



NOTICE
GLENPOOL CITY COUNCIL
REGULAR MEETING

A Regular Session of the Glenpool City Council will be held at 6:00 p.m. on May 6, 2024, at Glenpool City Hall, City Council Chambers, 12205 S. Yukon Ave., 3rd Floor, Glenpool, Oklahoma.

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

Join Zoom Meeting

<https://us02web.zoom.us/j/89753555435?pwd=QzdFVjA1b0lKa1lSUFIKbUNrUUxtdz09>

Meeting ID: 897 5355 5435

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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 MAY 6, 2024.**

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 – Rick Tabisz, King of Kings Lutheran Church | |
| D) | Pledge of Allegiance – Joyce G. Calvert, Mayor | |
| E) | Proclamations- | |
| 1) | Proclamation- Declaring Animal Control Officers Week in the City of Glenpool.
ACO Week 2024 | 4 |
| 2) | Proclamations- Declaring Police Week and Peace Officers Memorial Day in the City of Glenpool.
Police Week 2024 | 5 |
| 3) | Proclamation- Declaring Public Safety Telecommunicators Week in the City of | 6 |

Glenpool.

[Dispatchers Week 2024](#)

F) **Management Report**

- 1) [CM Report.05062024](#)

7 - 47

G) **Mayor Report – Joyce G. Calvert, Mayor**

H) **Council Comments**

I) **Public Comments**

J) **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) Minutes from February 5,2024, April 1,2024, and April 15,2024 meetings. 48 - 291

[FEB 5, 2024 MINUTES](#)

[City Council Regular Meeting - 01 Apr 2024 - Minutes - Pdf](#)

[City Council Regular Meeting - 15 Apr 2024 - Minutes - Pdf](#)

- 2) Budget Amendment CITY-15 for FY23-24, increasing revenue budgets for Interest Income, and increasing expenditure budgets for Investment Expenses incurred in generating such income across applicable City funds during FY23-24. 292 - 293

[FY24 Budget Amendment CITY-15 City Council Staff Report 05-06-24](#)

[FY24 Budget Amendment City-15](#)

- 3) Certificate and Order to Tulsa County Clerk and Treasurer. 294 - 299

[CERTIFICATE AND ORDER TO TULSA COUNTY CLERK AND COUNTY TREASURER JOSHUA BRANNON CITY COUNCIL](#)

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

L) **Scheduled Business**

- 1) Discussion and possible action to approve, deny, or amend Resolution No.2024005, a Resolution declaring the eligibility of City of Glenpool to submit an application to the Oklahoma Department of Transportation for use of transportation alternative program funds set forth by IIJA for the City of Glenpool sidewalk and beautification project in the City of Glenpool, and authorizing the Mayor of Glenpool to sign this application. 300 - 304

(Beth Miller, Grants and Special Projects Coordinator)

[Staff Report - ODOT Transportation Alternatives Program Grant](#)

[Resolution 2025005 with maps ODOT Transportation Alternatives Program](#)

- 2) Discussion and possible action to approve, deny or amend the Memorandum of Agreement between the City and the US Department of Homeland Security to become a partner on the Tornado Alley Child Exploitation Trafficking Task Force (TACETT) 305 - 345

(Jeremy Plane, Chief of Police)

[Staff Report-TACETT MOA](#)

[MOA - Tornado Alley Child Exploitation and Trafficking Task Force TACETT For Signature](#)

- 3) Discussion and possible action to vote for two trustees to serve a three-year 346 - 351

term starting July 1, 2024, on the Oklahoma Municipal Assurance Group Board of Directors.

(David Tillotson)

[OMAG TRUSTEE BALLOTS](#)

- 4) Discussion and possible action to approve, deny or amend the employee benefit plan renewal for Fiscal Year 2024-2025. 352 - 359

(David Tillotson)

[Staff Report - Benefits Renewal](#)

- 5) Presentation of the proposed FY 2024-2025 Annual Budget. 360 - 361

(Josh Brannon, Finance Director)

[Staff Report FY24-25 Proposed Budget](#)

[FY24-25 Proposed Budget Summary](#)

M) Adjournment

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on May, 3 at 11:30am.

Signed: Lesli Smith

City Clerk



PROCLAMATION

WHEREAS, the National Animal Control Association has designated the second week of April each year as Animal Control Officer Appreciation Week; and

WHEREAS, the various federal, state and local government officials throughout the country take this time to recognize, thank, and commend all Animal Control Officers for the dedicated service they provide to various public safety and public service agencies and departments across the country; and

WHEREAS, the City of Glenpool Animal Control Officers provide outstanding service on a daily basis to the residents of the City; and

WHEREAS, Animal Control Officers dedicate many long hours of service to this community and fulfill the Animal Control Division's commitment to providing the highest and most efficient level of customer service; and

WHEREAS, in recognition of the service provided by the Glenpool Animal Control Officers and keeping with the long and distinguished tradition of the animal control profession.

NOW, THEREFORE, I, Joyce G. Calvert, Mayor, do hereby proclaim May 12-18, 2024, as

Glenpool Animal Control Officers Appreciation Week

Signed this the 6th day of May, 2024.

City of Glenpool

Joyce G. Calvert, Mayor



PROCLAMATION

WHEREAS, established in 1962 by President John F. Kennedy and a joint resolution in Congress, designating May 15 as Peace Officers Memorial Day in honor of those peace officers who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty, and, the week in which May 15 falls as National Police Week; and,

WHEREAS, the members of the Glenpool Police Department play an essential role in safeguarding the rights and freedoms of the citizens of the City of Glenpool; and,

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agencies and that members of our law enforcement agencies recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and,

WHEREAS, each May, during National Police Week, the nation pauses to recognize and honor the men and women of our law enforcement agencies who increasingly provide a high level of accountable, essential, and professional public service;

NOW, THEREFORE, I, Joyce G. Calvert, Mayor, do hereby proclaim May 12-18, 2024, as

Police Week

and Monday, May 12, 2024 as

Peace Officers Memorial Day

and call upon all citizens of the City of Glenpool to join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

Signed this the 6th day of May, 2024.

City of Glenpool

Joyce G. Calvert, Mayor



PROCLAMATION

WHEREAS, emergencies can occur at any time that require police, fire or emergency medical services; and,

WHEREAS, when an emergency occurs the prompt response of police officers, firefighters, and paramedics is critical to the protection of life and preservation of property; and,

WHEREAS, the safety of our police officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who telephone the Glenpool Emergency Communication Center; and,

WHEREAS, Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services; and,

WHEREAS, Public Safety Telecommunicators are the single vital link for our police officers and firefighters by monitoring their activities by radio, providing them information, and insuring their safety; and,

WHEREAS, Public Safety Telecommunicators of the Glenpool Emergency Communications Center have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and,

WHEREAS, each dispatcher has exhibited compassion, understanding and professionalism during the performance of their job in the past year;

NOW, THEREFORE, I, Joyce G. Calvert, Mayor, do hereby proclaim May 12-18, 2024, as

Public Safety Telecommunicators Week

Signed this the 6th day of May, 2024.

City of Glenpool

Joyce G. Calvert, Mayor

City Manager's Report

May 6, 2024



City Of
Glenpool
Creating Opportunity

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Executive Summary

Mayor and Council,

Summer is here!! (Well maybe not officially, but close enough for me!) May is the month that many of our summer activities kick off, and there are a number of great things happening throughout the City that I want to bring your attention to.

In April, we conducted several great community partnership events. We highlighted two of them on the cover page of this report. The top picture includes a few of our Glenpool Public School art students who helped us out by painting decorative crosswalks along Warrior Road. This program provides us with an amazing opportunity to further our partnership with GPS, and it gives our students a chance to express their artistic side in a way that beautifies the City and promotes their school pride. The bottom picture is just a small portion of the many wonderful community volunteers who came out and helped us plant trees and clean up our parks during the Glenpool Community Cleanup. While the cleanup event started several years ago simply as a way for residents to get rid of trash and debris from their homes, we are ecstatic that it has grown beyond the original trash-off event into a full-fledged “spring clean” and beautifications of the City. In addition to volunteers in our parks and over 400 visits to our collection site, we also had volunteers and city staff picking up trash and clearing out weeds at one of the City’s stormwater detention ponds. Thank you so much to the City staff and members of the public, including the local Scout packs, Glenpool Public School’s student-athletes, Leadership Glenpool participants and many other local residents, for all their hard work to make Glenpool a beautiful place to live and work. We love finding ways to fulfill our Core Value of creating “WOW” moments, and this is definitely a great WOW moment in the City to me!

In addition to these events our public safety agencies also participated in Glenpool School’s Career Fair by showcasing the wonderful ways to serve this community as a police officer or firefighter; while our Public Works Department celebrated Arbor Day with 8th grades by planting over 20 trees in our City Parks.

As you will see in the following departmental reports, there are a number of ongoing projects throughout the City. 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.

- Two new police officers started in April.
- Budgeted sales taxes are up 8.4% this year over last fiscal year.
- GUSA’s budgeted revenues are down slightly this year, they are still up 3.4% as compared to last year at this time.
- Residential building permits are almost twice as high this year as they were through April of last year.
- The Glenpool Conference Center hosted 31 different events in April, including a several school proms, a three-day cybersecurity conference and a three-day transportation conference with the Muscogee Creek Nation.

Finally, let me highlight a couple of upcoming Community Events that we hope everyone circles on their calendars:

- Glenpool Farmer's Market: Kickoff May 4th; 8am – 12pm, BlackGold Park, runs every Saturday throughout the summer
- Glenpool Summer Concert Series: 6:30pm, BlackGold Park
 - May 16th – Wyatt Justice
 - June 20th – Bad Decisions
 - July 18th – 1994
 - August 15th – Empire
- City Offices closed May 27th for Memorial Day
- Citywide Garage Sale: June 8th

Human Resources

Open Positions

We currently have 7 open positions. These vacancies include those new positions approved in the FY2023-2024 budget.

- Public Works: 5 Positions, all have been posted
 - Water & Sewer Laborer (1)
 - Streets & Parks Laborer (1)
 - Seasonal Streets and Parks Laborers (3)
- Police Department: 1 Position, posted
 - Police Officer (1)
- Administration: 1 Position
 - IT Director

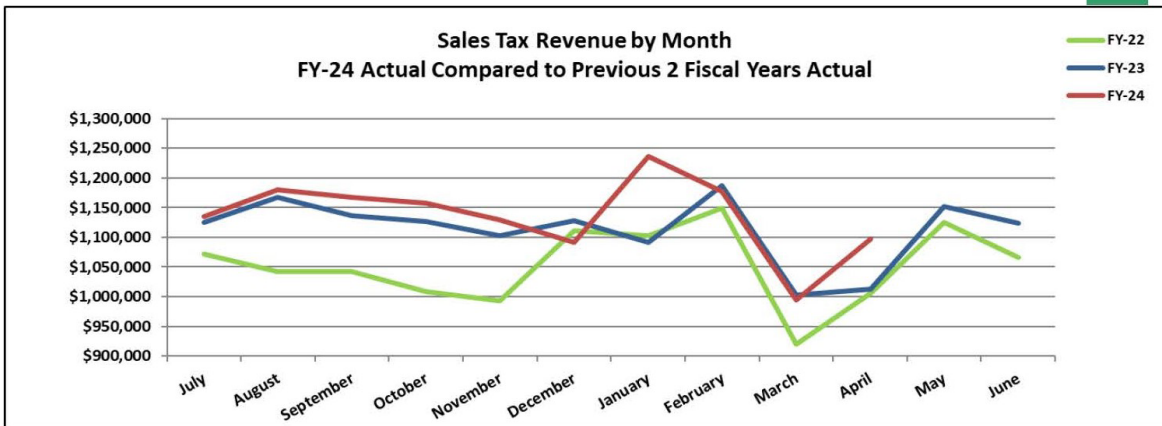
Projects and Training

- Participated in webinar
 - SHRM: I-9 Compliance Success: Must-Know Tips and Troubleshooting

Finance

SALES TAX

FY24 Combined Sales Tax for all funds in April totaled \$1,097,606, 8.4% higher than FY23 revenues for the same period. Further details on April financial results will be reported next month after the April accounting period is closed.



GENERAL FUND REVENUES

FY24 General Fund year-to-date revenues in March totaled \$12,319,662 approximately \$678,320 or 7.1% higher than FY23 revenues for the same period. The change is primarily due to a 3.1% increase in total tax revenues combined with a 48.0% increase in investment income compared to February FY23.



GENERAL FUND EXPENDITURES

FY24 General Fund year-to-date expenditures in March totaled \$14,141,862, approximately \$4,922,883 higher than FY23 expenditures YTD. The increase is largely due to a one-time transfer of \$2,550,000 to the Glenpool Industrial Authority for the purchase of property. Excluding this transfer, expenditures are up 25.7% over prior year-to-date.

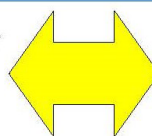


REPORT LEGEND

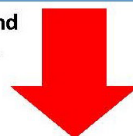
Better Than
Expected



Expected, or
Minor
Variance



Monitor and
Consider
Taking
Action



SALES TAX REVENUES—ALL FUNDS

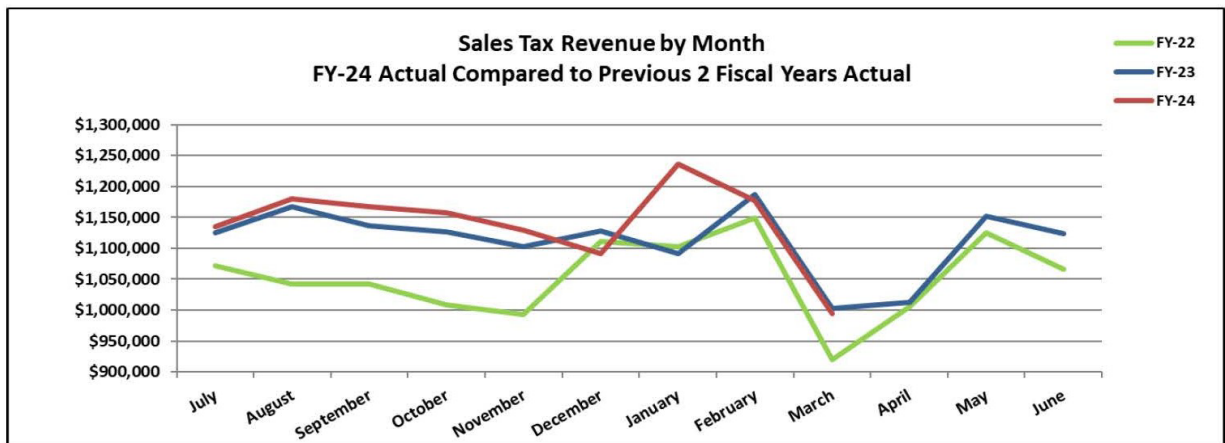


FY24 Sales Tax collections year-to-date in March were 1.2% above budget, and also 2.0% higher than FY23 collections for the same period.

MONTH	COMPARISON TO BUDGET			COMPARISON TO PRIOR YEAR			PERCENTAGE	
	REVISED BUDGET	FY2024 ACTUAL	AMT INC/(DEC)	FY2024 ACTUAL	FY2023 ACTUAL	AMT INC/(DEC)	INC(DEC) BUDGET	INC(DEC) PRIOR YR
July	\$ 1,142,094	\$ 1,134,751	\$ (7,343)	\$ 1,134,751	\$ 1,125,530	\$ 9,221	-0.6%	0.8%
August	\$ 1,148,637	1,179,694	31,057	1,179,694	1,167,026	12,667	2.7%	1.1%
September	\$ 1,132,475	1,167,426	34,951	1,167,426	1,136,626	30,800	3.1%	2.7%
October	\$ 1,110,095	1,157,352	47,257	1,157,352	1,126,462	30,891	4.3%	2.7%
November	\$ 1,089,369	1,128,880	39,511	1,128,880	1,102,424	26,457	3.6%	2.4%
December	\$ 1,164,263	1,091,433	(72,830)	1,091,433	1,128,358	(36,925)	-6.3%	-3.3%
January	\$ 1,140,534	1,236,268	95,734	1,236,268	1,090,804	145,464	8.4%	13.3%
February	\$ 1,214,932	1,177,808	(37,125)	1,177,808	1,187,747	(9,939)	-3.1%	-0.8%
March	\$ 999,718	994,130	(5,588)	994,130	1,002,690	(8,560)	-0.6%	-0.9%
April	\$ 1,049,085			-	1,012,534			
May	\$ 1,183,624			-	1,151,247			
June	\$ 1,138,469			-	1,123,707			
TOTAL	\$ 13,513,295	\$ 10,267,742	\$ 125,625	\$ 10,267,742	\$ 13,355,155	\$ 200,075	1.9%	2.9%

Y-T-D Budget \$ 10,142,117
Y-T-D Actual 10,267,742
Y-T-D Variance 125,625
Y-T-D % Var 1.2%

Prior Year \$ 10,067,667
Y-T-D Actual 10,267,742
Y-T-D Variance 200,075
Y-T-D % Var 2.0%

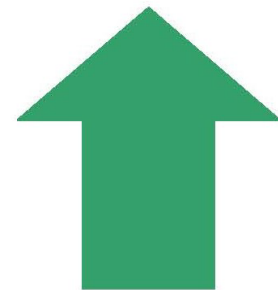
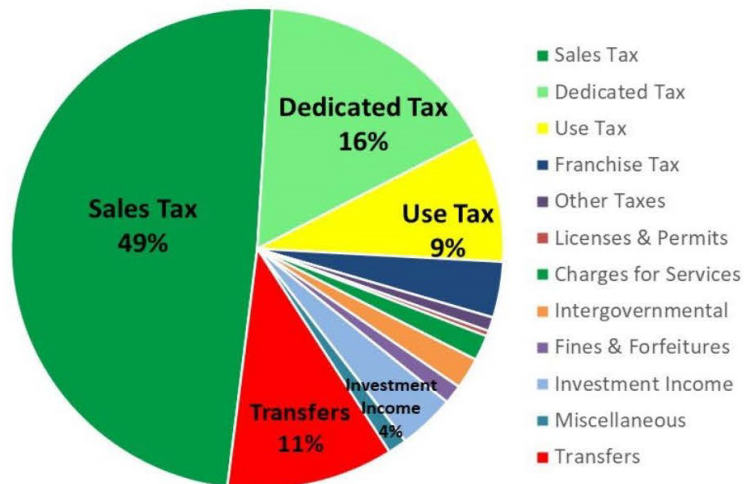


GENERAL FUND REVENUES

	YTD FY24 Budget	YTD FY24 Actual	Budget Over/(Under)	YTD FY23 Actual
Sales Tax	\$ 5,965,847	\$ 6,039,486	\$ 73,639	\$ 5,332,019
Dedicated Tax	1,988,616	\$ 2,013,504	24,889	\$ 2,564,052
Use Tax	926,711	\$ 1,053,976	127,265	915,061
Franchise Tax	450,000	\$ 462,022	12,022	487,874
Other Taxes	96,375	\$ 116,328	19,953	91,243
Licenses & Permits	51,475	\$ 44,490	(6,985)	40,473
Charges for Services	257,546	\$ 209,938	(47,608)	238,763
Intergovernmental	260,731	\$ 258,764	(1,966)	223,132
Fines & Forfeitures	158,250	\$ 156,164	(2,086)	153,698
Investment Income	75,000	\$ 460,794	385,794	311,309
Miscellaneous	60,791	\$ 154,196	93,404	88,519
Transfers	1,350,000	1,350,000	-	1,058,400
Totals	\$ 11,641,341	\$ 12,319,662	\$ 678,320	\$ 11,504,542

Over (Under) Budget year to date: **5.8%**

Increase (Decrease) over prior year: **7.1%**



GENERAL FUND EXPENDTURES BY DEPARTMENT

DEPARTMENT	YTD FY24 Budget	YTD FY24 Actual	Budget Under/(Over)	YTD FY23 Actual
General Government	\$ 1,170,280	\$ 1,121,977	\$ 48,303	\$ 984,049
Animal Control	128,327	114,820	13,506	106,094
Police Dept.	2,109,426	1,919,547	189,879	1,370,455
Dispatch	464,189	428,528	35,661	361,417
Fire Dept.	2,295,613	1,870,769	424,843	1,599,081
Emergency Mgt.	81,933	53,068	28,865	1,523
Community Dev.	691,768	571,308	120,460	520,951
Administration	588,404	440,010	148,394	435,923
Engineering	160,725	11,890	148,835	-
Streets & Parks	1,412,153	1,541,577	(129,425)	515,216
Transfers	6,145,498	6,068,367	77,132	3,324,269
Totals	\$ 15,248,314	\$ 14,141,862	\$ 1,106,453	\$ 9,218,978

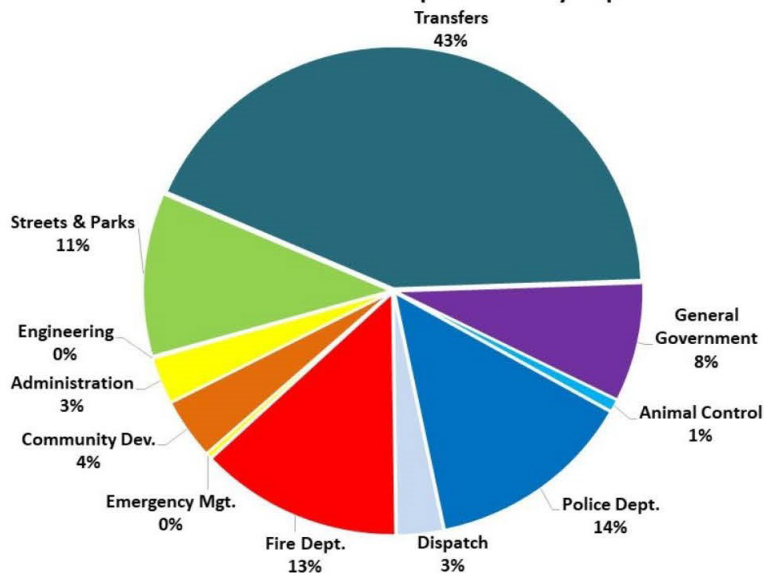
Under (Over) Budget year to date:

7.3%

Increase over prior year:

53.4%

General Fund YTD Percent Expenditures by Department



GLENPOOL UTILITY SERVICES AUTHORITY REVENUES YEAR-TO-DATE

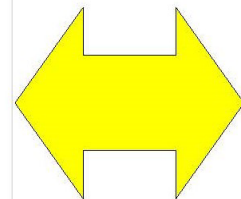
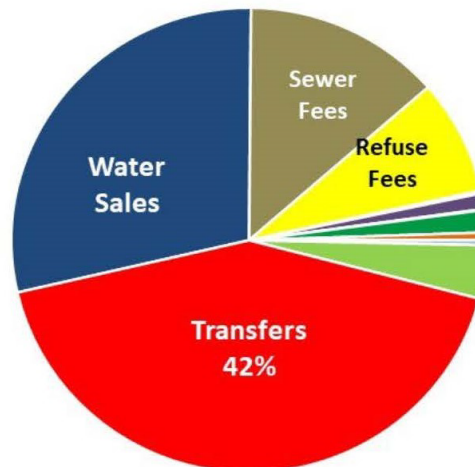
	YTD FY24 Budget	YTD FY24 Actual	Budget Over/(Under)	YTD FY23 Actual
Water Sales	\$ 2,550,000	\$ 2,282,869	\$ (267,131)	\$ 2,304,077
Sewer Fees	1,200,000	1,067,784	(132,216)	1,073,767
Refuse Fees	693,750	635,009	(58,741)	622,356
Solid Waste Mgt Fee	16,500	15,077	(1,423)	14,858
Storm Water Mgt Fee	94,500	86,397	(8,103)	85,183
Water/Wastewater Fee	2,175	5,490	3,315	1,917
Misc Fees	110,032	123,651	13,620	114,854
Taps	41,250	42,600	1,350	31,700
CCRWD 2	23,625	27,132	3,507	20,101
Investment Income	78,750	293,995	215,245	86,636
Transfers	3,305,558	3,363,504	57,946	3,324,269
Totals	\$ 8,116,140	\$ 7,943,509	\$ (172,631)	\$ 7,679,718

Over (Under) Budget year to date: -2.1%

Increase over prior year: 3.4%

GUSA YTD Revenues by Type

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

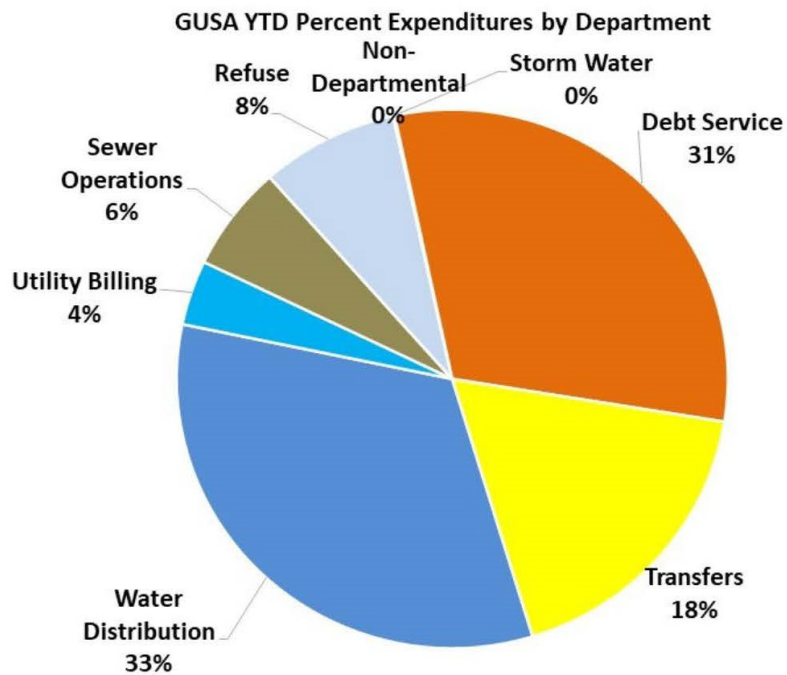


GLENPOOL UTILITY SERVICES AUTHORITY EXPENSES YEAR-TO-DATE

DEPARTMENT	YTD FY24 Budget	YTD FY24 Actual	Budget (Over)/Under	YTD FY23 Actual
Water Distribution	\$ 2,607,954	\$ 2,510,337	\$ 97,617	\$ 2,053,832
Utility Billing	296,750	295,846	903	266,929
Sewer Operations	705,556	481,955	223,601	-
Refuse	582,000	615,255	(33,255)	524,144
Storm Water	421,500	-	421,500	-
Non-Departmental	-	6,794	(6,794)	-
Debt Service	2,201,147	2,351,913	(150,766)	1,951,484
Transfers	1,350,000	1,350,000	-	1,350,000
Totals	\$ 8,164,906	\$ 7,612,101	\$ 552,805	\$ 6,146,389

Under (Over) Budget year to date: **6.8%**

Increase over prior year: **23.8%**



FUND DASHBOARD

FUND	REVENUES	EXPENDITURES	CHANGE IN FUND BALANCE
GENERAL FUND	\$12,319,662	\$14,141,861	<\$1,822,199>
GLENPOOL UTILITY SERVICES AUTHORITY FUND	\$7,943,509	\$7,612,101	\$331,408
GLENPOOL INDUSTRIAL AUTHORITY FUND	\$3,371,173	\$3,351,282	\$19,891
STREETS & INFRASTRUCTURE FUND	\$737,578	\$75,300	\$662,278
PUBLIC SAFETY CAPITAL FUND	\$950,731	\$830,021	\$120,710
PUBLIC SAFETY PERSONNEL FUND	\$1,288,901	\$1,116,967	\$171,934
CAPITAL FUND	-	-	-
ARPA FUND	\$880,216	\$1,711,076	<\$830,860>
PARKS AND RECREATION FUND	\$25,915	\$495	\$25,420
HOTEL FUND	\$205,927	\$176,584	\$29,343

Development Services

Listed below are current development related activities within the City of Glenpool **through the month of April 2024**. 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. **Wade's RV Service Center** - Commercial RV Sales, Service and Storage project located at 16059 S Us Hwy 75. Estimated completion April 2024.
2. **C & C Office Complex** – A Site Plan review of a proposed 2,672 sf office building located 459 E 151st S. The existing single-family residence will be converted into an office building.

Commercial/Industrial Occupancy Permits Issued in April:

1. **Vapor Maven (Vape Shop) – 12190 S Waco Ste. D**
2. **Pioneer Farms (Hemp Packaging) – 14070 S Peoria Ave. Ste. #102**
3. **Miller Tippens Construction (Office and storage building) – 437 E 141st St.**

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.

Residential Projects Under Construction:

Subdivision Name		Lots Approved	Under Construction	Completed	Lots Available
1	Glen Hills I (Phase 1-6)	84	0	82	2
2	Glen Hills II (Phase 7-11)	78	23	43	12
3	Scissortail	88	9	45	34
4	Redbud Glen	74	12	16	46
5	Twin Ponds	25	1	1	23
Totals		349	45	187	117

Planning Applications Under Review:

5. Annexation(s): **No New Applications**

6. Comprehensive Plan Amendment(s):

1. Scissortail II - A proposed Comprehensive Plan Amendment (CPA-01-2024) to change the Land Use Designation of a 40.2-acre site from Suburban Residential to General Residential

7. Zone Amendment(s):

1. Scissortail II – A proposed Zone Amendment to change the zoning of a 40.2-acre site from AG (Agricultural) to RS-3 (Single Family High Density).

8. Planned Unit Development (PUD): **No New Applications**

9. Subdivision Plat(s): **No New Applications**

10. Lot Split Application(s): **No New Applications**

11. Site Plan Applications:

1. State Farm Office – Marvin Manns – A Site Plan review of a proposed office building located at 201 E 141st St.

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

13. 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 – May 13, 2024

No items

Items Scheduled for Planning Commission Meeting – May 13, 2024

1. **Scissortail II** - A proposed Comprehensive Plan Amendment (CPA-01-2024) to change the Land Use Designation of a 40.2-acre site from Suburban Residential to General Residential and a proposed Zone Amendment to change the zoning of the 40.2-acre site from AG (Agricultural) to RS-3 (Single Family High Density).

Current Residential and Commercial Building Permit Statistics

New Residential Permits Issued April 2024	6
New Commercial Permits Issued April 2024	0
Current Active Residential Permits	49
Current Active Commercial Permits	1
Residential Permits thru April 2023	18
Residential Permits thru April 2024	33
Commercial Permits thru April 2023	0
Commercial Permits thru April 2024	0
Assessment Letters Issued in April 2024	0
Total Assessment Letters Issued in 2024	3

Code Enforcement Activity for **April 2024**

ACTIVITY DESCRIPTION:	Totals			
Complaints received and investigated Year to Date	354			
Open public nuisance cases through April 2024	40			
CODE ENFORCEMENT CASES	Jan 2024	Feb 2024	March 2024	April 2024
	58	74	62	160
High grass:	-0-	-0-	-0-	4
Fire damaged structures:	-0-	-0-	-0-	-0-
Illegally parked vehicles:	4	6	4	4
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:	44	44	44	138
Damage to public facilities citations:	-0-	-0-	-0-	-0-
Excessive trash & debris notices:	4	4	6	10
Dilapidated structures/property notices:	1	1	-0-	-0-
Trash can/receptacle placement notices:	-0-	-0-	-0-	-0-
Building demolition & removal:	-0-	-0-	-0-	-0-
Inoperable/abandoned vehicles:	3	3	3	2
Visual impairments caused by trees, shrubs, vehicles, basketball goals, etc. interfering with traffic flow:	1	1	2	1
Stagnant water causing mosquito issues:	-0-	-0-	1	1
Pest issue:	-0-	-0-	-0-	-0-
Dilapidated fencing:	1	1	2	-0-
Noxious odor:	-0-	-0-	-0-	-0-

Public Works

The following details of all work completed between March 23 – April 26, 2024

Streets

- Crack sealed - NA
- Filled potholes
 - 406 W 147th St
 - Misc around town on 4/02
 - Sink hole at 176th & Union
- Fixed downed streets signs
 - 138th Pl & Hickory – Stop
 - 141st St & Lansing – Street name
- Cleaned storm drains
 - Misc around town 4/02
- Picked up trash around town.
- Weeded - NA
- Trimmed trees - NA

Parks

- Black Gold
 - Repaired basketball goal
 - Changed out flag
 - Limbed up trees
 - Mowed & trimmed x4
- Kendalwood North -
 - Plant redbud tree as Class of 2030 class tree
 - Filled in low spots in preparation for playsets
 - Construction of large playset has begun. Should take 4 weeks to complete
 - Mowed & trimmed x3
- Kendalwood South
 - Mowed & trimmed x3
 - ADA swing arrived and installed
- Lambert
 - Mowed & trimmed x3
 - Mowed walking trail
 - Placed wood chips on trail and seeded areas along trail
- Morris
 - Mowed & trimmed x3

- Rolling Meadows
 - Planted 4 crabapple trees for Arbor Week 2024
 - Watered trees
 - Mowed & trimmed x3
- South County Soccer
 - Mowed & trimmed x1
- Picked up trash and emptied trash cans daily at all city parks.

Facilities Maintenance

- Repaired damaged 30A outlet on block building
- Rehabbed Black Gold restrooms and set lock timer for 8a-8p (see pictures below)
- Replaced filter on PW ice machine
- Update alarms at VFW/Sr Center
- Completed semi-yearly inspections on elevators at PD and City Hall
- Hung Farmers Market banner in Black Gold Park
- Outstanding Projects:
 - The north waterfall pump at city hall is out of service. Replacement pump is pending.
 - An RFQ for AC Maintenance program throughout the city has been issued. Three responses have been received.

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 20 gpd to reduce odor and raise DO
- Blower status:
 - Blower 1: non-operational... needs motor & blower
 - Blower 2: functional
 - Blower 3: functional
 - Blower 4: non-operational... needs blower
 - Blower for #4 has been ordered
 - #1 will be left non-operational for the time being.

