce Calvert	x			
Chris Brobst	x			
Shayne Buchanan	x			
	5	0	0	0

To approve the consent agenda.

CARRIED.

J) Consideration and appropriate action relating to items removed from the Consent

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City Council Regular Meeting - 03 Feb 2025 Minutes Attachment

City Council Regular Meeting
January 21, 2025

Agenda

No items were removed from the consent agenda.

K) Scheduled Business

- 1) Discussion and possible action to approve, amend or deny the Temporary Construction Easement Agreement between Guimei Qu and the City of Glenpool, to facilitate the City's construction of the Glenpool Wastewater Treatment Facility project and other related improvements in the vicinity of the temporary easement property.
(David Agbetunsin, City Engineer)

Moved by Joyce Calvert, seconded by Jacqueline Triplett-Lund

	For	Against	Abstained	Absent
Tim Fox	x			
Jacqueline Triplett-Lund	x			
Joyce Calvert	x			
Chris Brobst	x			
Shayne Buchanan	x			
	5	0	0	0

To approve, the Temporary Construction Easement Agreement between Guimei Qu and the City of Glenpool, to facilitate the City's construction of the Glenpool Wastewater Treatment Facility project and other related improvements in the vicinity of the temporary easement property.

CARRIED.

- 2) Discussion and possible action to approve or deny receipt of the FY2023-2024 Annual Financial Statements and Independent Auditor's Report and placement of the Report in the City's permanent files.
(Josh Brannon, Finance Director and Kirk Vanderslice, Hinkle & Company PC)

Kirk Vanderslice of Hinkle & Company PC gave the audit explanation to the Mayor and Council.

Moved by Jacqueline Triplett-Lund, seconded by Tim Fox

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

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City Council Regular Meeting - 03 Feb 2025 Minutes Attachment

City Council Regular Meeting
January 21, 2025

Shayne Buchanan	x			
	5	0	0	0

To approve receipt of the FY2023-2024 Annual Financial Statements and Independent Auditor's Report and placement of the Report in the City's permanent files.

CARRIED.

L) Adjournment

Mayor Calvert declared the meeting adjourned at 6:13 p.m.



To: Mayor and Council, City of Glenpool

From: David Agbetunsin, City Engineer

Date: February 3, 2025

Re: Discussion and possible action to approve, deny or amend the Temporary Construction Easement Agreement between Danny and Karen Barrett and the City of Glenpool, to facilitate the City's construction of the Glenpool Wastewater Treatment Facility project and other related improvements in the vicinity of the temporary easement property.

Background:

The City is in the process of securing a parcel to provide access to the wastewater treatment plant project. To prevent project delays, it is necessary to acquire a temporary construction easement to allow the City to proceed with essential construction activities prior to the final purchase of the real property for the access road.

Please note that the temporary easement agreement presented to the City Council at the January 20, 2025, Council meeting was denied by the landowner. Hence the need for an alternative through the Barrett's property. The address of the new easement property is 137 E Glenpool Blvd, OK 74033.

The Temporary Construction Easement grants the City non-exclusive access to the designated property area until March 31, 2025, with an option for a one-time extension of 30 days (until April 30, 2025) upon written notice by March 14, 2025. The easement is granted for vehicular and pedestrian ingress and egress to and from the Temporary Easement Property, as specified in the agreement.

Staff Recommendation:

Staff recommend that the City Council approve the Temporary Construction Easement (TCE) Agreement with Danny and Karen Barrett, the landowners, to support the construction of the Glenpool Wastewater Treatment Facility project and related infrastructure improvements.

Attachments:

- Temporary Construction Easement Agreement

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

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TEMPORARY CONSTRUCTION EASEMENT AGREEMENT

THIS TEMPORARY CONSTRUCTION EASEMENT AGREEMENT (this “Agreement”) is entered into this 3rd day of February, 2025, by **BARRETT, DANNY L and KAREN** whose legal address is 137 E Glenpool Blvd S, Glenpool, OK 74033 (collectively, the “Grantors”), and the **CITY OF GLENPOOL**, a statutory municipality of the State of Oklahoma, whose address is 12205 S. Yukon Avenue Glenpool OK, 74033 (“City” or “Grantee”) (collectively, the “Parties”).

In consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is acknowledged, and the further consideration of the covenants and agreements set forth below, Grantors hereby sell, convey, transfer, and deliver to the Grantee, its affiliates, contractors, consultants, subcontractors, subconsultants, materialmen, suppliers, workers, successors and assigns, a non-exclusive Temporary Construction Easement (the “Temporary Construction Easement”) for the real property described in **Exhibit A**, a copy of which is attached and incorporated by this reference (the “Temporary Easement Property”), to facilitate the City’s construction of the Glenpool Wastewater Treatment Facility project and other related improvements in the vicinity of the Temporary Easement Property (the “Project”).

This Temporary Construction Easement is granted in accordance with, and subject to, the following terms, conditions, requirements, and limitations:

1. The Temporary Construction Easement is granted for vehicular and pedestrian ingress and egress to and from the Temporary Easement Property and for Grantee’s use to do all things reasonably necessary to construct and install the Project including, but not limited to, the transport, stockpiling and storage of construction materials, soil, equipment and vehicles. Grantee shall construct a temporary fence on the North side of the Temporary Easement Property, separating it from the rest of the Grantors’ land. Upon expiration of the Temporary Construction Easement, the Grantee, at its sole cost and expense, shall restore the Temporary Easement Property to substantially the same condition it was in prior to Grantee’s use. Grantee shall not leave any rubbish or debris on or about the Temporary Easement Property. Grantee shall remove, at its sole cost, the temporary fence installed on the Temporary Easement Property prior to or upon the expiration of this Agreement. The term of this Agreement shall begin upon the date of mutual execution hereof and shall extend until March 31, 2025. Grantee may, at its sole option, extend the Temporary Construction Easement Agreement for one (1) additional thirty (30) day period (or until April 30, 2025) by giving written notice to Grantors on or before March 14, 2025, at Grantors’ legal address, 137 E Glenpool Blvd S, Glenpool, OK 74033.

2. To the extent allowed by law, the City shall indemnify and hold the Grantors harmless against any claim of liability or loss from personal injury or property damage resulting from or arising out of the negligence or willful misconduct of the City and its affiliates, contractors, consultants, subcontractors, subconsultants, materialmen, suppliers, workers, successors and assigns thereof, except to the extent such claims or damages may be due to or caused by the negligence or willful misconduct of Grantors.

3. Grantors covenant and agree that they are the fee owners of the Temporary Easement Property and that they have the authority to grant this Temporary Construction Easement to the City.

4. The City and its contractors shall be responsible for any damage to the Grantors’ property caused by the actions or negligence of the City, its agents, or its contractors. The City shall maintain or require its contractors to maintain appropriate liability insurance to cover any such damage, and evidence of this insurance shall be provided to the Grantors upon request.

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5. Grantors reserve all rights attendant to their ownership of the Temporary Easement Property, including but not limited to the use and enjoyment of the Temporary Easement Property for all purposes not inconsistent with the terms and conditions of this Agreement, including ingress and egress to the barn structure north of the Temporary Easement Property.

6. This Agreement contains the entire agreement between the parties relating to its subject matter. Any oral representations or modifications concerning this instrument shall be of no force and effect. Any subsequent amendment or modification must be in writing and agreed to by all parties.

7. The terms of this Agreement shall be binding upon Grantors, and Grantors' heirs, personal representatives, successors and assigns; shall bind and inure to the benefit of the Grantee and any successors or assigns of Grantee; and shall be deemed to be a covenant running with the land.

8. The Temporary Construction Easement shall not be filed of record and that all rights conveyed to the City of Glenpool by this instrument shall terminate upon the expiration of the term of this Agreement, as set forth in paragraph 1.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first set forth above.

GRANTORS:

Danny L Barrett

Karen Barrett

GRANTEE:

CITY OF GLENPOOL

By: _____
David Tillotson
City Manager, City of Glenpool

STATE OF _____ §

COUNTY OF _____ §

This instrument was acknowledged before me on this the ____ day of _____, 20____, by _____ as the City Manager of the City of Glenpool, Oklahoma, for and on behalf of the City.

WITNESS my hand and official seal.

My commission expires: _____
[S E A L]

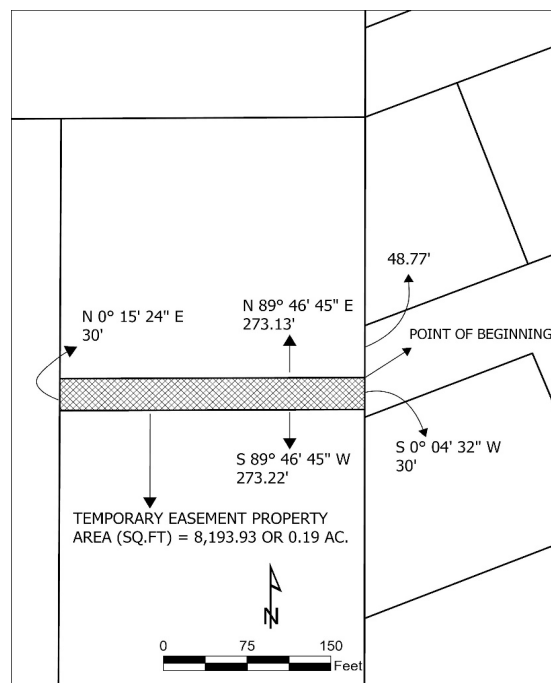
Notary Public, State of Oklahoma

EXHIBIT "A"

GRANTOR: BARRETT, DANNY L AND KAREN

LEGAL: PRT W/2 SW BEG 667N & 220W & 396N SECR W/2 SW TH N617 E220 S617 W220

POB SEC 11 17 12 3.116ACS. LOCATED IN SECTION 11, TOWNSHIP 17 NORTH, RANGE 12 EAST



VICINITY MAP

A temporary construction easement begins at the point of beginning, located at the southwest corner. From this point:

- It extends **S0°04'32" W** for **30 feet**,
- Then extends **S89°46'45" W** for **273.22 feet**,
- Followed by **N0°15'24" E** for **30 feet**,
- Finally, it extends **N89°46'45" E** for **273.13 feet**, returning to the point of beginning.

The temporary easement property area is 8,193.93 square feet or 0.19 acres, more or less.



TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: DUY NGUYEN, CITY PLANNER

DATE: FEBRUARY 3, 2025

ITEM: PUD 44 (ELM POINTE)

REQUEST: A PROPOSED PLANNED UNIT DEVELOPMENT (PUD 44) TO ALLOW ADDITIONAL COMMERCIAL USES WITHIN THE ELM POINTE SHOPPING CENTER

APPLICANT: STEVEN FRAZEE

LOCATION: THE SUBJECT SITE IS LOCATED AT THE NORTHWEST CORNER OF SOUTH PEORIA AVENUE AND EAST 141ST STREET SOUTH.

ZONING: CS (COMMERCIAL SHOPPING CENTER)

COMP PLAN: SPECIAL DISTRICT 6

APPLICANT REP: RYAN MCCARTY, SELECT DESIGN

BACKGROUND

The application under consideration is a Planned Unit Development (PUD 44) for the Elm Pointe shopping center, a 9.1-acre commercial site located at the northwest corner of South Peoria Avenue and East 141st Street South. The item was continued from the January 6th, 2025, City Council meeting.

The Council tabled the item to the February 3rd, 2025, City Council meeting to allow the applicant the opportunity to address issues raised by the Council as well as the public during the public hearing. The Council directed the applicant to minimize the number of cannabis operations and allow for limited fleet vehicle storage within the shopping center.

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The applicant proposed the following regulations to address the Council's request:

1. *Outdoor display, staging or storage of equipment and/or materials shall NOT be allowed. Outdoor fleet vehicle parking shall be allowed as follows:*
 - a) *Vehicles must be operable with business name and information clearly displayed.*
 - b) *Fleet vehicles are defined as a passenger car, truck or van. No RV's, trailers, buses, haul trucks, commercial vehicles or similar type vehicles.*
 - c) *1 fleet vehicle per suite. If multiples suites are leased, then 1 fleet vehicle per 1,000 SF of leased space.*
2. *Lease space floor area for any single tenant shall not exceed 6,000 square feet for any permitted use not allowed by right in CS zoning, except for medical marijuana related uses which shall be restricted to 6,000 SF for any new leases. Current medical marijuana leases exceeding 6,000 SF shall be allowed to continue operations. After 3 years, if medical marijuana related uses exceed 50% of the total leased space floor area, then no new leases shall be approved.*

STAFF RECOMMENDATION:

Staff believes that the Planned Unit Development (PUD 44) does not fully meet the City Council's direction. We have reviewed the applicant's fleet parking proposal and support the request, provided it adheres to the conditions outlined by the applicant. Additionally, staff has reviewed the cannabis proposition prepared by the applicant. However, we find that this proposal does not adequately address the City Council's stated direction.

Attached to this report is the proposed text for PUD 44, which includes revisions submitted by the applicant. The proposed changes are highlighted in red. The remaining text, in black, is the original PUD 44 language that was presented during the initial public hearing.

ATTACHMENTS:

1. PUD 44 Staff Report from the January 6, 2025, City Council Meeting
2. Aerial Photo/Zoning Map/Comprehensive Plan Map
3. Final Plat of Elm Pointe
4. Application
5. PUD 44 Document with Proposed Changes from the Applicant
6. Ordinance No. 825

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**PUD 44 Staff Report
from the January 6,
2025, City Council
Meeting**



TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: DUY NGUYEN, CITY PLANNER

DATE: JANUARY 6, 2025

ITEM: PUD 44 (ELM POINTE)

REQUEST: A PROPOSED PLANNED UNIT DEVELOPMENT (PUD 44) TO ALLOW ADDITIONAL COMMERCIAL USES WITHIN THE ELM POINTE SHOPPING CENTER

APPLICANT: STEVEN FRAZEE

LOCATION: THE SUBJECT SITE IS LOCATED AT THE NORTHWEST CORNER OF SOUTH PEORIA AVENUE AND EAST 141ST STREET SOUTH.

ZONING: CS (COMMERCIAL SHOPPING CENTER)

COMP PLAN: SPECIAL DISTRICT 6

APPLICANT REP: RYAN MCCARTY, SELECT DESIGN

BACKGROUND

The application under consideration is a Planned Unit Development (PUD 44) for the Elm Pointe shopping center, a 9.1-acre commercial site located at the northwest corner of South Peoria Avenue and East 141st Street South. The site is zoned CS (Commercial Shopping Center) and the Comprehensive Plan designation is Special District 6. The property is platted as part of the Elm Pointe Subdivision (Plat No. 6772) and includes Block 1, Lots 1-8. PUD 44 will encompass the entirety of this plat. (See attached exhibits)

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The table below illustrates the zoning and land use of properties adjacent to the subject site:

SURROUNDING ZONING / LAND USES

	Zoning	Land Use
North	PUD-23	Multi-Family Apartments
South	AG (Agricultural)	Single-Family Residence
West	RD (Duplex)	Duplexes
East	PUD 145 (City of Jenks)	Vacant Undeveloped

CS (Commercial Shopping Center) Zoning District - Definition

"Allow a range of neighborhood convenience and regional shopping centers to provide a wide range of retail and personal service uses where all uses generally occur indoors."

Special District 6 Comprehensive Plan Designation – Definition

Special District 6 is a continuation of Special District 5 on 141st Street. The development criteria are the same as those for District 5

SPECIAL DISTRICT 5. THE CENTRAL BUSINESS DISTRICT (CBD)

The CBD, Special District 5, extends east from US-75 along 141st Street to the vicinity of Elwood Avenue. The configuration of Special District 5 is shown on the 2030 PLAN Map. The recent improvements of 141st Street from two (2) to three (3) lanes, with center turn lanes and sidewalks, support commercial/community serving business activity and development along this street. The County finished widening 141st Street to a three-lane facility from Elwood to Peoria since the time of the 2010 Plan update. The existing land use is a mix of office and commercial uses and undeveloped land. This area will continue to be one of the more important shopping and commercial areas in Glenpool during the planning period, along with the Southwest Crossroads area at US-75 and 121st Street and other emerging development elsewhere along US-75. New banks, a regional library, post office and several restaurants have been developed in the CBD in just the last few years. Planned improvements to US-75 will continue to focus attention on this gateway and entrance to Glenpool. Due to the immediate proximity of any such development in this area with abutting residential development to the north and south, screening and setbacks, plus buffering must be included and PUDs are encouraged. It is planned that residential development which fronts 141st Street be redeveloped to convenience commercial or office uses, while properties which rear or side onto 141st Street shall remain residential.

In order to focus and maintain attention on the CBD, the City and other partners should continue with efforts to brand the 141st Street corridor as "Black Gold Boulevard" and the CBD and Old Towne area as the "Black Gold District." Further public and private improvements can build on streetscape enhancements already made along the corridor involving added landscaping, pedestrian-level period lighting, and winding pedestrian paths where room was available within the street right-of-way. Signage and a gateway/entrance from US-75 should also be considered to direct travelers to the retail and other services available in this area. Shared access points for ingress and egress along 141st Street should be required to reduce almost inevitable conflicts that can occur between linear commercial and office development and traffic on the roadway.

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PROJECT DESCRIPTION

The concept of PUD 44 is to allow additional commercial uses within the Elm Pointe shopping center, complementing the existing CS (Commercial Shopping Center) zoning, which primarily permits **just** retail uses. All additional uses will be defined in the PUD document. To mitigate potential nuisances for adjacent residential properties to the north and east, a 6,000-square-foot limit is set for all additional uses allowed by PUD 44. This ensures operations remain small enough to avoid negatively impacting nearby residences. Uses permitted by right within the CS zone are not subject to the 6,000-square-foot limit.

ANALYSIS

In addition to the 6,000-square-foot limit, PUD 44 establishes further regulations to reduce nuisances, prohibit outdoor storage, and ensure compliance with city codes to prevent enforcement issues. The proposed regulations are as follows:

- Lease space floor area for all additional uses allowed by the PUD shall not exceed 6,000 square feet for any single tenant.
- Permitted uses within the CS Zone can exceed 6,000 square feet.
- Outdoor display, staging or storage of equipment and/or materials **SHALL NOT** be allowed.
- Outdoor storage of vehicles associated with a business **SHALL NOT** be allowed.
- All uses must comply with the City of Glenpool Codes.
- This PUD must comply with the restrictions of the recorded plat, Elm Pointe, a subdivision in Glenpool, OK, Tulsa County (Plat No. 6772).
- Landscaping per the City of Glenpool City Codes and Zoning Codes.
- Parking per the City of Glenpool City Codes and Zoning Codes.
- Site Drainage must be maintained by the property owner(s).
- Site Plan Amendments – Any improvements, amendments or changes to the site plan must be reviewed and approved by the City of Glenpool.

All additional uses are outlined in the PUD document. Uses already defined in the City of Glenpool (COG) Zoning Code are incorporated into the PUD, while any undefined uses are provided with new definitions. Below are all the additional uses and their corresponding definitions.

Permitted Uses

- *Automobile, Major Service* – Defined in the COG Zoning Code
- *Automobile, Rental or Sale* – Rental or sale must be conducted inside, internet sales

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- *Contractor Services* – Establishments engaged in services, including but not limited to building construction, heating, plumbing, electrical work, roofing, and similar trades. Operations may include indoor storage of materials and supplies. Outdoor storage of materials, supplies, equipment, and vehicles associated with the business is strictly prohibited.
- *Food Processing* – The processing of raw or finished products into food items, subject to the 6,000-square-foot limit established by this PUD.
- *Small-scale manufacturing of finished products* – The manufacturing of raw or prefabricated materials into finished products, subject to the 6,000-square-foot limit established by this PUD.
- *Pawnshop / Short Term Financing* – Defined in the COG Zoning Code

Excluded Uses

- Gas Station
- Hotel, Motel
- Outdoor Recreation, Public
- Any Sexually Oriented Business – Defined in the COG Zoning Code

PUD 44 provides a framework for expanding the commercial uses within the Elm Pointe shopping center while addressing potential impacts on adjacent residential areas. Through clear restrictions, including the 6,000-square-foot limitation, the prohibition of outdoor storage, and compliance with city codes and plat restrictions, this PUD ensures that future developments align with the City of Glenpool's standards and vision. By defining permitted uses, PUD 44 provides clarity and supports the long-term success of the Elm Pointe shopping center and the surrounding community.

TAC

The Technical Advisory Committee (TAC) reviewed the proposed Planned Unit Development (PUD 44) on December 6, 2024. There are no additional comments.

PLANNING COMMISSION ACTION:

The Planning Commission public hearing on the proposed Planned Unit Development (PUD 44) application was held on Monday, December 9, 2024. After deliberating, the Planning Commission on a 3-0 vote recommended that the City Council approve the Planned Unit Development (PUD 44) application. Chairman Keith Robinson abstained from voting.

STAFF RECOMMENDATION:

The Planned Unit Development (PUD 44) application meets the COG Code of Ordinances requirements. As such, staff recommends the City Council take the following actions:

1. Approve the Planned Unit Development (PUD 44) application as presented.

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ATTACHMENTS:

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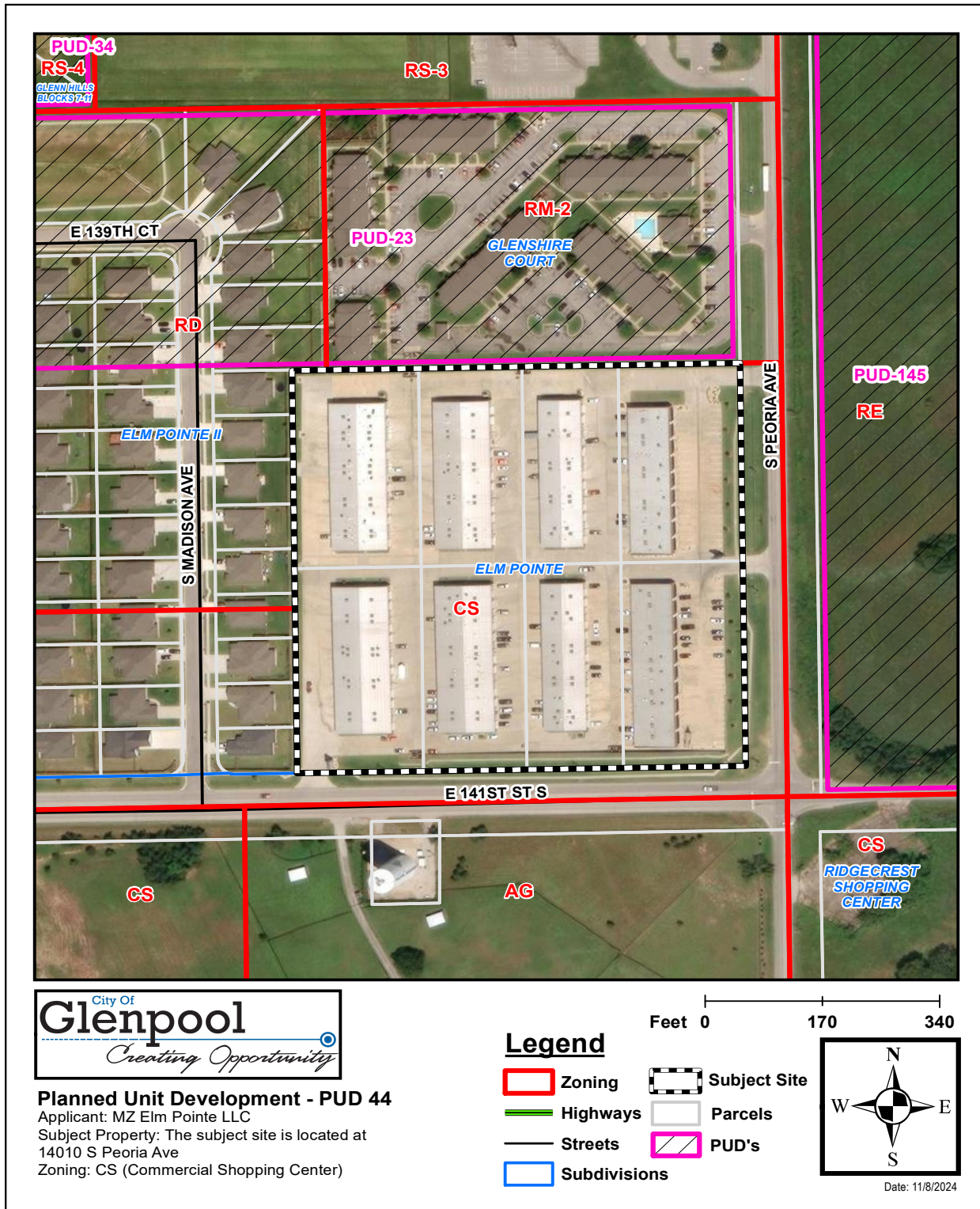
Mayor Joyce Calvert, Ward 3; Vice-Mayor Jacqueline Lund, Ward 4

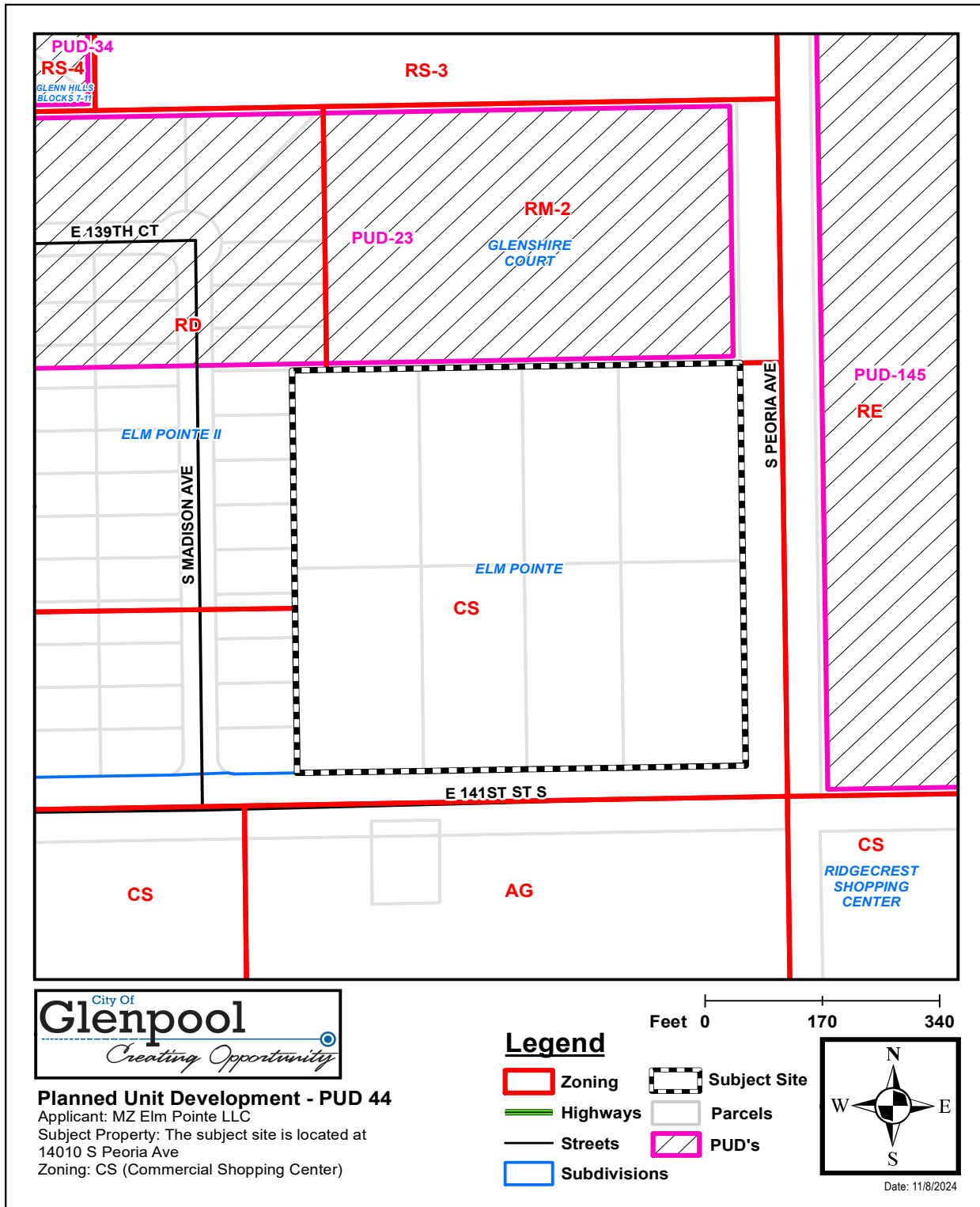
Tim Fox, Ward 1; Chris Brobst, Ward 2; Shayne Buchanan, At-Large

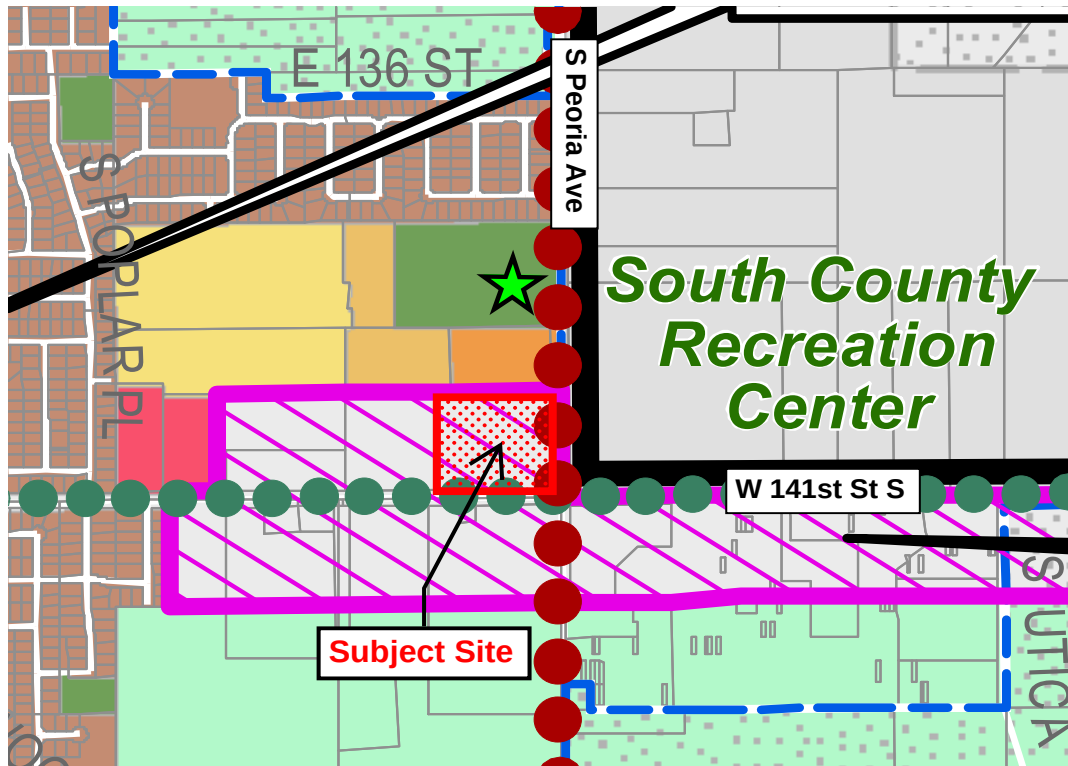
David Tillotson City Manager, LeaAnn Reed CAO, Joe Wuest COO, Lesli Smith City Clerk

www.glenpoolonline.com

**Aerial Photo, Zoning Map,
Comprehensive Plan Map**







Glenpool, Oklahoma Comprehensive Plan Map Legend

Land Use

- Rural
- Parks and Recreational Open Space
- Estate Residential
- Suburban Residential
- General Residential
- Neighborhood Conservation
- Attached Residential
- Multi-Family Residential
- Suburban Commercial

- General Commercial
- Industrial Light
- Industrial Medium

Districts

- Special District 1: Old Towne District
- Special District 2
- Special District 3
- Special District 5: Central Business District
- Special District 6

Corridors

- S.H. 67 Corridor (Former Special District 4)
- U.S. 75 Corridor

Note: See Plan text for more background and policy direction for future land use in Corridor and Special District areas.

- Primary/Secondary Arterial
- Glenpool Annexation Fence Line
- Glenpool Corporate Limits
- Parcel Boundary
- 100-Year Flood Zone/Floodway

**ADOPTED
11/14/2017**

**Final Plat of
Elm Pointe**



ELM POINTE
11/10/2017
SHEET 2 OF 2

Application

City Council Regular Meeting - 03 Feb 2025 Minutes Attachment



RECEIVED:

PLANNING COMMISSION:

PC HEARING:

RECEIVED
JUL 23 2024
BY: *ms*

APPLICATION FOR PUD MAJOR AMENDMENT

DETERMINATION OF MAJOR AMENDMENTS. In reaching a determination as to whether a change is minor and may be approved by the City Planner or is a major modification requiring Planning Commission review and recommendation and Council approval, the following criteria shall be used:

1. Any increase in intensity of use is a major amendment.
2. Any increase in total usable floor area, the total number of dwelling or lodging units, or the amount of outdoor area devoted to a use is a major amendment.
3. Any change that necessitates an increase of 10 percent or more in the number of parking spaces required is a major amendment.
4. Any structural alteration that significantly affects the basic size, form, style, and location of a building, particularly in relation to sensitive uses, is a major amendment.
5. Any reduction in the amount of open space or buffer yard, or any change in the location or characteristics of open space, is a major amendment; and
- ✓ 6. Any change in use from one use group to another is a major amendment.

ELM POINTE

REVIEW CRITERIA The review criteria for any Major PUD Amendment shall be the same as that used in the original review and approval of the PUD. The City is not obligated to amend the PUD but may consider an amendment if the original spirit and intent of the PUD is not adversely affected.

AMENDMENTS TO AN APPROVED PUD When a PUD has completed the entire zoning and platting processes and is recorded, the amendment process will typically require a revised FDP and an amended Final Plat, provided that the spirit and intent of the revised PUD is similar to the original PUD.

I, the undersigned applicant, certify information contained within this application is true and correct.

APPLICANT SIGNATURE:

JE Daniels

DATE: 7/16/2024

PROPERTY OWNER SIGNATURE:

Be Ju

DATE: 7/16/2024

THE CITY OF GLENPOOL PLANNING COMMISSION MEETS AT 6:30 PM ON THE 2ND (SECOND) MONDAY OF EVERY MONTH, BE SURE TO CHECK THE OFFICIAL MEETING CALENDAR TO CONFIRM (MEETINGS ARE SOMETIMES SHIFTED TO ACCOMMODATE CITY RECOGNIZED HOLIDAYS).

MEETING ARE HELD AT THE GLENPOOL CITY HALL, COUNCIL CHAMBERS ON THE 3RD FLOOR, 12205 S. YUKON AVENUE, GLENPOOL, OK 74033

FOR ADDITIONAL INFORMATION, PLEASE CALL THE CITY OF GLENPOOL COMMUNITY DEVELOPMENT DEPARTMENT AT 918-209-4610 OR VISIT THE CITY'S WEBSITE:

12205 S Yukon Ave • Glenpool, OK 74033 • P: (918) 322-5409 • F: (918) 322-5432
www.glenpoolonline.com

Updated: 2020/15/05
Page 1 of 6

City Council Regular Meeting - 03 Feb 2025 Minutes Attachment



ELM POINTE

APPLICATION FOR PUD MAJOR AMENDMENT SUBMITTAL CHECKLIST

ITEM NO.	APPLICANT INITIAL	COG INITIAL	SUBMITTAL MATERIALS
1	JRD		COMPLETED APPLICATION
2	HAS BEEN ORDERED		LIST OF PROPERTY OWNERS WITHIN 300 FOOT RADIUS OF OUTER BOUNDARIES OF SUBJECT SITE, AS WELL AS ADDRESSED ADHESIVE ENVELOPE LABELS FOR SUCH PROPERTY OWNERS AS LISTED IN OFFICE OF COUNTY CLERK COMPILED BY FULLY BONDED ABSTRACT AND TITLE COMPANY
4			PROCESSING FEE (\$250) + SIGN FEE (\$50.00) + (\$1.00) FOR EACH REQUIRED PUBLIC HEARING NOTICE ¹
5	JRD		REVISED ☐ CONCEPT ☒ PRELIMINARY OR ☐ FINAL DEVELOPMENT PLAN
6	FINAL PLAT ATTACHED		REVISED ☐ SKETCH PLAT ☐ PRELIMINARY PLAT OR ☐ FINAL PLAT APPLICATION SUBMITTED CONCURRENTLY
7	PUD ONLY JRD		APPLICANT PROPOSING TO AMEND AN APPROVED CDP, PDP, OR FDP SHALL FILE AN APPLICATION AND PLANS THAT CLEARLY DEPICT THE AREAS TO BE AMENDED, BOTH AS THEY WERE ORIGINALLY APPROVED AND AS THEY ARE PROPOSED TO BE REVISED. SEE PAGE 4-6 FOR UNIQUE SUBMITTAL REQUIREMENTS
8	Platted		IF PROPERTY IS NOT PLATTED, ATTACH LEGAL DESCRIPTION (8.5 X 11 AND ELECTRONIC: WORD.DOC OR PDF)

A. APPLICANT

NAME: JRD DONELSON
 ADDRESS: 6730 SO. BIRMINGHAM AVE
 CITY: TULSA STATE: OK ZIP CODE: 74136
 PHONE: 918.640.2041 EMAIL: JRDONQ3Q9C@GMAIL.COM

B. PROPERTY OWNER

SAME AS APPLICANT: YES: ☐ NO: ☒
 NAME: MZ ELM POINTE, LLC
 ADDRESS: 5535 S. MEMORIAL DR., # F1123
 CITY: HOUSTON STATE: TX ZIP CODE: 77067
 PHONE: 713.306.5332 EMAIL: STEVEN@MAZOUCHCAPITAL.COM

¹ Rezone application requires public hearing notice be published in newspaper of general circulation; Tulsa World will contact applicants, to collect publication fee prior to publication; failure to pay could result in delay of public hearing.
 12205 S Yukon Ave • Glenpool, OK 74033 • P: (918) 322-5409 • F: (918) 322-5432

www.glenpoolonline.com

Updated: 2020/15/05
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C. SITE INFORMATION

ELM POINTE

PUD NO.: _____ PRESENT USE: 'CS'

COMPREHENSIVE PLAN DESIGNATION: _____

PARCEL NO. _____ PARCEL NO. _____

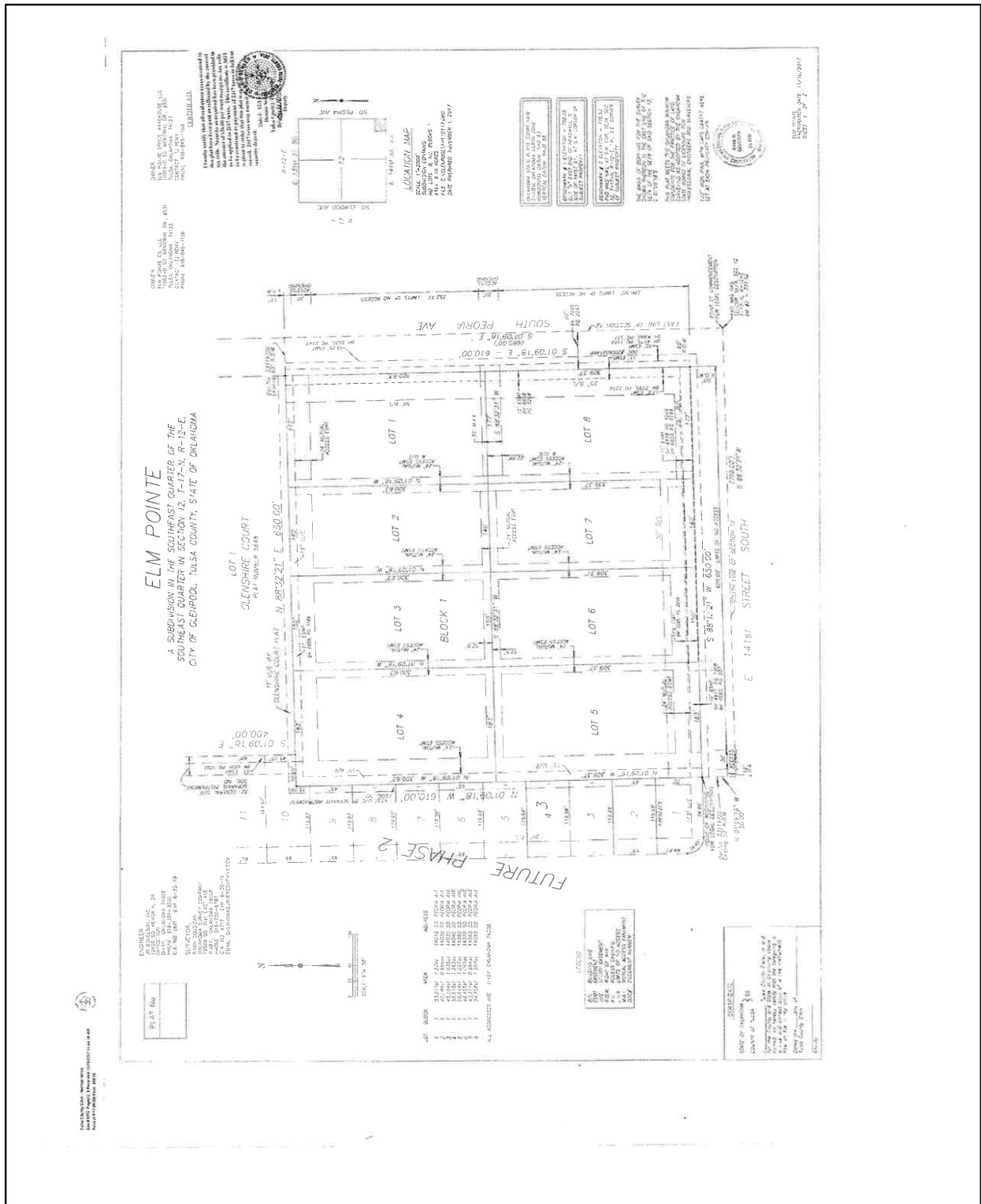
PARCEL NO. _____ PARCEL NO. _____

D. MAJOR AMENDMENT | RATIONALE FOR THE REVISION SHALL BE PROVIDED

WHY IS THE REVISION BEING PROPOSED?

Parcel No.	
Lot 1 Block 1	84996-72-12-69440
Lot 2 Block 1	84996-72-12-69450
Lot 3 Block 1	84996-72-12-69460
Lot 4 Block 1	84996-72-12-69470
Lot 5 Block 1	84996-72-12-69480
Lot 6 Block 1	84996-72-12-69490
Lot 7 Block 1	84996-72-12-69500
Lot 8 Block 1	84996-72-12-69510

This PUD is to define uses in the 'CS' zoned property, not allowed by right in 'CS' zoned property.



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OWNERSHIP LIST CERTIFICATE

STATE OF OKLAHOMA

Order No.: 3072413975

COUNTY OF TULSA

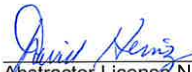
The undersigned a duly bonded and qualified abstract company within and for Tulsa County, Oklahoma, hereby certifies that the current year's Tax Rolls in the Office of the Tulsa County Treasurer shows the names and addresses of the owners of the properties abutting and lying within 300 feet in any direction of the following described real estate, to be as follows:

Lots One (1) through Eight (8), Block One (1), ELM POINTE, an Addition to the City of Glenpool, Tulsa County, State of Oklahoma, according to the recorded Plat No. 6772.

--see attached Ownership List--

IN WITNESS WHEREOF, the undersigned have executed this document on July 18, 2024.

Smith Brothers Abstract & Title Co., LLC



Abstractor License No. 0775



City Council Regular Meeting - 03 Feb 2025 Minutes Attachment

OWNERSHIP LIST

Order No.: 3072413975

Through:

Page No.: 1

OWNER	LEGAL DESCRIPTION
MZ ELM POINTE LLC 5535 S MEMORIAL DR, #F1123 HOUSTON, TX 77067	LT 1 THRU 8 BLK 1 ELM POINTE
GLENSHIRE COURT APARTMENTS LP 1329 E LARK ST SPRINGFIELD, MO 65804-7351	LT 1 BLK 1 GLENSHIRE COURT
PAU Z SING and NIANG S LUN and LANG S MUNG 14097 S LANSING AVE GLENPOOL, OK 74033	LT 1 BLK 2 ELM POINTE II
PAU KHAN KHUAL and ZEL K CING 14083 S LANSING AVE GLENPOOL, OK 74033-3839	LT 2 BLK 2 ELM POINTE II
ZEN S MAN 14067 S LANSING AVE GLENPOOL, OK 74033-3839	LT 3 BLK 2 ELM POINTE II
GO DEIH PIANG and CIN K LUN 14051 S LANSING AVE GLENPOOL, OK 74033	LT 4 BLK 2 ELM POINTE II
NIANG SAN MANG 14037 S LANSING AVE GLENPOOL, OK 74033-3839	LT 5 BLK 2 ELM POINTE II
NENG KHAN KHUP and DAL SUAN PAU 14021 S LANSING AVE GLENPOOL, OK 74033	LT 6 BLK 2 ELM POINTE II
CING ZAR NIANG 14005 S LANSING AVE GLENPOOL, OK 74033-3839	LT 7 BLK 2 ELM POINTE II
LANG LIAN 13991 S LANSING AVE GLENPOOL, OK 74033	LT 8 BLK 2 ELM POINTE II
HAU SIAN DIM and GOH KHAT PIANG 13975 S LANSING AVE GLENPOOL, OK 74033	LT 9 BLK 2 ELM POINTE II
THANG ZON KIM and NEM KHAN CING 13967 S LANSING AVE GLENPOOL, OK 74033	LT 10 BLK 2 ELM POINTE II
KHUP SANG and NIANG N THAWN 13959 S LANSING AVE GLENPOOL, OK 74033-3838	LT 11 BLK 2 ELM POINTE II
NATHAN MALSAM and AMANDA LYNN PEREZ 13951 S LANSING AVE GLENPOOL, OK 74033-3838	LT 12 BLK 2 ELM POINTE II
JESSIE WRIGHT 13950 S MADISON AVE GLENPOOL, OK 74033	LT 13 BLK 2 ELM POINTE II
SIAN PAU and MAN S CING 13958 S MADISON AVE GLENPOOL, OK 74033	LT 14 BLK 2 ELM POINTE II

Ownership List
OKD1166.doc / Updated: 07/31/2023

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GO MIN PAU 13968 S MADISON AVE GLENPOOL, OK 74033-3840	LT 15 BLK 2 ELM POINTE II
LIAN MANG and CING P NIANG 13976 S MADISON AVE GLENPOOL, OK 74033	LT 16 BLK 2 ELM POINTE II
THANG SING and CING D LUN 13990 S MADISON AVE GLENPOOL, OK 74033-3840	LT 17 BLK 2 ELM POINTE II
NIANG DEIH LIAN and CIN PI 14006 S MADISON AVE GLENPOOL, OK 74033-3841	LT 18 BLK 2 ELM POINTE II
ZAM KHAIZOMI and VUM S VUNG 14022 S MADISON AVE GLENPOOL, OK 74033	LT 19 BLK 2 ELM POINTE II
DAL SUAN SING and HAU NGAIH NUAM 14038 S MADISON AVE GLENPOOL, OK 74033	LT 20 BLK 2 ELM POINTE II
NATHANIEL VANZANT and KEELY VANZANT 14052 S MADISON AVE GLENPOOL, OK 74033-3841	LT 21 BLK 2 ELM POINTE II
KAM MUANG and NIANG L CING 14068 S MADISON AVE GLENPOOL, OK 74033	LT 22 BLK 2 ELM POINTE II
PEGGY SUE MATTEYER 14082 S MADISON AVE GLENPOOL, OK 74033	LT 23 BLK 2 ELM POINTE II
TONY LAM LE and UYEN NGUYEN 6409 WIND SONG DR MCKINNEY, TX 75071-7639	LT 24 BLK 2 ELM POINTE II
MUNG KHAN LAM and VUNG S IT 14097 S MADISON AVE GLENPOOL, OK 74033	LT 1 BLK 3 ELM POINTE II
NANG KHAN AWM and CING BAWI 14083 S MADISON AVE GLENPOOL, OK 74033-3841	LT 2 BLK 3 ELM POINTE II
LINUS MANG and LUAN KHAN KHIN 14067 S MADISON AVE GLENPOOL, OK 74033-3841	LT 3 BLK 3 ELM POINTE II
JEFFREY DEAN REISDORF and BECKY S REISDORF 4165 ARROYO TRL CARMEL, CA 93923-8805	LT 4 BLK 3 ELM POINTE II
KHALID EL MOUKANE and SAMIRA MAJOR 14037 S MADISON AVE GLENPOOL, OK 74033-3841	LT 5 BLK 3 ELM POINTE II
REBECCA PELE 14021 S MADISON AVE GLENPOOL, OK 74033-3841	LT 6 BLK 3 ELM POINTE II
HECTOR MANUEL MORAN JR 1716 MARIGOLD CT SAN JOSE, CA 95133-2153	LT 7 BLK 3 ELM POINTE II

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MUGDHA WALAWALKAR and SUMEET SAURABH 2820 NW 66TH ST SEATTLE, WA 98117-6233	LT 8 BLK 3 ELM POINTE II
SANG SIANG MUNG and NING SIAN MANG 13975 S MADISON AVE GLENPOOL, OK 74033-3840	LT 9 BLK 3 ELM POINTE II
DAL SUAN MANG and SIAN NGAIH CING 13967 S MADISON AVE GLENPOOL, OK 74033-3840	LT 10 BLK 3 ELM POINTE II
NANG KHAN KHUP and MAN L NIANG 13957 S MADISON AVE GLENPOOL, OK 74033	LT 11 BLK 3 ELM POINTE II
KHAM C DAI and PAU K VUNG and SAMUEL KHAI 13949 S MADISON AVE GLENPOOL, OK 74033	LT 12 BLK 3 ELM POINTE II
THAWNG PIAN TLUANG and MAN LUN CING 13943 S MADISON AVE GLENPOOL, OK 74033	LT 13 BLK 3 ELM POINTE II
BAILEY JONES and BRANDON STRAESSLE 13937 S MADISON AVE GLENPOOL, OK 74033	LT 14 BLK 3 ELM POINTE II
ELM POINT II HOA INC C/O PMI GREEN COUNTRY 741 W NEW ORLEANS ST BROKEN ARROW, OK 74011-1812	RESERVE A, ELM POINTE II
CITY OF GLENPOOL 12205 S YUKON AVE GLENPOOL, OK 74033-6635	BEG SECR SE TH W2164.23 N50 E2104.17 N610 E60 S660 POB, 12-17-12
TULSA 14100 3701 S ATLANTA PL TULSA, OK 74105-3526	PRT E/2 NE BEG NEC TH S1351.59 W784.60 N1351.59 E784.6 POB LESS N50 THEREOF & LESS BEG 502.6W & 50S NEC NE TH S100 W100 N100 E100 TO POB, 13-17-12
GLENPOOL UTILITY SERVICES AUTHORITY PO BOX 70 GLENPOOL, OK 74033-0070	PRT NE NE BEG 502.6W & 50S NEC NE TH S100 W100 N100 E100 POB, 13-17-12
MIDWEST AGAPE CHAPEL FOUNDATION 1603 E 141ST ST GLENPOOL, OK 74033	E/2 NW NW NE, 13-17-12
CITY OF GLENPOOL 12205 S YUKON AVE GLENPOOL, OK 74033-6635	PT NE BEG 24.75S & 502.6W NEC NE TH S25.25 W100 N25.25 E100 POB, 13-17-12
TULSA COUNTY 218 W 6TH ST, FL 9 TULSA, OK 74119-1004	N50 E1303.57 N/2 NE LESS BEG 24.75S & 502.6W NEC NE TH S25.25 W100 N25.25 E100 POB, 13-17-12
JEFFREY H ELLARD TTEE JEFFREY H ELLARD TRUST PO BOX 55 LEONARD, OK 74043	SW SW LESS W50 THEREOF, 7-17-13
CITY OF JENKS PO BOX 2007 JENKS, OK 74037	W50 GOV LT 3 & W50 GOV LT 4, 7-17-13

Ownership List
OKD1166.doc / Updated: 07/31/2023

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RIDGECREST DEVELOPMENT PO BOX 700 GLENPOOL, OK 74033-0700

LT 1 BLK 1 RIDGECREST SHOPPING CENTER

**PUD 44 Document with
Proposed Changes from
the Applicant**

PUD 44
ELM POINTE
BUSINESS PARK

Glenpool, Oklahoma

January 27, 2025



I. Development Concept

Elm Pointe Business Park is a 9.1-acre commercial development located at 14018 South Peoria Avenue in Glenpool, OK. The project was completed in 2020 and consists of 8 buildings with 127,500 SF of gross floor area. The entire property is zoned CS – Commercial Shopping Center. The 2 buildings facing South Peoria Avenue (east side) function as retail spaces while the remaining 6 buildings function as office/warehouse with overhead garage doors.

The purpose of this PUD is to request approval of specific uses not allowed by right within the CS – Commercial Shopping Center zoning district while being sensitive to adjacent single-family residential on the western side and multi-family residential along the northern perimeter of the property. Also, this PUD excludes particular uses (currently allowed) that are deemed inappropriate within this development.

Legal Description

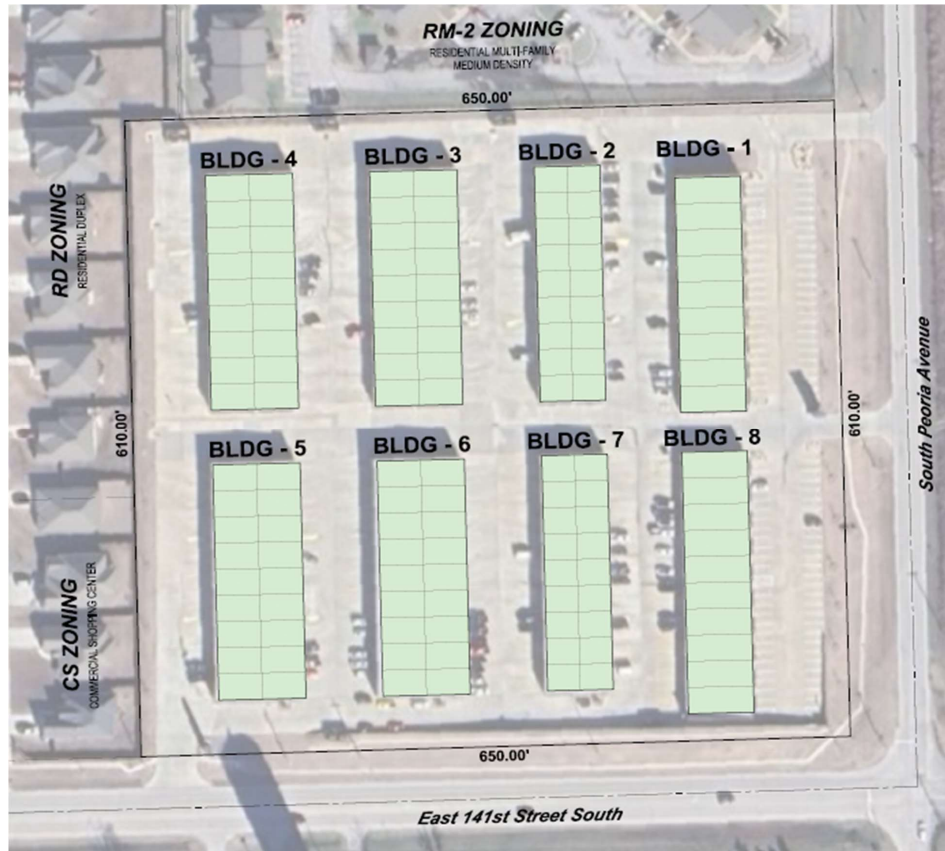
Lots 1 – 8, Block 1 of Elm Pointe, a subdivision in Glenpool, Oklahoma, Tulsa County, according to the recorded plat thereof (Plat No. 6772).

Gross Floor Area per Building

Building 1:	13,500 SF
Building 2:	13,500 SF
Building 3:	18,000 SF
Building 4:	18,000 SF
Building 5:	18,000 SF
Building 6:	18,000 SF
Building 7:	13,500 SF
Building 8:	15,000 SF

II. Development Standards

Gross Floor Area: 127,500 SF



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**** PROPOSED REVISIONS IN RED TEXT ****

1. Outdoor display, staging or storage of equipment and/or materials shall NOT be allowed. Outdoor fleet vehicle parking shall be allowed as follows:
 - a. Vehicles must be operable with business name and information clearly displayed.
 - b. Fleet vehicles are defined as a passenger car, truck or van. No RV's, trailers, buses, haul trucks, construction vehicles or similar type vehicles.
 - c. 1 fleet vehicle per suite. If multiples suites are leased, then 1 fleet vehicle per 1,000 SF of leased space.
2. Lease space floor area for any single tenant shall not exceed 6,000 square feet for any permitted use not allowed by right in CS zoning, except for medical marijuana related uses which shall be restricted to 6,000 SF for any new leases. Current medical marijuana leases exceeding 6,000 SF shall be allowed to continue operations. After 3 years, if medical marijuana related uses exceed 50% of the total leased space floor area, then no new leases shall be approved.
3. All uses must comply with the City of Glenpool Codes.
4. This PUD must comply with the restrictions of the recorded plat, Elm Pointe, a subdivision in Glenpool, OK, Tulsa County (Plat No. 6772).

Permitted Uses:

- All uses permitted by right within the CS – Commercial Shopping Center zoning district
- Automobile, Major Service
 - A building or place arranged, designed, and used for providing intensive repair and servicing of all types of motor vehicles, recreational vehicles, boats, etc. Such repairs or services may include engine overhauls, transmission overhaul, wrecker service, collision services, including body, frame or fender straightening or repair; painting, undercoating and dust proofing, upholstery, paintless dent repair and similar services.
- Automobile, Rental or Sale
 - Rental or sale must be conducted inside, internet sales
- Contractor Services
 - Establishments engaged in services, including but not limited to building construction, heating, plumbing, electrical work, roofing, fence fabricator, packing/moving company, building, development, and general contracting, and similar trades. Operations may include indoor storage of materials and supplies. Outdoor storage of materials, supplies, and equipment ~~, and vehicles associated with the business is~~ are strictly prohibited.
- Food Processing
 - The processing of raw or finished products into food items, subject to the 6,000-square-foot limit established by this PUD.

City Council Regular Meeting - 03 Feb 2025 Minutes Attachment

- Pawnshop / Short Term Financing
 - An establishment that regularly engages in the short-term loan of money on deposit of personal property or the possession of personal property on condition of selling the same back again to the pledger, or that loans or advances money on personal property by taking chattel mortgage security thereon. State and federally chartered banks and lending institutions are excluded.
- Small-scale Manufacturing of Finished Products
 - The manufacturing of raw or prefabricated materials into finished products, including but not limited to sign or screen-printing company, furniture repair/refurbish/refinish, wood working shop (hand tools only) and similar trades, subject to the 6,000-square-foot limit established by this PUD.