Lift Stations:

- Prepping for season of mowing, weeding, and spraying
- Inspected all lift stations
 - Cleaned floats
- Assisted WWTF operator with daily tasks

Distribution:

- 253 Utility locates
- 147 service orders completed for the utility office
- 146 turn offs for non-payment – March 26
- 12 lock outs for non-payment – March 28
- Performed monthly meter reads and with 20 bad registers
- 5 leaks repaired (0 major, 5 minor, 0 minor repairs pending)
- 1 meter(s) set (0 residential, 0 commercial, meter was set for Kendalwood North Park)
- 27 pending meter sets (25 residential, 2 commercial)
- Monthly water samples taken and passed
- Mowed, weeded, and sprayed (where needed) at water towers and booster stations
- Cleaned and serviced vehicles and equipment
- Jetrodded 3 possible sewer backup(s) (1 on city side, 2 on customer side)
- Diagnosed 2 hydrants, put 2 back in service and ordered parts for all others.
- Repaired 1 Sewer Manholes
- Booster Pump station on US75 at 131st has had it's pin hole leak temporarily repaired. The station is now mostly isolated from distribution. Awaiting further instruction from city engineer on path forward.
- 120Water has begun collecting data for our lead service line inventory
- Picked up four lagoon aerators on loan from Bixby
- Received two quotes for replacing SCADA system.

Misc:

- 14314 Barber – Removed temporary fencing. Assisted with demo of house. Mulched trees and spread mulch at Lambert Park.
- 1122 E 156th - Mowed & trimmed x3

Community:

- Assisted 8th grade students in painting crosswalks near the elementary and intermediate schools. 2024 Clear Paths Glenpool
- Assisted 6th grade students in Arbor Week Celebration by planting over 20 trees in city parks. 2024 Growing Up Glenpool
- Assisted community with 2024 Community Cleanup day.

The 2024 Growing Up Glenpool program allowed 36 sixth graders from Glenpool Intermediate School the opportunity to plant trees and explore Glenpool's park system while learning about the value of trees and the importance of storm water management.



The 2024 Clear Paths Glenpool program allowed 8th graders from Ms. Blades Health and Wellness class the opportunity to take on the task of repainting some crosswalks near the school on Warrior Road. In about four hours the 18 students repainted the 14 bars that make up the two crosswalks.





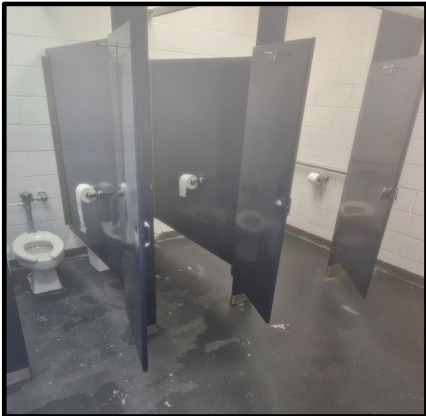
The 2024 Community Cleanup was a success. Over 400 loads filled up 28 dumpsters. With the help of the Met, a full 30-yard rolloff of tires was collected as well as a full rolloff of cardboard. Although the total number of rollofs came in lower than last year's 35 dumpsters, we collected more trash as we implemented the Crushr service that minimizes the amount of empty space in each dumpster by compacting the trash with a weighted roller.



As an added bonus to the 2024 Community Cleanup, some volunteers assembled themselves to do some cleanup “somewhere in Glenpool.” After some debate on what projects this group could handle, it was decided to send the group to Lambert park and assist in planting trees, pulling weeds and spreading mulch throughout the park. **40 volunteers** showed up and planted 30 trees. The group hopes to continue helping with cleaning up / beautifying Glenpool with monthly projects.



Black Gold park bathrooms have needed an update for some time now. Riley and JJ took it upon themselves to grind the floor paint off, reseal the floor, repaint everything, and add new high capacity toilet paper holders to the stalls. New lights were also added to give a bright and clean look.



14314 Barber was purchased by the city. Demolition of the house and 3 outbuildings took 4 days. Site to be graded and seeded with some trees planted in the weeks to come.

Veneer Great Plains allowed us free usage of their BC1000XL wood chipper. This allowed us to save money by using the chips at Lambert park instead of paying to send them to the landfill.



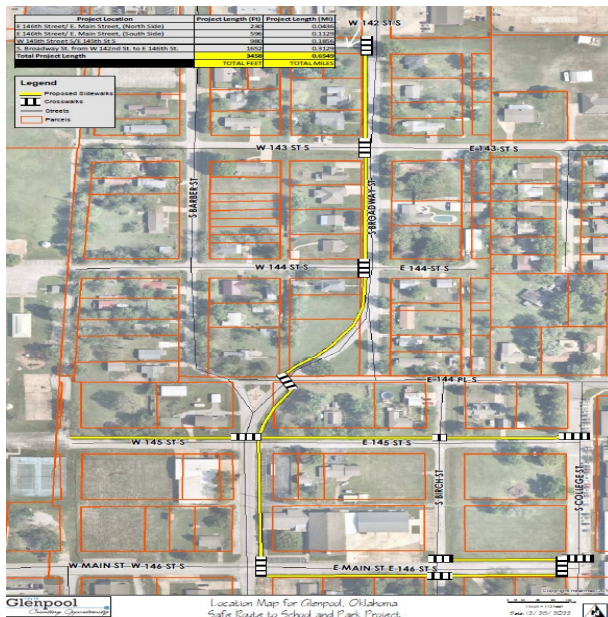
Engineering

Introduction

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

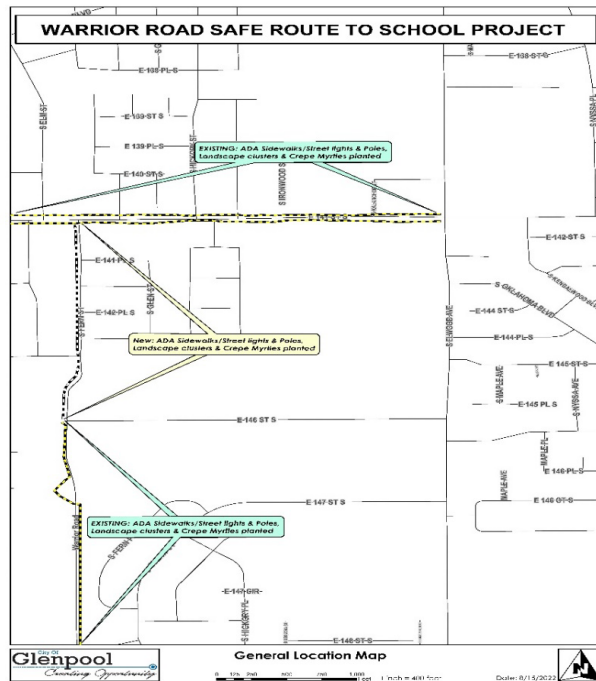
Glenpool Safe Route To School Project JP#3810404

The project establishes an ADA-compliant sidewalk network linking Glenpool Public School to Black Gold Park. Glenpool City has contracted with ODOT under the TAP3-8104 DOT Agreement to finance it. Consultant selection is in progress, with the RFQ sent out on August 30, 2023. Following interviews with two respondents, Kimley-Horn was chosen as the design consultant. Currently, ODOT is coordinating scope and fees with the consultant. The total project cost is \$1,202,760.00, with a matching fund of \$240,552.00. *(No updates have been reported since the November 2023 Engineering Departmental Report.)*



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

The City has received the Urban Funding Agreement from Oklahoma Department of Transportation. City Staff sent out a request for qualification for this project on December 13, 2023. Staff received 3 statements of qualification for this project in response to the Request for Qualification. The consultant selection is evaluated based on qualification. The selection committee has concluded its evaluations. ODOT is coordinating the contracts with the selected Firm.



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

The project final plans, specifications and estimates have been received. The engineering department is currently coordinating the final review process. Staff would be collaborating with the consultant and ODOT on the next phases of this project.

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

The initial project estimate was \$688,500. The awarded transportation enhancement program grant being 80% of the estimate is \$550,800, with a city match of \$137,700.

The awarded grant would be insufficient to cover the base bid of this project. There is a need for additional funding to fund this project. City Staff is considering additional grant options including the Transportation Alternatives Program (TAP).

SH67/151st Corridor Study

This is a progress update on the SH 67/151st St Corridor Study. The City of Glenpool in conjunction with Kimley-Horn, Oklahoma Department of Transportation, INCOG and the City of Bixby, held its 3rd Public Meeting on the SH 67/151st corridor on September 5th, 2023. City Staff has received the Draft State Highway 67 Corridor Study for final comments and review. A final review meeting was held with Kimley Horn, ODOT, Glenpool and Bixby representatives in attendance. Kimley Horn will take the review comments and update the traffic study.

US 75/141st

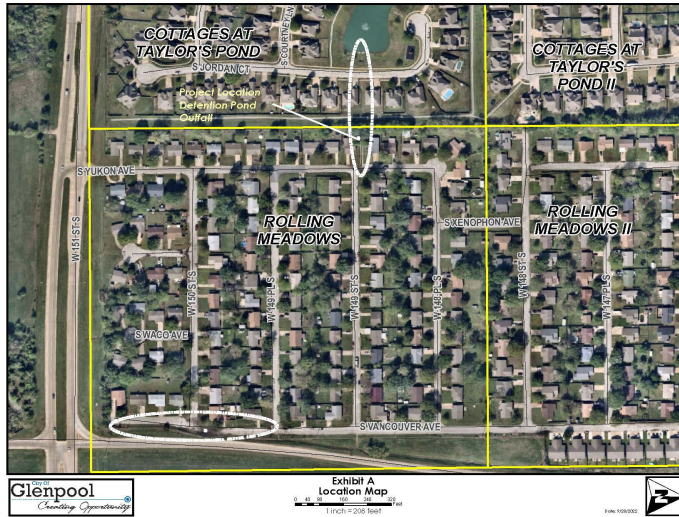
The project duration is estimated at 315 days. The project cost is estimated to be approximately \$27.5 Million. Construction is estimated to begin Summer 2024. *(This project is on-going, no updates since the November Engineering Departmental Report).*

Rolling Meadows Stormwater

This project aims to address surface water runoff issues affecting residents of Rolling Meadows near the Taylor's Pond Subdivision. It entails adding stormwater collection infrastructure in the utility easement between the two subdivisions, incorporating storm inlets to gather water flowing from west to east. The Request for Qualifications (RFQ) was issued on February 1, 2024, and was available on the City of Glenpool website. Responses were due by February 26, 2024, with three submissions received. The evaluation committee has concluded its evaluation and is currently in the proposal phase with the shortlisted consultant.

Community Development Block Grant

The City of Glenpool is eligible to apply for the Community Development Block Grant (CDBG) this FY2024. The proposed allocated amount is \$120,143.00. The CDBG program is to provide decent housing and suitable living environment, particularly for persons of Low and Moderate Incomes (LMI). City Staff have evaluated projects within the LMI areas in Glenpool and is proposing a Street and Stormwater Improvement Project in Glen Village Addition II. This project involves repairing a sink hole, stormwater improvements and street repair.



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 agreement with INCOG on February 21st, 2024, to update the City bicycle/pedestrian plan. The selected consultant is RDG-Garver LLC. *(This project is in progress, no recent update)*

GIS Project

The Engineering Department is in the process of obtaining GIS Services to facilitate GIS Data collection in the field. This project migrates our water, stormwater, and sanitary sewer systems information from Arc GIS desktop to ArcGIS Online. The City is currently discussing proposals with the shortlisted consultant to provide this service.

Lagoon Smell

City staff are applying the use of a venturi-meter and pump system to improve the dissolved oxygen in the lagoon consequently alleviating the odor issues. This system is currently being tested and evaluated for its performance.

Floodplain Management

The designated Floodplain Administrator (FPA) of the City resigned in April 2024. Staff are currently working on finding a replacement for this position. The City Engineer passed the Certified Floodplain Management (CFM) certification in April and is now a Certified Floodplain Manager CFM®.

Conference Center/Community Relations

Conference Center

April was a busy month at the conference center, with a total of 31 events taking place. Among these events were a range of gatherings, including conferences, concerts, proms, weddings, trainings, parties, and memorials services. Throughout the month, the conference center welcomed approximately 5,600 attendees. Some key events to highlight are:

- **BSides of Oklahoma Information Security Conference:** They were back with their free information security conference which focused on practical, hands-on training for improving security. This is the premier security conference for the state of Oklahoma, pulling speakers from around the country and attendees from several surrounding states. BSidesOK is completely non-profit and volunteer-driven.
- **Creek Tribal Transportation Conference:** This was a three-day conference hosted by Creek Tribal Transportation and MCN. This gathering brought together experts and policymakers to explore the improvements of transportation infrastructure and services.
- **Proms:** The conference center played host to four proms during April, including Glenpool, Kellyville, Preston, and Jenks. These events showcased each school's creativity and uniqueness.
- **Tulsa Community Band Concert:** This event provided an opportunity for music lovers to enjoy an evening of delightful performances by local talents, creating a sense of community and appreciation for music.





Community Event planning & promotion

- Community Cleanup
- Farmers Market
- Summer Concert Series
- Red, White & Boom Bash

Video filming/editing

- April Glenpool at a Glance
- Arbor Day tree planting
- School Crosswalk painting
- Community Clean-up reminder
- Community Clean-up recap

Attended

- April Chamber luncheon
- Participated in Leadership Glenpool day at City Hall

- School crosswalk painting planning meeting
- Chamber Morning Brew networking opportunity
- Senior Citizen luncheon
- Monthly communications meeting with Crossroads Communications
 - Discussed community survey results
 - Began plans for OMAG Mayor's conference proposal
 - Requested help with media promos for upcoming community events

Facebook	3/31 - 4/6	4/7 - 4/13	4/14 - 4/20	4/21 - 4/27
Impressions	32,542	21,243	26,068	62,644
Engagements	294	173	353	4,431
Page Likes	22	12	14	33
Post Link Clicks	75	19	0	0
Received Messages	14	7	22	72
Sent Messages	19	12	12	27

Economic Development/Grants

April:

- *Business, Retention, & Expansion (BR&E)*
 - Visits & Outreach: Economic Development Director has been reaching out to local businesses and manufacturers regarding BR&E visits for 2024.
 - Met with a local manufacturer who is struggling with sales to run their operation. Economic Development provided several resources to assist in overcoming this obstacle.
 - For 2024, Economic Development has visited with over 40 businesses regarding their needs, incentives/resources, and to establish rapport.
 - Oklahoma Innovation Expansion Program (OIEP): The Department of Commerce has continued the OIEP program for 2024 and are looking to award businesses in the state of Oklahoma a total of \$15 million.
 - During the months of March & April, the Director of Economic Development visited with 22 businesses who would be eligible for this benefit. There were 4 businesses who were very interested in applying. Applications closed on April 12th.
 - For 2023, there were 3 local businesses that were awarded through this program, which was the most for the City of Glenpool since the program was implemented.
 - Morning BREW: The Glenpool Chamber of Commerce along with the Economic Development Department and Keller Williams, are partnering together for monthly gatherings for businesses around coffee.
 - On April 19th, Sam Mulready, Field Representative for Congressman Kevin Hern, led a discussion around the resources that they can provide to citizens and businesses.
- *New Business/Sites*
 - Oklahoma Department of Commerce (ODOC) SITES (Supporting Industrial Transformation and Economic Success) Program: ODOC has ramped up their site selection process and have provided local Economic Development Organizations with the ability to submit sites to be analyzed by professional site selectors through InSite Consulting.
 - On April 8th, The Director of Economic Development was informed by ODOC that both sites submitted will be moving to the next phase of the OK SITES Program.
 - April 30th, a regional meeting is being set up by ODOC & InSite to discuss the next steps for the program. Service providers for the site as well as the Director of Economic Development will be in attendance.
 - Business Inquiries: Economic Development has had continued conversations with potential businesses regarding relocating aspects of their operation to Glenpool.

- *Travel/Training/Misc:*
 - Economic Development Networking: On Friday, April 12th, OG&E hosted a networking night at the Oklahoma City Thunder game at Paycom Stadium.
 - State of the Tribal Nations: On April 19th, the Director of Economic Development was in attendance for the “State of the Tribal Nations” discussion through the Tulsa Regional Chamber and OG&E.
 - The Osage, Muscogee, & Cherokee Nations provided an update on their tribes as well as their economic development initiatives across the region.
 - Short-Term Plans for New Property: Director of Economic Development leading discussions around short-term usage for buildings on the city’s 40-acre site. The goal is to help offset maintenance costs as a master plan for the long-term usage of the site is being developed.
 - Community Relations and Public Works department collaborating with Economic Development on this initiative.
- *Grants:*
 - Beth Miller (Grants – Special Projects Coordinator) worked with staff and Council to submit applications for various grants.
 - OG&E “Keep America Beautiful:” Grant from OG&E approved for \$300 to assist with City Wide Cleanup day on April 27th.
 - Lighting Retrofit Grant: Bid proposal paperwork sent to attorney on April 12th for \$134k grant for lighting improvements to City Hall/Conference Center. Awaiting approval to post publicly.
 - CDBG Grant: This grant was submitted on April 12th for the repair of sinkhole/storm drains at 145th PI and Kendalwood BLVD.
 - Public Hearing was held at Glenpool Conference Center to discuss proposed project on April 10th led by Director of Economic Development.
 - A representative from INCOG, Grants/Special Projects Coordinator and City Engineer were present to help answer questions.
 - TAP (Oklahoma Dept of Transportation Assistance Program): call for projects is due 4/30, approved to submit by council on 4.15.
 - Submitted 4/24.
 - Additional Grants: 3 additional grants centered around parks, police, and transportation infrastructure are currently being researched and vetted.
- *Special Projects:*
 - Farmers Market:
 - 2nd Annual Farmers Market will be opening on Saturday, May 4th.
 - 43 applications submitted and 42 approved to move forward.
 - We are anticipating a bigger market this year. The largest number of vendors in one week was 37.
 - Vendor rules and signage for vendor placement created.
 - Miscellaneous Projects: Concert Series
 - Next Scheduled Events Committee Meeting for April 24th.

- The first Concert Series, featuring “Wyatt Justice,” will be held at Black Gold Park on May 16th.
- Historical projects
 - Continuing work to locate the exact location of Ida E. Glenn Oil Well #1.
 - Ongoing research regarding grants for the possibility of creating a museum in Glenpool.

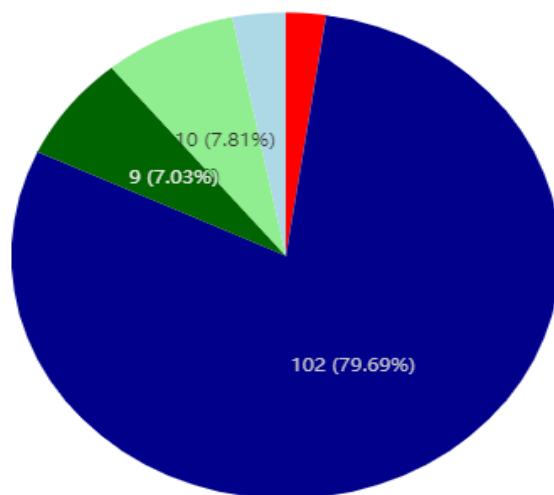
Fire Department

Glenpool Fire Department Operations April 2024

4/1/2024-4/25/2024

Run Type	# of Calls	Totals Calls
EMS Runs	102	128
Fire Runs	26	
Overlapping	23	

Total (128)



Incident Type Series

3	1 - Fire
102	3 - Rescue & Emergency Medical Service Incident
9	5 - Service Call
10	6 - Good Intent Call
4	7 - False Alarm & False Call

128

Police Department

STAFFING

Two new officers, Kyle Wells and James Heather, started on April 22. Both are not certified and we plan on sending them to the June academy. Currently we have two officers at CLEET who are about half way finished. This will leave the department with one opening, and we will be posting applications.

The communications division filled their last spot and we are currently fully staffed. Emily Stevens started on April 16.

PROJECTS

Construction is 95 percent complete second floor remodel. The remodel included three new offices with furniture, all new paint throughout and new furniture in the courtroom. (See attached photographs) The last remaining project will be the evidence lockers, which are due to ship the first week of May.

HIGHLIGHTS

April 14-20 was National Telecommunications Week as well as Animal Control appreciation Week. I am late getting the proclamations, but we were still able to celebrate it within the department.

The department recognized four students as the Glenpool Police Department Students of the Month for April. Intermediate nominated Ahtziri Perez Lopez, Elementary nominated Jackson Harrison, Middle School nominated James Gunn and the High School nominated Reagan Combs.

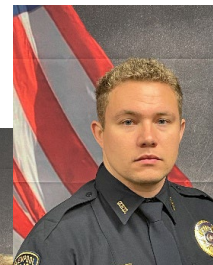
2nd Floor Remodel



Heather



Wells



Stevens





JANUARY 1 – JANUARY 24

Calls for Service	1006
Arrest	33
DUI	8
Collisions	31
Alarm Calls	45
Animal Control	64
Burglary	16
Disturbance	22
Domestic	16
Fraud	11
Harassment	10
Larceny	18
Loud Noise	4
Motorist Assist	31
Suspicious Activity	32
Trespassing	4
Traffic Stops	315



Always be *truthful & transparent.*

OUR CORE VALUES

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

Savor
the journey.

Make learning a *habit.*

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





MINUTES
City Council Regular Meeting
Monday, February 5, 2024 Council Chambers 6:00 PM

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

COUNCIL ABSENT:

STAFF PRESENT: David Tillotson
Susan White
Lesli Smith
David Agbetunsin
Jeremy Plane
Duy Nguyen
Gerald S. Gilbert
Jesse Hale

STAFF ABSENT:

Page

- A) Call to Order - Joyce G. Calvert, Mayor**
Mayor Calvert called the meeting to order at 6:01 p.m.
- B) Roll Call, Declaration of Quorum – Lesli Smith, City Clerk; Joyce G. Calvert, Mayor**
Scott Major Attorney, of Rosenstein, Fist & Ringold, George Miles, Municipal Judge, and Officer Clint Morgan were also in attendance.
- C) Invocation – Greg Connor - Faith Church**
- D) Pledge of Allegiance – Joyce G. Calvert, Mayor**
- E) Swearing-In Ceremony – Jeremy Plane, Police Chief; George Miles, Municipal Judge-Swearing in of Officer Clint Morgan.**
- F) Management Report**
City Manager Tillotson updated the Council that the closing on the purchase of the "Barber St." Property had been finalized. Mr. Tillotson expressed

Page 1 of 68

appreciation to the mayor for her support during that process and to the council for their support on getting the purchase approved. He advised the council that he sees this property as a great long-term addition for the City of Glenpool. Mr. Tillotson wanted to publicly acknowledge Jesse Hale as recipient of the Glenpool Citizen of the Year. Jesse received the award at the recent Chamber of Commerce Banquet. He stated he was very excited to see that happen while in attendance at the banquet, and Jesse is very appreciated for what he does for the City of Glenpool.

[CM Report.02052024- FINAL](#)

5 - 35

G) Mayor Report – Joyce G. Calvert, Mayor

Mayor Calvert wanted to highlight other notable awards from the recent Chamber of Commerce Banquet. She recognized the 2023 Leadership Graduates, Volunteer of the Year, Small & Large Business of the Year, and the Lifetime Achievement Award.

Mayor Calvert advised she will be traveling to various governmental events in the next few weeks, with some being as far as Washington DC in which she expressed great honor in doing so as a representative of our city.

H) Council Comments

Tim Fox offered the following remarks.

I would like to make a Public Statement concerning the recent Annual Glenpool Chamber Banquet held in Tulsa. Let me first state, I did not attend the banquet. Furthermore, let me state I was very disappointed in the Glenpool Chamber of Commerce and the Chamber Board for moving the event to Tulsa. I have supported the Chamber for many years, but in the last couple of years, I have been dissatisfied with the Chamber and the direction it seemingly has taken. It seems its focused on South Tulsa County and not trying to reach businesses that are not members in the City of Glenpool. I understand this event requires a lot of preparations and planning. But moving the event to downtown Tulsa when we have a premier event center right here in our city was a big mistake. I can't believe that the cost of this event was cheaper than hiring an event planner to do all the set up and tear down when the Chamber got our Conference Center at no rental cost, than what they spent on the venue in Tulsa. Again, given my past history of years of support, the dollars this city puts into the Chamber on an annual basis, the disappointment is huge. I was planning on attending this year, til I learned where the event was being held. My hope is the Chamber will re-think the location of these events in the future.

I) Public Comments

There were no public comments.

J) 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) Minutes from January 16, 2024 meeting. 36 - 39
[City Council Regular Meeting - 16 Jan 2024 - Minutes - Html](#)
- 2) Designate Lesli Smith as OMRF Authorized Agent for the City of Glenpool retirement plans and authorize the mayor to sign notification form. 40 - 42

Moved by Brandon Kearns, seconded by Chris Brobst

To approve the consent agenda.

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

CARRIED.

[Staff Report - OMRF Authorized Agent 02.05.2024](#)
[Authorized-Agent-Notification OMRF FOR AGENDA 2 pages](#)

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

No items removed from the consent agenda.

L) Scheduled Business

- 1) Discussion and possible action to approve or deny acceptance of Deeds of Dedications from Joe and Tracie Sexson for street right-of-way and utility installation purposes. Sexson Property (GLS 260) Right of Way Dedication 43 - 63
(Duy Nguyen, City Planner)

Moved by Chris Brobst, seconded by Brandon Kearns

To approve acceptance of Deeds of Dedications from Joe and Tracie Sexson for street right-of-way and utility installation purposes. Sexson Property (GLS 260) Right of Way Dedication.

	For	Against	Abstained	Absent
Joyce Calvert	x			

Brandon Kearns	x			
Tim Fox	x			
Chris Brobst	x			
Jacqueline Triplett-Lund	x			
	5	0	0	0

CARRIED.

[STAFF REPORT SEXSON PROPERTY RIGHT OF WAY](#)

[ACCEPTANCE - Feb 5 2024](#)

[GLS 260 SEXSON PROPERTY RIGHT OF WAY ACCEPTANCE](#)

[ATTACHMENTS - Feb 5 2024](#)

- 2) Discussion and possible action to approve an application for lot combination (GLS 264) which will consolidate four (4) lots totaling 36.67 acres into one (1) lot. The subject lots are located at the northeast corner of the intersection of U.S. Highway 75 and West 141st Street South approximately 500 feet east of U.S. Highway 75 and 575 feet north of West 141st Street South.
(David Agbetunsin, City Engineer).
- 64 - 68

Moved by Joyce Calvert, seconded by Jacqueline Triplett-Lund

To approve an application for lot combination (GLS 264) which will consolidate four (4) lots totaling 36.67 acres into one (1) lot. The subject lots are located at the northeast corner of the intersection of U.S. Highway 75 and West 141st Street South approximately 500 feet east of U.S. Highway 75 and 575 feet north of West 141st Street South.

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

CARRIED.

[Staff Report-Lot Combination- FINAL](#)

M) Adjournment

Mayor Calvert adjourned the meeting to order at 6:19 p.m.



MINUTES
City Council Regular Meeting
Monday, April 1, 2024 Council Chambers 6:00 PM
Continued to Monday April 15, 2024

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

COUNCIL ABSENT:

STAFF PRESENT: David Tillotson
Lesli Smith
Susan White

STAFF ABSENT:

Page

A) Call to Order - Joyce G. Calvert, Mayor

Mayor Calvert called the meeting to order at 6:00 p.m. on April 1, 2024.

Mayor Calvert introduced Item K.7 and asked for possible motions. (SEE ITEM K.7 BELOW)

Mayor Calvert requested a motion to continue the meeting until April 15, 2024 (SEE ITEM L.1 BELOW)

The April 1, 2024, City Council regular meeting was recessed at 6:04 p.m.

On April 15, 2024, Mayor Calvert reconvened the April 1, 2024, continued meeting at 6:00 p.m. to conduct business on all remaining items.

B) Roll Call, Declaration of Quorum – Lesli Smith, City Clerk; Joyce G. Calvert, Mayor

Councilor Tim Fox was absent on April 1, 2024, but was in attendance at the continued meeting on April 15, 2024.

Scott Major, Attorney with Rosenstein, Fist & Ringold, and Melissa Westfall, and John David Wideman Attorneys with Hilborne & Weidman were also present at the

Page 1 of 229

continued meeting on April 15, 2024.

C) Invocation – Susan White, Assistant City Manager

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

E) Management Report

City Manager David Tillotson mentioned that the installation of the Kendalwood North playground upgrades has begun. He also praised Public Works Director Jesse Hale for his contributions on Arbor Day, specifically his collaboration with Glenpool 6th graders in planting trees.

[CM Report.04012024](#)

[FYE24.Q2 Expense Report 04012024](#)

11 - 112

F) Mayor Report – Joyce G. Calvert, Mayor

Mayor Calvert conveyed her enthusiasm for the influx of new hires and filled positions in recent times and how well the city staff has worked together to get many projects completed.

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) Minutes from March 18, 2024, meeting.

113 - 115

[City Council Regular Meeting - 18 Mar 2024 - Minutes - Html](#)

- 2) Budget Amendment CITY-12 for FY23-24, increasing the General Fund revenue account 01-5-00-5362 (Insurance Reimbursements) by \$3,431.00, and increasing the General Fund Streets & Parks expenditure account 01-6-14-6271 (Vehicle Repairs & Maintenance) by \$3,431.00 to appropriate insurance claim proceeds.

116 - 117

[City Council Staff Report FY24 Budget Amendment CITY-12 04-01-24](#)
[CITY COUNCIL FY24 Budget Amendment City-12](#)

- 3) Budget Amendment CITY-13 for FY23-24, increasing the General Fund revenue account 01-5-00-5001 (Sales Tax) by \$36,070.00, and increasing the General Fund Streets & Parks expenditure account 01-6-14-6202 (Operating Expenses) by \$750.00, account 01-6-14-6230 (Equipment Rental) by \$500.00,

118 - 119

and account 01-6-14-6235 (Contract Services) by \$34,820.00, for 2023 Father's Day storm clean-up and for clearing and seed/sod at City-owned property located at 14314 S. Barber Street.

Moved by Jacqueline Triplett-Lund, seconded by Brandon Kearns

To approve the consent agenda.

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

CARRIED.

[Staff Report FY24 Budget Amendment CITY-13 City Council 04-01-24](#)
[FY24 Budget Amendment City Council -13 04012024](#)

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

K) Scheduled Business

- 1) Discussion and possible action to approve, deny, or amend Resolution No. 2024003, a Resolution relating to the incurring of indebtedness by the Trustees of The Glenpool Utility Services Authority in the aggregate amount of not to exceed Thirty-Five Million and no/100s Dollars (\$35,000,000.00), Approving a Sales Tax Agreement and other documents as may be necessary or required and declaring an Emergency.
(David Tillotson, City Manager)

120 - 126

Moved by Brandon Kearns, seconded by Jacqueline Triplett-Lund

To approve Resolution No. 2024003, a Resolution relating to the incurring of indebtedness by the Trustees of The Glenpool Utility Services Authority in the aggregate amount of not to exceed Thirty-Five Million and no/100s Dollars (\$35,000,000.00), Approving a Sales Tax Agreement and other documents as may be necessary or required and declaring an Emergency.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			

Chris Brobst	x			
Jacqueline Triplett-Lund	x			
Tim Fox	x			
	5	0	0	0

CARRIED.

[Staff Report - OWRB Application Resolution 04012024](#)

- 2) Discussion and possible action to approve or deny the Emergency Clause for Resolution 2024003.
(David Tillotson, City Manager)

Moved by Joyce Calvert, seconded by Jacqueline Triplett-Lund

To approve the Emergency Clause for Resolution 2024003

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

CARRIED.

- 3) Discussion and possible action to accept or deny a General Utility Easement from David Jesse Pope and Amy Pope. The utility easement is located at 2225 West 181st Street South, Mounds, OK 74047. 127 - 133
(Duy Nguyen, City Planner)

Moved by Chris Brobst, seconded by Brandon Kearns

To approve and accept a General Utility Easement from David Jesse Pope and Amy Pope. The utility easement is located at 2225 West 181st Street South, Mounds, OK 74047.

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

Tim Fox	x			
	5	0	0	0

CARRIED.

[CC STAFF REPORT TWIN PONDS II - GENERAL UTILITY
EASEMENT - APR 1 2024](#)
[Twin Ponds II - General Utility Easement Attachments CC 04012024](#)

- 4) Discussion and possible action to approve, deny or amend the Final Plat application for a 0.555-acre commercial site consisting of one (1) Lot. The subject site is generally located north and east of the northeast corner of East 141st Street South and South Birch Street. Applicant Representative: JR Donelson
(Duy Nguyen, City Planner) 134 - 155

Moved by Brandon Kearns, seconded by Chris Brobst

*To approve, the Final Plat application for a 0.555-acre commercial site consisting of one (1) Lot. The subject site is generally located north and east of the northeast corner of East 141st Street South and South Birch Street.
Applicant Representative: JR Donelson*

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

CARRIED.

[CC STAFF REPORT STATE FARM GLENPOOL FP - APR 1 2024](#)
[State Farm Glenpool FP Attachments CC 04012024](#)

- 5) Dawes Property Annexation - Annexation application (ANX2024-01) to annex a 42.77-acre site comprised of three (3) lots into the City of Glenpool corporate limits. The subject site is generally located on the south side of East 156th Street South approximately 1,236 feet east of the US Hwy 75 and East 156th Street intersection. Applicant – City of Glenpool
(Duy Nguyen, City Planner) 156 - 172

- A. Public Hearing on the Annexation (ANX2024-01) application and Ordinance No. 820.

- B. Discussion and possible action to approve, deny or amend the
Annexation (ANX2024-01) application and Ordinance No. 820.

Mayor Calvert opened the Public Hearing on the Annexation (ANX2024-01)
application and Ordinance No. 820. at 6:17 pm.

No comments or questions were offered by the public.

Mayor Calvert closed the public hearing at 6:19pm.

Moved by Jacqueline Triplett-Lund, seconded by Joyce Calvert

To approve the Annexation (ANX2024-01) application and Ordinance No. 820.

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

CARRIED.

[CC STAFF REPORT \(ANX2024-01\) DAWES PROPERTY - APR 1 2024](#)
[ANX2024-01 Dawes Property Attachments CC 04012024](#)

- 6) Discussion and possible action to approve, modify, or deny submission of a "Call for Projects" form to the Oklahoma Department of Transportation-Transportation Alternatives Program, for the reconstruction of sidewalks from 146th Street to the Glenpool Schools, Elwood Avenue, and the South County Recreational Center. This grant will fund the construction of two add alternates on the Sidewalk and Beautification Phase II Project JP#28845 (05). 173 - 206
(Beth Miller, Grants and Special Projects Coordinator)

Moved by Jacqueline Triplett-Lund, seconded by Chris Brobst

To approve the submission of a "Call for Projects" form to the Oklahoma Department of Transportation- Transportation Alternatives Program, for the reconstruction of sidewalks from 146th Street to the Glenpool Schools, Elwood Avenue, and the South County Recreational Center. This grant will fund the construction of two add alternates on the Sidewalk and Beautification Phase II Project JP#28845 (05).

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

CARRIED.

[STAFF REPORT- ODOT GRANT 04012024 AGENDA](#)
[ODOT GRANT DOCS CC 04012024](#)

- 7) Discussion and possible action to approve, modify or deny a CDBG grant application in the amount of \$120,143.00 in federal funds to replace storm drain inlets, and pavement reconstruction at 145th Place and Kendalwood Blvd. in the Glenn Village II Addition. There is no required local match for this grant. (Beth Miller, Grants and Special Projects Coordinator) 207 - 226

Moved by Chris Brobst, seconded by Brandon Kearns

To approve a CDBG grant application in the amount of \$120,143.00 in federal funds to replace storm drain inlets, and pavement reconstruction at 145th Place and Kendalwood Blvd. in the Glenn Village II Addition. There is no required local match for this grant.

MOTION AND ACTION TAKEN PRIOR TO CONTINUING THE APRIL 1, 2024, MEETING.

Mayor Calvert recessed the continued City Council Regular meeting at 6:22 p.m. in order to open the other Trust Authority meetings.

Mayor Calvert reconvened the previously continued City Council Regular meeting at 6:41p.m.

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

CARRIED.

STAFF REPORT CDB GRANT
CDB GRANT DOCS 04012024

- 8) Discussion and possible action to enter into Executive Session for the purposes of (A) 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; and (B) discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of David Tillotson, an individual salaried employee, in accordance with 25 O.S. § 307.B.1. (Open Meeting Act), to wit, discussion of annual evaluation provision. (David Tillotson, City Manager), (Joyce G. Calvert, Mayor)

Moved by Joyce Calvert, seconded by Chris Brobst

To enter into Executive Session for the purposes of (A) 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; and (B) discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of David Tillotson, an individual salaried employee, in accordance with 25 O.S. § 307.B.1. (Open Meeting Act), to wit, discussion of annual evaluation provision.

Council convened into Executive Session at 6:43 p.m.

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

CARRIED.

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

Moved by Jacqueline Triplett-Lund, seconded by Chris Brobst

Action to reconvene in Regular Session.

Regular Session reconvened at 8:52 p.m.

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

CARRIED.

- 10) Discussion and possible action to send one or more Council members to the ICSC Las Vegas Conference in May 2024. 227 - 229
(David Tillotson, City Manager)

Moved by Jacqueline Triplett-Lund, seconded by Chris Brobst

Not to send Council members to the ICSC Las Vegas Conference in May 2024.

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

CARRIED.

[Staff Report - ICSC Las Vegas 04012024](#)

- 11) Discussion and possible action to approve or deny A) an increase in base salary and fringe benefits; and B) a performance incentive bonus for David Tillotson, City Manager, as required in Sections 6 and 7 of the City Manager Employment Contract, as amended; and authorize the mayor to execute such documents, if any, that are required under the employment contract.
(Joyce G. Calvert, Mayor)

Moved by Brandon Kearns, seconded by Joyce Calvert

To approve a one-time performance incentive bonus for the City Manager in the amount of \$8,200.00 payable by June 15, 2024.

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

CARRIED.

L) Adjournment

At 6:04 p.m. the April 1, 2024, meeting was not adjourned but continued to April 15, 2024. (SEE RECORDED MOTION AND VOTE BELOW)

The meeting continued from April 1, 2024 was adjourned on April 15, 2024 at 8:55 p.m.

- 1) A motion to continue and reconvene this meeting to April 15, 2024, at 6 p.m. at Glenpool City Hall, City Council Chambers, 12205 S, Yukon Avenue, 3rd Floor, Glenpool, Oklahoma, at which time the Council will take up all items on the agenda.

Moved by Chris Brobst, seconded by Brandon Kearns

To continue and reconvene this meeting to April 15, 2024, at 6 p.m. at Glenpool City Hall, City Council Chambers, 12205 S, Yukon Avenue, 3rd Floor, Glenpool, Oklahoma, at which time the Council will take up all items on the agenda.

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

CARRIED.

City Manager's Report

April 1, 2024



City Of
Glenpool
Creating Opportunity

Executive Summary

Mayor and Council,

We are excited to enter the spring and summer months and are looking forward to seeing our community in full bloom again. There are a number of great things happening throughout the City that I want to bring your attention to.

To start, as part of our Strategic Planning Process, we are in the midst of conducting a survey of our residents and businesses to find out what they believe we should be focusing on over the next several years. We have had great feedback so far and will finalize this survey prior to our next Strategic Planning meeting on April 15th. It is my goal to present the results of the survey that evening.

I would like to add that because of the Council's comments at the last Strategic Planning session, we will be updating the former Move Glenpool Forward reports that were previously used to track the projects and will create a new report for public dissemination in July. This start date will give our departments time to create new forms and update the data amid our annual budgeting process. I would add that the Council and the public will be able to get an update on the financial side of these projects as part of the budget process.

Speaking of budget, the Finance Department and Executive Team are working diligently to prepare our new budgets for the 2024-2025 fiscal year. Our budget calendar calls for a draft budget to be presented to you at the May meeting with final approvals happening in June. This calendar may shift slightly as we finalize the budgets for the various department and funds within the City and it's trust authorities, but we are doing our best to hit these targets. As part of the budget process, we are working with our benefits consultants on medical insurance rates for next year. The members of the Employee Benefits Committee have been finalized and are ready to delve into the options available to the city and make a recommendation.

As you will see in the following departmental reports, there are a number of ongoing projects throughout the City. 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.

- We anticipate two new police officers starting in April.
- Budgeted sales taxes are up 1.4% this year over last fiscal year, while GUSA's budgeted revenues are down 1.2% as compared to last year at this time.
- Residential building permits are up slightly this month compared to last March.
- The Kendalwood Park North playground equipment is in and will be installed in the coming weeks. We do not have a final delivery timeline from the manufacturer on the rest of the equipment.
- Public Works Director Jesse Hale partnered with 6th graders from Glenpool Public Schools to plant trees in our public parks as part of our Arbor Day celebrations, tour City Hall and educate them on the City.
- ODOT's 141st Street Highway Project has been let for bid. We are estimating that bids should be back and awarded in June or July. Construction will likely start late summer or in the fall. We will have more information in a few months.
- The City is in the implementation and training phase on two new software systems:
 - GovInvest is a wage and benefits survey software that will allow us to track and compare our

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

positions with other governmental entities in the region. We are starting small but believe this software will allow us to be more competitive in hiring and retaining talented individuals to our team.

- We are excited about the benefits provided by the second software package that we are currently implementing. Waterworth is a utility planning software that strengthens our capital planning for the water system. Once we have implemented the software and proven its capabilities, we intend to expand it to our other utilities and processes as long-term capital planning is one of our internal continuous improvement goals.
- We have begun early-stage work with INCOG, the Tulsa Metro's regional transportation council, to update the Functional Classification Plan for Glenpool and the region. This plan sets the classification for all the roads in Glenpool and allows us to target certain roads, like Elwood, for expansion or other improvements and to solicit grant funds for these expansion or improvement projects. Neighborhood roadways are not typically eligible for classification as part of this program. Federal grant dollars may only be awarded for roads that are on this Functional Classification Plan and that meet certain conditions, so this process is extremely important for our future transportation infrastructure planning.

Finally, let me highlight a couple of upcoming Community Events that we hope everyone circles on their calendars:

- Community Development Block Grant Public Hearing: April 10th, 6pm, Glenpool Conference Center
- Glenpool Community Cleanup: April 27th, 8am – 2pm, GHS Football Stadium Parking Lot
- Glenpool Farmer's Market: Kickoff May 4th; 8am – 12pm, BlackGold Park
- Glenpool Summer Concert Series: 6:30pm, BlackGold Park
 - May 16th – Wyatt Justice
 - June 20th – Bad Decisions
 - July 18th – 1994
 - August 15th – Empire
- Citywide Garage Sale: June 8th

Human Resources

Open Positions

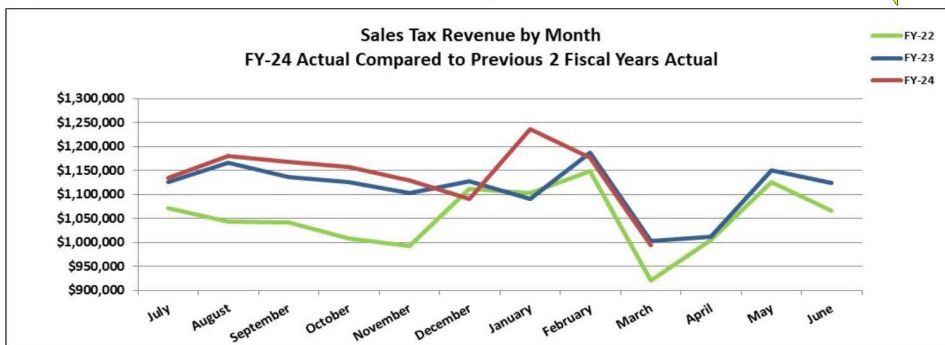
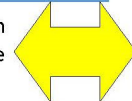
We currently have 9 open positions. These vacancies include those new positions approved in the FY2023-2024 budget.

- Public Works: 4 Positions
 - Water & Sewer Laborer (1) – Post in April
 - Streets & Parks Laborer (1) – Post in April
 - Seasonal Streets and Parks Laborers (2) – Post in April
- Police Department: 4 Positions
 - Police Officer (3) – 2 offers made and accepted, pending pension board approval. Tentative start date late April. Remaining position will be re-advertised.
 - Dispatch (1) – Offer made and accepted. Start date pending pre-employment qualifications.
- Administration: 1 Position
 - IT Director

Finance

SALES TAX

FY24 Combined Sales Tax for all funds in March totaled \$994,130, 0.0% lower than FY23 revenues for the same period. Further details on March financial results will be reported next month after the March accounting period is closed.



GENERAL FUND REVENUES

FY24 General Fund year-to-date revenues in February totaled \$11,053,927 approximately \$546,357 or 5.2% higher than FY23 revenues for the same period. The change is primarily due to a 3.6% increase in total tax revenues combined with an 8.5% increase in investment income compared to February FY23. Investment income was previously shown for all funds, but has been revised and allocated across all funds based on applicable fund balance at the close of each month.



GENERAL FUND EXPENDITURES

FY24 General Fund year-to-date expenditures in February totaled \$12,757,406, approximately \$4,657,530 higher than FY23 expenditures YTD. The increase is largely due to a one-time transfer of \$2,550,000 to the Glenpool Industrial Authority for the purchase of property. Excluding this transfer, expenditures are up 54% over prior year-to-date.

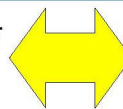


REPORT LEGEND

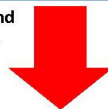
Better Than
Expected



Expected, or
Minor
Variance



Monitor and
Consider
Taking
Action



SALES TAX REVENUES—ALL FUNDS

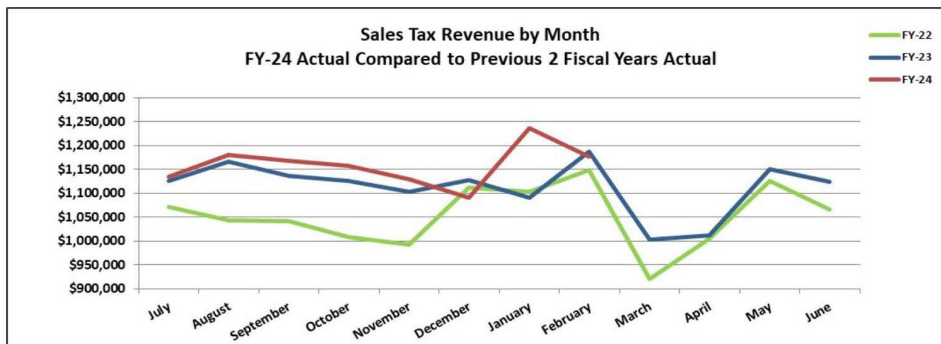


FY24 Sales Tax collections year-to-date in January were 1.4% above budget, and also 2.3% higher than FY23 collections for the same period.

MONTH	COMPARISON TO BUDGET			COMPARISON TO PRIOR YEAR			PERCENTAGE	
	REVISED BUDGET	FY2024 ACTUAL	AMT INC/(DEC)	FY2024 ACTUAL	FY2023 ACTUAL	AMT INC/(DEC)	INC(DEC) BUDGET	INC(DEC) PRIOR YR
July	\$ 1,142,094	\$ 1,134,751	\$ (7,343)	\$ 1,134,751	\$ 1,125,530	\$ 9,221	-0.6%	0.8%
August	\$ 1,148,637	1,179,694	31,057	1,179,694	1,167,026	12,667	2.7%	1.1%
September	\$ 1,132,475	1,167,426	34,951	1,167,426	1,136,626	30,800	3.1%	2.7%
October	\$ 1,110,095	1,157,352	47,257	1,157,352	1,126,462	30,891	4.3%	2.7%
November	\$ 1,089,369	1,128,880	39,511	1,128,880	1,102,424	26,457	3.6%	2.4%
December	\$ 1,164,263	1,091,433	(72,830)	1,091,433	1,128,358	(36,925)	-6.3%	-3.3%
January	\$ 1,140,534	1,236,268	95,734	1,236,268	1,090,804	145,464	8.4%	13.3%
February	\$ 1,214,932	1,177,808	(37,125)	1,177,808	1,187,747	(9,939)	-3.1%	-0.8%
March	\$ 999,718			-	1,002,690			
April	\$ 1,049,085			-	1,012,534			
May	\$ 1,183,624			-	1,151,247			
June	\$ 1,138,469			-	1,123,707			
TOTAL	\$ 13,513,295	\$ 9,273,612	\$ 131,213	\$ 9,273,612	\$ 13,355,155	\$ 208,635	1.9%	3.1%

Y-T-D Budget \$ 9,142,399
Y-T-D Actual 9,273,612
Y-T-D Variance 131,213
Y-T-D % Var 1.4%

Prior Year \$ 9,064,977
Y-T-D Actual 9,273,612
Y-T-D Variance 208,635
Y-T-D % Var 2.3%

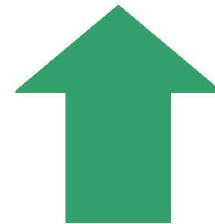
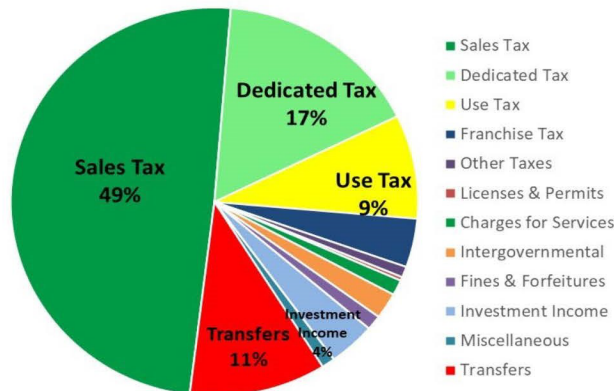


GENERAL FUND REVENUES

	YTD FY24 Budget	YTD FY24 Actual	Budget Over/(Under)	YTD FY23 Actual
Sales Tax	\$ 5,377,789	\$ 5,454,739	\$ 76,950	\$ 5,332,019
Dedicated Tax	1,792,596	\$ 1,818,555	25,959	\$ 1,777,642
Use Tax	841,123	\$ 955,064	113,941	835,934
Franchise Tax	400,000	\$ 447,125	47,125	444,588
Other Taxes	85,667	\$ 99,610	13,943	81,209
Licenses & Permits	44,867	\$ 33,982	(10,885)	37,795
Charges for Services	228,930	\$ 140,916	(88,014)	216,264
Intergovernmental	231,761	\$ 238,652	6,892	198,688
Fines & Forfeitures	140,667	\$ 134,513	(6,153)	125,203
Investment Income	66,667	\$ 413,530	346,863	311,309
Miscellaneous	40,254	\$ 117,240	76,986	88,519
Transfers	1,200,000	1,200,000	-	1,058,400
Totals	\$ 10,450,319	\$ 11,053,927	\$ 603,608	\$ 10,507,570

Over (Under) Budget year to date: **5.8%**

Increase (Decrease) over prior year: **5.2%**



GENERAL FUND EXPENDTURES BY DEPARTMENT

DEPARTMENT	YTD FY24 Budget	YTD FY24 Actual	Budget Under/(Over)	YTD FY23 Actual
General Government	\$ 1,031,582	\$ 968,223	\$ 63,359	\$ 851,317
Animal Control	111,068	102,511	8,557	92,597
Police Dept.	1,867,045	1,668,207	198,838	1,164,404
Dispatch	412,613	382,070	30,543	381,086
Fire Dept.	2,037,041	1,564,212	472,829	1,369,060
Emergency Mgt.	52,996	50,811	2,185	1,258
Community Dev.	614,905	507,863	107,042	449,797
Administration	529,025	396,549	132,477	363,098
Engineering	142,867	11,189	131,677	-
Streets & Parks	1,228,913	1,382,355	(153,442)	449,618
Transfers	5,768,221	5,723,418	44,803	2,977,642
Totals	\$ 13,796,275	\$ 12,757,406	\$ 1,038,868	\$ 8,099,877

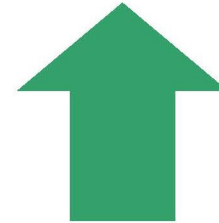
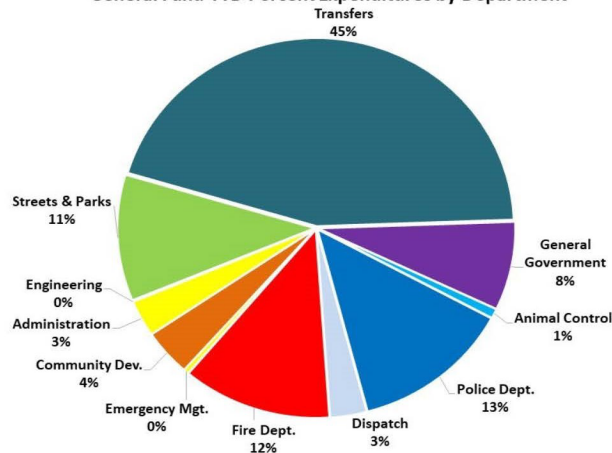
Under (Over) Budget year to date:

7.5%

Increase over prior year:

57.5%

General Fund YTD Percent Expenditures by Department



GLENPOOL UTILITY SERVICES AUTHORITY REVENUES YEAR-TO-DATE

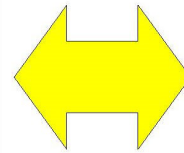
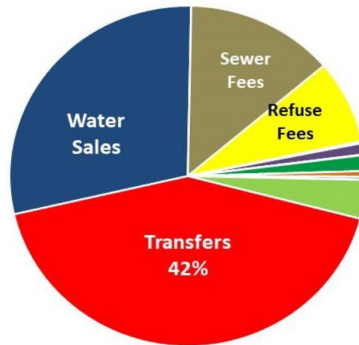
	YTD FY24 Budget	YTD FY24 Actual	Budget Over/(Under)	YTD FY23 Actual
Water Sales	\$ 2,266,667	\$ 2,060,903	\$ (205,764)	\$ 2,078,039
Sewer Fees	1,066,667	960,554	(106,112)	963,346
Refuse Fees	616,667	563,944	(52,723)	552,518
Solid Waste Mgt Fee	14,667	13,396	(1,271)	13,197
Storm Water Mgt Fee	84,000	76,768	(7,232)	75,661
Water/Wastewater Fee	1,933	4,125	2,192	1,424
Misc Fees	95,000	107,629	12,629	103,074
Taps	36,667	37,000	333	30,500
CCRWD 2	21,000	22,334	1,334	18,388
Investment Income	70,000	262,128	192,128	73,026
Transfers	2,938,274	3,018,555	80,281	2,977,642
Totals	\$ 7,211,541	\$ 7,127,336	\$ (84,205)	\$ 6,886,814

Over (Under) Budget year to date: -1.2%

Increase over prior year: 3.5%

GUSA YTD Revenues by Type

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



GLENPOOL UTILITY SERVICES AUTHORITY EXPENSES YEAR-TO-DATE

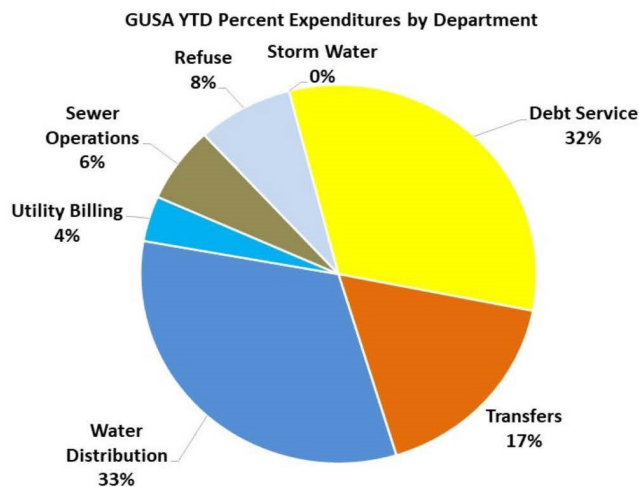
DEPARTMENT	YTD FY24 Budget	YTD FY24 Actual	Budget (Over)/Under	YTD FY23 Actual
Water Distribution	\$ 2,316,897	\$ 2,273,708	\$ 43,189	\$ 1,809,093
Utility Billing	259,111	270,996	(11,885)	231,786
Sewer Operations	631,827	451,599	180,229	-
Refuse	517,333	547,591	(30,258)	458,134
Storm Water	374,667	-	374,667	-
Debt Service	1,956,575	2,245,772	(289,197)	1,971,567
Transfers	1,200,000	1,200,000	-	1,200,000
Totals	\$ 7,256,410	\$ 6,989,666	\$ 266,744	\$ 5,670,580

Under (Over) Budget year to date:

3.7%

Increase over prior year:

23.3%



FUND DASHBOARD			
FUND	REVENUES	EXPENDITURES	CHANGE IN FUND BALANCE
GENERAL FUND	\$11,053,928	\$12,757,406	<\$1,703,478>
GLENPOOL UTILITY SERVICES AUTHORITY FUND	\$7,127,336	\$6,989,666	\$137,670
GLENPOOL INDUSTRIAL AUTHORITY FUND	\$3,251,299	\$3,301,435	<\$50,136>
STREETS & INFRASTRUCTURE FUND	\$663,730	\$51,012	\$612,718
PUBLIC SAFETY CAPITAL FUND	\$891,144	\$768,064	\$123,080
PUBLIC SAFETY PERSONNEL FUND	\$1,163,562	\$999,224	\$164,338
CAPITAL FUND	-	-	-
ARPA FUND	\$873,790	\$1,146,502	<\$272,712>
PARKS AND RECREATION FUND	\$21,083	\$438	\$20,645
HOTEL FUND	\$179,951	\$153,999	\$25,952

Development Services

Listed below are current development related activities within the City of Glenpool **through the month of March 2024**. 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. **Wade's RV Service Center** - Commercial RV Sales, Service and Storage project located at 16059 S Us Hwy 75. Estimated completion late March 2024.
2. **C & C Office Complex** – A Site Plan review of a proposed 2,672 sf office building located 459 E 151st S. The existing single-family residence will be converted into an office building.

Commercial/Industrial Occupancy Permits Issued in **March**:

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 including a restaurant and retail space.

Residential Projects Under Construction:

	Subdivision Name	Lots Approved	Under Construction	Completed	Lots Available
1	Glen Hills I (Phase 1-6)	84	0	82	2
2	Glen Hills II (Phase 7-11)	78	19	40	19
3	Scissortail	88	3	42	43
4	Redbud Glen	74	12	16	46

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5	Twin Ponds	25	1	1	23
	Totals	349	35	181	133

Planning Applications Under Review:

A. Annexation(s):

1. **Dawes Property Annexation** - An Annexation (ANX2024-01) application to annex a 42.74-acre into the City of Glenpool corporate limits.

B. Comprehensive Plan Amendment(s):

1. **Scissortail II** - A proposed Comprehensive Plan Amendment (CPA-01-2024) to change the Land Use Designation of a 40.2-acre site from Suburban Residential to General Residential

C. Zone Amendment(s):

1. **Scissortail II** - A proposed Zone Amendment to change the zoning of a 40.2-acre site from AG (Agricultural) to RS-3 (Single Family High Density).

D. Planned Unit Development (PUD):

1. **S75 Business Park (PUD 42B)** - A proposed major amendment to the PUD 42B regulations to allow a campground within the PUD 42B boundaries.

E. Subdivision Plat(s):

1. **State Farm Office Marvin Manns** - A plat map for a proposed office building located at 201 E 141st St.

F. Lot Split Application(s): **No New Applications**

G. Site Plan Applications:

1. **State Farm Office - Marvin Manns** - A Site Plan review of a proposed office building located at 201 E 141st St.

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

I. 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

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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 – April 8, 2024

No items

Items Scheduled for Planning Commission Meeting – April 8, 2024

1. **Scissortail II** - A proposed Comprehensive Plan Amendment (CPA-01-2024) to change the Land Use Designation of a 40.2-acre site from Suburban Residential to General Residential and a proposed Zone Amendment to change the zoning of the 40.2-acre site from AG (Agricultural) to RS-3 (Single Family High Density).

Current Residential and Commercial Building Permit Statistics

New Residential Permits Issued March 2024	1
New Commercial Permits Issued March 2024	0
Current Active Residential Permits	38
Current Active Commercial Permits	2
Residential Permits thru March 2023	8
Residential Permits thru March 2024	15
Commercial Permits thru March 2023	0
Commercial Permits thru March 2024	0
Assessment Letters Issued in March 2024	0
Total Assessment Letters Issued in 2024	3

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Code Enforcement Activity for March 2024

ACTIVITY DESCRIPTION:	Totals			
Complaints received and investigated Year to Date	194			
Open public nuisance cases through March 2024	50			
CODE ENFORCEMENT CASES	Dec	Jan 2024	Feb 2024	March 2024
	62	58	74	62
High grass:	-0-	-0-	-0-	-0-
Fire damaged structures:	-0-	-0-	-0-	-0-
Illegally parked vehicles:	3	4	6	4
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:	49	44	44	44
Damage to public facilities citations:	-0-	-0-	-0-	-0-
Excessive trash & debris notices:	4	4	4	6
Dilapidated structures/property notices:	-0-	1	1	-0-
Trash can/receptacle placement notices:	-0-	-0-	-0-	-0-
Building demolition & removal:	-0-	-0-	-0-	-0-
Inoperable/abandoned vehicles:	4	3	3	3
Visual impairments caused by trees, shrubs, vehicles, basketball goals, etc. interfering with traffic flow:	1	1	1	2
Stagnant water causing mosquito issues:	-0-	-0-	-0-	1
Pest issue:	-0-	-0-	-0-	-0-
Dilapidated fencing:	-0-	1	1	2
Noxious odor:	-0-	-0-	-0-	-0-

Public Works

The following details of all work completed between February 24 – March 22, 2024

Streets

- Crack sealed - NA
- Filled potholes
 - 148th & Birch
- Fixed downed streets signs
 - 141 & Warrior
- Cleaned storm drains
 - Curb & Gutter in Kendalwood South (4 days)
 - Curb & Gutter in Kendalwood North (2 days)
 - various areas
- Picked up trash around town.
- Weeded - NA
- Trimmed trees
 - 144th & Broadway
 - 137th & Elwood – 2 trees removed
 - Crepe & Myrtles along 141st
- Cleaned all four Welcome to Glenpool sign areas and seeded with wildflowers
- West Welcome to Glenpool sign received a new solar light
- Cleaned up south fence at 156th water tower
- Serviced Hotbox
- Changed blades on mowers

Parks

- Black Gold
 - Cut back all crepe myrtles
 - Fill ruts in open field from Black Gold Days festival
 - Put wood chips under swing set and monkey bars.
- Kendalwood North -
 - Playground is on order
 - Dirt was moved about to smooth the layout in preparation for the playset
- Kendalwood South
 - Playset installation is COMPLETE
 - Concrete slab placed under shade
 - Dirt was moved about to smooth out the ruts from playset construction.
- Lambert
- Morris
 - Planted saplings in bags and spread mulch
 - Glenpool Youth Baseball has received sponsorships to replace dugout roofs. 2 dugouts, both on field 3, have been replaced so far.
- Rolling Meadows

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- Put wood chips under playset.
- South County Soccer
 - Building was opened for the season
- Picked up trash and emptied trash cans daily at all city parks.
- Initiated a tree inventory utilizing GIS to capture data of all trees in the city parks.

Facilities Maintenance

- Prepped Morris bathrooms for season. Various repairs. Opened and Ready.
- Repaired 120VAC light on North Welcome to Glenpool sign
- Assembled furniture for Finance Director
- Prepped South County building for season. Various repairs. Opened and Ready
- Prepped Black Gold building for season. Large water leak repaired. Open and Ready
- Rearranged Black Gold storage closet.
- Moved light at Public Works to accommodate for new tool lockup.
- Added truck decal for newer Public Work trucks.
- Outstanding Projects:
 - The north waterfall pump at city hall is out of service. Replacement pump is pending.
 - An RFQ for AC Maintenance program throughout the city has been issued. Three responses have been received.

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.
- Blower status:
 - Blower 1: non-operational... needs motor & blower
 - Blower 2: functional
 - Blower 3: functional
 - Blower 4: non-operational... needs blower
 - Blower for #4 has been ordered
 - #1 will be left non-operational for the time being.
- Maintained WWTF SOP to maintain 2 blowers running for 24 hours after a low (<4.0 mg/L) Dissolved Oxygen sample at the river effluent.
- To aid in odor reduction at the plant, Hydrogen Peroxide was introduced beginning on March 11. Adjustments to the rate have been made to try to optimize usage of the chemical.
- Began taking extra Dissolved Oxygen readings at the influent and effluent of the lagoon.
- Acreage south of the WWTF has been cleared in preparation for the new WWTF
- Trimmed/Removed trees on east side of property to ease future mowing and weeding.

Lift Stations:

- Prepping for season of mowing, weeding, and spraying
- Inspected all lift stations
 - Cleaned floats
- Working with vendors to get quotes to redo Rolling Meadows lift station

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- Reset iTrackers and move mounts on some units to the top of lid.
- Vacuum out Shell, Twin Mounds, Scissortail, and Newman lift stations,
- Added bubbler system to Newman Lift station to increase biologic activity

Distribution:

- 302 Utility locates
- 130 service orders completed for the utility office
- 17 turn offs for non-payment – Feb 27
- 14 lock outs for non-payment – Feb 29
- Performed monthly meter reads and with 14 bad registers
- 5 leaks repaired (0 major, 5 minor, 1 minor repairs pending)
- 1 meters set (0 residential, 1 commercial)
- 25 pending meter sets (23 residential, 2 commercial)
- Monthly water samples taken and passed
- Mowed, weeded, and sprayed (where needed) at water towers and booster stations
- Cleaned and serviced vehicles and equipment
- Jetrodded 4 possible sewer backup(s) (1 on city side, 3 on customer side)
- Diagnosed 10 hydrants, put 10 back in service and ordered parts for all others.
- Repaired 2 Sewer Manholes
- Booster Pump station on US75 at 131st has had it's pin hole leak temporarily repaired. The station is now mostly isolated from distribution. Awaiting further instruction from city engineer on path forward.
- 120Water has begun collecting data for our lead service line inventory

Community:

Picked up astro turf purchased by volunteers from Keifer and delivered to the animal shelter.

Placed barricades at 1122 in preparation for council meeting.

Kendalwood South Playset and shade are installed. Picnic benches under the shade are pending.



Roughly 170 saplings were placed in bags to be grown at Morris Park for future use in the city.



Crew cleaning flower beds and placing new solar light at west Welcome to Glenpool sign.



Crew spreading engineered wood at Black Gold Park



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Long view of brush and trees being cleared and then burned at the Waste Water Treatment Facility in preparation for the new WWTF



Tote of Hydrogen Peroxide after being setup to be pumped into the WWTF influent pump station



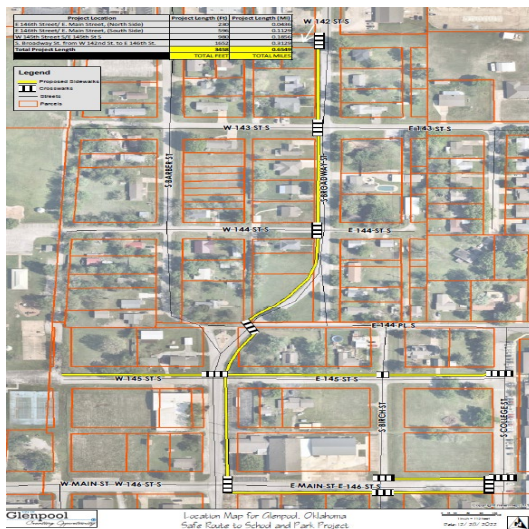
Engineering

Introduction

This report summarizes the activities of the engineering department and infrastructure projects in the City of Glenpool for March.