Excluded Uses: CS zoning district uses excluded by this PUD:

- Gas Station
- Hotel, Motel
- Outdoor Recreation, Public
- Any Sexually Oriented Business (as defined by the City of Glenpool City Code and Zoning Code)

III. General Provisions

A. Landscaping:

Per the City of Glenpool City Codes and Zoning Code.

B. Parking:

Per the City of Glenpool City Codes and Zoning Code.

C. Vehicular Access and Circulation:

Access points along East 141st Street South and South Peoria Avenue shall be subject to the City Engineer and Fire Marshal's approval of locations, spacing, widths, and curb return radii.

D. Site Drainage:

Site drainage must be maintained by property owner(s).

E. Site Plan Amendments:

Any improvements or amendments to the site plan must be reviewed and approved by the City of Glenpool.

**Ordinance
No. 825**

ORDINANCE NO. 825

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF GLENPOOL, PURSUANT TO THE REQUIREMENTS OF THE ZONING CODE OF THE CITY OF GLENPOOL AS ADOPTED BY ORDINANCE NO. 746 ON NOVEMBER 14, 2017, AND CODIFIED AS TITLE 11, ZONING REGULATIONS, IN THE 2013 CITY CODE OF GLENPOOL (THE "ZONING CODE"), BY REZONING CERTAIN PROPERTY DESCRIBED HEREIN FROM CS(COMMERCIAL SHOPPING CENTER) TO PLANNED UNIT DEVELOPMENT (PUD 44), AS RECOMMENDED BY THE PLANNING COMMISSION UNDER APPLICATION NO. (GZA-311), AFTER DULY NOTICED PUBLIC HEARING ON DECEMBER 9TH, 2024; AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith

FINDINGS OF THE CITY COUNCIL:

WHEREAS, Planned Unit Development ("PUD") 44 is treated under the Zoning Code as a distinct zoning classification that combines the zoning, subdivision, and site plan processes in a manner that benefits the City by creating community character and benefits the developer by expanding development options and flexibility, and reducing uncertainty; and

WHEREAS, PUD 44 is an alternative form to standard development that may include a mix of commercial land uses, subject to the requirements of a PUD 44 zoning district approved by ordinance of the City Council; and

WHEREAS, To obtain approval of Application No. GZA-311, the applicant has submitted a Development Plan Text describing the development standards proposed to govern the PUD 44, and other documents to demonstrate that the development, if approved, will be of a higher quality than a standard development and will yield substantial community benefits as required by Sections 11-9-9, 11-9-10, and 11-9-11 of the Zoning Code; and

WHEREAS, The subject property is designated as Special District 6 in the Comprehensive Plan; and

WHEREAS, The developer is proposing a planned commercial development comprised of appropriate commercial uses with development standards to ensure the compatibility and design integration, as encouraged by the Zoning Code; and

WHEREAS, Implementation of this PUD 44 and the private CCRs will result in a development outcome that is superior to that possible through general zoning districts, will address the needs of the development market for greater flexibility and certainty, and will support the desire of the City to achieve the goals and objectives of the Comprehensive Plan, as provided in the Zoning Code provisions pertaining to PUDs; and

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WHEREAS, Application No. GZA-311 has undergone rigorous staff review and the required public hearings, the result of which has led to the recommendation of the Planning Commission on December 9, 2024, and that PUD 44 is the highest and best use of the subject property and is most compatible with the spirit and intent of the 2030 Comprehensive Plan.

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

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

LOTS ONE (1) THROUGH EIGHT (8), BLOCK ONE (1), ELM POINTE, AN ADDITION TO THE CITY OF GLENPOOL, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT NO. 6772.

Shall be amended to Planned Unit Development (PUD 44), subject to all applicable Planned Unit Development, Zoning and Subdivision regulations; and

SECTION 2: That the approved Final Development Plan Text for PUD 44 shall be, and hereby are, incorporated by reference into this Ordinance No. 825 to govern the development of the Planned Unit Development No. PUD 44 and all related agreements and documents shall be executed and shall be recorded by the County Clerk of Tulsa County.

SECTION 3: 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 _____.

Joyce G. Calvert, Mayor

ATTEST:

[MUNICIPAL SEAL]

Lesli Smith, City Clerk

APPROVED AS TO FORM:

City Attorney



MINUTES
City Council Regular Meeting
Tuesday, February 18, 2025 Council Chambers 6:00 PM

COUNCIL PRESENT: Joyce Calvert
Tim Fox
Chris Brobst
Jacqueline Triplett-Lund
Shayne Buchanan

COUNCIL ABSENT:

STAFF PRESENT: David Tillotson
Lesli Smith
Lea Ann Reed
Joe Wuest

STAFF ABSENT:

Page

- A) Call to Order - Joyce G. Calvert, Mayor**
No Call to Order was taken.
- B) Roll Call, Declaration of Quorum – Lesli Smith, City Clerk; Joyce G. Calvert, Mayor**
The regularly scheduled meeting of Glenpool City Council for February 18, 2025, was canceled due to lack of quorum resulting from inclement weather conditions. No official business was conducted, and no votes were taken.
- C) Invocation –Tommy or Deirdre Davis of New Direction International, Jenks**
- D) Pledge of Allegiance – Joyce G. Calvert, Mayor**
- E) Management Report**
- F) Mayor Report – Joyce G. Calvert, Mayor**
- G) Council Comments**
- H) Public Comments**

I) Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the City Council to be routine and will be enacted by one motion. Any Councilor may, however, remove an item from the Consent Agenda by request. A motion to adopt the consent Agenda is non-debatable.)

- | | | |
|----|--|-----------|
| 1) | Approval of the minutes from February 3, 2025, meeting.
City Council Regular Meeting - 03 Feb 2025 - Minutes - Pdf | 3 - 91 |
| 2) | Approval to purchase a work truck outfitted with a man lift, and material handling capability from Precision Aerial Services for \$80,000.00 using the 01-6-14 6333 Capital Purchases fund.
2025-02-18 PW Purchase - Lift Truck - With Attachments | 92 - 105 |
| 3) | Approval of a grant application with the Oklahoma Code Enforcement Association Community Improvement Grant, for the beautification of the welcome signage located near Highway 75 and S Waco Ave. in the amount of \$808.98 with no required local match.
Staff Report OCEA Grant
Attachments for OCEA grant | 106 - 112 |
| 4) | Approval of a grant application with the Oklahoma Office of Homeland Security Cybersecurity Grant, in the amount of \$15,000.00 with no required local match.
Staff Report Cybersecurity Grant (002)
oklahoma office of homeland security cybersecurity grant application | 113 - 118 |
| 5) | Approval of a grant application with the Oklahoma Department of Environmental Quality (DEQ) Collection Event Grant, in the amount of \$15,350.00 with no required local match.
Staff Report DEQ Collection Event Grant
Collection-Event-Application-FY26 (1) | 119 - 127 |
| | Staff Report Surplus Computer Equipment
Surplus Computer Equipment List | 128 - 130 |

J) Consideration and appropriate action relating to items removed from the Consent Agenda

K) Scheduled Business

L) Adjournment

City Council Regular Meeting - 18 Feb 2025 Minutes Attachment



MINUTES
City Council Regular Meeting
Monday, February 3, 2025 Council Chambers 6:00 PM

COUNCIL PRESENT: Tim Fox
Jacqueline Triplett-Lund
Joyce Calvert
Chris Brobst
Shayne Buchanan

COUNCIL ABSENT:

STAFF PRESENT: David Tillotson
Lesli Smith
Lea Ann Reed
Joe Wuest

STAFF ABSENT:

Page

- A) Call to Order - Joyce G. Calvert, Mayor**
Mayor Calvert called the meeting to order at 6:02 p.m.
- B) Roll Call, Declaration of Quorum – Lesli Smith, City Clerk; Joyce G. Calvert, Mayor**
Lesli Smith called the roll; Mayor Calvert declared a quorum present.
Jana Burk Attorney, of Rosenstein, Fist & Ringold, were also in attendance.
- C) Invocation –Brady Ellis of Woodlake Family Church, Glenpool**
Joe Wuest, Chief Operations Officer, gave the invocation.
- D) Pledge of Allegiance – Joyce G. Calvert, Mayor**
- E) Management Report**
City Manager David Tillotson provided several updates to the Council and public. He reminded everyone that the next City Council meeting will be held on Tuesday, February 18, 2025, due to the City's closure in observance of Presidents Day. Tillotson also announced that, weather permitting, a groundbreaking ceremony is scheduled for Wednesday, February 5, 2025, at 10:30 AM at the new Wastewater Treatment Plant Site. Additionally, he reported that the Chamber has cancelled Leadership Glenpool 2025. The City Manager informed the Council that the Chamber Banquet is set for

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City Council Regular Meeting
February 3, 2025

March 1, 2025, and requested that Council members wishing to attend submit their RSVPs to him as soon as possible.

[CM REPORT](#)

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F) Mayor Report – Joyce G. Calvert, Mayor

There was no official Mayor Report.

G) Council Comments

There were no council comments.

H) Public Comments

There were no public comments.

I) Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the City Council to be routine and will be enacted by one motion. Any Councilor may, however, remove an item from the Consent Agenda by request. A motion to adopt the consent Agenda is non-debatable.)

- 1) Approval of the minutes from the January 21, 2025, meeting.

47 - 50

Moved by Chris Brobst, seconded by Jacqueline Triplett-Lund

	For	Against	Abstained	Absent
Tim Fox	x			
Jacqueline Triplett-Lund	x			
Joyce Calvert	x			
Chris Brobst	x			
Shayne Buchanan	x			
	5	0	0	0

To approve the consent agenda.

CARRIED.

[City Council Regular Meeting - 21 Jan 2025 - Minutes - Pdf](#)

J) Consideration and appropriate action relating to items removed from the Consent Agenda

There were no items removed from the consent agenda.

K) Scheduled Business

- 1) Discussion and possible action to approve, amend or deny the Temporary Construction Easement Agreement between Dan and Karren Barrett and the City of Glenpool, to facilitate the City's construction of the Glenpool

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City Council Regular Meeting - 18 Feb 2025 Minutes Attachment

City Council Regular Meeting
February 3, 2025

Wastewater Treatment Facility project and other related improvements in the vicinity of the temporary easement property.
(David Agbetunsin, City Engineer)

Moved by Joyce Calvert, seconded by Tim Fox

	For	Against	Abstained	Absent
Tim Fox	x			
Jacqueline Triplett-Lund	x			
Joyce Calvert	x			
Chris Brobst	x			
Shayne Buchanan	x			
	5	0	0	0

To approve, the Temporary Construction Easement Agreement between Dan and Karren Barrett and the City of Glenpool, to facilitate the City's construction of the Glenpool Wastewater Treatment Facility project and other related improvements in the vicinity of the temporary easement property.

CARRIED.

[Staff Report - Temporary Construction Easement WWTP Project Barretts \(Final\)](#)

- 2) **PUD 44 – (Elm Pointe)** – A proposed Planned Unit Development (PUD 44) for the Elm Pointe shopping center. The subject site is generally located at the northwest corner of East 141st Street South and South Peoria Avenue. PUD 44 proposes additional commercial uses within the Elm Pointe Shopping Center.
Applicant: Steven Frazee
Applicant Representative: Ryan McCarty, Select Design
(Duy Nguyen, City Planner)

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THIS ITEM WAS TABLED FROM THE JANUARY 6, 2025, CITY COUNCIL MEETING.

A. Public Hearing on the proposed Planned Unit Development (PUD 44) - Ordinance No. 825.

B. Discussion and possible action to approve, approve with conditions, deny, or amend the proposed Planned Unit Development (PUD 44) - Ordinance No. 825.

Mayor Calvert opened the Public Hearing at 6:29 p.m., on a proposed Planned Unit Development (PUD 44) for the Elm Pointe shopping center. The subject site is generally located at the northwest corner of East 141st Street South and South Peoria Avenue. PUD 44 proposes additional commercial uses within the Elm Pointe Shopping Center.

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City Council Regular Meeting
February 3, 2025

City Planner Duy Nguyen gave his staff report to the Mayor and Council regarding the proposed Planned Unit Development (PUD 44) for the Elm Pointe shopping center. The subject site is generally located at the northwest corner of East 141st Street South and South Peoria Avenue. PUD 44 proposes additional commercial uses within the Elm Pointe Shopping Center. This was the same item that was tabled from the January 6, 2025, City Council meeting. Applicants Steven Frazee and Ryan McCarty were also available to answer questions from the council and staff upon the completion of Planner Nguyen's presentation. Council heard the applicant's updated proposal and addressed concerns they had with the sites future use involving marijuana production and sales. After discussion of the applicants and council's concerns, the applicants requested a recess to discuss privately their options in addressing the council's concerns.

There were no public comments.

Mayor Calvert closed the public hearing at 7:02p.m.

Mayor Calvert Recessed the Regular City Council meeting at 7:02p.m.

City Council Meeting reconvened at 7:16p.m.

Upon reconvening, applicants Frazee and McCarty addressed the Mayor and Council, agreeing to strike all conditions in item B. of their proposal addressing cannabis.

Motion carried.

Moved by Jacqueline Triplett-Lund, seconded by Chris Brobst

	For	Against	Abstained	Absent
Tim Fox	x			
Jacqueline Triplett-Lund	x			
Joyce Calvert	x			
Chris Brobst	x			
Shayne Buchanan	x			
	5	0	0	0

To approve the proposed Planned Unit Development (PUD 44) - Ordinance No. 825. with the following amendment: to remove all language addressing medical marijuana or cannabis.

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City Council Regular Meeting - 18 Feb 2025 Minutes Attachment

City Council Regular Meeting
February 3, 2025

CARRIED.

[CC STAFF REPORT PUD 44 ELM POINTE - FEB 3 2025](#)
[PUD 44 Elm Pointe Attachments](#)

- 3) Discussion and possible action to enter into Executive Session for the purposes of (A) discussing the purchase or appraisal of certain real property located in the City of Glenpool, pursuant to 25 O.S. § 307.B.3 of the Open Meeting Act; (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.11 of the Open Meeting Act.
(Joyce G. Calvert, Mayor)

Moved by Shayne Buchanan, seconded by Chris Brobst

	For	Against	Abstained	Absent
Tim Fox	x			
Jacqueline Triplett-Lund	x			
Joyce Calvert	x			
Chris Brobst	x			
Shayne Buchanan	x			
	5	0	0	0

To enter into Executive Session for the purposes of (A) discussing the purchase or appraisal of certain real property located in the City of Glenpool, pursuant to 25 O.S. § 307.B.3 of the Open Meeting Act; (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.11 of the Open Meeting Act.

Convene into Executive Session at 7:21 p.m.

CARRIED.

- 4) Reconvene into regular session.
(Mayor Calvert)

Reconvene into regular session at 8:21p.m.

City Council Regular Meeting - 18 Feb 2025 Minutes Attachment

City Council Regular Meeting
February 3, 2025

L) Adjournment

Mayor Calvert declared the meeting adjourned at 8:22 p.m.

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City Manager's Report February 3, 2025



City Of
Glenpool
Creating Opportunity

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Executive Summary

Mayor and Council,

The political process is in full swing everywhere we turn. The filing period is now open for Council seats, the State legislature has a full slate of bills that we are working to stay current on with our partners at the Indians Nations Council of Governments, Oklahoma Municipal Management Services, City Managers Association of Oklahoma and the Oklahoma Municipal League, and the federal government just completed their turnover of power with a new president and congress being sworn in. While there are several bills that have been filed that we will be beneficial for municipalities and which we are support, I firmly anticipate that we will be playing a significant amount of defense this year at the state legislative level as there have been significant numbers of bills filed that could negatively impact municipalities across the state. If you haven't signed up for the legislative update emails from the Oklahoma Municipal League, I would encourage you to do so. They do an excellent job of tracking bills and helping us wade through the sometimes-hazy pathways that bills will take as they move through the legislature and Governor's office.

As you review the following departmental reports, I hope you take notice of the number of different projects that have been completed, are in progress, and are almost completed. Allow me to take a moment and highlight a few that are in the report and add a few others that I believe are informative.

- Pictured on the cover this month is the swearing in ceremony of our two newest police officers.
- One of our top performing posts this last month on social media was a story of our firefighters and animal control officers rescuing a dog from an icy neighborhood pond. This post also generated enough interest that it was covered by the Tulsa news media.
- The Hwy 75 Project continues to progress at a steady pace. We will continue to see traffic delays and construction-related heartburn throughout the project, but thankfully ODOT and the contractor have been responsive to our needs and requests. The anticipated closure of the center median at 146th has not occurred yet, but we do expect to see the crossover close in the future as construction on the bridge progresses. Work has begun on the bridge embankments and sidewalls. Additionally, we are told that the frontage roads will get a milling and overlay just prior to the end of the project.
- We have a groundbreaking for the wastewater treatment facility project on February 5th at 10:30AM.
- After interviews with the top five firms on the Elwood Widening Project, staff have selected our top



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candidate and will begin negotiations with them on contract terms. Assuming we can negotiate acceptable terms, we anticipate presenting this contract to Council for consideration at a meeting soon.

- We are down to 87 available lots across the city in our platted neighborhoods. Assuming we continue to build at the same pace as last year, we have about 15 months of lot inventory. Staff continue to discuss potential plans with two other development groups that have shown interest in the City, but we do not have any plans in progress at this time. We have one other neighborhood in development, Scissortail Phase 2, but construction has not moved forward given the lawsuit currently being pursued by adjoining property owners.
- The disc golf course clearing and preparation is underway for opening later this spring or early summer. We are also evaluating the potential of hosting a small tournament at the Dawes property using temporary tees. I expect to have potential course names submitted to Council in the coming weeks for your consideration.
- Our total number of vacancies continue to hold steady, although we have seen an increase in applications in recent weeks. We are still seeing a weak market for communications officers with the Police Department and may have to look at options for how to keep these positions filled. Additionally, the software that Human Resources uses to track open positions and advertise them on the web and other places online was switched to a new company earlier this month. Our former partner closed their software service necessitating the switch. So far, although we have experienced a few glitches as part of the startup, we seem to be experiencing higher candidate submittal rates over the last couple of weeks. We will keep an eye on this trend to see if it continues across the board or just within certain departments or specific positions.
- After an amazing sales tax report in January, the February report showed us down just over 4% as compared to 2024. We are still up for the year on sales tax and our general fund budget overall, but we are not experiencing the significant increases that we have seen over the past several years.
- Lea Ann Reed, Joe Wuest and I attended the City Manager's Association Winter Conference in Edmond on January 22-24. I was privileged to moderate a panel discussion on "Line of Duty Deaths" and to speak as part of a panel



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discussion on "Dealing Effectively with Rural Water Districts".

- Joe Wuest and I attended ICSC Red River in Dallas on January 29-31.
- Lea Ann Reed attended OML's Community Leadership Class with Mayor Calvert in Enid on January 30th and 31st. This is the second in a series of ongoing classes for this program.
- Upcoming Community Events/City Holidays:
 - President's Day: February 17th

As you can see from this report and the few key items I have highlighted in this summary, our team is busy across all of our departments. We believe that our role in "creating a culture of trust" is about doing the best we can each day to make this City a beautiful and vibrant place to live and raise families. We also know that we cannot accomplish this goal by ourselves, but only through partnerships with the Council, other organizations and the public at large. Our desire is to "create WOW moments" that inspire others to get involved in this amazing community. One of my inspirations has always been being able to witness the longevity and deep dedication our team members bring to the workplace and this amazing community. Pictured below are several of our team members that were recognized for their many years of service by the Oklahoma Municipal League and you, the City Council, during our last Council meeting. Thank you for honoring these individuals and recognizing the contributions to Glenpool.

"Always treat your employees exactly as you want them to treat your best customers." - Stephen R. Covey

David



Human Resources

Open Positions

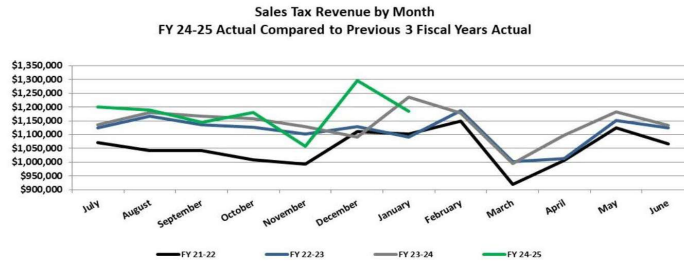
We currently have 13 open positions. These vacancies include those new positions approved in the FY2024-2025 budget.

- Development Services: 1 Position
 - Administrative Assistant – Advertised
- General Government: 1 Position
 - Deputy City Clerk/Administrative Assistant
- Police Department: 4 Positions
 - Police Officer (1)
 - Dispatch: (3) - Advertised
- Public Works: 6 Positions
 - Landscape Manager (1)
 - Streets and Parks Laborer (1)
 - Water and Sewer Laborer (1) - Advertised
 - Seasonal Streets and Parks Laborers (3)
- Utility Billing: 1 position
 - Pt Utility Billing Clerk - Advertised

Finance

SALES TAX

FY 24-25 Combined Sales Tax for all funds in January totaled \$1,183,889, 4.24% lower than FY 23-24 revenues for the same period. Further details on January financial results will be reported next month after the accounting period is closed.



GENERAL FUND REVENUES

FY 24-25 General Fund revenues through December totaled \$8,366,688 which is \$202,053, or 9.81%, higher than FY 23-24 revenues for the same period. Year-to-date revenues are \$746,450 above budget.



GENERAL FUND EXPENDITURES

FY 24-25 General Fund expenditures through December totaled \$7,656,722, or \$67,260 (0.9%) higher than FY 23-24 expenditures through the same period. These expenditures were 10.3% under budget year-to-date.



REPORT LEGEND

Better Than
Expected



Expected, or
Minor
Variance



Monitor and
Consider
Taking
Action



City Council Regular Meeting - 03 Feb 2025 Minutes Attachment

SALES TAX REVENUES—ALL FUNDS



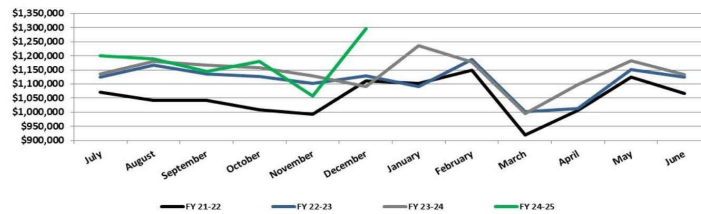
FY24-25 Sales Tax collections year-to-date through December were 2.0% above budget, and 3.1% higher than FY23-24 collections for the same period.

MONTH	COMPARISON TO BUDGET			COMPARISON TO PRIOR YEAR			PERCENTAGE	
	BUDGET	FY 24-25 ACTUAL	AMT INC/(DEC)	FY 24-25 ACTUAL	FY 23-24 ACTUAL	AMT INC/(DEC)	INC(DEC) BUDGET	INC(DEC) PRIOR YR
July	\$ 1,146,098	\$ 1,200,807	\$ 54,709	\$ 1,200,807	\$ 1,134,751	\$ 66,057	4.8%	5.8%
August	\$ 1,191,491	\$ 1,189,253	(2,238)	\$ 1,189,253	\$ 1,179,694	\$ 9,559	-0.2%	0.8%
September	\$ 1,179,101	\$ 1,145,631	(33,470)	\$ 1,145,631	\$ 1,167,426	(21,795)	-2.8%	-1.9%
October	\$ 1,168,928	\$ 1,181,483	\$ 12,557	\$ 1,181,483	\$ 1,157,352	\$ 24,130	1.1%	2.1%
November	\$ 1,140,169	\$ 1,056,590	(83,579)	\$ 1,056,590	\$ 1,128,880	(72,290)	-7.3%	-6.4%
December	\$ 1,102,348	\$ 1,295,899	\$ 193,551	\$ 1,295,899	\$ 1,091,433	\$ 204,466	17.6%	18.7%
January			-			-		
February			-			-		
March			-			-		
April			-			-		
May			-			-		
June			-			-		
TOTAL	\$ 6,928,133	\$ 7,069,663	\$ 141,530	\$ 7,069,663	\$ 6,859,536	\$ 210,126	2.0%	3.1%

Y-T-D Budget \$ 6,928,133
Y-T-D Actual 7,069,663
Y-T-D Variance 141,530
Y-T-D % Var 2.0%

Prior Year \$ 6,859,536
Y-T-D Actual 7,069,663
Y-T-D Variance 210,126
Y-T-D % Var 3.1%

Sales Tax Revenue by Month
FY 24-25 Actual Compared to Previous 3 Fiscal Years Actual

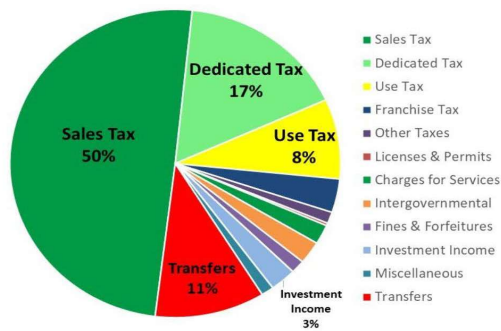


GENERAL FUND REVENUES

	YTD FY24-25 Budget	YTD FY24-25 Actual	Budget Over/(Under)	YTD FY23-24 Actual
Sales Tax	\$ 4,075,300	\$ 4,158,375	\$ 83,076	\$ 4,034,951
Dedicated Tax	1,358,433	1,386,361	27,928	1,344,984
Use Tax	584,302	702,255	117,953	657,265
Franchise Tax	264,583	295,206	30,623	326,313
Other Taxes	57,083	100,476	43,392	66,035
Licenses & Permits	32,750	22,933	(9,817)	27,431
Charges for Services	140,737	170,658	29,921	103,863
Intergovernmental	133,933	197,800	63,867	196,897
Fines & Forfeitures	83,542	115,193	31,652	93,085
Investment Income	120,999	214,627	93,628	322,040
Miscellaneous	18,575	102,803	84,228	91,772
Transfers	750,000	900,000	150,000	900,000
Totals	\$ 7,620,237	\$ 8,366,688	\$ 746,450	\$ 8,164,635

Over (Under) Budget year to date: 9.8%

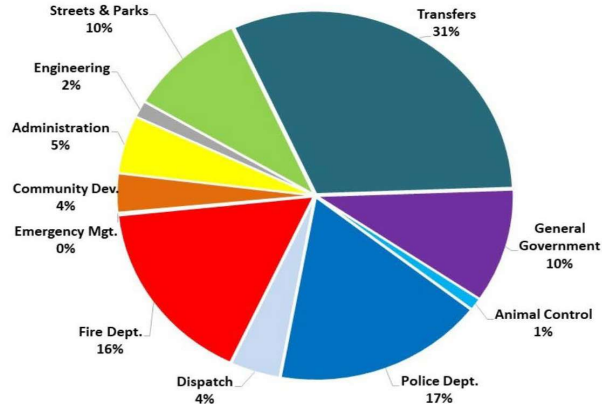
Increase (Decrease) over prior year: 2.5%



GENERAL FUND EXPENDTURES BY DEPARTMENT

DEPARTMENT	YTD FY24-25 Budget	YTD FY24-25 Actual	Budget Under/(Over)	YTD FY23-24 Actual
General Government	\$ 891,795	\$ 768,561	\$ 123,234	\$ 720,225
Animal Control	86,244	80,317	5,926	75,369
Police Dept.	1,390,378	1,327,318	63,060	1,232,886
Dispatch	356,382	314,343	42,039	282,881
Fire Dept.	1,438,286	1,253,570	184,717	1,170,309
Emergency Mgt.	56,750	12,936	43,814	50,478
Community Dev.	299,982	261,906	38,075	357,663
Administration	518,553	390,563	127,990	284,055
Engineering	195,454	110,152	85,302	5,545
Streets & Parks	943,843	741,194	202,649	1,164,898
Transfers	2,355,312	2,395,863	(40,551)	2,245,155
Totals	\$ 8,532,976	\$ 7,656,722	\$ 876,254	\$ 7,589,463
Under (Over) Budget year to date:			10.3%	
Increase over prior year:			0.9%	

General Fund YTD Percent Expenditures by Department

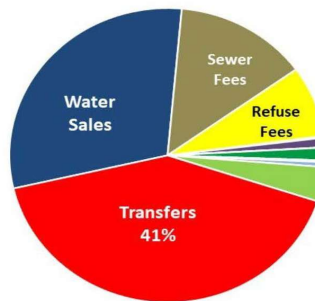


**GLENPOOL UTILITY SERVICES AUTHORITY
REVENUES YEAR-TO-DATE**

	YTD FY24-25 Budget	YTD FY24-25 Actual	Budget Over/(Under)	YTD FY23-24 Actual
Water Sales	\$ 1,545,171	\$ 1,662,414	\$ 117,243	\$ 1,568,346
Sewer Fees	726,924	755,353	28,429	723,470
Refuse Fees	431,022	431,269	247	422,087
Solid Waste Mgt Fee	11,000	10,181	(819)	10,033
Storm Water Mgt Fee	59,000	58,332	(668)	57,498
Water/Wastewater Fee	2,500	1,676	(824)	2,878
Misc Fees/Other	74,500	77,512	3,011	81,390
Taps	28,500	10,200	(18,300)	26,200
CCRWD 2	16,750	29,336	12,586	17,457
Investment Income	45,108	210,053	164,945	202,219
Transfers	2,255,312	2,286,361	31,049	2,245,155
Totals	\$ 5,195,786	\$ 5,532,686	\$ 336,900	\$ 5,356,733
Over (Under) Budget year to date:			6.5%	
Increase over prior year:			3.3%	

GUSA YTD Revenues by Type

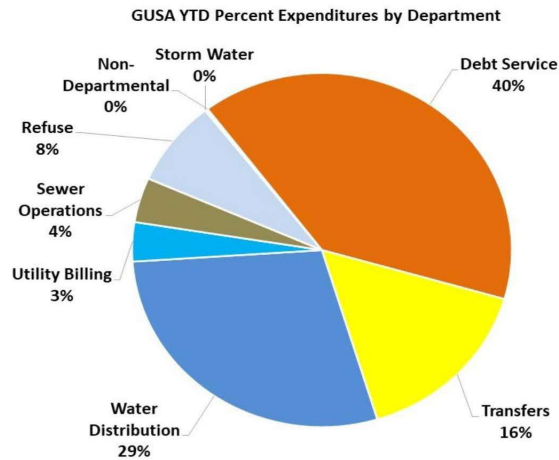
- Water Sales
- Sewer Fees
- Refuse Fees
- Solid Waste Mgt Fee
- Storm Water Mgt Fee
- Water/Wastewater Fee
- Misc Fees/Other
- Taps
- CCRWD 2
- Investment Income
- Transfers



**GLENPOOL UTILITY SERVICES AUTHORITY
EXPENSES YEAR-TO-DATE**

DEPARTMENT	YTD FY24-25 Budget	YTD FY24-25 Actual	Budget (Over)/Under	YTD FY23-24 Actual
Water Distribution	\$ 1,919,997	\$ 1,632,047	\$ 287,949	\$ 1,834,592
Utility Billing	213,718	203,554	10,164	198,560
Sewer Operations	365,722	232,126	133,596	382,241
Refuse	415,650	445,999	(30,349)	412,939
Storm Water	93,500	8,788	84,712	-
Non-Departmental	4,630	5,198	(569)	4,441
Debt Service	2,262,488	2,262,488	0	2,244,147
Transfers	900,000	900,000	-	900,000
Totals	\$ 6,175,704	\$ 5,690,201	\$ 485,503	\$ 5,976,920

Under (Over) Budget year to date: 7.9%
Increase over prior year: -4.8%



FUND DASHBOARD			
FUND	REVENUES	EXPENDITURES	CHANGE IN FUND BALANCE
GENERAL FUND	\$8,366,688	\$7,656,722	\$709,966
GLENPOOL UTILITY SERVICES AUTHORITY FUND	\$5,532,686	\$5,690,201	<\$157,515>
GLENPOOL INDUSTRIAL AUTHORITY FUND	\$449,951	\$382,853	\$67,098
STREETS & INFRASTRUCTURE FUND	\$513,233	\$290,314	\$222,919
PUBLIC SAFETY CAPITAL FUND	\$418,736	\$482,517	<\$63,781>
PUBLIC SAFETY PERSONNEL FUND	\$884,964	\$843,451	\$41,513
CAPITAL FUND	\$64,440	\$123,513	<\$59,073>
ARPA FUND	\$1,338,985	\$1,041,990	\$296,995
PARKS AND RECREATION FUND	\$11,437	\$3,495	\$7,942
HOTEL FUND	\$149,721	\$134,793	\$14,928

Development Services

Listed below are current development related activities within the City of Glenpool **through the month of January 2025**. These activities listed include Projects Under Construction, Planning Applications Under Review, Approved Projects Not Under Construction, Building Permits and Inspections, and Code Enforcement Activity. The most recent activities are highlighted in **red**.

Commercial/Industrial Projects Under Construction:

1. **C & C Office Complex** – A proposed 2,672 sf office building located 459 E 151st S. The existing single-family residence will be converted into an office building.
2. **Brown Veterinary Clinic – S75 Business Park** – A proposed Veterinary Clinic located at the southeast corner of W 161st St. S and S Broadway St.

Commercial/Industrial Occupancy Permits Issued in January 2025:

1. **Fear the Lamb (Small Warehouse)** – 14020 S Peoria Ave Ste# 100 & 102
2. **Black Mirror Tintin (Window Tinting and Wraps)** – 14060 S Peoria Ave. Ste# 110
3. **Personal Office (Personal Use)** – 14060 S Peoria Ae Ste# 114

Earth Change Permits Issued:

1. **Eagle I Investments (The Lakes at Twin Mounds Commercial)** – Southwest corner of W. 161st Street and US 75. The owner is clearing, grading and preparing the 11-acre site for future commercial uses.
2. **South 75 Business Park** – 2.5-acre site near northwest and northeast corner of 166th Street South and South Broadway Street. The owner is clearing, grading and installing drainage improvements to serve the area.
3. **Grandview Heights Apartments North Expansion** – A 120-unit apartment project on 6.8-acre site located at 12150 South Yukon Avenue. This is an expansion of the existing Grandview Heights Apartment project.
4. **146th and Vancouver Commercial:** An earth change permit for future commercial uses.
5. **146th and Vancouver:** ODT staging and storage area for the US75 improvement project.

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Residential Projects Under Construction:

	Subdivision Name	Lots Approved	Under Construction	Completed	Lots Available
1	Glen Hills I (Phase 1-6)	84	1	82	1
2	Glen Hills II (Phase 7-11)	78	1	72	5
3	Scissortail	88	4	63	21
4	Redbud Glen	74	7	29	38
5	Twin Ponds	25	1	2	22
	Totals	349	14	248	87

Planning Applications Under Review:

1. Annexation(s): **No New Applications**
2. Comprehensive Plan Amendment(s): **No New Applications**
3. Zone Amendment(s): **No New Applications**
4. **Planned Unit Development (PUD): Elm Pointe PUD 44** – A PUD application to allow additional uses within the Elm Pointe Business Park located at the northwest corner of E 141st Street South and South Peoria Ave. El Pointe Business Park is zoned CS (Commercial Shopping).
5. **Subdivision Plat(s):**
 1. **The Lakes at Twin Ponds** – A Preliminary Plat to subdivide a 94.0918-acre site into two-hundred and fifty-one (251) lots in nine (9) blocks and seven (7) reserve areas. The subject site is generally located on the south side of W 161st S and west of US75.
 2. **Scissortail 2** – A Preliminary Plat to subdivide an approximately 38.33-acre site into one-hundred twelve (112) residential lots and three (3) reserve areas. The subject site is located east of E. 148th St. S and north of S. Poplar St.
6. Lot Split Application(s): **No New Applications**
7. Site Plan Application(s): **State Farm Office – Marvin Manns** – A Site Plan review of a proposed office building located at 201 E 141st St.

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8. Specific Use Permits: **No New Applications**

9. Variance(s): **No New Applications**

Approved Projects Not Under Construction

1. **McGraw Winfield Realtors** – A proposed 4,434sf office building located at 12189 South Yukon Avenue.
2. **Carson Trails** – A 497-lot residential Planned Unit Development (PUD) located north and east of the northeast corner of West 181st Street and South Union Avenue directly adjacent to Eden South neighborhood. A subdivision plat for Phase I of Carson Trails PUD-43. The plat consists of 82 residential lots and four (4) reserve areas.
3. **Grandview Heights Apartments North Expansion** – A 120-unit apartment project on 6.8-acre site located at 12150 South Yukon Avenue. This is an expansion of the existing Grandview Heights Apartment project.
4. **Redbud Glen II** – A Preliminary Plat to subdivide a 25.729-acre site into sixty-seven (67) lots in eight (8) blocks and four (4) reserve areas. The subject site is generally located north of E. 149th Street S. and West of S. Elwood Ave.
5. **Twin Ponds Phase II** – Preliminary Plat of a 12.29-acre site. The plat proposes to subdivide the site into ten (10) lots and four (4) reserve areas. The subject site is generally located north of West 181st Street South – ½ mile west of Highway 75.

Items Scheduled for BOA Meeting – February 10, 2025

None

Items Scheduled for Planning Commission Meeting – February 10, 2025

None

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Current Residential and Commercial Building Permit Statistics

New Residential Permits Issued January 2025	4
New Commercial Permits Issued January 2025	0
Current Active Residential Permits	26
Current Active Commercial Permits	3
Residential Permits thru January 2024	5
Residential Permits thru January 2025	4
Commercial Permits thru January 2024	0
Commercial Permits thru January 2025	0
Assessment Letters Issued in January 2025	0
Total Assessment Letters Issued in 2025	0

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Code Enforcement Activity for January 2025

ACTIVITY DESCRIPTION:	Totals			
Complaints received and investigated Year to Date	15			
Open public nuisance cases through January 2025	11			
CODE ENFORCEMENT CASES	Oct 2024	Nov 2024	Dec 2024	Jan 2025
	47	82	82	49
High grass:	5	2	-0-	-0-
Fire damaged structures:	-0-	-0-	-0-	-0-
Illegally parked vehicles:	1	3	2	1
Nuisance abatements (contractor):	-0-	-0-	-0-	-0-
Notices issued for residents with no water service:	-0-	-0-	-0-	-0-
Tulsa County Health Department citations:	-0-	-0-	-0-	-0-
Illegally placed signs:	33	64	46	30
Damage to public facilities citations:	-0-	-0-	-0-	-0-
Excessive trash & debris notices:	5	7	3	1
Dilapidated structures/property notices:	-0-	-0-	-0-	-0-
Trash can/receptacle placement notices:	-0-	-0-	-0-	2
Building demolition & removal:	-0-	-0-	-0-	-0-
Inoperable/abandoned vehicles:	2	3	3	-0-
Visual impairments caused by trees, shrubs, vehicles, basketball goals, etc. interfering with traffic flow:	-0-	2	-0-	-0-
Stagnant water causing mosquito issues:	-0-	-0-	-0-	-0-
Pest issue:	-0-	1	-0-	-0-
Dilapidated fencing:	1	-0-	-0-	-0-
Noxious odor:	-0-	-0-	-0-	-0-

Public Works

The following details of all work completed between December 27, 2024 – January 24, 2025

Administration

- Assisted Beth Miller with 2 KOB grants for beautification within town
- Registered the City for the Great American Cleanup with Keep Oklahoma Beautiful
- Participated in GIS training with CoG Engineering Department
- Set initial events list for the 2025 calendar year.
- Assisted Beth Miller with Oklahoma Tourism & Recreation Grant Application

Streets

- Crack sealed – NA
- Filled potholes - Misc around town
- Fixed downed streets signs –
 - 146th & Yukon – street name sign
 - 151st & Peoria – speed limit
- Cleaned storm drains – NA
- Picked up trash around town.
- Weeded – NA
- Un-installed Holiday lights along 141st.
- Removed leaves for 5 days in Kendalwood North
- Salted, sanded, and plowed during snowstorms.
- Removed salt/sand from Public Safety, Utility Billing, City Hall & Senior Center
- Cleared ditches along 126th west of US-75
- Assisted disc golf course volunteers by supplying water tank for concrete
- Set a temporary stop sign at 151 and Peoria until ODOT could replace downed stop sign
- Parts for 126th bridge were ordered but manufactured sent wrong size.

Parks

- Black Gold
 - Contractor un-installed Holiday lights
 - Removed Christmas trees, will chip at a later (warmer) date.
- Kendalwood North
 - Planted and watered 19 trees in the park over 2 days
- Morris
 - Picked up donated utility poles from PSO and delivered to park
 - Delivered concrete and water for course build

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- Chipped trees left by disc golf volunteers
- Picked up trash and emptied trash cans daily at all city parks.
- Planted and watered 11 trees at Utility Billing

Facilities Maintenance

- Installed protective devices for city hall loading dock door sensors
- Light Check at City Hall
- Repaired wall in CM's office where paint was ripped off from removed dry erase board
- Got all surplus vehicles running to go to auction.
- Repaired Community Service water heater
- General Maintenance at City Hall.
- Repaired heater at Animal Control
- Cleaned and tested 1122A pool weekly

Wastewater Treatment Plant:

- Daily calibration and testing performed (CL, DO, pH)
- Daily readings performed.
- Daily flow monitoring performed.
- Daily addition of chemicals to lagoon
- Weekly Biological Oxygen Demand and Total Suspended Solids samples to Green Co. Testing
- Mowed, weeded, and sprayed (where needed)
- Vehicle and equipment maintenance performed.
- Using Hydrogen Peroxide at 10 gpd to reduce odor and raise DO
- Running two 4" Venturi pumps as needed to raise DO in lagoon
- The effluent meter is non-operational. Parts have arrived, but waiting on tech to install
- Blower status:
 - Blower 1: non-operational... needs motor & blower and will remain offline
 - Blower 2: Blower has been taken in for repairs
 - Blower 3,4: functional, 4 will be serviced soon for alignment issues.
- OG&E has replaced most of the poles leading to the plant ahead of the new build.

Lift Stations:

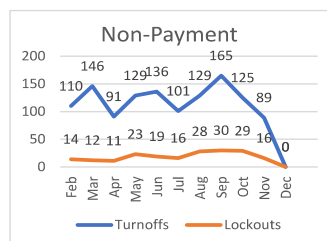
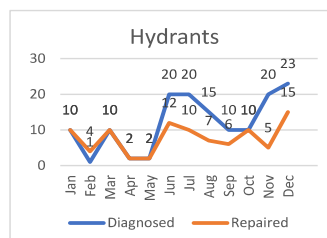
- Inspected all lift stations
 - Cleaned floats
 - Repaired fencing and prepped for latch replacement on many stations.
 - Mowed, weeded, and sprayed all stations
- Assisted WWTF operator with daily tasks
- Hickory pump #1 has been rewired to 220VAC 3P and VFD programmed appropriately.
 - Pump #2 and spare are being rewired and will be on site within the month
- Bypass pump has an issue and needs to be taken in for repair.

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Distribution:

- 307 Utility locates
- 78 service orders completed for the utility office
- 0 turn offs for non-payment – NONE due to Christmas
- 0 lock outs for non-payment – NONE due to Christmas
- Performed monthly meter reads with 17 bad registers
- 3 leaks repaired (1 major, 2 minor, 1 pending)
- 5 meter(s) set (5 residential, 0 commercial)
- 2 pending meter sets (0 residential, 2 commercial)
- Bi-weekly water samples taken and PASSED
- Mowed, weeded, and sprayed (where needed) at water towers and booster stations
- Cleaned and serviced vehicles and equipment
- Jetrodded 2 possible sewer backup(s) (1 on city side, 1 on customer side)
- Diagnosed 23 hydrants, put 15 back in service and ordered parts for all others.
- Repaired 0 Sewer Manholes
- Booster Pump station on US75 at 131st has had its pin hole leak temporarily repaired. The station is now mostly isolated from distribution. Awaiting further instruction from city engineer on path forward.
- Meter pilot program began Sept 20th. 2 vendors supplied 10 meters each to provide us a pilot on what meters we will move forward with to replace our aging and failing meters.
- NEW SCADA system is set to be installed by the end of February



Community:

Assisted GHS in trash clean up at Morris Park



Disc Golf Course - UPDATE

More progress has been made by the team of volunteers at Morris Park. Tee pads #2 and #4 need to have some reinforced walls built as both are on the side of a hill. With utility poles donated from a volunteer's place of business, volunteers cut up the poles and set the smaller sections into the dirt, and set them with concrete.



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New Generac 75kVA Portable Generator

Public Works took ownership of this beautiful portable genset. This device will be able to fully power any of the smaller lift station that currently do not have a generator on site. The larger stations could also be powered by this unit, but not with all pumps running. This, coupled with some bypass pumps, give staff some breathing room with it comes to power issues in town.

This unit is capable of 120/240V 1P, 120/240V 3P, 120/208V 3P, or 277/480V 3P, giving us the needed flexibility to be compatible with our various power needs at our lift stations.

The next step is to equip all the smaller lift station with quick connect points that will allow staff to lockout line power, plug in the genset, and power up the lift station all without rewiring anything or needing an electrician.

We are excited to have this tool in our toolbox but we hope to never use it except for testing purposes. :)

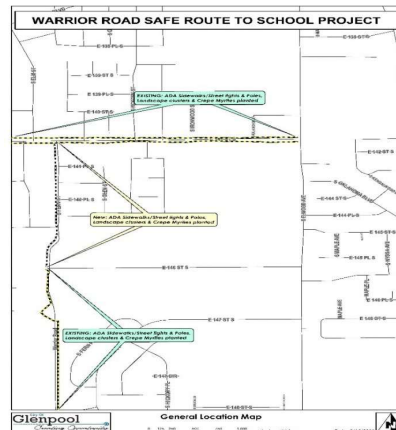


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**TAP Grant Sidewalk Improvement Project on Warrior Road.
JP#3802804**

The Warrior Road Project aims to construct a sidewalk from 146th to 141st Street, covering survey, environmental, geotechnical, and engineering studies, culminating in final design and project plans.

- Urban Funding Agreement received from ODOT.
- Kimley Horn was selected as consultant.
- City match: \$119,920 - paid.
- Awaiting Notice to Proceed.



Sidewalk & Beautification Phase II Project JP#28845(05)

Construction of 2 miles of sidewalks linking Glenpool School to the Glenpool Community Center along 146th street, Elwood Avenue, 141st street and Peoria Ave. Project includes installing decorative lighting along 141st street.

- Final plans and estimates received; under final review with ODOT.
- Transportation grant: \$550,800 (City match: \$137,700).
- Additional funding needed; applied for 2024 INCOG TAP grant.

The estimate for this project is summarized below:

Project	Description	Estimate
Base Bid	E 141 st Street North Side: Between Elwood Ave and Peoria Ave. S Peoria Ave: Between E 141 st St & Recreation Center	\$624,323.82
Add Alternate 1	E 141 st Street South Side: Between S Elwood Ave & S Peoria Ave	\$812,962.56
Add Alternate 2	S. Peoria Ave: In Front of Recreation Center to 137 th Pl	\$108,849.24
Add Alternate 3	E 146 th St: Between Warrior Road & S Elwood Ave. S. Elwood Ave: Between E 146 th St & E. 141 st St	\$998,925.36

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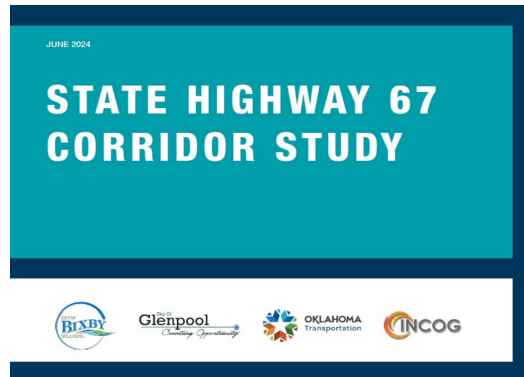
SH67/151st Corridor Study

- Final report adopted by City Council (September 2023).

US 75/141st Bridge Project

This project constructs a bridge on US-75 over 141st Street, providing frontage roads and signalization.

- Estimated duration: 315 days.
- Project cost: \$27.5M; lowest bid: \$31.4M (Sherwood Construction Co.).
- Currently under construction.



Rolling Meadows Stormwater

This project aims to address surface water runoff issues affecting residents of Rolling Meadows near Taylor's Pond Subdivision.

- Crafton, Tull & Associates selected for design (30% design plans received).

Community Development Block Grant

- FY2024 grant: \$120,143 for Glen Village Addition II improvements (stormwater, sinkhole, and street repairs).
- Next step: Develop design and specifications.



Bicycle/ Pedestrian Masterplan Update

This is an update to the City of Glenpool's Bicycle and Pedestrian plan, which would become part of the INCOG Regional Go Masterplan. The City entered into an agreement with INCOG on February 21st, 2024, to update the City bicycle/pedestrian plan. The selected consultant is RDG-Garver LLC.

- Project is underway.

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GIS Management

- Garver selected GIS data collection services, as (Work Order #2).
- Interactive utility map complete; updates in progress.
- Council Districts and Zoning Maps underway.
- Conducted GPS training for Public Works staff.

Stormwater Management

- Completed Longhorn stormwater improvement project.
- Issued 1 notice of violation.

Conference Center/Community Relations

This report highlights the activities of the Community Relations Department and the Conference Center for January.

Social Media Monthly Stats:

Account	Audience	New Audience	Published Posts	Impressions	Engagements
City	8,274	54	31	103,431	20,722
Conference Center	2,265	5	14	23,964	103
Police Department	2,016	150	10	32,832	4,113
Animal Control	9,859	37	37	108,437	16,971

Top Social Media Posts for December:

Great job, GPD!  Total Engagements: 1,463 Reactions: 215 Comments: 28 Shares: 7 Post Link Clicks: — Other Post Clicks: 1,213	Thank you, Mark Allen Chevrolet, for your continued support of our first responders! Mark Allen Zoya Allen  Total Engagements: 649 Reactions: 122 Comments: 4 Shares: 1 Post Link Clicks: 2 Other Post Clicks: 529	UPDATE 5:17pm: Blood is back open in both directions. 4:07pm: Blood is closed between 121st and 131st right now because...  Total Engagements: 540 Reactions: 25 Comments: 6 Shares: 14 Post Link Clicks: — Other Post Clicks: 495	We're thrilled to announce that the City of Glenpool was recently honored with two prestigious awards at the Environmental...  Total Engagements: 280 Reactions: 72 Comments: 5 Shares: 18 Post Link Clicks: — Other Post Clicks: 185	A huge thank you to our incredible employees for their hard work and creativity in decorating the City of Glenpool Christmas...  Total Engagements: 239 Reactions: 87 Comments: 2 Shares: 2 Post Link Clicks: — Other Post Clicks: 138
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Note: The top post for the month had over 45,000 views and was featured on FOX23 News.

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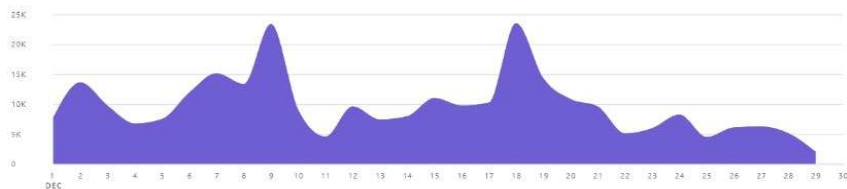
Publishing Behavior

View the different types of posts you published during the selected time period.



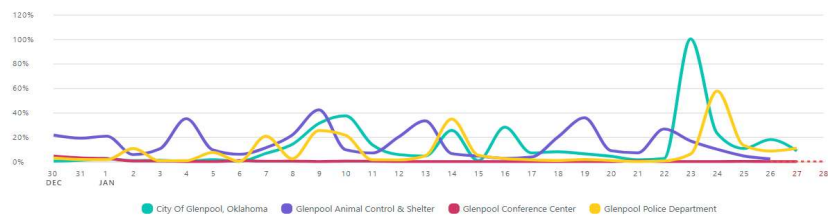
Impressions

Review how your content was seen across networks during the selected time period.



Engagement Rate

See how engaged people are with your posts during the selected time period.



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Conference Center

January is traditionally a slower month for the Conference Center, but it was still a productive and successful period for hosting events. A total of 14 events were held, demonstrating a diverse mix of activities and client needs. In addition to hosting events, the Glenpool Conference Center participated in the Tulsa Wedding Show this month. The event was a success, with a good turnout and notable interest in our venue. We have already observed some traction from this effort, with inquiries and leads beginning to emerge from the show.

EVENTS TO HIGHLIGHT

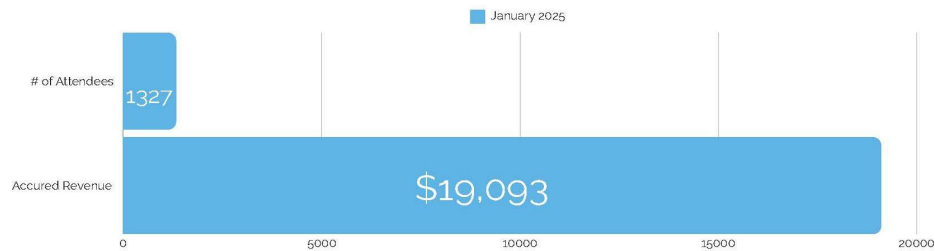
Immersible Memories Scrapbooking

- The "Cropping in Coop" event brought over 130 attendees from across the United States to the conference center for a multi-day celebration of creativity. Participants engaged in scrapbooking, sewing, and various crafting activities, filling the venue with energy and enthusiasm. This highly successful event not only showcased the versatility of our facility but also highlighted our ability to host large, specialized gatherings. We're thrilled to welcome them back in just a few months!

Native American Sweetheart Market

- This special event celebrated Native American culture and craftsmanship, featuring local artisans and vendors offering unique, handcrafted items. The market provided the community an opportunity to shop for meaningful gifts while supporting Native American artists and small businesses. The event was a vibrant showcase of cultural heritage and creativity, adding a distinct charm to our January lineup.

While January marked a slower season overall, the Glenpool Conference Center maintained its momentum by hosting a diverse array of events and pursuing proactive marketing efforts. The participation in the Tulsa Wedding Show positions us for continued growth and success in the coming months.



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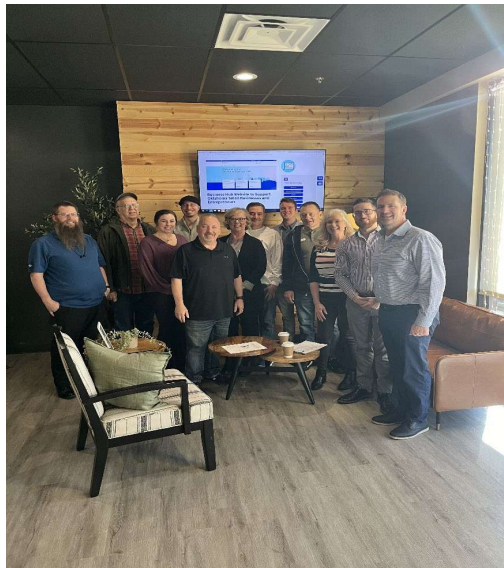
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Economic Development/Grants

Economic Development

- Business, Retention, & Expansion (BR&E)
 - Morning BREW: The Glenpool Chamber of Commerce, in partnership with the Economic Development Department and Keller Williams, hosts monthly gatherings for local businesses, offering coffee and resources. These gatherings have returned to their original schedule, now held on the third Thursday of each month from 7:30 a.m. to 9:00 a.m. The January meeting was held on the 23rd at Roast House Coffee. We had 14 attendees. In addition to providing some engaging relationship building activities, we were able to share about the new business support website from the Commerce Department and free AI training opportunities through Google.



- Oklahoma Innovation Expansion & Other Commerce Incentives
 - We have begun visiting Glenpool businesses to share information about the Oklahoma Innovation Expansion Program (OIEP), where the application window opens on March 31st and closes on April 11th. These initial visits aim to help businesses prepare for the upcoming application period and increase the number of businesses awarded this year.
 - On January 13, the Economic Development Manager and Glenpool Chamber Director met with a representative from the Commerce Department to discuss best practices for Business Retention and Expansion (BRE). Additionally, we reviewed the most beneficial incentives that could support our local businesses as we begin making site visits.

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- New Business/Sites

- We were contacted by a representative from the Department of Commerce regarding a potential manufacturing site on our southern border. I have met with one of the landowners to gauge interest and have received permission to continue discussions. In preparation, we have a meeting scheduled for early February with the Commerce representative to explore this opportunity, identify potential challenges, and discuss strategies to be well-prepared for further conversations with the landowner.

- Business Inquiries:

- The Economic Development Team is currently in discussions regarding the next steps for the Blue Compass site. For this site, we are also researching zoning-related questions that have arisen during the process.
- A Tulsa business owner reached out to the Economic Development team to gauge our interest in a potential project. The business is seeking a site to build a manufacturing facility, ideally in our area. They are looking for 10-15 acres, with Phase 1 involving around 100 jobs and a 75,000 sq ft facility. The owner introduced me to the site selection representative, and we are actively working on identifying potential sites and advancing discussions.
- Last month, a Request for Proposal (RFP) was submitted to Tulsa's Future regarding a potential business looking to locate in the state of Oklahoma. The team submitted sites at the South 75 Business Park for a light industrial manufacturing project. We are currently waiting for word on the outcome of this proposal.

- Travel/Training/Misc:

- Met with a representative from Invenergy, a company that develops, builds, owns, and operates power generation and energy storage projects across the Americas, Europe, and Asia, including wind, solar, and natural gas facilities. During the meeting, I received an overview of the company's operations and their plans in the state of Oklahoma.
- On January 13th, participated in an overview of the New Market Tax Credit, presented by a representative from the Commerce Department, alongside our COO.
- On January 14th, participated in the Select Oklahoma Meeting in Oklahoma City, where key legislation and trends for 2025 were discussed. Afterward, visited the Capitol and had the opportunity to meet Representative Mike Lay.



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- On January 15th, joined a small group from the Chamber and City for a tour of Frankoma Pottery.
- On January 16th, met with our Workforce representative from TCC/Tulsa Tech to learn about training opportunities available for our local businesses and schools.
- On January 16th, attended the Tulsa Chamber Member Mingle at Andy B's.
- On January 21st, I met with a former Tulsa Technology Center administrator to discuss my role and receive guidance on building effective relationships with the technology center. I was advised on key introductions that will be made to the right people in the field.
- On January 22, participated in the monthly Manufacturing Council lunch and meeting at the Tulsa Stem Lab, met with OG&E Community Representative to learn more about services provided to communities, and received on-site training for Executive Pulse, a client relationship management (CRM) tool provided to us as members of the Tulsa Chamber of Commerce.
- On January 27, participated in a demo for Placer.ai, a location intelligence and foot traffic data software, alongside our COO and meeting with the Glenpool High School Counselor to learn about the participation with Workforce initiatives and share about the meeting with the TCC/Tulsa Tech Workforce representative.
- On January 28, participating in the Select Oklahoma 2025 Legislative Guide to Economic Development. Invitations were sent to our local representatives.



Grants: January 2025, Beth Miller (Grants – Special Projects Coordinator)

This report provides an overview of the various grants being managed. It includes details on the grant amounts, timelines, and progress.

- Summary of Grants
 - STBG street widening grant (for Elwood) awarded last year from ODOT. The signed contract was received on 1/7/2025 and on 1/13/25, David A. met with developers. Ready to bid February 2025.
 - INCOG CDBG Grant submitted 4/12/24 for the repair of sinkhole/storm drains at 145th Pl and Kendalwood BLVD. Approved on 12/2/2024. Signatures were received at 1/6 council meeting and sent on to be forwarded to Tulsa County for their signatures on 1/13/2025.
 - INCOG restarted the Federal Application for energy conservation. This was for 3 E/V charging stations throughout the city: City Hall, Black Gold Park, and the South County Rec Center. The contract letter was signed at council on 8/2 and submitted to INCOG on 8/5. This is at no cost to the City. This grant was declined on 1/24/2025.

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- OK Homeland Security State and Local Cybersecurity Grant Program. Application submitted on 11/14/2024. Grant was approved 12/20/24. Able to replace the server at the PD by March or April 2025. Contacted Hannah on 1/27/25 to get updates or see if we could expedite.
- OK Homeland Security State and Local Cybersecurity Grant Program – next cycle due 2/28/25. met with NOVO on 1/27 and set up assessment for 2/5/25. This assessment will look at our current cybersecurity and monitoring. The grant can pay for up to 5 years of monitoring.
- \$500 Community grant - Cimarron Link applied for on 9/26/25 for a park bench at Morris Park. (once a year grant) Awaiting approval/decline. Sent email received in December 2024.
- ODEQ - Equipment Grant (for woodchipper) grant and contract approved to sign on 10/7 council meeting. Payment was received electronically on 1/17/2025 for the final amount of \$39,643.66. Since we received the equipment in November, we chipped and reused upwards of 14 tons of wood.
- FFY 2025-2026 Transportation Alternatives & FFY 2022-2026 CRP. up to \$1,600,000 (20% matching), Application in collaboration with David A. was submitted on 1/13/25, for completing sidewalk projects on Elwood and 141st, and Peoria Streets.
- Recreational Trails Program Grant 2025: 80% reimbursed up to \$300,000, with a total amount of \$375,000. We are preparing the application, and the grant deadline is January 31, 2025. Approved to apply by council on 1/21/25. This is for trails/parking lot/bridges at the new Morris Park Disc Golf and Nature Trails Park.
- Opioid Grant 2025: Amount not specified. A meeting is being set up early February to include members of DHS. Applications open in March 2025, and projects are currently under discussion.
- DEQ - Collection Event Grant FY26: Application deadline is February 28, 2025. This will be on the agenda in February 2025.
- SAFE Oklahoma Grant: Amount not specified. We are working with GPD for equipment. Applications open in March 2025, and we are identifying the equipment needed.
- Keep Oklahoma Beautiful Roadside and Environmental Beautification grants were submitted on 1/27/25 in the amounts of \$3391.98 (for Welcome sign beautification) and \$962.45 (for seeds at Lambert Park).
- Special Projects:
 - Next Events Committee Meeting 2/5/25. Events Calendar for the City is being executed by next meeting
 - Farmers Market
 - Local AG Summit January 29-31 (for farmers market managers and producers)
 - Need to update rules/regulations and vendor applications for the 2025 season
 - SNAP acceptance in review
- Historical Projects – no new updates

Information Technology

Windows 11 Update

- Microsoft has set the software end-of-life for the older versions of its flagship operating system software for October of 2025. This project aims to enhance the security of our end-users' devices and enable them to receive crucial, ongoing security updates from Microsoft by upgrading all our devices to Windows 11, the newest version of the software available from Microsoft, prior to the end-of-life cycle. The installation is currently ongoing.

Mass Notification System

- The fiscal year 2024-2025 budget contained funding to purchase and implement a mass notification system within the City. This software will help us keep Glenpool citizens informed about utility outages, traffic emergencies, bill payment reminders and other public notification needs. The team has received proposals from five companies that can provide us with a mass text/email notification system and are currently evaluating these proposals.

Website Refresh

- The company that manages our website hosting allows for a periodic comprehensive overhaul of our website. The IT department has begun reviewing our current website and is working to fix all broken links and will begin working with the Executive Team to refresh each section of our website. We anticipate that the refresh will start in the next few weeks and will take approximately 30 days to complete. In addition to updating the content on each page, staff will be working to identify and correct any items that are not ADA compliant.

Building Security

- The fiscal year 2024-2025 budget contained funding to upgrade and expand our security across various city facilities. The current systems were installed during the construction of each respective facility and operate on different platforms. When complete, this project will allow for a unified system that will be managed across a single platform. The IT department is currently working on a Request for Proposals (RFP) for this project.

Phone System Update

- The IT department is currently reviewing the city's internet pipeline and phone system to determine if there are targeted savings that can be identified, and which will provide improved service opportunities. Conversations with providers are currently underway.

Positive Pay

- The IT department, in cooperation with the Finance department, has implemented a "positive pay" software application within our financial systems. This application works with our financial institutions and our finance staff to strengthen our ability to identify fraudulent activities and checks.

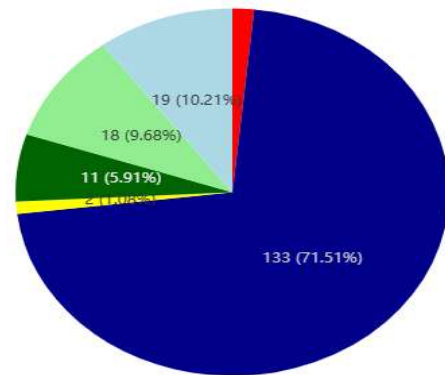
Fire Department

Glenpool Fire Department Operations January 2025

CM Report 12/27/24-1/23/25

Run Type	# of Calls	Totals Calls
EMS Runs	133	186
Fire Runs	53	
Overlapping	58	

Total (186)



Incident Type Series

3	1 - Fire
133	3 - Rescue & Emergency Medical Service Incident
2	4 - Hazardous Condition (No Fire)
11	5 - Service Call
18	6 - Good Intent Call
19	7 - False Alarm & False Call
37	
186	

37

Police Department

STAFFING

Currently the department has filled 28 of 29 officer positions. We have one open position and will post once Debbie returns to work. Two officers are in FTO and attend CLEET in June, all the other officers have completed the required training. There are six officers on day shift, seven officers on evening shift and six officers on night shift.

The communications division is short three officers. We are currently accepting applications and conducting interviews.

We will begin testing for the open detective position and the Street Crimes Unit. (SCU)

TRAINING

Corporal Mitchell completed his first phase of FBI LEEDA, and several supervisors are scheduled to attend their first phase in June.

Department administration created a new program to train newly promoted supervisors. These officers will go through a week of classroom and a week of field training prior to taking over their new role.

EQUIPMENT

We received three of the five new patrol cars from Dana Safety. Those units are now at Whiteglove to have the decals put on. Both units should be on the street starting the first of February. We expect to receive the remaining two cars in the next two weeks.

HEADLINES

The department conducted testing for the two vacant Sergeant positions. Officers Sebastian Duque and Jordan Weygand and have both been promoted to the rank of Sergeant.

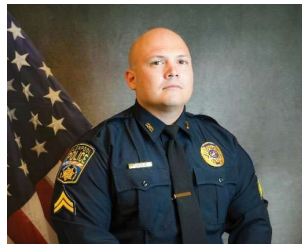
Animal Control participated in a pet adoption event at Southern Agriculture. They continue to work tirelessly to adopt out pets.



City Council Regular Meeting - 18 Feb 2025 Minutes Attachment

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	calls for Service	1788
	Arrest	32
	DUI	9
	Collisions	40
	Alarm Calls	45
	Animal Control	79
	Burglary	7
	Disturbance	5
	Domestic	16
	Fraud	4
	Harassment	5
	Larceny	20
	Loud Noise	7
	Motorist Assist	45
	Stolen Property	3
	Suspicious Activity	26
	Trespassing	4
	Traffic Stops	728



Always be **truthful** & **transparent**.

OUR CORE Savor
the journey.
Show that you **care**.
Create **WOW** moments. **VALUES**
Make learning a **habit**.

**OUR MISSION: DEVELOPING A CULTURE OF TRUST
TO BETTER SERVE OUR COMMUNITY**

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Glenpool
Creating Opportunity

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MINUTES
City Council Regular Meeting
Tuesday, January 21, 2025 Council Chambers 6:00 PM

COUNCIL PRESENT: Tim Fox
Jacqueline Triplett-Lund
Joyce Calvert
Chris Brobst
Shayne Buchanan

COUNCIL ABSENT:

STAFF PRESENT: David Tillotson
Lesli Smith
Lea Ann Reed
Joe Wuest

STAFF ABSENT:

- A) Call to Order - Joyce G. Calvert, Mayor**
Mayor Calvert called the meeting to order at 6:00 p.m.
- B) Roll Call, Declaration of Quorum – Lesli Smith, City Clerk; Joyce G. Calvert, Mayor**
Lesli Smith called the roll; Mayor Calvert declared a quorum present.
Jana Burk Attorney, of Rosenstein, Fist & Ringold, were also in attendance.
- C) Invocation –Tommy or Deirdre Davis of New Direction International Jenks**
Tommy Davis, New Direction International, Jenks gave the invocation.
- D) Pledge of Allegiance – Joyce G. Calvert, Mayor**
- E) Management Report**
There was no official Management Report, but Mr. Tillotson did announce that the Watershed Coalition was having a meeting downstairs in the Conference Center until 8 p.m., for anyone who wanted to attend.
- F) Mayor Report – Joyce G. Calvert, Mayor**
There was no official Mayor Report.
- G) Council Comments**

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City Council Regular Meeting
January 21, 2025

Councilor Buchanan thanked the Mayor and Council for their welcome of him while he serves on the council and boards for the remainder of former at large Council member Brandon Kearns term. Mr. Buchanan, then announced he will be seeking to run for City Council in April.
Councilor Brobst, wanted to remind the public that the Glenpool Band will be hosting another mattress fundraiser on April 5th, 2025, 5-10pm.

H) Public Comments

There were no public comments.

I) Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the City Council to be routine and will be enacted by one motion. Any Councilor may, however, remove an item from the Consent Agenda by request. A motion to adopt the consent Agenda is non-debatable.)

- 1) Approval of the Minutes from the January 6, 2025, meeting.
- 2) Approval of the FY 24-25 Budget Amendment CITY-07, increasing General Fund revenues and associated expenditures for the OHSO Grant previously accepted by City Council during the fiscal year.
- 3) Approval of the Roadside Beautification Grant application with Keep Oklahoma Beautiful in the amount of \$3,391.98 with no required local match.
- 4) Approval of the Environmental Beautification Grant application with Keep Oklahoma Beautiful in the amount of \$962.45 with no required local match.
- 5) Approval of the Recreational Trails Program Grant application with the Oklahoma Tourism and Recreation Department in the amount of \$300,000 with a local match of \$75,000.

Moved by Tim Fox, seconded by Chris Brobst

	For	Against	Abstained	Absent
Tim Fox	x			
Jacqueline Triplett-Lund	x			
Joyce Calvert	x			
Chris Brobst	x			
Shayne Buchanan	x			
	5	0	0	0

To approve the consent agenda.

CARRIED.

J) Consideration and appropriate action relating to items removed from the Consent

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City Council Regular Meeting
January 21, 2025

Agenda

No items were removed from the consent agenda.

K) Scheduled Business

- 1) Discussion and possible action to approve, amend or deny the Temporary Construction Easement Agreement between Guimei Qu and the City of Glenpool, to facilitate the City's construction of the Glenpool Wastewater Treatment Facility project and other related improvements in the vicinity of the temporary easement property.
(David Agbetunsin, City Engineer)

Moved by Joyce Calvert, seconded by Jacqueline Triplett-Lund

	For	Against	Abstained	Absent
Tim Fox	x			
Jacqueline Triplett-Lund	x			
Joyce Calvert	x			
Chris Brobst	x			
Shayne Buchanan	x			
	5	0	0	0

To approve, the Temporary Construction Easement Agreement between Guimei Qu and the City of Glenpool, to facilitate the City's construction of the Glenpool Wastewater Treatment Facility project and other related improvements in the vicinity of the temporary easement property.

CARRIED.

- 2) Discussion and possible action to approve or deny receipt of the FY2023-2024 Annual Financial Statements and Independent Auditor's Report and placement of the Report in the City's permanent files.
(Josh Brannon, Finance Director and Kirk Vanderslice, Hinkle & Company PC)

Kirk Vanderslice of Hinkle & Company PC gave the audit explanation to the Mayor and Council.

Moved by Jacqueline Triplett-Lund, seconded by Tim Fox

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

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City Council Regular Meeting
January 21, 2025

Shayne Buchanan	x			
	5	0	0	0

To approve receipt of the FY2023-2024 Annual Financial Statements and Independent Auditor's Report and placement of the Report in the City's permanent files.

CARRIED.

L) Adjournment

Mayor Calvert declared the meeting adjourned at 6:13 p.m.

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To: Mayor and Council, City of Glenpool

From: David Agbetunsin, City Engineer

Date: February 3, 2025

Re: Discussion and possible action to approve, deny or amend the Temporary Construction Easement Agreement between Danny and Karen Barrett and the City of Glenpool, to facilitate the City's construction of the Glenpool Wastewater Treatment Facility project and other related improvements in the vicinity of the temporary easement property.

Background:

The City is in the process of securing a parcel to provide access to the wastewater treatment plant project. To prevent project delays, it is necessary to acquire a temporary construction easement to allow the City to proceed with essential construction activities prior to the final purchase of the real property for the access road.

Please note that the temporary easement agreement presented to the City Council at the January 20, 2025, Council meeting was denied by the landowner. Hence the need for an alternative through the Barrett's property. The address of the new easement property is 137 E Glenpool Blvd, OK 74033.

The Temporary Construction Easement grants the City non-exclusive access to the designated property area until March 31, 2025, with an option for a one-time extension of 30 days (until April 30, 2025) upon written notice by March 14, 2025. The easement is granted for vehicular and pedestrian ingress and egress to and from the Temporary Easement Property, as specified in the agreement.

Staff Recommendation:

Staff recommend that the City Council approve the Temporary Construction Easement (TCE) Agreement with Danny and Karen Barrett, the landowners, to support the construction of the Glenpool Wastewater Treatment Facility project and related infrastructure improvements.

Attachments:

- Temporary Construction Easement Agreement

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

Mayor Joyce Calvert, Ward 3; Vice-Mayor Jacqueline Lund, Ward 4

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David Tillotson City Manager, LeaAnn Reed CAO, Joe Wuest COO, Leslie Smith City Clerk

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TEMPORARY CONSTRUCTION EASEMENT AGREEMENT

THIS TEMPORARY CONSTRUCTION EASEMENT AGREEMENT (this "Agreement") is entered into this 3rd day of February, 2025, by **BARRETT, DANNY L and KAREN** whose legal address is 137 E Glenpool Blvd S, Glenpool, OK 74033 (collectively, the "Grantors"), and the **CITY OF GLENPOOL**, a statutory municipality of the State of Oklahoma, whose address is 12205 S. Yukon Avenue Glenpool OK, 74033 ("City" or "Grantee") (collectively, the "Parties").

In consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is acknowledged, and the further consideration of the covenants and agreements set forth below, Grantors hereby sell, convey, transfer, and deliver to the Grantee, its affiliates, contractors, consultants, subcontractors, subconsultants, materialmen, suppliers, workers, successors and assigns, a non-exclusive Temporary Construction Easement (the "Temporary Construction Easement") for the real property described in **Exhibit A**, a copy of which is attached and incorporated by this reference (the "Temporary Easement Property"), to facilitate the City's construction of the Glenpool Wastewater Treatment Facility project and other related improvements in the vicinity of the Temporary Easement Property (the "Project").

This Temporary Construction Easement is granted in accordance with, and subject to, the following terms, conditions, requirements, and limitations:

1. The Temporary Construction Easement is granted for vehicular and pedestrian ingress and egress to and from the Temporary Easement Property and for Grantee's use to do all things reasonably necessary to construct and install the Project including, but not limited to, the transport, stockpiling and storage of construction materials, soil, equipment and vehicles. Grantee shall construct a temporary fence on the North side of the Temporary Easement Property, separating it from the rest of the Grantors' land. Upon expiration of the Temporary Construction Easement, the Grantee, at its sole cost and expense, shall restore the Temporary Easement Property to substantially the same condition it was in prior to Grantee's use. Grantee shall not leave any rubbish or debris on or about the Temporary Easement Property. Grantee shall remove, at its sole cost, the temporary fence installed on the Temporary Easement Property prior to or upon the expiration of this Agreement. The term of this Agreement shall begin upon the date of mutual execution hereof and shall extend until March 31, 2025. Grantee may, at its sole option, extend the Temporary Construction Easement Agreement for one (1) additional thirty (30) day period (or until April 30, 2025) by giving written notice to Grantors on or before March 14, 2025, at Grantors' legal address, 137 E Glenpool Blvd S, Glenpool, OK 74033.

2. To the extent allowed by law, the City shall indemnify and hold the Grantors harmless against any claim of liability or loss from personal injury or property damage resulting from or arising out of the negligence or willful misconduct of the City and its affiliates, contractors, consultants, subcontractors, subconsultants, materialmen, suppliers, workers, successors and assigns thereof, except to the extent such claims or damages may be due to or caused by the negligence or willful misconduct of Grantors.

3. Grantors covenant and agree that they are the fee owners of the Temporary Easement Property and that they have the authority to grant this Temporary Construction Easement to the City.

4. The City and its contractors shall be responsible for any damage to the Grantors' property caused by the actions or negligence of the City, its agents, or its contractors. The City shall maintain or require its contractors to maintain appropriate liability insurance to cover any such damage, and evidence of this insurance shall be provided to the Grantors upon request.

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5. Grantors reserve all rights attendant to their ownership of the Temporary Easement Property, including but not limited to the use and enjoyment of the Temporary Easement Property for all purposes not inconsistent with the terms and conditions of this Agreement, including ingress and egress to the barn structure north of the Temporary Easement Property.

6. This Agreement contains the entire agreement between the parties relating to its subject matter. Any oral representations or modifications concerning this instrument shall be of no force and effect. Any subsequent amendment or modification must be in writing and agreed to by all parties.

7. The terms of this Agreement shall be binding upon Grantors, and Grantors' heirs, personal representatives, successors and assigns; shall bind and inure to the benefit of the Grantee and any successors or assigns of Grantee; and shall be deemed to be a covenant running with the land.

8. The Temporary Construction Easement shall not be filed of record and that all rights conveyed to the City of Glenpool by this instrument shall terminate upon the expiration of the term of this Agreement, as set forth in paragraph 1.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first set forth above.

GRANTORS:

Danny L Barrett

Karen Barrett

GRANTEE:

CITY OF GLENPOOL

By: _____
David Tillotson
City Manager, City of Glenpool

STATE OF _____ §

§

COUNTY OF _____ §

This instrument was acknowledged before me on this the ____ day of _____, 20____, by _____ as the City Manager of the City of Glenpool, Oklahoma, for and on behalf of the City.

WITNESS my hand and official seal.

My commission expires: _____
[S E A L]

Notary Public, State of Oklahoma

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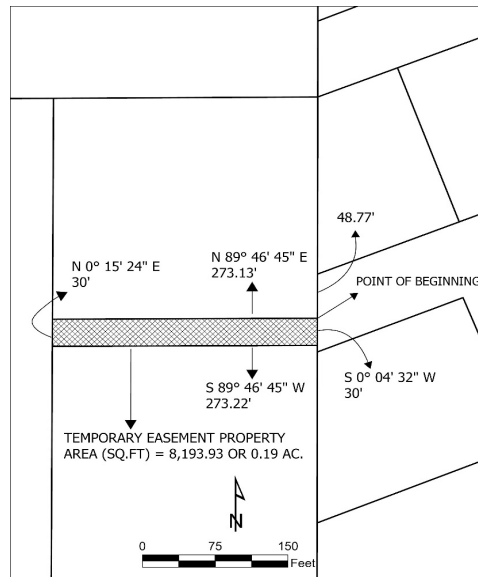
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EXHIBIT "A"

GRANTOR: BARRETT, DANNY L AND KAREN

LEGAL: PRT W/2 SW BEG 667N & 220W & 396N SECR W/2 SW TH N617 E220 S617 W220

POB SEC 11 17 12 3.116ACS. LOCATED IN SECTION 11, TOWNSHIP 17 NORTH, RANGE 12 EAST



VICINITY MAP

A temporary construction easement begins at the point of beginning, located at the southwest corner. From this point:

- It extends **S0°04'32" W for 30 feet**,
- Then extends **S89°46'45" W for 273.22 feet**,
- Followed by **N0°15'24" E for 30 feet**,
- Finally, it extends **N89°46'45" E for 273.13 feet**, returning to the point of beginning.

The temporary easement property area is 8,193.93 square feet or 0.19 acres, more or less.

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City Council Regular Meeting - 03 Feb 2025 Minutes Attachment



TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: DUY NGUYEN, CITY PLANNER

DATE: FEBRUARY 3, 2025

ITEM: PUD 44 (ELM POINTE)

REQUEST: A PROPOSED PLANNED UNIT DEVELOPMENT (PUD 44) TO ALLOW ADDITIONAL COMMERCIAL USES WITHIN THE ELM POINTE SHOPPING CENTER

APPLICANT: STEVEN FRAZEE

LOCATION: THE SUBJECT SITE IS LOCATED AT THE NORTHWEST CORNER OF SOUTH PEORIA AVENUE AND EAST 141ST STREET SOUTH.

ZONING: CS (COMMERCIAL SHOPPING CENTER)

COMP PLAN: SPECIAL DISTRICT 6

APPLICANT REP: RYAN MCCARTY, SELECT DESIGN

BACKGROUND

The application under consideration is a Planned Unit Development (PUD 44) for the Elm Pointe shopping center, a 9.1-acre commercial site located at the northwest corner of South Peoria Avenue and East 141st Street South. The item was continued from the January 6th, 2025, City Council meeting.

The Council tabled the item to the February 3rd, 2025, City Council meeting to allow the applicant the opportunity to address issues raised by the Council as well as the public during the public hearing. The Council directed the applicant to minimize the number of cannabis operations and allow for limited fleet vehicle storage within the shopping center.

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The applicant proposed the following regulations to address the Council's request:

1. *Outdoor display, staging or storage of equipment and/or materials shall NOT be allowed. Outdoor fleet vehicle parking shall be allowed as follows:*
 - a) *Vehicles must be operable with business name and information clearly displayed.*
 - b) *Fleet vehicles are defined as a passenger car, truck or van. No RV's, trailers, buses, haul trucks, commercial vehicles or similar type vehicles.*
 - c) *1 fleet vehicle per suite. If multiples suites are leased, then 1 fleet vehicle per 1,000 SF of leased space.*
2. *Lease space floor area for any single tenant shall not exceed 6,000 square feet for any permitted use not allowed by right in CS zoning, except for medical marijuana related uses which shall be restricted to 6,000 SF for any new leases. Current medical marijuana leases exceeding 6,000 SF shall be allowed to continue operations. After 3 years, if medical marijuana related uses exceed 50% of the total leased space floor area, then no new leases shall be approved.*

STAFF RECOMMENDATION:

Staff believes that the Planned Unit Development (PUD 44) does not fully meet the City Council's direction. We have reviewed the applicant's fleet parking proposal and support the request, provided it adheres to the conditions outlined by the applicant. Additionally, staff has reviewed the cannabis proposition prepared by the applicant. However, we find that this proposal does not adequately address the City Council's stated direction.

Attached to this report is the proposed text for PUD 44, which includes revisions submitted by the applicant. The proposed changes are highlighted in red. The remaining text, in black, is the original PUD 44 language that was presented during the initial public hearing.

ATTACHMENTS:

1. PUD 44 Staff Report from the January 6, 2025, City Council Meeting
2. Aerial Photo/Zoning Map/Comprehensive Plan Map
3. Final Plat of Elm Pointe
4. Application
5. PUD 44 Document with Proposed Changes from the Applicant
6. Ordinance No. 825

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**PUD 44 Staff Report
from the January 6,
2025, City Council
Meeting**



TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: DUY NGUYEN, CITY PLANNER

DATE: JANUARY 6, 2025

ITEM: PUD 44 (ELM POINTE)

REQUEST: A PROPOSED PLANNED UNIT DEVELOPMENT (PUD 44) TO ALLOW ADDITIONAL COMMERCIAL USES WITHIN THE ELM POINTE SHOPPING CENTER

APPLICANT: STEVEN FRAZEE

LOCATION: THE SUBJECT SITE IS LOCATED AT THE NORTHWEST CORNER OF SOUTH PEORIA AVENUE AND EAST 141ST STREET SOUTH.

ZONING: CS (COMMERCIAL SHOPPING CENTER)

COMP PLAN: SPECIAL DISTRICT 6

APPLICANT REP: RYAN MCCARTY, SELECT DESIGN

BACKGROUND

The application under consideration is a Planned Unit Development (PUD 44) for the Elm Pointe shopping center, a 9.1-acre commercial site located at the northwest corner of South Peoria Avenue and East 141st Street South. The site is zoned CS (Commercial Shopping Center) and the Comprehensive Plan designation is Special District 6. The property is platted as part of the Elm Pointe Subdivision (Plat No. 6772) and includes Block 1, Lots 1-8. PUD 44 will encompass the entirety of this plat. (See attached exhibits)

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The table below illustrates the zoning and land use of properties adjacent to the subject site:

SURROUNDING ZONING / LAND USES

	Zoning	Land Use
North	PUD-23	Multi-Family Apartments
South	AG (Agricultural)	Single-Family Residence
West	RD (Duplex)	Duplexes
East	PUD 145 (City of Jenks)	Vacant Undeveloped

CS (Commercial Shopping Center) Zoning District - Definition

"Allow a range of neighborhood convenience and regional shopping centers to provide a wide range of retail and personal service uses where all uses generally occur indoors."

Special District 6 Comprehensive Plan Designation – Definition

Special District 6 is a continuation of Special District 5 on 141st Street. The development criteria are the same as those for District 5

SPECIAL DISTRICT 5. THE CENTRAL BUSINESS DISTRICT (CBD)

The CBD, Special District 5, extends east from US-75 along 141st Street to the vicinity of Elwood Avenue. The configuration of Special District 5 is shown on the 2030 PLAN Map. The recent improvements of 141st Street from two (2) to three (3) lanes, with center turn lanes and sidewalks, support commercial/community serving business activity and development along this street. The County finished widening 141st Street to a three-lane facility from Elwood to Peoria since the time of the 2010 Plan update. The existing land use is a mix of office and commercial uses and undeveloped land. This area will continue to be one of the more important shopping and commercial areas in Glenpool during the planning period, along with the Southwest Crossroads area at US-75 and 121st Street and other emerging development elsewhere along US-75. New banks, a regional library, post office and several restaurants have been developed in the CBD in just the last few years. Planned improvements to US-75 will continue to focus attention on this gateway and entrance to Glenpool. Due to the immediate proximity of any such development in this area with abutting residential development to the north and south, screening and setbacks, plus buffering must be included and PUDs are encouraged. It is planned that residential development which fronts 141st Street be redeveloped to convenience commercial or office uses, while properties which rear or side onto 141st Street shall remain residential.

In order to focus and maintain attention on the CBD, the City and other partners should continue with efforts to brand the 141st Street corridor as "Black Gold Boulevard" and the CBD and Old Towne area as the "Black Gold District." Further public and private improvements can build on streetscape enhancements already made along the corridor involving added landscaping, pedestrian-level period lighting, and winding pedestrian paths where room was available within the street right-of-way. Signage and a gateway/entrance from US-75 should also be considered to direct travelers to the retail and other services available in this area. Shared access points for ingress and egress along 141st Street should be required to reduce almost inevitable conflicts that can occur between linear commercial and office development and traffic on the roadway.

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PROJECT DESCRIPTION

The concept of PUD 44 is to allow additional commercial uses within the Elm Pointe shopping center, complementing the existing CS (Commercial Shopping Center) zoning, which primarily permits **just** retail uses. All additional uses will be defined in the PUD document. To mitigate potential nuisances for adjacent residential properties to the north and east, a 6,000-square-foot limit is set for all additional uses allowed by PUD 44. This ensures operations remain small enough to avoid negatively impacting nearby residences. Uses permitted by right within the CS zone are not subject to the 6,000-square-foot limit.

ANALYSIS

In addition to the 6,000-square-foot limit, PUD 44 establishes further regulations to reduce nuisances, prohibit outdoor storage, and ensure compliance with city codes to prevent enforcement issues. The proposed regulations are as follows:

- Lease space floor area for all additional uses allowed by the PUD shall not exceed 6,000 square feet for any single tenant.
- Permitted uses within the CS Zone can exceed 6,000 square feet.
- Outdoor display, staging or storage of equipment and/or materials **SHALL NOT** be allowed.
- Outdoor storage of vehicles associated with a business **SHALL NOT** be allowed.
- All uses must comply with the City of Glenpool Codes.
- This PUD must comply with the restrictions of the recorded plat, Elm Pointe, a subdivision in Glenpool, OK, Tulsa County (Plat No. 6772).
- Landscaping per the City of Glenpool City Codes and Zoning Codes.
- Parking per the City of Glenpool City Codes and Zoning Codes.
- Site Drainage must be maintained by the property owner(s).
- Site Plan Amendments – Any improvements, amendments or changes to the site plan must be reviewed and approved by the City of Glenpool.

All additional uses are outlined in the PUD document. Uses already defined in the City of Glenpool (COG) Zoning Code are incorporated into the PUD, while any undefined uses are provided with new definitions. Below are all the additional uses and their corresponding definitions.

Permitted Uses

- *Automobile, Major Service* – Defined in the COG Zoning Code
- *Automobile, Rental or Sale* – Rental or sale must be conducted inside, internet sales

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- *Contractor Services* – Establishments engaged in services, including but not limited to building construction, heating, plumbing, electrical work, roofing, and similar trades. Operations may include indoor storage of materials and supplies. Outdoor storage of materials, supplies, equipment, and vehicles associated with the business is strictly prohibited.
- *Food Processing* – The processing of raw or finished products into food items, subject to the 6,000-square-foot limit established by this PUD.
- *Small-scale manufacturing of finished products* – The manufacturing of raw or prefabricated materials into finished products, subject to the 6,000-square-foot limit established by this PUD.
- *Pawnshop / Short Term Financing* – Defined in the COG Zoning Code

Excluded Uses

- Gas Station
- Hotel, Motel
- Outdoor Recreation, Public
- Any Sexually Oriented Business – Defined in the COG Zoning Code

PUD 44 provides a framework for expanding the commercial uses within the Elm Pointe shopping center while addressing potential impacts on adjacent residential areas. Through clear restrictions, including the 6,000-square-foot limitation, the prohibition of outdoor storage, and compliance with city codes and plat restrictions, this PUD ensures that future developments align with the City of Glenpool's standards and vision. By defining permitted uses, PUD 44 provides clarity and supports the long-term success of the Elm Pointe shopping center and the surrounding community.

TAC

The Technical Advisory Committee (TAC) reviewed the proposed Planned Unit Development (PUD 44) on December 6, 2024. There are no additional comments.

PLANNING COMMISSION ACTION:

The Planning Commission public hearing on the proposed Planned Unit Development (PUD 44) application was held on Monday, December 9, 2024. After deliberating, the Planning Commission on a 3-0 vote recommended that the City Council approve the Planned Unit Development (PUD 44) application. Chairman Keith Robinson abstained from voting.

STAFF RECOMMENDATION:

The Planned Unit Development (PUD 44) application meets the COG Code of Ordinances requirements. As such, staff recommends the City Council take the following actions:

1. Approve the Planned Unit Development (PUD 44) application as presented.

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

Mayor Joyce Calvert, Ward 3; Vice-Mayor Jacqueline Lund, Ward 4

Tim Fox, Ward 1; Chris Brobst, Ward 2; Shayne Buchanan, At-Large

David Tillotson City Manager, LeaAnn Reed CAO, Joe Wuest COO, Lesli Smith City Clerk

www.glenpoolonline.com

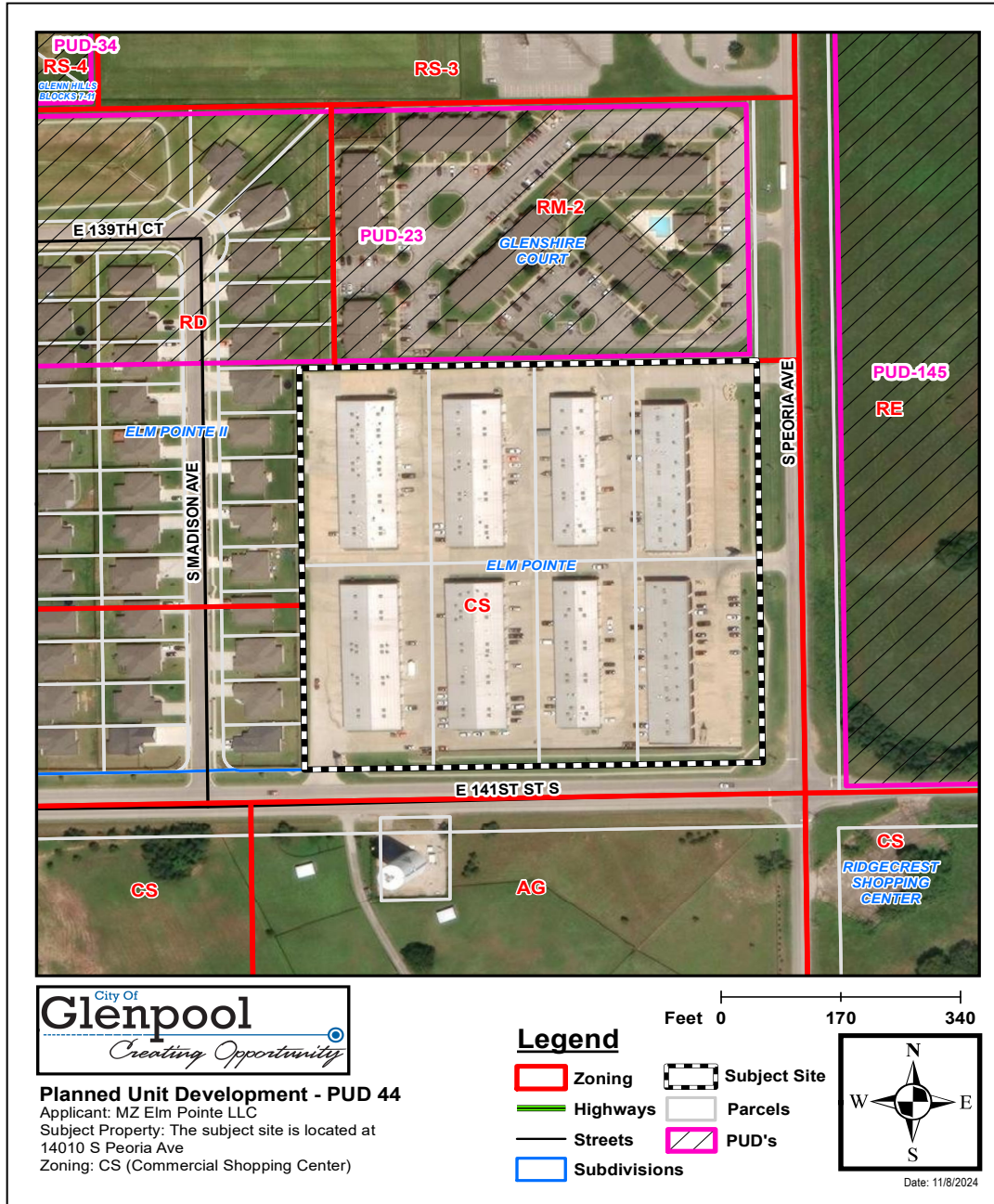


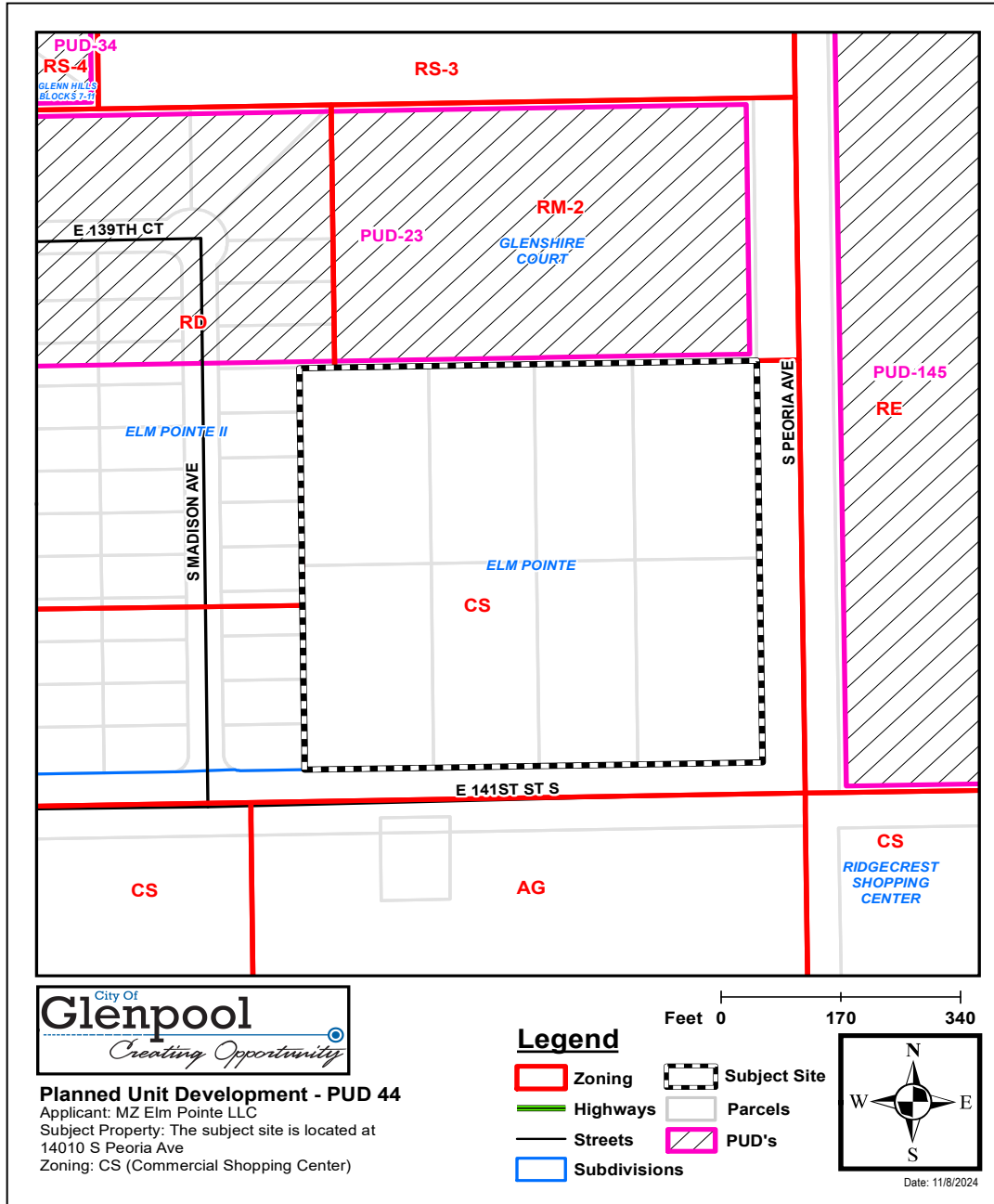
ATTACHMENTS:

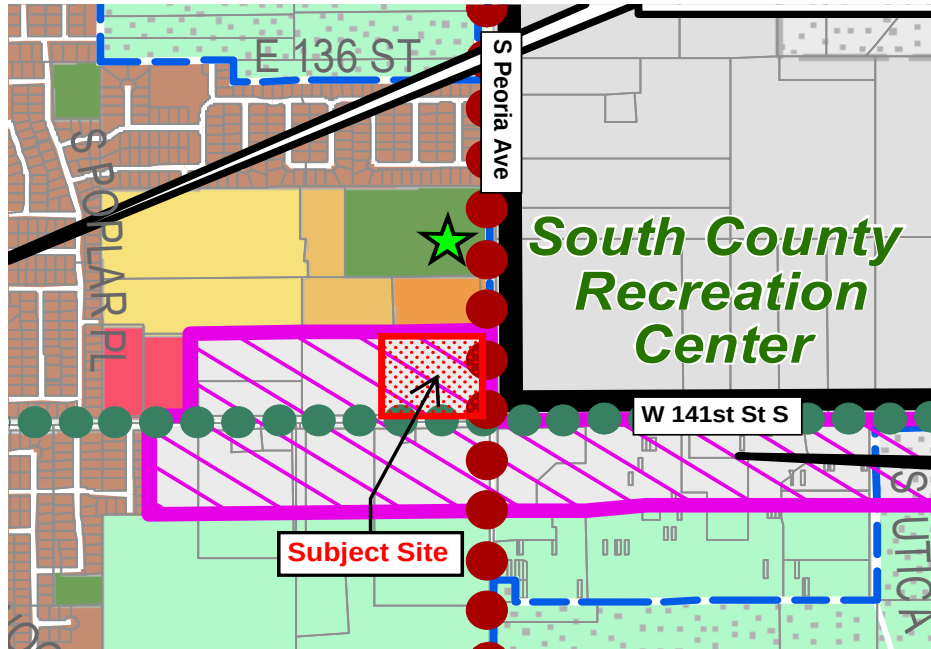
1. Aerial Photo/Zoning Map/Comprehensive Plan Map
2. Final Plat of Elm Pointe
3. Application
4. PUD 44 Document
5. Ordinance No. 825

12205 S. Yukon, Glenpool, OK 74033 OFFICE: 918-322-5409 FAX: 918-209-4641
Mayor Joyce Calvert, Ward 3; Vice-Mayor Jacqueline Lund, Ward 4
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www.glenpoolonline.com

**Aerial Photo, Zoning Map,
Comprehensive Plan Map**







Glenpool, Oklahoma Comprehensive Plan Map Legend

Land Use		Corridors	
	Rural		S.H. 67 Corridor (Former Special District 4)
	Parks and Recreational Open Space		U.S. 75 Corridor
	Estate Residential	Note: See Plan text for more background and policy direction for future land use in Corridor and Special District areas.	
	Suburban Residential		Primary/Secondary Arterial
	General Residential		Glenpool Annexation Fence Line
	Neighborhood Conservation		Glenpool Corporate Limits
	Attached Residential		Parcel Boundary
	Multi-Family Residential		100-Year Flood Zone/Floodway
	Suburban Commercial		
Districts		ADOPTED 11/14/2017	
	General Commercial		
	Industrial Light		
	Industrial Medium		
	Special District 1: Old Towne District		
	Special District 2		
	Special District 3		
	Special District 5: Central Business District		
	Special District 6		

**Final Plat of
Elm Pointe**



successors and assigns and all parties claiming under it. If the Owner, or its successors or assigns, shall violate any of the covenants herein, it shall be lawful for the City of Glasgow, Oklahoma (as to the violation of the Covenants contained in Section 1), to maintain any action at law or in equity against the Owner to prevent the Owner from so doing, to compel compliance with the covenants, or to recover damages for such compliance with the covenants.

ELM POINTE
7/10/2017
SHEET 2 OF 2

Application

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APPLICATION FOR PUD MAJOR AMENDMENT

DETERMINATION OF MAJOR AMENDMENTS. In reaching a determination as to whether a change is minor and may be approved by the City Planner or is a major modification requiring Planning Commission review and recommendation and Council approval, the following criteria shall be used:

1. Any increase in intensity of use is a major amendment.
2. Any increase in total usable floor area, the total number of dwelling or lodging units, or the amount of outdoor area devoted to a use is a major amendment.
3. Any change that necessitates an increase of 10 percent or more in the number of parking spaces required is a major amendment.
4. Any structural alteration that significantly affects the basic size, form, style, and location of a building, particularly in relation to sensitive uses, is a major amendment.
5. Any reduction in the amount of open space or buffer yard, or any change in the location or characteristics of open space, is a major amendment; and
- ✓ 6. Any change in use from one use group to another is a major amendment.

ELM POINTE

REVIEW CRITERIA The review criteria for any Major PUD Amendment shall be the same as that used in the original review and approval of the PUD. The City is not obligated to amend the PUD but may consider an amendment if the original spirit and intent of the PUD is not adversely affected.

AMENDMENTS TO AN APPROVED PUD When a PUD has completed the entire zoning and platting processes and is recorded, the amendment process will typically require a revised FDP and an amended Final Plat, provided that the spirit and intent of the revised PUD is similar to the original PUD.

I, the undersigned applicant, certify information contained within this application is true and correct.

APPLICANT SIGNATURE:

DATE: 7/16/2024

PROPERTY OWNER SIGNATURE:

DATE: 7/16/2024

THE CITY OF GLENPOOL PLANNING COMMISSION MEETS AT 6:30 PM ON THE 2ND (SECOND) MONDAY OF EVERY MONTH, BE SURE TO CHECK THE OFFICIAL MEETING CALENDAR TO CONFIRM (MEETINGS ARE SOMETIMES SHIFTED TO ACCOMMODATE CITY RECOGNIZED HOLIDAYS).

MEETING ARE HELD AT THE GLENPOOL CITY HALL, COUNCIL CHAMBERS ON THE 3RD FLOOR, 12205 S. YUKON AVENUE, GLENPOOL, OK 74033

FOR ADDITIONAL INFORMATION, PLEASE CALL THE CITY OF GLENPOOL COMMUNITY DEVELOPMENT DEPARTMENT AT 918-209-4610 OR VISIT THE CITY'S WEBSITE:

12205 S Yukon Ave • Glenpool, OK 74033 • P: (918) 322-5409 • F: (918) 322-5432
www.glenpoolonline.com

Updated: 2020/15/05
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ELM POINTE

APPLICATION FOR PUD MAJOR AMENDMENT SUBMITTAL CHECKLIST

ITEM NO.	APPLICANT INITIAL	COG INITIAL	SUBMITTAL MATERIALS
1	JRD		COMPLETED APPLICATION
2	HAS BEEN ORDERED		LIST OF PROPERTY OWNERS WITHIN 300 FOOT RADIUS OF OUTER BOUNDARIES OF SUBJECT SITE, AS WELL AS ADDRESSED ADHESIVE ENVELOPE LABELS FOR SUCH PROPERTY OWNERS AS LISTED IN OFFICE OF COUNTY CLERK COMPILED BY FULLY BONDED ABSTRACT AND TITLE COMPANY
4			PROCESSING FEE (\$250) + SIGN FEE (\$50.00) + (\$1.00) FOR EACH REQUIRED PUBLIC HEARING NOTICE ¹
5	JRD		REVISED ☐ CONCEPT ☒ PRELIMINARY OR ☐ FINAL DEVELOPMENT PLAN
6	FINAL PLAT ATTACHED		REVISED ☐ SKETCH PLAT ☐ PRELIMINARY PLAT OR ☐ FINAL PLAT APPLICATION SUBMITTED CONCURRENTLY
7	PUD ONLY JRD		APPLICANT PROPOSING TO AMEND AN APPROVED CDP, PDP, OR FDP SHALL FILE AN APPLICATION AND PLANS THAT CLEARLY DEPICT THE AREAS TO BE AMENDED, BOTH AS THEY WERE ORIGINALLY APPROVED AND AS THEY ARE PROPOSED TO BE REVISED. SEE PAGE 4-6 FOR UNIQUE SUBMITTAL REQUIREMENTS
8	Platted		IF PROPERTY IS NOT PLATTED, ATTACH LEGAL DESCRIPTION (8.5 X 11 AND ELECTRONIC: WORD.DOC OR PDF)

A. APPLICANT

NAME: JRD DONELSON
 ADDRESS: 6730 SO. BIRMINGHAM AVE
 CITY: TULSA STATE: OK ZIP CODE: 74136
 PHONE: 918.640.2041 EMAIL: JRDON@3Q9C.GMAIL.COM

B. PROPERTY OWNER

SAME AS APPLICANT: YES: ☐ NO: ☒
 NAME: MZ ELM POINTE, LLC
 ADDRESS: 5535 S. MEMORIAL DR., # F1123
 CITY: HOUSTON STATE: TX ZIP CODE: 77067
 PHONE: 713.306.5332 EMAIL: STEVEN@MAZUCHCAPITAL.COM

¹ Rezone application requires public hearing notice be published in newspaper of general circulation; Tulsa World will contact applicants, to collect publication fee prior to publication, failure to pay could result in delay of public hearing.
 12205 S Yukon Ave • Glenpool, OK 74033 • P: (918) 322-5409 • F: (918) 322-5432

www.glenpoolonline.com

Updated: 2020/15/05
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C. SITE INFORMATION

ELM POINTE

PUD NO.: _____ PRESENT USE: 'CS'

COMPREHENSIVE PLAN DESIGNATION: _____

PARCEL NO. _____ PARCEL NO. _____

PARCEL NO. _____ PARCEL NO. _____

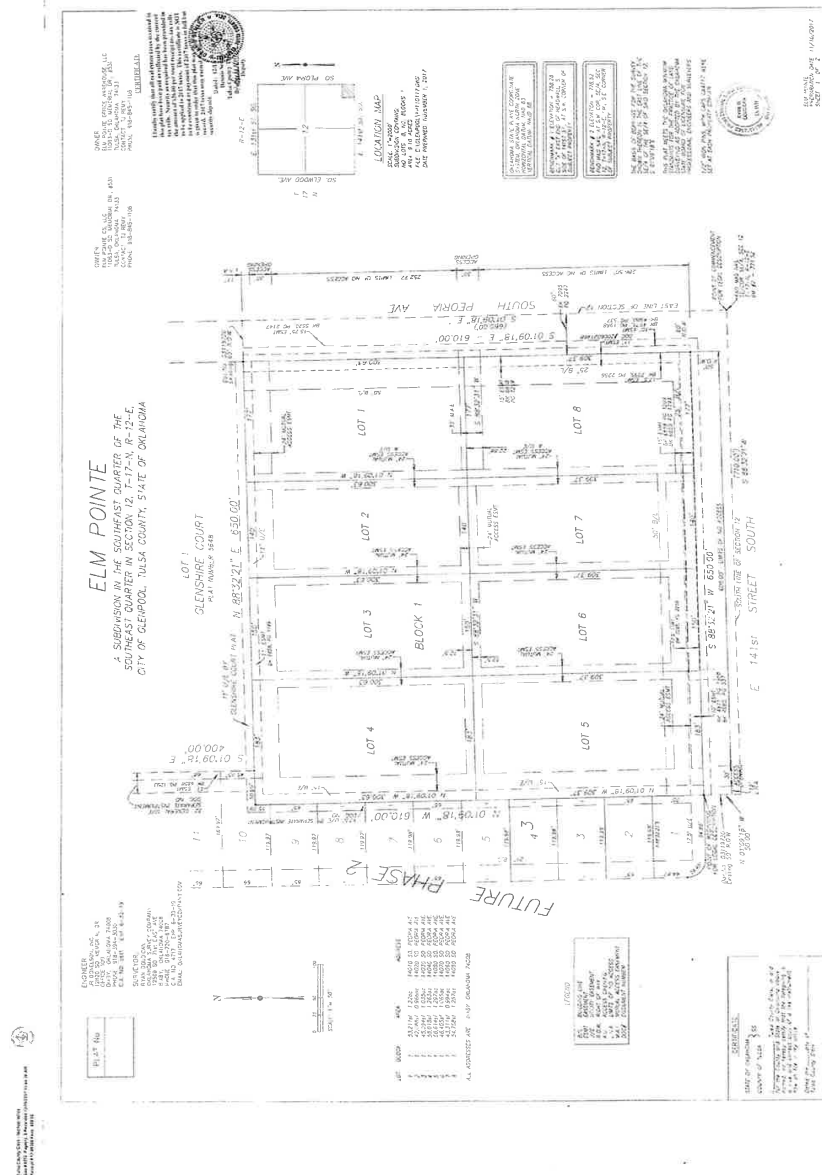
D. MAJOR AMENDMENT | RATIONALE FOR THE REVISION SHALL BE PROVIDED
WHY IS THE REVISION BEING PROPOSED?

Parcel No.	
Lot 1 Block 1	84996-72-12-69440
Lot 2 Block 1	84996-72-12-69450
Lot 3 Block 1	84996-72-12-69460
Lot 4 Block 1	84996-72-12-69470
Lot 5 Block 1	84996-72-12-69480
Lot 6 Block 1	84996-72-12-69490
Lot 7 Block 1	84996-72-12-69500
Lot 8 Block 1	84996-72-12-69510

This PUD is to define uses in the 'CS' zoned property, not allowed by right in 'CS' zoned property.

12205 S Yukon Ave • Glenpool, OK 74033 • P: (918) 322-5409 • F: (918) 322-5432
www.glenpoolonline.com

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OWNERSHIP LIST CERTIFICATE

STATE OF OKLAHOMA

Order No.: 3072413975

COUNTY OF TULSA

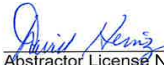
The undersigned a duly bonded and qualified abstract company within and for Tulsa County, Oklahoma, hereby certifies that the current year's Tax Rolls in the Office of the Tulsa County Treasurer shows the names and addresses of the owners of the properties abutting and lying within 300 feet in any direction of the following described real estate, to be as follows:

Lots One (1) through Eight (8), Block One (1), ELM POINTE, an Addition to the City of Glenpool, Tulsa County, State of Oklahoma, according to the recorded Plat No. 6772.

--see attached Ownership List--

IN WITNESS WHEREOF, the undersigned have executed this document on July 18, 2024.

Smith Brothers Abstract & Title Co., LLC


Abstractor License No. 0775



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OWNERSHIP LIST

Order No.: 3072413975

Through:

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OWNER	LEGAL DESCRIPTION
MZ ELM POINTE LLC 5535 S MEMORIAL DR, #F1123 HOUSTON, TX 77067	LT 1 THRU 8 BLK 1 ELM POINTE
GLENSHIRE COURT APARTMENTS LP 1329 E LARK ST SPRINGFIELD, MO 65804-7351	LT 1 BLK 1 GLENSHIRE COURT
PAU Z SING and NIANG S LUN and LANG S MUNG 14097 S LANSING AVE GLENPOOL, OK 74033	LT 1 BLK 2 ELM POINTE II
PAU KHAN KHUAL and ZEL K CING 14083 S LANSING AVE GLENPOOL, OK 74033-3839	LT 2 BLK 2 ELM POINTE II
ZEN S MAN 14067 S LANSING AVE GLENPOOL, OK 74033-3839	LT 3 BLK 2 ELM POINTE II
GO DEIH PIANG and CIN K LUN 14051 S LANSING AVE GLENPOOL, OK 74033	LT 4 BLK 2 ELM POINTE II
NIANG SAN MANG 14037 S LANSING AVE GLENPOOL, OK 74033-3839	LT 5 BLK 2 ELM POINTE II
NENG KHAN KHUP and DAL SUAN PAU 14021 S LANSING AVE GLENPOOL, OK 74033	LT 6 BLK 2 ELM POINTE II
CING ZAR NIANG 14005 S LANSING AVE GLENPOOL, OK 74033-3839	LT 7 BLK 2 ELM POINTE II
LANG LIAN 13991 S LANSING AVE GLENPOOL, OK 74033	LT 8 BLK 2 ELM POINTE II
HAU SIAN DIM and GOH KHAT PIANG 13975 S LANSING AVE GLENPOOL, OK 74033	LT 9 BLK 2 ELM POINTE II
THANG ZON KIM and NEM KHAN CING 13967 S LANSING AVE GLENPOOL, OK 74033	LT 10 BLK 2 ELM POINTE II
KHUP SANG and NIANG N THAWN 13959 S LANSING AVE GLENPOOL, OK 74033-3838	LT 11 BLK 2 ELM POINTE II
NATHAN MALSAM and AMANDA LYNN PEREZ 13951 S LANSING AVE GLENPOOL, OK 74033-3838	LT 12 BLK 2 ELM POINTE II
JESSIE WRIGHT 13950 S MADISON AVE GLENPOOL, OK 74033	LT 13 BLK 2 ELM POINTE II
SIAN PAU and MAN S CING 13958 S MADISON AVE GLENPOOL, OK 74033	LT 14 BLK 2 ELM POINTE II

Ownership List
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GO MIN PAU 13968 S MADISON AVE GLENPOOL, OK 74033-3840	LT 15 BLK 2 ELM POINTE II	
LIAN MANG and CING P NIANG 13976 S MADISON AVE GLENPOOL, OK 74033	LT 16 BLK 2 ELM POINTE II	
THANG SING and CING D LUN 13990 S MADISON AVE GLENPOOL, OK 74033-3840	LT 17 BLK 2 ELM POINTE II	
NIANG DEIH LIAN and CIN PI 14006 S MADISON AVE GLENPOOL, OK 74033-3841	LT 18 BLK 2 ELM POINTE II	
ZAM KHAIZOMI and VUM S VUNG 14022 S MADISON AVE GLENPOOL, OK 74033	LT 19 BLK 2 ELM POINTE II	
DAL SUAN SING and HAU NGAIH NUAM 14038 S MADISON AVE GLENPOOL, OK 74033	LT 20 BLK 2 ELM POINTE II	
NATHANIEL VANZANT and KEELY VANZANT 14052 S MADISON AVE GLENPOOL, OK 74033-3841	LT 21 BLK 2 ELM POINTE II	
KAM MUANG and NIANG L CING 14068 S MADISON AVE GLENPOOL, OK 74033	LT 22 BLK 2 ELM POINTE II	
PEGGY SUE MATTEYER 14082 S MADISON AVE GLENPOOL, OK 74033	LT 23 BLK 2 ELM POINTE II	
TONY LAM LE and UYEN NGUYEN 6409 WIND SONG DR MCKINNEY, TX 75071-7639	LT 24 BLK 2 ELM POINTE II	
MUNG KHAN LAM and VUNG S IT 14097 S MADISON AVE GLENPOOL, OK 74033	LT 1 BLK 3 ELM POINTE II	
NANG KHAN AWM and CING BAWI 14083 S MADISON AVE GLENPOOL, OK 74033-3841	LT 2 BLK 3 ELM POINTE II	
LINUS MANG and LUAN KHAN KHIN 14067 S MADISON AVE GLENPOOL, OK 74033-3841	LT 3 BLK 3 ELM POINTE II	
JEFFREY DEAN REISDORF and BECKY S REISDORF 4165 ARROYO TRL CARMEL, CA 93923-8805	LT 4 BLK 3 ELM POINTE II	
KHALID EL MOUKANE and SAMIRA MAJOR 14037 S MADISON AVE GLENPOOL, OK 74033-3841	LT 5 BLK 3 ELM POINTE II	
REBECCA PELE 14021 S MADISON AVE GLENPOOL, OK 74033-3841	LT 6 BLK 3 ELM POINTE II	
HECTOR MANUEL MORAN JR 1716 MARIGOLD CT SAN JOSE, CA 95133-2153	LT 7 BLK 3 ELM POINTE II	

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MUGDHA WALAWALKAR and SUMEET SAURABH 2820 NW 66TH ST SEATTLE, WA 98117-6233	LT 8 BLK 3 ELM POINTE II	
SANG SIANG MUNG and NING SIAN MANG 13975 S MADISON AVE GLENPOOL, OK 74033-3840	LT 9 BLK 3 ELM POINTE II	
DAL SUAN MANG and SIAN NGAIH CING 13967 S MADISON AVE GLENPOOL, OK 74033-3840	LT 10 BLK 3 ELM POINTE II	
NANG KHAN KHUP and MAN L NIANG 13957 S MADISON AVE GLENPOOL, OK 74033	LT 11 BLK 3 ELM POINTE II	
KHAM C DAI and PAU K VUNG and SAMUEL KHAI 13949 S MADISON AVE GLENPOOL, OK 74033	LT 12 BLK 3 ELM POINTE II	
THAWNG PIAN TLUANG and MAN LUN CING 13943 S MADISON AVE GLENPOOL, OK 74033	LT 13 BLK 3 ELM POINTE II	
BAILEY JONES and BRANDON STRAESSLE 13937 S MADISON AVE GLENPOOL, OK 74033	LT 14 BLK 3 ELM POINTE II	
ELM POINT II HOA INC C/O PMI GREEN COUNTRY 741 W NEW ORLEANS ST BROKEN ARROW, OK 74011-1812	RESERVE A, ELM POINTE II	
CITY OF GLENPOOL 12205 S YUKON AVE GLENPOOL, OK 74033-6635	BEG SECR SE TH W2164.23 N50 E2104.17 N610 E60 S660 POB, 12-17-12	
TULSA 14100 3701 S ATLANTA PL TULSA, OK 74105-3526	PRT E/2 NE BEG NEC TH S1351.59 W784.60 N1351.59 E784.6 POB LESS N50 THEREOF & LESS BEG 502.6W & 50S NEC NE TH S100 W100 N100 E100 TO POB, 13-17-12	
GLENPOOL UTILITY SERVICES AUTHORITY PO BOX 70 GLENPOOL, OK 74033-0070	PRT NE NE BEG 502.6W & 50S NEC NE TH S100 W100 N100 E100 POB, 13-17-12	
MIDWEST AGAPE CHAPEL FOUNDATION 1603 E 141ST ST GLENPOOL, OK 74033	E/2 NW NW NE, 13-17-12	
CITY OF GLENPOOL 12205 S YUKON AVE GLENPOOL, OK 74033-6635	PT NE BEG 24.75S & 502.6W NEC NE TH S25.25 W100 N25.25 E100 POB, 13-17-12	
TULSA COUNTY 218 W 6TH ST, FL 9 TULSA, OK 74119-1004	N50 E1303.57 N/2 NE LESS BEG 24.75S & 502.6W NEC NE TH S25.25 W100 N25.25 E100 POB, 13-17-12	
JEFFREY H ELLARD TTEE JEFFREY H ELLARD TRUST PO BOX 55 LEONARD, OK 74043	SW SW LESS W50 THEREOF, 7-17-13	
CITY OF JENKS PO BOX 2007 JENKS, OK 74037	W50 GOV LT 3 & W50 GOV LT 4, 7-17-13	

Ownership List
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RIDGECREST DEVELOPMENT PO BOX 700 GLENPOOL, OK 74033-0700

LT 1 BLK 1 RIDGECREST SHOPPING CENTER

**PUD 44 Document with
Proposed Changes from
the Applicant**

PUD 44
ELM POINTE
BUSINESS PARK

Glenpool, Oklahoma

January 27, 2025



City Council Regular Meeting - 18 Feb 2025 Minutes Attachment

City Council Regular Meeting - 03 Feb 2025 Minutes Attachment

I. Development Concept

Elm Pointe Business Park is a 9.1-acre commercial development located at 14018 South Peoria Avenue in Glenpool, OK. The project was completed in 2020 and consists of 8 buildings with 127,500 SF of gross floor area. The entire property is zoned CS – Commercial Shopping Center. The 2 buildings facing South Peoria Avenue (east side) function as retail spaces while the remaining 6 buildings function as office/warehouse with overhead garage doors.