Glenpool Safe Route To School Project JP#3810404

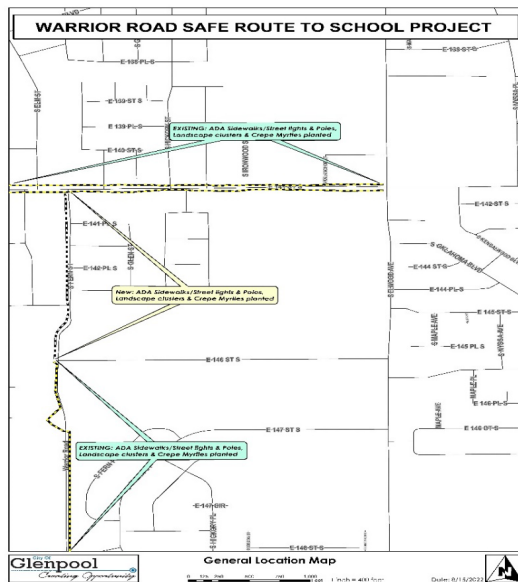
The project establishes an ADA-compliant sidewalk network linking Glenpool Public School to Black Gold Park. Glenpool City has contracted with ODOT under the TAP3-8104 DOT Agreement to finance it. Consultant selection is in progress, with the RFQ sent out on August 30, 2023. Following interviews with two respondents, Kimley-Horn was chosen as the design consultant. Currently, ODOT is coordinating scope and fees with the consultant. The total project cost is \$1,202,760.00, with a matching fund of \$240,552.00. *(No updates have been reported since the November Engineering Departmental Report.)*



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

The City has received the Urban Funding Agreement from Oklahoma Department of Transportation. City Staff sent out a request for qualification for this project on December 13, 2023. Staff received 3 statements of qualification for this project in response to the Request for Qualification. The consultant selection is evaluated

based on qualification. Selection committee has concluded its evaluations. ODOT is coordinating the contracts with the selected Firm.



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

The project final plans, specifications and estimates have been received. The engineering department is currently coordinating the final review process. Staff would be collaborating with the consultant and ODOT on the next phases of this project.

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

The initial project estimate was \$688,500. The awarded transportation enhancement program grant being 80% of the estimate is \$550,800, with a city match of \$137,700.

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The awarded grant would be insufficient to cover the base bid of this project. There is a need for additional funding to fund this project. City Staff is considering additional grant options including the Transportation Alternatives Program (TAP).

SH67/151st Corridor Study

This is a progress update on the SH 67/151st St Corridor Study. The City of Glenpool in conjunction with Kimley-Horn, Oklahoma Department of Transportation, INCOG and the City of Bixby, held its 3rd Public Meeting on the SH 67/151st corridor on September 5th, 2023. City Staff has received the Draft State Highway 67 Corridor Study for final comments and review. Staff are reviewing the final draft and will provide comments to the consultant as needed.

US 75/141st

The project duration is estimated at 315 days. The project cost is estimated to be approximately \$27.5 Million. Construction is estimated to begin Summer 2024. *(This project is on-going, no updates since the November Engineering Departmental Report).*

Rolling Meadows Stormwater

This project aims to address surface water runoff issues affecting residents of Rolling Meadows near the Taylor's Pond Subdivision. It entails adding stormwater collection infrastructure in the utility easement between the two subdivisions, incorporating storm inlets to gather water flowing from west to east. The Request for Qualifications (RFQ) was issued on February 1, 2024, and was available on the City of Glenpool website. Responses were due by February 26, 2024, with three submissions received. City Staff will evaluate these responses and schedule interviews for further assessment.

Community Development Block Grant

The City of Glenpool is eligible to apply for the Community Development Block Grant (CDBG) this FY2024. The proposed allocated amount is \$120,143.00. The CDBG program is to provide decent housing and suitable living environment, particularly for persons of Low and Moderate Incomes (LMI). City Staff have evaluated projects within the LMI areas in Glenpool and is proposing a Street and Stormwater Improvement Project in Glen Village Addition II. This project involves repairing a sink hole, stormwater improvements and street repair.

Conference Center

Throughout the month of March, the Conference Center hosted 21 events. These events included baby showers, meetings, trainings, weddings, and banquets which highlight the versatility of our facility. A few events to highlight:

- Epic Charter Schools hosted a Read Across America Event. Read Across America is an annual event in the United States that celebrates reading and literacy. The purpose of Read Across America and the reason Epic hosted the event is to promote reading among children and encourage them to develop a love for books, aiming to inspire children to become lifelong readers.
- Bixby Congregation of Jehovah's Witness with their Lord's Evening Meal with 500 guests in attendance. This event is once a year and is a very important part of their religion.
- The Oklahoma and Community NE District Meeting. Oklahoma Home and Community Education is an organization committed to education about family and consumer issues, community service, and bringing friends together. OHCE members are adults of all ages and genders who are interested in continuing their education in family life skills. This specific meeting is held four times a year in different parts of the state, and they chose the conference center for the NE Meeting. It is the largest meeting they hold with over 400 attendees and utilizing the entire first floor to host large general sessions and our meeting room for breakouts.

In summary, March was a month filled with a diverse range of events, each showcasing our venue's ability to cater to various needs and occasions.



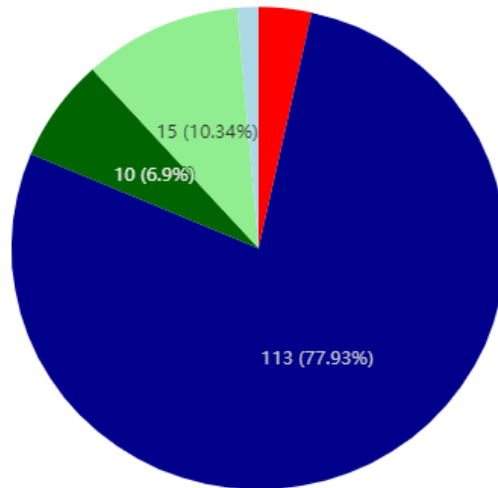
Fire Department

Glenpool Fire Department Operations March 2024

3/1/24-3/21/24

Run Type	# of Calls	Totals Calls
EMS Runs	113	145
Fire Runs	5	
Overlapping	43	

Total (145)



Incident Type Series

5	1 - Fire
113	3 - Rescue & Emergency Medical Service Incident
10	5 - Service Call
15	6 - Good Intent Call
2	7 - False Alarm & False Call
145	

Economic Development

March:

- ***Business, Retention, & Expansion (BR&E)***
 - Visits & Outreach: Economic Development Director has been reaching out to local businesses and manufacturers regarding BR&E visits for 2024.
 - In March, over 25 visits/conversations with local businesses occurred.
 - Oklahoma Innovation Expansion Program (OIEP): The Department of Commerce has continued the OIEP program for 2024 and needs to award businesses in the state of Oklahoma a total of \$15 million. During the month of March, the Director of Economic Development visited with 17 businesses who would be eligible for this benefit. Follow up conversations are occurring as well as visiting the last several businesses who will be eligible. Applications open on April 1 and close on April 12th.
 - For 2023, there were 3 local businesses that were awarded through this program, which was the most for the City of Glenpool since the program was implemented.
- ***New Business/Sites***
 - Oklahoma Department of Commerce (ODOC) SITES (Supporting Industrial Transformation and Economic Success) Program: ODOC has ramped up their site selection process and have provided local Economic Development Organizations with the ability to submit sites to be analyzed by professional site selectors through InSite Consulting.
 - On March 21, The Director of Economic Development submitted two sites (each community has a limit of 2). Next steps for the process are in the works. Staff is hopeful that this information will be integral in understanding what work needs to be done to be competitive in attracting new businesses. New business growth will create new jobs in Glenpool.
 - Business Inquiries: Economic Development has had continued conversations with several potential businesses regarding relocating aspects of their operation to Glenpool.
 - Exploratory discussions have centered around sites, existing buildings, current/future infrastructure needs, and job creation.
- ***Grants:***
 - Beth Miller (Grants – Special Projects Coordinator) worked with staff and Council to submit applications for various grants.
 - AARP grant submitted March 6th to repair/replace ADA handicap accessible ramps at the Senior Center at Black Gold Park.
 - Bids are being posted March 25th for the \$134,000 Lighting Retrofit Grant to upgrade lighting and reduce electricity bill at City Hall.
 - 4 grants actively working on with the goal to get them approved through City Council after research and need is finalized.

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- *Special Projects:*
 - Farmers Market Ramp-Up.
 - Coordinator of Grants/Special Projects attended the Oklahoma Local Ag Summit Annual Conference on March 1. Free resources were shared that will benefit the Glenpool Farmer's Market.
 - 25 vendor applications accepted.
 - Miscellaneous Projects: Concert Series
 - Next Scheduled Events Committee Meeting for April 3rd.
 - Bands have been selected for the concert series along with the 4th of July Red, White & Boom Bash.
 - Agreed to move Concert Series to Black Gold Park instead of City Hall

Police Department

STAFFING

The Police Department has extended job offers to two individuals. Once both have completed their pension physical process they will begin their employment. Their estimated start date will be April 22. This will leave the department with one opening, and we will be posting applications soon.

The communications division extended a job offer to an individual who currently lives out of state. She will be moving here the first week of April and will begin her employment shortly after. Once she starts the communications division will be fully staffed.

TRAINING

Corporal Mitchell and Weygand completed collision reconstruction training this month. This certification is not easy to complete. They have gone through six weeks of training that will assist the department in moving forward without goals.

Every officer completed a six hour update on Law Enforcement Drivers Training (LEDT) in a partnership with the Jenks Police Department. The training was conducted at the Hallett Driving Track and is vital to keeping officers safe.

PROJECTS

Construction has started on the police department's second floor remodel. We anticipate the project being completed within the next month.

HIGHLIGHTS

The Department held its Annual Awards Banquet. I appreciate everyone who was able to attend.

Officer of the Year- Bryan Patino

Supervisor of the Year- Lt. Robert Glasby

Civilian Employee of the Year- Jasmine Cervantes

The department presented twenty-three awards for exceptional service during 2023.



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**





To: Mayor and Council

From: David Tillotson, City Manager

Date: March 27, 2024

Re: Quarterly Expense Report

Attached are my expenses on the City Purchasing Card for the second quarter of Fiscal Year 2023-2024 per my contract.

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

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

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

City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Lesli Smith

www.glenpoolonline.com

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

P U R C H A S E O R D E R

CITY OF GLENPOOL, OK

Email invoices: AP@cityofglenpool.com

Subject line must include PO and Vendor name or emails will be rejected

PURCHASE ORDER # 24-17617

11/06/2023

ISSUED TO: VEND #: 01-000913

SHIP TO:

JPMORGAN CHASE BANK NA
PO BOX 4475
CAROL STREAM, IL 60197-447

ADMINISTRATION
12205 S YUKON AVE
3RD FLOOR
GLENPOOL, OK 74033

I HEREBY APPROVE THE ISSUANCE OF THIS PURCHASE ORDER.

I HEREBY CERTIFY THAT THE AMOUNT OF THIS ENCUMBRANCE HAS BEEN
ENTERED AGAINST THE DESIGNATED APPROPRIATION ACCOUNTS AND THAT
THIS ENCUMBRANCE IS WITHIN THE AUTHORIZED AVAILABLE BALANCE OF
SAID APPROPRIATION.

11/06/2023

11/06/2023

PURCHASING OFFICER

DATE

ENCUMBERING OFFICER

DATE

UNITS	DESCRIPTION	INV PART NUMBER	REQUEST	G/L ACCOUNT	PROJ	PRICE	AMOUNT
0.00	APPLE iCloud STORAGE		00033950	01 -6-11-6235		0.00	0.99 *
0.00	DAVID & SUSAN LUNCH-SAME PAGE		00033950	01 -6-11-6262		0.00	39.62 *
0.00	DAVID, SUSAN & JOE LUNCH MTG		00033950	01 -6-11-6262		0.00	56.23 *
0.00	ICMA CONFERENCE		00033950	01 -6-11-6262		0.00	865.00 *
0.00	ICMA CONFERENCE DINNER		00033950	01 -6-11-6262		0.00	21.73 *
0.00	ICMA CONFERENCE DINNER		00033950	01 -6-11-6262		0.00	48.02 *
0.00	ICMA CONFERENCE LUNCH		00033950	01 -6-11-6262		0.00	14.75 *
0.00	ICMA CONFERENCE LUNCH		00033950	01 -6-11-6262		0.00	16.93 *
0.00	ICMA CONFERENCE PARKING		00033950	01 -6-11-6262		0.00	255.82 *
0.00	IONOS WEB HOSTING INC 2509		00033950	01 -6-11-6235		0.00	35.89 *
0.00	IONOS WEB HOSTING INV 7967		00033950	01 -6-11-6235		0.00	35.89 *
0.00	LUNCH WITH CHRIS BROBST		00033950	01 -6-11-6289		0.00	39.85 *
0.00	LUNCH WITH CURTIS LAYTON		00033950	01 -6-01-6202		0.00	40.77 *
0.00	LUNCH WITH MAYOR, GUSA LAND		00033950	01 -6-11-6289		0.00	12.70 *
0.00	LUNCH WITH TIM FOX		00033950	01 -6-11-6289		0.00	40.24 *
0.00	QML CONF DINNER X 4		00033950	01 -6-11-6262		0.00	118.08 *
0.00	QML CONF DINNER X 6		00033950	01 -6-11-6262		0.00	133.37 *

** CONTINUED **

62 O.S. SECTION 310.9 AND 74 O.S. SECTION 3109, PROVIDES THAT THE VENDOR'S SUBMISSION OF AN INVOICE OR ACCEPTANCE OF PAYMENT PURSUANT TO THIS PURCHASE CONSTITUTES A STATEMENT BY THE VENDOR THAT THE INVOICE OR CLAIM IS TRUE AND CORRECT. THE WORK, SERVICES OR MATERIALS AS SHOWN BY THE INVOICE OR CLAIM HAVE BEEN COMPLETED OR SUPPLIED IN ACCORDANCE WITH THE PLANS, SPECIFICATIONS, ORDERS OR REQUESTS FURNISHED THE VENDOR, AND THE VENDOR HAS MADE NO PAYMENT, DIRECTLY OR INDIRECTLY, TO ANY ELECTED OFFICIAL, OFFICER OR EMPLOYEE OF THIS STATE OR ANY COUNTY OR POLITICAL SUBDIVISION OF THE STATE OF MONEY OR ANY OTHER THING OF VALUE TO OBTAIN PAYMENT. ANY VENDOR WHO SUBMITS AND INVOICE OR ACCEPTS PAYMENT PURSUANT TO THIS PURCHASE ORDER SHALL BE DEEMED TO ADOPT AND AFFIRM THE STATEMENT CONTAINED IN THIS PURCHASE ORDER UNLESS THE VENDOR STATES ON THE INVOICE THAT THE STATEMENT IS INCORRECT IN WHOLE OR IN PART; AND THE CITY OF GLENPOOL OR ITS RELATED ENTITIES AS THEIR INTEREST MAY APPEAR, MAY RECOVER FROM THE VENDOR THE FULL AMOUNT PAID PURSUANT TO THE PURCHASE ORDER IF THE STATEMENT ADOPTED AND AFFIRMED BY THE VENDOR IS FALSE.

THE VENDOR SHALL FURNISH ITEMIZED INVOICE WHICH STATES THE VENDOR'S NAME AND ADDRESS. A CLEAR DESCRIPTION OF EACH ITEM PURCHASED IT'S PRICE, THE NUMBER OR VOLUME OF EACH ITEM, ITS TOTAL PRICE, THE TOTAL OF THE PURCHASE, AND DATE OF THE PURCHASE.

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

P U R C H A S E O R D E R

CITY OF GLENPOOL, OK

Email invoices: AP@cityofglenpool.com

Subject line must include PO and Vendor name or emails will be rejected

PURCHASE ORDER # 24-17617

11/06/2023

ISSUED TO: VEND #: 01-000913

SHIP TO:

JPMORGAN CHASE BANK NA
PO BOX 4475
CAROL STREAM, IL 60197-447

ADMINISTRATION
12205 S YUKON AVE
3RD FLOOR
GLENPOOL, OK 74033

I HEREBY APPROVE THE ISSUANCE OF THIS PURCHASE ORDER.

I HEREBY CERTIFY THAT THE AMOUNT OF THIS ENCUMBRANCE HAS BEEN
ENTERED AGAINST THE DESIGNATED APPROPRIATION ACCOUNTS AND THAT
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SAID APPROPRIATION.

11/06/2023

11/06/2023

PURCHASING OFFICER

DATE

ENCUMBERING OFFICER

DATE

UNITS	DESCRIPTION	INV PART NUMBER	REQUEST	G/L ACCOUNT	PROJ	PRICE	AMOUNT
0.00	OML CONF HOTEL - D. PENGELLY		00033950	01 -6-11-6262		0.00	373.20 *
0.00	OML CONF HOTEL - D. TILLOTSON		00033950	01 -6-11-6262		0.00	477.48 *
0.00	OML CONF HOTEL - S. WHITE		00033950	01 -6-11-6262		0.00	373.20 *
0.00	OML CONFERENCE BREAKFAST		00033950	01 -6-11-6262		0.00	5.61 *
0.00	OML CONFERENCE FUEL		00033950	01 -6-11-6262		0.00	71.00 *
0.00	PARK MOBILE 9-13		00033950	01 -6-11-6262		0.00	2.00 *
0.00	PARK MOBILE 9-27		00033950	01 -6-11-6262		0.00	2.00 *
	D TILLOTSON JP MORGAN SEPT						

** TOTAL ** 3,080.37

*** APPROVAL FOR PURCHASE ***

I HEREBY CERTIFY THAT THE MERCHANDISE AND/OR SERVICES DESCRIBED ABOVE HAVE BEEN SATISFACTORILY RECEIVED AND THAT THIS PURCHASE
ORDER IS NOW A TRUE AND JUST DEBT OF THIS CITY. THIS PURCHASE ORDER IS APPROVED FOR PAYMENT IN THE AMOUNT INDICATED ABOVE.

OFFICER OR DEPARTMENT HEAD IN CHARGE

DATE

52 O.S. SECTION 310.9 AND 74 O.S. SECTION 3109, PROVIDES THAT THE VENDOR'S SUBMISSION OF AN INVOICE OR ACCEPTANCE OF PAYMENT PURSUANT TO THIS PURCHASE CONSTITUTES
A STATEMENT BY THE VENDOR THAT THE INVOICE OR CLAIM IS TRUE AND CORRECT. THE WORK, SERVICES OR MATERIALS AS SHOWN BY THE INVOICE OR CLAIM HAVE BEEN COMPLETED OR
SUPPLIED IN ACCORDANCE WITH THE PLANS, SPECIFICATIONS, ORDERS OR REQUESTS FURNISHED THE VENDOR, AND THE VENDOR HAS MADE NO PAYMENT, DIRECTLY OR INDIRECTLY, TO
ANY ELECTED OFFICIAL, OFFICER OR EMPLOYEE OF THIS STATE OR ANY COUNTY OR POLITICAL SUBDIVISION OF THE STATE OF MONEY OR ANY OTHER THING OF VALUE TO OBTAIN PAYMENT.
ANY VENDOR WHO SUBMITS AND INVOICE OR ACCEPTS PAYMENT PURSUANT TO THIS PURCHASE ORDER SHALL BE DEEMED TO ADOPT AND AFFIRM THE STATEMENT CONTAINED IN THIS
PURCHASE ORDER UNLESS THE VENDOR STATES ON THE INVOICE THAT THE STATEMENT IS INCORRECT IN WHOLE OR IN PART; AND THE CITY OF GLENPOOL OR ITS RELATED ENTITIES AS
THEIR INTEREST MAY APPEAR, MAY RECOVER FROM THE VENDOR THE FULL AMOUNT PAID PURSUANT TO THE PURCHASE ORDER IF THE STATEMENT ADOPTED AND AFFIRMED BY THE
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VOLUME OF EACH ITEM, ITS TOTAL PRICE, THE TOTAL OF THE PURCHASE, AND DATE OF THE PURCHASE.

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

J.P.Morgan

JPMORGAN CHASE BANK NA
P.O. BOX 15918
MAIL SUITE DE1-1404
WILMINGTON DE 19850

MEMO STATEMENT

THIS IS NOT A BILL

ACCOUNT NUMBER 5405-0169-0573-0756

STATEMENT DATE 10-04-23

NET CHARGES \$3,080.37

DAVID TILLOTSON
OTC EXEMPT 670630
12205 S YUKON AVE
GLENPOOL OK 74033-6635

**T0000235

FOR RECONCILIATION PURPOSES ONLY. DO NOT SEND PAYMENT.

NAME: DAVID TILLOTSON

CYCLE LIMIT: \$15,000

ACCOUNTING CODE:

CARDHOLDER ACTIVITY

Purchasing Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-07	09-06	75418233249182154875084	IONOS INC. CHESTERBROOK PA	35.89
09-28	09-26	55429503270894287120504	ICMA ONLINE 2022894262 DC P.O.S.: 28712050 SALES TAX: 78.40	865.00
10-02	09-29	75418233272183819245630	IONOS INC. CHESTERBROOK PA	35.89
Total Purchasing Activity				936.78

Travel Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-07	09-05	85177483249001180831385	MI TIERRA COCINA MEXIC GLENPOOL OK P.O.S.: 1 SALES TAX: 0.00	39.85
09-11	09-08	05227023252500286197118	SANTA FE CATTLE COMPAN SAPULPA OK	40.77

FOR CUSTOMER SERVICE CALL:
1-800-316-6056

FOR LOST/STOLEN CARDS CALL:
1-800-316-6056

FOR TTY/TDD SERVICE CALL:
1-800-955-8060

ACCOUNT NUMBER
XXXX-XX69-0573-0756

STATEMENT DATE:
10/04/23

ACCOUNT SUMMARY

PURCHASES & OTHER CHARGES	3,080.37
CASH ADVANCES	.00
CREDITS	.00
CASH ADVANCE FEE	.00
NET CHARGES	\$3,080.37
DISPUTE AMOUNT	.00

SEND BILLING INQUIRIES TO:
JPMORGAN CHASE BANK NA
COMMERCIAL CARD SOLUTIONS
P.O. BOX 2015
MAIL SUITE IL1-6225
ELGIN, IL 60121

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

DAVID TILLOTSON
OTC EXEMPT 670630
12205 S YUKON AVE
GLENPOOL OK 74033-6635

ACCOUNT NUMBER
5405-0169-0573-0756

STATEMENT DATE: 10/04/23

CARDHOLDER ACTIVITY				
Travel Activity				
Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-11	09-07	15449853251213100586191	ON THE BORDER PROMENAD TULSA OK P.O.S.: 000000104925631155 SALES TAX: 2.41	40.24
09-13	09-13	55432863256202180987451	PARKMOBILE 770-818-9036 GA P.O.S.: 742906321 SALES TAX: 0.16	2.00
09-21	09-19	75369433263446506169074	PEARLS CRABTOWN OKLAHOMA CITY OK P.O.S.: 1 SALES TAX: 1.00	118.08
09-22	09-20	05140483264710009837165	CHICK-FIL-A #01448 TULSA OK	12.70
09-25	09-19	55432863266205448240975	COURTYARD OKC DOWNTOWN OKLAHOMA CITY OK M26734 ARRIVAL: 09-19-23	477.48
09-25	09-19	55432863266205448240983	COURTYARD OKC DOWNTOWN OKLAHOMA CITY OK M26735 ARRIVAL: 09-19-23	373.20
09-25	09-19	55432863266205448240991	COURTYARD OKC DOWNTOWN OKLAHOMA CITY OK M26736 ARRIVAL: 09-19-23	373.20
09-25	09-21	55457373265207888600602	BRICKTOWN BREWERY DT O OKLAHOMA CITY OK	133.37
09-26	09-25	05227023269500203887032	SANTA FE CATTLE COMPAN SAPULPA OK	39.62
09-28	09-27	55432863270206533039953	PARKMOBILE 770-818-9036 GA P.O.S.: 748987283 SALES TAX: 0.16	2.00
09-29	09-28	05227023272500230760082	SANTA FE CATTLE COMPAN SAPULPA OK	56.23
10-02	09-30	15449853274015600120527	CHICKEN EXPRESS DURANT DURANT OK P.O.S.: 000000105022221875 SALES TAX: 0.88	14.75
10-02	10-01	55506293275286788802558	GUS'S FRIED CHICKEN - AUSTIN TX	21.73
10-03	10-02	55506293276286788800171	GUS'S FRIED CHICKEN - AUSTIN TX	16.93
10-03	10-02	82711163276000003020402	HOBOKEN PI* HOBOKEN PI AUSTIN TX	48.02
10-04	10-03	55432863276208446237108	SQ *VALET - PARKING MA GOSQ.COM TN P.O.S.: 00011529215132588 SALES TAX: 0.00	255.82
Total Travel Activity				2,065.99
Fleet Activity				
Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-25	09-22	22303793265001449529854	PHILLIPS 66 - ONCUE 01 EDMOND OK P.O.S.: P27015 SALES TAX: 0.00	71.00
09-25	09-22	22303793265001451490490	PHILLIPS 66 - ONCUE 01 EDMOND OK P.O.S.: P29005 SALES TAX: 0.00	5.61

PAGE 2 OF 3

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

DAVID TILLOTSON
OTC EXEMPT 670630
12205 S YUKON AVE
GLENPOOL OK 74033-6635

ACCOUNT NUMBER
5405-0169-0573-0756

STATEMENT DATE: 10/04/23

CARDHOLDER ACTIVITY					
Fleet Activity					
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
Total Fleet Activity				76.61	
Miscellaneous Activity					
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
09-15	09-15	55432863258202876276597	APPLE.COM/BILL 866-712-7753 CA	0.99	
Total Miscellaneous Activity				0.99	

PAGE 3 OF 3

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment



IONOS Inc.
2 Logan Square, 100 N 18th St., Suite 400
Philadelphia, PA 19103
USA

2 Logan Square, 100 N 18th St. - Suite 400
Philadelphia, PA 19103 - USA
David Tillotson
City of Glenpool
12205 S Yukon Ave
Glenpool, OK 74033-6635
UNITED STATES

Invoice: 202045437967
Invoice Date: 08/28/2023
Customer ID: 20288230
Contract ID: 22279993

Help Center: ionos.com/help
My IONOS: my.ionos.com/invoices

Your IONOS Personal Consultant:

[Rona Mae Argones](#)
[📞 2673666039](#)

Invoice

Billing period starting: 08/27/2023

Item	Service	Charges	Usage	Taxable Portion	Total
Contract: 22279993 - Web Hosting Premium					
Basic fee (\$19.00)					
1	Basic Fee	\$20.00 a month	1 mo.	\$0.00	\$20.00
	08/27/2023-09/27/2023 glenpoolonline.com				
2	Special Offer	Special Offer		\$0.00	\$-1.00
	Discount for line-item 1				
Additional services (\$16.89)					
3	PHP 4.0 Extended Support	\$16.89 a month	1 mo.	\$0.00	\$16.89
	08/14/2023-09/14/2023				
Net Total					\$35.89
Net (non-taxable portion)					\$35.89
Net (taxable portion)					\$0.00
Tax					\$0.00
Total amount due					\$35.89
Please DO NOT send cash, check or money order					

The total amount due will be charged to your credit card within the next seven days, most likely in the next day or two. Thank you.

Do you have questions regarding this invoice?
Please refer to your [Help Center](#) or log in to my.ionos.com for further information.

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

David Tillotson

From: 2023 ICMA Annual Conference <email_confirm@confmail.experient-inc.com>
Sent: Thursday, September 28, 2023 11:24 AM
To: David Tillotson
Subject: 2023 ICMA: Austin - Registration Confirmation {ICM231:11426}



***** Please do not reply to this e-mail. It was sent from an automated system. *****

CONFIRMATION

Confirmation ID: 11426
David Tillotson
City Manager
City of Glenpool
12205 S. Yukon Ave.
Glenpool, OK 74033

Thank you for registering for the **2023 ICMA Annual Conference** to be held September 30 - October 4, at the Austin Convention Center, located at 500 E Cesar Chavez St, Austin, TX. This is a reminder to have your barcode readily available at on-site registration.

As a full conference attendee, you will also receive complimentary access to the On-Demand content. A separate email confirmation will be sent to you at a later date containing login information and how to access the On-Demand content.

Click the link below to return to your registration record to add/edit hotel reservations, purchase events, or add guests.



[CLICK HERE TO ACCESS YOUR RECORD](#)

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment



Bring this confirmation to the registration area, located in the Austin Convention Center and scan the QR code at any self-serve registration kiosk to print your badge and tickets. Conference personnel will be on site to answer questions and provide assistance.

11426



PREVIEW THE MEETING

REVIEW SCHEDULE AT A GLANCE

CHECK OUT THE EXHIBIT
FLOORPLAN

ATTENDEE EXPERIENCES

SEARCH FULL SCHEDULE OF
EVENTS

MEET OUR SPONSORS AND
SUPPORTERS

MEET OUR ANNUAL PARTNERS

If you haven't already downloaded the mobile app, we encourage you to do that before you arrive in Austin. The mobile app has the most up-to-date conference information and will be an invaluable resource for you to create your own personal schedule, connect with other attendees, and find out about the latest happenings at the conference.

Here are the easy steps to [download the app](#):

1. Go to the App Store on your device and search "ICMA Conferences".
2. Find the app (Navy colored tile with white ICMA lettering).
3. Download the App to your device; then open the app.
4. Click the 2023 ICMA Annual Conference tile towards the bottom left-hand corner.
5. Login by clicking the Login button, then enter the email address you used to Register, and your Confirmation ID number (See the Confirmation # above your name at the top of this email).

Registration will be open during the following hours at the Austin Convention Center:

Saturday, September 30

7:30 AM - 5:00 PM

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

Sunday, October 1	6:45 AM - 5:00 PM
Monday, October 2	7:00 AM - 5:00 PM
Tuesday, October 3	7:00 AM - 5:00 PM
Wednesday, October 4	7:30 AM - 11:45 AM

REGISTRATION DETAILS

David Tillotson

Registration Type: ICMA Member Registration, Regular Rate

Description	Item Total
Access to On-Demand Content (Qty: 1)	\$0.00
Registration (Qty: 1)	\$865.00

If you made a reservation with one of the ICMA partner hotels using the official housing provider, Maritz, your reservation has been forwarded to the hotel and your hotel confirmation # is noted below. Please use this as reference when you check in, or if you need to make any changes to your reservation in the meantime. Any change to your reservation must be made by contacting your hotel directly. Any changes already made directly with the hotel will not be included below.

HOUSING DETAILS

No Hotel Arrangements: Our records indicate that your requested hotel(s) were unavailable. Please contact our office for current availability.

PAYMENT HISTORY

Payment #1

09/27/2023 — \$865.00 [Payment]
David Tillotson / MasterCard / *****0756

Payment Allocation

09/27/2023 — Applied: David Tillotson's Registration	\$865.00
Total Amount Applied:	\$865.00
Total Amount Not Used:	\$0.00

Payment Totals

Total Payments:	\$865.00
Total Refunds:	\$0.00

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

Total Net Paid:

\$865.00

CANCELLATION POLICY

CANCELLATIONS

Cancellations for the in-person conference in Austin must be received in writing (conferenceteam@icma.org) by Wednesday, September 6, 2023. Cancellations will not be accepted after this time. All in-person conference cancellations will have a \$75 processing fee deducted from their refund, if applicable.

SUBSTITUTIONS

Substitutions may be made for the in-person event in Austin. There is no processing fee for a substitution, and you will either be charged or refunded the difference between the two registration fees. Substitutions must be received in writing (conferenceteam@icma.org) by Wednesday, September 6, 2023.

QUESTIONS?

We are here for you if you need anything. If you have any questions regarding registration, please contact Customer Service Monday through Friday from 9:00 a.m. to 5:00 p.m. EST at (219) 354-6679, or by email at icma@maritz.com.

Keep up with us on [Facebook](#), [YouTube](#), [Twitter](#), [Instagram](#), and [Linked In](#).

Photography | Video | Audio Recording Policy

During the Annual Conference, photos, video and/or audio may be taken of attendees for use in either publicizing the conference and activities that ensued, or for use in ICMA promotional materials. Such photos, video or audio may be available in the public domain and accessible via the ICMA website, social media, and photo sharing sites.

We look forward to seeing you in Austin!

Thank you,

International City/County Management Association

[Maritz Privacy Policy](#) | [Maritz Terms of Use](#)

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment



IONOS Inc.
2 Logan Square, 100 N 18th St., Suite 400
Philadelphia, PA 19103
USA

2 Logan Square, 100 N 18th St. - Suite 400
Philadelphia, PA 19103 - USA
David Tillotson
City of Glenpool
12205 S Yukon Ave
Glenpool, OK 74033-6635
UNITED STATES

Invoice: 202045882509
Invoice Date: 09/28/2023
Customer ID: 20288230
Contract ID: 22279993

Help Center: ionos.com/help
My IONOS: my.ionos.com/invoices

Your IONOS Personal Consultant:
[Rona Mae Argones](#)
[📞 2673666039](tel:2673666039)

Invoice

Billing period starting: 09/27/2023

Item	Service	Charges	Usage	Taxable Portion	Total
Contract: 22279993 - Web Hosting Premium					
Basic fee (\$19.00)					
1	Basic Fee 09/27/2023-10/27/2023 glenpoolonline.com	\$20.00 a month	1 mo.	\$0.00	\$20.00
2	Special Offer Discount for line-item 1	Special Offer		\$0.00	\$-1.00
Additional services (\$16.89)					
3	PHP 4.0 Extended Support 09/14/2023-10/14/2023	\$16.89 a month	1 mo.	\$0.00	\$16.89
Net Total					\$35.89
Net (non-taxable portion)					\$35.89
Net (taxable portion)					\$0.00
Tax					\$0.00
Total amount due					\$35.89
Please DO NOT send cash, check or money order					

The total amount due will be charged to your credit card within the next seven days, most likely in the next day or two. Thank you.

Do you have questions regarding this invoice?
Please refer to your [Help Center](#) or log in to my.ionos.com for further information.