The purpose of this PUD is to request approval of specific uses not allowed by right within the CS – Commercial Shopping Center zoning district while being sensitive to adjacent single-family residential on the western side and multi-family residential along the northern perimeter of the property. Also, this PUD excludes particular uses (currently allowed) that are deemed inappropriate within this development.

Legal Description

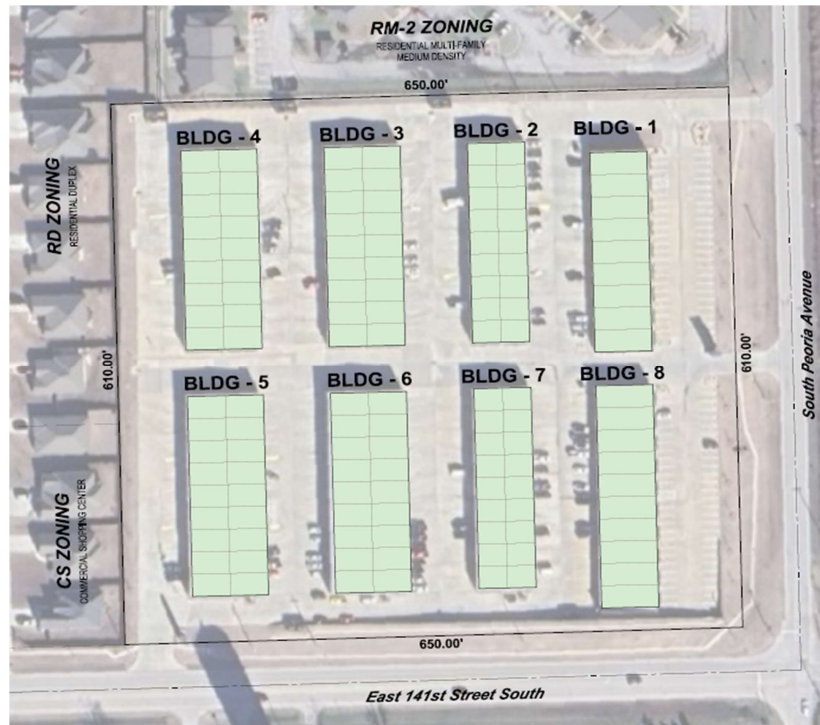
Lots 1 – 8, Block 1 of Elm Pointe, a subdivision in Glenpool, Oklahoma, Tulsa County, according to the recorded plat thereof (Plat No. 6772).

Gross Floor Area per Building

Building 1:	13,500 SF
Building 2:	13,500 SF
Building 3:	18,000 SF
Building 4:	18,000 SF
Building 5:	18,000 SF
Building 6:	18,000 SF
Building 7:	13,500 SF
Building 8:	15,000 SF

II. Development Standards

Gross Floor Area: 127,500 SF



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**** PROPOSED REVISIONS IN RED TEXT ****

1. Outdoor display, staging or storage of equipment and/or materials shall NOT be allowed. Outdoor fleet vehicle parking shall be allowed as follows:
 - a. Vehicles must be operable with business name and information clearly displayed.
 - b. Fleet vehicles are defined as a passenger car, truck or van. No RV's, trailers, buses, haul trucks, construction vehicles or similar type vehicles.
 - c. 1 fleet vehicle per suite. If multiples suites are leased, then 1 fleet vehicle per 1,000 SF of leased space.
2. Lease space floor area for any single tenant shall not exceed 6,000 square feet for any permitted use not allowed by right in CS zoning, except for medical marijuana related uses which shall be restricted to 6,000 SF for any new leases. Current medical marijuana leases exceeding 6,000 SF shall be allowed to continue operations. After 3 years, if medical marijuana related uses exceed 50% of the total leased space floor area, then no new leases shall be approved.
3. All uses must comply with the City of Glenpool Codes.
4. This PUD must comply with the restrictions of the recorded plat, Elm Pointe, a subdivision in Glenpool, OK, Tulsa County (Plat No. 6772).

Permitted Uses:

- All uses permitted by right within the CS – Commercial Shopping Center zoning district
- Automobile, Major Service
 - A building or place arranged, designed, and used for providing intensive repair and servicing of all types of motor vehicles, recreational vehicles, boats, etc. Such repairs or services may include engine overhauls, transmission overhaul, wrecker service, collision services, including body, frame or fender straightening or repair; painting, undercoating and dust proofing, upholstery, paintless dent repair and similar services.
- Automobile, Rental or Sale
 - Rental or sale must be conducted inside, internet sales
- Contractor Services
 - Establishments engaged in services, including but not limited to building construction, heating, plumbing, electrical work, roofing, fence fabricator, packing/moving company, building, development, and general contracting, and similar trades. Operations may include indoor storage of materials and supplies. Outdoor storage of materials, supplies, and equipment ~~and vehicles associated with the business is~~ are strictly prohibited.
- Food Processing
 - The processing of raw or finished products into food items, subject to the 6,000-square-foot limit established by this PUD.

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- Pawnshop / Short Term Financing
 - An establishment that regularly engages in the short-term loan of money on deposit of personal property or the possession of personal property on condition of selling the same back again to the pledger, or that loans or advances money on personal property by taking chattel mortgage security thereon. State and federally chartered banks and lending institutions are excluded.
- Small-scale Manufacturing of Finished Products
 - The manufacturing of raw or prefabricated materials into finished products, including but not limited to sign or screen-printing company, furniture repair/refurbish/refinish, wood working shop (hand tools only) and similar trades, subject to the 6,000-square-foot limit established by this PUD.

Excluded Uses: CS zoning district uses excluded by this PUD:

- Gas Station
- Hotel, Motel
- Outdoor Recreation, Public
- Any Sexually Oriented Business (as defined by the City of Glenpool City Code and Zoning Code)

III. General Provisions

A. Landscaping:

Per the City of Glenpool City Codes and Zoning Code.

B. Parking:

Per the City of Glenpool City Codes and Zoning Code.

C. Vehicular Access and Circulation:

Access points along East 141st Street South and South Peoria Avenue shall be subject to the City Engineer and Fire Marshal's approval of locations, spacing, widths, and curb return radii.

D. Site Drainage:

Site drainage must be maintained by property owner(s).

E. Site Plan Amendments:

Any improvements or amendments to the site plan must be reviewed and approved by the City of Glenpool.

**Ordinance
No. 825**

City Council Regular Meeting - 18 Feb 2025 Minutes Attachment

City Council Regular Meeting - 03 Feb 2025 Minutes Attachment

ORDINANCE NO. 825

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF GLENPOOL, PURSUANT TO THE REQUIREMENTS OF THE ZONING CODE OF THE CITY OF GLENPOOL AS ADOPTED BY ORDINANCE NO. 746 ON NOVEMBER 14, 2017, AND CODIFIED AS TITLE 11, ZONING REGULATIONS, IN THE 2013 CITY CODE OF GLENPOOL (THE "ZONING CODE"), BY REZONING CERTAIN PROPERTY DESCRIBED HEREIN FROM CS(COMMERCIAL SHOPPING CENTER) TO PLANNED UNIT DEVELOPMENT (PUD 44), AS RECOMMENDED BY THE PLANNING COMMISSION UNDER APPLICATION NO. (GZA-311), AFTER DULY NOTICED PUBLIC HEARING ON DECEMBER 9TH, 2024; AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith

FINDINGS OF THE CITY COUNCIL:

WHEREAS, Planned Unit Development ("PUD") 44 is treated under the Zoning Code as a distinct zoning classification that combines the zoning, subdivision, and site plan processes in a manner that benefits the City by creating community character and benefits the developer by expanding development options and flexibility, and reducing uncertainty; and

WHEREAS, PUD 44 is an alternative form to standard development that may include a mix of commercial land uses, subject to the requirements of a PUD 44 zoning district approved by ordinance of the City Council; and

WHEREAS, To obtain approval of Application No. GZA-311, the applicant has submitted a Development Plan Text describing the development standards proposed to govern the PUD 44, and other documents to demonstrate that the development, if approved, will be of a higher quality than a standard development and will yield substantial community benefits as required by Sections 11-9-9, 11-9-10, and 11-9-11 of the Zoning Code; and

WHEREAS, The subject property is designated as Special District 6 in the Comprehensive Plan; and

WHEREAS, The developer is proposing a planned commercial development comprised of appropriate commercial uses with development standards to ensure the compatibility and design integration, as encouraged by the Zoning Code; and

WHEREAS, Implementation of this PUD 44 and the private CCRs will result in a development outcome that is superior to that possible through general zoning districts, will address the needs of the development market for greater flexibility and certainty, and will support the desire of the City to achieve the goals and objectives of the Comprehensive Plan, as provided in the Zoning Code provisions pertaining to PUDs; and

City Council Regular Meeting - 18 Feb 2025 Minutes Attachment

City Council Regular Meeting - 03 Feb 2025 Minutes Attachment

WHEREAS, Application No. GZA-311 has undergone rigorous staff review and the required public hearings, the result of which has led to the recommendation of the Planning Commission on December 9, 2024, and that PUD 44 is the highest and best use of the subject property and is most compatible with the spirit and intent of the 2030 Comprehensive Plan.

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

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

LOTS ONE (1) THROUGH EIGHT (8), BLOCK ONE (1), ELM POINTE, AN ADDITION TO THE CITY OF GLENPOOL, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT NO. 6772.

Shall be amended to Planned Unit Development (PUD 44), subject to all applicable Planned Unit Development, Zoning and Subdivision regulations; and

SECTION 2: That the approved Final Development Plan Text for PUD 44 shall be, and hereby are, incorporated by reference into this Ordinance No. 825 to govern the development of the Planned Unit Development No. PUD 44 and all related agreements and documents shall be executed and shall be recorded by the County Clerk of Tulsa County.

SECTION 3: 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 _____.

Joyce G. Calvert, Mayor

ATTEST:

[MUNICIPAL SEAL]

Lesli Smith, City Clerk

APPROVED AS TO FORM:

City Attorney



To: Mayor and Council

From: Jesse Hale, Public Works Director

Date: February 18, 2025

Re: Discussion and possible action to approve or deny a quote for the purchase of a work truck outfitted with a man lift with material handling capability.

After a long career here at the city our 1994 Ford F350 with a bucket lift finally proved to be not safe enough to use. As a part of the FY24-25 budget, staff planned for a new trailer mounted man lift that could be pulled around town for various elevated tasks. Finding a suitable trailer was more difficult than planned due to availability, cost, and delivery dates. Self-powered lifts were also looked at, but those units would also need a new trailer to haul them (add \$20,000), they are not as convenient to use, and the costs were above our budgeted amount with pricing at \$81,218, \$249,950, and \$83,000, respectively.

Our pursuit led us to a vendor that refurbishes used equipment for a second life. This proposal is for a used 2020 Ford F550 Diesel cab-n-chassis outfitted with a Palfinger ETC MH 37 - IH man lift with material handler. This unit will come from OKC and be completely assembled, repainted, and certified before sale to the City. A similar new unit was explored and would cost \$223,675.50.

This purchase has been budgeted within the approved FY24-25 budget with an estimated cost of \$80,000.

Recommendation:

Staff recommends purchasing a work truck outfitted with a man lift with material handling capability from Precision Aerial Services for \$80,000.00 using the 01-6-14-6333 Capital Purchases fund.

Attached:

Quote from Precision Aerial Services – Used Ford F550	\$ 80,000.00	
Quote from Precision Aerial Services – New Ford F600	\$223,675.50	
Quote from Hugg & Hall – Niftylift TM64	\$ 81,218.00	+ \$20,000.00
Quote from Hugg & Hall – JLG X770AJ	\$249,950.00	+ \$20,000.00
Quote from Aerial Trans – Niftylift TM64	\$ 83,000.00	+ \$20,000.00

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

Mayor Joyce Calvert, Ward 3; Vice-Mayor Jacqueline Lund, Ward 4

Tim Fox, Ward 1; Chris Brobst, Ward 2; Shayne Buchanan, At-Large

David Tillotson City Manager, LeaAnn Reed CAO, Joe Wuest COO, Lesli Smith City Clerk

www.glenpoolonline.com

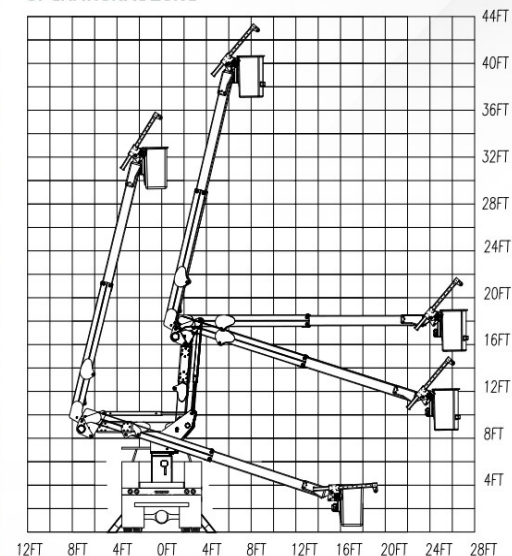


ETC MH 37 IH

PALFINGER



OPERATIONAL ZONE



The ETC MH 37 IH insulated truck offers basket and turret full-pressure hydraulic controls with complete feathering capabilities and continuous rotation. The hydraulic winch and 5' jib allow up to 1,000 lbs. material handling, while the 24" x 30" bucket has tilt/rescue controls, engine start/stop, and a 90° rotator. Its two sets of outriggers, hydraulic tool circuit, jib extension, and 42' working height make PALFINGER's ETC MH 37 IH a powerful aerial unit.

GENERAL SPECS:	Height to Bottom of Bucket	Working Height	Side Reach End Mount	Rotation	Lower Boom Articulation	Upper Boom Travel	Stowed Height	Rated Bucket Capacity	Winch capacity
	37'	42'	27' 5"	Continuous	0° to 95°	-17° to 76°	10' 2"	400 lbs.	1000 lbs.
OPTIONS:	Emergency hydraulic power (12VDC)	Two-speed throttle	Bucket liner	Bucket cover					
MINIMUM VEHICLE REQUIREMENTS:	GVWR (dual rear wheels)	C.A.	ANSI						
	19,500 lbs.	84 in.	92.2 Category C 46kV and below						

PALFINGER North America, LLC.

341 Northwest 122nd St | Oklahoma City | Oklahoma | 73114 | +1888 748 384 | PALFINGER.COM

*All specifications are based on the 40" frame height and subject to change without notice. Bucket trucks shown in this brochure are partially optional equipped and do not always correspond to the standard version. Country-specific regulations must be observed. Dimensions may vary. Subject to technical changes, errors and translation mistakes.

City Council Regular Meeting - 18 Feb 2025 Minutes Attachment

**PRECISION TRUCK &
EQUIPMENT SALES, INC.**

2020 W. LOWELL ST
RIALTO, CA 92377

Estimate

Date	Estimate #
2/10/2025	COG021025

Name / Address
CITY OF GLENPOOL RILEY JONES

STAFF Recommends
purchasing this Ford F550
with Palfinger service
body.

				Project
Description	Qty	U/M	Rate	Total
2020 FORD F-550 VIN: 1FDUF5GT2LED54246 DIESEL 4X2 MILEAGE:140753 PAINTED WHITE REFURBISHED PALFINGER ETCMH37IH WITH SERVICE BODY FOB: OKC, OK COST DOES NOT INCLUDE ANY APPLICABLE SALES/USE TAX OR REGISTRATION	1		80,000.00	80,000.00
SALES TAX - COUNTY OF SAN BERNARDINO			7.75%	0.00
Total				\$80,000.00

DUR-A-LIFT®

DPM2 SERIES

TELESCOPIC ARTICULATING
MATERIAL HANDLING OR PERSONNEL
TOP-MOUNTED JIB AND WINCH!



DPM2-52DU PICTURED

SPECIFICATIONS

	DPM2-52	DPM2-47	DPM2-40	DPM2-36	DPM2-32**
WORKING HEIGHT*	59'	54'	47'	43'	39'
SIDE REACH	31'6"	31'6"	31'6"	27'6"	25'4"
APPROX. STOWED TRAVEL HEIGHT	11'8"	10'5"	10'6"	10'6"	10'8"
HEIGHT TO BOTTOM OF PLATFORM*	54'	49'	42'	38'	34'
BASKET CAPACITY (MH, DU)	400#	400#	400#	400#	400#
BASKET CAPACITY NOT USING JIB (DU)	550#	550#	550#	550#	550#
BASKET CAPACITY (DP)	600#	600#	600#	600#	600#
APPROX. LIFT WEIGHT	4400#	4300#	3900#	3700#	3300#
ARTICULATING ARM TRAVEL	0° to 75°	0° to 75°	0° to 75°	0° to 75°	-
MAIN BOOM TRAVEL	-30° to 75°	-30° to 75°	-30° to 75°	-30° to 75°	-15° to 80°
EXTENSION TRAVEL	120"	120"	120"	96"	120"

Dur-A-Lift Inc. reserves the right to improve models and change specifications without notice or obligation. Dur-A-Lift equipment meets or exceeds all applicable ANSI Standards as of the date of manufacture.

*Maximum height achievable with addition of the optional 22" basket elevator.

**Telescopic aerial lift

WORKING HEIGHT UP TO 59'; SIDE REACH TO 31'6"

MATERIAL HANDLING OR DOUBLE-PERSON

180-DEGREE BASKET ROTATOR

BASKET ELEVATOR OPTION

TOP-MOUNTED JIB LIFTS UP TO 1000#

INSULATED (DPM2); NON-INSULATED (DPM2S)



BASKET ELEVATOR

The optional basket elevator allows the operator to raise the basket without repositioning the boom or the jib.

**WE SPEAK
BUCKET TRUCK**

DUR-A-LIFT.COM/GUIDE

BROWSE ALL MODEL OPTIONS ONLINE!



DPM2 SERIES

STANDARD

Proportional controls; lower override controls; engine start/stop from basket; basket access from ground; compensated upper boom; hydraulic basket leveling; rotating basket; continuous rotation; joystick and lockout controls; 180° basket rotator

BASKET CONFIGURATIONS

MH BASKET: Single-person, material handling; top-mounted jib and winch lifts up to 1000#; upper and lower winch control; 400# basket capacity; 24" X 30" fiberglass or aluminum basket

DP BASKET: Double-person, personnel; 600# basket capacity; 24" X 42" fiberglass or aluminum basket

DU BASKET: Dual configuration; double-person, personnel or single-person, material handling; top-mounted jib and winch lifts up to 1000#; 550# basket capacity when not using winch; 400# basket capacity when using winch; 24" X 42" fiberglass or aluminum basket



MH BASKET CONFIGURATION

OPTIONAL

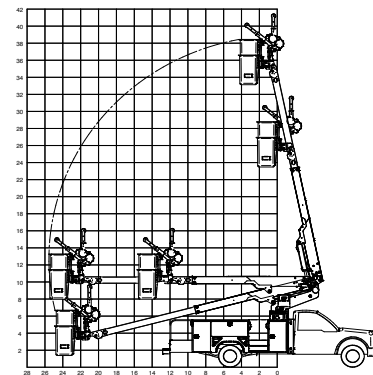
22" basket elevator; high electrical resistant controls; outriggers; basket liner for fiberglass baskets; fiberglass main and articulating booms; tool circuits; D.C. backup system; non-insulated version available (DPM2S); 110 v outlet at basket (DPM2S only)

INSULATED OR NON-INSULATED

Available in insulated (Cat. C or D) or non-insulated formats. Full pressure controls.

Insulated: DPM2 **Non-insulated:** DPM2S

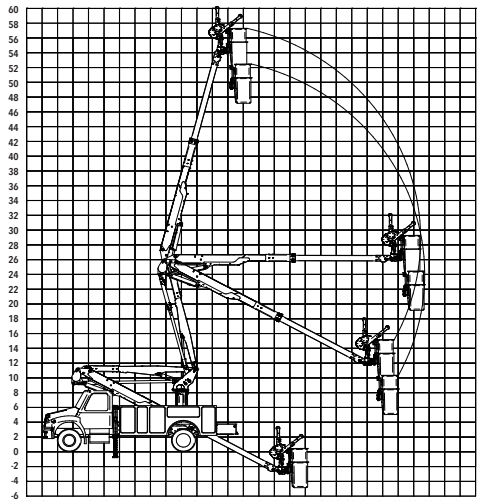
REACH DIAGRAM DPM2-32



CHASSIS REQUIREMENT, MIN.: 19,000 GVWR
CHASSIS CAB TO AXLE REQUIREMENT, MIN.: 84"

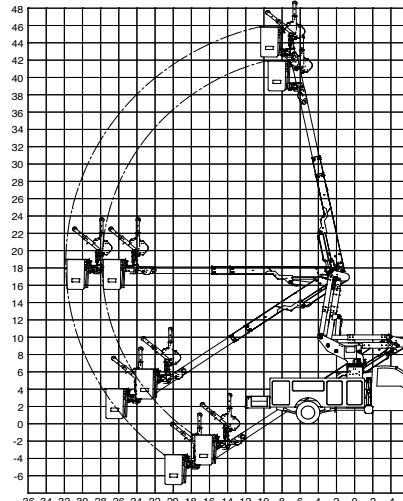


REACH DIAGRAMS DPM2-47/52



CHASSIS REQUIREMENT, MIN.: 19,500 GVWR (DPM2-47); 22,000 GVWR (DPM2-52)
CHASSIS CAB TO AXLE REQUIREMENT, MIN.: 84" (DPM2-47); 94" (DPM2-52)

REACH DIAGRAMS DPM2-36/40



CHASSIS REQUIREMENT, MIN.: 19,500 GVWR
CHASSIS CAB TO AXLE REQUIREMENT, MIN.: 60" (DPM2-36); 84" (DPM2-40)

JIB & WINCH

The top-mounted jib and winch (DU, MH baskets) allows the operator to rotate the jib to work on either side of the rotating basket.



DUR-A-LIFT, INC., 2002 KINGBIRD AVENUE, PO BOX 31, GEORGE, IOWA 51237
1-877-438-7254 | SALES@DUR-A-LIFT.COM | DUR-A-LIFT.COM

2409

City Council Regular Meeting - 18 Feb 2025 Minutes Attachment

**PRECISION TRUCK &
EQUIPMENT SALES, INC.**

2020 W. LOWELL ST
RIALTO, CA 92377

Estimate

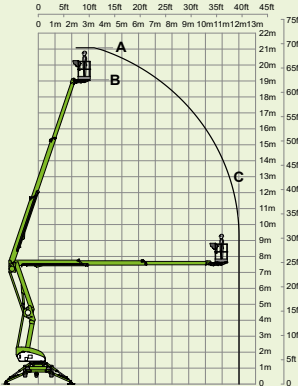
Date	Estimate #
2/24/2025	COG020425

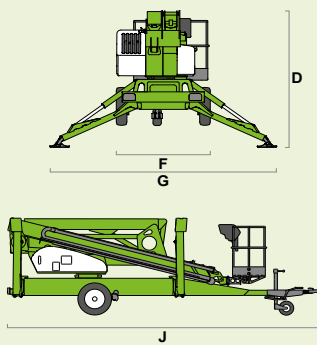
Name / Address
CITY OF GLENPOOL RILEY JONES

				Project
Description	Qty	U/M	Rate	Total
2024 FORD F600 108MIN 6.7L DIESEL 4X4	1		223,675.50	223,675.50
DAKOTA - BASE 150" BODY ALUMINUM				
Body Dimensions:				
150" - Body Length				
40" - Body Height				
94" - Body Width				
108" - Chassis C/A				
40" - Compartment Height				
20" - Compartment Depth				
54" - Load Space Width				
23" - Top of Body to Top of Floor Dimension				
17" - Horizontal Compartment Height				
Body Materials:				
13 ga AL - Main Body Material				
1/8" AL Treadbrite - Compartment Tops Material				
1/8" AL - Wheel Panels Material				
1/8" AL - Front Bulkhead Material				
18 ga Galvanized - Shelving Material				
Adjustable on Unistrut - Shelving Mounting Style				
Door Materials:				
Standard, Double Panel				
5/16" Stainless Steel - Door Rod Material				
Gas Cylinder - Vertical Door Holder Option				
Chain - Horizontal Door Holder Option				
Single Point Rotary (Stainless Steel) - Latch Type - Keyed Alike -				
Lock Type - Wrap Around Striker with Rounded Corners				
Other Door Details:				
Horizontal doors to have spring retainers				
Floor and Understructure:				
Treadplate - Bed Area Floor Material				
Full / Bridge - Body Frame Style				
Structural - Body Frame Material				
6 Inch - Body Frame Height				
Streetside Rear of body floor to be reinforced with 1/4" plate				
			Total	









TM64



- (A) 69ft 
- (B) 62ft 6in 
- (C) 39ft 6in 
- 500lbs 
- 4ft 7in x 2ft 4in 
- 100° 
- (D) 7ft 5in 
- (F) 5ft 11in 
- (G) 14ft 1in 
- (J) 22ft 10in 
- ✓ 
- 7610lbs 
- 17% 9.5° 
-  

niftylift
 1438 S. Buncombe Road,
 Greer, SC - 29651
 United States
 1-800-643-8954
 usasales@niftylift.com
 www.niftylift.com



ISO 9001
QUALITY MANAGEMENT



ISO 14001
ENVIRONMENTAL MANAGEMENT



ISO 45001
HEALTH & SAFETY MANAGEMENT

IS-106

City Council Regular Meeting - 18 Feb 2025 Minutes Attachment



PROPOSAL

Quote Ref: JB8162024
Date: 8/16/2024
City of Glenpool
503 W. 138th Street
Glenpool, OK. 74033
918-934-9273
Customer Name: rjones@cityofglenpool.com
ATTN: Riley Jones

Blytheville, AR (870) 763-2803
Conway, AR (501) 450-9500
El Dorado, AR (870) 862-1262
Fort Smith, AR (479) 648-3322
Jonesboro, AR (870) 931-1262
Little Rock, AR (501) 562-1262
Springdale, AR (479) 361-1262
Texarkana, AR (870) 773-1262
Broussard, LA (337) 837-2880

Oklahoma City, OK (405) 670-4343
Tulsa, OK (918) 438-7800
Lufkin, TX (936) 633-7575

Equipment Specifications:

Make: Niftylift

Model: TM64

Serial Number: TBD

Year: 2024

Hours: 0

Capacity: 500 lbs. Two Men Basket is about 6ft Wide

Working Height: 69 ft

Platform Height: 62ft 6in

Horizontal Outreach: 39ft 6in

Fuel: Kubota Diesel

Traction Drive is Standard

Lead Time: Approximately 3 Months

FREIGHT INCLUDED

TAXES NOT INCLUDED

PURCHASE PRICE: \$81,218.00

Respectfully,

Britt Mosier

This quote is subject to acceptance by buyer and seller within 15 days from the date hereof and only in accordance with the terms here and on following page(s). Buyer grants to seller a security interest in equipment described herein until payment has been made in full.

Seller Acceptance

Buyer Acceptance

Sign here and initial where indicated below

NAME TITLE

(This quotation shall become a contract only upon signature by
President or Sales Manager of Seller at its Business offices.)

NAME TITLE

(Signature of authorized Officer or Representative required)

X770AJ COMPACT CRAWLER

BOOM LIFT

JLG



KEY SPECS

Platform Height 77-ft 5-in / 23.60-m	Platform Capacity 500-lb / 227-kg
Horizontal Outreach 43-ft / 13.1-m	Overall Width 39-in / 0.99-m

KEY FEATURES

- Best-in-class 500-lb unrestricted platform capacity.
- Environmentally friendly with standard AC powered boom functions and diesel, lithium-ion or bi-energy power options.
- Access tight spaces and climb slopes with ease thanks to a narrow chassis and tracked wheel carriage.
- Transport with ease by a forklift or crane with forklift pockets and lifting eyes, and fits through double doorway.

ACCESSORIES & OPTIONS

- Bi-Energy Power Option - Includes Diesel Engine and Lithium-Ion Battery
- Black Deep-Tread Tracks
- Platform, Single-Person 31 x 24-in

STANDARD SPECIFICATIONS

Performance

Platform Height	77-ft 5-in / 23.60-m
Horizontal Outreach	43-ft / 13.1-m
Platform Capacity	500-lb / 227-kg
Swing	360 Degrees Non-continuous
Platform Rotation	124 Degrees (+62, -62 Degrees)
Jib (Range of Articulation)	89 Degrees (+0, -89 Degrees)
Ground Bearing Pressure (Tracks)	7.7 psi / .54 kg/cm ²
Ground Bearing Pressure (Outriggers)	64.1 psi / 4.50 kg/cm ²
Drive Speed	
Diesel	0.7 mph / 1.2 km/h
Optional Lithium-Ion	0.75 mph / 1.2 km/h
Max Approach / Depart Angles	
Diesel and Lithium-Ion	20° / 22°
Bi-Energy	17° / 22°
Gradeability	28%
Weight* (Diesel)	9,665-lb / 4,385-kg

*Certain options or country standards increase weight

Power

Diesel Engine: Kubota D902	216 hp / 161 kW
Fuel Tank Capacity	5 gal / 19 L
AC Motor	120V AC / 60 HZ
Optional: Lithium Ion Battery	76V / 100Ah

Tracks

Standard	Non-marking Tracks
----------	--------------------

Hydraulic System

Capacity	15.85 gal / 60 L
----------	------------------

STANDARD FEATURES

- 110V AC Receptacle in Platform
- 360 Degree Non-Continuous Swing
- 58 x 30-in Removable Aluminum Platform, Dual Side Entry
- 5-ft Articulating Jib
- AC Motor for Indoor Operation
- Air/Water Line to Platform
- Electronic Controls with One-Touch Outrigger Deployment
- Emergency Lowering Pump
- Flashing Amber Beacon
- Fork Lift Pockets
- Lifting Eyes
- Load Sensing System
- Non-Marking Tracks
- Powered Track Widening
- Proportional Controls
- Removable Controller
- SkyGuard SkyLine™
- Synthetic Biodegradable Hydraulic Oil
- Telematics-Ready Harness
- Tie Down Lugs

X770AJ

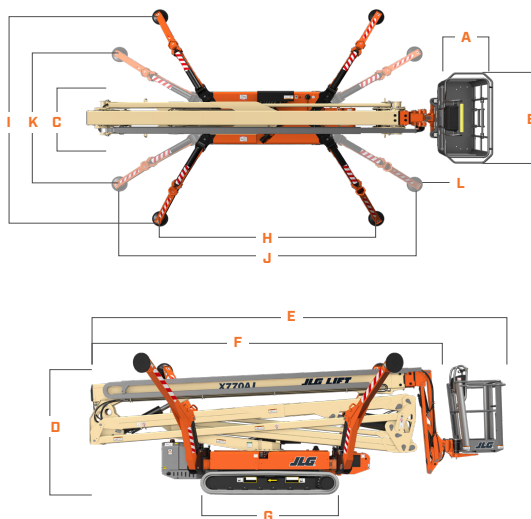
COMPACT CRAWLER

BOOM LIFT



DIMENSIONS

All dimensions are approximate



A. Platform Width	30-in / 76-cm
B. Platform Length	58-in / 1.47-m
C. Machine Width*	39-in / 99-cm
D. Machine Height	6-ft 6-in / 1.98-m
E. Machine Length	20-ft 9-in / 6.34-m
F. Machine Length Without Platform	18-ft 9-in / 5.72-m
G. Track length	6-ft 11-in / 2.10-m
H. Outrigger Footprint - Length	13-ft 4-in / 4.08-m
I. Outrigger Footprint - Width	13-ft 1-in / 3.98-m
J. Outrigger Footprint - Narrow Length	17-ft 11-in / 5.45-m
K. Outrigger Footprint - Narrow Width	8-ft 2-in / 2.50-m
L. Outrigger Pad Diameter	11.8-in / 30-cm

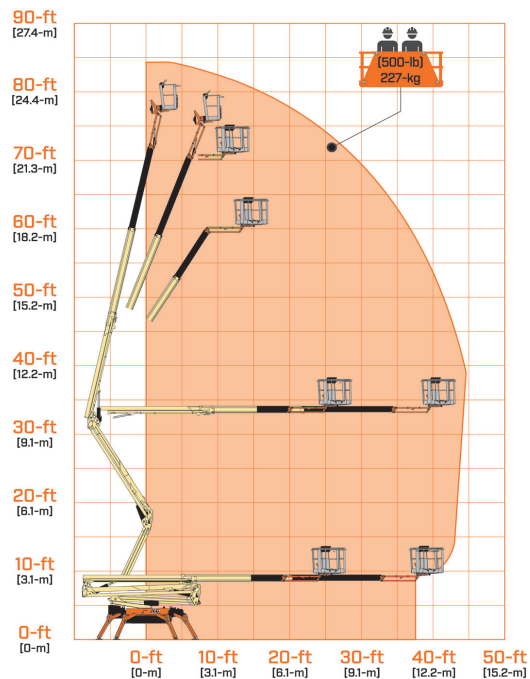
*Overall Width (with platform removed - tracks retracted)



Part No. 3131136 | R0223_2

We provide coverage for one (1) full year, and cover all specified major structural components for five (5) years. Due to continuous product improvements, we reserve the right to make specification and/or equipment changes without prior notification. This machine meets or exceeds applicable ANSI and CSA requirements based on machine configuration as originally manufactured for intended applications. Please reference the serial number plate on the machine for additional information.

REACH DIAGRAM



JLG INDUSTRIES, INC.
Toll-free US 877-JLG-LIFT
JLG.com
An Oshkosh Corporation Company

City Council Regular Meeting - 18 Feb 2025 Minutes Attachment



PROPOSAL

Quote Ref: 80338

Date: 7/16/2024

City of Glenpool
503 W. 138th Street
Glenpool, OK. 74033
918-934-9273

Customer Name: rjones@cityofglenpool.com

ATTN: Riley Jones

Blytheville, AR (870) 763-2803
Conway, AR (501) 450-9500
El Dorado, AR (870) 862-1262
Fort Smith, AR (479) 648-3322
Jonesboro, AR (870) 931-1262
Little Rock, AR (501) 562-1262
Springdale, AR (479) 361-1262
Texarkana, AR (870) 773-1262
Broussard, LA (337) 837-2880

Oklahoma City, OK (405) 670-4343
Tulsa, OK (918) 438-7800
Lufkin, TX (936) 633-7575

Equipment Specifications:

Make: JLG

Model: X770AJ

Serial Number: TBD

Year: 2024

Hours: 0

Capacity: 500 lbs.

Working Height: 84 ft

Platform Height: 77 ft 5 in

Horizontal Outreach: 43 ft

Fuel: Electric

Warranty: 12 Months

FREIGHT INCLUDED

TAXES NOT INCLUDED

PURCHASE PRICE: \$249,950.00

Respectfully,
Britt Mosier

This quote is subject to acceptance by buyer and seller within 15 days from the date hereof and only in accordance with the terms here and on following page(s). Buyer grants to seller a security interest in equipment described herein until payment has been made in full.

Seller Acceptance

Buyer Acceptance

Sign here and initial where indicated below

NAME TITLE

(This quotation shall become a contract only upon signature by
President or Sales Manager of Seller at its Business offices.)

NAME TITLE

(Signature of authorized Officer or Representative required)

City Council Regular Meeting - 18 Feb 2025 Minutes Attachment

From: [Riley Jones](#)
To: [Jesse Hale](#)
Subject: Fw: Aerial Titans - NEW 2024 NIFTYLIFT TM64D 2WD Assist (Kubota DSL/Spare Tire/Traction-Drive - Factory Warranty)
Date: Wednesday, February 12, 2025 1:33:07 PM
Attachments: [Outlook-zedfukfm.png](#)
[Outlook-45aidavn.png](#)
[Outlook-ksx1zyq5.png](#)
[Outlook-3e4qbiws.png](#)

This is another New Nifty TM64 I had priced out from another company.

Used ones are not an option from my search.

Thanks,

Riley Jones
Facility Maintenance
City Of Glenpool
[P] 918.934.9273

From: Louis Nino <lnino@aerialtitans.com>
Sent: Thursday, October 31, 2024 9:03 AM
To: Riley Jones <rjones@cityofglenpool.com>
Subject: Aerial Titans - NEW 2024 NIFTYLIFT TM64D 2WD Assist (Kubota DSL/Spare Tire/Traction-Drive - Factory Warranty)

\$83,000 Delivered



Louis Nino
Sales Department

P: 470-450-0175
O: 866-874-0584
<http://www.aerialtitans.com>
[Aerial Titans Wholesale List](#)
[Click for Financing](#)





MACHINERY QUOTE

www.aerialtitans.com

866-874-0584

NEW 2024 NIFTYLIFT TM64

1yr Factory Warranty (Parts & Labor) & 5yr Structural Warranty - Ask About 2yr, 3yr & 4yr Extended Warranties

[Click Here For Spec Sheet](#)

[Video-Link](#)

**64' Platform Height / 70' Work Height / 39'6" Horizontal Reach
Kubota Diesel Engine, Hydraulic Outriggers/Stabilizers, Spare Tire, Traction-Drive & Set (2WD Assist), Rotating Basket, **Weighs 7,700lbs****

\$83,850 FOB Atlanta, GA

For more details on this machine your sales representatives contact information is listed below.

Please, feel free to browse additional machines by visiting us online at www.aerialtitans.com.

If you do not see the exact machine that you are looking for do not hesitate to contact us. Due to high demand our inventory changes daily and we would love to show you our latest and most current machines in stock





To: Mayor and City Council

From: Beth Miller, Grants – Special Projects Coordinator

Date: February 18th, 2025

Re: Approval to apply to the Oklahoma Code Enforcement Association Community Improvement Grant

Background:

Staff is proposing to apply to the OCEA (Oklahoma Code Enforcement Association) Community Improvement Grant in the amount of \$808.98. This grant is a gifting grant, meaning no cost share and no reimbursement requirements.

This grant will be for the beautification of the South side of the main Welcome to Glenpool sign located near Highway 75 and S Waco Ave.

Please find attached the grant application, cost estimate, as well as pictures of the planned project site.

Staff Recommendations:

Staff recommends approving the application to the Oklahoma Code Enforcement Association Community Improvement Grant

Attachments:

- Pictures of project site
- Grant Application
- Equipment Price Quote

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

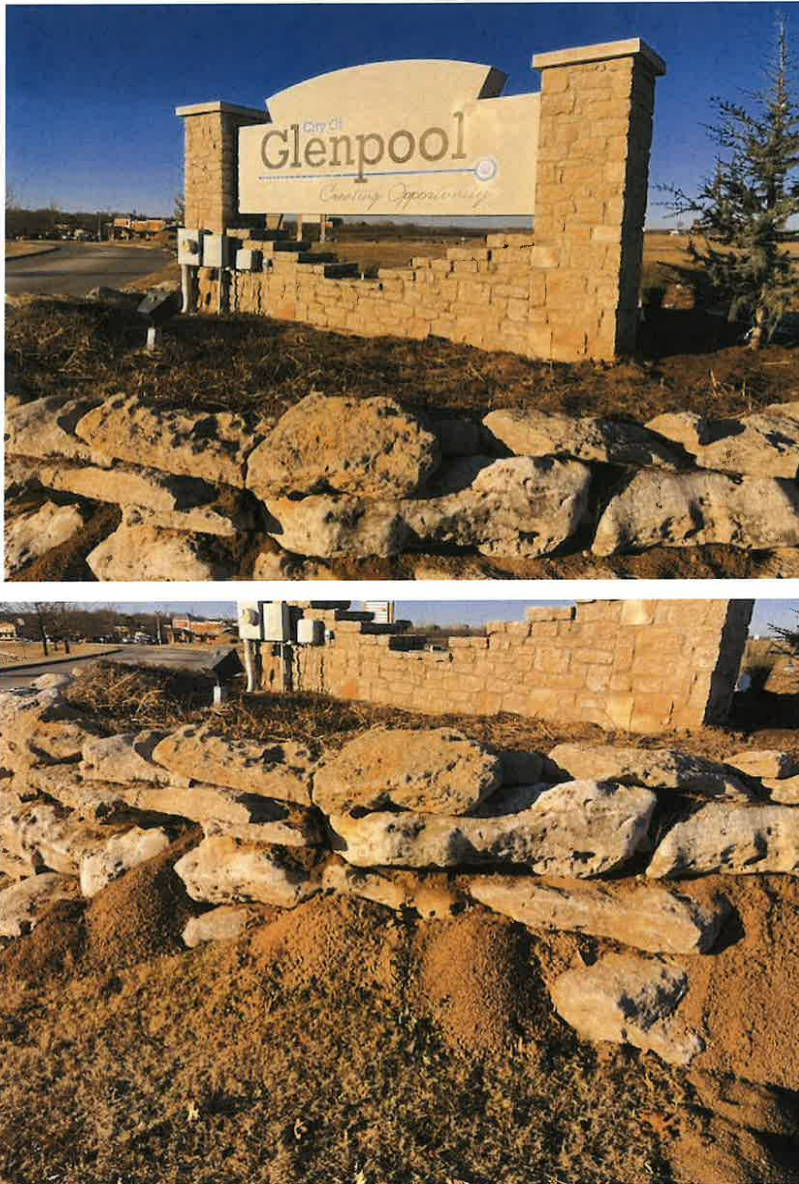
Mayor Joyce Calvert, Ward 3; Vice-Mayor Jacqueline Lund, Ward 4

Tim Fox, Ward 1; Chris Brobst, Ward 2; Shayne Buchanan, At-Large

David Tillotson City Manager, LeaAnn Reed CAO, Joe Wuest COO, Lesli Smith City Clerk

www.glenpoolonline.com







Oklahoma Code Enforcement Association
Community Improvement Grant

\$1,500 Grant Opportunity
To Improve Your Community!

The Oklahoma Code Enforcement Association is offering five \$1,500 grants to cities and towns in Oklahoma, with an Active OCEA member for the purpose of community improvement. All types of community improvement projects will be considered – from dumpster rental to clean up a trashy property to supplies to repaint the crosswalks on Main Street to new park benches and more! Although matching funds or in-kind services are encouraged to enhance the project, they are not a reporting requirement for the grant. Money will be reimbursed based on submission of applicable receipts and documentary photos of the project and must be received prior to the end of December 2025. Please complete the online application form for consideration. Contact OCEA Secretary, Janita Hatley with any questions at janita.hatley@normanok.gov

Grant Submission Deadline is 5 p.m. on Friday, February 21, 2025.

First Name *

Last Name *

Municipality *

Street Address *

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City *

State *

Zip Code *

Phone Number *

Email Address *

Location of Improvement *

Describe Proposed Project *

How will the project benefit your community? *

Projected Cost? *

Applicant Signature *

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[clear](#)

City Admin/Mayor/City Manager Signature *

[clear](#)

Powered by  **formsite**

Submit

City of Glenpool

ESTIMATE

**Oklahoma Code Enforcement Association
Grant**

<i>QUANTITY</i>	<i>DESCRIPTION</i>	<i>UNIT PRICE</i>	<i>TOTAL</i>
12	Blue Dart Fountain Grass 1 gal	\$9.75	\$117.00
6	Nandina, Dwarf Firepower 1 gal	\$9.50	\$57.00
6	Golden Holly 3 gal	\$13.00	\$78.00
6	Boxwood Wintergreen 3 gal	\$13.00	\$78.00
1	Pro 5 Weed Barrier – 6x250	\$275.00	\$275.00
2	Anchoring Pins – Box of 100	\$11.99	\$23.98
5	Cedar Mulch – 1 yard	\$36.00	\$180.00
		Total	\$808.98



To: Mayor and City Council

From: Beth Miller, Grants – Special Projects Coordinator

Date: February 18th, 2025

Re: Approval of applying to the OK Office of Homeland Security Cybersecurity Grant

Background:

Staff proposes to apply for the OK Office of Homeland Security Cybersecurity Grant in the amount of \$15,000. This grant is a gifting grant, which means there are no cost-sharing or reimbursement requirements if we are awarded the funds.

However, if the funds are no longer available from the previous FY with no cost share, there is a possibility that we may need to provide a match of up to 20%. This will be determined upon approval.

Staff Recommendations:

It is recommended that the council approve the application for the OK Office of Homeland Security Cybersecurity Grant to enhance our cybersecurity measures.

Attachments:

- Grant Application

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

Mayor Joyce Calvert, Ward 3; Vice-Mayor Jacqueline Lund, Ward 4

Tim Fox, Ward 1; Chris Brobst, Ward 2; Shayne Buchanan, At-Large

David Tillotson City Manager, LeaAnn Reed CAO, Joe Wuest COO, Lesli Smith City Clerk

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OKLAHOMA OFFICE OF HOMELAND SECURITY

CYBERSECURITY GRANT PROGRAMS INVESTMENT JUSTIFICATION (IJ) TEMPLATE INTRODUCTION AND INSTRUCTIONS

PRIVACY ACT STATEMENT

AUTHORITY: Act of 2007, 6 U.S.C. §§ 605 and 606 The Homeland Security Act of 2002, as amended by Title I of the Implementing Recommendations of the 9/11 Commission), and Infrastructure Investments and Jobs Appropriations Act (Pub. L. No. 117, Section 2220A of the Homeland Security Act of 2002, as amended (Pub. L. No. 107-296) (6 U.S.C. § 665g-58).

PRINCIPAL PURPOSE(S): This information is being collected for the primary purpose of facilitating correspondence between the grant applicant and the Oklahoma Office of Homeland Security and the State of Oklahoma Cybersecurity Planning Committee and for determining eligibility and administration of FEMA Preparedness Grant Programs, specifically, the State and Local Cybersecurity Grant Program.

DISCLOSURE: The disclosure of information on this form is voluntary; however, failure to provide the information requested may delay or prevent the organization from receiving grant funding.

CYBERSECURITY GRANT PROGRAMS INVESTMENT JUSTIFICATION (IJ) INSTRUCTIONS

Each sub-applicant can submit one application/investment justification per State Cybersecurity Plan objective.

The IJ Template is useful for the **Program Narrative** portion of the application.

Requirements:

- **Application level:** Each application must include between one (1) IJ. The IJ must be associated with one of the four objectives outlined in the NOFO and State Cybersecurity Plan. No more than four (4) IJ's can be submitted.
- **Projects:** Project-level information will vary based on the associated SLCGP objectives and sub-objectives as outlined in the NOFO and State Cybersecurity Plan.
- **The State of Oklahoma Cybersecurity Planning Committee requires a quote to be attached for each request.**
- Once each IJ is complete it must be submitted, along with required attachments to hsgrants@okohs.ok.gov.

ELIGIBILITY

Eligible Subrecipient Entities

"Local government" is defined in 6 U.S.C. § 101(13) as:

1. A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under state law), regional or interstate government entity, or agency or instrumentality of a local government;
2. *An Indian tribe or authorized tribal organization, or in Alaska a Native village or Alaska Regional Native Corporation; and
3. A rural community, unincorporated town or village, or other public entity.

*Although tribes are not eligible to apply directly for SLCGP funding, they may be eligible subrecipients, and can receive SLCGP funding as a local government.

Each individual SAA may determine whether and how much SLCGP funding to pass through to tribal entities. Additionally, funding will be directly available to eligible tribal entities under the Tribal Cybersecurity Grant Program.

Ineligible subrecipient entities include:

1. Nonprofit organizations; and
2. Private corporations.

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SUB-APPLICANT POINT OF CONTACT (POC) INFORMATION	
STATE, LOCAL, TRIBAL AGENCY: City of Glenpool	SLT UEI Number: JPRQJKV9ZKC1
SLT POC Name: Elizabeth Miller	SLT POC Title: Grants-Special Projects Coordinator
SLT Address: 12205 S Yukon Ave Glenpool, OK 74033	
SLT POC Phone Number: 918-209-4646	SLT POC Email Address: emiller@cityofglenpool.com
PART I. BACKGROUND FOR PROJECT NARRATIVE	
1. A. Provide a baseline understanding of the existing cybersecurity gaps, risks, and threats that the applicant entity faces which have influenced the development of this Investment Justification (IJ). Also, please include a summary of the current capabilities within the applicant jurisdiction to address these threats and risks. Cybersecurity Gaps, Risks, and Threats Gaps and Risks: Device Failure: Current firewalls will reach end of support in May 2026, leading to no updates and increased vulnerability to cyberattacks. Network Security: Without updates, the network will be exposed to malicious and unwanted content. Threats: Cyberattacks: Increased risk of breaches and attacks due to outdated firewalls. Current Capabilities and Needs Existing Setup: Two firewalls currently securing the network. Required Upgrades: New Hardware and Licensing: To ensure compliance with security protocols. High Availability Unit: Critical backup to prevent disruptions in case of device failure.	
1. B. Describe how this IJ and the associated project(s) addresses gaps and/or sustainment in the approved Cybersecurity Plan. Addressing Gaps and Sustainment in the Cybersecurity Plan: The City of Glenpool's Investment Justification (IJ) for upgrading the firewalls directly addresses critical gaps and sustainment needs outlined in the approved Cybersecurity Plan: 1. Addressing Gaps: Device Failure and End of Support: The current firewalls will reach their end of support in May 2026, leading to a lack of updates and increased vulnerability to cyberattacks. Upgrading to new hardware and licensing ensures continued protection against malicious content. Network Security: By replacing outdated firewalls, the city will maintain robust defenses against cyber threats, aligning with the Cybersecurity Plan's goal of safeguarding the network infrastructure. 2. Sustainment: High Availability Unit: Installing a high availability unit provides a critical backup, ensuring continuous network protection and minimizing downtime in case of device failure. This aligns with the plan's emphasis on resilience and uninterrupted service. Compliance with Security Protocols: Upgrading the firewalls ensures compliance with standard security protocols, supporting the sustainment of a secure and reliable network environment as outlined in the Cybersecurity Plan.	

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PART II. SPECIFIC INVESTMENT INFORMATION

2. A. Investment Name: Provide the Investment Name:

City of Glenpool Firewall Upgrade

2. B. Investment Type: Please identify the corresponding SLCGP Objective Number for this IJ (Objective 1, 2, 3 or 4). Each objective must have at least one project. Objective 3 ☐

2. C. Funding Year: Please identify the corresponding SLCGP funding year. You may select more than one.

2022 – Cost Share Waived ☒ **2024** – 30% Cost Share ☐

2023 – Cost Share Waived ☐ **2025** – 40% Cost Share ☐

2. D. Funding Year: If funding is no longer available in the year you selected are you okay with us moving your funding to the next available grant year which may have a higher cost share. Yes ☐

2. F. Cost Share Type: Monetary ☐

2. E. Describe how your agency plans to meet the cost share requirements for this grant:

City General Funds

PART III. PROJECT INFORMATION

3. A. Project Name: Provide the name(s) of the project(s).

Firewall Upgrade and High Availability Implementation for City of Glenpool

3. B. Project(s) Alignment to the 16 Required Cybersecurity Elements as detailed in the Statewide Cybersecurity Plan: Please describe how this project(s) aligns to the cybersecurity elements in the Statewide Cybersecurity Plan on pages 13 and 14.

Here's a summary of how the project aligns with the 16 required cybersecurity elements:

Risk Management: Ensures continuous risk management with updated security measures.

Asset Management: Includes inventory and management of new firewall hardware.

Monitoring and Detection: Enhances continuous monitoring and threat detection.

Incident Response: Provides quick recovery and response with high availability units.

Vulnerability Management: Addresses vulnerabilities with regular updates and patches.

Access Control: Improves access control measures to protect sensitive data.

Data Protection: Ensures data protection through advanced encryption.

Security Training: Includes training for IT staff on new security practices.

Third-Party Risk: Manages risks from third-party vendors by securing entry points.

Supply Chain Security: Ensures secure procurement and deployment of hardware.

Configuration Management: Implements secure configuration to prevent unauthorized access.

Physical Security: Ensures proper installation and physical security of hardware.

Network Security: Provides robust network security against external threats.

Endpoint Security: Enhances endpoint security by monitoring network traffic.

Application Security: Supports application security by preventing unauthorized access.

Cybersecurity Workforce: Trains IT staff on new technologies, strengthening the workforce.

This summary highlights how the project supports key elements of the Statewide Cybersecurity Plan.

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PART IV. PROJECT IMPLEMENTATION SCHEDULE

3. C. Please describe project implementation and estimated timeline:

The project will begin with planning and assessment in April 2025, during which we will review the current setup, define requirements, and select the appropriate firewall technology. Installation and configuration will take place in May and June 2025, where we will install and configure the new firewalls and high availability unit. This will be followed by testing and validation in July and August 2025 to ensure the new setup functions correctly and meets all security requirements.

In September and October 2025, we will train IT staff on managing the new firewalls and document the configurations. The final review and go-live phase will occur in November and December 2025, during which we will conduct a final review and transition to the new firewalls, ensuring minimal disruption to network services.

Post-implementation support will begin in January 2026 and continue beyond, with ongoing monitoring and regular updates to maintain security and performance.

This timeline ensures the new firewalls are in place before the current support ends in May 2026.

3. D. In this section, list all proposed equipment, projects, or activities, the vulnerability any of those items will address, and the estimated funding requested (round up to the nearest dollar) for each. AEL – Authorized Equipment List

AEL Number	Equipment, Project, or Activity	Vulnerability Addressed	Estimated Cost	Estimated Cost Share
05NP-00-FWAL	Firewall	increased risk of cyberattacks	\$15,000.00	n/a (if funds available)
Total Funding Requested			0	0

4. Please describe how your entity plans to sustain this project once the grant funds are gone:

Once the grant funds are exhausted, the City of Glenpool plans to sustain the firewall upgrade and high availability implementation project using City General funds. This approach ensures continuous financial support for maintaining and updating the firewalls, thereby preserving the security and integrity of the city's network infrastructure. By allocating resources from the City General funds, we can ensure that the firewalls remain up-to-date and effective in protecting against cyber threats, aligning with our long-term cybersecurity strategy.

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Milestone 1	Milestone 2	Milestone 3
Milestone 1: Installation and Configuration Install and configure the new firewalls and high availability unit.	Milestone 2: Testing and Validation Conduct comprehensive testing and validation to ensure the new setup functions correctly and meets security requirements.	Milestone 3: Final Review and Go-Live Perform a final review, transition to the new firewalls, and ensure minimal disruption to network services.

SLCGP SUB-APPLICANT CONTACT INFORMATION	
This application was written by:	
☐ By clicking this box, I certify that I am an employee or affiliated volunteer on behalf of the organization or have been hired by the organization to apply on their behalf for the State and Local Cyber Security Grant Program, have reviewed the SLCGP NOFO, as well as the Oklahoma Cyber-Security Plan and agree to the terms and conditions of all on behalf of the organization.	
FULL NAME	POSITION/TITLE
EMAIL	WORK PHONE

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To: Mayor and City Council

From: Beth Miller, Grants – Special Projects Coordinator

Date: February 18th, 2025

Re: Approval of applying to the Oklahoma Department of Environmental Quality Collection Event Grant

Background:

Staff is proposing to apply to the Oklahoma Department of Environmental Quality (DEQ) Collection Event (gifting) Grant in the amount of \$15,350 . This grant is a gifting grant, meaning no cost share and no reimbursement requirements.

This grant will fund the Glenpool Spring Collection Event, scheduled for Spring 2026. The grant will cover the costs of bin rentals, truck haulers, dump fees, and post-event lot cleanup.

Please find attached the complete grant application.

Staff Recommendations:

Staff recommends approving the application to the Oklahoma Department of Environmental Quality Collection Event Grant.

Attachments:

- Grant Application

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

Mayor Joyce Calvert, Ward 3; Vice-Mayor Jacqueline Lund, Ward 4

Tim Fox, Ward 1; Chris Brobst, Ward 2; Shayne Buchanan, At-Large

David Tillotson City Manager, LeaAnn Reed CAO, Joe Wuest COO, Lesli Smith City Clerk

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Community Based Environmental Protection Projects Oklahoma Department of Environmental Quality Request to Enter Contract for Reimbursement **Collection Event Grant Application FY26**

The Oklahoma Department of Environmental Quality (DEQ) has the jurisdictional area of environmental responsibility over the prevention, control and abatement of pollution caused by solid waste which presents a threat to human health or the environment, under provisions of 27A O.S. § 1-3-101 and 27A O.S. § 2-10-202; and

The Executive Director of DEQ is authorized under the provisions of 27A O.S. §§ 2-3-201 and 2-3-202 to enter into contracts for the purpose of carrying out any of the purposes, objectives or provisions of the Environmental Quality Code, Title 27A of the Oklahoma Statutes, for which DEQ has jurisdiction.

DEQ is authorized under the provisions of 27A O.S. § 2-10-802(C) to expend funds and enter into contracts with units of local government and political subdivisions of this State for purposes of administering the Oklahoma Solid Waste Management Act.

DEQ does not reimburse for buildings, vehicles, laptops, or drones.

Grant money is not guaranteed. Funding is limited. DEQ's ability to fund requests to local governments is entirely dependent on the amount of money available to DEQ to issue grants.

Basic Information:

- Grants are provided on a reimbursement basis.
- **Grantees must enter into a formal Agreement with DEQ as vendors. Until a fully executed Agreement and Purchase Order are issued, no funds are available. Funds spent prior to a formal Agreement and Purchase Order are not reimbursable.**
- All awarded funding must be spent in the fiscal year granted.
- Agreements expire June 30, 2026.
- Final invoices are due by August 31, 2026. Invoices submitted after August 2026 may not be reimbursed.

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Process for Receiving Funds

1. Applicant submit application.
2. DEQ reviews application. Discussion between DEQ and applicant may occur at this time. Applicant sends revised Scope of Work and Budget to DEQ, if necessary.
3. DEQ writes formal Agreement and sends through state's procurement process for approval.
4. DEQ sends applicant formal Agreement to sign and return, electronically.
5. DEQ signs, then sends an electronic copy of fully executed Agreement and Purchase Order to applicant.
6. Applicant may now begin to spend funds intended for reimbursement. **Funds spent prior to a fully executed Agreement and Purchase Order (between steps 1-5) are not reimbursable.**
7. Applicant sends invoices and monthly reports to DEQ.
8. DEQ reimburses invoices within 45 days.

For more information and application deadlines, visit the DEQ website at <https://www.deq.ok.gov/land-protection-division/waste-management/solid-waste/funding-opportunities-for-community-based-environmental-protection-projects/>.

Application Submittal Instructions

Return by e-mail to SWGrants@deq.ok.gov with the subject line, "[Organization] FY26 [grant category] Grant Application DEQ"
e.g., Oklahoma County FY26 Equipment Grant Application DEQ

Or send a hard copy to:
Oklahoma Department of Environmental Quality
Attn: Libby McCaskill, Land Protection Division
P.O. Box 1677
Oklahoma City, OK 73101-1677
Phone: 405-702-5100
Fax: 405-702-5101

Collection Event Grant

Collection event grants are for hosting the collection of household hazardous waste (HHW) and typically also include the collection of electronic waste (e-waste), tires, unwanted residential pharmaceuticals, and used medical sharps, scrap metal, and/or other difficult-to-manage waste streams. These grants are typically provided for one, or a series of, discrete collection events.

- The contractor shall use an R2 or e-Steward certified electronics recycler. Contractor shall utilize vendors that are compliant with DEQ rules.
 - o [Find a Recycler - e-Stewards](#)
 - o [Find An R2 Certified Facility - SERI - Sustainable Electronics Recycling International](#)
 - o Often, HHW collection services partner with a certified electronics recycler
- The contractor shall coordinate with the Oklahoma Bureau of Narcotics for coordination on pharmaceuticals.
 - o Beau Ratke: (918) 446-1616: BRatke@Obn.ok.gov
- Used tires may be collected for recycling for free using DEQ's Tire Program.
 - o Kole Kennedy: (405) 702-5177: Kole.Kennedy@deq.ok.gov
- The contractor shall ensure medical sharps are safely collected and properly disposed. This can be done through coordination with the HHW collection vendor and a regulated medical waste disposal facility. Sharps collection may also be arranged directly through appropriate vendors. For a list of sharps disposal vendors that service Oklahoma, see Figure 5 on page 26 of the Oklahoma Meds and Sharps Disposal Committee's (OMSDC) "Building a Municipal Program for Home-Generated Medical Sharps" guide. You can find the guide on the OSDC website: [Safe Disposal of Pharmaceuticals and Medical Sharps in Oklahoma \(oksafemeddisposal.org\)-](https://oksafemeddisposal.org/)
- After each collection event, the contractor shall provide an invoice including a description of the event, photos, and the types and amounts of waste collected.

Oklahoma Clean Community

If you collect tires at a collection event, you may be eligible to become an Oklahoma Clean Community. For more information, e-mail okcleancommunity@deq.ok.gov. Find the application here: [2024-Clean-Communities-Application.pdf \(ok.gov\)](#).

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Collection Event Grant Application FY26

The following information must be provided before a contract for reimbursement will be considered. Scoring will be based on the following categories: types of materials being collected, environmental improvement, feasibility, collaboration, scope of work, budget, quality of proposal, and past performance, if applicable. This form has been prepared to be applicable to a wide range of projects and as a result some of the questions may not seem directly applicable to what you propose. Please answer the questions to the best of your ability based on the information you have.

1. Date: 02/18/2025

Name of entity that reimbursements will be issued to:

City of Glenpool

2. Dollar amount being requested: \$15,350

3. Contact information

Name/Title:	Elizabeth Miller – Grants/Special Projects Coordinator
Phone Number:	918-209-4646
E-mail Address:	emiller@cityofglenpool.com

4. Signatory Authority with legal authority to sign contract with DEQ:

Name/Title:	Joyce Calvert - Mayor
Phone Number:	
E-mail Address:	

5. Addresses

The contract will be sent here for signature (name and e-mail):	Elizabeth Miller emiller@cityofglenpool.com
Reimbursements will go to this mailing address*:	12205 S Yukon Ave Glenpool, OK 74033

*The address provided here must be registered in the Oklahoma Supplier Portal. If your organization is not registered as an Oklahoma Supplier, you must register here to be able to receive funds from the state: <https://oklahoma.gov/omes/divisions/central-purchasing/suppliers-and-payees/supplier-portal.html>

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6. Project Description. Answer each question in its answer box to the right.

Question	Answer
a. What type of solid waste will be collected: HHW, electronic waste, medical pharmaceuticals, medical sharps, tires, scrap metal, green waste, others?	Electronic Waste, medical pharmaceuticals, medical sharps, tires, scrap metal, and HHW
b. When do you anticipate holding the event(s)? Please provide an estimated time of year, or specific date.	Spring of 2026
c. Describe your plans for advertising the event(s).	Online – social media – city website
d. Who will be served by the program: municipalities, counties, region, population estimate?	Municipality of Glenpool, population 14,561

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Question	Answer
e. What is the total cost of this program?	\$15,530
f. Are you partnering with anyone else to implement this program? To make more efficient use of limited dollars DEQ will prioritize applications that propose partnerships and collaboration.	The Met American Waste
g. Have you received a previous grant from the DEQ? If yes, what years, what dollar amount of funding was provided, and how much of that funding did you spend?	Yes 2024 \$39,251.09 Full amount was utilized
h. Do you host collection events regularly? Provide details (annually/bi-annually, time of year, name of event, items collected, participating communities, partnerships, etc.).	Yes Annually Spring Glenpool Collection Event City of Glenpool HHW, tires, e-waste, pharmaceuticals The Met and American Waste

Question	Answer
i. Detailed scope	Scope for Glenpool Spring 2026 Trash Collection Event Event Overview: The City of Glenpool will host its annual trash collection event in the spring of 2026. This event aims to provide residents with a convenient and environmentally responsible way to dispose of various types of waste. The event has been highly successful in previous years and continues to be a valuable service to the community. Event Details: • Date: Spring 2026 (Exact date to be determined) • Location: GHS Football Field Parking Lot • Population Served: 14,561 residents

	Budget: • Total Cost: \$15,350 - o Bin Rentals: \$4,700 - o Trucks Hauling to the Dump: \$4,700 - o Dump Fees: \$4,700 - o Parking Lot Cleanup: \$1,250 Accepted Items: • Household waste • Tires • Pharmaceuticals • E-waste (electronic waste) • Batteries Advertising and Promotion: • The event will be advertised online on the official Glenpool website. • Promotion will also take place on various social media platforms to ensure maximum reach and participation. Additional Information: • This event is part of an annual initiative that has consistently received positive feedback from the community. • The goal is to maintain the high level of success and community engagement seen in previous years.
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Question	Answer
j. Is there any other information that you would like to share?	We would like to emphasize the positive impact that DEQ's Solid Waste Management Grant Program has had on our community. The grant we received last year for our woodchipper significantly improved our waste management capabilities, and we have received excellent support from DEQ staff. We are excited about the potential for future collaborations and are committed to continuing our efforts in sustainable waste management.
k. How did you hear about DEQ's Solid Waste Management Grant Program?	We heard about DEQ's Solid Waste Management Grant Program through our previous successful grant application last year for our woodchipper. Our experience working with DEQ has been excellent, particularly with Libby McCaskill, who provided outstanding support throughout the process.



To: HONORABLE MAYOR AND CITY COUNCIL
From: Debra Wood, IT Director
Date: February 10, 2025
Subject: Surplus Computer Equipment

Background:

The City of Glenpool has accumulated a significant amount of outdated computer equipment that requires proper disposal. After careful evaluation, it has been determined that all equipment holds minimal monetary value and should be disposed of in an environmentally responsible manner.

The decision to surplus the equipment for disposal rather than selling was made due to several factors. Even with data-wiping procedures, outdated computers may still pose cybersecurity risks if sensitive city information is recoverable. Proper disposal ensures compliance with best practices in data protection. Additionally, the equipment is outdated and has little to no market value, making the effort to sell impractical. Furthermore, disposal through an eco-friendly recycling process ensures compliance with environmental regulations and responsible waste management.

The City will partner with a certified recycling company to manage the disposal process. The company will provide an itemized list of disposed equipment for city records and issue certificates of destruction for hard drives, ensuring the secure and permanent elimination of any residual data.

Staff Recommendation:

Staff recommends transferring outdated computer equipment to Upcycle Technology Foundation for eco-friendly disposal.

Attachments:

- Surplus Computer Equipment

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

Mayor Joyce Calvert, Ward 3; Vice-Mayor Jacqueline Lund, Ward 4

Tim Fox, Ward 1; Chris Brobst, Ward 2; Shayne Buchanan, At-Large

David Tillotson City Manager, LeaAnn Reed CAO, Joe Wuest COO, Lesli Smith City Clerk

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MAKE	ITEM	MODEL	SERIAL NUMBER	ESTIMATED V
DELL DOCKING	DOCKING STATION		CN-036M9K-25960	\$5.00
VIEWSONIC	MONITOR	VS14589	T1W142821000	\$25.00
IBM TYPEWRITER	TYPEWRITER			\$10.00
ACER	MONITOR	V223W	920000941342.00	\$10.00
NETGEAR	SWITCH	EN104	ENT4C26810316	\$15.00
CNET	SWITCH		ANP2512004282	\$10.00
D-LINK	SWITCH	DSS-5+	DR8615B038460	\$10.00
HP	SWITCH	J3263-60001	SG84853059	\$10.00
SPRINT	MODEM		9184065582.00	No Carrier
MOTION COMPUTING	TABLET	LE1700	00292191-LE1700	\$15.00
BROTHER	PRINTER	HL-45	U62500J1J216934	\$20.00
EPSON	RECEIPT PRINTER	M253A	PFEF143981	\$10.00
MAGELLAN	TABLET	800506-03	127400189712.00	\$15.00
KODAK PIXPRO	CAMERA	AZ401	M053163881	\$25.00
CANON	10KEY	MP11DX	A2484375	\$10.00
CANON	10KEY	P1070-DH	2B306254	\$10.00
SYMNET	AUDIO	COBRA	80-412X2ECANA5010004981	\$50.00
SYMNET	AUDIO	COBRA	80-412X4ECANA5010004982	\$50.00
SYMNET	AUDIO	COBRA	80-412X4ECANA501000497F	\$50.00
SYMNET	AUDIO	COBRA	80-412X4ECANA5010004980	\$50.00
DELL	MICRO PC	OPTIPLEX 3040	FXZ8XD2	\$25.00
DELL	MICRO PC	OPTIPLEX 9020	9LS0RD2	\$25.00
DELL	MICRO PC	OPTIPLEX 9020	5PT5M82	\$25.00
HP	PC	110-217C	4CI4330VDY	\$20.00
ACER	PC	VX6630G	41100013601.00	\$20.00
DELL	PC	OPTIPLEX 3020	HK7WQD2	\$20.00
ASUS	PC	SILVERSTONE		\$20.00
DELL	PC		B6CJQ02	\$20.00
HP	PC	PRODESK 405	MXL5362RB8	\$20.00
HP	PC	PRODESK 405	MXL5362RB7	\$20.00
DELL	PC	OPTIPLEX 3020	JVF3M02	\$20.00
HP	PC	PRODESK 405	MXL5362RB3	\$20.00
DELL	PC	PRECISION T3400	5Y435K1	\$25.00
DELL	PC	OPTIPLEX 3020	G2RYS12	\$25.00
DELL	LAPTOP		8GFDQC2	\$20.00
DELL	LAPTOP	LATITUDE E5570	9NYWGH2	\$20.00
SAMSUNG	CHROME BOOK	XE500C12	0GX591CGC10708H	\$25.00
TOSHIBA	LAPTOP	SATELLITE L45-S7423	X7137353R	\$25.00
DELL	LAPTOP		52C8QJ1	\$25.00
TOSHIBA	LAPTOP	SATELLITE L45-S7423	X7137354R	\$25.00
TOSHIBA	LAPTOP	SATELLITE L45-S7423	X7137291R	\$25.00
SAMSUNG	TABLET	T377ZKAU	35500307063654.00	\$3.00
SAMSUNG	TABLET	T377ZKAU	3500307062763.00	\$3.00
APPLE	IPAD	A1460	DMP60N1HLJK	\$10.00
APPLE	IPAD	A1460	DMPKNQTZF18P	\$10.00

City Council Regular Meeting - 18 Feb 2025 Minutes Attachment

APPLE	IPAD	A1460	DMPKLF03F18P	\$10.00
APPLE	IPAD	A1460	DMPKNPUCF18P	\$10.00
APPLE	IPAD	A1460	DMPKP9Z4100W	\$10.00
APPLE	IPAD	A1460	DMPKKP9ZF18W	\$10.00
APPLE	IPAD	A1219	GB0220Y2Z3A	\$10.00
SAMSUNG	TABLET	T377DAEU	35500307072298.00	\$20.00
SAMSUNG	TABLET	T377ZKAU	35500307063161.00	\$20.00
APPLE	IPAD	A1460	DMPKKPMSF18W	\$10.00
APPLE	IPAD	A1460	DMPKKRVFF18W	\$10.00
APPLE	IPAD	A1567	DMPSC2SHG6V	\$10.00
APPLE	IPAD	A1460	DMPKNSVNF18P	\$10.00
APPLE	IPAD	A1460	DMPKNPGHF18P	\$10.00
APPLE	IPAD	A1460	DMPKKNGSF18W	\$10.00
APPLE	IPAD	A1460	DMPKKVJ32F18W	\$10.00
APPLE	IPAD	A1460	DMPKKVJ2F18W	\$10.00
APPLE	IPAD	A1460	DMPKKSLPF18W	\$10.00
APPLE	IPAD	A1460	DMPKK9SRF18W	\$10.00
DYMO	LABEL PRINTER	LABELWRITER 5XL	QG1390216862A	\$10.00
DYMO	LABEL PRINTER	LABELWRITER	1615021750160.00	\$10.00
PANASONIC	RUGGED LAPTOP	CF-53	7CTSA97778	\$30.00
DELL	LAPTOP	INSPIRON 15 759	7PJ7MF2	\$25.00
			Total	\$1,161.00



To: Mayor and Council

From: Jesse Hale, Public Works Director

Date: March 3, 2025

Re: Discussion and possible action to approve or deny a quote for the purchase of a work truck outfitted with a man lift with material handling capability.

After a long career here at the city our 1994 Ford F350 with a bucket lift finally proved to be not safe enough to use. As a part of the FY24-25 budget, staff planned for a new trailer mounted man lift that could be pulled around town for various elevated tasks. Finding a suitable trailer was more difficult than planned due to availability, cost, and delivery dates. Self-powered lifts were also looked at, but those units would also need a new trailer to haul them (add \$20,000), they are not as convenient to use, and the costs were above our budgeted amount with pricing at \$81,218, \$249,950, and \$83,000, respectively.

Our pursuit led us to a vendor that refurbishes used equipment for a second life. This proposal is for a used 2020 Ford F550 Diesel cab-n-chassis outfitted with a Palfinger ETC MH 37 - IH man lift with material handler. This unit will come from OKC and be completely assembled, repainted, and certified before sale to the City. A similar new unit was explored and would cost \$223,675.50.

This purchase has been budgeted within the approved FY24-25 budget with an estimated cost of \$80,000.

Recommendation:

Staff recommends purchasing a work truck outfitted with a man lift with material handling capability from Precision Aerial Services for \$80,000.00 using the 01-6-14-6333 Capital Purchases fund.

Attached:

Quote from Precision Aerial Services – Used Ford F550	\$ 80,000.00	
Quote from Precision Aerial Services – New Ford F600	\$223,675.50	
Quote from Hugg & Hall – Niftylift TM64	\$ 81,218.00	+ \$20,000.00
Quote from Hugg & Hall – JLG X770AJ	\$249,950.00	+ \$20,000.00
Quote from Aerial Trans – Niftylift TM64	\$ 83,000.00	+ \$20,000.00

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

Mayor Joyce Calvert, Ward 3; Vice-Mayor Jacqueline Lund, Ward 4

Tim Fox, Ward 1; Chris Brobst, Ward 2; Shayne Buchanan, At-Large

David Tillotson City Manager, LeaAnn Reed CAO, Joe Wuest COO, Lesli Smith City Clerk

www.glenpoolonline.com

PALFINGER

ETC MH 37 IH

ARTICULATED/TELESCOPIC—INSULATED
MATERIAL HANDLING

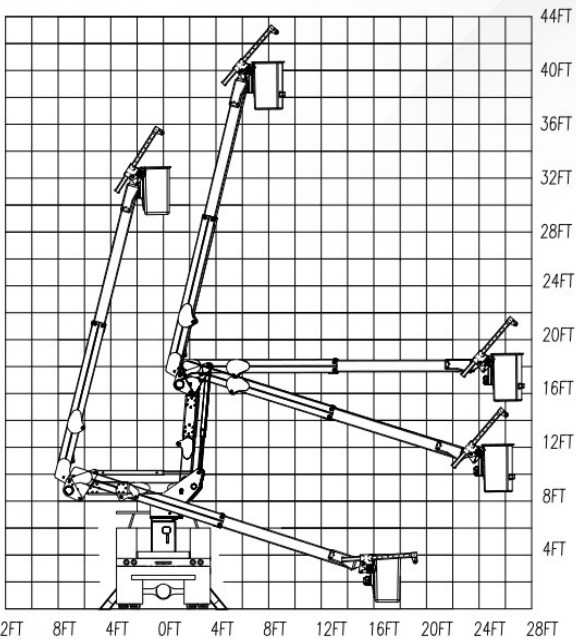
PALFINGER.COM

ETC MH 37 IH

PALFINGER



OPERATIONAL ZONE



The ETC MH 37 IH insulated truck offers basket and turret full-pressure hydraulic controls with complete feathering capabilities and continuous rotation. The hydraulic winch and 5' jib allow up to 1,000 lbs. material handling, while the 24" x 30" bucket has tilt/rescue controls, engine start/stop, and a 90° rotator. Its two sets of outriggers, hydraulic tool circuit, jib extension, and 42' working height make PALFINGER's ETC MH 37 IH a powerful aerial unit.

GENERAL SPECS:	Height to Bottom of Bucket 37'	Working Height 42'	Side Reach End Mount 27' 5"	Rotation Continuous	Lower Boom Articulation 0° to 95°	Upper Boom Travel -17° to 76°	Stowed Height 10' 2"	Rated Bucket Capacity 400 lbs.	Winch capacity 1000 lbs.
OPTIONS:	Emergency hydraulic power (12VDC)	Two-speed throttle	Bucket liner	Bucket cover					
MINIMUM VEHICLE REQUIREMENTS:	GVWR (dual rear wheels) 19,500 lbs.	C.A. 84 in.	ANSI 92.2 Category C 46kV and below						

PALFINGER North America, LLC.

341 Northwest 122nd St | Oklahoma City | Oklahoma | 73114 | +1 888 748 384 | PALFINGER.COM

*All specifications are based on the 40" frame height and subject to change without notice. Bucket trucks shown in this brochure are partially optional equipped and do not always correspond to the standard version. Country-specific regulations must be observed. Dimensions may vary. Subject to technical changes, errors and translation mistakes.

**PRECISION TRUCK &
EQUIPMENT SALES, INC.**

2020 W. LOWELL ST
RIALTO, CA 92377

Estimate

Date	Estimate #
2/10/2025	COG021025

Name / Address
CITY OF GLENPOOL RILEY JONES

STAFF Recommends
purchasing this Ford F550
with Palfinger service
body.

				Project
Description	Qty	U/M	Rate	Total
2020 FORD F-550 VIN: 1FDUF5GT2LED54246 DIESEL 4X2 MILEAGE:140753 PAINTED WHITE REFURBISHED PALFINGER ETCMH37IH WITH SERVICE BODY FOB: OKC, OK COST DOES NOT INCLUDE ANY APPLICABLE SALES/USE TAX OR REGISTRATION	1		80,000.00	80,000.00
SALES TAX - COUNTY OF SAN BERNARDINO			7.75%	0.00
			Total	\$80,000.00



DPM2 SERIES

TELESCOPIC ARTICULATING
MATERIAL HANDLING OR PERSONNEL
TOP-MOUNTED JIB AND WINCH!



DPM2-52DU PICTURED

SPECIFICATIONS

	DPM2-52	DPM2-47	DPM2-40	DPM2-36	DPM2-32**
WORKING HEIGHT*	59'	54'	47'	43'	39'
SIDE REACH	31'6"	31'6"	31'6"	27'6"	25'4"
APPROX. STOWED TRAVEL HEIGHT	11'8"	10'5"	10'6"	10'6"	10'8"
HEIGHT TO BOTTOM OF PLATFORM*	54'	49'	42'	38'	34'
BASKET CAPACITY (MH, DU)	400#	400#	400#	400#	400#
BASKET CAPACITY NOT USING JIB (DU)	550#	550#	550#	550#	550#
BASKET CAPACITY (DP)	600#	600#	600#	600#	600#
APPROX. LIFT WEIGHT	4400#	4300#	3900#	3700#	3300#
ARTICULATING ARM TRAVEL	0° to 75°	0° to 75°	0° to 75°	0° to 75°	—
MAIN BOOM TRAVEL	-30° to 75°	-30° to 75°	-30° to 75°	-30° to 75°	-15° to 80°
EXTENSION TRAVEL	120"	120"	120"	96"	120"

Dur-A-Lift Inc. reserves the right to improve models and change specifications without notice or obligation. Dur-A-Lift equipment meets or exceeds all applicable ANSI Standards as of the date of manufacture.

*Maximum height achievable with addition of the optional 22" basket elevator.

**Telescopic aerial lift

WORKING HEIGHT UP TO 59'; SIDE REACH TO 31'6"

MATERIAL HANDLING OR DOUBLE-PERSON

180-DEGREE BASKET ROTATOR

BASKET ELEVATOR OPTION

TOP-MOUNTED JIB LIFTS UP TO 1000#

INSULATED (DPM2); NON-INSULATED (DPM2S)



BASKET ELEVATOR

The optional basket elevator allows the operator to raise the basket without repositioning the boom or the jib.

**WE SPEAK
BUCKET TRUCK**

DUR-A-LIFT.COM/GUIDE

BROWSE ALL MODEL OPTIONS ONLINE!



DPM2 SERIES

STANDARD

Proportional controls; lower override controls; engine start/stop from basket; basket access from ground; compensated upper boom; hydraulic basket leveling; rotating basket; continuous rotation; joystick and lockout controls; 180° basket rotator

BASKET CONFIGURATIONS

MH BASKET: Single-person, material handling; top-mounted jib and winch lifts up to 1000#; upper and lower winch control; 400# basket capacity; 24" X 30" fiberglass or aluminum basket

DP BASKET: Double-person, personnel; 600# basket capacity; 24" X 42" fiberglass or aluminum basket

DU BASKET: Dual configuration; double-person, personnel or single-person, material handling; top-mounted jib and winch lifts up to 1000#; 550# basket capacity when not using winch; 400# basket capacity when using winch; 24" X 42" fiberglass or aluminum basket

OPTIONAL

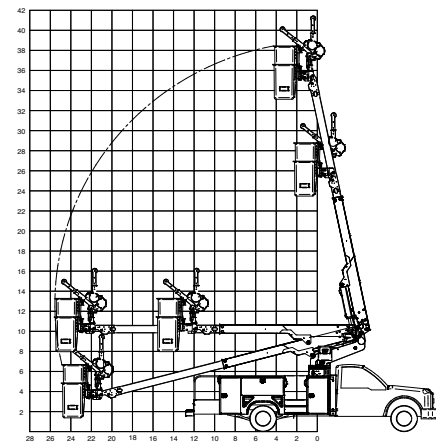
22" basket elevator; high electrical resistant controls; outriggers; basket liner for fiberglass baskets; fiberglass main and articulating booms; tool circuits; D.C. backup system; non-insulated version available (DPM2S); 110 v outlet at basket (DPM2S only)

INSULATED OR NON-INSULATED

Available in insulated (Cat. C or D) or non-insulated formats. Full pressure controls.

Insulated: DPM2 **Non-insulated:** DPM2S

REACH DIAGRAM DPM2-32



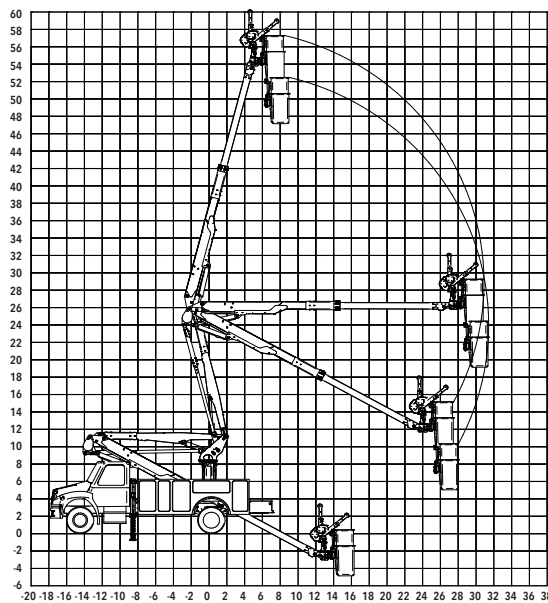
CHASSIS REQUIREMENT, MIN.: 19,000 GVWR
CHASSIS CAB TO AXLE REQUIREMENT, MIN.: 84"



MH BASKET CONFIGURATION

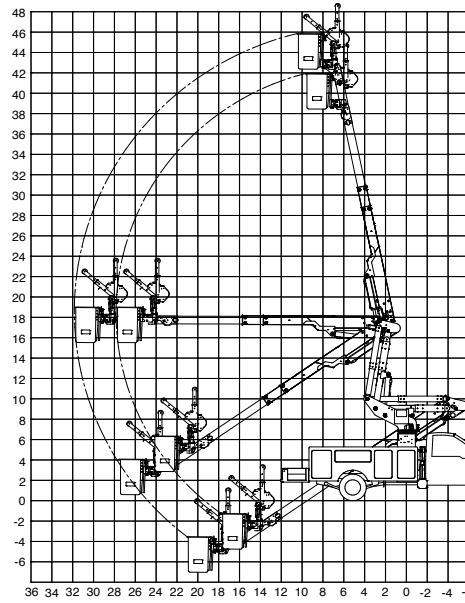


REACH DIAGRAMS DPM2-47/52



CHASSIS REQUIREMENT, MIN.: 19,500 GVWR (DPM2-47); 22,000 GVWR (DPM2-52)
CHASSIS CAB TO AXLE REQUIREMENT, MIN.: 84" (DPM2-47); 94" (DPM2-52)

REACH DIAGRAMS DPM2-36/40



CHASSIS REQUIREMENT, MIN.: 19,500 GVWR
CHASSIS CAB TO AXLE REQUIREMENT, MIN.: 60" (DPM2-36); 84" (DPM2-40)

JIB & WINCH

The top-mounted jib and winch (DU, MH baskets) allows the operator to rotate the jib to work on either side of the rotating basket.



DUR-A-LIFT, INC., 2002 KINGBIRD AVENUE, PO BOX 31, GEORGE, IOWA 51237
1-877-438-7254 | SALES@DUR-A-LIFT.COM | DUR-A-LIFT.COM

2409

**PRECISION TRUCK &
EQUIPMENT SALES, INC.**

2020 W. LOWELL ST
RIALTO, CA 92377

Estimate

Date	Estimate #
2/24/2025	COG020425

Name / Address
CITY OF GLENPOOL RILEY JONES

				Project
Description	Qty	U/M	Rate	Total
2024 FORD F600 108MIN 6.7L DIESEL 4X4	1		223,675.50	223,675.50
DAKOTA - BASE 150" BODY ALUMINUM				
Body Dimensions:				
150" - Body Length				
40" - Body Height				
94" - Body Width				
108" - Chassis C/A				
40" - Compartment Height				
20" - Compartment Depth				
54" - Load Space Width				
23" - Top of Body to Top of Floor Dimension				
17" - Horizontal Compartment Height				
Body Materials:				
13 ga AL - Main Body Material				
1/8" AL Treadbrite - Compartment Tops Material				
1/8" AL - Wheel Panels Material				
1/8" AL - Front Bulkhead Material				
18 ga Galvanized - Shelving Material				
Adjustable on Unistrut - Shelving Mounting Style				
Door Materials:				
Standard, Double Panel				
5/16" Stainless Steel - Door Rod Material				
Gas Cylinder - Vertical Door Holder Option				
Chain - Horizontal Door Holder Option				
Single Point Rotary (Stainless Steel) - Latch Type - Keyed				
Alike -				
Lock Type - Wrap Around Striker with Rounded Corners				
Other Door Details:				
Horizontal doors to have spring retainers				
Floor and Understructure:				
Treadplate - Bed Area Floor Material				
Full / Bridge - Body Frame Style				
Structural - Body Frame Material				
6 Inch - Body Frame Height				
Streetside Rear of body floor to be reinforced with 1/4" plate				
			Total	



niftylift

TM64



(A) 69ft



(B) 62ft 6in



(C) 39ft 6in



500lbs



4ft 7in x 2ft 4in



100°



(D) 7ft 5in



(F) 5ft 11in



(G) 14ft 1in



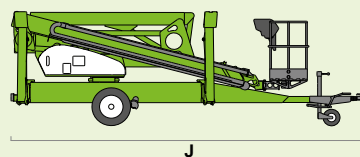
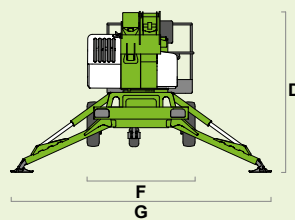
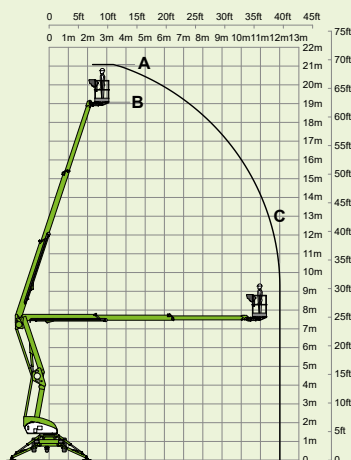
(J) 22ft 10in



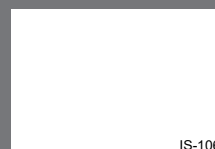
7610lbs



17%
9.5°



niftylift
1438 S. Buncombe Road,
Greer, SC - 29651
United States
1-800-643-8954
usasales@niftylift.com
www.niftylift.com



IS-106



PROPOSAL

Quote Ref: JB8162024

Date: 8/16/2024

City of Glenpool
503 W. 138th Street
Glenpool, OK. 74033
918-934-9273

Customer Name: rjones@cityofglenpool.com

ATTN: Riley Jones

Blytheville, AR (870) 763-2803
Conway, AR (501) 450-9500
El Dorado, AR (870) 862-1262
Fort Smith, AR (479) 648-3322
Jonesboro, AR (870) 931-1262
Little Rock, AR (501) 562-1262
Springdale, AR (479) 361-1262
Texarkana, AR (870) 773-1262
Broussard, LA (337) 837-2880

Oklahoma City, OK (405) 670-4343
Tulsa, OK (918) 438-7800
Lufkin, TX (936) 633-7575

Equipment Specifications:

Make: Niftylift

Model: TM64

Serial Number: TBD

Year: 2024

Hours: 0

Capacity: 500 lbs. Two Men Basket is about 6ft Wide

Working Height: 69 ft

Platform Height: 62ft 6in

Horizontal Outreach: 39ft 6in

Fuel: Kubota Diesel

Traction Drive is Standard

Lead Time: Approximately 3 Months

FREIGHT INCLUDED

TAXES NOT INCLUDED

PURCHASE PRICE: \$81,218.00

Respectfully,

Britt Mosier

This quote is subject to acceptance by buyer and seller within 15 days from the date hereof and only in accordance with the terms here and on following page(s). Buyer grants to seller a security interest in equipment described herein until payment has been made in full.

Seller Acceptance

Buyer Acceptance

Sign here and initial where indicated below

NAME

TITLE

(This quotation shall become a contract only upon signature by
President or Sales Manager of Seller at its Business offices.)

NAME

TITLE

(Signature of authorized Officer or Representative required)

X770AJ

COMPACT CRAWLER

BOOM LIFT



KEY SPECS

Platform Height

77-ft 5-in / 23.60-m

Platform Capacity

500-lb / 227-kg

Horizontal Outreach

43-ft / 13.1-m

Overall Width

39-in / 0.99-m

KEY FEATURES

- Best-in-class 500-lb unrestricted platform capacity.
- Environmentally friendly with standard AC powered boom functions and diesel, lithium-ion or bi-energy power options.
- Access tight spaces and climb slopes with ease thanks to a narrow chassis and tracked wheel carriage.
- Transport with ease by a forklift or crane with forklift pockets and lifting eyes, and fits through double doorway.

ACCESSORIES & OPTIONS

- Bi-Energy Power Option - Includes Diesel Engine and Lithium-Ion Battery
- Black Deep-Tread Tracks
- Platform, Single-Person 31 x 24-in

STANDARD SPECIFICATIONS

Performance

Platform Height	77-ft 5-in / 23.60-m
Horizontal Outreach	43-ft / 13.1-m
Platform Capacity	500-lb / 227-kg
Swing	360 Degrees Non-continuous
Platform Rotation	124 Degrees (+62, -62 Degrees)
Jib (Range of Articulation)	89 Degrees (+0, -89 Degrees)
Ground Bearing Pressure (Tracks)	7.7 psi / .54 kg/cm ²
Ground Bearing Pressure (Outriggers)	64.1 psi / 4.50 kg/cm ²
Drive Speed	
Diesel	0.7 mph / 1.2 km/h
Optional Lithium-Ion	0.75 mph / 1.2 km/h
Max Approach / Depart Angles	
Diesel and Lithium-Ion	20° / 22°
Bi-Energy	17° / 22°
Gradeability	28%
Weight* (Diesel)	9,665-lb / 4,385-kg

*Certain options or country standards increase weight

Power

Diesel Engine: Kubota D902	21.6 hp / 16.1 kW
Fuel Tank Capacity	5 gal / 19 L
AC Motor	120V AC / 60 HZ
Optional: Lithium Ion Battery	76V / 100Ah

Tracks

Standard	Non-marking Tracks
----------	--------------------

Hydraulic System

Capacity	15.85 gal / 60 L
----------	------------------

STANDARD FEATURES

- 110V AC Receptacle in Platform
- 360 Degree Non-Continuous Swing
- 58 x 30-in Removable Aluminum Platform, Dual Side Entry
- 5-ft Articulating Jib
- AC Motor for Indoor Operation
- Air/Water Line to Platform
- Electronic Controls with One-Touch Outrigger Deployment
- Emergency Lowering Pump
- Flashing Amber Beacon
- Fork Lift Pockets
- Lifting Eyes
- Load Sensing System
- Non-Marking Tracks
- Powered Track Widening
- Proportional Controls
- Removable Controller
- SkyGuard SkyLine™
- Synthetic Biodegradable Hydraulic Oil
- Telematics-Ready Harness
- Tie Down Lugs

X770AJ

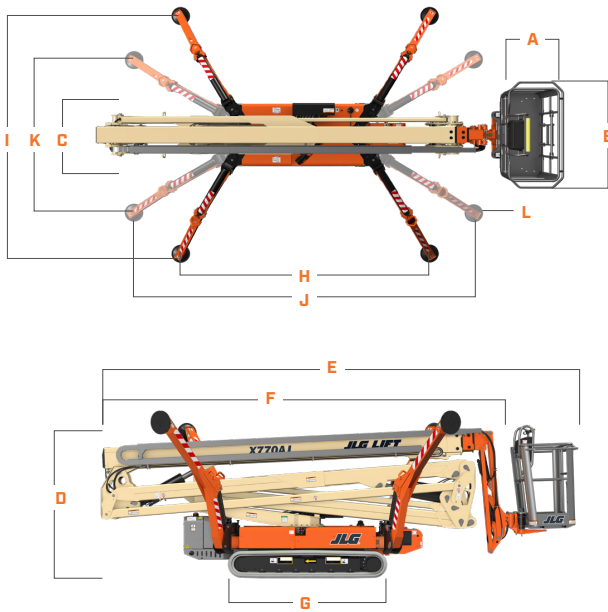
COMPACT CRAWLER

BOOM LIFT



DIMENSIONS

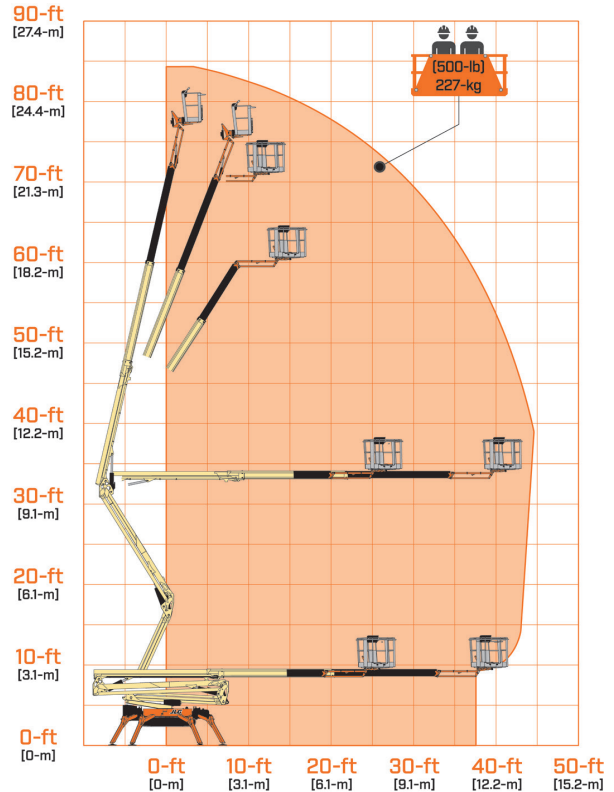
All dimensions are approximate



A. Platform Width	30-in / 76-cm
B. Platform Length	58-in / 1.47-m
C. Machine Width*	39-in / 99-cm
D. Machine Height	6-ft 6-in / 1.98-m
E. Machine Length	20-ft 9-in / 6.34-m
F. Machine Length Without Platform	18-ft 9-in / 5.72-m
G. Track length	6-ft 11-in / 2.10-m
H. Outrigger Footprint - Length	13-ft 4-in / 4.08-m
I. Outrigger Footprint - Width	13-ft 1-in / 3.98-m
J. Outrigger Footprint - Narrow Length	17-ft 11-in / 5.45-m
K. Outrigger Footprint - Narrow Width	8-ft 2-in / 2.50-m
L. Outrigger Pad Diameter	11.8-in / 30-cm

*Overall Width (with platform removed - tracks retracted)

REACH DIAGRAM



We provide coverage for one (1) full year, and cover all specified major structural components for five (5) years. Due to continuous product improvements, we reserve the right to make specification and/or equipment changes without prior notification. This machine meets or exceeds applicable ANSI and CSA requirements based on machine configuration as originally manufactured for intended applications. Please reference the serial number plate on the machine for additional information.



JLG INDUSTRIES, INC.
Toll-free US 877-JLG-LIFT
JLG.com

An Oshkosh Corporation Company

Part No. 3131136 | R0223_2



PROPOSAL

Quote Ref: 80338

Date: 7/16/2024

City of Glenpool
503 W. 138th Street
Glenpool, OK. 74033
918-934-9273

Customer Name: rjones@cityofglenpool.com

ATTN: Riley Jones

Blytheville, AR (870) 763-2803
Conway, AR (501) 450-9500
El Dorado, AR (870) 862-1262
Fort Smith, AR (479) 648-3322
Jonesboro, AR (870) 931-1262
Little Rock, AR (501) 562-1262
Springdale, AR (479) 361-1262
Texarkana, AR (870) 773-1262
Broussard, LA (337) 837-2880

Oklahoma City, OK (405) 670-4343
Tulsa, OK (918) 438-7800
Lufkin, TX (936) 633-7575

Equipment Specifications:

Make: JLG

Model: X770AJ

Serial Number: TBD

Year: 2024

Hours: 0

Capacity: 500 lbs.

Working Height: 84 ft

Platform Height: 77 ft 5 in

Horizontal Outreach: 43 ft

Fuel: Electric

Warranty: 12 Months

FREIGHT INCLUDED

TAXES NOT INCLUDED

PURCHASE PRICE: \$249,950.00

Respectfully,
Britt Mosier

This quote is subject to acceptance by buyer and seller within 15 days from the date hereof and only in accordance with the terms here and on following page(s). Buyer grants to seller a security interest in equipment described herein until payment has been made in full.

Seller Acceptance

Buyer Acceptance

Sign here and initial where indicated below

NAME

TITLE

(This quotation shall become a contract only upon signature by
President or Sales Manager of Seller at its Business offices.)

NAME

TITLE

(Signature of authorized Officer or Representative required)

From: [Riley Jones](#)
To: [Jesse Hale](#)
Subject: Fw: Aerial Titans - NEW 2024 NIFTYLIFT TM64D 2WD Assist (Kubota DSL/Spare Tire/Traction-Drive - Factory Warranty)
Date: Wednesday, February 12, 2025 1:33:07 PM
Attachments: [Outlook-zedfukfm.png](#)
[Outlook-45gidqyn.png](#)
[Outlook-ksx1zyq5.png](#)
[Outlook-3e4qbiws.png](#)

This is another New Nifty TM64 I had priced out from another company.

Used ones are not an option from my search.

Thanks,

Riley Jones
Facility Maintenance
City Of Glenpool
[P] 918.934.9273

From: Louis Nino <lnino@aerialtitans.com>
Sent: Thursday, October 31, 2024 9:03 AM
To: Riley Jones <rjones@cityofglenpool.com>
Subject: Aerial Titans - NEW 2024 NIFTYLIFT TM64D 2WD Assist (Kubota DSL/Spare Tire/Traction-Drive - Factory Warranty)

\$83,000 Delivered



Louis Nino
Sales Department

P: 470-450-0175
O: 866-874-0584
<http://www.aerialtitans.com>
[Aerial Titans Wholesale List](#)
[Click for Financing](#)





MACHINERY QUOTE

www.aerialtitans.com

866-874-0584

NEW 2024 NIFTYLIFT TM64

1yr Factory Warranty (Parts & Labor) & 5yr Structural Warranty - Ask About 2yr, 3yr & 4yr Extended Warranties

[Click Here For Spec Sheet](#)

[Video-Link](#)

**64' Platform Height / 70' Work Height / 39'6" Horizontal Reach
Kubota Diesel Engine, Hydraulic Outriggers/Stabilizers, Spare Tire, Traction-Drive & Set (2WD Assist), Rotating Basket, **Weighs 7,700lbs****

\$83,850 FOB Atlanta, GA

For more details on this machine your sales representatives contact information is listed below.

Please, feel free to browse additional machines by visiting us online at www.aerialtitans.com. If you do not see the exact machine that you are looking for do not hesitate to contact us. Due to high demand our inventory changes daily and we would love to show you our latest and most current machines in stock





To: Mayor and City Council

From: Beth Miller, Grants – Special Projects Coordinator

Date: February 18th, 2025

Re: Approval to apply to the Oklahoma Code Enforcement Association Community Improvement Grant

Background:

Staff is proposing to apply to the OCEA (Oklahoma Code Enforcement Association) Community Improvement Grant in the amount of \$808.98. This grant is a gifting grant, meaning no cost share and no reimbursement requirements.

This grant will be for the beautification of the South side of the main Welcome to Glenpool sign located near Highway 75 and S Waco Ave.

Please find attached the grant application, cost estimate, as well as pictures of the planned project site.

Staff Recommendations:

Staff recommends approving the application to the Oklahoma Code Enforcement Association Community Improvement Grant

Attachments:

- Pictures of project site
- Grant Application
- Equipment Price Quote

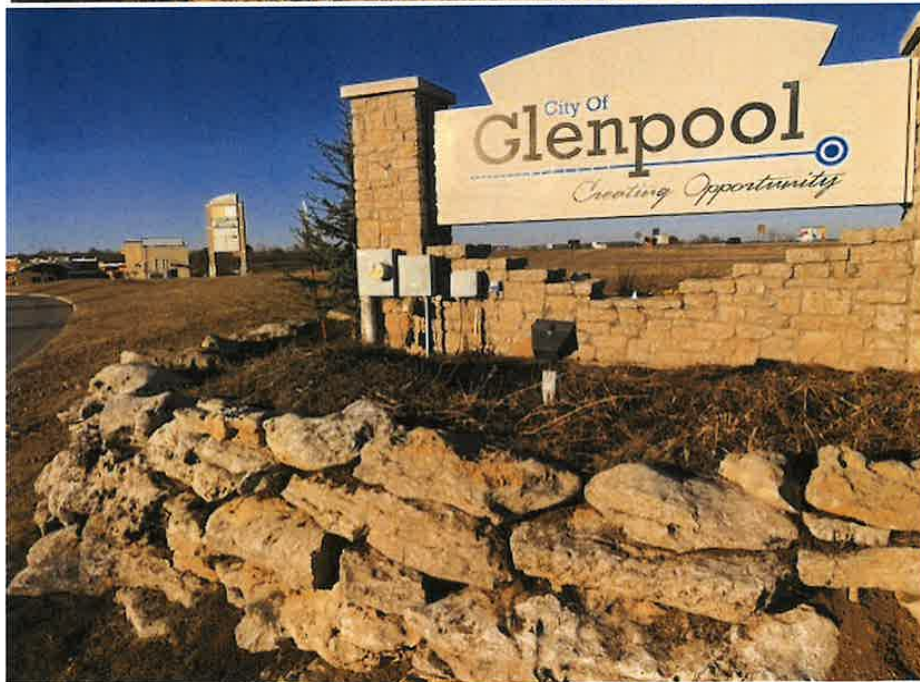
12205 S. Yukon, Glenpool, OK 74033 OFFICE: 918-322-5409 FAX: 918-209-4641

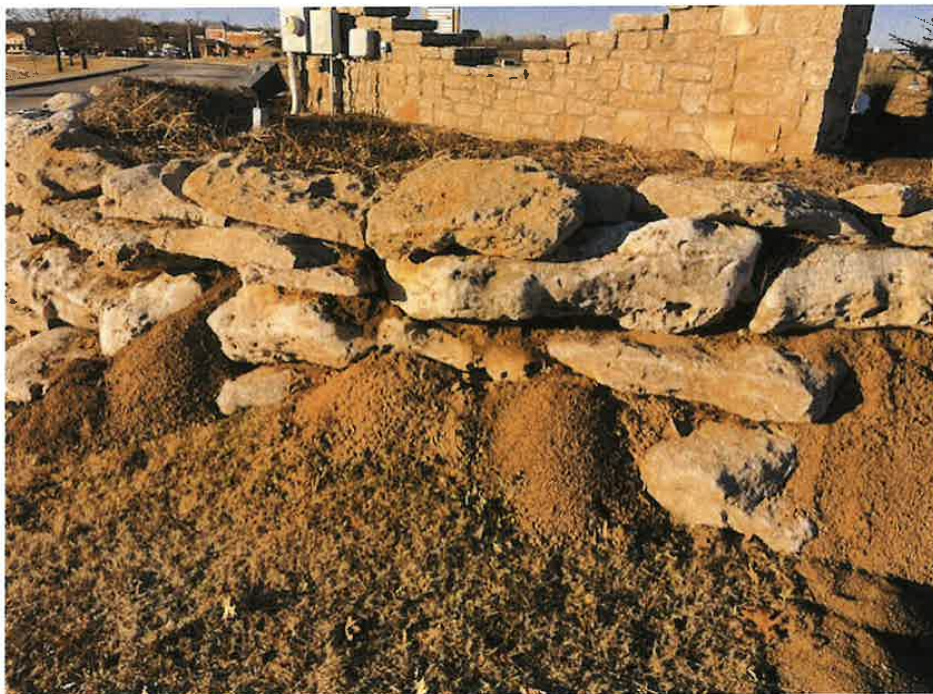
Mayor Joyce Calvert, Ward 3; Vice-Mayor Jacqueline Lund, Ward 4

Tim Fox, Ward 1; Chris Brobst, Ward 2; Shayne Buchanan, At-Large

David Tillotson City Manager, LeaAnn Reed CAO, Joe Wuest COO, Lesli Smith City Clerk

www.glenpoolonline.com







Oklahoma Code Enforcement Association
Community Improvement Grant

\$1,500 Grant Opportunity
To Improve Your Community!

The Oklahoma Code Enforcement Association is offering five \$1,500 grants to cities and towns in Oklahoma, with an Active OCEA member for the purpose of community improvement. All types of community improvement projects will be considered – from dumpster rental to clean up a trashy property to supplies to repaint the crosswalks on Main Street to new park benches and more! Although matching funds or in-kind services are encouraged to enhance the project, they are not a reporting requirement for the grant. Money will be reimbursed based on submission of applicable receipts and documentary photos of the project and must be received prior to the end of December 2025. Please complete the online application form for consideration. Contact OCEA Secretary, Janita Hatley with any questions at janita.hatley@normanok.gov

Grant Submission Deadline is 5 p.m. on Friday, February 21, 2025.

First Name *

Last Name *

Municipality *

Street Address *

City *

State *

Zip Code *

Phone Number *

(__) __ - __

Email Address *

Location of Improvement *

Describe Proposed Project *

How will the project benefit your community? *

Projected Cost? *

Applicant Signature *

[clear](#)

City Admin/Mayor/City Manager Signature *

[clear](#)

Powered by  **formsite**

Submit

City of Glenpool

ESTIMATE

Oklahoma Code Enforcement Association
Grant

<i>QUANTITY</i>	<i>DESCRIPTION</i>	<i>UNIT PRICE</i>	<i>TOTAL</i>
12	Blue Dart Fountain Grass 1 gal	\$9.75	\$117.00
6	Nandina, Dwarf Firepower 1 gal	\$9.50	\$57.00
6	Golden Holly 3 gal	\$13.00	\$78.00
6	Boxwood Wintergreen 3 gal	\$13.00	\$78.00
1	Pro 5 Weed Barrier – 6x250	\$275.00	\$275.00
2	Anchoring Pins – Box of 100	\$11.99	\$23.98
5	Cedar Mulch – 1 yard	\$36.00	\$180.00
		Total	\$808.98



To: Mayor and City Council

From: Beth Miller, Grants – Special Projects Coordinator

Date: February 18th, 2025

Re: Approval of applying to the OK Office of Homeland Security Cybersecurity Grant

Background:

Staff proposes to apply for the OK Office of Homeland Security Cybersecurity Grant in the amount of \$15,000. This grant is a gifting grant, which means there are no cost-sharing or reimbursement requirements if we are awarded the funds.

However, if the funds are no longer available from the previous FY with no cost share, there is a possibility that we may need to provide a match of up to 20%. This will be determined upon approval.

Staff Recommendations:

It is recommended that the council approve the application for the OK Office of Homeland Security Cybersecurity Grant to enhance our cybersecurity measures.

Attachments:

- Grant Application

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

Mayor Joyce Calvert, Ward 3; Vice-Mayor Jacqueline Lund, Ward 4

Tim Fox, Ward 1; Chris Brobst, Ward 2; Shayne Buchanan, At-Large

David Tillotson City Manager, LeaAnn Reed CAO, Joe Wuest COO, Lesli Smith City Clerk

www.glenpoolonline.com

OKLAHOMA OFFICE OF HOMELAND SECURITY

**CYBERSECURITY GRANT PROGRAMS INVESTMENT JUSTIFICATION
(IJ) TEMPLATE INTRODUCTION AND INSTRUCTIONS**

PRIVACY ACT STATEMENT

AUTHORITY: Act of 2007, 6 U.S.C. §§ 605 and 606 The Homeland Security Act of 2002, as amended by Title I of the Implementing Recommendations of the 9/11 Commission), and Infrastructure Investments and Jobs Appropriations Act (Pub. L. No. 117, Section 2220A of the Homeland Security Act of 2002, as amended (Pub. L. No. 107-296) (6 U.S.C. § 665g-58).

PRINCIPAL PURPOSE(S): This information is being collected for the primary purpose of facilitating correspondence between the grant applicant and the Oklahoma Office of Homeland Security and the State of Oklahoma Cybersecurity Planning Committee and for determining eligibility and administration of FEMA Preparedness Grant Programs, specifically, the State and Local Cybersecurity Grant Program.

DISCLOSURE: The disclosure of information on this form is voluntary; however, failure to provide the information requested may delay or prevent the organization from receiving grant funding.

CYBERSECURITY GRANT PROGRAMS INVESTMENT JUSTIFICATION (IJ) INSTRUCTIONS

Each sub-applicant can submit one application/investment justification per State Cybersecurity Plan objective.

The IJ Template is useful for the **Program Narrative** portion of the application.

Requirements:

- **Application level:** Each application must include between one (1) IJ. The IJ must be associated with one of the four objectives outlined in the NOFO and State Cybersecurity Plan. No more than four (4) IJ's can be submitted.
- **Projects:** Project-level information will vary based on the associated SLCGP objectives and sub-objectives as outlined in the NOFO and State Cybersecurity Plan.
- **The State of Oklahoma Cybersecurity Planning Committee requires a quote to be attached for each request.**
- Once each IJ is complete it must be submitted, along with required attachments to hsgrants@okohs.ok.gov

ELIGIBILITY

Eligible Subrecipient Entities

"Local government" is defined in 6 U.S.C. § 101(13) as:

1. A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under state law), regional or interstate government entity, or agency or instrumentality of a local government;
2. *An Indian tribe or authorized tribal organization, or in Alaska a Native village or Alaska Regional Native Corporation; and
3. A rural community, unincorporated town or village, or other public entity.

*Although tribes are not eligible to apply directly for SLCGP funding, they may be eligible subrecipients, and can receive SLCGP funding as a local government.

Each individual SAA may determine whether and how much SLCGP funding to pass through to tribal entities. Additionally, funding will be directly available to eligible tribal entities under the Tribal Cybersecurity Grant Program.

Ineligible subrecipient entities include:

1. Nonprofit organizations; and
2. Private corporations.

SUB-APPLICANT POINT OF CONTACT (POC) INFORMATION	
STATE, LOCAL, TRIBAL AGENCY: City of Glenpool	SLT UEI Number: JPRQJKV9ZKC1
SLT POC Name: Elizabeth Miller	SLT POC Title: Grants-Special Projects Coordinator
SLT Address: 12205 S Yukon Ave Glenpool, OK 74033	
SLT POC Phone Number: 918-209-4646	SLT POC Email Address: emiller@cityofglenpool.com
PART I. BACKGROUND FOR PROJECT NARRATIVE	
1. A. Provide a baseline understanding of the existing cybersecurity gaps, risks, and threats that the applicant entity faces which have influenced the development of this Investment Justification (IJ). Also, please include a summary of the current capabilities within the applicant jurisdiction to address these threats and risks. Cybersecurity Gaps, Risks, and Threats Gaps and Risks: Device Failure: Current firewalls will reach end of support in May 2026, leading to no updates and increased vulnerability to cyberattacks. Network Security: Without updates, the network will be exposed to malicious and unwanted content. Threats: Cyberattacks: Increased risk of breaches and attacks due to outdated firewalls. Current Capabilities and Needs Existing Setup: Two firewalls currently securing the network. Required Upgrades: New Hardware and Licensing: To ensure compliance with security protocols. High Availability Unit: Critical backup to prevent disruptions in case of device failure.	
1. B. Describe how this IJ and the associated project(s) addresses gaps and/or sustainment in the approved Cybersecurity Plan. Addressing Gaps and Sustainment in the Cybersecurity Plan: The City of Glenpool's Investment Justification (IJ) for upgrading the firewalls directly addresses critical gaps and sustainment needs outlined in the approved Cybersecurity Plan: 1. Addressing Gaps: Device Failure and End of Support: The current firewalls will reach their end of support in May 2026, leading to a lack of updates and increased vulnerability to cyberattacks. Upgrading to new hardware and licensing ensures continued protection against malicious content. Network Security: By replacing outdated firewalls, the city will maintain robust defenses against cyber threats, aligning with the Cybersecurity Plan's goal of safeguarding the network infrastructure. 2. Sustainment: High Availability Unit: Installing a high availability unit provides a critical backup, ensuring continuous network protection and minimizing downtime in case of device failure. This aligns with the plan's emphasis on resilience and uninterrupted service. Compliance with Security Protocols: Upgrading the firewalls ensures compliance with standard security protocols, supporting the sustainment of a secure and reliable network environment as outlined in the Cybersecurity Plan.	