DAVID T. CARLIS
MI TIERRA
Cocina Mexicana

480 E 141st St
Suite D
Glenpool, OK 74033
(918) 322-8037

Server: ALEJANDRO

DINE IN

Table: 11 Guests: 2

1	Dr. Pepper	\$2.25
1	Pepsi	\$2.25
1	Queso Dip 8oz	\$5.95
1	L-Pollo Al Queso	\$8.95
	Rice	
	Rice	
	Flour Tortillas	
1	L-Santa Fe	\$9.95
	Flour Tortillas	

Item Count: 5
Subtotal: \$29.35
Tax: \$2.62

Total : \$33.25

Charge On Credit Card: \$33.25

Created: Tue, Sep 5 '23 12:28 PM
SETTLED: Tue, Sep 5 '23 01:17 PM

Cashier: ALEJANDRO

PRE-AUTH

9/5/2023 1:17:47 PM
MER#: []
TERMINAL ID: LK
CASHIER #: ALEJANDRO
TRANSACTION #: 3530606357
TABLE: 11
SERVER#: ALEJANDRO

AMOUNT : 33.25

15%: Tip \$4.99	Total \$38.24	Select []
18%: Tip \$5.99	Total \$39.24	[]
20%: Tip \$6.65	Total \$39.90	[]
OR: \$6.60	\$39.95	
Tip	Total	

ACCT: *****0756
CARD TYPE:
AUTH CODE: 091008
NAME: DAVID TILLOTSON
Station 2

*****APPROVED*****

CUSTOMER COPY

Ticket #: 14773



3530606357

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

Santa Fe Cattle Co. 12131 S Vancouver 918-321-2727		09/08/2023 12:46 PM 30005	
Server: Mel			
Table 34/1			
Guests: 2			
Receipt #:			
iced TEA (Unsweet)	2.69		
Dr Pepper	2.99		
Big A Burger	13.49		
Fries			
Grill Chicken Sandwich	11.99		
Fries			
Subtotal	31.16		
Tax	3.11		
Total	34.27		
Auth 077213	34.27		

Suggested Tip	
20% Tip = 6.23	
18% Tip = 5.61	
15% Tip = 4.67	
--- Check Closed ---	

DAVID + CURTIS
Schafer/CAT

Santa Fe Cattle Co.
12131 S Vancouver
918-321-2727

Server: Mel
12:46 PM
Table 34/1

DATE: 09/08/2023
09/08/2023
3/30005

SALT

Auth 3145733

Auth 077213

Amount: \$34.27
+ Tip: 6.50
= Total: 40.77

I agree to pay the above
total amount according to the
card issuer agreement.

Suggested Tip
20% Tip = 6.23
18% Tip = 5.61
15% Tip = 4.67

Restaurant Copy

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

*David + Tim
Coulac Business*

ON THE BORDER
Mexican Grill & Cantina
5340 E. 41st Street South
918-948-8580

Server: Eric DOB: 09/07/2023
12:53 PM 09/07/2023
Table 62/1 3/30001

SALE

09/07/2023 12:53:20
MID: TID: RRN: 700008

PURCHASE - APPROVED
MASTERCARD Entry Method: Chip
CARD #: XXXXXXXXXXXX0756
AUTH CODE: 049913

Mode: TOSUS
AID: A0000000041010
TVR: 0000008000
IAD:

0110A04001220000000000000000000000FF
TSI: E800 ARC: 00
TC: B161A23C0DA2AE8E
SubTotal USD \$ 34.24

Tip USD \$ 6-
Total USD \$ 40.24

Signature: _____
DAVID TILLOTSON
I agree to pay above total amount
according to card issuer agreement.
(Merchant agreement if Credit Voucher)
Retain this copy for your records

Suggested Tip
18%=\$ 5.68
20%=\$ 6.31
22%=\$ 6.94
**18% gratuity added for parties
of 8 or more**
THANK YOU!

Guest Copy

ON THE BORDER
Mexican Grill & Cantina
5340 E. 41st Street South
918-948-8580

Server: Eric 09/07/2023
Table 62/1 12:50 PM
Guests: 2 30001
Order Type: Dine In

2 Dr Pepper (@2.99) 5.98
Grilled Queso Chicken 14.29
Lunch CYO Combo 2 10.29
Cheese Relleno 1ea 0.99

ARE YOU A BORDER REWARDS MEMBER?
Sign up: get a free item!
Download the OTB app: get 25 bonus pts!
www.ontheborder.com/border-rewards/

YOUR OPINION MATTERS!
Review us on Facebook, Google or Yelp.
QUESTIONS or COMMENTS: Contact us at
www.ontheborder.com/contact

Subtotal 31.55
Total Tax 2.69
Total 34.24
Balance Due 34.24

No Waiting
Easy Pay & Split Check
Apple Pay, Google Pay, & CC

David Tillotson

From: noreply@parkmobileglobal.com
Sent: Tuesday, September 13, 2022 1:21 PM
To: David Tillotson
Subject: Your Parking Receipt



You're all set!

Payment processed.

This confirmation indicates that your session has been paid for successfully. Please see below to review the complete details of your transaction.

Parking Session Details

Payment Date	09/13/2022 01:21 PM Central Standard Time
Auth ID	729237301
Description	ParkingAction
Payment Method	MASTERCARD ending in 0756
Amount Paid	\$2.00

Description	Parking CI40489 in 3230 at 09/13/2022 01:21 PM
Parking Ref	603675742
End Time	NA
Parking Fee	\$2.00
Total	\$2.00

For questions about your parking session, submit a support ticket to our Member Services Team [here](#), and include the transaction details listed above.



[Terms of Use](#) | [Unsubscribe From This List](#) | [Unsubscribe All](#)

© 2022 ParkMobile, LLC 1100 Spring St. NW, Suite 200, Atlanta, GA 30309

1

Crabtown
303 E. Sheridan
OKC, OK 73104
405-23-CRABS

Check 131 Table 61
Maria B. 9/19/2023
Guests 4 7:54 PM

COCONUT APP	13.00
CUP CHOWDER	7.00
C/S SKILLET	27.00
FRIED CLAMS	15.00
FRIED SHRIMP	20.00
SIDE SALAD	7.00
3 WATER (0.00)	0.00
DR. PEPPER	3.29

Subtotal 90.29
Sales Tax 2290 7.79

TOTAL 98.08

BALANCE DUE 98.08

If split among 4 guests
each pay \$24.52

Questions or Comments
Go To Our Website!

Visit Us At WWW.Pearlsokc.com

ONE CONF.
MAYOR, SUSAN, DEBBIE,
DAVID
Customer Copy

Crabtown

Crabtown

303 E. Sheridan
OKC, OK 73104
405-23-CRABS

Tue 9/19/2023 7:57:21 PM
Check 131-1 Table 61
Maria B.
Station Term6

MasterCard 1102 XXXXXXXXXX
0756
Approval 065977

BASE \$98.08

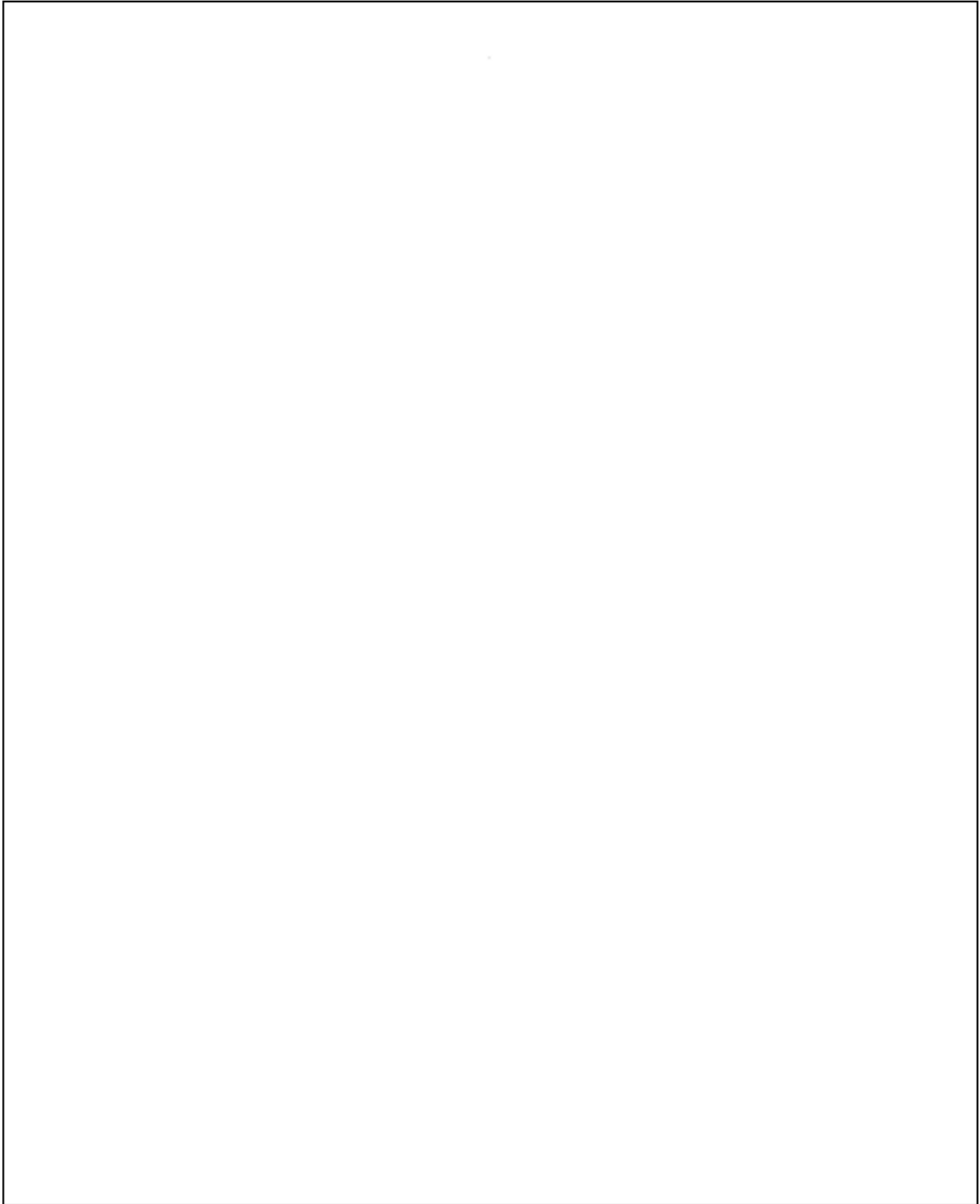
TIP 20

TOTAL 118.08

Customer Copy

Questions or Comments
Go To Our Website!

Visit Us At WWW.Funfresh.com



**EXPENSE AFFIDAVIT
CITY OF GLENPOOL**

This form is to be used in lieu of providing Accounts Payable with actual expense receipts in the event that receipts are lost or unavailable.

This is to certify that I have incurred the following expense(s) on behalf of the City of Glenpool:

Date: 09/20/2023

Vendor: Chick-fil-A

Amount: 12.70

Description of goods/services: Lunch with
Mayor Calvert - GUSA Property Closing

Date: _____

Vendor: _____

Amount: _____

Description of goods/services: _____

Signature Date 08/09/2023

Please submit signed form to Accounts Payable
Attach any supporting documentation available

Rev. 1/20/2016

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

COURTYARD
BY MARRIOTT

One - David Tillotson

Courtyard by Marriott® Oklahoma City Downtown
2 W Reno Avenue, Oklahoma City OK 73102 P 405.232.2290
Marriott.com/OKCDT

David/Mr Tillotson
Po Box 70
Glenpool OK 74033-0070

Room: 411
Room Type: OMGL
Number of Guests: 1
Rate: \$109.00 Clerk: ALH

Arrive: 19Sep23 Time: 03:29PM Depart: 22Sep23 Time: 09:35AM Folio Number: 59880

DATE	DESCRIPTION	CHARGES	CREDITS
19Sep23	Valet Parking	32.00	
19Sep23	Parking Tax	2.76	
19Sep23	Room Charge	109.00	
19Sep23	Room Tax	9.40	
19Sep23	City Tax	6.00	
20Sep23	Valet Parking	32.00	
20Sep23	Parking Tax	2.76	
20Sep23	Room Charge	109.00	
20Sep23	Room Tax	9.40	
20Sep23	City Tax	6.00	
21Sep23	Valet Parking	32.00	
21Sep23	Parking Tax	2.76	
21Sep23	Room Charge	109.00	
21Sep23	Room Tax	9.40	
21Sep23	City Tax	6.00	
22Sep23	Master Card		477.48

Card #: MCXXXXXXXXXXXX0756XXXX
Card Type: MASTERCARD Card Entry: CHIP Approval Code: 035488
App Label: MASTERCARD AID: A0000000041010

BALANCE: 0.00

Marriott Bonvoy Account # XXXXX9058. Your Marriott Bonvoy points/miles earned on your eligible earnings will be credited to your account. Check your Marriott Bonvoy account statement or your online statement for updated activity.

See our "Privacy & Cookie Statement" on Marriott.com.

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Bring the Courtyard sleep experience home with you. Visit ShopCourtyard.com.

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

ONLY - DEBBIE PENNINGTON

COURTYARD
BY HARRIOTT

Courtyard Oklahoma City Downtown

2 West Reno Avenue
Oklahoma City, OK, US 73102
+1 (405) 232-2290

Page 1 of 2

Summary of Charges

Guest Information		TILLOTSON/DAVID PO BOX 70 GLENPOOL, OK 740330070 US	Dates Of Stay Room Number Guest Number Member Number Group Number	09/19/2023 - 09/22/2023 434 59882 *****058
Date	Description	Reference	Charges	Credits
09/19/2023	ROOM CHARGE	RB434	109.00	
09/19/2023	ROOM TAX	RT434	9.40	
09/19/2023	CITY TAX	CT434	6.00	
09/20/2023	ROOM CHARGE	RB434	109.00	
09/20/2023	ROOM TAX	RT434	9.40	
09/20/2023	CITY TAX	CT434	6.00	
09/21/2023	ROOM CHARGE	RB434	109.00	
09/21/2023	ROOM TAX	RT434	9.40	
09/21/2023	CITY TAX	CT434	6.00	
09/22/2023	MASTER CARD	MC09:28AM		373.20
Total Charges			373.20	
Total Balance				0.00 USD

Questions about your bill? Please contact your hotel directly at +1 (405) 232-2290

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

ONE - SWAN WHITE

COURTYARD
BY HARRIOTT

Courtyard Oklahoma City Downtown

2 West Reno Avenue
Oklahoma City, OK, US 73102
+1 (405) 232-2290

Page 1 of 2

Summary of Charges

Guest Information		TILLOTSON/DAVID PO BOX 70 GLENPOOL, OK 740330070 US	Dates Of Stay Room Number Guest Number Member Number Group Number	09/19/2023 - 09/22/2023 434 59882 *****058
Date	Description	Reference	Charges	Credits
09/19/2023	ROOM CHARGE	RB434	109.00	
09/19/2023	ROOM TAX	RT434	9.40	
09/19/2023	CITY TAX	CT434	6.00	
09/20/2023	ROOM CHARGE	RB434	109.00	
09/20/2023	ROOM TAX	RT434	9.40	
09/20/2023	CITY TAX	CT434	6.00	
09/21/2023	ROOM CHARGE	RB434	109.00	
09/21/2023	ROOM TAX	RT434	9.40	
09/21/2023	CITY TAX	CT434	6.00	
09/22/2023	MASTER CARD	MC09:28AM		373.20
Total Charges			373.20	
Total Balance				0.00 USD

Questions about your bill? Please contact your hotel directly at +1 (405) 232-2290

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

Bricktown Brewery
1 North Oklahoma Ave
OKC, OK 73102
405-232-2739

Server: Noel
Table 61/1
Guests: 1
09/21/2023
2:14 PM
70019

CHOP&CHIP NACHOS 14.25
Water (5 @0.00) 0.00
Avocado Melt 12.95
Sweet Potato Fries 1.50
Roast Beef Ranch Dip 14.50
Protein Bowl 12.95
Dr. Pepper (2 @5.99) 5.98
Buttermilk Chicken Sandwich 11.95
BBQ Chicken Pizza 14.50
Berry Poppyseed Salad 13.95

Subtotal 102.53
Tax 8.84

Total 111.37

Balance Due 111.37

Love Great Food?
We'll reward you for that.
Download the Bricktown Brewery
Fan Club mobile app.
Eat. Earn. Enjoy Rewards!

Handwritten: OHL Conf: Jesse, Joe,
Lisa Ann, Debbie, Susan
and David

Bricktown Brewery
1 North Oklahoma Ave
OKC, OK 73102
405-232-2739

02:18 PM
Table 61/1
09/21/2023
7/70019

SALE

MasterCard 2097167
Card #XXXXXXXXXXXX0715
Magnetic card present TILLOTSON DAVID
Card Entry Method: J

Approval: 024997

Amount: \$111.37

+ Gratuity: 22-

= Total: 133.37

I agree to pay the above
total amount according to the
card issuer agreement.

X

Love Great Food?
We'll reward you for that.
Download the Bricktown Brewery
Fan Club mobile app.
Eat. Earn. Enjoy Rewards!

Join our E-Club at Bricktownbrewery.com

Guest Copy

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

DAVID + SUSAN
Same Page Meeting

Santa Fe Cattle Co.
12131 S Vancouver
918-321-2727

Server: Chloe DOB: 09/25/2023
01:26 PM 09/25/2023
Table 30/1 3/30002

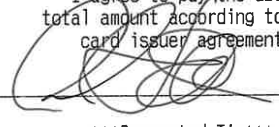
SALE

M/C 4194324
Card #XXXXXXXXXX0756
Magnetic card present: TILLOTSON DAVID
Card Entry Method: S

Approval: 065585

Amount: \$33.62
+ Tip: 6-
= Total: 39.62

I agree to pay the above
total amount according to the
card issuer agreement.

X 

Suggested Tip
20% Tip = 6.11
18% Tip = 5.50
15% Tip = 4.59

Customer Copy

Santa Fe Cattle Co.
12131 S Vancouver
918-321-2727

Server: Chloe 09/25/2023
Table 30/1 12:54 PM
Guests: 2 30002

Big "A" Salad (2 @12.79) 25.58
Salad-Steak (2 @1.00) 2.00
Dr Pepper 2.99

Subtotal 30.57
Tax 3.05

Total 33.62

Balance Due 33.62

Suggested Tip
20% Tip = 6.11
18% Tip = 5.50
15% Tip = 4.59

David Tillotson

From: ParkMobile <noreply@alerts.parkmobile.io>
Sent: Wednesday, September 27, 2023 10:28 AM
To: David Tillotson
Subject: Your Parking Receipt



You're all set!

Payment processed.

This confirmation indicates that your session has been started and paid for successfully. Please see below to review the complete details of your transaction.

Parking Session Details

Payment Date	09/27/2023 10:28 AM Central Standard Time
Auth ID	925731466
Description	ParkingAction
Payment Method	MASTERCARD ending in 0756

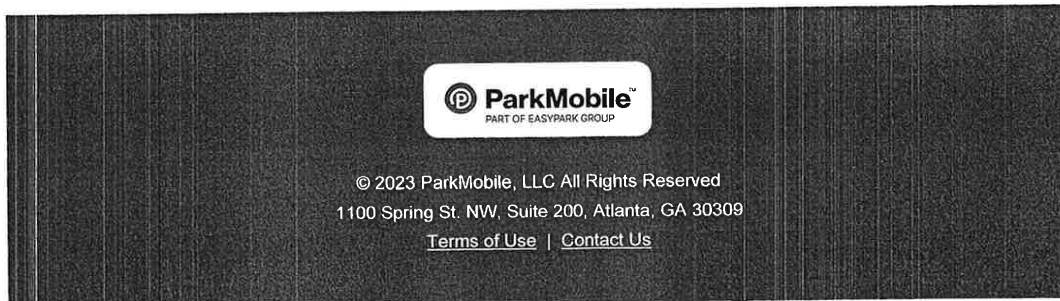
1

Amount Paid

\$2.00

Description	Parking CI40489 in 3230 @ On Street - City of Tulsa at 9/27/2023 10:28:03 AM
Space Number	NA
Parking Ref	748987283
End Time	09/27/2023 12:28 PM
Parking Fee	\$2.00
Non Parking	\$0.00
Fee	
Transaction	\$0.00
Fee	
Discounts	\$0.00
Taxes	\$0.00
Total	\$2.00

For questions about your parking session, submit a support ticket to our Member Services Team [here](#), and include the transaction details listed above.



City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

DAVID SUSAN, & JOE
ELLEN DOV

Santa Fe Cattle Co.
12131 S Vancouver
918-321-2727

Server: Chloe DOB: 09/28/2023
01:32 PM 09/28/2023
Table 30/1 7/70003

SALE

M/C 4194319
Card #XXXXXXXXXX0756
Magnetic card present: TILLOTSON DAVID
Card Entry Method: S

Approval: 003009

Amount: \$47.23
+ Tip: 9-
= Total: 56.23

I agree to pay the above
total amount according to the
card issuer agreement.

X

Suggested Tip
20% Tip = 8.59
18% Tip = 7.73
15% Tip = 6.44

Customer Copy

Santa Fe Cattle Co.
12131 S Vancouver
918-321-2727

Server: Chloe 09/28/2023
Table 30/1 12:57 PM
Sales 3 70003

1 Pepper 2.99
1 6oz Sirloin 12.99
1 Eggs 10.99
1 Gr Chk Sand 0.99
1 Sweet P Fries 14.99
1 Cheest Chicken Pasta

Subtotal 42.95
Tax 4.28

Total 47.23

Balance Due 47.23

Suggested Tip
20% Tip = 8.59
18% Tip = 7.73
15% Tip = 6.44



Welcome To
Chicken Express
227 Radio
Durant, OK 74701
PH:580-924-4300

Ordr#1107

Host: REGISTER #1 09/30/2023
Ordr#1107 8:19 PM
10107

Combo #2 (7 Tenders) 13.49
Regular
Regular Fries
Roll
32oz Sweet Tea

Subtotal 13.49
Tax 1.26

ToGo Total 14.75

09/30/2023 20:19:33
MID: 001 TID: RRN: 700069

PURCHASE - APPROVED
MASTERCARD Entry Method: Chip
CARD #: XXXXXXXXXXXX0756
AUTH CODE:045275

Mode: Issuer
AID: A0000000041010
TVR: 0000008000
IAD:
0110A0400122000000000000000000FF
TSI: E800 ARC: 00
TC: 86CD059584E789E3
Total: USD\$ 14.75

DAVID TILLOTSON

You had a choice, thanks for
choosing Chicken Express!!
--- Check Closed ---

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

ICMA

Gus's
World Famous Fried Chicken
117 San Jacinto Blvd
Austin, TX 78701
(512) 474-4877

DAVID

Tbl: Walk-In Gsts: 1 Srvr: Draper
Date: 10-01-2023 6:22pm 5.2314.00441

1 3 Piece White Pl	14.00
To-Go	
Breast	
Breast	
Wing	
Side Beans	
Side Okra	0.50
1 Sweet Tea	2.80
To-Go	
* Guest # 1 Total:	18.73
Sub-Total:	17.30
Tax:	1.43
Total Due:	18.73
Pymt Credit	18.73
Card Number:	*****0756

EMV 441-77608

SALE

Card Number: *****0756
Crđ Type/Trc: 2
Apprvl Code: 041940

AMOUNT: 18.73

TIP: 3-

TOTAL: 21.73

MID: TID:
Entry: Chip CVM: none
ApplicationLabel: MASTERCARD
AID: A0000000041010
TVR: 0000008000
IAD: 0110A040012200000000
TSI: E800
ARC: ARQC

Cardmember agrees to pay total in
accordance with agreement governing
use of such card.

For Your Convenience:
15%=\$2.59 18%=\$3.11 20%=\$3.46

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

ICMA

Gus's
World Famous Fried Chicken
117 San Jacinto Blvd
Austin, TX 78701
(512) 474-4877

Tbl: 25 Gsts: 1 Srvr: CJ
Date: 10-02-2023 12:08pm 5.2315.00035

1 2 Piece Breast S 10.25
Breast
Breast
Side Beans
Side Slaw
1 Dr. Pepper 2.80
* Guest # 1 Total: 14.13
Sub-Total: 13.05
Tax: 1.08
Total Due: 14.13
Pymt Credit 14.13
Card Number: *****0756

EMV 35-77934

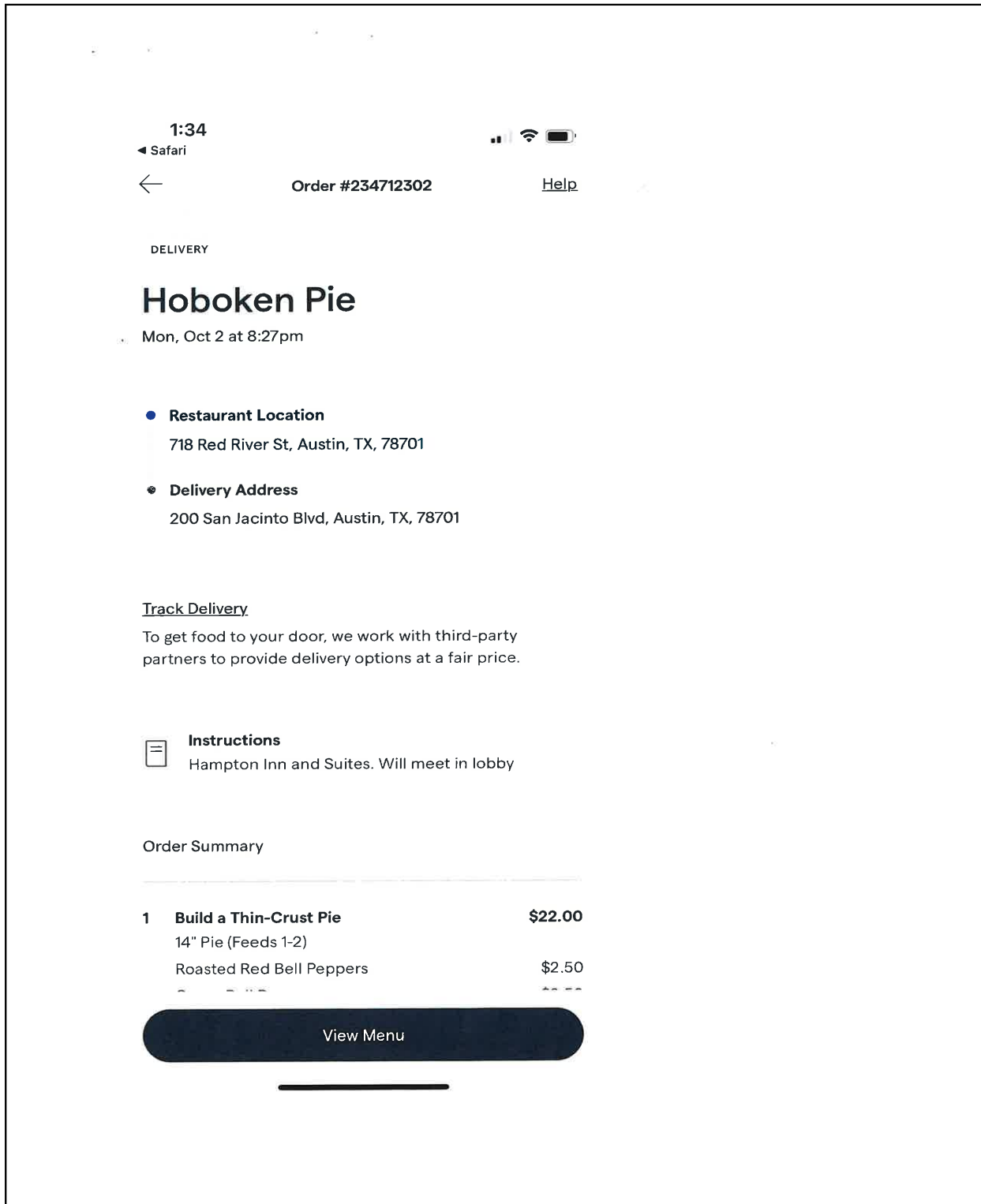
SALE
Card Number: *****0756
Crd Type/Trc: 2
Apprvl Code: 080990

AMOUNT: 14.13
TIP: 2.80
TOTAL: 16.93

MID: TID:
Entry: Chip CVM: none
ApplicationLabel: MASTERCARD
ATD: A0000000041010
TVR: 0000008000
IAD: 0110A040012200000000
TSI: E800
ARC: ARQC

Cardmember agrees to pay total in
accordance with agreement governing
use of such card.

For Your Convenience:
18%=\$2.34 20%=\$2.61



1:34

◀ Safari

Order #234712302

Help

1

Build a Thin-Crust Pie

\$22.00

14" Pie (Feeds 1-2)

Roasted Red Bell Peppers

\$2.50

Green Bell Peppers

\$2.50

Pepperoni

\$3.00

1

Cinnamon Sugar Knots

\$5.99

6 Knots

1

2 Liter Soda

\$4.50

Regular

Dr Pepper

Payment Method

 Ending in 0756

Subtotal

\$32.49

Taxes

\$2.68

Tip

\$4.87

Delivery Fee

\$7.98

Total

\$48.02

View Menu

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

10/27/23, 1:39 PM	Your Parking Receipt
PMC PARKINGMGT.COM	
Customer	TILLOTSON, DAVID
Location	Hampton Inn and Suites Austin Downtown
Time Dropped Off	10/1/2023 12:53 AM CDT
Time Picked Up	10/3/2023 12:26 PM CDT
Parking fee	\$220.00
Processing Fee	\$11.70
Tip	\$5.00
State Sales Tax	\$19.12
Total paid	\$255.82
(512) 472-1500 200 San Jacinto Blvd Austin, TX 78701	
https://vale.to/visits/NzIzMDE5OQ/display_receipt/ 1/1	

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

OnCue 120
4100 E. 15th
Edmond, Ok 73013
405-509-8701

DMC

ONCUE 0120
4100 E 15TH ST
EDMOND
OK 73013
STORE ID:09448838

9/22/2023
10:05:45
Pump # 05 - Self
REG E10 19.403g
Price/Gal 3.659
Fuel Ttl \$71.00
Completion
MC PURCH Acct: 0756
Chip Read

USD\$ 71.00

MASTERCARD
AID: A0000000041010
TVR: 0000008000
IAD:
XXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXX
TSI: E800
ARQC:
9F195185611CBBFA
Chip Read
AUTH: 00-068617
STAN: 464200
Batch: 27 Seq: 15
INVOICE: 100246
TRAN:12221211

Tell us about
your visit for a
chance to win
a gas gift card!
Gasfeedback.com

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

OnCue CONF

OnCue 120
4100 E. 15th
Edmond, OK 73013
405-509-8701

Store ID: 09448338 Term ID: 21
3/22/2023 10:09:59
2, trainee

Description	Qty	Price	Amount
MINI FRSTD DONU	1		2.59
DR PEPPER 20OZ	1		2.59
Sub Total			5.18
Tax			0.43
Total			\$5.61
SALE			
MC PURCH:			\$5.61
Change			\$0.00

Sale
MC PURCH A Acct: 0756 \$5.61
AUTH: 00-063823
Batch: 29 Seq: 5

System Trace Audit #: 409260
INVOICE: 100956

USD\$ 5.61

MASTERCARD
AID: A0000000041010
TVR: 0000000000
IAD:
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
ISI: E800
ARQC: 44F51CCF832C9E36
Chip Read

Workstation ID: 3 Tran: 21269
Print Time:

Tell us about your visit for a
chance to win a gas gift card!
Go to Gasfeedback.com

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

10/27/23, 11:05 AM

Yahoo Mail - Your receipt from Apple.

Your receipt from Apple.

From: Apple (no_reply@email.apple.com)

To: david.tillotson@yahoo.com

Date: Thursday, September 14, 2023 at 11:15 PM CDT



Receipt

Save 3% on all your Apple purchases with Apple Card.¹ [Apply and use in minutes²](#)

APPLE ID
david.tillotson@yahoo.com

DATE
Sep 14, 2023

ORDER ID
[MMQDJ9VTDG](#)

DOCUMENT NO.
167706263644

BILLED TO
MasterCard 0756
David Tillotson
12205 S. Yukon Ave.
Glenpool, OK 74033
USA

iCloud+



iCloud+ with 50 GB of Storage
Monthly
Renews Oct 14, 2023

\$0.99

TOTAL

\$0.99



Save 3% on all your Apple purchases.



[Apply and use in minutes](#)

1. 3% savings is earned as Daily Cash and is transferred to your Apple Cash card when transactions post to your Apple Card account. If you do not have an Apple Cash card, Daily Cash can be applied by you as a credit on your statement balance. 3% is the total amount of Daily Cash earned for these purchases. See the Apple Card Customer Agreement for more details on Daily Cash and qualifying transactions.

2. Subject to credit approval.

To access and use all the features of Apple Card, you must add Apple Card to Wallet on an iPhone or iPad with iOS or iPadOS 13.2 or later. Update to the latest version of iOS or iPadOS by going to Settings > General > Software Update. Tap Download and Install.

Available for qualifying applicants in the United States.

Apple Card is issued by Goldman Sachs Bank USA, Salt Lake City Branch.

If you reside in the US territories, please call Goldman Sachs at 877-255-5923 with questions about Apple Card.

about:blank

1/2

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

PURCHASE ORDER

CITY OF GLENPOOL, OK

Email invoices: AP@cityofglenpool.com

Subject line must include PO and Vendor name or emails will be rejected
PURCHASE ORDER # 24-17745 11/28/2023

ISSUED TO: VEND #: 01-000913
JPMORGAN CHASE BANK NA
PO BOX 4475
CAROL STREAM, IL 60197-447

SHIP TO:
ADMINISTRATION
12205 S YUKON AVE
3RD FLOOR
GLENPOOL, OK 74033

I HEREBY APPROVE THE ISSUANCE OF THIS PURCHASE ORDER.

I HEREBY CERTIFY THAT THE AMOUNT OF THIS ENCUMBRANCE HAS BEEN
ENTERED AGAINST THE DESIGNATED APPROPRIATION ACCOUNTS AND THAT
THIS ENCUMBRANCE IS WITHIN THE AUTHORIZED AVAILABLE BALANCE OF
SAID APPROPRIATION.