PART II. SPECIFIC INVESTMENT INFORMATION

2. A. Investment Name: Provide the Investment Name:

City of Glenpool Firewall Upgrade

2. B. Investment Type: Please identify the corresponding SLCGP Objective Number for this IJ (Objective 1, 2, 3 or 4). Each objective must have at least one project. Objective 3 ☒

2. C. Funding Year: Please identify the corresponding SLCGP funding year. You may select more than one.

2022 – Cost Share Waived ☒ **2024** – 30% Cost Share ☐

2023 – Cost Share Waived ☐ **2025** – 40% Cost Share ☐

2. D. Funding Year: If funding is no longer available in the year you selected are you okay with us moving your funding to the next available grant year which may have a higher cost share. Yes ☒

2. F. Cost Share Type: Monetary ☒

2. E. Describe how your agency plans to meet the cost share requirements for this grant:

City General Funds

PART III. PROJECT INFORMATION

3. A. Project Name: Provide the name(s) of the project(s).

Firewall Upgrade and High Availability Implementation for City of Glenpool

3. B. Project(s) Alignment to the 16 Required Cybersecurity Elements as detailed in the Statewide Cybersecurity Plan: Please describe how this project(s) aligns to the cybersecurity elements in the Statewide Cybersecurity Plan on pages 13 and 14.

Here's a summary of how the project aligns with the 16 required cybersecurity elements:

Risk Management: Ensures continuous risk management with updated security measures.

Asset Management: Includes inventory and management of new firewall hardware.

Monitoring and Detection: Enhances continuous monitoring and threat detection.

Incident Response: Provides quick recovery and response with high availability units.

Vulnerability Management: Addresses vulnerabilities with regular updates and patches.

Access Control: Improves access control measures to protect sensitive data.

Data Protection: Ensures data protection through advanced encryption.

Security Training: Includes training for IT staff on new security practices.

Third-Party Risk: Manages risks from third-party vendors by securing entry points.

Supply Chain Security: Ensures secure procurement and deployment of hardware.

Configuration Management: Implements secure configuration to prevent unauthorized access.

Physical Security: Ensures proper installation and physical security of hardware.

Network Security: Provides robust network security against external threats.

Endpoint Security: Enhances endpoint security by monitoring network traffic.

Application Security: Supports application security by preventing unauthorized access.

Cybersecurity Workforce: Trains IT staff on new technologies, strengthening the workforce.

This summary highlights how the project supports key elements of the Statewide Cybersecurity Plan.

PART IV. PROJECT IMPLEMENTATION SCHEDULE

3. C. Please describe project implementation and estimated timeline:

The project will begin with planning and assessment in April 2025, during which we will review the current setup, define requirements, and select the appropriate firewall technology. Installation and configuration will take place in May and June 2025, where we will install and configure the new firewalls and high availability unit. This will be followed by testing and validation in July and August 2025 to ensure the new setup functions correctly and meets all security requirements.

In September and October 2025, we will train IT staff on managing the new firewalls and document the configurations. The final review and go-live phase will occur in November and December 2025, during which we will conduct a final review and transition to the new firewalls, ensuring minimal disruption to network services.

Post-implementation support will begin in January 2026 and continue beyond, with ongoing monitoring and regular updates to maintain security and performance.

This timeline ensures the new firewalls are in place before the current support ends in May 2026.

3. D. In this section, list all proposed equipment, projects, or activities, the vulnerability any of those items will address, and the estimated funding requested (round up to the nearest dollar) for each. AEL – Authorized Equipment List

AEL Number	Equipment, Project, or Activity	Vulnerability Addressed	Estimated Cost	Estimated Cost Share
05NP-00-FWAL	Firewall	increased risk of cyberattacks	\$15,000.00	n/a (if funds available)
		Total Funding Requested	0	0

4. Please describe how your entity plans to sustain this project once the grant funds are gone:

Once the grant funds are exhausted, the City of Glenpool plans to sustain the firewall upgrade and high availability implementation project using City General funds. This approach ensures continuous financial support for maintaining and updating the firewalls, thereby preserving the security and integrity of the city's network infrastructure. By allocating resources from the City General funds, we can ensure that the firewalls remain up-to-date and effective in protecting against cyber threats, aligning with our long-term cybersecurity strategy.

Milestone 1	Milestone 2	Milestone 3
Milestone 1: Installation and Configuration Install and configure the new firewalls and high availability unit.	Milestone 2: Testing and Validation Conduct comprehensive testing and validation to ensure the new setup functions correctly and meets security requirements.	Milestone 3: Final Review and Go-Live Perform a final review, transition to the new firewalls, and ensure minimal disruption to network services.

SLCGP SUB-APPLICANT CONTACT INFORMATION	
This application was written by:	
☐ By clicking this box, I certify that I am an employee or affiliated volunteer on behalf of the organization or have been hired by the organization to apply on their behalf for the State and Local Cyber Security Grant Program, have reviewed the SLCGP NOFO, as well as the Oklahoma Cyber-Security Plan and agree to the terms and conditions of all on behalf of the organization.	
FULL NAME	POSITION/TITLE
EMAIL	WORK PHONE



To: Mayor and City Council

From: Beth Miller, Grants – Special Projects Coordinator

Date: February 18th, 2025

Re: Approval of applying to the Oklahoma Department of Environmental Quality Collection Event Grant

Background:

Staff is proposing to apply to the Oklahoma Department of Environmental Quality (DEQ) Collection Event (gifting) Grant in the amount of \$15,350 . This grant is a gifting grant, meaning no cost share and no reimbursement requirements.

This grant will fund the Glenpool Spring Collection Event, scheduled for Spring 2026. The grant will cover the costs of bin rentals, truck haulers, dump fees, and post-event lot cleanup.

Please find attached the complete grant application.

Staff Recommendations:

Staff recommends approving the application to the Oklahoma Department of Environmental Quality Collection Event Grant.

Attachments:

- Grant Application

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

Mayor Joyce Calvert, Ward 3; Vice-Mayor Jacqueline Lund, Ward 4

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Community Based Environmental Protection Projects
Oklahoma Department of Environmental Quality
Request to Enter Contract for Reimbursement
Collection Event Grant Application FY26

The Oklahoma Department of Environmental Quality (DEQ) has the jurisdictional area of environmental responsibility over the prevention, control and abatement of pollution caused by solid waste which presents a threat to human health or the environment, under provisions of 27A O.S. § 1-3-101 and 27A O.S. § 2-10-202; and

The Executive Director of DEQ is authorized under the provisions of 27A O.S. §§ 2-3-201 and 2-3-202 to enter into contracts for the purpose of carrying out any of the purposes, objectives or provisions of the Environmental Quality Code, Title 27A of the Oklahoma Statutes, for which DEQ has jurisdiction.

DEQ is authorized under the provisions of 27A O.S. § 2-10-802(C) to expend funds and enter into contracts with units of local government and political subdivisions of this State for purposes of administering the Oklahoma Solid Waste Management Act.

DEQ does not reimburse for buildings, vehicles, laptops, or drones.

Grant money is not guaranteed. Funding is limited. DEQ's ability to fund requests to local governments is entirely dependent on the amount of money available to DEQ to issue grants.

Basic Information:

- Grants are provided on a reimbursement basis.
- **Grantees must enter into a formal Agreement with DEQ as vendors. Until a fully executed Agreement and Purchase Order are issued, no funds are available. Funds spent prior to a formal Agreement and Purchase Order are not reimbursable.**
- All awarded funding must be spent in the fiscal year granted.
- Agreements expire June 30, 2026.
- Final invoices are due by August 31, 2026. Invoices submitted after August 2026 may not be reimbursed.

Process for Receiving Funds

1. Applicant submit application.
2. DEQ reviews application. Discussion between DEQ and applicant may occur at this time. Applicant sends revised Scope of Work and Budget to DEQ, if necessary.
3. DEQ writes formal Agreement and sends through state's procurement process for approval.
4. DEQ sends applicant formal Agreement to sign and return, electronically.
5. DEQ signs, then sends an electronic copy of fully executed Agreement and Purchase Order to applicant.
6. Applicant may now begin to spend funds intended for reimbursement. **Funds spent prior to a fully executed Agreement and Purchase Order (between steps 1-5) are not reimbursable.**
7. Applicant sends invoices and monthly reports to DEQ.
8. DEQ reimburses invoices within 45 days.

For more information and application deadlines, visit the DEQ website at <https://www.deq.ok.gov/land-protection-division/waste-management/solid-waste/funding-opportunities-for-community-based-environmental-protection-projects/>.

Application Submittal Instructions

Return by e-mail to SWGrants@deq.ok.gov with the subject line,
“[Organization] FY26 [grant category] Grant Application DEQ”
e.g., Oklahoma County FY26 Equipment Grant Application DEQ

Or send a hard copy to:
Oklahoma Department of Environmental Quality
Attn: Libby McCaskill, Land Protection Division
P.O. Box 1677
Oklahoma City, OK 73101-1677
Phone: 405-702-5100
Fax: 405-702-5101

Collection Event Grant

Collection event grants are for hosting the collection of household hazardous waste (HHW) and typically also include the collection of electronic waste (e-waste), tires, unwanted residential pharmaceuticals, and used medical sharps, scrap metal, and/or other difficult-to-manage waste streams. These grants are typically provided for one, or a series of, discrete collection events.

- The contractor shall use an R2 or e-Steward certified electronics recycler. Contractor shall utilize vendors that are compliant with DEQ rules.
 - o [Find a Recycler - e-Stewards](#)
 - o [Find An R2 Certified Facility - SERI - Sustainable Electronics Recycling International](#)
 - o Often, HHW collection services partner with a certified electronics recycler
- The contractor shall coordinate with the Oklahoma Bureau of Narcotics for coordination on pharmaceuticals.
 - o Beau Ratke: (918) 446-1616: BRatke@Obn.ok.gov
- Used tires may be collected for recycling for free using DEQ's Tire Program.
 - o Kole Kennedy: (405) 702-5177: Kole.Kennedy@deq.ok.gov
- The contractor shall ensure medical sharps are safely collected and properly disposed. This can be done through coordination with the HHW collection vendor and a regulated medical waste disposal facility. Sharps collection may also be arranged directly through appropriate vendors. For a list of sharps disposal vendors that service Oklahoma, see Figure 5 on page 26 of the Oklahoma Meds and Sharps Disposal Committee's (OMSDC) "Building a Municipal Program for Home-Generated Medical Sharps" guide. You can find the guide on the OMSDC website: [Safe Disposal of Pharmaceuticals and Medical Sharps in Oklahoma \(oksafemeddisposal.org\)](https://www.oksafemeddisposal.org/)-
- After each collection event, the contractor shall provide an invoice including a description of the event, photos, and the types and amounts of waste collected.

Oklahoma Clean Community

If you collect tires at a collection event, you may be eligible to become an Oklahoma Clean Community. For more information, e-mail okcleancommunity@deq.ok.gov. Find the application here: [2024-Clean-Communities-Application.pdf \(ok.gov\)](#).

Collection Event Grant Application FY26

The following information must be provided before a contract for reimbursement will be considered. Scoring will be based on the following categories: types of materials being collected, environmental improvement, feasibility, collaboration, scope of work, budget, quality of proposal, and past performance, if applicable. This form has been prepared to be applicable to a wide range of projects and as a result some of the questions may not seem directly applicable to what you propose. Please answer the questions to the best of your ability based on the information you have.

1. Date: 02/18/2025

Name of entity that reimbursements will be issued to:

City of Glenpool

2. Dollar amount being requested: \$15,350

3. Contact information

Name/Title:	Elizabeth Miller – Grants/Special Projects Coordinator
Phone Number:	918-209-4646
E-mail Address:	emiller@cityofglenpool.com

4. Signatory Authority with legal authority to sign contract with DEQ:

Name/Title:	Joyce Calvert - Mayor
Phone Number:	
E-mail Address:	

5. Addresses

The contract will be sent here for signature (name and e-mail):	Elizabeth Miller emiller@cityofglenpool.com
Reimbursements will go to this mailing address*:	12205 S Yukon Ave Glenpool, OK 74033

*The address provided here must be registered in the Oklahoma Supplier Portal. If your organization is not registered as an Oklahoma Supplier, you must register here to be able to receive funds from the state: <https://oklahoma.gov/omes/divisions/central-purchasing/suppliers-and-payees/supplier-portal.html>

6. Project Description. Answer each question in its answer box to the right.

Question	Answer
a. What type of solid waste will be collected: HHW, electronic waste, medical pharmaceuticals, medical sharps, tires, scrap metal, green waste, others?	Electronic Waste, medical pharmaceuticals, medical sharps, tires, scrap metal, and HHW
b. When do you anticipate holding the event(s)? Please provide an estimated time of year, or specific date.	Spring of 2026
c. Describe your plans for advertising the event(s).	Online – social media – city website
d. Who will be served by the program: municipalities, counties, region, population estimate?	Municipality of Glenpool, population 14,561

Question	Answer
e. What is the total cost of this program?	\$15,530
f. Are you partnering with anyone else to implement this program? To make more efficient use of limited dollars DEQ will prioritize applications that propose partnerships and collaboration.	The Met American Waste
g. Have you received a previous grant from the DEQ? If yes, what years, what dollar amount of funding was provided, and how much of that funding did you spend?	Yes 2024 \$39,251.09 Full amount was utilized
h. Do you host collection events regularly? Provide details (annually/bi-annually, time of year, name of event, items collected, participating communities, partnerships, etc.).	Yes Annually Spring Glenpool Collection Event City of Glenpool HHW, tires, e-waste, pharmaceuticals The Met and American Waste

Question	Answer
i. Detailed scope	Scope for Glenpool Spring 2026 Trash Collection Event Event Overview: The City of Glenpool will host its annual trash collection event in the spring of 2026. This event aims to provide residents with a convenient and environmentally responsible way to dispose of various types of waste. The event has been highly successful in previous years and continues to be a valuable service to the community. Event Details: • Date: Spring 2026 (Exact date to be determined) • Location: GHS Football Field Parking Lot • Population Served: 14,561 residents

	Budget: • Total Cost: \$15,350 - o Bin Rentals: \$4,700 - o Trucks Hauling to the Dump: \$4,700 - o Dump Fees: \$4,700 - o Parking Lot Cleanup: \$1,250 Accepted Items: • Household waste • Tires • Pharmaceuticals • E-waste (electronic waste) • Batteries Advertising and Promotion: • The event will be advertised online on the official Glenpool website. • Promotion will also take place on various social media platforms to ensure maximum reach and participation. Additional Information: • This event is part of an annual initiative that has consistently received positive feedback from the community. • The goal is to maintain the high level of success and community engagement seen in previous years.
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Question	Answer
j. Is there any other information that you would like to share?	We would like to emphasize the positive impact that DEQ's Solid Waste Management Grant Program has had on our community. The grant we received last year for our woodchipper significantly improved our waste management capabilities, and we have received excellent support from DEQ staff. We are excited about the potential for future collaborations and are committed to continuing our efforts in sustainable waste management.
k. How did you hear about DEQ's Solid Waste Management Grant Program?	We heard about DEQ's Solid Waste Management Grant Program through our previous successful grant application last year for our woodchipper. Our experience working with DEQ has been excellent, particularly with Libby McCaskill, who provided outstanding support throughout the process.



To: HONORABLE MAYOR AND CITY COUNCIL
From: Debra Wood, IT Director
Date: February 10, 2025
Subject: Surplus Computer Equipment

Background:

The City of Glenpool has accumulated a significant amount of outdated computer equipment that requires proper disposal. After careful evaluation, it has been determined that all equipment holds minimal monetary value and should be disposed of in an environmentally responsible manner.

The decision to surplus the equipment for disposal rather than selling was made due to several factors. Even with data-wiping procedures, outdated computers may still pose cybersecurity risks if sensitive city information is recoverable. Proper disposal ensures compliance with best practices in data protection. Additionally, the equipment is outdated and has little to no market value, making the effort to sell impractical. Furthermore, disposal through an eco-friendly recycling process ensures compliance with environmental regulations and responsible waste management.

The City will partner with a certified recycling company to manage the disposal process. The company will provide an itemized list of disposed equipment for city records and issue certificates of destruction for hard drives, ensuring the secure and permanent elimination of any residual data.

Staff Recommendation:

Staff recommends transferring outdated computer equipment to Upcycle Technology Foundation for eco-friendly disposal.

Attachments:

- Surplus Computer Equipment

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

Mayor Joyce Calvert, Ward 3; Vice-Mayor Jacqueline Lund, Ward 4

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David Tillotson City Manager, LeaAnn Reed CAO, Joe Wuest COO, Leslie Smith City Clerk

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MAKE	ITEM	MODEL	SERIAL NUMBER	ESTIMATED V
DELL DOCKING	DOCKING STATION		CN-036M9K-25960	\$5.00
VIEWSONIC	MONITOR	VS14589	T1W142821000	\$25.00
IBM TYPEWRITER	TYPEWRITER			\$10.00
ACER	MONITOR	V223W	920000941342.00	\$10.00
NETGEAR	SWITCH	EN104	ENT4C26810316	\$15.00
CNET	SWITCH		ANP2512004282	\$10.00
D-LINK	SWITCH	DSS-5+	DR8615B038460	\$10.00
HP	SWITCH	J3263-60001	SG84853059	\$10.00
SPRINT	MODEM		9184065582.00	No Carrier
MOTION COMPUTING	TABLET	LE1700	00292191-LE1700	\$15.00
BROTHER	PRINTER	HL-45	U62500J1J216934	\$20.00
EPSON	RECEIPT PRINTER	M253A	PFEF143981	\$10.00
MAGELLAN	TABLET	800506-03	127400189712.00	\$15.00
KODAK PIXPRO	CAMERA	AZ401	M053163881	\$25.00
CANON	10KEY	MP11DX	A2484375	\$10.00
CANON	10KEY	P1070-DH	2B306254	\$10.00
SYMNET	AUDIO	COBRA	80-412X2ECANA5010004981	\$50.00
SYMNET	AUDIO	COBRA	80-412X4ECANA5010004982	\$50.00
SYMNET	AUDIO	COBRA	80-412X4ECANA501000497F	\$50.00
SYMNET	AUDIO	COBRA	80-412X4ECANA5010004980	\$50.00
DELL	MICRO PC	OPTIPLEX 3040	FXZ8XD2	\$25.00
DELL	MICRO PC	OPTIPLEX 9020	9LS0RD2	\$25.00
DELL	MICRO PC	OPTIPLEX 9020	5PT5M82	\$25.00
HP	PC	110-217C	4CI4330VDY	\$20.00
ACER	PC	VX6630G	41100013601.00	\$20.00
DELL	PC	OPTIPLEX 3020	HK7WQD2	\$20.00
ASUS	PC	SILVERSTONE		\$20.00
DELL	PC		B6CJQ02	\$20.00
HP	PC	PRODESK 405	MXL5362RB8	\$20.00
HP	PC	PRODESK 405	MXL5362RB7	\$20.00
DELL	PC	OPTIPLEX 3020	JVF3M02	\$20.00
HP	PC	PRODESK 405	MXL5362RB3	\$20.00
DELL	PC	PRECISION T3400	5Y435K1	\$25.00
DELL	PC	OPTIPLEX 3020	G2RYS12	\$25.00
DELL	LAPTOP		8GFDQC2	\$20.00
DELL	LAPTOP	LATITUDE E5570	9NYWGH2	\$20.00
SAMSUNG	CHROME BOOK	XE500C12	0GX591CGC10708H	\$25.00
TOSHIBA	LAPTOP	SATELLITE L45-S7423	X7137353R	\$25.00
DELL	LAPTOP		52C8QJ1	\$25.00
TOSHIBA	LAPTOP	SATELLITE L45-S7423	X7137354R	\$25.00
TOSHIBA	LAPTOP	SATELLITE L45-S7423	X7137291R	\$25.00
SAMSUNG	TABLET	T377ZKAU	35500307063654.00	\$3.00
SAMSUNG	TABLET	T377ZKAU	3500307062763.00	\$3.00
APPLE	IPAD	A1460	DMPT60N1HLJK	\$10.00
APPLE	IPAD	A1460	DMPKNQTZF18P	\$10.00

APPLE	IPAD	A1460	DMPKLF03F18P	\$10.00
APPLE	IPAD	A1460	DMPKNPUCF18P	\$10.00
APPLE	IPAD	A1460	DMPKP9Z4100W	\$10.00
APPLE	IPAD	A1460	DMPKKP9ZF18W	\$10.00
APPLE	IPAD	A1219	GB0220Y2Z3A	\$10.00
SAMSUNG	TABLET	T377DAEU	35500307072298.00	\$20.00
SAMSUNG	TABLET	T377ZKAU	35500307063161.00	\$20.00
APPLE	IPAD	A1460	DMPKKPMSF18W	\$10.00
APPLE	IPAD	A1460	DMPKKRVFF18W	\$10.00
APPLE	IPAD	A1567	DMPSC2SHG6V	\$10.00
APPLE	IPAD	A1460	DMPKNSVNF18P	\$10.00
APPLE	IPAD	A1460	DMPKNPGHF18P	\$10.00
APPLE	IPAD	A1460	DMPKKNGSF18W	\$10.00
APPLE	IPAD	A1460	DMPKKVJ32F18W	\$10.00
APPLE	IPAD	A1460	DMPKKVJ2F18W	\$10.00
APPLE	IPAD	A1460	DMPKKSLPF18W	\$10.00
APPLE	IPAD	A1460	DMPKK9SRF18W	\$10.00
DYMO	LABEL PRINTER	LABELWRITER 5XL	QG1390216862A	\$10.00
DYMO	LABEL PRINTER	LABELWRITER	1615021750160.00	\$10.00
PANASONIC	RUGGED LAPTOP	CF-53	7CTSA97778	\$30.00
DELL	LAPTOP	INSPIRON 15 759	7PJ7MF2	\$25.00
			Total	\$1,161.00



To: Honorable Mayor and City Council

From: Joshua Brannon, Finance Director

Date: March 3, 2025

Re: FY 24-25 City Budget Amendment CITY-08

Background:

The Move Glenpool Forward Oak Street Lift Station Rehab project has a balance of \$19,379.67, to be used for the purchase of a backup generator. Public Works staff has identified a portable generator that would be implemented to not only complete the Oak Street Lift Station Rehab project, but to also service other lift stations throughout the City as needed. The full cost of the generator was budgeted in the Glenpool Utility Service Authority Fund (02) in FY 2024-2025.

This Budget Amendment would appropriate the \$19,379.67 balance of Move Glenpool Forward project funds to be used toward the purchase of the generator, a total cost of \$77,444.41, thus completing the project. This Budget Amendment appropriates Streets & Infrastructure Fund balance (50-5-00-5409 Transfer from Fund Balance), as well as a matching amount of expenditures (50-6-16-6333 Capital Equipment – Water/Sewer) to be used toward the procurement of the portable generator. The balance of the generator will be expensed from the GUSA Fund.

Staff Recommendation

Staff recommends approval of Budget Amendment CITY-08.

Attachment:

Budget Amendment Form CITY-08

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

Mayor Joyce Calvert, Ward 3; Vice-Mayor Jacqueline Lund, Ward 4

Tim Fox, Ward 1; Chris Brobst, Ward 2; Shayne Buchanan, At-Large

David Tillotson City Manager, LeaAnn Reed CAO, Joe Wuest COO, Lesli Smith City Clerk

www.glenpoolonline.com

City of Glenpool Budget Amendment

Fiscal Year: 2024-2025

Amendment No: CITY-08

Date Requested: 3/3/2025

	Revenue					
	Fund	Account Number	Account Name	Current Budget	Increase / (Decrease)	Revised Budget
R1	50	5-00-5409	Transfer from Fund Balance	\$ 728,619.00	\$ 19,379.67	\$ 747,998.67
R2						\$ -
R3						\$ -
R4						\$ -
R5						\$ -
R6						\$ -
R7						\$ -
R8						\$ -
			Total		\$ 19,379.67	

	Expense					
	Fund	Account Number	Account Name	Current Budget	Increase / (Decrease)	Revised Budget
E1	50	6-16-6333	Capital Equipment - Water/Sewer	\$ -	\$ 19,379.67	\$ 19,379.67
E2						\$ -
E3						\$ -
E4						\$ -
E5						\$ -
E6						\$ -
E7						\$ -
E8						\$ -
			Total		\$ 19,379.67	

Notes:

Lines R1 & E1: Entering the fiscal year, the Move Glenpool Forward Oak Street Lift Station Rehab project had a balance of \$19,379.67 in remaining funds to be used toward the purchase of a backup generator. This Budget Amendment appropriates the use of the funds from fund balance to be used toward procuring a portable generator.

Approved by the City of Glenpool

Mayor

Date



To: Mayor and Council

From: Jesse Hale, Public Works Director

Date: March 3, 2025

Re: Approval of the Black Gold Concession Lease with Kayla Randall for the remainder of FY24-25

Background:

The City of Glenpool has leased the concession facility located at Black Gold Park Kone Headz for many years. In late 2024, ownership of Kone Headz changed hands and is now owned by Kayla Randall of Sapulpa, OK. The proposed User Agreement is essentially a renewal agreement of this fiscal year's contract but with a new owner and half the lease length to finish up the remainder of the fiscal year.

Kayla Randall has agreed to the terms and conditions and have supplied copies of their current insurance coverage as a listed condition with the Agreement. If approved the term of the agreement shall be six months running from January 1, 2025- June 30, 2025. Ms. Randall will pay a rental fee of \$300 per month they occupy the space full time (May & June), for a total of \$600 for the remainder of this fiscal year.

Recommendation:

Staff recommends approval of the User Agreement with Kone Headz Inc. for the remainder of fiscal year 2024-2025.

Attachments:

- Proposed Kone Headz Inc. User Agreement
- Insurance coverage certificate (pending)
- All applicable food handler's permit

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, CAO LeaAnn Reed, COO Joe Wuest, City Clerk Lesli Smith

www.glenpoolonline.com

**Lease Agreement: City of Glenpool/Black Gold Park Concession Facility / City
Kayla Randall – Kone Headz /User
TERM: Jan 1, 2025 through June 30, 2025**

LEASE AGREEMENT

This Agreement (“**Agreement**”) is made and entered into, and shall be deemed effective, as of the date executed by all undersigned parties, City being the City of Glenpool, a municipal corporation, (“**City**”) and User being Kayla Randall, of Glenpool, Oklahoma, as sole proprietor and doing business as “Koneheadz” (the “**User**”).

A. City is the owner of certain real property commonly described as **Black Gold Park**, located in the City of Glenpool, County of Tulsa, State of Oklahoma and more particularly the concession stand located on Black Gold Park at 305 W. 144th Street, Glenpool, OK 74033 (the “**Premises**”).

B. User desires to lease the Premises, subject to terms and conditions set forth below, for the primary purpose of making a concession stand available to residents of the City of Glenpool, their guests and others who may visit Black Gold Park.

C. For valuable consideration recited in this Agreement, the receipt and sufficiency of which are hereby acknowledged, City and User agree as follows:

Section 1. Basic Information: In addition to any terms that may be defined elsewhere in this Agreement, the following terms have the following meaning:

a) Premises: Black Gold Park Concession Stand at 305 W. 144th Street, Glenpool, OK 74033, together with adjacent restrooms and unlimited usage of the adjacent parking lot

b) City: City of Glenpool

c) City’s Address: 12205 S. Yukon Avenue, Glenpool, OK 74033

Attn: Mr. David Tillotson

Telephone: 918-322-5409

Email: dtillotson@cityofglenpool.com

d) User: Kayla Randall

e) User’s Address for Notice Purposes:

620 South Apple Street, Sapulpa, OK 74066

Telephone: 918-310-0029

Email: K.randall0105@gmail.com

- f) Term: January 1, 2025 through June 30, 2025
- g) Rent: User shall pay rent to the City for the use of the Premises of \$300.00 per month for the months of May and June during the term of this Agreement for a total of \$600.00.
- h) Renewal Terms: This Agreement may be renewed for one or more consecutive annual periods following the Expiration Date, subject to negotiations of the parties with no obligation created by this Agreement.

Section 2. Right of Entry; Purpose. User shall have the unrestricted right to enter the Premises during the Term of the Lease for the purposes of:

- a) Offering for sale shaved ice products, chips, sodas and sundry small, packaged food items;
- b) Producing and offering for sale the products of a hot dog machine, nacho maker, popcorn popper, ice machine and soft drink dispenser;
- c) Utilizing the functions of an on-site refrigerator, sink and such other equipment, machinery or fixtures commonly and reasonably understood to be consistent with the operation of a concession stand and with offering for sale to the public snack food items and soft drinks;
- d) Maintaining the cleanliness and ensuring the operating order of all fixtures in the adjacent restrooms, provided that City shall be responsible for all capital repairs; and
- e) Upkeep of adjacent grounds, to include the removal of all litter generated by operation of the Premises, in the parking lot and grassy areas, provided that the City shall be responsible for maintaining the surface and striping of the parking lot.

Items (a) through (e) shall be referred to collectively as “**Operations.**”

Section 3. Other Obligations of User. It shall be the duty of the User to:

- a) Maintain the concession stand within the standards of all applicable health and safety codes, whether city, county, state or federal.
- b) Obtain and maintain in good standing all applicable business licenses, food handler permits, sales tax registration and any other lawfully required conditions of operation, whether city, county or state.

c) Maintain the operating hours of 9:00 a.m. to 9:00 p.m., seven days a week, provided that User may, upon notice to the City, amend such operating hours in ways that are consistent with the season, academic year and other conditions affecting volume of sales, provided that such hours shall be no earlier than 8:00 a.m. and no later than 11:00 p.m. on any date, unless User requests and City grants special exception for designated events.

d) Conform all signage to the City of Glenpool Zoning Code, Sign Ordinance, provided that no signage shall be installed in a way that would cause damage to any surface if removed.

e) Hold City harmless for any claims, liabilities or damages attributable directly to Operations of the User, as described in section 2 above.

Section 4. Obligations of City. It shall be the duty of the City to:

a) Perform all mowing, snow removal and other similar grounds maintenance of the Premises.

b) Provide all capital repairs and upgrades, and install any permanent fixtures.

c) Provide water and electric utilities without cost to the User.

d) Provide police protection of the Premises and surrounding areas, to include in particular the skateboard arena.

e) Hold User harmless for any claims, liabilities or damages attributable directly to negligent or intentional actions of the City or of park patrons to the extent that User is without fault.

Section 5. Insurance, Indemnification and Release of Claims

a) Prior Submission of Insurance Compliance. User shall arrange for certificates of insurance and endorsements to be submitted to the City Attorney for approval prior to allowing any person to commence work or engage in any Operations under this Agreement.

b) Scope. Events within the scope of this provision include without limitation:

- Failure by User to perform any of the terms or conditions of this Agreement;
- Any injury or damage happening on or about the Premises;
- Failure to comply with any law of any governmental authority; or
- Any mechanic's lien or security interest filed against equipment, materials, or alterations of buildings or improvements that belong to City.

c) Minimum Amounts. User shall obtain and maintain insurance in no less than the following amounts and in terms no more restrictive than the following:

General Liability Insurance covering all Premises and activities. The applicable limit of liability shall not be less than One Million Dollars (\$1,000,000.00) per claimant, One Million Dollars (\$1,000,000.00) annual aggregate; and

Worker's Compensation Insurance Coverage in compliance with the Worker's Compensation Laws of the State of Oklahoma, to the extent required.

d) City as Additional Insured. User shall include the City of Glenpool, its officials, representatives, agents and employees as additional insured on all required insurance policies.

e) Notice of Insurance Cancellation. Such coverage shall not be canceled or materially changed without giving City at least thirty (30) days' prior written notification. The insurer shall have no recourse against City for payment of any insurance premium. Any insurance benefit protecting City against any loss relating to or arising out of the subject of this Agreement shall be made payable solely to City.

f) Indemnification. User shall indemnify, defend and hold harmless the City, its officers, agents, representatives, volunteers and employees against any and all liabilities, damages, injuries (including death), property damage (including loss of use), claims, liens, judgments, costs, expenses, suit, actions or proceeding of any nature whatsoever, including reasonable attorney fees, by reason of or arising out of any act, omission, negligence or misconduct of User or of any of its employees, guests, invitees, representatives, officers, agents, or contractors or subcontractors in performing or failing to perform any of its obligations under this Agreement. This indemnification provision shall exclude only such actions as arise directly and solely out of negligence or willful misconduct of City or any of its officers, agents, representatives, volunteers and employees, and in accordance with the terms, conditions and exceptions provided by the Oklahoma Governmental Tort Claims Act.

g) Defense Against Liability Claims. During those times that User is in control of the Premises, City shall not be liable for any injury or damages to any property or to any person using the Premises nor for damage to any property of User. In the event that any suit based upon such a claim, action, liability, loss, costs, expenses and damages is brought against City, User shall defend the same at its sole cost and expense; *provided that*, City retains the right to participate in said suit if any principle of governmental or public law is involved. If a final judgment is rendered against City or any of its officers, agents, and employees, or jointly against City and User and/or their respective officers, agents, and employees, User shall satisfy such judgment in its entirety.

h) **Limitation of Liability.** User acknowledges and agrees that it shall be responsible for any damages occurring to the demised Premises that are directly attributable to deliberate or negligent acts of User or any of its employees, or by the general public during User's hours or operation. User shall not be responsible for damages or vandalism occurring while User is not using the Premises or attributable to the acts of persons beyond User's power to control.

Section 6. Option to Renew. City and User shall have the option, but not the obligation, to renew the term of this Agreement each successive operating season based on circumstances prevailing at that time.

Section 7. City's Right of Access. City shall have an unrestricted right to enter the Premises at its sole discretion, provided that City shall make a good faith effort to time and sequence any such access in such a manner as to be minimally disruptive of User's Operations.

Section 8. Termination. This Agreement may be terminated without any penalty or further liability in the following ways:

- a) On thirty days' written notice by either party;
- b) On default of any covenant or term hereof by either party;
- c) Immediately upon notice by City if User does not obtain or maintain any license, permit or other governmental approval necessary to its Operations;
- d) If the Premises are or become unusable for the intended purpose of operating User's business, with or without fault of either party;
- e) Expiration of the current term.

No later than thirty days after the termination of this Agreement, User will remove its personal property and fixtures and restore the Premises to their condition as of the Commencement Date, reasonable wear and tear excepted.

Section 9. Damage. If any portion of the Premises necessary for User's Operations is damaged during the Term of this Lease, other than by causes attributable to User, City will repair or rebuild such portion of the Premises to substantially the condition in which such portion was immediately prior to such damage. If the Premises are damaged to the extent that it would take, in City's reasonable judgment, more than thirty days to repair, then User may opt to terminate this Agreement without liability.

Section 10. Exclusivity of Lease. City shall not lease, license or otherwise enter into any agreement with any party other than User for the use or occupancy of the Premises during the Term of this Agreement.

Section 11. Utilities. City will provide, at no cost to User, all utilities required by User's Operations so long as such use is within the scope of this Agreement.

Section 12. Successors and Assigns. User shall not enter into any assignment, transfer or sublease of the Premises or of any interest in its Operations without the written consent of the City.

Section 13. Complete Agreement. This Agreement contains all agreements, promises, and understandings between City and User and no other agreements, promises, or understandings shall or will be binding on either City or User. Any addition, variation, or modification to this Agreement shall be void and ineffective unless in writing and signed by the undersigned parties.

Section 14. Notices. All notices and other communications required or permitted under this Agreement may be oral or in writing, unless a writing is expressly required by any provision of this Agreement, and shall be given either in person, by telephone, by electronic transmission or by United States regular mail, addressed to the party for whom it is intended at its address set forth in Section 1. Either party may, by similar notice, change the address to which future notices or other communications shall be sent.

Section 15. Recording Not Required. City and User agree that this Agreement shall not be recorded in the Tulsa County land records or elsewhere.

IN WITNESS WHEREOF, the parties hereto have set their hand and affixed their respective seals on the day and year below written, the latter of which being the Commencement Date.

CITY: City of Glenpool

_____ Joyce G. Calvert, Mayor	_____ Date
----------------------------------	---------------

Attest:

_____ Lesli Smith, City Clerk	_____ Date
----------------------------------	---------------

Approved as to Form:

_____ City Attorney	_____ Date
------------------------	---------------

USER: Business Name “Koneheadz”

_____ Kayla Randall, Proprietor	_____ Date
------------------------------------	---------------

ACKNOWLEDGMENT

STATE OF OKLAHOMA)
) SS.
COUNTY OF TULSA)

On this the _____ day of _____, 2025, personally appeared before me Kayla Randall, to me known or satisfactorily proven to be the User described in, and who executed, the foregoing Lease Agreement, and each acknowledged that he/she is duly authorized to sign such Lease Agreement and that he/she signed the same as his/her free and voluntary act and deed, for the uses and purposes stated therein.

GIVEN under my hand and seal

Notary Public

My commission expires:

Attachments:

- Insurance certificate in compliance with Section 5 of this Lease Agreement
- Copies of all required food handler permits

Food Employee Permit



Food Employee Permit

(signature)

KAYLA RANDALL

A handwritten signature in black ink that reads 'Bruce Rast'.

Health Officer

Tulsa Health Department

Valid from

07/31/2023 to 07/31/2026

1450K0087BW01R26





To: Mayor and City Council

From: Beth Miller, Grants – Special Projects Coordinator

Date: March 3, 2025

Re: Approval to apply to the AARP Community Challenge Grant

Background:

Staff is proposing to apply to the AARP Community Challenge Grant in the amount of \$22,250. This is a no-cost giving grant.

This grant will be for the installation of a rectangular rapid flashing beacon (RRFB) on 141st and S. Broadway Street. Installing a RRFB can greatly enhance pedestrian safety by increasing driver yielding rates and reducing pedestrian crashes. It also improves traffic flow by only activating when needed, minimizing delays for drivers.

Please find attached the grant information, cost estimate, as well as a picture of the planned project site.

Staff Recommendations:

Staff recommends approving the application to the AARP Community Challenge.

Attachments:

- Grant Information
- Equipment Price Quote
- Picture of project site

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

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David Tillotson City Manager, LeaAnn Reed CAO, Joe Wuest COO, Lesli Smith City Clerk

www.glenpoolonline.com



AARP COMMUNITY CHALLENGE

A GRANT PROGRAM TO MAKE COMMUNITIES MORE LIVABLE FOR PEOPLE OF ALL AGES WITH TANGIBLE IMPROVEMENTS THAT JUMP-START LONG-TERM CHANGE

\$20.1M
INVESTED
in quick-action
PROJECTS

1,700
GRANTS
delivered over
EIGHT YEARS

67%
OF GRANTS
have gone to local
NONPROFITS

33%
OF GRANTS
have gone to local
GOVERNMENTS

GRANTS BY LOCATION:

40%	40%	20%
URBAN	RURAL	SUBURBAN

Have a great project idea for your community?

APPLY FOR A 2025 GRANT TODAY!

Eligible applications will be accepted from:

January 8 - March 5 at 5:00 pm ET / 2:00 pm PT

Learn more and apply:

AARP.org/CommunityChallenge

Since 2017, grantees have installed **almost 40,000** tangible permanent or temporary improvements in their communities, and created **over 6,000** resources, activities or programs, including the ones below.



SMALL DOLLARS, BIG IMPACT

49% of grantees demonstrate the grant helped them leverage additional funds and support from public and private organizations.

84% of grantees demonstrate the grant helped to overcome policy barriers or advance change.

100% of grantees demonstrate the grant led to greater awareness, engagement, and new relationships.

GRANT FUNDING OPPORTUNITIES

In 2025, the AARP Community Challenge is accepting applications across three different grant opportunities:

	FLAGSHIP GRANTS	CAPACITY-BUILDING MICROGRANTS	DEMONSTRATION GRANTS
	Flagship Grants offer a broad opportunity for communities to apply for funding across several categories.	Capacity-Building Microgrants combine grant funding with expert support and AARP publications.	Demonstration Grants encourage replication of promising local efforts in communities nationwide.
GRANT AMOUNTS	Average grant: \$11,900 (not exceeding \$25,000) Since 2017, AARP has funded projects with an average grant amount of \$10,000-12,000 and 92% of grants being \$20,000 or less. In 2025, Grants will not exceed \$25,000.	\$2,500 grants Microgrants will include additional resources, such as webinars, cohort learning opportunities, up to 2 hours of one-on-one expert support with leading national organizations and AARP publications.	Average grant: \$10,000-\$20,000 (not exceeding \$25,000)
PROJECT CATEGORIES	✓ Public Places ✓ Transportation ✓ Housing ✓ Digital Connections ✓ Community Resilience	✓ New! Disaster Preparedness Training – with support from SBP and using the AARP Disaster Resilience Tool Kit ✓ Bike Audits – with support from League of American Bicyclists and using the AARP Bike Audit Tool Kit ✓ Walk Audits – with support from America Walks, using the AARP Walk Audit Tool Kit ✓ HomeFit® Guide Modifications – with support from RL Mace Universal Design Institute and using the AARP HomeFit® Guide	✓ New! Enhancing pedestrian safety (with funding support from Toyota Motor North America) ✓ New! Expanding high-speed internet (broadband) access and adoption (with funding support from Microsoft) ✓ Reconnecting communities divided by infrastructure ✓ Implementing housing design competitions



WEB
aarp.org/communitychallenge



EMAIL
communitychallenge@aarp.org



FACEBOOK
[AARP Livable Communities](https://www.facebook.com/AARPLivableCommunities)



X
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[All \(1\)](#)

[My Profile](#)

AARP Community Challenge Grant Program



Apply for a 2025 Community Challenge Grant!

Flagship Grant Application

Capacity-Building Microgrant Application

Demonstration Grant Application

**To edit an existing 2025 application, please use the My Account menu in the top left.*

ABOUT THE AARP COMMUNITY CHALLENGE

The AARP Community Challenge grant program is part of the nationwide AARP Livable Communities initiative that helps communities become great places to live for residents of all ages. The program is intended to help communities make immediate improvements and jump-start long-term progress.

Since the program's debut in 2017, AARP has awarded \$20.1 million through over 1,700 grants. Projects have been completed across all 50 states, Washington, D.C., Puerto Rico and the U.S. Virgin Islands.

Learn more about the three grant opportunities and much more by visiting AARP.org/CommunityChallenge2025.

2025 CYCLE TIMELINE:

January 8: Application opens

January 29: Public Q&A Webinar at 2 p.m. ET / 11 a.m. PT ([CLICK HERE TO REGISTER](#))

March 5: Applications due by 5 p.m. ET / 2 p.m. PT

May: All applicants will be notified of their status by email

June 25: Public announcement of the selected grantees — and work on projects begins!

December 15: All projects must be completed

December 31: Deadline for after-action reports

[Submit a 2024 After-Action Report here](#)



An Overview of Rectangular Rapid Flashing Beacon Cost and Effectiveness

October 7, 2019

Summary of RRFB cost and effectiveness

- An FHWA study shows RRFBs are proven to reduce crashes involving pedestrians by up to 47% (3).
- An [FHWA study](#) shows RRFBs consistently deliver impressive driver yielding rates of up to 96% (12).
- RRFB Crash Modification Factor: 0.53 for vehicle-pedestrian crashes in urban and suburban areas (11).
- The cost to furnish and install an RRFB can vary depending on site conditions and the type of RRFB used. Average treatment cost for an RRFB complete system is \$22,250 including installation, labor, and materials (9).

Crash modification factor (CMF)	Driver yield rates	Average price (including installation, labor, and materials)
0.53 for vehicle-pedestrian crashes in urban and suburban areas	73-96% driver yield rate with RRFBs	\$22,250

We all want safer streets.

Never has road safety been a more pressing need as US pedestrian deaths reach [a 28-year all-time high](#).

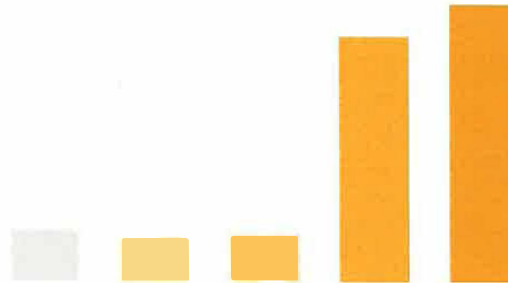
A 2018 Governors Highway Safety Association (GHSA) report identifies several factors, listed below, which have led to a 35% increase in pedestrian deaths within the past 10 years (1).

"The alarm bells continue to sound on this issue," said GHSA Executive Director Jonathan Adkins. "It's clear we need to fortify our collective efforts to protect pedestrians and reverse the trend" (2).

Here, the GHSA explains the leading causes behind the rise in pedestrian fatalities (1):

- More people are walking; an estimated number of Americans walking to work increased about 4% between 2007 and 2016.
- Most pedestrian fatalities take place on local roads at night, away from intersections. Within the past 10 years, nighttime crashes accounted for more than 90% of the total increase in pedestrian deaths.
- Speeding, distracted driving and drowsy drivers and alcohol impairment by driver and pedestrian contributed to about half of incidents causing pedestrian fatalities in 2017.
- The number of sport utility vehicles involved in pedestrian deaths has increased by 50% since 2013; by 30% involving passenger cars within the same time period.

DRIVER YIELD RATES AT A MID-BLOCK CROSSWALK



RRFBs: the leading crosswalk safety device

Recent studies verify, of the top three safety beacons, the [rectangular rapid flashing beacon \(RRFB\)](#) ranks as the most effective and cost-efficient crosswalk device on the market today. Tests prove the RRFB can heighten driver yield rates by up to 96% and reduce pedestrian crashes by 47% (3).

How RRFBs work

Installed at unsignalized intersections, mid-block crossings or roundabouts, [RRFBs](#) can be attached to poles of existing crosswalk signage. Beacons are synchronized to flash on either side of the road when activated by the pedestrian prior to entering the crosswalk. Studies find two beacons work well, however, safety margins improve with four or more RRFBs on roadways with heavy traffic or higher speed limits with multiple lanes (7).

[RRFB](#) design exploits the electroluminescence of high-intensity LEDs, adjusted at heights to capture drivers' awareness day and night and from greater distances, out-performing traditional crosswalk warning lights.

The [RRFB](#) has a highly visible flash pattern with an ultra-bright, amber light that delivers a quick, irregular 'wig-wag' flash, similar to lights on emergency response vehicles. Drivers react sooner at the sight of a flashing RRFB, even under challenging conditions such as inclement weather, headlight glare, and limited visibility.

Rectangular Rapid Flashing Crosswalk Beacon (RRFB) vs. ...



RRFBs out-perform other crosswalk beacons

From the first Federal Highways Administration (FHWA) study in 2010 on a mid-block crosswalk in Florida through to studies conducted within the last nine years, the RRFB yield rate performs consistently better than alternate safety beacons by more than 75%.

Further, the FHWA's 2019 *Safe Transportation for Every Pedestrian* initiative placed the RRFB first in its "Spectacular Seven" ranking of top-performing safety treatments for having reduced pedestrian crashes up to 47% (4).

Now free of patent protection issues, the RRFB is permitted for use by the Manual on Uniform Traffic Control Devices (MUTCD) with Interim Approval (A-21). Also, RRFBs are a lower-cost alternative to traffic signals and pedestrian hybrid signals, according to the FHWA (3).

This [four-minute video](#) explains how RRFBs work, why they're so effective, and where best to install at your crosswalk.

Building Crosswalks for Walkable Communities



What about other crosswalk treatments?

Next, we'll look at other popular crosswalk treatment options and compare their effects on pedestrian crashes, driver yield rates, and their costs.

Circular flashing beacons



Circular beacons feature pedestrian-activated, high-intensity amber warning lights, that notify drivers when a pedestrian is entering a crosswalk, in a slower, alternating flash pattern.

Like RRFBs, these beacons can be used to supplement crosswalk signs at marked, uncontrolled crosswalks, including urban mid-block crosswalks, trail crossings, roundabouts, and other pedestrian walkways.

FHWA research shows that installing a marked crosswalk without flashing beacons will not necessarily result in vehicles stopping for pedestrians. For safer crosswalks, consider the addition of flashing warning beacons to crosswalk treatments (3).

Summary of circular flashing beacon costs and effectiveness

- Circular flashing beacons can increase driver yielding rates up to 73% and higher (9).
- The cost to furnish and install a flashing beacon varies based on site conditions and the type used. Average treatment costs are \$10,010 (12).

Driver yield rates	Average price (including installation, labor, and materials)
73% and higher	\$10,010

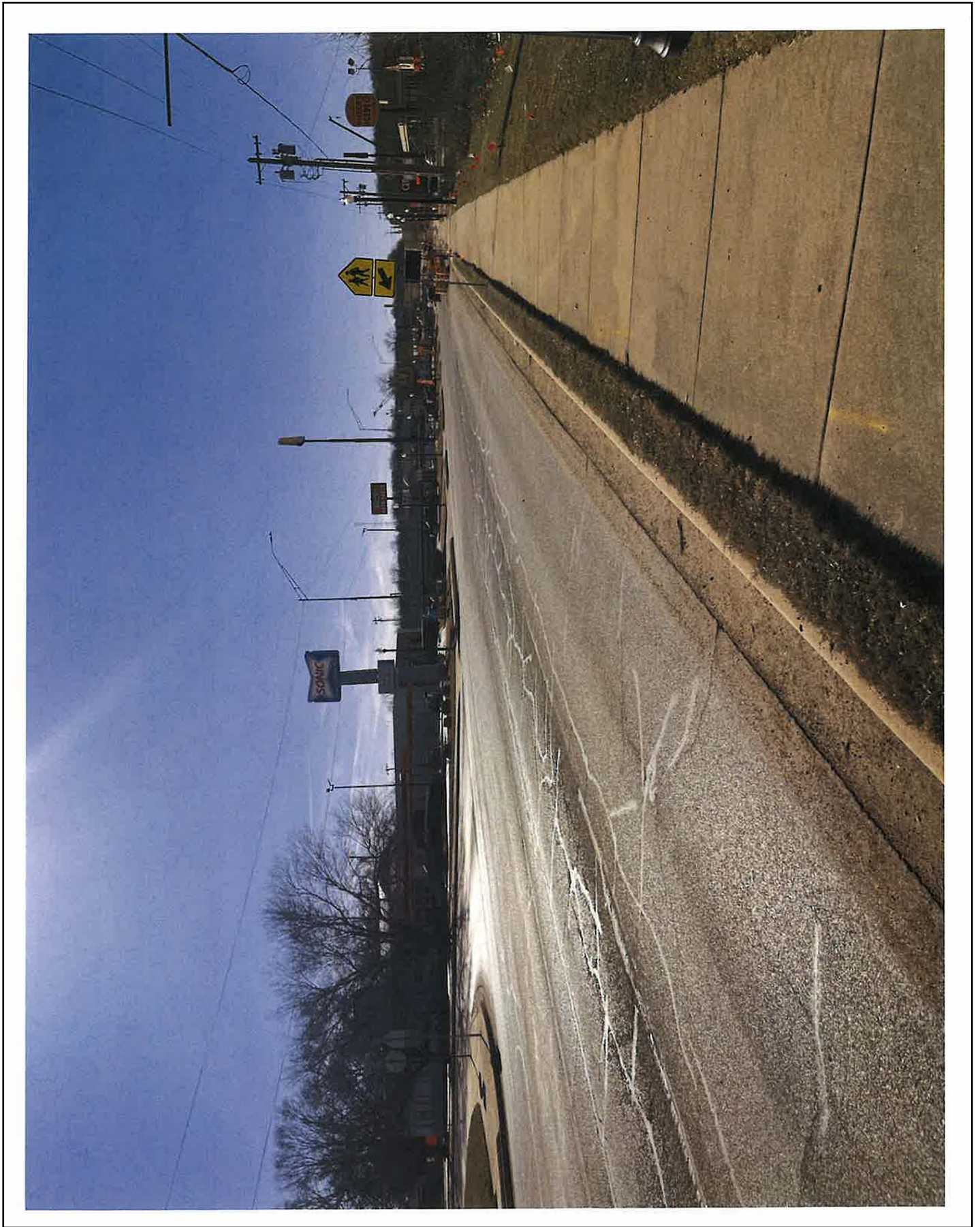
In-pavement lighting systems



Image from TRB's NCHRP Synthesis 498: Application of Pedestrian Crossing Treatments for Streets and Highways (8).

Also known as in-roadway warning lights (IRWL), these treatments alert motorists to pedestrians crossing at uncontrolled locations. Both sides of the crosswalk are lined with encased raised lights set level with the asphalt, some with LED strobe lighting, and facing towards the driver.

When pedestrians enter a crosswalk and the in-pavement lighting system is activated, research shows motorists' speeds declined. The rate of yielding became less over time in some cases as drivers became more familiar with this crosswalk treatment.





To: Mayor and Council

From: David Agbetunsin, City Engineer

Date: March 3, 2025

Re: Discussion and possible action to approve, amend, or deny the Right of Way Agreement and Temporary Access and Workspace Agreement

Background

As part of the ongoing Highway 75 and 141st Street Bridge project, Oklahoma Natural Gas (ONG) is requesting the relocation of its existing transmission pipeline west of the highway. A portion of the new 4-inch transmission pipeline will cross Lambert Park, a property owned by the City of Glenpool. To accommodate this relocation, ONG is requesting that the City grant a permanent easement for the pipeline. The proposed easement details are included in the attached agreement and exhibit.

Additionally, ONG requires a temporary access and workspace agreement to facilitate the pipeline's construction. The temporary workspace, measuring approximately 310 feet by 20 feet, is located within Lambert Park. The attached agreement and exhibit provide further details regarding this request.

Staff Recommendation

Staff recommends approval of the Right-of-Way Agreement and Temporary Access & Workspace Agreement, subject to legal review.

Attachments

- Right-of-Way Agreement
- Temporary Access & Workspace Agreement

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

Mayor Joyce Calvert, Ward 3; Vice-Mayor Jacqueline Lund, Ward 4

Tim Fox, Ward 1; Chris Brobst, Ward 2; Shayne Buchanan, At-Large

David Tillotson City Manager, LeaAnn Reed CAO, Joe Wuest COO, Lesli Smith City Clerk

www.glenpoolonline.com

RIGHT OF WAY AGREEMENT

Form 428 (1-00)

THIS AGREEMENT, made and entered into by and between the City of Glenpool, whose address is 12205 S. Yukon Avenue, Glenpool, Oklahoma 74033, hereinafter called the Grantor, and OKLAHOMA NATURAL GAS COMPANY, a division of ONE Gas, Inc., an Oklahoma corporation, hereinafter called the Grantee.

WITNESSETH, that said Grantors, for and in consideration of \$10.00 and other valuable considerations, the receipt of which is hereby acknowledged, does hereby grant to said Grantee, its successors and assigns, a permanent, non-exclusive easement and right of way to lay, maintain, operate, relay and remove a pipe line, with fittings, tie-overs, cathodic protection equipment and other appurtenant appliances, with the right of ingress and egress to and from the same, over and through certain lands situated in the County of Tulsa, State of Oklahoma, and more particularly identified and described as follows, to-wit:

Strip of land (40) forty feet wide being located within Part of the Northeast Quarter (NE $\frac{1}{4}$) of the Southeast Quarter (SE $\frac{1}{4}$) of Section 10, Township 17 North, Range 12 East of the I. B. & M., being a parcel of land described in a deed recorded as Bk 4419 Pg 496 and filed with the County Clerk, the boundaries of said pipeline easement strip more particularly described within the Exhibit "A", said Exhibit attached hereto and hereby made a part of this easement.

THIS RIGHT OF WAY GRANT IS MADE SUBJECT TO THE FOLLOW:

1. That said Grantors are to fully use and enjoy said premises subject to the easement rights hereby granted, but Grantors agree that they will not construct nor permit to be constructed any lakes, ponds, buildings or other structures of a permanent nature upon or over said right of way, or so close as to prevent proper maintenance, repair, or removal of Grantee's physical assets, without the written consent of Grantee.
2. That said Grantee hereby covenants to bury its pipe (3) feet below surface of the ground so that the same will not interfere with the cultivation of said premises.
3. That the Grantee shall have the right at any time to change the size of its pipeline and to cut, trim and keep clear all trees, brush and other obstructions that may injure, endanger or interfere with the construction, operation, maintenance or removal of said pipeline.
4. That the Grantee shall pay all damages to fences, crops, and premises, which may be suffered by reason of laying, relaying, maintaining, operating, or removing said pipeline. If not mutually agreed upon, the parties may agree to have damages ascertained and determined by three disinterested persons, one thereof to be appointed by the owner of the premises, one by the Grantee, and the third by the two so appointed as aforesaid, and the award of two of such three persons shall be final and conclusive.

This right of way grant contains all the agreements and stipulations between the Grantor and Grantee with respect to the granting of said easement, and the same shall inure to the benefit of and be binding upon the Grantor and Grantee and their respective heirs, successors and assigns.

Page (1) of (2)

Agent: R. Behrens (19.4 rods) Tulsa

Job#: 021.2001.2001.1840700 CUE 45323 Tract#: 2

IN WITNESS WHEREOF, the undersigned have executed this right of way agreement this ____ day of _____, 2025.

City of Glenpool

By: _____

STATE OF Oklahoma)
) SS
COUNTY OF Tulsa)

On this ____ day of _____, 2025, before me, a Notary Public in and for said County and State, personally appeared _____ as _____ of the City of Glenpool to me personally known to be the identical person whom executed the within and foregoing instrument and acknowledged to me that \executed the same as free and voluntary act and deed for the uses and purposes therein set forth.

WITNESS my hand and official seal the day and year first above written.