11/28/2023

11/28/2023

PURCHASING OFFICER

DATE

ENCUMBERING OFFICER

DATE

UNITS	DESCRIPTION	INV PART NUMBER	REQUEST	G/L ACCOUNT	PROJ	PRICE	AMOUNT
0.00	APPLE STORAGE	00034086	01	-6-01-6202		0.00	0.99 *
0.00	CITY OF TULSA PARKING	00034086	01	-6-01-6202		0.00	2.00 *
0.00	CMAO MEMBERSHIP DUES	00034086	01	-6-11-6281		0.00	750.00 *
0.00	DAVID & SUSAN SAME PAGE MTG	00034086	01	-6-01-6202		0.00	30.92 *
0.00	FUEL	00034086	01	-6-01-6271		0.00	52.00 *
0.00	ICMA CONFERENCE - DINNER	00034086	01	-6-11-6262		0.00	16.72 *
0.00	ICMA CONFERENCE - HOTEL	00034086	01	-6-11-6262		0.00	1,468.36 *
0.00	INK PEN REFILLS	00034086	01	-6-11-6201		0.00	21.68 *
0.00	LUNCH W COUNCILOR BROBST	00034086	01	-6-11-6289		0.00	35.87 *
0.00	LUNCH W MAYOR CALVERT	00034086	01	-6-11-6289		0.00	35.78 *
0.00	LUNCH WITH COUNCILOR LUND	00034086	01	-6-11-6289		0.00	38.17 *
0.00	MGMT LUNCH W CHIEF NEWTON	00034086	01	-6-01-6202		0.00	50.96 *
0.00	MGMT LUNCH W COUNCILOR FOX	00034086	01	-6-11-6289		0.00	51.60 *
0.00	WEB HOSTING	00034086	01	-6-11-6235		0.00	38.76 *

OCTOBER P-CARD TILLOTSON

** TOTAL ** 2,593.81

*** APPROVAL FOR PURCHASE ***

I HEREBY CERTIFY THAT THE MERCHANDISE AND/OR SERVICES DESCRIBED ABOVE HAVE BEEN SATISFACTORILY RECEIVED AND THAT THIS PURCHASE
ORDER IS NOW A TRUE AND JUST DEBT OF THIS CITY. THIS PURCHASE ORDER IS APPROVED FOR PAYMENT IN THE AMOUNT INDICATED ABOVE.

[Signature]

11/29/23

OFFICER OR DEPARTMENT HEAD IN CHARGE

DATE

62 O.S. SECTION 310.9 AND 74 O.S. SECTION 3109, PROVIDES THAT THE VENDOR'S SUBMISSION OF AN INVOICE OR ACCEPTANCE OF PAYMENT PURSUANT TO THIS PURCHASE CONSTITUTES
A STATEMENT BY THE VENDOR THAT THE INVOICE OR CLAIM IS TRUE AND CORRECT. THE WORK, SERVICES OR MATERIALS AS SHOWN BY THE INVOICE OR CLAIM HAVE BEEN COMPLETED OR
SUPPLIED IN ACCORDANCE WITH THE PLANS, SPECIFICATIONS, ORDERS OR REQUESTS FURNISHED THE VENDOR, AND THE VENDOR HAS MADE NO PAYMENT, DIRECTLY OR INDIRECTLY, TO
ANY ELECTED OFFICIAL, OFFICER OR EMPLOYEE OF THIS STATE OR ANY COUNTY OR POLITICAL SUBDIVISION OF THE STATE OF MONEY OR ANY OTHER THING OF VALUE TO OBTAIN PAYMENT.
ANY VENDOR WHO SUBMITS AND INVOICE OR ACCEPTS PAYMENT PURSUANT TO THIS PURCHASE ORDER SHALL BE DEEMED TO ADOPT AND AFFIRM THE STATEMENT CONTAINED IN THIS
PURCHASE ORDER UNLESS THE VENDOR STATES ON THE INVOICE THAT THE STATEMENT IS INCORRECT IN WHOLE OR IN PART; AND THE CITY OF GLENPOOL OR ITS RELATED ENTITIES AS
THEIR INTEREST MAY APPEAR, MAY RECOVER FROM THE VENDOR THE FULL AMOUNT PAID PURSUANT TO THE PURCHASE ORDER IF THE STATEMENT ADOPTED AND AFFIRMED BY THE
VENDOR IS FALSE.

THE VENDOR SHALL FURNISH ITEMIZED INVOICE WHICH STATES THE VENDOR'S NAME AND ADDRESS. A CLEAR DESCRIPTION OF EACH ITEM PURCHASED ITS PRICE, THE NUMBER OR
VOLUME OF EACH ITEM, ITS TOTAL PRICE, THE TOTAL OF THE PURCHASE, AND DATE OF THE PURCHASE.

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

34086

J.P.Morgan

JPMORGAN CHASE BANK NA
P.O. BOX 15918
MAIL SUITE DE1-1404
WILMINGTON DE 19850

MEMO STATEMENT
THIS IS NOT A BILL

ACCOUNT NUMBER 5405-0181-9836-2099

STATEMENT DATE 11-04-23

NET CHARGES \$2,643.81

DAVID TILLOTSON
OTC EXEMPT 670630
12205 S YUKON AVE
GLENPOOL OK 74033-6635

**T0001103

FOR RECONCILIATION PURPOSES ONLY. DO NOT SEND PAYMENT.

NAME: DAVID TILLOTSON

CYCLE LIMIT: \$15,000

ACCOUNTING CODE:

CARDHOLDER ACTIVITY

Purchasing Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-12	10-11	55432863284200903991731	AMZN MKTP US*TE0936P21 AMZN.COM/BILL WA P.O.S.: 111-6117619-50586 SALES TAX: 1.33	21.68 ✓
10-20	10-19	75306373292171200714442	CMAO 844-2602626 OK	750.00 ✓
10-30	10-29	75418233302186000249570	IONOS INC. CHESTERBROOK PA	38.75 ✓
11-03	11-02	55432863306207607031346	COX TULSA COMM 800-234-3993 OK P.O.S.: 001186014624411 SALES TAX: 0.00	50.00 ✓
Total Purchasing Activity				860.44

INVALID
CHARGE
SHOULD
BE CREDITED.
Check w/
Julie.

FOR CUSTOMER SERVICE CALL: 1-800-316-6056 FOR LOST/STOLEN CARDS CALL: 1-800-316-6056 FOR TTY/TDD SERVICE CALL: 1-800-955-8060	ACCOUNT NUMBER	ACCOUNT SUMMARY
	XXXX-XX81-9836-2099	PURCHASES & OTHER CHARGES 2,643.81
SEND BILLING INQUIRIES TO: JPMORGAN CHASE BANK NA COMMERCIAL CARD SOLUTIONS P.O. BOX 2015 MAIL SUITE IL1-6225 ELGIN, IL 60121	STATEMENT DATE:	CASH ADVANCES .00
	11/04/23	CREDITS .00
		CASH ADVANCE FEE .00
		NET CHARGES \$2,643.81
		DISPUTE AMOUNT .00

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

DAVID TILLOTSON
OTC EXEMPT 670630
12205 S YUKON AVE
GLENPOOL OK 74033-6635

ACCOUNT NUMBER
5405-0181-9836-2099

STATEMENT DATE: 11/04/23

CARDHOLDER ACTIVITY				
Travel Activity				
Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-05	10-03	55432863277208714714605	RAISING CANES 0123 MCKINNEY TX P.O.S.: 10092 SALES TAX: 1.27	16.72 ✓
10-05	10-03	55500363277036009046831	HAMPTON INN AUSTIN DOW AUSTIN TX 904683 ARRIVAL: 09-30-23	1,468.36 ✓
10-06	10-05	15449853279015600563812	ON THE BORDER PROMENAD TULSA OK P.O.S.: 00000200447196874 SALES TAX: 3.09	51.60 ✓
10-09	10-06	25247803280000517038434	MAMADOUS RESTAURANT GLENPOOL OK	35.87 ✓
10-09	10-06	55432863279209331311195	PARKMOBILE 770-818-9036 GA P.O.S.: 752759488 SALES TAX: 0.16	2.00 ✓
10-17	10-16	55457373289200188400262	WATERFRONT GRILL JENKS OK	35.78 ✓
10-26	10-25	05227023299500209847257	SANTA FE CATTLE COMPAN SAPULPA OK	50.96 ✓
10-26	10-24	25247803298001817102995	MAMADOUS RESTAURANT GLENPOOL OK	30.92 ✓
11-02	10-31	85184123305900017039530	SPEEDY GONZALEZ - GLEN GLENPOOL OK	38.17 ✓
Total Travel Activity				1,730.38
Fleet Activity				
Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-05	10-03	55432863277208677537134	QT 963 MCKINNEY TX P.O.S.: 0096301PGAQFE7N SALES TAX: 10.22	52.00 ✓
Total Fleet Activity				52.00
Miscellaneous Activity				
Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-17	10-16	55432863289202354378892	APPLE.COM/BILL 866-712-7753 CA	0.99 ✓
Total Miscellaneous Activity				0.99

PAGE 2 OF 2

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

11/10/23, 2:53 PM

Amazon.com - Order 111-6117619-5058659



Final Details for Order #111-6117619-5058659

[Print this page for your records.](#)

Order Placed: October 9, 2023

Amazon.com order number: 111-6117619-5058659

Order Total: \$21.68

Shipped on October 11, 2023

Items Ordered

1 of: *Retro 1951 Short Capless Rollerball Ink Refill, Black, 3-Pack (REF5P-B)*

Sold by: Hyatt's All Things Creative ([seller profile](#))

Supplied by: Hyatt's All Things Creative ([seller profile](#))

Condition: New

Price

\$13.36

Shipping Address:

David Tillotson
12205 S YUKON AVE
GLENPOOL, OK 74033-6635
United States

Shipping Speed:

Standard Shipping

Payment information

Payment Method:

Mastercard ending in 0756

Billing address

David Tillotson
12205 S YUKON AVE
GLENPOOL, OK 74033-6635
United States

Credit Card transactions

Item(s) Subtotal: \$13.36

Shipping & Handling: \$6.99

Total before tax: \$20.35

Estimated tax to be collected: \$1.33

Grand Total:\$21.68

MasterCard ending in 0756: October 11, 2023: \$21.68

To view the status of your order, return to [Order Summary](#).

[Conditions of Use](#) | [Privacy Notice](#) © 1996-2023, Amazon.com, Inc. or its affiliates

https://www.amazon.com/qp/css/summary/print.html?orderID=111-6117619-5058659&ref=ppx_vo2ov_dt_b_invoice

1/1

David Tillotson

From: info@okmms.org
Sent: Wednesday, October 18, 2023 8:48 PM
To: David Tillotson
Subject: Online Submission for Oklahoma Municipal Management Services (OMMS)

Oklahoma Municipal Management Services (OMMS)

Thank you for joining. Please see below for a summary of your application.

David Tillotson
Glenpool, OK, 74033
(918) 322-5409

Invoice Number: 15986

Item	Price
CMAO Dues Full Member	\$700.00
CMAO AMP Fees	\$50.00
Total: \$750.00	
Amount Paid: \$750.00	
Amount Due: \$0.00	

First Name: David
Last Name: Tillotson
Title: City Manager
Home Address: 13329 S. Poplar St.
Address 2:
City: Glenpool
State: Oklahoma
Zip: 74033
Home Phone: 9187206703
Cell Phone: (918) 720-6703
Personal Email: dtillotson@cityofglenpool.com
Under \$50k: Not Selected
\$50k to \$74,999: Not Selected
\$75k to \$99,999: Not Selected
\$100k to \$124,999: Not Selected
\$125k to \$149,999: Selected

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment



IONOS Inc.
2 Logan Square, 100 N 18th St., Suite 400
Philadelphia, PA 19103
USA

2 Logan Square, 100 N 18th St. · Suite 400
Philadelphia, PA 19103 · USA
David Tillotson
City of Glenpool
12205 S Yukon Ave
Glenpool, OK 74033-6635
UNITED STATES

Invoice: 202046376395
Invoice Date: 10/28/2023
Customer ID: 20288230
Contract ID: 22279993

Help Center: ionos.com/help
My IONOS: my.ionos.com/invoices

Your IONOS Personal Consultant:

Rona Mae Argones
[2673666039](tel:2673666039)

Invoice

Billing period starting: 10/27/2023

Item	Service	Charges	Usage	Taxable Portion	Total
Contract: 22279993 - Web Hosting Premium					
Basic fee (\$19.00)					
1	Basic Fee	\$20.00 a month	1 mo.	\$0.00	\$20.00
	10/27/2023-11/27/2023 glenpoolonline.com				
2	Special Offer	Special Offer		\$0.00	\$-1.00
	Discount for line-item 1				
Additional services (\$19.76)					
3	PHP 4.0 Extended Support	\$19.76 a month	1 mo.	\$0.00	\$19.76
	10/14/2023-11/14/2023				
Net Total					\$38.76
Net (non-taxable portion)					\$38.76
Net (taxable portion)					\$0.00
Tax					\$0.00
Total amount due					\$38.76
Please DO NOT send cash, check or money order					

The total amount due will be charged to your credit card within the next seven days, most likely in the next day or two. Thank you.

Do you have questions regarding this invoice?
Please refer to your [Help Center](https://ionos.com/help) or log in to my.ionos.com for further information.

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

ICMA CONF



1902 N. Central Expresswa
McKinney, TX 75069
214-491-4128

Check Number:
10092

10/03/2023

4:05 PM

10092

Order Type: Dine In

'CANIAC COMBO'

15.45

'LG FOUNTAIN DRNK'

No slaw extra toast

Subtotal

15.45

Total Tax

1.27

Dine In Total

16.72

M/C #XXXXXXXXXX0756

16.72

Auth:034090

* * Customer's Copy * *

Questions or Comments?

Customer Relations

WWW.HICANES.COM

833-HI-CANES (833-442-2637)

--- Check Closed ---

10/03/2023

Check Number:
10092

4:05 PM

10092

Order Type: Dine In

'CANIAC COMBO'

'LG FOUNTAIN DRNK'

No slaw extra toast

Subtotal

15.45

Total Tax

Dine In Total

1.27

M/C #XXXXXXXXXX0756

Auth:034090

16.72

* * Customer's Copy * *

Questions or Comments?

Customer Relations

WWW.HICANES.COM

833-HI-CANES (833-442-2637)

--- Check Closed ---

1902 N. Central Expresswa
McKinney, TX 75069
214-491-4128



ICMA CONF

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

Tillotson, David
12205 S. YUKON AVE
GLENPOOL OK 74033
UNITED STATES OF AMERICA

1013/NKJMX
9/30/2023 5:37:00 PM
10/4/2023

1/0
449.77

Rate Plan:
HH #
AL:
Car:

H1P
1124761410 BLUE

Confirmation Number: 83906222

10/3/2023

9/30/2023	3957363	GUEST ROOM	\$449.77
9/30/2023	3957363	STATE TAX	\$27.17
9/30/2023	3957363	CITY TAX	\$40.48
9/30/2023	3957363	CITY VENUE TAX	\$9.00
9/30/2023	3957363	TEXAS RECOVERY FEE	\$2.92
10/1/2023	3957873	GUEST ROOM	\$367.67
10/1/2023	3957873	STATE TAX	\$22.20
10/1/2023	3957873	CITY TAX	\$33.09
10/1/2023	3957873	CITY VENUE TAX	\$7.35
10/1/2023	3957873	TEXAS RECOVERY FEE	\$2.39
10/2/2023	3958293	GUEST ROOM	\$430.22
10/2/2023	3958293	STATE TAX	\$25.98
10/2/2023	3958293	CITY TAX	\$38.72
10/2/2023	3958293	CITY VENUE TAX	\$8.60
10/2/2023	3958293	TEXAS RECOVERY FEE	\$2.80
10/3/2023	3958583	MC *0756	(\$1,468.36)
		BALANCE	\$0.00

Hilton Honors(R) stays are posted within 72 hours of checkout. To check your earnings or book your next stay at more than 6,500+ hotels and resorts in 119 countries, please visit [Honors.com](https://honors.com)

MC *0756

10/3/2023

904683 A

Tillotson, David

037848

THANK YOU FOR STAYING WITH US!

-1,468.36

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

Tim, Susan, & David
City Council Clerk

ON THE BORDER
Mexican Grill & Cantina
5340 E. 41st Street South
918-948-8580

Server: Mary 10/05/2023
Table 61/1 12:37 PM
Guests: 3 50001
Order Type: Dine In

ON THE BORDER
Mexican Grill & Cantina
5340 E. 41st Street South
918-948-8580

Server: Mary DOB: 10/05/2023
12:53 PM 10/05/2023
Table 61/1 5/50001

SALE

2 Dr Pepper (@2.99) 5.98
2 Grilled Queso Chicken (@14.29) 28.58
Water 0.00
Border Bowl Chicken 12.99

ARE YOU A BORDER REWARDS MEMBER?
Sign up: get a free item!
Download the OTB app: get 25 bonus pts!
www.ontheborder.com/border-rewards/

YOUR OPINION MATTERS!
Review us on Facebook, Google or Yelp.
QUESTIONS or COMMENTS: Contact us at
www.ontheborder.com/contact

10/05/2023 12:53:56
MID: TID: RRN: 100004

PURCHASE - APPROVED
MASTERCARD Entry Method: Chip
CARD #: XXXXXXXXXXXX0756
AUTH CODE: 055387

Mode: Issuer
AID: A0000000041010
TVR: 0000008000
IAD: 0110A040012200000000000000000000FF
TSI: E800 ARC: 00
IC: 00AAE95FD5F64192
SubTotal USD \$ 51.60

Tip USD \$ 10-
Total USD \$ 61.60

Signature: *[Signature]*
DAVID TILLOTSON

I agree to pay above total amount
according to card issuer agreement.
(Merchant agreement if Credit Voucher)
Retain this copy for your records

Subtotal 47.55

Total Tax 4.05

Total 51.60

Balance Due 51.60

No Waiting
Easy Pay & Split Check
Apple Pay, Google Pay, & CC

\$\$\$ PAY BY PHONE \$\$\$

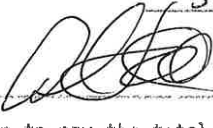


Scan w Phone Camera

Suggested Tip
18%=\$ 8.56
20%=\$ 9.51
22%=\$10.46
**18% gratuity added for parties
of 8 or more**
THANK YOU!

Guest Copy

Scan w Phone Camera

 Welcome to Mamadou's !!! 918.322.1014		 Welcome to Mamadou's !!! 918.322.1014	
10/6/23, 2:26 PM Ticket: C14 Server: Sophie O Dine In Table 13 Seat 1 Invoice: 231006-05-14		10/6/23, 2:26 PM Ticket: C14 Server: Sophie O Dine In Table 13 Seat 1 Invoice: 231006-05-14	
10/6/23, 2:26 PM Ticket: C14 Server: Sophie O Dine In Table 13 Seat 1 Invoice: 231006-05-14		Credit Sale Status: 000000 - Approved	
10/6/23, 2:26 PM Ticket: C14 Server: Sophie O Dine In Table 13 Seat 1 Invoice: 231006-05-14		Card Type: M/C Card Number: XXXXXXXXXXXX0756 Card Owner: TILLOTSON/DAVID Entry Method: Chip Auth Code: 073873 APPLAB: MASTERCARD AID: A0000000041010 TC: 8A7CF0241701FA7D	
10/6/23, 2:26 PM Ticket: C14 Server: Sophie O Dine In Table 13 Seat 1 Invoice: 231006-05-14		AMOUNT 29.87 TIP 6 - TOTAL 35.87	
10/6/23, 2:26 PM Ticket: C14 Server: Sophie O Dine In Table 13 Seat 1 Invoice: 231006-05-14		Sign X 	
10/6/23, 2:26 PM Ticket: C14 Server: Sophie O Dine In Table 13 Seat 1 Invoice: 231006-05-14		I agree to pay the total amount above according to the card issuer agreement.	
10/6/23, 2:26 PM Ticket: C14 Server: Sophie O Dine In Table 13 Seat 1 Invoice: 231006-05-14		Suggested Tips 15%=4.08 20%=5.44 25%=6.79	
10/6/23, 2:26 PM Ticket: C14 Server: Sophie O Dine In Table 13 Seat 1 Invoice: 231006-05-14		Duplicate Copy	
10/6/23, 2:26 PM Ticket: C14 Server: Sophie O Dine In Table 13 Seat 1 Invoice: 231006-05-14		Thanks and visit us at mamadou's.com !!!	
10/6/23, 2:26 PM Ticket: C14 Server: Sophie O Dine In Table 13 Seat 1 Invoice: 231006-05-14		Thanks and visit us at mamadou's.com !!!	
10/6/23, 2:26 PM Ticket: C14 Server: Sophie O Dine In Table 13 Seat 1 Invoice: 231006-05-14		© 2023 Heartland Payment Systems	

David Tillotson

From: ParkMobile <noreply@alerts.parkmobile.io>
Sent: Friday, October 6, 2023 10:00 AM
To: David Tillotson
Subject: Your Parking Receipt



You're all set!

Payment processed.

This confirmation indicates that your session has been started and paid for successfully. Please see below to review the complete details of your transaction.

Parking Session Details

Payment Date	10/06/2023 10:00 AM Central Standard Time
Auth ID	930802555
Description	ParkingAction
Payment Method	MASTERCARD ending in 0756

Amount Paid	\$2.00
--------------------	---------------

Description	Parking CI40489 in 3230 @ On Street - City of Tulsa at 10/6/2023 10:00:19 AM
Space Number	NA
Parking Ref	752759488
End Time	10/06/2023 12:00 PM
Parking Fee	\$2.00
Non Parking	\$0.00
Fee	
Transaction	\$0.00
Fee	
Discounts	\$0.00
Taxes	\$0.00
Total	\$2.00

For questions about your parking session, submit a support ticket to our Member Services Team [here](#), and include the transaction details listed above.



MAYOR + DAVID
CITY ISSUES

REF: 1228564
Waterfront Grill SVP
Payment Approved
MasterCard
Tab: 26
Garret C 10/16/2023 12:52 PM

Card Num: XXXXXXXXXXXX0756
Response: 044993
Transaction # 1161016

MasterCard

Amount \$29.78

TIP: 6-

TOTAL: 35.78

Signature
X

Waterfront Grill SVP
Waterfront Grill
120 Aquarium Drive
Jenks, OK 74037
(918) 518-6300
www.waterfrontgrilljenks.com

Trans #: 1161016
10/16/2023 12:25 PM
Serv: Garret C
Cust: 2

Table #26

Quan	Descript	Cost
1	DR PEPPER	\$3.99
1	LUNCH FRIED CHK	\$13.49
1	WEDGE SAL	\$9.99
Net Total:		\$27.47
Saltax		\$2.31
TOTAL:		\$29.78
Amount Due:		\$29.78
Food: \$23.48		
Beverage: \$3.99		

Join us for the Holidays
Book your party now!

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment



SUSAN, RUC + DAVID
FD BUSINESS

Santa Fe Cattle Co.
12131 S Vancouver
918-321-2727

Server: David DOB: 10/25/2023
PM 10/25/2023
Table 61/1 5/60002

SALE

3145729
Card: 000000000000755
Card present: TILLOTSON DAVID
Entry Method: S
Total: 076908

Amount: \$42.46
Tip: 8.50
Total: 50.96

I agree to pay the above
total amount according to the
card issuer's agreement.

Suggested Tip

20% Tip = 9.09
18% Tip = 8.18
15% Tip = 6.82

Customer Copy

Santa Fe Cattle Co.
12131 S Vancouver
918-321-2727

10/25/2023

Server: David
Server: Laura
Table 61/1
Guests: 3
Print #: 1

12.27
6.02

CHED TEA (Unsweet)
Pepper
SM Beef Que
Santa Fe Chicken
veggies
Side Salad
1/2 "V" Salad
Salad-Steak

2.89
2.99
10.99
14.99
12.79
1.00

Uniformed Non-Mtl
Total

-6.84
38.61
3.95
42.46

Balance Due 42.46

Suggested Tip
20% Tip = 9.09
18% Tip = 8.18
15% Tip = 6.82

Susan David
Sent 04/01/24
Mamadou's
Restaurant
Welcome to Mamadou's !!!
918.322.1014

Mamadou's
Restaurant
Welcome to Mamadou's !!!
918.322.1014

10/24/23, 2:14 PM Ticket: C6
Server: Jennifer W
Dine In Table 13
Seat 1 TILLOTSON DAVID
Invoice: 231024-05-6

10/24/23, 12:48 PM Ticket: C6
Server: Jennifer W
Dine In Table 13
Seat 1
Invoice: 231024-05-6

1 Water	.00
1 Dr Pepper	2.59
1 Grilled Chicken Sandwich	10.99
1 Hamburger	9.99
Subtotal	23.57
Sales Tax	2.35
Total	25.92
Tax included	.00

Suggested Tips
15%=3.54 20%=4.72 25%=5.90

Thanks and visit us at
mamadous.com !!!

© 2023 Heartland Payment Systems

Credit Sale
Status: 000000 -- Approved

Card Type: M/C
Card Number: XXXXXXXXXXXX0756
Card Owner: TILLOTSON/DAVID
Entry Method: Chip
Auth Code: 038067
APPLAB: MASTERCARD
AID: A0000000041010
TC: F065DD34F268F295

AMOUNT 25.92
TIP 5.00
TOTAL 30.92

Sign *[Signature]*

I agree to pay the total amount
above according to the card issuer
agreement.

Suggested Tips
15%=3.54 20%=4.72 25%=5.90

Duplicate Copy

Thanks and visit us at
mamadous.com !!!

© 2023 Heartland Payment Systems

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

Jaci + David
STORE COPY

Speedy's Mexican Grill
14791 S. Casper
Glenpool, Oklahoma 74033
918-322-1600

Date: 10/31/2023 12:01 PM

Check #: 00509

Station: T12

Server: Erica

Tab: Table 11 Check 1

Card Number: XXXXXXXXXXXX0756 (MC)
Account Name: Tillotson David
Authorization: 037660
Trans Type: Swipe

1 Dr Pepper	3.00
1 Tea	3.00
1 Grilled Chicken Rice Queso	11.25
White	0.00
Flour Tortillas	0.00
1 44 Chicken Fajita Salad	12.00

Sub Total	29.25
Sales Tax	2.92

TOTAL	32.17
-------	-------

CHARGE	32.17
--------	-------

TIP	6.00
TOTAL	38.17

X

Tillotson David

STORE COPY

**EXPENSE AFFIDAVIT
CITY OF GLENPOOL**

This form is to be used in lieu of providing Accounts Payable with actual expense receipts in the event that receipts are lost or unavailable.

This is to certify that I have incurred the following expense(s) on behalf of the City of Glenpool:

Date: 10/3/2023

Vendor: J.P. Morgan

Amount: \$ 52.00

Description of goods/services: Q.T. Fuel -
ICMA Conference

Date: _____

Vendor: _____

Amount: _____

Description of goods/services: _____



Signature

Date

11/27/23

Please submit signed form to Accounts Payable
Attach any supporting documentation available

Rev. 1/20/2016

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

10/27/23, 11:05 AM

Yahoo Mail - Your receipt from Apple.

Your receipt from Apple.

From: Apple (no_reply@email.apple.com)

To: david.tillotson@yahoo.com

Date: Sunday, October 15, 2023 at 06:51 PM CDT



Receipt

Save 3% on all your Apple purchases with Apple Card.¹ [Apply and use in minutes²](#)

APPLE ID
david.tillotson@yahoo.com

DATE
Oct 14, 2023

ORDER ID
[MMQDL02L6N](#)

DOCUMENT NO.
202717644648

BILLED TO
MasterCard 0756
David Tillotson
12205 S. Yukon Ave.
Glenpool, OK 74033
USA

iCloud+



iCloud+ with 50 GB of Storage
Monthly
Renews Nov 14, 2023

\$0.99

TOTAL

\$0.99



Save 3% on all your Apple purchases.



[Apply and use in minutes](#)

1. 3% savings is earned as Daily Cash and is transferred to your Apple Cash card when transactions post to your Apple Card account. If you do not have an Apple Cash card, Daily Cash can be applied by you as a credit on your statement balance. 3% is the total amount of Daily Cash earned for these purchases. See the Apple Card Customer Agreement for more details on Daily Cash and qualifying transactions.

2. Subject to credit approval.

To access and use all the features of Apple Card, you must add Apple Card to Wallet on an iPhone or iPad with iOS or iPadOS 13.2 or later. Update to the latest version of iOS or iPadOS by going to Settings > General > Software Update. Tap Download and Install.

Available for qualifying applicants in the United States.

Apple Card is issued by Goldman Sachs Bank USA, Salt Lake City Branch.

If you reside in the US territories, please call Goldman Sachs at 877-255-5923 with questions about Apple Card.

about:blank

1/2

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

PURCHASE ORDER

CITY OF GLENPOOL, OK

Email invoices: AP@cityofglenpool.com

Subject line must include PO and Vendor name or emails will be rejected
PURCHASE ORDER # 24-17923 12/13/2023

ISSUED TO: VEND #: 01-000913
JPMORGAN CHASE BANK NA
PO BOX 4475
CAROL STREAM, IL 60197-447

SHIP TO:
CITY HALL
12205 S YUKON AVE
GLENPOOL, OK 74033

I HEREBY APPROVE THE ISSUANCE OF THIS PURCHASE ORDER.

12/13/2023

PURCHASING OFFICER

DATE

I HEREBY CERTIFY THAT THE AMOUNT OF THIS ENCUMBRANCE HAS BEEN
ENTERED AGAINST THE DESIGNATED APPROPRIATION ACCOUNTS AND THAT
THIS ENCUMBRANCE IS WITHIN THE AUTHORIZED AVAILABLE BALANCE OF
SAID APPROPRIATION.

12/13/2023

ENCUMBERING OFFICER

DATE

UNITS	DESCRIPTION	INV PART NUMBER	REQUEST	G/L ACCOUNT	PROJ	PRICE	AMOUNT
0.00	APPLE.COM ICLOUD STORAGE		00034316	01 -6-11-6235		0.00	0.99 *
0.00	CMAO WINTER CONF REGISTER		00034316	01 -6-11-6262		0.00	450.00 *
0.00	ICSC RED RIVER CONFERENCE REG		00034316	01 -6-11-6262		0.00	1,000.00 *
0.00	IONOS WEB HOSTING		00034316	01 -6-11-6235		0.00	38.76 *
0.00	LUNCH W/JOE & SUSAN DEPT MTG		00034316	01 -6-11-6262		0.00	55.30 *
0.00	LUNCH WITH SUSAN SAME PAGE		00034316	01 -6-11-6262		0.00	44.90 *
0.00	LUNCH WITH TIM FOX		00034316	01 -6-11-6289		0.00	42.50 *
0.00	REGISTER WEB HOSTING		00034316	01 -6-11-6235		0.00	10.00 *

JP MORGAN D. TILLOTSON

** TOTAL ** 1,642.45

*** APPROVAL FOR PURCHASE ***

I HEREBY CERTIFY THAT THE MERCHANDISE AND/OR SERVICES DESCRIBED ABOVE HAVE BEEN SATISFACTORILY RECEIVED AND THAT THIS PURCHASE
ORDER IS NOW A TRUE AND JUST DEBT OF THIS CITY. THIS PURCHASE ORDER IS APPROVED FOR PAYMENT IN THE AMOUNT INDICATED ABOVE.

OFFICER OR DEPARTMENT HEAD IN CHARGE

DATE

62 O.S. SECTION 310.9 AND 74 O.S. SECTION 3109, PROVIDES THAT THE VENDOR'S SUBMISSION OF AN INVOICE OR ACCEPTANCE OF PAYMENT PURSUANT TO THIS PURCHASE CONSTITUTES
A STATEMENT BY THE VENDOR THAT THE INVOICE OR CLAIM IS TRUE AND CORRECT. THE WORK, SERVICES OR MATERIALS AS SHOWN BY THE INVOICE OR CLAIM HAVE BEEN COMPLETED OR
SUPPLIED IN ACCORDANCE WITH THE PLANS, SPECIFICATIONS, ORDERS OR REQUESTS FURNISHED THE VENDOR, AND THE VENDOR HAS MADE NO PAYMENT, DIRECTLY OR INDIRECTLY, TO
ANY ELECTED OFFICIAL, OFFICER OR EMPLOYEE OF THIS STATE OR ANY COUNTY OR POLITICAL SUBDIVISION OF THE STATE OF MONEY OR ANY OTHER THING OF VALUE TO OBTAIN PAYMENT.
ANY VENDOR WHO SUBMITS AND INVOICE OR ACCEPTS PAYMENT PURSUANT TO THIS PURCHASE ORDER SHALL BE DEEMED TO ADOPT AND AFFIRM THE STATEMENT CONTAINED IN THIS
PURCHASE ORDER UNLESS THE VENDOR STATES ON THE INVOICE THAT THE STATEMENT IS INCORRECT IN WHOLE OR IN PART; AND THE CITY OF GLENPOOL OR ITS RELATED ENTITIES AS
THEIR INTEREST MAY APPEAR, MAY RECOVER FROM THE VENDOR THE FULL AMOUNT PAID PURSUANT TO THE PURCHASE ORDER IF THE STATEMENT ADOPTED AND AFFIRMED BY THE
VENDOR IS FALSE.

THE VENDOR SHALL FURNISH ITEMIZED INVOICE WHICH STATES THE VENDOR'S NAME AND ADDRESS. A CLEAR DESCRIPTION OF EACH ITEM PURCHASED IT'S PRICE, THE NUMBER OR
VOLUME OF EACH ITEM, ITS TOTAL PRICE, THE TOTAL OF THE PURCHASE, AND DATE OF THE PURCHASE.