My commission expires: _____

Notary Public

Commission # _____

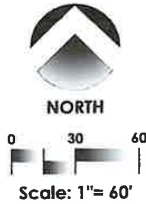
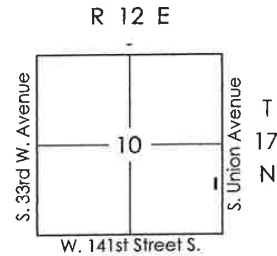
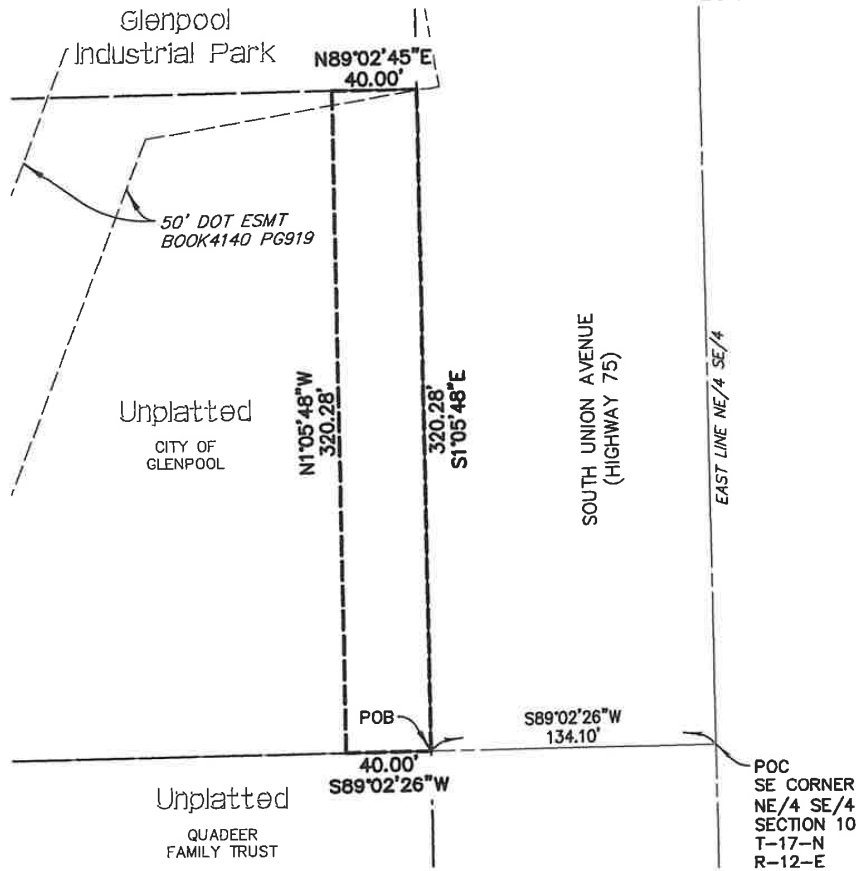


Exhibit "A"
Part of NE/4 SE/4
Section 10, T-17-N, R-12-E
City of Glenpool

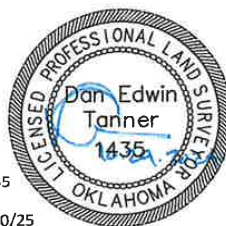


Location Map



Notes

1. THE BEARINGS SHOWN HEREON ARE BASED UPON THE OKLAHOMA STATE PLANE COORDINATE SYSTEM, NORTH ZONE (3501), NORTH AMERICAN DATUM 1983 (NAD83)
2. THIS IS AN EASEMENT DRAWING AND IS NOT INTENDED TO REPRESENT A BOUNDARY SURVEY.
3. TITLE RESEARCH PERFORMED BY OTHERS.



DAN E. TANNER, P.L.S.
 OKLAHOMA P.L.S. #1435
 OKLAHOMA CA #2661
 EXPIRATION DATE: 6/30/25

PROPOSED EASEMENT AREA: 12,811 SQUARE FEET / 0.294 ACRES
 CENTERLINE LENGTH: 320 FEET / 19.4 RODS

PAGE 2 OF 2 10/29/2024 MISOKARIARI 24097EX_ESMT

Parcel ID: 97210-72-10-60210

Proposed 40' Easement

0.294 ACRES SITUATED IN THE CITY OF GLENPOOL PROPERTY
 (BOOK 4419 PAGE 496)

 **Tanner Consulting LLC**
5323 SOUTH LEWIS AVENUE, TULSA, OKLAHOMA 74105-6529 | 918.745.9929

Exhibit "A"
Part of NE/4 SE/4
Section 10, T-17-N, R-12-E
City of Glenpool

Description

A TRACT OF LAND THAT IS A PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER (NE/4 SE/4) OF SECTION TEN (10), TOWNSHIP SEVENTEEN (17) NORTH, RANGE TWELVE (12) EAST OF THE INDIAN MERIDIAN, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, SAID TRACT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID NE/4 SE/4; THENCE SOUTH 89°02'26" WEST AND ALONG THE SOUTH LINE OF THE NE/4 SE/4, FOR A DISTANCE OF 134.10 FEET TO THE POINT OF BEGINNING;

THENCE CONTINUING SOUTH 89°02'26" WEST AND ALONG SAID SOUTH LINE, FOR A DISTANCE OF 40.00 FEET; THENCE NORTH 1°05'48" WEST AND PARALLEL WITH THE EAST LINE OF NE/4 SE/4, FOR A DISTANCE OF 320.28 FEET TO A POINT ON THE SOUTH LINE OF "GLENPOOL INDUSTRIAL PARK", AN ADDITION TO THE CITY OF GLENPOOL, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF (PLAT NO. 3921); THENCE NORTH 89°02'45" EAST AND ALONG SAID SOUTH LINE FOR A DISTANCE OF 40.00 FEET; THENCE SOUTH 1°05'48" EAST AND PARALLEL WITH SAID EAST LINE, FOR A DISTANCE OF 320.28 FEET TO THE POINT OF BEGINNING;

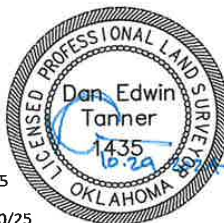
SAID TRACT CONTAINING 12,811 SQUARE FEET OR 0.294 ACRES.

Basis of Bearings

THE BEARINGS SHOWN HEREON ARE BASED UPON THE OKLAHOMA STATE PLANE COORDINATE SYSTEM, NORTH ZONE (3501), NORTH AMERICAN DATUM 1983 (NAD83).

Certification

I, DAN E. TANNER, OF TANNER CONSULTING, LLC, CERTIFY THAT THE ATTACHED DESCRIPTION CLOSES IN ACCORD WITH EXISTING RECORDS, IS A TRUE REPRESENTATION OF THE EASEMENT AS DESCRIBED, AND MEETS THE MINIMUM TECHNICAL STANDARDS FOR LAND SURVEYING OF THE STATE OF OKLAHOMA.



DAN E. TANNER, P.L.S.
OKLAHOMA P.L.S. #1435
OKLAHOMA CA #2661
EXPIRATION DATE: 6/30/25

Parcel ID: 97210-72-10-60210

Proposed 40' Easement

0.294 ACRES SITUATED IN THE CITY OF GLENPOOL PROPERTY
(BOOK 4419 PAGE 496)

 **Tanner Consulting LLC**
5323 SOUTH LEWIS AVENUE, TULSA, OKLAHOMA 74105-6519 | 918.745.9928

TEMPORARY ACCESS AND WORKSPACE AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

That the undersigned (hereinafter referred to as "Grantor" whether one or more) for and in consideration of \$10.00 and other valuable consideration, the receipt of which is hereby acknowledged, does hereby grant and convey unto OKLAHOMA NATURAL GAS COMPANY, a Division of ONE Gas, Inc., (hereinafter referred to as "Grantee), the right and privilege to access property and occupy areas as shown on the attached Exhibit "A, for a term of (60) sixty days from the first day of occupancy, and, if needed, another (30) thirty days thereafter, upon the following described lands situated in the County of Tulsa, and the State of Oklahoma:

Strip of land (20) twenty feet by (310) three hundred and ten feet, containing approximately 0.142 acre, located within the Northeast Quarter of the Southeast Quarter (NE ¼ SE ¼) of Section 10, Township 17 North, Range 12 East of the I.B. & M., said land being described in a deed recorded as Bk 4419 Pg 496 and filed in the Tulsa County Recorder's office, the boundaries of said strip of land (total area of approximately 0.142 acre) being described within the attached Exhibit "A" and made a part of this agreement.

TO HAVE AND TO HOLD unto Grantee, its successors and assigns, so long as such temporary access shall be used for the term of this Agreement on the property of the Grantor.

Grantee agrees to install (4) four foot by (16) sixteen foot cattle panels/T-posts around the perimeter of the temporary access and workspace area with yellow caution tape attached to the panels.

Grantee agrees to compensate the Grantor for the newly planted samplings at a rate of \$50.00/tree (which trees are identified by a white pin flag) within the temporary access and workspace area. Grantee has observed (15) fifteen flagged samplings within this area and agrees to compensate Grantor for that number of them, however, in case of later discovery of additional newly planted samplings, Grantee shall be obligated to pay for no more than (20) twenty of the samplings.

Grantee agrees to restore the property to its original condition as nearly as practicable, upon completion of the term of this Agreement.

Grantee shall at all times indemnify, protect, and hold harmless Grantor from any and all loss, damage, claims, or liabilities arising out of or growing from the use of or restoration of said access.

IN WITNESS WHEREOF, we have hereunto set our hands the ____ day of _____, 2025.

City of Glenpool

By: _____

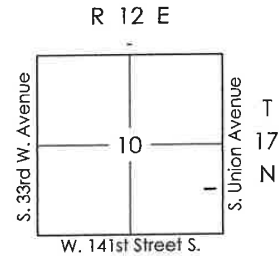
Agent: R. Behrens (0.142 acre)

Tulsa Glenpool

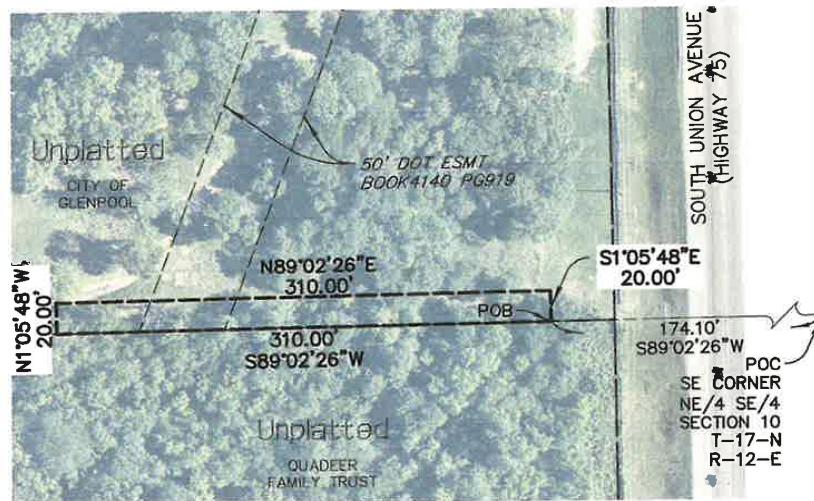
J.O. No. 021.2001.2001.1840700 CUE 45323



Exhibit "A"
Part of NE/4 SE/4
Section 10, T-17-N, R-12-E
City of Glenpool



Location Map



Description

A TRACT OF LAND THAT IS A PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER (NE/4 SE/4) OF SECTION TEN (10), TOWNSHIP SEVENTEEN (17) NORTH, RANGE TWELVE (12) EAST OF THE INDIAN MERIDIAN, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, SAID TRACT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID NE/4 SE/4; THENCE SOUTH 89°02'26" WEST AND ALONG THE SOUTH LINE OF THE NE/4 SE/4, FOR A DISTANCE OF 174.10 FEET TO THE POINT OF BEGINNING;

THENCE CONTINUING SOUTH 89°02'26" WEST AND ALONG SAID SOUTH LINE, FOR A DISTANCE OF 310.00 FEET; THENCE NORTH 1°05'48" WEST AND PARALLEL WITH THE EAST LINE OF THE NE/4 SE/4, FOR A DISTANCE OF 20.00 FEET; THENCE NORTH 89°02'26" EAST AND PARALLEL WITH THE SOUTH LINE, FOR A DISTANCE OF 310.00 FEET; THENCE SOUTH 1°05'48" EAST AND PARALLEL WITH SAID EAST LINE, FOR A DISTANCE OF 20.00 FEET TO THE POINT OF BEGINNING;

SAID TRACT CONTAINING 6,200 SQUARE FEET OR 0.142 ACRES.

Parcel ID: 97210-72-10-60210

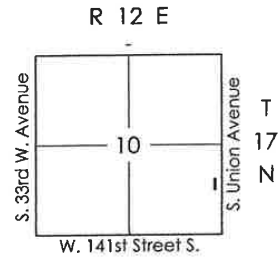
Proposed Temporary Workspace

0.142ACRES SITUATED IN THE CITY OF GLENPOOL PROPERTY
 (BOOK 4419 PAGE 496)

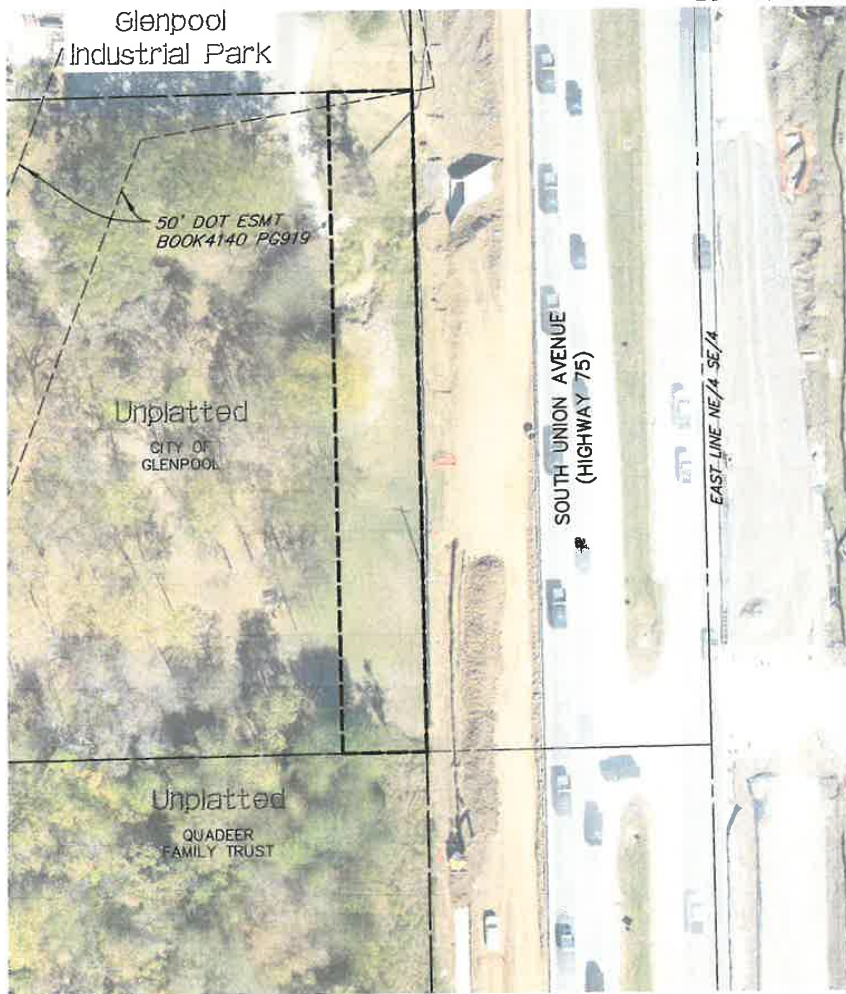
 **Tanner Consulting LLC**
 5523 SOUTH LEWIS AVENUE, TULSA, OKLAHOMA 74105-0519 | 918 745 9929



Aerial Exhibit
Part of NE/4 SE/4
Section 10, T-17-N, R-12-E
City of Glenpool



Location Map



Parcel ID: 97210-72-10-60210

Proposed 40' Easement

0.294 ACRES SITUATED IN THE CITY OF GLENPOOL PROPERTY
(BOOK 4419 PAGE 496)

 **Tanner Consulting LLC**
5523 SOUTH LEWIS AVENUE, TULSA, OKLAHOMA 74105-6391 | 918 745 9029

10/5/2024

Owner Information	
CITY OF GLENPOOL	
12205 S YUKON AVE	
GLENPOOL, OK 740336635	
Property Address	

Building No. 0	Account Number R97210721060210
Sub Name: UNPLATTED	
Lot:	Block:
Area Name: GLENPOOL CITY	
Section 10	Township: 17N
Range: 12E	

Taxable Market		Assessed Value
Land	\$84507	\$0
Improved	\$0	\$0
Mobile	\$0	\$0
Total	\$84507	\$0
Exemptions		\$0
School District GL-13A	Net Assessed	\$0
School Levy	Estimated Taxes	\$0

Sales Information			
Sale Date	Sale Price	Book/Page	\$/SF
19790809	0	04419/00496	0
Grantor:			
Sale Date	Sale Price	Book/Page	\$/SF
00000000	0	0/0	0
Grantor:			
Sale Date	Sale Price	Book/Page	\$/SF
00000000	0	0/0	0
Grantor:			

Land Information			
Land Use: Exempt	Acres	SF	Width
Lots	0	7.76	338026
Depth	0		
Description	N/A		

Mobile Home Information			
Serial No.	LxW x		
Make			
Tag No.			

Miscellaneous Structures		
Description	YrBlt	Units
N/A	0	0
N/A	0	0
N/A	0	0
N/A	0	0
N/A	0	0
N/A	0	0
N/A	0	0
N/A	0	0
N/A	0	0
N/A	0	0
N/A	0	0
N/A	0	0

Building Elements									
Type	N/A								
Style	N/A								
Design	N/A								
Quality	N/A	Interior Finish N/A							
Condition	N/A								
Roof	N/A								
Exterior Wall	N/A								
Foundation	N/A	Fireplace N/A							
Heat	N/A	Air N/A							
Beds	0	Baths	0	Total Rooms	0				
Garage	N/A	Garage SF 0							
Porch	N/A	Porch SF 0							
Basement	N/A	Basement SF 0							
Year Built	0	Eff Year Built	0	Year Remodeled	0				
Square Footage	0								
Commercial Elements									
Stories	N/A	Story Height	00	Perimeter	0000				
Units	0	Rent	000						
Class Description	N/A								

Commercial Elements			
Stories	N/A	Story Height	00
Units	0	Rent	000
Class Description	N/A		



Legal Description

PRT NE SE BEG 134.1W SECR NE SE TH W TO SWC NE SE TH N TO PT NE678.29 E527.97 S TO POB SEC 10 17 12 7.76ACS

Form 14-Burkart Printing & Stationery Co., Tulsa, Okla.

796098

(For Filing Only)

STATE OF OKLAHOMA
TULSA COUNTY CLERK
FILED OR RECORDED

AUG -29 PM 3:30 PM 2 38

ANITA NESBITT
COUNTY CLERK**General Warranty Deed**
(CORPORATION FORM)THIS INDENTURE, Made this 30th day of June, A. D., 1979,
between Lambert Sales & Management Co.a corporation, organized under the laws of the State of Oklahoma
of the County of Creek State of Oklahoma, party of the first part,
and The City of Glenpoolpart V of the second partWITNESSETH, That in consideration of the sum of one and other good and
valuable considerations DOLLARS,the receipt of which is hereby acknowledged, said party of the first part does, by these presents,
grant, bargain, sell and convey unto said party of the second part their heirs, executors or
administrators, all of the following described real estate, situated in the County of Tulsa,
State of Oklahoma, to-wit:A tract of land in the NE/4 of the SE/4 of Section 10, T-17-N, R-12-E,
Tulsa County, Oklahoma more particularly described as follows:Beginning at a point 134.1 feet west of the SE corner of the
said NE/4, SE/4, thence N 89°36'33"W a distance of 60 feet
thence N 0°20'48" E a distance of 320.5 feet, thence S 89°
34'25" E a distance of 60 feet, thence S 0°20'48" W a distance
of 320.5 feet to the point of beginning containing 0.44 acres.TO HAVE AND TO HOLD THE SAME, together with all and singular the tenements, hereditaments
and appurtenances thereto belonging or in any wise appertaining forever.And said Lambert Sales & Management Co.its successors or assigns, does hereby covenant, promise and agree to and with said party of the second
part at the delivery of these presents it is lawfully seized in its own right of an absolute and
indefeasible estate of inheritance in fee simple, of and in all singular the above granted and described
premises, with the appurtenances; that the same are free, clear, and discharged and unencumbered of
and from all former and other grants, titles, charges, estates, judgments, taxes, assessments and encum-
brances, of whatsoever nature and kind. EXCEPT, NONEand that said Corporation will WARRANT and FOREVER DEFEND the same unto said party of the
second part their heirs, executors or administrators, against said party of the first part, their
successors or assigns, and all and every person or persons whomsoever, lawfully claiming or to claim
the same.IN WITNESS WHEREOF, The said party of the first part hereto has caused these presents to be
signed in its name by its president, and the corporate seal to be affixed, attested by its secretary
of said Oklahoma, the year and day first above written.

LAMBERT SALES & MANAGEMENT CO.

Name of Corporation

By Leon Lambert

President

Secretary

STATE OF OKLAHOMA,
County of Creek

(CORPORATION ACKNOWLEDGMENT)

Before me the undersigned, a Notary Public, in and for said County and State, on this 20th day of
June, 1979, personally appeared Leon Lambert
to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its
President and acknowledged to me that he executed the same as his free
and voluntary act and deed and as the free and voluntary act and deed of such corporation for the purposes therein set forth.

Given under my hand and seal of office the day and year last above

My commission expires 1/30/82

Notary Public

TEMPORARY ACCESS AND WORKSPACE AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

That the undersigned (hereinafter referred to as "Grantor" whether one or more) for and in consideration of \$10.00 and other valuable consideration, the receipt of which is hereby acknowledged, does hereby grant and convey unto OKLAHOMA NATURAL GAS COMPANY, a Division of ONE Gas, Inc., (hereinafter referred to as "Grantee), the right and privilege to access property and occupy areas as shown on the attached Exhibit "A, for a term of (60) sixty days from the first day of occupancy, and, if needed, another (30) thirty days thereafter, upon the following described lands situated in the County of Tulsa, and the State of Oklahoma:

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IN WITNESS WHEREOF, we have hereunto set our hands the ____ day of _____, 2025.

City of Glenpool

By: _____

Agent: R. Behrens (0.142 acre)

Tulsa Glenpool

J.O. No. 021.2001.2001.1840700 CUE 45323



To: Mayor and City Council

From: Beth Miller, Grants – Special Projects Coordinator

Date: March 3, 2025

Re: Discussion and possible action to approve, amend, or deny a grant application to the FEMA Flood Mitigation Assistance Grant

Background:

Staff are proposing to apply for the FEMA Flood Mitigation Assistance Grant in the amount of \$1,597,362.00. This is a 75/25 matching grant with the city share of \$399,340.50.

This project aims to reduce surface water runoff in the Rolling Meadows subdivision by enhancing the stormwater management system. The plan includes installing additional stormwater infrastructure in the utility easement between the subdivisions, with strategically placed storm inlets to capture and redirect water, reducing flooding and improving drainage.

Please find attached the Notice of Intent to Apply (NOI), Notice of Federal Procurement Requirements and cost estimate.

Staff Recommendation:

Staff recommends approving the application to FEMA Flood Mitigation Assistance Grant.

Attachments:

- NOI
- Notice of Federal Procurement Requirements
- Cost estimate

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

Mayor Joyce Calvert, Ward 3; Vice-Mayor Jacqueline Lund, Ward 4

Tim Fox, Ward 1; Chris Brobst, Ward 2; Shayne Buchanan, At-Large

David Tillotson City Manager, LeaAnn Reed CAO, Joe Wuest COO, Lesli Smith City Clerk

www.glenpoolonline.com

Notice of Intent (NOI)

Draft

Form

Project Contacts

Primary Contact:

Elizabeth Miller - Grants - Special Projects Coordinator

[Edit](#)

Email Address: emiller@cityofglenpool.com

Phone: 918-209-4646

Alternate Contact:

David Agbetunsin - City Engineer

[Edit](#)

Email Address: dagbetunsin@cityofglenpool.com

Phone: 918-209-4613

Project Overview

Grant:

2024-FMA EMT-2024-FM

Applicant:

Glenpool, City Of

Location: Tulsa County

FIPS #: 143-29600-00

DUNS #: 047988647

FEIN #: 23-7196935

Type: City or Township Government

12205 S YUKON AVE, GLENPOOL, OK 74033-6635

Is all above information
correct and current?

Yes

DUNS #:

047988647

UEI #:

JPRQJKV9ZKC1

2CFR200 Acknowledgement
Form:[Attach Files](#)

No documents.

[Download Acknowledgement Template](#)

Category:

MLFR - Minor Localized Flood Reduction

Project Title:

Rolling Meadows Stormwater Improvement Project

Used to help identify the Project. Ex: "Jurisdiction - Project Name".

Community Information

Does the community have a
local adopted Hazard
Mitigation Plan?

No

Does the community
participate in the NFIP?

Yes

NFIP Number:

400208

Project Details

Identify the problem:

Rolling Meadows Subdivision is a subdivision in the City of Glenpool located in the southeast quarter of Section 15, Township 17 North, Range 12 East, Tulsa County, Oklahoma. This Subdivision consists of 149 lots, and is situated adjacent to the western side of the Taylor s Pond Subdivision. Rolling Meadows experiences sheet flooding due to inadequate stormwater infrastructure. The stormwater infrastructure at Rolling Meadows is not adequate to handle the stormwater and surface runoff. This persistent flooding has resulted in property damage for homeowners and poses a serious safety hazard for road users. Standing water on the streets creates dangerous driving conditions, particularly in winter when it freezes, leading to increased risks of accidents and vehicle damage. This project aims to provide a long-term solution to these stormwater challenges, enhancing both property protection and public safety.

Project Description:

This project aims to alleviate surface water runoff issues impacting residents of the Rolling Meadows subdivision, situated in the southeast quarter of Section 15, Township 17 North, Range 12 East, Tulsa County, Oklahoma. The proposed solution involves enhancing the existing stormwater management system by installing additional stormwater collection infrastructure within the designated utility easement that separates the two subdivisions. This improvement will include strategically placed storm inlets designed to efficiently capture and redirect surface water as it flows from west to east, reducing the risk of localized flooding and improving overall drainage in the area.

Briefly describe the proposed project as a solution to the problem. Include a description of the project benefits and the damages that will be avoided if the project is implemented. Identify all hazards that will be addressed by the project.

Estimated Budget

Total Estimated Cost:

\$ 1,597,362.0

Federal Share:

\$ 1,198,021.5 (75%)

By Amount

Subgrantee Share:

\$ 399,340.50

Amount the subgrantee will contribute.

Funding Source for

City Capital Funds

Subgrantee Funds:

Non-Subgrantee Funds:

\$

Funding Source for

N/A

Remaining Funds:



HAZARD MITIGATION ASSISTANCE

NOTICE OF FEDERAL PROCUREMENT REQUIREMENTS

Date: 01/31/2025

Jurisdiction Name: CITY OF GLENPOOL

Jurisdiction Type: MUNICIPALITY / CITY

SIGNATURE AUTHORITY

The request for Hazard Mitigation Assistance (HMA) Grant funding through a Notice of Intent has been approved, it is now necessary for you, as the Subgrantee/Subrecipient, to acknowledge the requirements and regulations of **2 CFR PART 200—UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS**

The following specific officers/officials, or their authorized designees, are required to sign this Acknowledgement on behalf of the specified type of Subgrantee/Subrecipient. (NOTE: If this Agreement is signed by a designee, a duly authenticated delegation of authority evidencing the signer's authority to execute the Agreement for and on behalf of the Sub grantee/Sub recipient must be attached to the Agreement for review by OEM.

- a. **Corporation:** the Chair of the Board of Directors or President;
- b. **City:** the Mayor, City Manager, or Town Administrator
- c. **County:** the Chairman of the Board of County Commissioners
- d. **School Board:** the Superintendent
- e. **Fire District:** the District Chief
- f. **Special Districts:** the Executive Director
- g. **Institution of Higher Education:** the President of the institution
- h. **Charter School:** the Chair of the Board of Directors
- i. **County Sheriff's Office:** the Sheriff
- j. **State Agencies:** the Director or Deputy Director of the agency
- k. **All other Sub grantee/Sub recipients:** the Chief Executive Officer of the entity.

Title 2 Subtitle A Chapter II PART 200—UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS- https://ecfr.io/Title-02/cfr200_main

Subpart D—Post Federal Award Requirements

PROCUREMENT STANDARDS

§200.317 Procurements by states.

When procuring property and services under a Federal award, a state must follow the same policies and procedures it uses for procurements from its non-Federal funds. The state will comply with §200.322 Procurement of recovered materials and ensure that every purchase order or other contract includes any clauses required by section §200.326 Contract provisions. All other non-Federal entities, including subrecipients of a state, will follow §§200.318 General procurement standards through 200.326 Contract provisions.

§200.318 General procurement standards.

- (a) The non-Federal entity must use its own documented procurement procedures which reflect applicable State, local, and tribal laws and regulations, provided that the procurements conform to applicable Federal law and the standards identified in this part.
- (b) Non-Federal entities must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.
- (c)(1) The non-Federal entity must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.
- (2) If the non-Federal entity has a parent, affiliate, or subsidiary organization that is not a state, local government, or Indian tribe, the non-Federal entity must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the non-Federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.
- (d) The non-Federal entity's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more

economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

(e) To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal Government, the non-Federal entity is encouraged to enter into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services.

(f) The non-Federal entity is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.

(g) The non-Federal entity is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.

(h) The non-Federal entity must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. See also §200.213 Suspension and debarment.

(i) The non-Federal entity must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

(j)(1) The non-Federal entity may use a time and materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contract means a contract whose cost to a non-Federal entity is the sum of:

(i) The actual cost of materials; and

(ii) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

(2) Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the non-Federal entity awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

(k) The non-Federal entity alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the non-Federal entity of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgment for that of the non-Federal entity unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75885, Dec. 19, 2014; 80 FR 43309, July 22, 2015]

§200.319 Competition.

(a) All procurement transactions must be conducted in a manner providing full and open competition consistent with the standards of this section. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:

- (1) Placing unreasonable requirements on firms in order for them to qualify to do business;
- (2) Requiring unnecessary experience and excessive bonding;
- (3) Noncompetitive pricing practices between firms or between affiliated companies;
- (4) Noncompetitive contracts to consultants that are on retainer contracts;
- (5) Organizational conflicts of interest;
- (6) Specifying only a "brand name" product instead of allowing "an equal" product to be offered and describing the performance or other relevant requirements of the procurement; and
- (7) Any arbitrary action in the procurement process.

(b) The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

(c) The non-Federal entity must have written procedures for procurement transactions. These procedures must ensure that all solicitations:

- (1) Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a "brand name or equivalent" description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and
- (2) Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.

(d) The non-Federal entity must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the non-Federal entity must not preclude potential bidders from qualifying during the solicitation period.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75885, Dec. 19, 2014]

§200.320 Methods of procurement to be followed.

The non-Federal entity must use one of the following methods of procurement.

(a) Procurement by micro-purchases. Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (\$200.67 Micro-purchase). To the extent practicable, the non-Federal entity must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if the non-Federal entity considers the price to be reasonable.

(b) Procurement by small purchase procedures. Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than the Simplified Acquisition Threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources.

(c) Procurement by sealed bids (formal advertising). Bids are publicly solicited and a firm fixed price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bid method is the preferred method for procuring construction, if the conditions in paragraph (c)(1) of this section apply.

(1) In order for sealed bidding to be feasible, the following conditions should be present:

- (i) A complete, adequate, and realistic specification or purchase description is available;
- (ii) Two or more responsible bidders are willing and able to compete effectively for the business; and
- (iii) The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

(2) If sealed bids are used, the following requirements apply:

- (i) Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised;
- (ii) The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
- (iii) All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;
- (iv) A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life

cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and

(v) Any or all bids may be rejected if there is a sound documented reason.

(d) Procurement by competitive proposals. The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

(1) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;

(2) Proposals must be solicited from an adequate number of qualified sources;

(3) The non-Federal entity must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;

(4) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and

(5) The non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.

(e) [Reserved]

(f) Procurement by noncompetitive proposals. Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:

(1) The item is available only from a single source;

(2) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;

(3) The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the non-Federal entity; or

(4) After solicitation of a number of sources, competition is determined inadequate.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75885, Dec. 19, 2014; 80 FR 54409, Sept. 10, 2015]

§200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.

(a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

(b) Affirmative steps must include:

- (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
- (6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

§200.322 Procurement of recovered materials.

A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75885, Dec. 19, 2014]

§200.323 Contract cost and price.

(a) The non-Federal entity must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the non-Federal entity must make independent estimates before receiving bids or proposals.

(b) The non-Federal entity must negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. To establish a fair

and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

(c) Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for the non-Federal entity under Subpart E—Cost Principles of this part. The non-Federal entity may reference its own cost principles that comply with the Federal cost principles.

(d) The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

§200.324 Federal awarding agency or pass-through entity review.

(a) The non-Federal entity must make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition. This review generally will take place prior to the time the specification is incorporated into a solicitation document. However, if the non-Federal entity desires to have the review accomplished after a solicitation has been developed, the Federal awarding agency or pass-through entity may still review the specifications, with such review usually limited to the technical aspects of the proposed purchase.

(b) The non-Federal entity must make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:

(1) The non-Federal entity's procurement procedures or operation fails to comply with the procurement standards in this part;

(2) The procurement is expected to exceed the Simplified Acquisition Threshold and is to be awarded without competition or only one bid or offer is received in response to a solicitation;

(3) The procurement, which is expected to exceed the Simplified Acquisition Threshold, specifies a "brand name" product;

(4) The proposed contract is more than the Simplified Acquisition Threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or

(5) A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold.

(c) The non-Federal entity is exempt from the pre-procurement review in paragraph (b) of this section if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part.

(1) The non-Federal entity may request that its procurement system be reviewed by the Federal awarding agency or pass-through entity to determine whether its system meets these standards in order for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third party contracts are awarded on a regular basis;

(2) The non-Federal entity may self-certify its procurement system. Such self-certification must not limit the Federal awarding agency's right to survey the system. Under a self-certification procedure, the Federal awarding agency may rely on written assurances from the non-Federal entity that it is complying with these standards. The non-Federal entity must cite specific policies, procedures, regulations, or standards as being in compliance with these requirements and have its system available for review.

§200.325 Bonding requirements.

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the Federal awarding agency or pass-through entity may accept the bonding policy and requirements of the non-Federal entity provided that the Federal awarding agency or pass-through entity has made a determination that the Federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

(a) A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.

(b) A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.

(c) A payment bond on the part of the contractor for 100 percent of the contract price. A "payment bond" is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

§200.326 Contract provisions.

The non-Federal entity's contracts must contain the applicable provisions described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

§ Appendix II to Part 200 - Contract Provisions for Non-Federal Entity Contracts Under Federal Awards

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

(A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week

of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended - Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Debarment and Suspension (Executive Orders 12549 and 12689) - A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) - Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(J) See § 200.322 Procurement of recovered materials.

Terms

Non-Federal Entity (NFE) - A State, local government, Indian tribe, institution of higher education or nonprofit organization that carries out a Hazard Mitigation Assistance award as a recipient or subrecipient (2 C.F.R. § 200.69).

Federal Award - The Federal financial assistance that a NFE receives directly from a FEMA or indirectly through a pass-through entity (2 C.F.R. § 200.38); also, the instrument setting forth the terms and conditions.

Recipient - A NFE that receives a Hazard Mitigation Assistance award directly from FEMA to carry out an activity under a Federal program (2 C.F.R. § 200.86).

Pass-Through Entity - A NFE that provides a subaward to a subrecipient to carry out part of the Hazard Mitigation Assistance program (2 C.F.R. § 200.74).

Subaward - An award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Hazard Mitigation Assistance award received by the pass-through entity; it does not include payments to a contractor (2 C.F.R. § 200.92).

Subrecipient - A NFE that receives a subaward from a pass-through entity to carry out part of the Hazard Mitigation Assistance program, but does not include an individual that is a beneficiary of such program (2 C.F.R. § 200.93).

Signed: [Signature] Position: CITY MANAGER
(Elected Official or Jurisdiction Representative authorized to apply for Federal Grants)

Printed Name: DAVID TILLOTSON

STATE OF OKLAHOMA

COUNTY OF Tulsa

Signed or attested before me on 1-31-2025 (date)

by David Tillotson (name(s) of person(s)).

[Signature: Leslie Ann Smith]

NOTARY PUBLIC

Title (and Rank):

Glennpool City Clerk

Print Name:

Lesli Ann Smith

My Commission Expires:

10-11-2026



Rolling Meadows Stormwater Improvement Project				
Description	Unit	Original Plan Quantity	Unit Price	Total Price
42" CORRUGATED POLYPROPYLENE PIPE	L.F.	1504.00	\$ 150.00	\$225,600.00
48" CORRUGATED POLYPROPYLENE PIPE	L.F.	485.00	\$ 170.00	\$82,450.00
36" CORRUGATED POLYPROPYLENE PIPE	L.F.	569.00	\$ 125.00	\$71,125.00
24" CORRUGATED POLYPROPYLENE PIPE	L.F.	676.00	\$ 75.00	\$50,700.00
18" CORRUGATED POLYPROPYLENE PIPE	L.F.	488.00	\$ 70.00	\$34,160.00
8' Diameter Manhole	EA.	1.00	\$ 12,500.00	\$12,500.00
6' Diameter Manhole	EA.	9.00	\$ 11,500.00	\$103,500.00
4'x10' CATCH BASIN STRUCTURE W/GRATE	EA.	1.00	\$ 27,000.00	\$27,000.00
HEADWALL	EA.	3.00	\$ 9,000.00	\$27,000.00
Type A Aggregate Base	Cyds	1027.00	\$ 80.00	\$82,160.00
4" Type S-3 Asphalt (PG 64-22 OK) Asphalt Base Course	TON	332.00	\$ 170.00	\$56,440.00
2" Type S-4 Asphalt (PG 76-28 OK) Asphalt Surface Course	TON	166.00	\$ 220.00	\$36,520.00
CONC. CURB (6" BARRIER-INTEGRAL)	L.F.	2473.00	\$ 25.00	\$61,825.00
D-2-0 Curb Inlet	EA.	8.00	\$ 6,000.00	\$48,000.00
D-2-1 Curb Inlet	EA.	7.00	\$ 6,100.00	\$42,700.00
D-2-2 Curb Inlet	EA.	5.00	\$ 9,700.00	\$48,500.00
D-2-3 Curb Inlet	EA.	2.00	\$ 9,100.00	\$18,200.00
REMOVAL OF MANHOLES	EA.	1.00	\$ 1,600.00	\$1,600.00
REMOVAL OF CONC. PAV. W/ ASPH. OVERLAY	S.Y.	1482.00	\$ 20.00	\$29,640.00
REMOVAL OF DRAINAGE INLETS	EA.	13.00	\$ 1,000.00	\$13,000.00
REMOVAL OF GUARDRAIL	L.F.	40.00	\$ 14.00	\$560.00
REMOVAL OF CURB	L.F.	2473.00	\$ 15.00	\$37,095.00
REMOVAL OF EXISTING PIPE	L.F.	716.00	\$ 30.00	\$21,480.00
REMOVE AND RESET MAILBOX	L.F.	21.00	\$ 300.00	\$6,300.00
DELIVER PORTABLE LONGITUDINAL BARRIER	L.F.	625.00	\$ 32.00	\$20,000.00
CONSTRUCTION SIGNS 6.26 SF TO 15.99 SF	S.D.	2400.00	\$ 1.00	\$2,400.00
(PL) PORTABLE LONG. BARRIER DELINEATOR	S.D.	12000.00	\$ 1.00	\$12,000.00
CONSTRUCTION BARRICADES (TYPE III)	S.D.	1440.00	\$ 2.00	\$2,880.00
DRUMS	S.D.	24000.00	\$ 0.35	\$8,400.00
INLET PROTECTION	L.F.	120.00	\$ 70.00	\$8,400.00
CONSTRUCTION STAKING LEVEL II	LSUM	1.00	\$ 22,000.00	\$22,000.00
MOBILIZATION	LSUM	1.00	\$ 87,500.00	\$87,500.00
SWPPP DOCUMENTATION AND MANAGEMENT	LSUM	1.00	\$ 10,000.00	\$10,000.00
EXISTING CATCH BASIN STR. MODIFICATION	LSUM	1.00	\$ 13,500.00	\$13,500.00
DRAINAGE SWALE CONSTRUCTION	LSUM	1.00	\$ 6,000.00	\$6,000.00
				\$1,331,135.00
20% Contingency				\$266,227.00
			Total	\$1,597,362.00



To: Mayor and Council

From: Beth Miller, Grants/Special Projects Coordinator

Date: March 3, 2025

Re: Discussion and possible action to approve, amend, or deny authorization for staff to apply for three Surface Transportation Block Grant (STBG) applications through INCOG for FY 2026-2027

Background

Staff seeks City Council approval to submit three applications to the Indian Nation Council of Governments (INCOG) for the Surface Transportation Block Grant (STBG) program, which funds transportation projects in the Tulsa metropolitan area, including Glenpool. Each jurisdiction may submit up to three projects, ranked by priority, with applications due by March 14, 2025.

The STBG program provides 80% federal funding, requiring a 20% local match from the City. INCOG may select up to three projects for funding, with a maximum award of \$4 million per project.

The following projects are proposed for submission, in priority order:

1. 131st Street Reconstruction – Phase I (Elwood to Hwy 75)
2. 131st Street Reconstruction – Phase II (Elwood to Hwy 75)
3. Elwood Avenue Widening – Phase II (Planning & Design) (137th St to 131st St)

Staff is finalizing project details, including cost estimates and projected travel-time improvements. Preliminary estimates are:

- 131st Street Reconstruction (Phases I & II): Estimated total cost not to exceed \$8 million
- Elwood Avenue Widening (Phase II – Planning & Design): Estimated cost \$633,360.00

As INCOG has confirmed that a resolution can be submitted after the grant deadline, **staff will present the required resolutions for Council consideration at the March 17, 2025, council meeting**, once project details and cost estimates are finalized.

12205 S. Yukon, Glenpool, OK 74033 OFFICE: 918-322-5409 FAX: 918-209-4641
Mayor Joyce Calvert, Ward 3; Vice-Mayor Jacqueline Lund, Ward 4
Tim Fox, Ward 1; Chris Brobst, Ward 2; Shayne Buchanan, At-Large
David Tillotson City Manager, LeaAnn Reed CAO, Joe Wuest COO, Lesli Smith City Clerk
www.glenpoolonline.com

Funding

The STBG grant requires a 20% local match, which will be determined based on final cost estimates and available funding sources.

Staff Recommendation

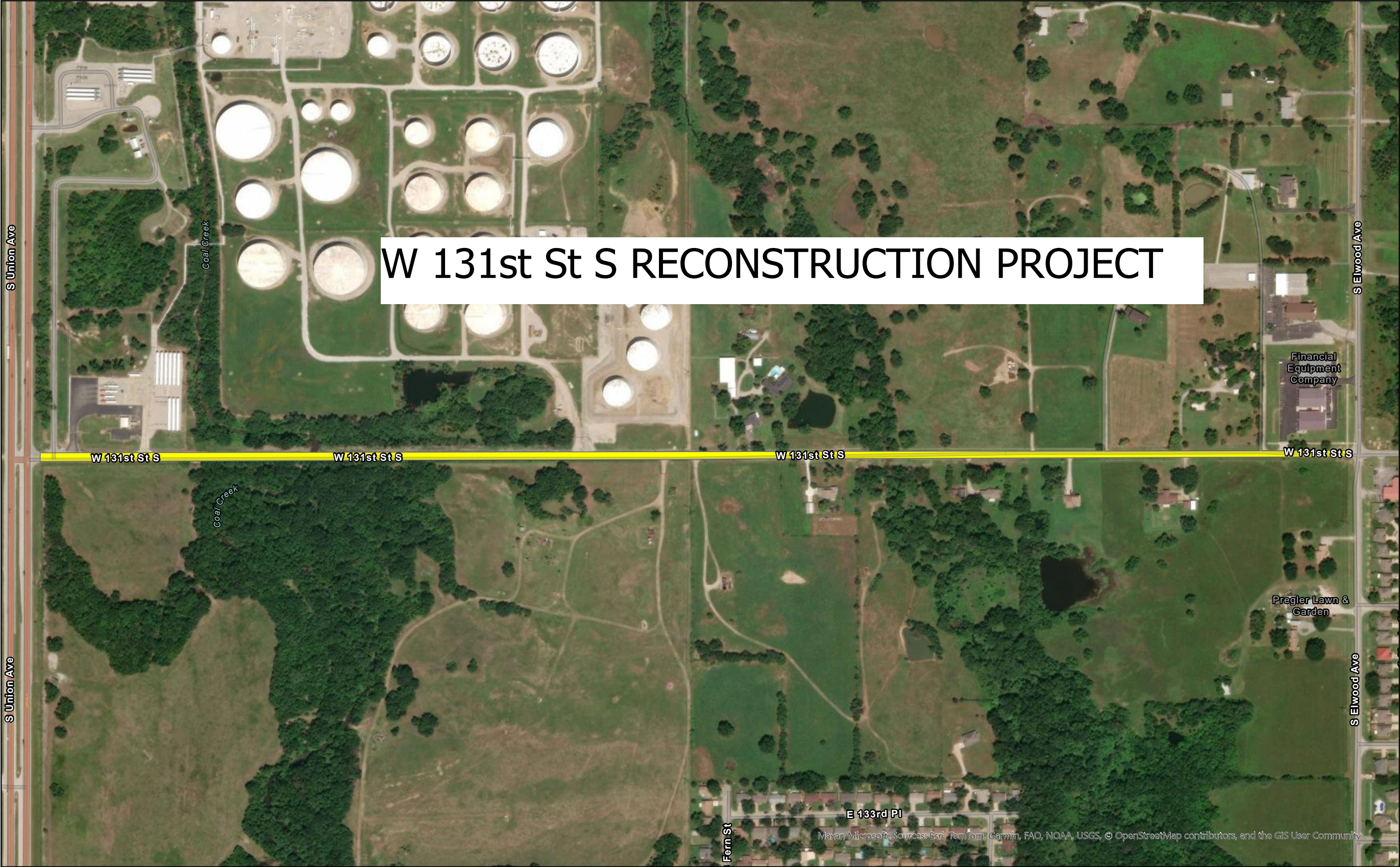
Staff recommends City Council approval to submit STBG grant applications for:

- 131st Street Reconstruction – Phase I
- 131st Street Reconstruction – Phase II
- Elwood Avenue Widening – Phase II (Planning & Design)

Attachments

- Project Location Maps
- Site Photographs
- Glenpool STBG Template Application

W 131st St S RECONSTRUCTION PROJECT



ELWOOD WIDENING PROJECT



Maxar, Microsoft, Sources, Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

131ST STREET RECONSTRUCTION PROJECT PHASE I & II

SITE PICTURES







ELWOOD AVENUE WIDENING PHASE II (PLANNING / DESIGN)

SITE PICTURES





FFY 2026 & FFY 2027 Surface Transportation Block Grant (STBG) Project Prioritization & Selection Process

Instructions and Application *For projects in the Tulsa Transportation Management Area*

A Grant Program of the
U.S. Department of Transportation/ Federal Highway Administration
Authorized by the Infrastructure Investment and Jobs Act (IIJA)

Applications Due – March 14th



Indian Nations Council of Governments (INCOG)
Transportation Planning Division
2 W. 2nd Street, Suite 800
Tulsa, OK 74103-3116

FFY 2026 & FFY 2027 INCOG Surface Transportation Block Grant Applications

Application Instructions

A. Introduction

INCOG, as the Metropolitan Planning Organization (MPO) for the Tulsa metropolitan area, is required to establish a selection process for the distribution of Surface Transportation Block Grants Program (STBG) funds. Priority funding will be given to projects that meet federal regulations and help advance the Regional Transportation Plan (RTP).

The total anticipated funding sub-allocation to INCOG is approximately \$22Million for FFY2026 and FFY 2027. INCOG has a commitment of \$6M to GARVEE for the debt service of bonds for the Gilcrease Turnpike. Therefore, there is expected to be \$16M available from the STBGP grant funding for the year 2026 and \$16M available for the year 2027 for a total of **\$32M** during this funding cycle.

In order to achieve a regional equity, certain constraints are provided as a guidance for all eligible applicants:

All federal funding is capped to the amount allocated for the project. No Single project may exceed \$4 M in new federal funds. Projects selected for any federal fiscal year will be advanced based on first-ready first-let.

Each eligible entity may submit up to 3 applications. Any entity submitting multiple applications shall indicate the priority on each of the applications per the sponsoring agency.

Under rare and extenuating circumstance, funded projects may be allowed for substitution at the request of the project sponsor provided the project requested would satisfy all the requirements for the given year the original project is selected, and the evaluation criteria is satisfied after ranking and rating of the project. Staff recommendations in such circumstances will be forwarded to the Transportation Policy Committee and the INCOG Board of Directors for approval and endorsement.

B. Surface Transportation Block Grant (STBG) Eligible Transportation Improvements

For a project to be eligible for Tulsa Urbanized Area STBG funds, it must meet the following criteria:

- 1) The proposed project must represent an implementation of actions and/or projects listed from the [Connected 2050 LRTP](#).
- 2) Projects must be located within the [Tulsa Transportation Management Area \(TMA\)](#) (Attachment B).
- 3) Funds must be used for roads classified as Major Collectors, Minor Arterials, Principal Arterials, and Freeway/Expressways under the Federal Highway Administration Functional Classification System. Bridges are exempt from this rule. In addition, Projects on roadways planned for inclusion as proposed revisions to Federal Highway Functional Classification, contingent upon concurrence and approval by the FHWA, will be eligible.
<https://spotlight-okdot.hub.arcgis.com/apps/6555de44b6314ab2a71bb0620e52ea78/explore>
- 4) The local project sponsor must provide to INCOG an STBG Project Resolution (Attachment A), adopted by the governing body at a public meeting, which describes the project, including the type of improvement, project location, total project cost, and source(s) of matching funds. The sample resolution may be modified to reflect specific agreements between the project sponsor and ODOT or to meet local city charter requirements.

- 5) The local project sponsor must provide to INCOG a preliminary cost estimate adjusted for inflation using a minimum of 6% Construction Management & Inspection costs per ODOT's recommendation. Cost estimates for construction projects must be submitted by a registered professional engineer, architect, or landscape architect as appropriate, licensed in the State of Oklahoma.

C. INCOG Program Framework

- 1) INCOG has established a goal of funding a diversity of project types serving communities throughout the TMA. (Refer to Section E: Project Types).
- 2) Project sponsors may request up to a maximum of \$4,000,000 in federal funds. There is no limit to overall project size. Project sponsors may request no less than \$400,000 in federal funds.
- 3) The maximum federal share is 80% of project costs. The minimum non-federal share of projects costs is 20%.
- 4) Project sponsors must include a resolution from the governing body (i.e. City Council, Town Board, County Commission, Tribal Council, etc.) and signed by the Chief Executive indicating support for the project and commitment to ongoing project maintenance and matching funds. (See Attachment A).
- 5) Projects must be located principally inside the Tulsa Transportation Management Area (TMA). See INCOG Map Gallery at: [Tulsa TMA Geographies & Census 2020 Urban Areas](#)
- 6) Project sponsors may submit up to three applications.
- 7) All of the census tracts within the Tulsa TMA are located within a historically disadvantaged area as designated by the office of Management and Budget (OMB) for the Justice40 Initiative.

STBG Projects	
Project Costs: Minimum Federal Share	\$400,000
Project Costs: Maximum Federal Share	\$4,000,000
Maximum Federal Share / Minimum Non-Federal Share	80% / 20%
Anticipated STBG Funding Available (FFY 26 & FFY 27)	\$32 million

D. Eligible Project Sponsors (Applicants)

- 1) General Purpose Units of Local governments (i.e., Creek County, Osage County, Rogers County, Tulsa County, Wagoner County, City of Bixby, City of Broken Arrow, City of Catoosa, City of Collinsville, City of Coweta, City of Glenpool, City of Jenks, City of Owasso, City of Sand Springs, City of Sapulpa, City of Tulsa Town of Sperry, Town of Kiefer) or within the Tulsa Transportation Management Area (City of Claremore, City of Skiatook or the Town of Inola, Town of Kellyville, Town of Mannford, Town of Mounds, or Town of Verdigris.)
- 2) Public Trust Authorities (e.g., River Parks Authority, Metropolitan Tulsa Transit Authority, Tulsa Airports Improvement Trust and the City of Tulsa – Rogers County Port Authority)
- 3) Tribal Nations (i.e., the Cherokee Nation, the Muscogee (Creek) Nation, and the Osage Nation)
- 4) Oklahoma Department of Transportation

E. Surface Transportation Block Grant (STBG) Project Eligibility

A complete list of eligible activities is provided in *Title 23, U.S.C., Section 133(b)*. Additionally, INCOG has identified four project types that are a priority for funding in the TMA. Project sponsors may submit an application requesting funding for any one of the following project types or any combination of the following project types.

- 1) **System Preservation** – System Preservation consists of work that is planned and performed to improve or sustain the condition of the transportation facility in a state of good repair. STBG funds may not be used to pay for routine maintenance of transportation infrastructure. [Guidance on Highway Preservation And Maintenance - Preservation - Federal Highway Administration](#)

INCOG is seeking to partner with project sponsors (i.e., cities, counties, public trust authorities, tribal nations, ODOT, etc.) to ensure transportation infrastructure in the TMA remains in a state of good repair. STBG funds may be requested to pay for planning, design and construction activities that will extend the useful life of existing transportation infrastructure. Priority will be given to projects that:

- Pavement resurfacing, reconstruction and/or rehabilitation.
- Replacement of traffic signal pedestals, and/or mast arm assemblies due to structural deterioration.
- Reconstruction or restoration of bridge decks, bridge superstructures, bridge substructures, etc. Bridges must be identified as structurally deficient on the National Bridge Inventory.
- Multimodal facility reconstruction or restoration for trails, sidewalks, shared use paths/side paths, bus stops, bus stations, etc.

- 2) **Transportation Systems Capacity Expansion Projects** – In areas that are experiencing growth in population or traffic, it may be necessary to add capacity to existing roadways by adding general purpose lanes to existing roadways or by adding dedicated turn lanes at intersections.

Capacity projects may require the acquisition of additional right-of-way which can add substantial time to project delivery. Careful consideration should be given to developing a reasonable project schedule.

Capacity projects also are often quite expensive. To ensure that additional capacity is not added where it is not needed, project sponsors must provide documentation of existing average annual daily traffic (AADT) volumes and forecasted traffic volumes.

AADT can be found on the INCOG website in the map gallery. Henry Wilson can provide AADT volumes for specific road segments not included on the online map as well as forecasted volumes from the regional travel demand model. Please contact Henry at hwilson@incog.org.

INCOG is seeking to partner with project sponsors (i.e., cities, counties, public trust authorities, ODOT, etc.) to optimize our existing roadway network. STBG funds may be requested to pay for the planning, design and construction of additional roadway capacity and/or intersection capacity. Priority will be given to projects that keep roadways inside the TMA operating at level of service (LOS) D or better both in the current year and the future year (2050)

- 3) **Roadway Safety Projects** – INCOG developed a Local Road Safety Action Plan (LRSAP) in 2022. [Indian Nations Council of Governments Local Road Safety Plan - 2022](#). Because the TMA had this plan, INCOG was the first MPO in the country to receive an implementation grant from the Safe Streets for All (SS4A) program. INCOG received approximately \$20 million in SS4A funds to do “low-cost, high impact” safety projects in six of our local jurisdictions (i.e., Broken Arrow, Jenks, Owasso, Tulsa, Tulsa County, and Wagoner County).

INCOG is currently in the process of updating the LRSAP to come into compliance with federal requirements that were not in place in 2022 and to reflect more recent crash data. The LRSAP update will be completed by June 2025. The updated plan explicitly adopts Vision Zero as the region’s goal and sets an ambitious target of reducing traffic fatalities and serious injuries by 50% by 2035. [Tulsaroadsafetyplan.com](#). During the five-year period from 2017-2021, there were over 600 fatalities, over 2,500 serious injuries, and nearly 12,000 minor injuries on city streets, county roads and state highways in Creek, Osage, Rogers, Tulsa, and Wagoner Counties.

The Safe System approach aims to eliminate fatal & serious injuries for all road users. It does so through a holistic view of the road system that first anticipates human mistakes and second keeps impact energy on the human body at tolerable levels. Safety is an ethical imperative of the designers and owners of the transportation system. Information about the Safe System approach can be found here. [THE SAFE SYSTEM](#). FHWA has conducted significant research and has identified 28 proven safety countermeasures that offer significant and measurable impacts to improving safety. Information about these countermeasures can be found here: [Making our Roads Safer: One Countermeasure at a Time](#).

INCOG is seeking to partner with project sponsors (i.e., cities, counties, public trust authorities, tribal nations, ODOT, etc.) to make roadways in the TMA safer for everyone. STBG funds may be requested to pay for the planning, design and installation of proven safety countermeasures. Priority will be given to projects that:

- **Site specific safety projects:** Install proven safety countermeasures along a specific roadway corridor that is experiencing a crash rate in excess of the critical crash rate for the TMA or the local jurisdiction to address a documented road safety problem based on crash history for the most recent 5-year period. Typical examples might include roundabouts, corridor access management, medians and pedestrian refuge islands, Road Diets (Roadway Reconfiguration), etc.
- **Jurisdiction wide safety projects:** Install low-cost, high-impact proven safety countermeasures throughout the project sponsor’s jurisdiction. As part of the application, the project sponsor must identify the specific countermeasures to be installed, an engineer’s estimate of probable costs, and identify the locations where the countermeasures will be installed. Typical examples might include the installation of traffic signal backplates with retroreflective borders, enhanced delineation on horizontal curves, longitudinal rumble strips, crosswalk visibility enhancements, etc.

- 4) **Transportation Systems Management & Operations Projects** - Transportation systems management and operations (TSMO) is a set of strategies that focus on operational improvements that can maintain and even restore the performance of the existing transportation system before extra capacity is needed. The goal is to get the most performance out of existing transportation facilities. TSMO strategies range from regional traffic signal systems management to shared-use mobility initiatives. TSMO includes efforts to operate the multimodal transportation system and activities to manage travel demand. TSMO can serve as an alternative to adding capacity for some areas by

increasing the mobility and reliability of the existing system enough to meet current and projected needs and do so more quickly. TSMO should be considered at any location that experiences either recurring or non-recurring congestion or both. There may be opportunities to include TSMO solutions in the capital project that extend the performance life. [Transportation Systems Management and Operations in Action - FHWA Office of Operations](#)

INCOG is seeking to partner with project sponsors (i.e., cities, counties, public trust authorities, tribal nations, ODOT, etc.) to optimize our existing roadway network. STBG funds may be requested to pay for the planning, design and implementation of TSMO strategies. Priority will be given to the following types of projects:

- **Access Management (AM)** is the proactive management of vehicular access points to land parcels adjacent to roadways. AM preserves the functional integrity and overall operational viability of roadways. Techniques include: traffic signal spacing, driveway spacing, safe turning lanes, median treatments, and right-of-way management. [Technical Summary: Corridor Access Management](#)
- **Traffic Signal Management (TSM)** involves the planning, design, integration, maintenance, and proactive operation of a traffic signal system to improve the efficiency, safety and reliability of operations of signalized intersections. [Traffic Signal Program Handbook](#)
- **One-Way to Two-Way Street Conversion** is the conversion of existing one-way streets, usually in downtowns, back to two-way streets. There are many roadway operational benefits from this, including a reduction in total crashes, reduction in crashes involving pedestrians, reduction in vehicular travel speeds and reduction in vehicle miles traveled (VMT) and vehicle hours traveled (VHT).
- **Emergency Vehicle Traffic Signal Preemption (EVP) and Public Transit Signal Priority (TSP)** involves giving priority at signalized intersections to either emergency vehicles (i.e., fire and ambulance) to reduce response times and to public transit to improve transit speed and reliability.

F. Application Cycle Tentative Schedule

Date	Action
January 15, 2025	Application Cycle Opens
March 14, 2025	Applications Due to INCOG by 5:00 pm CST
April 16, 2025	INCOG staff present project recommendations to the Transportation Technical Committee
April 30, 2025	Transportation Policy Committee recommends projects to INCOG Board of Directors
May 13, 2025	INCOG Board of Directors approves project selection

Final applications should be submitted to INCOG by 5 PM, March 14th, 2025. Electronic submittal in PDF is preferred. Hard copies will be accepted if they can be delivered to INCOG by the deadline. For project related questions and final submittals please contact Braden Cale at:

Braden Cale
INCOG Transportation Programs Coordinator
bcale@incog.org
(918) 579-9419

G. Instruction for Project Submittals

A project sponsor wishing to submit a project for implementation using Tulsa Urban Area STBG funds must complete a *Transportation Project Rating Form* (Attachment C) for each proposed project. The *Transportation Project Rating Form* will be used to establish project eligibility and to score transportation projects proposed for funding. The prioritization resulting from the form's scoring system will allow fair competition and selection based on a project's individual characteristics, status, and local commitment relative to other proposed projects.

Proposed projects will be evaluated on the following characteristics:

A	Travel Time Improvements	Maximum – 30 points
B	Safety Improvements	Maximum – 30 Points
C	System Maintenance and Management	Maximum – 30 Points
D	Livability Criteria	Maximum – 30 points
E	Freight Movement & Intermodal	Maximum – 20 points
F	Project Preparation	Maximum – 20 points
G	Multijurisdictional	Maximum – 20 points
H	Regional Priorities	Maximum – 20 points
Total		200 Points

The prioritization scoring will serve as the initial screening used to select projects for funding with Urban Area STBG funds. Certain types of projects that cannot be evaluated through the project rating process due to their characteristics (e.g., planning and engineering studies, wetlands mitigation, research programs, etc.) may be submitted for consideration. These "exception" projects along with the initial prioritized list will be presented to the TAC, TPC, and the INCOG Board of Directors, which together will establish the final priorities.

Completion of the preliminary activities (functional planning/engineering, and environmental studies) will make the projects better able to compete for construction funds available through other programs for projects statewide. Affected/interested entities will select a lead agency that will act as project sponsors and will be responsible for coordinating the provision of local matching funds. Funding for right-of-way acquisition and utility relocation will only be eligible upon state and federal approval of required functional planning/engineering and environmental studies.

INCOG, as the MPO, will notify ODOT of the programming of projects and will provide ODOT copies of the project sponsors' STBG Project Resolution and preliminary cost estimate. The project sponsor must file with ODOT evidence that the local matching share for the proposed project is unencumbered and available to the project, and three copies of documentation as to the provision of engineering services to the project sponsor for preparation of plans, as applicable, for construction projects. **The project sponsor must also execute a project agreement with ODOT within 180 days of project approval by the Board of Directors. INCOG reserves the right to reprogram funds for projects whose sponsors fail to execute agreements within that period.**

Project funding will be obligated (approved by ODOT and FHWA) in consultation with INCOG on a "first ready, first funded" basis, regardless of project sponsor. Project selection by the MPO will

be considered to occur when the project is included on the TIP approved by the Transportation Policy Committee and endorsed by the INCOG Board of Directors. After INCOG has finalized selections the LPA and ODOT will sign a project agreement and ODOT will assign a project number. Upon receipt of MPO concurrence, ODOT will place the project on a scheduled letting list and request the local funding share from the project sponsor. The matching funds must be received by ODOT before the project can be advertised for bids. Prior to bid opening, ODOT will request Federal authorization of the project

Project Monitoring – It is the responsibility of ODOT to keep INCOG informed of the status of all Urban Area STBG projects within the Tulsa area, and to report project cost adjustments so that cost estimates can be replaced with actual construction costs when the projects are let for bid and completed. ODOT shall provide INCOG verification of the final project cost upon its completion. ODOT shall also provide to INCOG a quarterly status report summarizing the Tulsa Urban Area STBG program, including the status of all selected projects and the amount of unobligated funding available for programming additional projects. Project sponsors are expected to regularly attend the INCOG quarterly UZA meetings to discuss and be informed of project progress and any potential delays.

INCOG will routinely prepare a summary of all Tulsa Urban Area STBG projects, including location, cost, and status, which have been obligated since the inception of the program.

Attachment A – Resolution

Resolution to Request Programming of Tulsa Urban Area Surface Transportation Block Grant (STBG) Funds

WHEREAS, Surface Transportation Block Grant (STBG) funds have been made available for transportation improvements within the Tulsa Transportation Management Area; and

WHEREAS, the _____ [PROJECT SPONSOR] has selected a project described as follows:

_____; and

WHEREAS, the selected project is consistent with the local comprehensive plan, including applicable Major Street and Highway Plan Element or the Regional GO Plan, as applicable, and the Regional Transportation Plan; and

WHEREAS, the engineer's preliminary estimate of cost is \$_____, and Federal participation under the terms of the federal law, IIJA Act, relating to STBG funds are hereby requested for funding of ____percent of the project cost; and

WHEREAS, the _____ [PROJECT SPONSOR] proposes to use _____ [SOURCE] funds for the balance of the project costs; and

WHEREAS, the _____ [PROJECT SPONSOR] agrees to provide for satisfactory maintenance after completion, and to furnish the necessary right-of-way clear and unobstructed; and

WHEREAS, the _____ [PROJECT SPONSOR] has required matching funds available and further agrees to deposit with the Oklahoma Department of Transportation (ODOT) said matching funds within thirty (30) days after authorization by the Federal Highway Administration, prior to project letting by ODOT.

NOW, THEREFORE, BE IT RESOLVED: That the Indian Nations Council of Governments is hereby requested to program this project into the Transportation Improvement Program for the Tulsa Transportation Management Area if this project is selected for funding; and

BE IT FURTHER RESOLVED: That upon inclusion in the Transportation Improvement Program, the Oklahoma Transportation Commission is hereby requested to concur in the programming and selection of this project and to submit the same to the Federal Highway Administration for its approval.

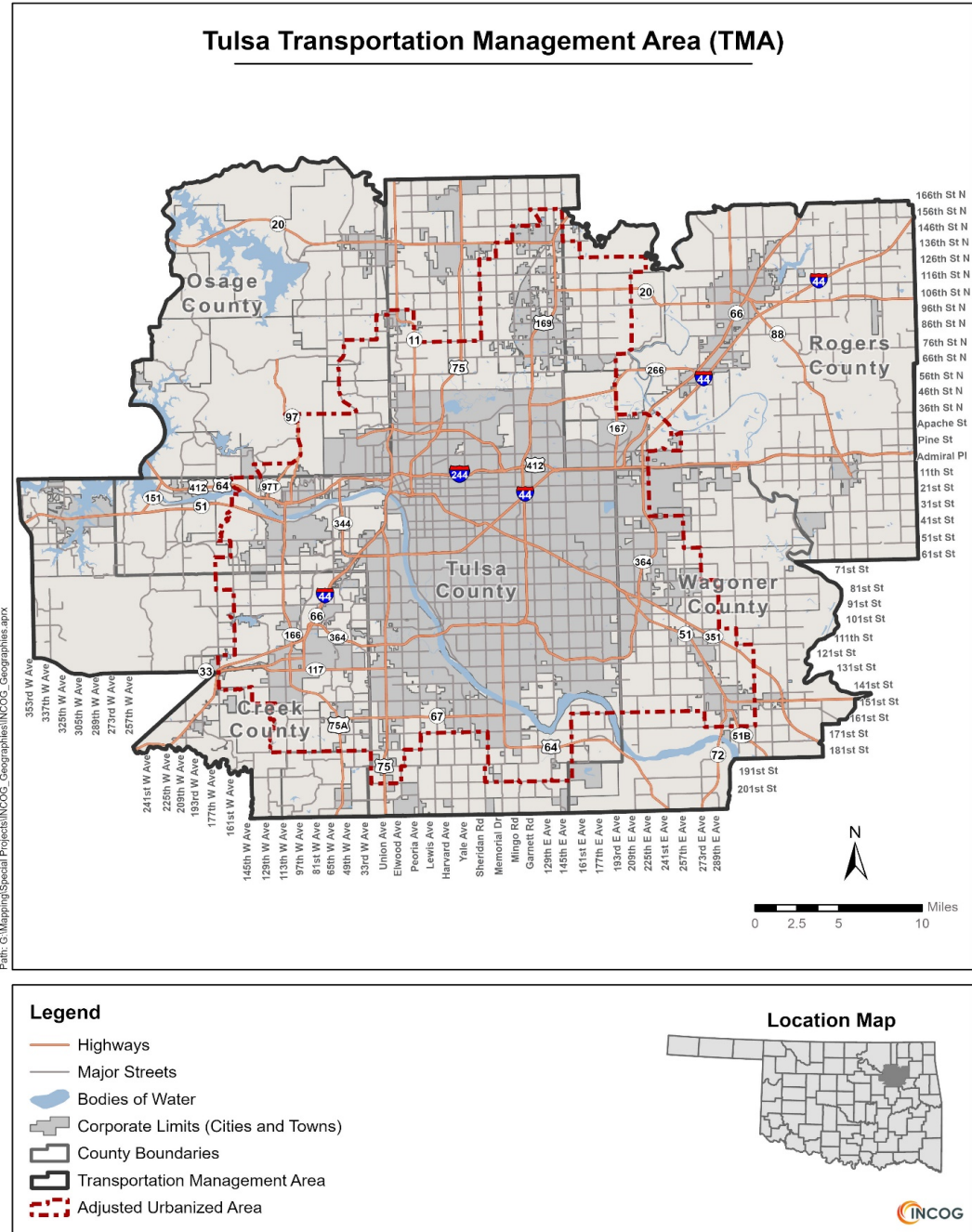
ATTEST:

(Chief Elected Official or Chair of Local Governing Body)

(Attorney)

Date

Attachment B – Tulsa Transportation Management Area



Attachment C - Tulsa Urban Area Surface Transportation Program Project Rating Form

A. Application Information

Project Title	
Project Location	
Sponsor	
Sponsor Contact Name	
Sponsor Contact Title	
Address	
Phone	
Email	

B. Project Financial Information – Include a detailed, complete, realistic cost estimate, and summarize below:

PROJECT BUDGET					
			Percent	Federal Funds	Sponsor Funds (20% Minimum)
					TOTAL
Pre-Construction Costs:					
Planning/Design					
ROW					
Utility Relocation					
Sub-total					
Construction Cost					
Contingency Cost (%)			%		
Sub-total					
Escalation	# of yrs	% per yr	%		
Sub-total					
Construction Management & Inspection (%)			6%		
TOTAL					

Note: In the application, please provide (a) The source of cost estimates and attach the most detailed and complete cost estimate available. Annual cost escalation to year of expenditure percentage and Construction Management & Inspection fee is provided as guidance but you may use the best applicable percentages to your project provided you have a basis. Total Federal Funds are capped for the project once awarded.

1) Applicants are required to include a minimum of **6%** Construction Management & Inspection costs per ODOT's recommendation.

2) Projects selected often take two years or more for preconstruction activity before they are ready for letting. The local project sponsor must provide an annual cost escalation to the year of expenditure.

3) All federal funds will be capped for awarded projects inclusive of CM&I fees.

Certification:

I certify that _____(name of sponsor) supports the proposed project, has the legal authority to pledge matching funds, and has the legal authority to apply for state or federal funds. I further certify that matching funds are available or will be available for the proposed project.

Signature: _____

Date: _____

Printed Name: _____

Title: _____

A. Travel Time Improvement – Maximum 30 Points

Projects that seek to improve travel time can receive up to 30 points in this category. Improvements are usually in the form of capacity addition or intersection improvements.

1. What is the most recent average daily traffic count for the proposed project location? (For new alignments the projected volume and number of lanes from the most current computer model of the long-range transportation plan will be used. For intersection improvements, traffic volume of all approaches averaged will be used to determine the V/C ratio.)

Count: _____ Date: _____

Future Forecasted Traffic Volumes (2050): _____

Current number of lanes: _____ Count per lane: _____

For corridor improvements, INCOG will determine if the proposed project provides relief for an existing/future congested corridor location, using volume to capacity (V/C) ratio where Level of Service C capacity is greater than 0.80.

- ____ V/C Ratio 1.50 or greater (18 points)
- ____ V/C Ratio 1.20 or greater (12 points)
- ____ V/C Ratio 1.00 to 1.19 (8 points)
- ____ V/C Ratio 0.80 to 0.99 (4 points)
- ____ V/C Ratio less than 0.80 (0 points)

2. Cost Points: Max 6 Points INCOG will calculate the STBG dollar cost per daily traffic volume. The projects will be divided into quartiles and the first quartile will receive 6 points, the second quartile 4 points, the third quartile 2 points and the fourth quartile 1 point.
3. If the project is exclusively related to intersection improvements: Additional 6 Points (Example: for Traffic Flow Improvements such as Arterial intersection projects, System Management/Integration, Turning Movement improvements, adding turn lanes to existing roadway or other related corridor traffic improvement projects that include intersection improvements to reduce congestion) –

Please provide any additional comments on congestion improvements:

B. Safety Improvements – Maximum 30 Points

If the project is designed to mitigate identified safety issues, it can receive up to 30 points in this category. Please provide a description in the space provided next to each applicable criterion.

What is the Average Annual Crash Severity Index for the Project? _____
(INCOG will calculate based on data from DPS/ODOT related to Fatality, Injury & PDO crashes)

First Quartile of Projects: 18 Points
Second Quartile of Projects: 12 Points
Third Quartile of Projects submitted: 8 Points
Fourth Quartile of Projects submitted: 4 Points

If the project is not an EXCLUSIVE safety project, it may not receive above points, but eligible to receive following points:

Evaluation Criteria	Points	Provide Description
Project includes transit, pedestrian, bicycle & wheelchair traffic safety. Ex: signalized crossings, high visibility markings, signage, crosswalk upgrades, sidewalk extensions, pedestrian ramps, lighting, barriers separating vehicle/person conflicts. (List each item that is a part of the design separately to receive 1 point each, up to 4 points total.)	4	
Projects to improve roadway safety and/or address Traffic Incident Management. Ex: pavement markings, lighting, signage, barriers or increase skid resistance, responder safety, equipment, communication systems, design features such as incident detection/synchronized signals, turning lane improvements, super-two-lane configuration with added shoulders (List each item that is a part of the design separately to receive 1 point each, up to 4 points total.)	4	
Project increases safety through rail crossing improvements.	4	
TOTAL		

Comments:

Arterial intersection related safety criteria:

Additional points will be awarded for projects that are proposed to improve unsafe intersections, railroad crossings and/or bridges Using the ODOT Public Safety data from the past three years, INCOG will calculate the most recent average annual crash count at the proposed project location:

Number of Crashes: _____ Date: _____

Crash Severity Index: _____

Points Awarded: _____

The projects will be divided into quartiles based on the Crash Severity Index and the first quartile will receive 2 points, the second quartile 4 points, the third quartile 6 points and the fourth quartile 8 points. Projects that involve rehabilitation of existing facilities only, with no targeted additional safety features/improvements, are not eligible for "Crash Severity" points.

C. System Maintenance and Management – Maximum 30 Points

If the main purpose of the proposed project is to maintain, rehabilitate or rebuild existing facilities, it may receive up to 30 points in this category. Please provide a description in the space provided next to each applicable criterion.

Evaluation Criteria	Points	Provide Description
Project includes either resurfacing or rehabilitation of a majority of the extent, substantial drainage improvements.	15	
Project improves signalization and/or aids in the detection and clearance of non-recurring traffic incidents, the rapid clearing of road obstructions, or otherwise contributes to or utilizes ITS technology or incident management elements.	15	
Project is derived from or related to the INCOG Congestion Management Process and reduces congestion on streets or intersections functionally classified by the FHWA as arterials in incorporated areas or as a major rural collectors in unincorporated areas.	5	
TOTAL		

Comments:

D. Livability Criteria – Maximum 30 Points

If the main purpose of the proposed project is transit components, pedestrian components, or bicycle components, it may receive up to 30 points in this category. If the project is NOT an alternative-mode enhancement, but it includes design considerations for the operation thereof, it may obtain up to 15 points. Please provide a description in the space provided next to each applicable criterion.

Evaluation Criteria	Points	Provide Description
The project is a transit facility improvement, pedestrian or bicycle facility per the GO plan	30	
<i>If main purpose of project is not alternative mode, but it does include complementary features, please fill in below.</i>		
Project provides for existing or planned bus/transit/school bus operations (i.e., turning radii, bus stop pad, etc....)	5	
Project provides for pedestrian or bicycle components (bump outs, sidewalks, shelters, wide shoulders, dedicated lanes, paths/trails etc....)	5	
Project (<i>not</i> a limited access facility) is primarily located in a district zoned as Commercial, Office, High-Density Single-Family Residential, or Medium-Density Multi-Family.	5	
Project displaces one or more homes, businesses, schools, churches or recreational areas.	-10	
TOTAL		

Comments:

E. Freight Movement and Intermodal Linkages – Maximum 20 Points

If the project induces the interaction between two or more modes of transportation, it may receive up to 20 points in this category. Please provide a description in the space provided next to each applicable criterion.

Evaluation Criteria	Points	Provide Description
Project facilitates the exchange of passengers and/or goods from private to public modes or between transportation modes.	10	
Project improves access to existing or proposed transportation freight or passenger terminal facility	10	
Project improves road component(s) with 5% or more heavy duty trucks by traffic volume substantiated with observed vehicle classification data as an attachment	10	
TOTAL		

Comments:

F. Project Preparation – Maximum 20 Points

Projects that are prepared for construction may receive up to 20 points in this category. Please provide a description in the space provided next to each applicable criterion. Additionally, INCOG may reduce the project score if previously awarded projects are not advancing to construction in a timely manner unless circumstances are out of the applicant's control.

Evaluation Criteria	Pt	Provide Description
<i>What is the status of the environmental review process?</i>		
Environmental clearance completed and federal approval obtained.	5	
Safety and/or Active Transportation Projects that are deemed to be a CE projects	3	
Environmental clearance is in process in compliance with federal requirements	1	
Environmental clearance has not been initiated	0	
EIS likely to be required	-4	
<i>What is the status of proposed project design/ engineering/ planning?</i>		
Final Design/ Engineering/ planning completed and approved by ODOT.	10	
Preliminary Design/ Engineering 60% plans completed.	6	
Preliminary Design/ Engineering/ Planning design consultant selected.	2	
<i>What is the status of right-of-way acquisition?</i>		
Right-of-way acquisition completed or not required per ODOT approved plans.	5	
Right-of-way acquisition based on area is 50% complete in compliance with federal requirements	2	
Right-of-way acquisition has not been initiated	0	
<i>What is the status of utility relocation?</i>		
Utility relocation plans are completed or not required per ODOT approved plans.	5	
Utility relocation is 50% complete in compliance with federal requirements	3	
Utility relocation has not been initiated	0	
<i>What is the amount of matching funds for STBG Funds?</i>		
More than 50% (6pts), 25 – 50% (4pts)	4 or 6	
TOTAL		

G. Multijurisdictional Projects – Maximum 20 Points

Multijurisdictional transportation projects are transportation projects that can involve multiple jurisdictions, such as cities, counties, states, and/or the federal government. These projects can improve safety, efficiency, and reliability for people and goods. Please provide a description in the space provided next to each applicable criterion.

Evaluation Criteria	Points	Provide Description
Project is multi-jurisdictional and is a part of a regional funding program or economic development or Travel/Tourism strategy that benefits more than one community and/or county involving multiple local public agencies.	10	
Project involves multiple partners that participate with substantial local match in funding, greater than 25% of total match required, substantiated with a letter of commitment from the partner(s).	10	
TOTAL		

Comments:

H. Regional Priorities – Maximum 20 Points

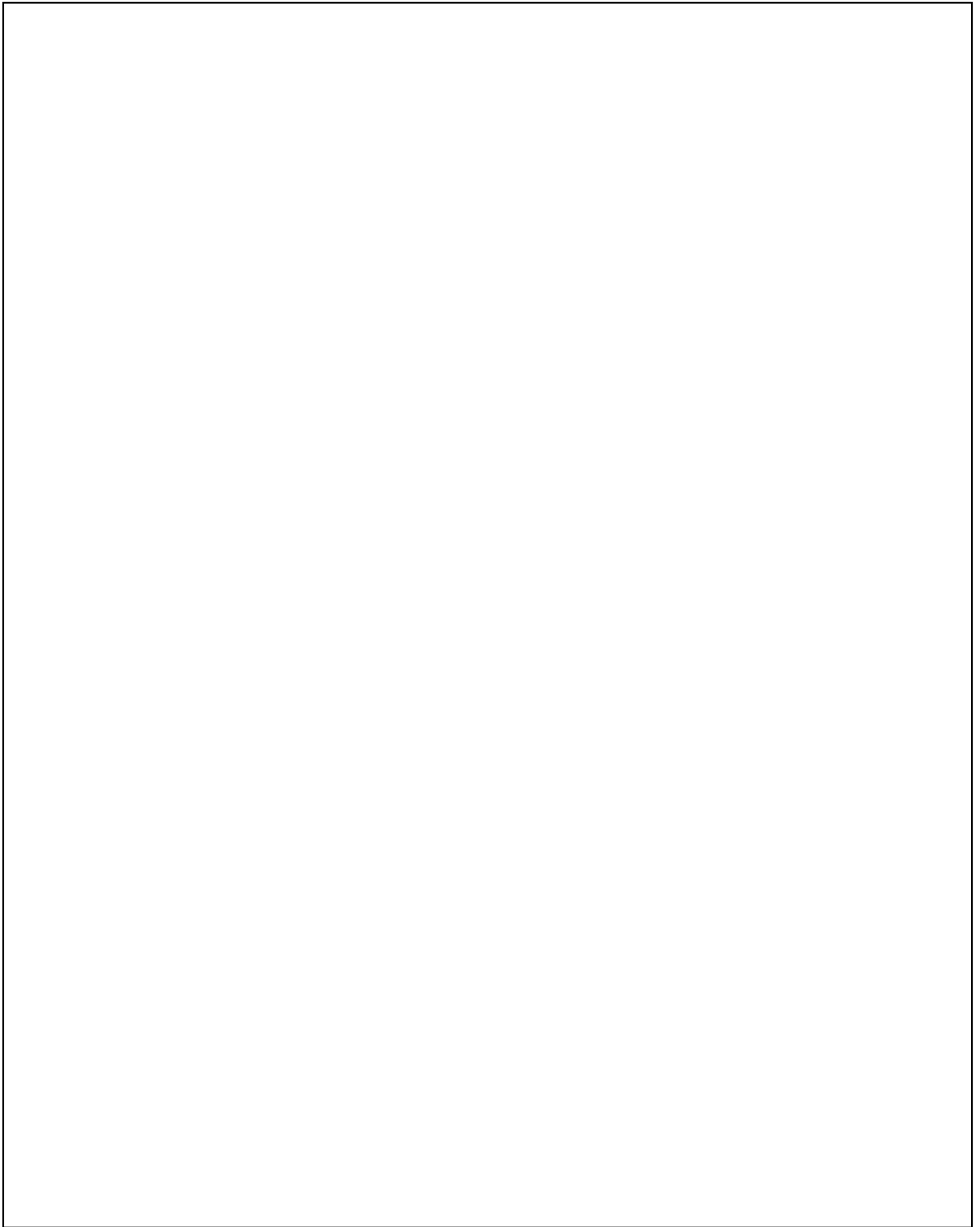
Please describe the extent to which the proposed project offers significant additional benefits to the region in terms of functionally obsolete or structurally deficient bridges and/or projects on boundary roads that are shared between two or more jurisdictions. Please provide a description in the space provided next to each applicable criterion.

Evaluation Criteria	Points	Provide Description
Project includes replacement or rehabilitation of a functionally obsolete or structurally deficient bridge, such that it no longer is a functionally obsolete or structurally deficient.	10	
Projects involving boundary roads between two or more jurisdictions.	10	
TOTAL		

Comments:

SAMPLE BUDGET

PROJECT BUDGET SAMPLE					
		Percent	Federal Funds	Sponsor Funds (20% Minimum)	TOTAL
Pre-Construction Costs:					
Planning/Design			\$ 100,000	\$ 25,000	\$ 125,000
ROW			\$ -	\$ -	\$ -
Utility Relocation			\$ -	\$ -	\$ -
Sub-total			\$ 100,000	\$ 25,000	\$ 125,000
Construction Cost			\$ 500,000	\$ 125,000	\$ 625,000
Contingency Cost (%)		15%	\$ 75,000	\$ 18,750	\$ 93,750
Sub-total			\$ 575,000	\$ 143,750	\$ 718,750
Escalation	# of yrs <u>3</u> <u>4</u> % per yr	12%	\$ 69,000	\$ 17,250	\$ 86,250
Sub-total			\$ 644,000	\$ 161,000	\$ 805,000
Construction Management & Inspection (%)		6%	\$ 38,640	\$ 9,660	\$ 48,300
TOTAL			\$ 1,357,640	\$ 339,410	\$ 1,697,050





FFY 2026 & FFY 2027 Surface Transportation Block Grant (STBG) Project Prioritization & Selection Process

Instructions and Application *For projects in the Tulsa Transportation Management Area*

A Grant Program of the
U.S. Department of Transportation/ Federal Highway Administration
Authorized by the Infrastructure Investment and Jobs Act (IIJA)

Applications Due – March 14th



Indian Nations Council of Governments (INCOG)
Transportation Planning Division
2 W. 2nd Street, Suite 800
Tulsa, OK 74103-3116

FFY 2026 & FFY 2027 INCOG Surface Transportation Block Grant Applications

Application Instructions

A. Introduction

INCOG, as the Metropolitan Planning Organization (MPO) for the Tulsa metropolitan area, is required to establish a selection process for the distribution of Surface Transportation Block Grants Program (STBG) funds. Priority funding will be given to projects that meet federal regulations and help advance the Regional Transportation Plan (RTP).

The total anticipated funding sub-allocation to INCOG is approximately \$22Million for FFY2026 and FFY 2027. INCOG has a commitment of \$6M to GARVEE for the debt service of bonds for the Gilcrease Turnpike. Therefore, there is expected to be \$16M available from the STBGP grant funding for the year 2026 and \$16M available for the year 2027 for a total of **\$32M** during this funding cycle.

In order to achieve a regional equity, certain constraints are provided as a guidance for all eligible applicants:

All federal funding is capped to the amount allocated for the project. No Single project may exceed \$4 M in new federal funds. Projects selected for any federal fiscal year will be advanced based on first-ready first-let.

Each eligible entity may submit up to 3 applications. Any entity submitting multiple applications shall indicate the priority on each of the applications per the sponsoring agency.

Under rare and extenuating circumstance, funded projects may be allowed for substitution at the request of the project sponsor provided the project requested would satisfy all the requirements for the given year the original project is selected, and the evaluation criteria is satisfied after ranking and rating of the project. Staff recommendations in such circumstances will be forwarded to the Transportation Policy Committee and the INCOG Board of Directors for approval and endorsement.

B. Surface Transportation Block Grant (STBG) Eligible Transportation Improvements

For a project to be eligible for Tulsa Urbanized Area STBG funds, it must meet the following criteria:

- 1) The proposed project must represent an implementation of actions and/or projects listed from the [Connected 2050 LRTP](#).
- 2) Projects must be located within the [Tulsa Transportation Management Area \(TMA\)](#) (Attachment B).
- 3) Funds must be used for roads classified as Major Collectors, Minor Arterials, Principal Arterials, and Freeway/Expressways under the Federal Highway Administration Functional Classification System. Bridges are exempt from this rule. In addition, Projects on roadways planned for inclusion as proposed revisions to Federal Highway Functional Classification, contingent upon concurrence and approval by the FHWA, will be eligible.
<https://spotlight-okdot.hub.arcgis.com/apps/6555de44b6314ab2a71bb0620e52ea78/explore>
- 4) The local project sponsor must provide to INCOG an STBG Project Resolution (Attachment A), adopted by the governing body at a public meeting, which describes the project, including the type of improvement, project location, total project cost, and source(s) of matching funds. The sample resolution may be modified to reflect specific agreements between the project sponsor and ODOT or to meet local city charter requirements.

- 5) The local project sponsor must provide to INCOG a preliminary cost estimate adjusted for inflation using a minimum of 6% Construction Management & Inspection costs per ODOT's recommendation. Cost estimates for construction projects must be submitted by a registered professional engineer, architect, or landscape architect as appropriate, licensed in the State of Oklahoma.

C. INCOG Program Framework

- 1) INCOG has established a goal of funding a diversity of project types serving communities throughout the TMA. (Refer to Section E: Project Types).
- 2) Project sponsors may request up to a maximum of \$4,000,000 in federal funds. There is no limit to overall project size. Project sponsors may request no less than \$400,000 in federal funds.
- 3) The maximum federal share is 80% of project costs. The minimum non-federal share of projects costs is 20%.
- 4) Project sponsors must include a resolution from the governing body (i.e. City Council, Town Board, County Commission, Tribal Council, etc.) and signed by the Chief Executive indicating support for the project and commitment to ongoing project maintenance and matching funds. (See Attachment A).
- 5) Projects must be located principally inside the Tulsa Transportation Management Area (TMA). See INCOG Map Gallery at: [Tulsa TMA Geographies & Census 2020 Urban Areas](#)
- 6) Project sponsors may submit up to three applications.
- 7) All of the census tracts within the Tulsa TMA are located within a historically disadvantaged area as designated by the office of Management and Budget (OMB) for the Justice40 Initiative.

STBG Projects	
Project Costs: Minimum Federal Share	\$400,000
Project Costs: Maximum Federal Share	\$4,000,000
Maximum Federal Share / Minimum Non-Federal Share	80% / 20%
Anticipated STBG Funding Available (FFY 26 & FFY 27)	\$32 million

D. Eligible Project Sponsors (Applicants)

- 1) General Purpose Units of Local governments (i.e., Creek County, Osage County, Rogers County, Tulsa County, Wagoner County, City of Bixby, City of Broken Arrow, City of Catoosa, City of Collinsville, City of Coweta, City of Glenpool, City of Jenks, City of Owasso, City of Sand Springs, City of Sapulpa, City of Tulsa Town of Sperry, Town of Kiefer) or within the Tulsa Transportation Management Area (City of Claremore, City of Skiatook or the Town of Inola, Town of Kellyville, Town of Mannford, Town of Mounds, or Town of Verdigris.)
- 2) Public Trust Authorities (e.g., River Parks Authority, Metropolitan Tulsa Transit Authority, Tulsa Airports Improvement Trust and the City of Tulsa – Rogers County Port Authority)
- 3) Tribal Nations (i.e., the Cherokee Nation, the Muscogee (Creek) Nation, and the Osage Nation)
- 4) Oklahoma Department of Transportation

E. Surface Transportation Block Grant (STBG) Project Eligibility

A complete list of eligible activities is provided in *Title 23, U.S.C., Section 133(b)*. Additionally, INCOG has identified four project types that are a priority for funding in the TMA. Project sponsors may submit an application requesting funding for any one of the following project types or any combination of the following project types.

- 1) **System Preservation** – System Preservation consists of work that is planned and performed to improve or sustain the condition of the transportation facility in a state of good repair. STBG funds may not be used to pay for routine maintenance of transportation infrastructure. [Guidance on Highway Preservation And Maintenance - Preservation - Federal Highway Administration](#)

INCOG is seeking to partner with project sponsors (i.e., cities, counties, public trust authorities, tribal nations, ODOT, etc.) to ensure transportation infrastructure in the TMA remains in a state of good repair. STBG funds may be requested to pay for planning, design and construction activities that will extend the useful life of existing transportation infrastructure. Priority will be given to projects that:

- Pavement resurfacing, reconstruction and/or rehabilitation.
- Replacement of traffic signal pedestals, and/or mast arm assemblies due to structural deterioration.
- Reconstruction or restoration of bridge decks, bridge superstructures, bridge substructures, etc. Bridges must be identified as structurally deficient on the National Bridge Inventory.
- Multimodal facility reconstruction or restoration for trails, sidewalks, shared use paths/side paths, bus stops, bus stations, etc.

- 2) **Transportation Systems Capacity Expansion Projects** – In areas that are experiencing growth in population or traffic, it may be necessary to add capacity to existing roadways by adding general purpose lanes to existing roadways or by adding dedicated turn lanes at intersections.

Capacity projects may require the acquisition of additional right-of-way which can add substantial time to project delivery. Careful consideration should be given to developing a reasonable project schedule.

Capacity projects also are often quite expensive. To ensure that additional capacity is not added where it is not needed, project sponsors must provide documentation of existing average annual daily traffic (AADT) volumes and forecasted traffic volumes.

AADT can be found on the INCOG website in the map gallery. Henry Wilson can provide AADT volumes for specific road segments not included on the online map as well as forecasted volumes from the regional travel demand model. Please contact Henry at hwilson@incog.org.

INCOG is seeking to partner with project sponsors (i.e., cities, counties, public trust authorities, ODOT, etc.) to optimize our existing roadway network. STBG funds may be requested to pay for the planning, design and construction of additional roadway capacity and/or intersection capacity. Priority will be given to projects that keep roadways inside the TMA operating at level of service (LOS) D or better both in the current year and the future year (2050)

- 3) **Roadway Safety Projects** – INCOG developed a Local Road Safety Action Plan (LRSAP) in 2022. [Indian Nations Council of Governments Local Road Safety Plan - 2022](#). Because the TMA had this plan, INCOG was the first MPO in the country to receive an implementation grant from the Safe Streets for All (SS4A) program. INCOG received approximately \$20 million in SS4A funds to do “low-cost, high impact” safety projects in six of our local jurisdictions (i.e., Broken Arrow, Jenks, Owasso, Tulsa, Tulsa County, and Wagoner County).

INCOG is currently in the process of updating the LRSAP to come into compliance with federal requirements that were not in place in 2022 and to reflect more recent crash data. The LRSAP update will be completed by June 2025. The updated plan explicitly adopts Vision Zero as the region’s goal and sets an ambitious target of reducing traffic fatalities and serious injuries by 50% by 2035. [Tulsaroadsafetyplan.com](#). During the five-year period from 2017-2021, there were over 600 fatalities, over 2,500 serious injuries, and nearly 12,000 minor injuries on city streets, county roads and state highways in Creek, Osage, Rogers, Tulsa, and Wagoner Counties.

The Safe System approach aims to eliminate fatal & serious injuries for all road users. It does so through a holistic view of the road system that first anticipates human mistakes and second keeps impact energy on the human body at tolerable levels. Safety is an ethical imperative of the designers and owners of the transportation system. Information about the Safe System approach can be found here. [THE SAFE SYSTEM](#). FHWA has conducted significant research and has identified 28 proven safety countermeasures that offer significant and measurable impacts to improving safety. Information about these countermeasures can be found here: [Making our Roads Safer: One Countermeasure at a Time](#).

INCOG is seeking to partner with project sponsors (i.e., cities, counties, public trust authorities, tribal nations, ODOT, etc.) to make roadways in the TMA safer for everyone. STBG funds may be requested to pay for the planning, design and installation of proven safety countermeasures. Priority will be given to projects that:

- **Site specific safety projects:** Install proven safety countermeasures along a specific roadway corridor that is experiencing a crash rate in excess of the critical crash rate for the TMA or the local jurisdiction to address a documented road safety problem based on crash history for the most recent 5-year period. Typical examples might include roundabouts, corridor access management, medians and pedestrian refuge islands, Road Diets (Roadway Reconfiguration), etc.
- **Jurisdiction wide safety projects:** Install low-cost, high-impact proven safety countermeasures throughout the project sponsor’s jurisdiction. As part of the application, the project sponsor must identify the specific countermeasures to be installed, an engineer’s estimate of probable costs, and identify the locations where the countermeasures will be installed. Typical examples might include the installation of traffic signal backplates with retroreflective borders, enhanced delineation on horizontal curves, longitudinal rumble strips, crosswalk visibility enhancements, etc.

- 4) **Transportation Systems Management & Operations Projects** - Transportation systems management and operations (TSMO) is a set of strategies that focus on operational improvements that can maintain and even restore the performance of the existing transportation system before extra capacity is needed. The goal is to get the most performance out of existing transportation facilities. TSMO strategies range from regional traffic signal systems management to shared-use mobility initiatives. TSMO includes efforts to operate the multimodal transportation system and activities to manage travel demand. TSMO can serve as an alternative to adding capacity for some areas by

increasing the mobility and reliability of the existing system enough to meet current and projected needs and do so more quickly. TSMO should be considered at any location that experiences either recurring or non-recurring congestion or both. There may be opportunities to include TSMO solutions in the capital project that extend the performance life. [Transportation Systems Management and Operations in Action - FHWA Office of Operations](#)

INCOG is seeking to partner with project sponsors (i.e., cities, counties, public trust authorities, tribal nations, ODOT, etc.) to optimize our existing roadway network. STBG funds may be requested to pay for the planning, design and implementation of TSMO strategies. Priority will be given to the following types of projects:

- **Access Management (AM)** is the proactive management of vehicular access points to land parcels adjacent to roadways. AM preserves the functional integrity and overall operational viability of roadways. Techniques include: traffic signal spacing, driveway spacing, safe turning lanes, median treatments, and right-of-way management. [Technical Summary: Corridor Access Management](#)
- **Traffic Signal Management (TSM)** involves the planning, design, integration, maintenance, and proactive operation of a traffic signal system to improve the efficiency, safety and reliability of operations of signalized intersections. [Traffic Signal Program Handbook](#)
- **One-Way to Two-Way Street Conversion** is the conversion of existing one-way streets, usually in downtowns, back to two-way streets. There are many roadway operational benefits from this, including a reduction in total crashes, reduction in crashes involving pedestrians, reduction in vehicular travel speeds and reduction in vehicle miles traveled (VMT) and vehicle hours traveled (VHT).
- **Emergency Vehicle Traffic Signal Preemption (EVP) and Public Transit Signal Priority (TSP)** involves giving priority at signalized intersections to either emergency vehicles (i.e., fire and ambulance) to reduce response times and to public transit to improve transit speed and reliability.

F. Application Cycle Tentative Schedule

Date	Action
January 15, 2025	Application Cycle Opens
March 14, 2025	Applications Due to INCOG by 5:00 pm CST
April 16, 2025	INCOG staff present project recommendations to the Transportation Technical Committee
April 30, 2025	Transportation Policy Committee recommends projects to INCOG Board of Directors
May 13, 2025	INCOG Board of Directors approves project selection

Final applications should be submitted to INCOG by 5 PM, March 14th, 2025. Electronic submittal in PDF is preferred. Hard copies will be accepted if they can be delivered to INCOG by the deadline. For project related questions and final submittals please contact Braden Cale at:

Braden Cale
INCOG Transportation Programs Coordinator
bcale@incog.org
(918) 579-9419

G. Instruction for Project Submittals

A project sponsor wishing to submit a project for implementation using Tulsa Urban Area STBG funds must complete a *Transportation Project Rating Form* (Attachment C) for each proposed project. The *Transportation Project Rating Form* will be used to establish project eligibility and to score transportation projects proposed for funding. The prioritization resulting from the form's scoring system will allow fair competition and selection based on a project's individual characteristics, status, and local commitment relative to other proposed projects.

Proposed projects will be evaluated on the following characteristics:

A	Travel Time Improvements	Maximum – 30 points
B	Safety Improvements	Maximum – 30 Points
C	System Maintenance and Management	Maximum – 30 Points
D	Livability Criteria	Maximum – 30 points
E	Freight Movement & Intermodal	Maximum – 20 points
F	Project Preparation	Maximum – 20 points
G	Multijurisdictional	Maximum – 20 points
H	Regional Priorities	Maximum – 20 points
Total		200 Points

The prioritization scoring will serve as the initial screening used to select projects for funding with Urban Area STBG funds. Certain types of projects that cannot be evaluated through the project rating process due to their characteristics (e.g., planning and engineering studies, wetlands mitigation, research programs, etc.) may be submitted for consideration. These "exception" projects along with the initial prioritized list will be presented to the TAC, TPC, and the INCOG Board of Directors, which together will establish the final priorities.

Completion of the preliminary activities (functional planning/engineering, and environmental studies) will make the projects better able to compete for construction funds available through other programs for projects statewide. Affected/interested entities will select a lead agency that will act as project sponsors and will be responsible for coordinating the provision of local matching funds. Funding for right-of-way acquisition and utility relocation will only be eligible upon state and federal approval of required functional planning/engineering and environmental studies.

INCOG, as the MPO, will notify ODOT of the programming of projects and will provide ODOT copies of the project sponsors' STBG Project Resolution and preliminary cost estimate. The project sponsor must file with ODOT evidence that the local matching share for the proposed project is unencumbered and available to the project, and three copies of documentation as to the provision of engineering services to the project sponsor for preparation of plans, as applicable, for construction projects. **The project sponsor must also execute a project agreement with ODOT within 180 days of project approval by the Board of Directors. INCOG reserves the right to reprogram funds for projects whose sponsors fail to execute agreements within that period.**

Project funding will be obligated (approved by ODOT and FHWA) in consultation with INCOG on a "first ready, first funded" basis, regardless of project sponsor. Project selection by the MPO will

be considered to occur when the project is included on the TIP approved by the Transportation Policy Committee and endorsed by the INCOG Board of Directors. After INCOG has finalized selections the LPA and ODOT will sign a project agreement and ODOT will assign a project number. Upon receipt of MPO concurrence, ODOT will place the project on a scheduled letting list and request the local funding share from the project sponsor. The matching funds must be received by ODOT before the project can be advertised for bids. Prior to bid opening, ODOT will request Federal authorization of the project

Project Monitoring – It is the responsibility of ODOT to keep INCOG informed of the status of all Urban Area STBG projects within the Tulsa area, and to report project cost adjustments so that cost estimates can be replaced with actual construction costs when the projects are let for bid and completed. ODOT shall provide INCOG verification of the final project cost upon its completion. ODOT shall also provide to INCOG a quarterly status report summarizing the Tulsa Urban Area STBG program, including the status of all selected projects and the amount of unobligated funding available for programming additional projects. Project sponsors are expected to regularly attend the INCOG quarterly UZA meetings to discuss and be informed of project progress and any potential delays.

INCOG will routinely prepare a summary of all Tulsa Urban Area STBG projects, including location, cost, and status, which have been obligated since the inception of the program.

Attachment A – Resolution

Resolution to Request Programming of Tulsa Urban Area Surface Transportation Block Grant (STBG) Funds

WHEREAS, Surface Transportation Block Grant (STBG) funds have been made available for transportation improvements within the Tulsa Transportation Management Area; and

WHEREAS, the _____ [PROJECT SPONSOR] has selected a project described as follows:

_____; and

WHEREAS, the selected project is consistent with the local comprehensive plan, including applicable Major Street and Highway Plan Element or the Regional GO Plan, as applicable, and the Regional Transportation Plan; and

WHEREAS, the engineer's preliminary estimate of cost is \$_____, and Federal participation under the terms of the federal law, IIJA Act, relating to STBG funds are hereby requested for funding of ____percent of the project cost; and

WHEREAS, the _____ [PROJECT SPONSOR] proposes to use _____ [SOURCE] funds for the balance of the project costs; and

WHEREAS, the _____ [PROJECT SPONSOR] agrees to provide for satisfactory maintenance after completion, and to furnish the necessary right-of-way clear and unobstructed; and

WHEREAS, the _____ [PROJECT SPONSOR] has required matching funds available and further agrees to deposit with the Oklahoma Department of Transportation (ODOT) said matching funds within thirty (30) days after authorization by the Federal Highway Administration, prior to project letting by ODOT.

NOW, THEREFORE, BE IT RESOLVED: That the Indian Nations Council of Governments is hereby requested to program this project into the Transportation Improvement Program for the Tulsa Transportation Management Area if this project is selected for funding; and

BE IT FURTHER RESOLVED: That upon inclusion in the Transportation Improvement Program, the Oklahoma Transportation Commission is hereby requested to concur in the programming and selection of this project and to submit the same to the Federal Highway Administration for its approval.

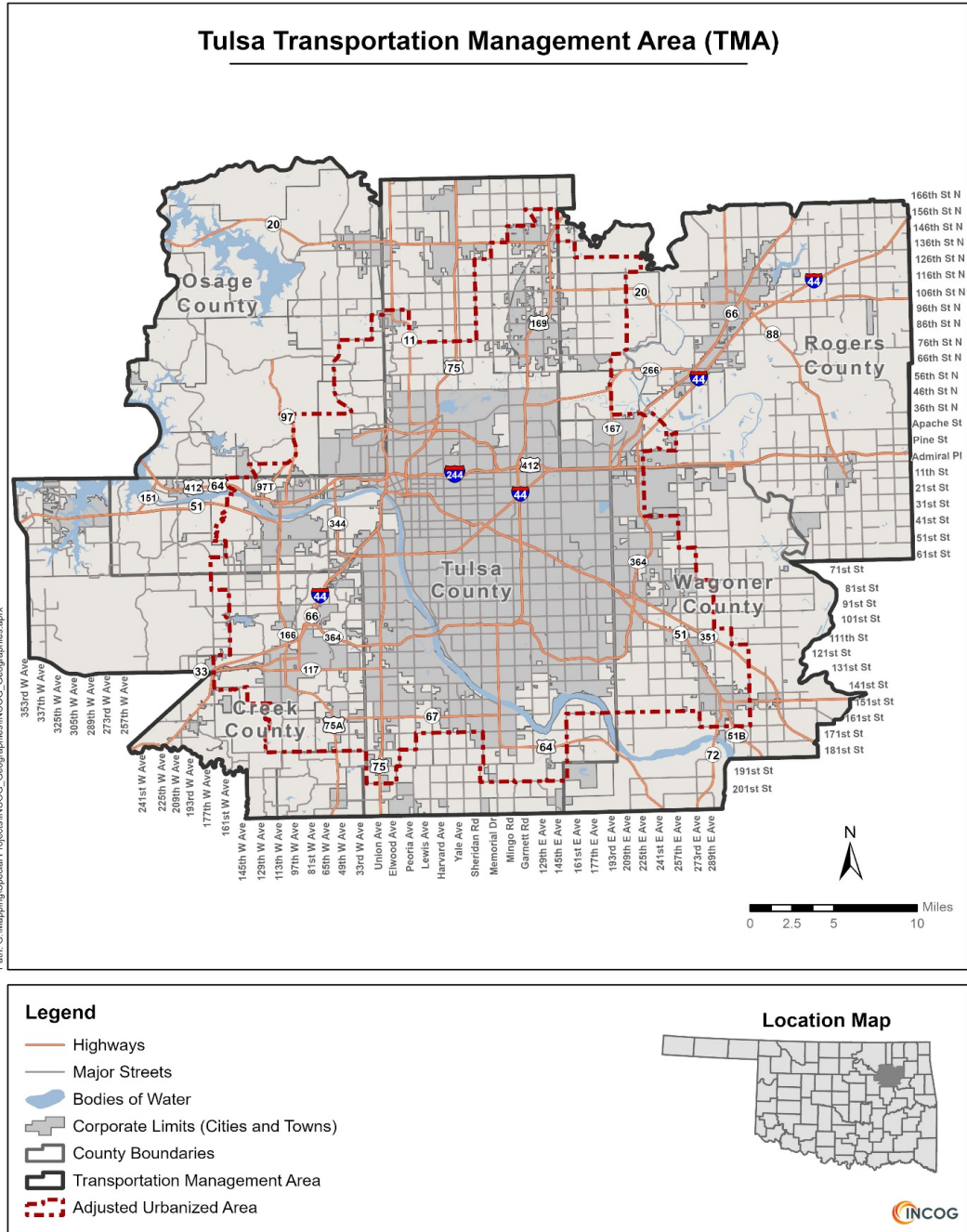
ATTEST:

(Chief Elected Official or Chair of Local Governing Body)

(Attorney)

Date

Attachment B – Tulsa Transportation Management Area



Attachment C - Tulsa Urban Area Surface Transportation Program Project Rating Form

A. Application Information

Project Title	
Project Location	
Sponsor	
Sponsor Contact Name	
Sponsor Contact Title	
Address	
Phone	
Email	

B. Project Financial Information – Include a detailed, complete, realistic cost estimate, and summarize below:

PROJECT BUDGET					
			Percent	Federal Funds	Sponsor Funds (20% Minimum)
					TOTAL
Pre-Construction Costs:					
Planning/Design					
ROW					
Utility Relocation					
Sub-total					
Construction Cost					
Contingency Cost (%)			%		
Sub-total					
Escalation	# of yrs	% per yr	%		
Sub-total					
Construction Management & Inspection (%)			6%		
TOTAL					

Note: In the application, please provide (a) The source of cost estimates and attach the most detailed and complete cost estimate available. Annual cost escalation to year of expenditure percentage and Construction Management & Inspection fee is provided as guidance but you may use the best applicable percentages to your project provided you have a basis. Total Federal Funds are capped for the project once awarded.

1) Applicants are required to include a minimum of **6%** Construction Management & Inspection costs per ODOT's recommendation.

2) Projects selected often take two years or more for preconstruction activity before they are ready for letting. The local project sponsor must provide an annual cost escalation to the year of expenditure.

3) All federal funds will be capped for awarded projects inclusive of CM&I fees.

Certification:

I certify that _____(name of sponsor) supports the proposed project, has the legal authority to pledge matching funds, and has the legal authority to apply for state or federal funds. I further certify that matching funds are available or will be available for the proposed project.

Signature: _____

Date: _____

Printed Name: _____

Title: _____

A. Travel Time Improvement – Maximum 30 Points

Projects that seek to improve travel time can receive up to 30 points in this category. Improvements are usually in the form of capacity addition or intersection improvements.

1. What is the most recent average daily traffic count for the proposed project location? (For new alignments the projected volume and number of lanes from the most current computer model of the long-range transportation plan will be used. For intersection improvements, traffic volume of all approaches averaged will be used to determine the V/C ratio.)

Count: _____ Date: _____

Future Forecasted Traffic Volumes (2050): _____

Current number of lanes: _____ Count per lane: _____

For corridor improvements, INCOG will determine if the proposed project provides relief for an existing/future congested corridor location, using volume to capacity (V/C) ratio where Level of Service C capacity is greater than 0.80.

- ____ V/C Ratio 1.50 or greater (18 points)
- ____ V/C Ratio 1.20 or greater (12 points)
- ____ V/C Ratio 1.00 to 1.19 (8 points)
- ____ V/C Ratio 0.80 to 0.99 (4 points)
- ____ V/C Ratio less than 0.80 (0 points)

2. Cost Points: Max 6 Points INCOG will calculate the STBG dollar cost per daily traffic volume. The projects will be divided into quartiles and the first quartile will receive 6 points, the second quartile 4 points, the third quartile 2 points and the fourth quartile 1 point.
3. If the project is exclusively related to intersection improvements: Additional 6 Points (Example: for Traffic Flow Improvements such as Arterial intersection projects, System Management/Integration, Turning Movement improvements, adding turn lanes to existing roadway or other related corridor traffic improvement projects that include intersection improvements to reduce congestion) –

Please provide any additional comments on congestion improvements:

B. Safety Improvements – Maximum 30 Points

If the project is designed to mitigate identified safety issues, it can receive up to 30 points in this category. Please provide a description in the space provided next to each applicable criterion.

What is the Average Annual Crash Severity Index for the Project? _____
(INCOG will calculate based on data from DPS/ODOT related to Fatality, Injury & PDO crashes)

First Quartile of Projects: 18 Points
Second Quartile of Projects: 12 Points
Third Quartile of Projects submitted: 8 Points
Fourth Quartile of Projects submitted: 4 Points

If the project is not an EXCLUSIVE safety project, it may not receive above points, but eligible to receive following points:

Evaluation Criteria	Points	Provide Description
Project includes transit, pedestrian, bicycle & wheelchair traffic safety. Ex: signalized crossings, high visibility markings, signage, crosswalk upgrades, sidewalk extensions, pedestrian ramps, lighting, barriers separating vehicle/person conflicts. (List each item that is a part of the design separately to receive 1 point each, up to 4 points total.)	4	
Projects to improve roadway safety and/or address Traffic Incident Management. Ex: pavement markings, lighting, signage, barriers or increase skid resistance, responder safety, equipment, communication systems, design features such as incident detection/synchronized signals, turning lane improvements, super-two-lane configuration with added shoulders (List each item that is a part of the design separately to receive 1 point each, up to 4 points total.)	4	
Project increases safety through rail crossing improvements.	4	
TOTAL		

Comments:

Arterial intersection related safety criteria:

Additional points will be awarded for projects that are proposed to improve unsafe intersections, railroad crossings and/or bridges Using the ODOT Public Safety data from the past three years, INCOG will calculate the most recent average annual crash count at the proposed project location:

Number of Crashes: _____ Date: _____

Crash Severity Index: _____

Points Awarded: _____

The projects will be divided into quartiles based on the Crash Severity Index and the first quartile will receive 2 points, the second quartile 4 points, the third quartile 6 points and the fourth quartile 8 points. Projects that involve rehabilitation of existing facilities only, with no targeted additional safety features/improvements, are not eligible for "Crash Severity" points.

C. System Maintenance and Management – Maximum 30 Points

If the main purpose of the proposed project is to maintain, rehabilitate or rebuild existing facilities, it may receive up to 30 points in this category. Please provide a description in the space provided next to each applicable criterion.

Evaluation Criteria	Points	Provide Description
Project includes either resurfacing or rehabilitation of a majority of the extent, substantial drainage improvements.	15	
Project improves signalization and/or aids in the detection and clearance of non-recurring traffic incidents, the rapid clearing of road obstructions, or otherwise contributes to or utilizes ITS technology or incident management elements.	15	
Project is derived from or related to the INCOG Congestion Management Process and reduces congestion on streets or intersections functionally classified by the FHWA as arterials in incorporated areas or as a major rural collectors in unincorporated areas.	5	
TOTAL		

Comments:

D. Livability Criteria – Maximum 30 Points

If the main purpose of the proposed project is transit components, pedestrian components, or bicycle components, it may receive up to 30 points in this category. If the project is NOT an alternative-mode enhancement, but it includes design considerations for the operation thereof, it may obtain up to 15 points. Please provide a description in the space provided next to each applicable criterion.

Evaluation Criteria	Points	Provide Description
The project is a transit facility improvement, pedestrian or bicycle facility per the GO plan	30	
<i>If main purpose of project is not alternative mode, but it does include complementary features, please fill in below.</i>		
Project provides for existing or planned bus/transit/school bus operations (i.e., turning radii, bus stop pad, etc....)	5	
Project provides for pedestrian or bicycle components (bump outs, sidewalks, shelters, wide shoulders, dedicated lanes, paths/trails etc....)	5	
Project (<i>not</i> a limited access facility) is primarily located in a district zoned as Commercial, Office, High-Density Single-Family Residential, or Medium-Density Multi-Family.	5	
Project displaces one or more homes, businesses, schools, churches or recreational areas.	-10	
TOTAL		

Comments:

E. Freight Movement and Intermodal Linkages – Maximum 20 Points

If the project induces the interaction between two or more modes of transportation, it may receive up to 20 points in this category. Please provide a description in the space provided next to each applicable criterion.

Evaluation Criteria	Points	Provide Description
Project facilitates the exchange of passengers and/or goods from private to public modes or between transportation modes.	10	
Project improves access to existing or proposed transportation freight or passenger terminal facility	10	
Project improves road component(s) with 5% or more heavy duty trucks by traffic volume substantiated with observed vehicle classification data as an attachment	10	
TOTAL		

Comments:

F. Project Preparation – Maximum 20 Points

Projects that are prepared for construction may receive up to 20 points in this category. Please provide a description in the space provided next to each applicable criterion. Additionally, INCOG may reduce the project score if previously awarded projects are not advancing to construction in a timely manner unless circumstances are out of the applicant's control.

Evaluation Criteria	Pt	Provide Description
<i>What is the status of the environmental review process?</i>		
Environmental clearance completed and federal approval obtained.	5	
Safety and/or Active Transportation Projects that are deemed to be a CE projects	3	
Environmental clearance is in process in compliance with federal requirements	1	
Environmental clearance has not been initiated	0	
EIS likely to be required	-4	
<i>What is the status of proposed project design/ engineering/ planning?</i>		
Final Design/ Engineering/ planning completed and approved by ODOT.	10	
Preliminary Design/ Engineering 60% plans completed.	6	
Preliminary Design/ Engineering/ Planning design consultant selected.	2	
<i>What is the status of right-of-way acquisition?</i>		
Right-of-way acquisition completed or not required per ODOT approved plans.	5	
Right-of-way acquisition based on area is 50% complete in compliance with federal requirements	2	
Right-of-way acquisition has not been initiated	0	
<i>What is the status of utility relocation?</i>		
Utility relocation plans are completed or not required per ODOT approved plans.	5	
Utility relocation is 50% complete in compliance with federal requirements	3	
Utility relocation has not been initiated	0	
<i>What is the amount of matching funds for STBG Funds?</i>		
More than 50% (6pts), 25 – 50% (4pts)	4 or 6	
TOTAL		

G. Multijurisdictional Projects – Maximum 20 Points

Multijurisdictional transportation projects are transportation projects that can involve multiple jurisdictions, such as cities, counties, states, and/or the federal government. These projects can improve safety, efficiency, and reliability for people and goods. Please provide a description in the space provided next to each applicable criterion.

Evaluation Criteria	Points	Provide Description
Project is multi-jurisdictional and is a part of a regional funding program or economic development or Travel/Tourism strategy that benefits more than one community and/or county involving multiple local public agencies.	10	
Project involves multiple partners that participate with substantial local match in funding, greater than 25% of total match required, substantiated with a letter of commitment from the partner(s).	10	
TOTAL		

Comments:

H. Regional Priorities – Maximum 20 Points

Please describe the extent to which the proposed project offers significant additional benefits to the region in terms of functionally obsolete or structurally deficient bridges and/or projects on boundary roads that are shared between two or more jurisdictions. Please provide a description in the space provided next to each applicable criterion.

Evaluation Criteria	Points	Provide Description
Project includes replacement or rehabilitation of a functionally obsolete or structurally deficient bridge, such that it no longer is a functionally obsolete or structurally deficient.	10	
Projects involving boundary roads between two or more jurisdictions.	10	
TOTAL		

Comments:

SAMPLE BUDGET

PROJECT BUDGET SAMPLE					
		Percent	Federal Funds	Sponsor Funds (20% Minimum)	TOTAL
Pre-Construction Costs:					
Planning/Design			\$ 100,000	\$ 25,000	\$ 125,000
ROW			\$ -	\$ -	\$ -
Utility Relocation			\$ -	\$ -	\$ -
Sub-total			\$ 100,000	\$ 25,000	\$ 125,000
Construction Cost			\$ 500,000	\$ 125,000	\$ 625,000
Contingency Cost (%)		15%	\$ 75,000	\$ 18,750	\$ 93,750
Sub-total			\$ 575,000	\$ 143,750	\$ 718,750
Escalation	# of yrs <u>3</u> <u>4</u> % per yr	12%	\$ 69,000	\$ 17,250	\$ 86,250
Sub-total			\$ 644,000	\$ 161,000	\$ 805,000
Construction Management & Inspection (%)		6%	\$ 38,640	\$ 9,660	\$ 48,300
TOTAL			\$ 1,357,640	\$ 339,410	\$ 1,697,050