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

J.P.Morgan

JPMORGAN CHASE BANK NA
P.O. BOX 15918
MAIL SUITE DE1-1404
WILMINGTON DE 19850

MEMO STATEMENT
THIS IS NOT A BILL

ACCOUNT NUMBER 5405-0181-9836-2099

STATEMENT DATE 12-04-23

NET CHARGES \$1,592.45

DAVID TILLOTSON
OTC EXEMPT 670630
12205 S YUKON AVE
GLENPOOL OK 74033-6635

**T0000731

FOR RECONCILIATION PURPOSES ONLY. DO NOT SEND PAYMENT.

NAME: DAVID TILLOTSON

CYCLE LIMIT: \$15,000

ACCOUNTING CODE:

CARDHOLDER ACTIVITY

Purchasing Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
11-06	11-03	55432863307207937133050	PSO TELPAY 888-216-3523 OH P.O.S.: 95315634600 SALES TAX: 1.77	\$1.18
11-10	11-10	55432863306207607031346	FRAUD CREDIT CHICAGO IL	50.00CR ✓
11-10	11-10	55432863307207937133050	FRAUD CREDIT CHICAGO IL	41.18CR ✓
12-04	12-01	75306373335172000958659	CMAO 844-2602626 OK	450.00 ✓
12-04	12-01	75418233335188408831729	IONOS INC. CHESTERBROOK PA	38.76 ✓
12-04	12-01	75418233335188411376340	WEB*REGISTERWEBSITE JACKSONVILLE FL	10.00 ✓
12-04	12-01	82711163335000024702730	ICSC-NY NEW YORK NY	1,000.00 ✓
Total Purchasing Activity				1,448.76

FRAUD

FOR CUSTOMER SERVICE CALL:
1-800-316-6056

FOR LOST/STOLEN CARDS CALL:
1-800-316-6056

FOR TTY/TDD SERVICE CALL:
1-800-955-8060

ACCOUNT NUMBER

XXXX-XX81-9836-2099

STATEMENT DATE:

12/04/23

ACCOUNT SUMMARY

PURCHASES & OTHER CHARGES 1,683.63

CASH ADVANCES .00

CREDITS 91.18

CASH ADVANCE FEE .00

NET CHARGES \$1,592.45

DISPUTE AMOUNT .00

SEND BILLING INQUIRIES TO:

JPMORGAN CHASE BANK NA
COMMERCIAL CARD SOLUTIONS
P.O. BOX 2015
MAIL SUITE IL1-6225
ELGIN, IL 60121

PAGE 1 OF 2

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

DAVID TILLOTSON
OTC EXEMPT 670630
12205 S YUKON AVE
GLENPOOL OK 74033-6635

ACCOUNT NUMBER
5405-0181-9836-2099

STATEMENT DATE: 12/04/23

CARDHOLDER ACTIVITY					
Travel Activity					
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
11-06	11-02	15449853307221700573331	ON THE BORDER PROMENAD TULSA OK P.O.S.: 000000105153200693 SALES TAX: 2.55	42.50	✓
11-28	11-27	55457373331200188400237	WATERFRONT GRILL JENKS OK	44.90	✓
11-30	11-29	05227023334500209084502	SANTA FE CATTLE COMPAN SAPULPA OK	55.30	✓
Total Travel Activity				142.70	
Miscellaneous Activity					
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
11-24	11-24	55432863328201260425758	APPLE.COM/BILL 866-712-7753 CA	0.99	✓
Total Miscellaneous Activity				0.99	

PAGE 2 OF 2

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

12/1/23, 1:06 PM

Registration Summary

Oklahoma Municipal Management Services (OMMS)

Thank you for registering for [2024 CMAO Winter Conference Registration](#)

1/24/2024 - 1/26/2024 8:00 AM - 12:00 Noon
Edmond Conference Center
2833 Conference Drive
Edmond, OK 73034

Thank you for registering for the 2024 CMAO Winter Conference. More information will be available at a later date.

If you have any questions, please do not hesitate to reach out! Have a great day!

Below are the details of your registration.

Sign Up Date: 12/1/2023

Sign Up Information: David Tillotson
City Manager
City of Glenpool
12205 S. Yukon Ave.
Glenpool, OK 74033
9183225409
dtillotson@cityofglenpool.com

Registration Item	Confirmation #	Quantity	Price
Conference Registration	14418	1	\$450.00
Attendees:			
David Tillotson dtillotson@cityofglenpool.com			
First Time Attendee?: No			
Community Basket: No			
Sub-Total			\$450.00
Taxes			\$0.00
Total			\$450.00
Amount Paid			\$450.00
Amount Due			\$0.00

<https://web.okmms.org/events/2024-CMAO-Winter-Conference-Registration-1031/registrationsummary?eventsignupids=14418>

1/1

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

David Tillotson

From: David Tillotson
Sent: Monday, December 4, 2023 3:57 PM
To: Julie Casteen
Cc: Susan White
Subject: FW: J.P. Morgan Commercial Card: Claim Confirmation - Case # R-205602

FYI...

From: JPMorganChase Fraud Recovery <JPMorganChase.Fraud.Recovery@chase.com>
Sent: Monday, December 4, 2023 3:31 PM
To: David Tillotson <DTillotson@cityofglenpool.com>
Subject: J.P. Morgan Commercial Card: Claim Confirmation - Case # R-205602

December 04, 2023
Account ending in 0756

Dear David Tillotson :

Thank you for contacting us about the charge(s) to your Commercial Card account. We've opened a claim and began to research for the following transaction(s):

CASE ID	POST DATE	Merchant	TXN AMOUNT
F-679845	11/03/23	COX TULSA COMM 800-234-3993 OK	\$50.00
F-680239	11/06/23	PSO TELPAY 888-216-3523 OH	\$41.18

Here is what to expect:

- We've issued temporary credit(s) to your account while we research your claim
- We will contact you at the phone number(s) or email address we have on file if we need additional information
- If your claim has been opened 60 days post the statement cycle date in which the transaction was charged, as a courtesy to you, we will review your request however, it may result in a rebill of the temporary credit(s) and case closure

If you have any questions, please contact us at 1-800-895-7074 or reply to this email. We're here Monday through Friday 8 a.m. to 6 p.m. Eastern Time.

Sincerely,

Joshua Giuliano | Account Specialist, Commercial Card | J.P. Morgan Payments | **Card Operations** | Phone: 1-800-895-7074

Data Privacy: For your protection, please remember to mask sensitive data, such as account numbers and tax identification numbers on all emails (e.g for TIN XX-XXX1234, for account XXXXX5789)

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment



IONOS Inc.
2 Logan Square, 100 N 18th St., Suite 400
Philadelphia, PA 19103
USA

2 Logan Square, 100 N 18th St. - Suite 400
Philadelphia, PA 19103 - USA

David Tillotson
City of Glenpool
12205 S Yukon Ave
Glenpool, OK 74033-6635
UNITED STATES

Invoice: 202046851212
Invoice Date: 11/28/2023
Customer ID: 20288230
Contract ID: 22279993

Help Center: ionos.com/help
My IONOS: my.ionos.com/invoices

Your IONOS Personal Consultant:

[Rona Mae Argones](#)
 2673666039

Invoice

Billing period starting: 11/27/2023

Item	Service	Charges	Usage	Taxable Portion	Total
Contract: 22279993 - Web Hosting Premium					
Basic fee (\$19.00)					
1	Basic Fee	\$20.00 a month	1 mo.	\$0.00	\$20.00
	11/27/2023-12/27/2023 glenpoolonline.com				
2	Special Offer	Special Offer		\$0.00	\$-1.00
	Discount for line-item 1				
Additional services (\$19.76)					
3	PHP 4.0 Extended Support	\$19.76 a month	1 mo.	\$0.00	\$19.76
	11/14/2023-12/14/2023				
Net Total					\$38.76
Net (non-taxable portion)					\$38.76
Net (taxable portion)					\$0.00
Tax					\$0.00
Total amount due					\$38.76
Please DO NOT send cash, check or money order					

The total amount due will be charged to your credit card within the next seven days, most likely in the next day or two. Thank you.

Do you have questions regarding this invoice?
Please refer to your [Help Center](#) or log in to my.ionos.com for further information.

David Tillotson

From: Register.com <support@Register.com>
Sent: Friday, December 1, 2023 12:06 PM
To: David Tillotson
Subject: Your Register.com Order is Confirmed

register.com®

Call 1-866-888-6306

Thank you!

Order confirmation: 1659197257

Hi David,

We're honored that when it comes to growing your business online, you chose us.

Your recent order

Date: 2023-12-01
Account number: 50828174
Account holder: David Tillotson
Today's Charges: \$10.00
Credit Card: xxxxxxxxxxxx2099

Order Description

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

Product	Today's Price
Domain Expiration Protection	\$10.00
CITYOFGLENPOOL.COM	
Term	
Subtotal	\$10.00
Tax Amount	\$0.00

Today's Total: \$10.00

Want to simplify future orders? Set up your products for auto-renewal by [logging into the renewal center](#).

We're here for you.

Whatever your goals, we have a portfolio of products and services to help. For instant answers, please visit our [Help Center](#). Rather speak with a person? Give us a call at 1-866-888-6306.

LOG IN TO GET STARTED

Username: DTILLOTSON@CITYOFGLENPOOL.COM

Password: Created when you set up your account.

[Forgot your password?](#)

register.com



Auto Renewal Terms: All plans and products will automatically renew unless you cancel prior to being charged. Annual services set to auto-renew will renew approximately 30 day(s) prior to Expire Date. Monthly and four-week billing services will renew on the Expire Date. Introductory prices apply to the first term and services set to auto renew will automatically renew at the regular rates reflected in your [account](#) for the same term length to the credit card provided today as the payment method on file, unless you change it or cancel. You may cancel at any time by contacting us at 1-866-888-6306 or [login](#) to your account prior to your renewal

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

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Register.com® is a Web.com Group, Inc. company.

David Tillotson

From: no-reply@icsc.com
Sent: Friday, December 1, 2023 11:17 AM
To: David Tillotson
Subject: ICSC Order Confirmation



Thank you for your order.

Your total: \$1000
Your order ID: 476632

Product	Member	Price	Quantity	Total
ICSC@RED RIVER Full Program		\$500.00	1	\$500.00
ICSC@RED RIVER Full Program		\$500.00	1	\$500.00
Subtotal				\$1,000.00
Total				\$1000

Bill To:

12205 S Yukon Ave
Glenpool, OK 74033
US

Credit Card

*****2099
Cardholder Name: David Tillotson
Card Type: mastercard
Expires: 07/26

TIM & DAVID
MONTHLY LUNCH

• ON THE BORDER
Mexican Grill & Cantina
5340 E. 41st Street South
918-948-8580

Server: Mary DOB: 11/02/2023
12:51 PM 11/02/2023
Table 43/1 3/30010

SALE

11/02/2023 12:51:42
MID: TID: RRN: 700005

PURCHASE - APPROVED
MASTERCARD Entry Method: Chip
CARD #: XXXXXXVXXXX0756
AUTH CODE:036706

```

Mode:                                     Issuer
AID:                                     A0000000041010
TVR:                                     0000008000
IAD:
0110A040012200000000000000000000FF
TSI:   E800                               ARC:   00
TC:    E38F224D274DE789
      SubTotal                               USD $   37.50

```

Subtotal	34.56
Total Tax	2.94
Total	37.50
Balance Due	37.50

Tip USD \$ 7
Total USD \$ 44.50
Signature: DAVID THILTON

I agree to pay above total amount
according to card issuer agreement.
(Merchant agreement if Credit Voucher)
Retain this copy for your records

No Waiting
Easy Pay & Split Check

Apple Pay, Google Pay, & CC

\$\$\$ PAY BY PHONE \$\$\$



Scan w Phone Camera

Suggested Tip
18%=\$ 6.22
20%=\$ 6.91
22%=\$ 7.60

**18% gratuity added for parties
of 8 or more**
THANK YOU!

Guest Copy

DAVID + SUSAN
SAME DATE.

** Customer Copy **
Waterfront Grill SVP
Tab: 33
KK 11/27/2023 1:38 PM

Transaction # 1171274
MasterCard

Amount \$37.90

TIP: 7-

TOTAL: 44.90

Waterfront Grill SVP
Waterfront Grill
120 Aquarium Drive
Jenks, OK 74037
(918) 518-6300
www.waterfrontgrilljenks.com

Table #33

Trans #: 1171274 Serv: KK
11/27/2023 1:07 PM # Cust: 2

Quan	Description	Cost
1	SOUP N SALAD	\$11.99
1	LUNCH STIR FRY	\$12.99
1	\$ W/ CHICKEN	\$5.99
1	DR PEPPER	\$3.99

Net Total: \$34.96
Sales Tax* \$2.94

TOTAL: \$37.90
Amount Due: \$37.90

Food: \$30.97
Beverage: \$3.99

Join us for the Holidays
Book your party now!

Handwritten: KING, SUSAN, & JOE DEET MOONING

Santa Fe Cattle Co.
12131 S Vancouver
913-321-2727

Server: Mel
Date: 05/11
Time: 1:23 PM
Table: 20005
Account #: 11/29/2023 1:23 PM 20005

DOB: 11/29/2023
11/29/2023
2/20005

SALE

2.99
12.99
12.79
12.79
1.00

2097153

Card Payment: TILLOTSON DAVID
Card Entry Method: S

Amount: \$46.80
Tip: *Handwritten: 25.30*
Total: *Handwritten: 55.30*

Approval: 090674

Subtotal: 42.56
Tax: 4.24
Total: 46.80
Auth: 090674
Balance Due: 0.00

Suggested Tip
20% Tip = 9.36
18% Tip = 8.42
15% Tip = 7.02

I agree to pay the above bill amount to the Card Payment.

Suggested Tip
20% Tip = 9.36
18% Tip = 8.42
15% Tip = 7.02

Customer Copy

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

ON THE BORDER
Mexican Grill & Cantina
5340 E. 41st Street South
918-948-8580

Server: Mary 11/02/2023
Table 43/1 12:33 PM
Guests: 2 30010
Order Type: Dine In

2 Dr Pepper (@2.99) 5.98
2 Grilled Queso Chicken (@14.29) 28.58

ARE YOU A BORDER REWARDS MEMBER?
Sign up: get a free item!
Download the OTB app: get 25 bonus pts!
www.ontheborder.com/border-rewards/

YOUR OPINION MATTERS!
Review us on Facebook, Google or Yelp.
QUESTIONS or COMMENTS: Contact us at
www.ontheborder.com/contact

Subtotal 34.56

Total Tax 2.94

Total 37.50

Balance Due 37.50

No Waiting
Easy Pay & Split Check
Apple Pay, Google Pay, & CC

\$\$\$ PAY BY PHONE \$\$\$



Scan w Phone Camera

Tim & David
MONTHLY LUNCH

ON THE BORDER
Mexican Grill & Cantina
5340 E. 41st Street South
918-948-8580

Server: Mary DOB: 11/02/2023
12:51 PM 11/02/2023
Table 43/1 3/30010

SALE

11/02/2023 12:51:42
MID: TID: RRN: 700005

PURCHASE - APPROVED
MASTERCARD Entry Method: Chip
CARD #: XXXXXX XXXX0756
AUTH CODE:036706

Mode: Issuer
AID: A0000000041010
TVR: 0000008000
IAD: 0110A0400122000000000000000000FF
TSI: E800 ARC: 00
TC: E38F224D274DE789
SubTotal USD \$ 37.50

Tip USD \$ 2-

Total USD \$ 44.50

Signature:  DAVID TILLOTSON

I agree to pay above total amount
according to card issuer agreement.
(Merchant agreement if Credit Voucher)
Retain this copy for your records

Suggested Tip
18%=\$ 6.22
20%=\$ 6.91
22%=\$ 7.60
**18% gratuity added for parties
of 8 or more**
THANK YOU!

Guest Copy

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

Waterfront Grill SVP
 Waterfront Grill
 120 Aquarium Drive
 Jenks, OK 74037
 (918)518-6300
 www.waterfrontgrilljenks.com

Table #33
 Trans #: 1171274 Serv: KK
 11/27/2023 1:07 PM # Cust:2

Quan	Descript	Cost
1	SOUP N SALAD	\$11.99
1	LUNCH STIR FRY	\$12.99
1	\$ W/ CHICKEN	\$5.99
1	DR PEPPER	\$3.99
Net Total:		\$34.96
Tax		\$2.94
TOTAL:		\$37.90
Amount Due:		\$37.90
Food:		\$30.97
Beverage:		\$3.99

Join us for the Holidays
 Book your party now!

DAVID + SUSAN
 SAME PAGE

** Customer Copy **
 Waterfront Grill SVP
 Tab: 33
 KK 11/27/2023 1:08 PM

1171274
 MasterCard

Amount \$37.90

TIP: 7-

TOTAL: 44.90

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

DAVID, SUSAN, & JOE
DEPT MEETING

Santa Fe Cattle Co.
12131 S Vancouver
913-321-2727

Server: M... DOB: 11/29/2023
1:23 PM 11/29/2023
11/29/2023 2/2000F

SALE

2097153

Card: XXXXXXXXXX0993
Generic card present: TILLOTSON DAVID
Card Entry Method: S

Account: 090374

Amount: \$ 55.30

* Tip: 8.51

= Total: 55.30

I agree to pay the above
total amount according to the
card display statement.

Suggested Tip
20% Tip = 8.51
18% Tip = 7.66
15% Tip = 6.38

Customer Copy

Santa Fe Cattle Co.
12131 S Vancouver
913-321-2727

Server: M... 11/29/2023
1:23 PM
11/29/2023 20005

1x Pepper 2.99
1x CK Grilled Shrimp 12.99
Broccoli
ChickTaco Salad 12.79
1x "A" Salad 12.79
Salad-Sneak 1.00

Subtotal 42.56
Tax 4.24

Total 46.80

46.80

Account 090374

Balance Due 0.00

Suggested Tip
20% Tip = 8.51
18% Tip = 7.66
15% Tip = 6.38

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

12/7/23, 11:27 AM

Yahoo Mail - Your receipt from Apple.

Your receipt from Apple.

From: Apple (no_reply@email.apple.com)

To: david.tillotson@yahoo.com

Date: Thursday, November 23, 2023 at 08:19 PM CST



Receipt

Save 3% on all your Apple purchases with Apple Card.¹ [Apply and use in minutes](#)²

APPLE ID

david.tillotson@yahoo.com

DATE

Nov 23, 2023

ORDER ID

MMQDN8VNX6

DOCUMENT NO.

195731903103

BILLED TO

MasterCard 2099

David Tillotson

13329 S Poplar St.

Glenpool, OK 74033

USA

iCloud+



iCloud+ with 50 GB of Storage

Monthly

Renews Dec 23, 2023

Dtillotson's iPhone

\$0.99

TOTAL

\$0.99



Save 3% on all your Apple purchases.



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1. 3% savings is earned as Daily Cash and is transferred to your Apple Cash card when transactions post to your Apple Card account. If you do not have an Apple Cash card, Daily Cash can be applied by you as a credit on your statement balance. 3% is the total amount of Daily Cash earned for these purchases. See the Apple Card Customer Agreement for more details on Daily Cash and qualifying transactions.

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To access and use all the features of Apple Card, you must add Apple Card to Wallet on an iPhone or iPad with iOS or iPadOS 13.2 or later. Update to the latest version of iOS or iPadOS by going to Settings > General > Software Update. Tap Download and Install.

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1/2

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MINUTES
City Council Regular Meeting
Monday, March 18, 2024 Council Chambers 6:00 PM

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

COUNCIL ABSENT: Brandon Kearns

STAFF PRESENT: David Tillotson
Susan White
Lesli Smith
David Agbetunsin
Lea Ann Reed
Jeremy Plane
Debbie Pengelly
Gerald S. Gilbert
Joe Wuest
Joshua Brannon
Paul Newton

STAFF ABSENT:

- 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**
Eric Wade, an attorney from Rosenstein, Fist & Ringold, was also present. Councilor Lund arrived at 6:09 p.m.
- C) Invocation – Joe Wuest, Economic Development Director**
- D) Pledge of Allegiance – Joyce G. Calvert, Mayor**
- E) Management Report**
David Tillotson introduced the planned schedule of events for the meeting to the council and audience.
[CM Memo_03.18.24](#)

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

City Council Regular Meeting
March 18, 2024

F) Mayor Report – Joyce G. Calvert, Mayor

Mayor Calvert did not have a formal report but expressed enthusiasm for the tour of the newly acquired city property and strategic planning presentations.

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) Minutes from March 4, 2024, meeting.
[City Council Regular Meeting - 04 Mar 2024 - Minutes - Html](#)
- 2) Approval of Budget Amendment CITY-11, increasing revenue account 01-5-00-5350 (Sale of Assets) by \$16,500.00, and increasing expenditure accounts 01-6-02-6202 (Operating Expenses) by increasing revenue account 01-5-00-5350 (Sale of Assets) by \$16,500.00, and increasing expenditure accounts 01-6-02-6202 (Operating Expenses) by \$4,500.00 and 01-6-03-6333 (Capital Purchases) by \$12,000.00.

Moved by Chris Brobst, seconded by Tim Fox

To approve the consent agenda.

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

CARRIED.

[Staff Report - PD Sale of Assets ANIMAL CONTROL 3.18.2024](#)

[City-11 Amendment Sale of PD vehicles ANIMAL CONTROL](#)

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

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

City Council Regular Meeting
March 18, 2024

No items removed from the consent agenda.

K) Scheduled Business

- 1) Discussion and possible action to approve a modification to the deadline in Section 7 of the City Manager Employment Contract, as amended, for the City Council to complete the City Manager's annual evaluation and consider a performance incentive bonus from "not later than the final Council meeting in March" to "not later than April 30" for the current fiscal year (FY2024) only.
(David Tillotson, City Manager)

Moved by Chris Brobst, seconded by Joyce Calvert

To approve a modification to the deadline in Section 7 of the City Manager Employment Contract, as amended, for the City Council to complete the City Manager's annual evaluation and consider a performance incentive bonus from "not later than the final Council meeting in March" to "not later than April 30" for the current fiscal year (FY2024) only.

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

CARRIED.

[Modification to Deadline in Section 7 of CM Contract 2024](#)

- 2) Presentation and discussion related to the creation of a Strategic Plan for the City of Glenpool and tour of City facilities.
(David Tillotson, City Manager)

No action taken on the presentations related to the creation of a Strategic Plan for the City of Glenpool discussion.

L) Adjournment

Mayor Calvert declared the meeting adjourned at 8:45 p.m.



To: Honorable Mayor and City Council

From: Joshua Brannon, Finance Director

Date: April 1, 2024

Re: FY23-24 City Budget Amendment CITY-12

Background:

The attached budget amendment requests an increase to the General Fund FY23-24 revenue budget for Insurance Reimbursements and an increase to the General Fund expenditure budget for Street & Parks Vehicle Repair & Maintenance to appropriate insurance claim proceeds in the amount of \$3,431.00.

Staff Recommendation

Staff recommends approval of Budget Amendment CITY-12, increasing revenue account 01-5-00-5362 (Insurance Reimbursements) by \$3,431.00, and increasing expenditure account 01-6-14-6271 (Vehicle Repairs & Maintenance) by \$3,431.00.

Attachment:

Budget Amendment Form CITY-12.

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 Triplett-Lund, Ward 4
City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Lesli Smith
www.glenpoolonline.com

**City of Glenpool
Budget Amendment**

Fiscal Year: 2023 - 2024
 Amendment No: CITY-12
 Date Requested: 4/1/2023

	Revenue:						Expense:				
	Fund	Account Number	Acct Name	Increase / (Decrease)	New Budget Amount		Fund	Account Number	Acct Name	Increase / (Decrease)	New Budget Amount
1	01	5-00-5362	Insurance Reimbursements	\$ 3,431	\$ 8,825	01	6-14-6271	Vehicle Repairs	\$ 3,431	\$ 31,345	
2											
3											
4											
5											
6											
8											
9											
10											
11											
12											
13											
14											
			Total	\$ 3,431.00	\$ 8,825.00			Total	\$ 3,431.00	\$ 31,345.00	

Notes:
 Lines 1: OMAG insurance reimbursement for Kubota mower

Approved by the City of Glenpool

 Mayor

 Date



To: Honorable Mayor and City Council

From: Joshua Brannon, Finance Director

Date: April 1, 2024

Re: FY23-24 City Budget Amendment CITY-13

Background:

The attached budget amendment requests an increase to the General Fund FY23-24 revenue budget for Sales Tax in the amount of \$36,070.00 and an increase to the General Fund Streets & Parks expenditure budgets for Operating Expenses, Equipment Rental, and Contract Services in a total amount of \$36,070.00 for 2023 Father's Day storm clean-up and for clearing and seed/sod at City-owned property located at 14314 S. Barber Street. Staff has applied for federal reimbursement of the applicable Father's Day storm clean-up expenses, but does not anticipate receiving reimbursement in the current fiscal year. Lastly, year-to-date Sales Tax is 1.2%, or \$125,625.00, above budget.

Staff Recommendation

Staff recommends approval of Budget Amendment CITY-13, increasing General Fund revenue account 01-5-00-5001 (Sales Tax) by \$36,070.00, and increasing expenditure account 01-6-14-6202 (Operating Expenses) by \$750.00, 01-6-14-6230 (Equipment Rental) by \$500.00, and 01-6-14-6235 (Contract Services) by \$34,820.00.

Attachment:

Budget Amendment Form CITY-12.

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 Triplett-Lund, Ward 4
City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Lesli Smith
www.glenpoolonline.com

**City of Glenpool
Budget Amendment**

Fiscal Year: 2023 - 2024
 Amendment No: CITY-13
 Date Requested: 4/1/2023

	Revenue:						Expense:				
	Fund	Account Number	Acct Name	Increase / (Decrease)	New Budget Amount		Fund	Account Number	Acct Name	Increase / (Decrease)	New Budget Amount
1	01	5-00-5001	Sales Tax	\$ 36,070.00	\$ 7,984,591.00		01	6-14-6202	Operating Expenses	\$ 750.00	\$ 25,054.00
2							01	6-14-6230	Equipment Rental	\$ 500.00	\$ 7,000.00
3							01	6-14-6235	Contract Services	\$ 34,820.00	\$ 78,535.00
4											
5											
6											
8											
9											
10											
11											
12											
13											
14											
			Total	\$ 36,070.00	\$ 7,984,591.00			Total	\$ 36,070.00	\$ 110,589.00	

Notes:

Lines 1: Appropriation of additional Sales Tax proceeds for expenses associated with Father's Day storm clean-up and for upcoming clearing and seed/sod at City-owned property located at 14314 S. Barber St.

Approved by the City of Glenpool

Mayor

Date



To: Mayor and Council
GUSA Chair and Board of Trustees

From: David Tillotson, City Manager

Date: March 27, 2024

Re: Approval of Resolution #2024003 and #2024001GUSA

Background:

As staff has discussed with Council and GUSA over the past couple of months, the City through GUSA will need to supplement the \$44 million ARPA grant that was awarded to GUSA to fully fund the almost \$63 million estimated cost. As such, we are making application to the Oklahoma Water Resources Board (OWRB) for \$35 million in low interest loans through the Clean Water SRF program (CWSRF). The loans will be issued as bonds sold to OWRB for the benefit of GUSA. As part of this application process, the City and GUSA are both required to approve resolutions relating to this indebtedness, to pledge sales tax, approve a loan agreement, promissory note, and other provisions. GUSA's bond Counsel, John Weidman, will be present to speak about this issue and answer questions pertaining to the resolutions.

I realize you may have some questions about why we are applying to borrow \$35 million when we only need \$19 million to fund the current project estimate. The CWSRF program acts similarly to a construction loan in that we only pay back the money we draw down to pay for our construction project. We believe it is prudent to estimate in the extreme high end when making this application in the event construction prices increase again between today and when the project is bid. If we don't use all the funds we are approved for, then those funds won't be part of the note when the loan is finalized. This also means that we won't need to go back to OWRB and request additional funds through a second application should bids come in higher than expected.

Staff Recommendation:

Staff recommends approval of:

- Resolution 2024003, a Resolution relating to the incurring of indebtedness by the Trustees of the Glenpool Utility Services Authority in an aggregate principal amount of not to exceed thirty-five million and no/100s dollars (\$35,000,000.00), approving a sales tax agreement and other documents as may be necessary or required and declaring an emergency; and
- Resolution 2024001GUSA, a resolution authorizing the issuance of not to exceed \$35,000,000.00 the Glenpool Utility Services Authority Clean Water SRF promissory note, series 2024; approving a loan agreement, promissory note, mortgage, sales tax agreement, and security agreement; and authorizing such other documents and agreements as may be necessary or required; authorizing

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

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

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

City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Lesli Smith

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City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

the sale of the note to the Oklahoma Water Resources Board and containing other provisions relating thereto.

Attachments:

- Resolution No. 2024003
- Resolution No. 2024001GUSA

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

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

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

City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Leslie Smith

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RESOLUTION NO. 2024003

A RESOLUTION RELATING TO THE INCURRING OF INDEBTEDNESS BY THE TRUSTEES OF THE GLENPOOL UTILITY SERVICES AUTHORITY IN AN AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED THIRTY FIVE MILLION AND NO/100S DOLLARS (\$35,000,000.00), APPROVING A SALES TAX AGREEMENT AND OTHER DOCUMENTS AS MAY BE NECESSARY OR REQUIRED AND DECLARING AN EMERGENCY.

WHEREAS, The Glenpool Utility Services Authority (the "Authority") was created by a Declaration of Trust dated as of June 12, 1967, as amended (the "Trust Indenture"), for the use and benefit of the City of Glenpool, Oklahoma (the "City"), under authority of and pursuant to the provisions of Title 60, Oklahoma Statutes 2021, Sections 176 to 180.3, inclusive, as amended and supplemented, and other applicable statutes of the State of Oklahoma; and

WHEREAS, the Authority has determined that, in order to provide funds for making necessary improvements to the wastewater treatment system leased to the Authority by the City, it will issue its Clean Water SRF Promissory Note, Series 2024 (the "Note"), in the aggregate principal amount of not to exceed \$35,000,000.00; and

WHEREAS, there has been presented to this meeting a form of Sales Tax Agreement by and between the Authority and the City providing for the appropriation of certain sales tax to the payment of the Note on a year to year basis as provided therein.

BE IT RESOLVED BY THE CITY OF GLENPOOL, OKLAHOMA:

Section 1. The incurring of indebtedness by the Trustees of The Glenpool Utility Services Authority in the aggregate principal amount of not to exceed \$35,000,000.00 to be evidenced by the Note of the Authority is hereby approved by the Council of the City of Glenpool, Oklahoma, the governing body of said City.

Section 2. The form of Sales Tax Agreement is hereby approved and the Mayor is hereby authorized and directed to execute and deliver in the name and on behalf of the City the Sales Tax Agreement and all other documents, closing papers, certificates and such other documents as are necessary to accomplish the transactions contemplated thereby.

Section 3. The signatures of the officers of the City appearing on the Sales Tax Agreement and such other agreements, documents, closing papers and certificates executed and delivered pursuant to this Resolution shall be conclusive evidence of their approval thereof and of their authority to execute and deliver such agreements and documents on behalf of the City.

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

Section 4. The Chairman of the Council and City Clerk of the City be, and they hereby are, authorized and empowered for and on behalf of the City, to execute and deliver such further agreements and documents and take such action as such officer or officers may deem necessary or desirable in order to accomplish the issuance of the Note.

Section 5. By reason of the urgent need to provide permanent funding for certain public improvements, facilities and services relating to the waste water collection, treatment, transportation and disposal system leased to the Authority by the City, and for the furtherance and preservation of the public peace, health, safety and welfare of the City and the inhabitants thereof, an emergency is declared to exist for reason whereof this Resolution shall be in full force and effect from and after its passage and approval.

ADOPTED AND PASSED this 1st day of April, 2024.

Joyce G. Calvert, Mayor

ATTEST:

Lesli Smith, City Clerk

(SEAL)

APPROVED AS TO FORM:

Scott Major, City Attorney

RESOLUTION NO. 2024001GUSA

A RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$35,000,000.00 THE GLENPOOL UTILITY SERVICES AUTHORITY CLEAN WATER SRF PROMISSORY NOTE, SERIES 2024; APPROVING A LOAN AGREEMENT, PROMISSORY NOTE, MORTGAGE, SALES TAX AGREEMENT AND SECURITY AGREEMENT; AND AUTHORIZING SUCH OTHER DOCUMENTS AND AGREEMENTS AS MAY BE NECESSARY OR REQUIRED; AUTHORIZING THE SALE OF THE NOTE TO THE OKLAHOMA WATER RESOURCES BOARD AND CONTAINING OTHER PROVISIONS RELATING THERETO.

WHEREAS, the Authority was created by a Declaration of Trust dated as of June 12, 1967, as amended (the "Trust Indenture"), for the use and benefit of the City of Glenpool, Oklahoma (the "City"), under authority of and pursuant to the provisions of Title 60, Oklahoma Statutes 2021, Sections 176 to 180.3, inclusive, as amended and supplemented, and other applicable statutes of the State of Oklahoma; and

WHEREAS, the Authority has determined that, in order to provide funds for making necessary improvements to the wastewater treatment system leased to the Authority by the City, it will issue its Clean Water SRF Promissory Note, Series 2024 (the "Note"), in the aggregate principal amount of not to exceed \$35,000,000.00; and

WHEREAS, the Authority has determined in connection with the issuance of the Note that Hilborne & Weidman, a professional corporation (the "Bond Counsel"), provide necessary bond counsel services to the Authority in connection with the issuance of the Note; and

WHEREAS, there has been presented to this meeting a form of Loan Agreement, Note, Mortgage, Sales Tax Agreement and Security Agreement (collectively the "Loan Documents"), authorizing and providing for the issuance of and security for the Note.

BE IT RESOLVED BY THE TRUSTEES OF THE GLENPOOL UTILITY SERVICES AUTHORITY:

Section 1. The general counsel, Bond Counsel and the staff of the Authority are hereby authorized and directed to prepare all documents and instruments necessary or convenient for the application for loan to the Oklahoma Water Resources Board and for the sale, issuance and delivery of the Note.

Section 2. The forms of Loan Documents presented to this meeting be, and hereby are approved, and the Chairman or Vice Chairman of Trustees and the Secretary or any Assistant Secretary of Trustees of the Authority be, and they hereby are, authorized, directed and empowered to execute and deliver in the name of the Authority the Loan Documents and other documents and

agreements in said forms and containing substantially the terms and provisions as shall be approved by the officers executing the Loan Documents and other documents and agreements, the execution thereof by such officers being conclusive evidence of such approval, and to execute and deliver in the name and on behalf of the Authority all documents, closing papers, certificates and such other documents as are necessary to accomplish the issuance and sale of the Note.

Section 3. The signatures of the officers of the Authority appearing on the Loan Documents and documents and other agreements, documents, closing papers and certificates executed and delivered pursuant to this Resolution shall be conclusive evidence of their approval thereof and of their authority to execute and deliver such agreements and documents on behalf of the Authority.

Section 4. The Chairman or Vice Chairman of Trustees and the Secretary or any Assistant Secretary of Trustees of the Authority be, and they hereby are, authorized and empowered for and on behalf of the Authority, to execute and deliver such further agreements and documents and to take such action as such officer or officers may deem necessary or desirable in order to carry out and perform the Loan Documents and any contracts, documents, or instruments executed and delivered in connection with the issuance of the Note, and to effect the purposes thereof and to consummate the transactions contemplated thereby.

Section 5. It is hereby determined to be necessary and in the best interest of the trust estate that the Note be issued in the aggregate principal amount of not to exceed \$35,000,000.00, the exact principal amount thereof, the maturity date thereof, not to exceed thirty (30) years, and the average rate of interest thereon, not to exceed 4.00% per annum, to be determined by the Chairman or Vice Chairman of Trustees of the Authority as set forth in the Note. It is further hereby determined to be necessary and in the best interest of the trust estate that the Note be issued and sold to the OWRB at a price equal to one hundred percent (100%) of the principal amount thereof and the issuance and sale of the Note is hereby specifically approved.

ADOPTED the 1st day of April, 2024.

Joyce G. Calvert, Chairman of Trustees

ATTEST:

Lesli Smith, Secretary of Trustees

(SEAL)

Approved as to Form:

Scott Major, Authority Counsel



TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: DUY NGUYEN, CITY PLANNER

RE: REVIEW AND ACCEPTANCE OF A GENERAL UTILITY EASEMENT FROM DAVID JESSE POPE & AMY POPE

DATE: APRIL 1, 2024

BACKGROUND

This item under consideration is the acceptance of a General Utility Easement from David Jesse Pope & Amy Pope to the City of Glenpool for utility installation purposes. This easement is associated with the Twin Ponds Phase II Subdivision and was a part of the preliminary plat that was approved at the August 14, 2023, Planning Commission Meeting.

The subject property is located at 2225 West 181st Street South, Mounds, OK 74047. The proposed utility easement is 20-foot by 20-foot tract of land situated at the northeast corner of the property (see attached Exhibits). The utility easement will allow the extension of water and sewer lines to the Twin Ponds Phase II Subdivision. In addition, this dedication also establishes a public easement for public and private franchise utility service.

STAFF RECOMMENDATION:

Staff recommends the City Council approve and accept the General Utility Easement as presented.

ATTACHMENTS:

1. Aerial Photo
2. General Utility Easement Deed, Legal Description, & Exhibit

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

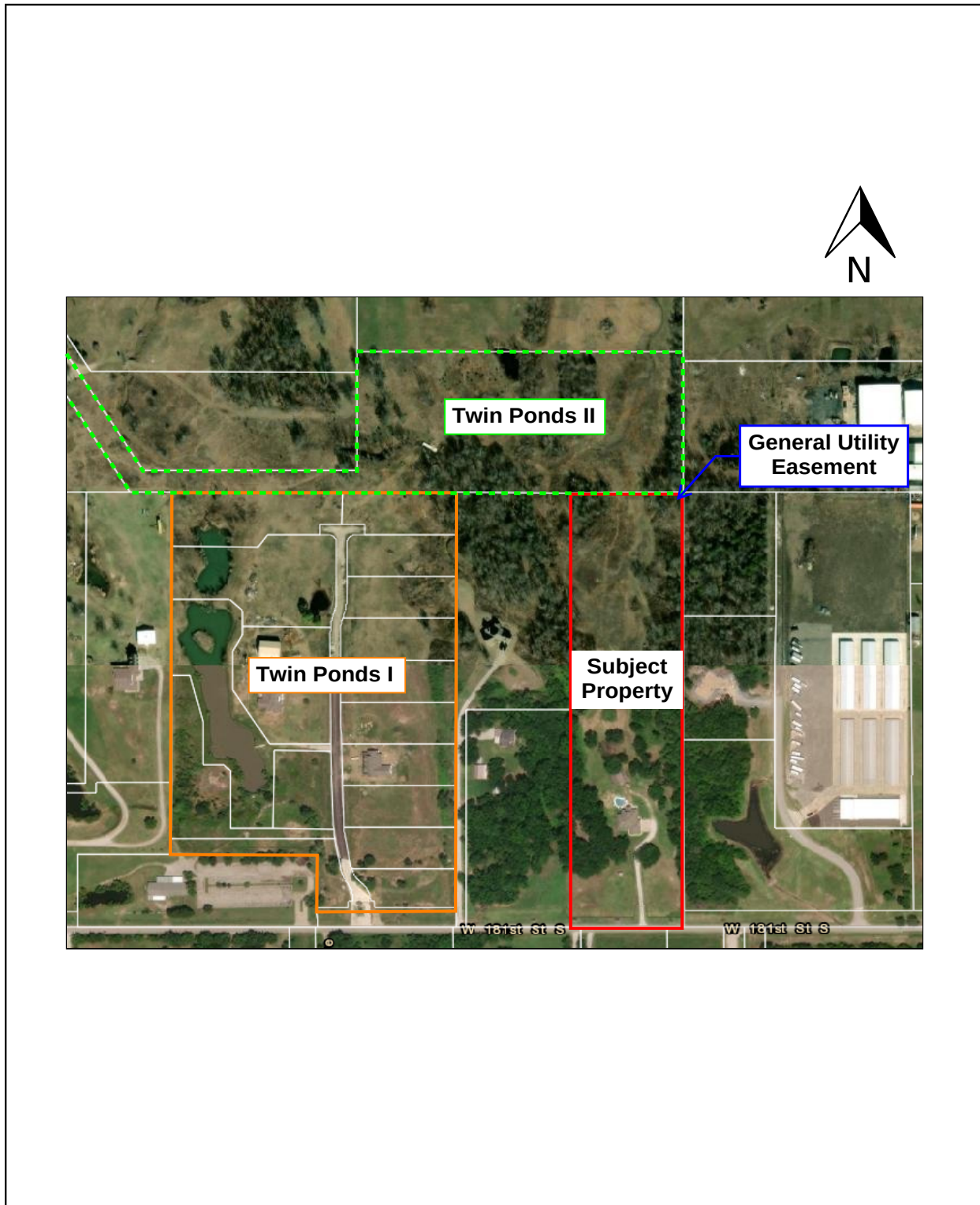
Mayor Joyce Calvert, Ward 3; Vice-Mayor Brandon Kearns, At-Large;

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

City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Lesli Smith

www.glenpoolonline.com

Aerial Photo



**General Utility Easement Deed,
Legal Description, & Exhibit**

GENERAL UTILITY EASEMENT

That the undersigned, David Jesse Pope, Amy Pope, husband and wife
(Grantor), as the owner of the legal and equitable title
of the following described real estate (Property), for and in consideration of the sum of TEN
DOLLARS (\$10.00), and other good and valuable considerations, the receipt of which is
acknowledged, does hereby grant and convey to the City of Glenpool, a Municipal Corporation
(GRANTEE), an easement through, over, and across the following described Property:

See Exhibit 'A' attached herewith and made a part of this easement grant:

for the purpose of permitting Grantee and Franchise Utility services thereon, through, over, or across
said property, together with all necessary and convenient appurtenances thereto; to use and maintain
the same; and affording Grantee and Franchise Utility service provider officers, agents, employees,
and/or all persons under contract with either, the right of access to and upon said premises and strip
of land for the purposes of surveying, excavating for, operating, repairing, and maintaining all such
utility services and associated appurtenances.

The Grantee and Franchise Utility service providers are hereby given and granted the exclusive
possession of said above described premises for the purposes aforesaid and Grantor, for itself and its
heirs, administrators, successors, and assigns, covenants and agrees that no building, structure, fence,
wall, or other above ground obstruction will be placed, erected, installed, or permitted upon the
above described real estate; and further covenants and agrees that, in the event the terms of this
paragraph are violated by the Grantor or other persons in privity with it, such violation will promptly
be corrected and eliminated upon receipt of notice from the Grantee or Franchise Utility supplier, or
the Grantee or Franchise Utility supplier shall have right to remove or otherwise eliminate such
violation, and Grantor, its heirs, administrators, successors and assigns, shall promptly pay the actual
cost thereof.

TO HAVE AND TO HOLD such easement unto to the City of Glenpool (Grantee), its successors
or assigns as aforesaid:

Dated this 7 day of 3 2024

By: Jesse Pope, Amy Pope, David Jesse Pope (Grantors)

Name: Jesse Pope, Amy Pope

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

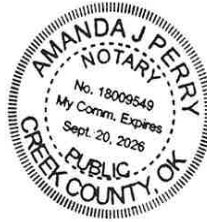
STATE OF OKLAHOMA.)
) ss.
COUNTY OF TULSA)

Before me, the undersign, a Notary Public, in and for said County and State on
this the 7 day of March, 2024, personally appeared David Jesse Pope
Amy Pope to me known to be the identical persons who subscribed as the
makers to the foregoing as Owners (Grantees) and acknowledge to me that they executed
the same as their free will and voluntary acts and deeds for the uses and purposes there in
set forth.

Amanda J Perry
Name:
Notary Public

My Commission Expires:

Sept 20 2026



ACCEPTED BY:

CITY of GLENPOOL
A Municipal Corporation

Dated this: _____, day of _____, 2024

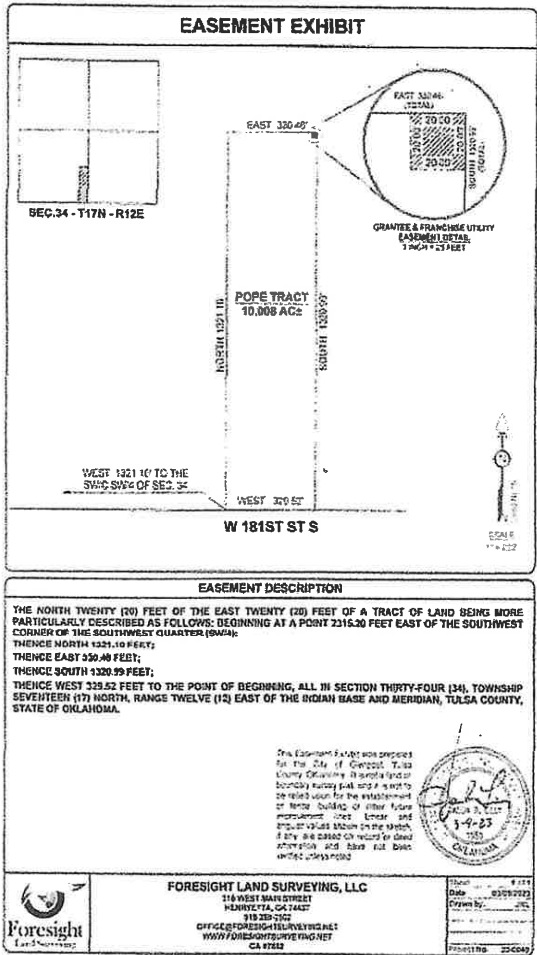
By: _____
Mayor:

ATTEST:

City Clerk

APPROVED AS TO FORM:

Exhibit A





TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: DUY NGUYEN, CITY PLANNER

DATE: APRIL 1, 2024

ITEM: STATE FARM GLENPOOL & FINAL PLAT

REQUEST: A FINAL PLAT FOR A 0.555-ACRE COMMERCIAL SITE CONSISTING OF ONE (1) LOT.

APPLICANT: MANNS PROPERTIES AND HOLDING, LLC

LOCATION: THE SUBJECT SITE IS GENERALLY LOCATED NORTH AND EAST OF THE NORTHEAST CORNER OF EAST 141ST STREET SOUTH AND SOUTH BIRCH STREET.

ZONING: CS (COMMERCIAL SHOPPING CENTER)

COMP PLAN: SPECIAL DISTRICT 5

APPLICANT'S REPRESENTATIVE: JR DONELSON

BACKGROUND

The subject site is generally located north and east of the northeast corner of East 141st Street South and South Birch Street. The site is currently zoned CS (Commercial Shopping Center) with a Comprehensive Plan designation of Special District 5.

The subject site was originally created by grant deed in 2005 and is 0.555 acres in size. To develop the site, a subdivision plat would need to be processed, approved, and recorded prior to development occurring. The applicant intends to develop the site with an office building similar to the State Farm office building located at 259 E 141st Street South, directly adjacent to the subject site.

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

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City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Lesli Smith

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City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

SURROUNDING ZONING / COMP PLAN / LAND USES

	Zoning	Comp Plan Designation	Land Use
North	RS (Single-Family Medium Density)	Neighborhood Conservation	Single-Family Subdivision
South	CS (Commercial Shopping Center)	Special District 5	Commercial
East	CS (Commercial Shopping Center)	Special District 5	General Office
West	CS (Commercial Shopping Center)	Special District 5	Single-Family Residential

PROJECT DESCRIPTION

As mentioned, the subject site was originally created in 2005. To develop the site, a subdivision plat would need to be processed, approved, and recorded. As such, a Preliminary Plat was reviewed and approved by the Commission on March 11, 2024, along with the proposed Final Plat.

Attached to the staff report is the Final Plat map. In addition to the Preliminary and Final Plat applications, a Site Plan application for an office building of approximately 3,103sf has also been submitted for staff review.

Physical Features of the Property: There are no FIRM Flood Hazard Areas within the subject site. The subject site is relatively flat and drains to the southern edge of the property.

Access: The main access to the project site is via East 141st St. South.

Services: The property is served by the City of Glenpool water and sewer and OG&E for electricity. Utilities within the immediate area are adequate to serve the project area.

TAC

The Technical Advisory Committee (TAC) reviewed the Preliminary Plat and Final Plat on January 19, 2024. There are no additional comments.

ANALYSIS

The Final Plat is substantially the same as the Preliminary Plat and Final Plat approved by the Commission on March 11, 2024. The applicant has prepared and submitted the required infrastructure improvement documents for the Final Plat application.

PLANNING COMMISSION ACTION: The Planning Commission meeting on the proposed Final Plat was held on Monday, March 11, 2024. After deliberating, the Planning Commission on a 5-0 vote recommended that the City Council approve the Final Plat.

STAFF RECOMMENDATION:

Staff recommends the City Council affirm the Planning Commission action; and Approve the Final Plat as presented.

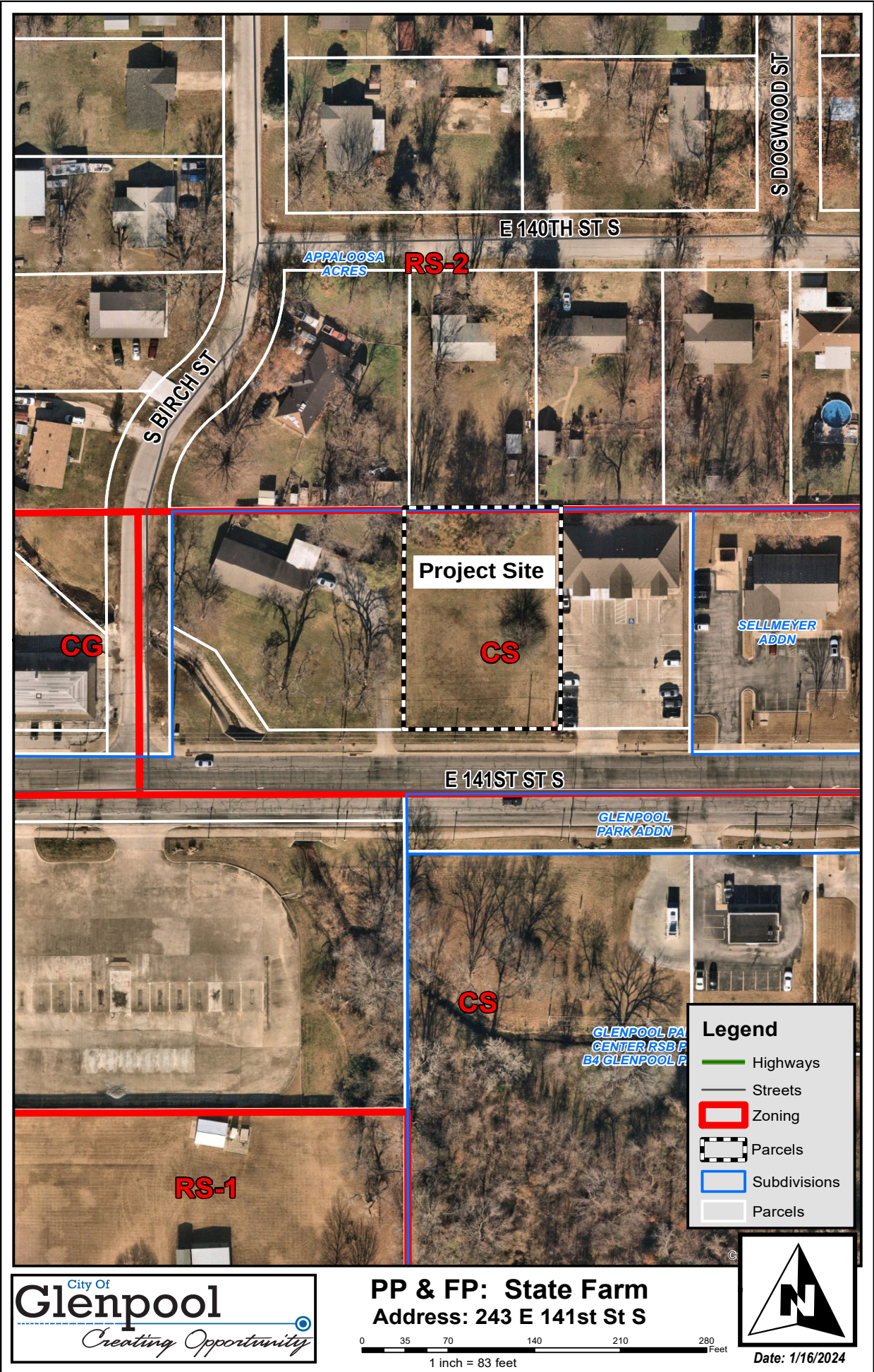
ATTACHMENTS:

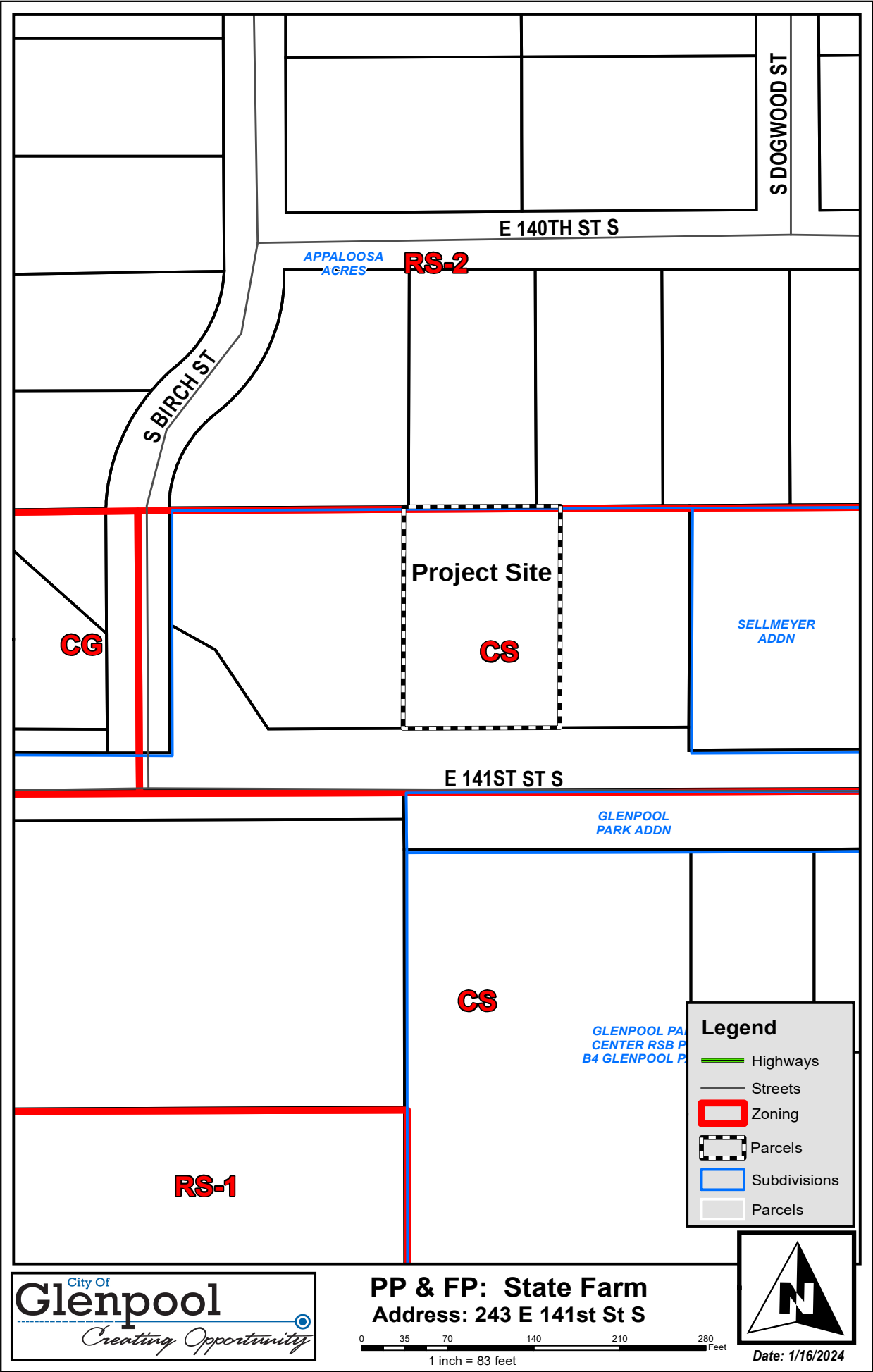
1. Aerial Photo/Zoning Map
2. Application(s)
3. Proposed Final Plat
4. Legal Description

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

*Mayor Joyce Calvert, Ward 3; Vice-Mayor Brandon Kearns, At-Large;
Tim Fox, Ward 1; Chris Brobst, Ward 2; Jacqueline Lund, Ward 4
City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Lesli Smith
www.glenpoolonline.com*

Aerial Photo / Zoning Map





**Preliminary Plat
Application**

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment



RECEIVED: 1-24-2024
TAC CONFERENCE: _____
PC HEARING: _____

APPLICATION FOR APPROVAL OF A PRELIMINARY AND FINAL SUBDIVISION PLAT

There is a fee for submittal and review of both a (1) preliminary plat and a (2) final plat; fee must be paid at the time of application. Before a preliminary or final plat submission, the applicant or representative shall schedule a pre-submittal meeting with the Community Development Department.

CHECK BOX INDICATING PRELIMINARY OR FINAL PLAT SUBMISSION

PRELIMINARY PLAT ☒

A preliminary subdivision plat submitted for city approval shall be prepared by a registered professional land surveyor licensed in the state of Oklahoma, the preliminary plat shall illustrate, contain, or be accompanied by the information required in Section 12-5A-3 of the City's Subdivision Regulations (Title 12).

ITEM NO.	APPLICANT INITIAL	COG INITIAL	SUBMITTAL MATERIALS
1	JRD		COMPLETED APPLICATION SIGNED BY THE DEVELOPER/OWNER OR AGENT
2	JRD		LEGAL DESCRIPTION (WORD.DOC OR PDF)
3	JRD		PROCESSING FEE + \$1.00 FOR EACH REQUIRED PUBLIC HEARING NOTICE
4	JRD		LIST OF ALL ABUTTING. ¹ PROPERTY OWNERS OF SUBJECT SITE, AS WELL AS ADDRESSED ADHESIVE ENVELOPE LABELS FOR SUCH PROPERTY OWNERS AS LISTED IN THE OFFICE OF COUNTY CLERK COMPILED BY A FULLY BONDED ABSTRACT AND TITLE COMPANY
5	JRD		(5) PAPER (FOLDED TO 8-1/2" X 11") AND ONE ELECTRONIC (PDF) COPY OF PRELIMINARY SUBDIVISION PLAT
6	JRD		(5) PAPER COPIES (FOLDED TO 8-1/2" X 11") AND ONE ELECTRONIC (PDF) COPY OF THE PRELIMINARY CONSTRUCTION DOCUMENTS COVERING THE PUBLIC AND PRIVATE INFRASTRUCTURE IMPROVEMENTS NECESSARY TO SUPPORT THE PROJECT

¹ ABUTTING: In addition to the customary meaning, abutting, for the purposes of notice, shall mean contiguous or separated therefrom only by a non-arterial street.

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Updated: 2020/15/05
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FINAL PLAT ☐

The final subdivision plat shall be drawn at the same scale as the preliminary subdivision plat, and shall include all of the information required as a condition of approval of the preliminary subdivision plat, and shall be prepared by a registered professional land surveyor licensed in the state of Oklahoma.

The final subdivision plat shall be developed and drawn in accordance with the requirements of Oklahoma state statutes and the City's Subdivision Regulations (Title 12) and shall illustrate, contain, or be accompanied by the information required in Section 12-5A-6 of the City's Subdivision Regulations (Title 12).

ITEM NO.	APPLICANT INITIAL	COG INITIAL	SUBMITTAL MATERIALS
1			COMPLETED APPLICATION SIGNED BY THE DEVELOPER/OWNER OR AGENT
2			PROCESSING FEE
3			(3) COPIES OF THE FINAL INFRASTRUCTURE CONSTRUCTION DOCUMENTS COVERING ALL REQUIRED PUBLIC AND PRIVATE INFRASTRUCTURE IMPROVEMENTS TO SUPPORT THE SUBDIVISION SITE AS APPROVED BY THE APPROPRIATE CITY COMMUNITY DEVELOPMENT DEPARTMENTS.
4			(5) PAPER COPIES OF FINAL SUBDIVISION PLAT IN COMPLIANCE WITH THE PRELIMINARY SUBDIVISION PLAT AND ALL CONDITIONS OF APPROVAL AS WAS APPROVED BY THE PLANNING COMMISSION.

APPLICATION PROCESSING FEE

	PRELIMINARY PLAT FEE	FINAL PLAT FEE
PLAT APPLICATION FEE:	\$200.00	\$250.00
\$1.00 PER PROPERTY OWNER ON TITLE ABSTRACT REPORT:	(24) X \$1.00 = 24 ⁰⁰	NO FEE/NOTICE FOR FINAL PLAT
TOTAL:	\$ 224 ⁰⁰	\$250.00

RECEIVED
JAN 24 2024
BY:

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Updated: 2020/15/05
Page 2 of 5



Complete information below and return with submittal materials as outlined in the checklist on page 1 of the Application for Approval of Subdivision Plat; call the City Planner with questions.

PROPOSED SUBDIVISION NAME: STATE FARM GLENPOOL

DEVELOPER'S NAME: MANNS PROPERTIES AND HOLDING, LLC

DEVELOPER'S ADDRESS: 3902 E 51st ST, TULSA, OK 74135

DEVELOPER'S PHONE: 918-859-9343 DEVELOPER'S EMAIL: JRDONC@TULSACOMAIL.CC

ENGINEER'S NAME: BDB ENGINEERING GROUP

ENGINEER'S ADDRESS: 4150 S. 100th E. AVE, STE 109 ^{Tul} OK

ENGINEER'S PHONE: 918-392-8400 ENGINEER'S EMAIL: Carl@BDBGRP.COM

ZONING: CS PUD: Y/N N PUD NO.: _____

SANITARY SEWER: ☒ CITY ☐ LAGOON ☐ SEPTIC ☐ OTHER _____

WATER PURVEYOR: ☒ CITY ☐ OTHER _____

STREET SURFACING: ☐ PORTLAND CEMENT ☐ CONCRETE ASPHALTIC CONCRETE

NO PUBLIC STREET

IF SUBMITTING FINAL PLAT, DATE OF PRELIMINARY PLAT PLANNING COMMISSION APPROVAL: BOTH TOGETHER

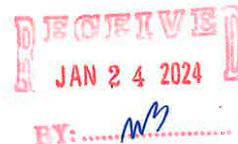
I, the undersigned applicant, certify information contained within this application is true and correct.

APPLICANT SIGNATURE: _____

DATE: 1/3/2023

PROPERTY OWNER SIGNATURE: _____

DATE: 1/3/2023



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RECEIVED
JAN 24 2024

CITY OF GLENPOOL PRELIMINARY & FINAL PLATTING PROCEDURES

PRELIMINARY PLAT:

Any application submitted incomplete will not be placed on the Technical Advisory Committee (TAC) agenda (per meeting schedule). The application must be submitted by the Community Development Department cutoff deadline (per meeting schedule) in order to make the next meeting of the TAC.

The preliminary plat should be drawn in accordance with the Subdivision Regulations (Title 12), available to download on the Community Development Department webpage.

The TAC and City Staff will review the preliminary plat and recommend conditions, if any, to the Planning Commission.

The Planning Commission will review the preliminary plat and conditions recommended by TAC and Staff at the Planning Commission meeting, they may approve the preliminary plat upon these conditions, they may add or delete others, or they may deny the plat.

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).

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

FINAL PLAT:

Following approval of the preliminary subdivision plat by the Planning Commission, the applicant shall file an application for approval of the final subdivision plat. The application must be submitted by the Community Development Department cutoff deadline (per meeting schedule) in order to make the next meeting of the TAC.

The final plat should be drawn in accordance with the Subdivision Regulations (Title 12), available to download on the Community Development Department webpage.

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The Planning Commission will review the plat for final approval, subject to the conditions of the TAC and City Staff. If the Planning Commission denies a plat, an appeal may be made to the

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City Council Regular Meeting - 01 Apr 2024 Minutes Attachment



Glenpool City Council. Upon approval of the final plat by the Planning Commission, the City Council will review the plat, acting to approve or deny it. The City Council has final approval on all final plats.

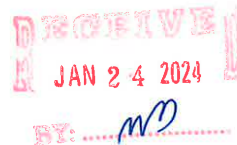
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After receiving notice of final approval by Council, upon revising the final approved plat to meet all conditions of approval, submit application for Corrected Final Plat, all necessary bonds to be submitted to the City Engineer.

After the plat is recorded, the applicant submits to the Community Development Department One (1) recorded paper copy of the plat.

FOR ADDITIONAL INFORMATION, PLEASE CALL THE CITY OF GLENPOOL COMMUNITY DEVELOPMENT DEPARTMENT AT 918-209-4610 OR VISIT THE CITY'S WEBSITE: <https://www.glenpoolonline.com/>.



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**Final Plat
Application**

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment



FINAL PLAT ~~X~~

The final subdivision plat shall be drawn at the same scale as the preliminary subdivision plat, and shall include all of the information required as a condition of approval of the preliminary subdivision plat, and shall be prepared by a registered professional land surveyor licensed in the state of Oklahoma.

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APPLICATION PROCESSING FEE

	PRELIMINARY PLAT FEE	FINAL PLAT FEE
PLAT APPLICATION FEE:	(\$200.00)	\$250.00
\$1.00 PER PROPERTY OWNER ON TITLE ABSTRACT REPORT:	(24) X \$1.00 = 24	NO FEE/NOTICE FOR FINAL PLAT
TOTAL:	\$ 200.00	\$250.00

~~(\$224.00)~~ (\$250.00)

~~\$474.00~~

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SANITARY SEWER: ☒ CITY ☐ LAGOON ☐ SEPTIC ☐ OTHER _____

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STREET SURFACING: ☐ PORTLAND CEMENT ☐ CONCRETE ASPHALTIC CONCRETE

NO PUBLIC STREET

IF SUBMITTING FINAL PLAT, DATE OF PRELIMINARY PLAT PLANNING COMMISSION APPROVAL: BOTH TOGETHER

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

APPLICANT SIGNATURE: [Signature] DATE: 1/3/2023

PROPERTY OWNER SIGNATURE: [Signature] DATE: 1/3/2023

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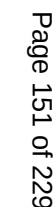
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Updated: 2020/15/05
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Plat Map



STATE FARM GLENPOOL
DEED OF DEDICATION AND STATEMENT OF RESTRICTIVE COVENANTS

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS, MANNS PROPERTIES AND HOLDING, LLC is the owner in fee simple to the following described property in the City of Glenpool, Tulsa County, Oklahoma, to-wit:

A tract of land located in the Southwest Quarter (SW/4) of Section 11, Township 17 North, Range 12 East, of the Indian Base and Meridian, Tulsa County, State of Oklahoma, being more particularly described as follows, to-wit:

Commencing at a point that is 1471.00 feet East and 140.0 feet North of the Southwest corner of said Southwest Quarter (SW/4); thence N 00°05'00"W a distance of 98.49 feet; thence Due East a distance of 189.85 feet to the point of beginning; thence continuing Due East a distance of 127.46 feet; thence S 00°05'00"E a distance of 190.00 feet; thence Due West a distance of 127.46 feet; thence N 00°05'00"W a distance of 190.00 feet to the point of beginning.

and Manns Properties and Holding, LLC have caused the above-described land to be surveyed, staked, plotted, granted, donated, conveyed, and dedicated, access rights reserved, and subdivided into a lot, a block, plotted and subdivided into one lot and one block and have designated the same as "State Farm Glenpool", an Addition to the City of Glenpool, Tulsa County Oklahoma (hereinafter sometimes referred to as the "Subdivision").

SECTION 1. PUBLIC COVENANTS

A. UTILITY EASEMENTS

The Owner hereby dedicates to the public use forever the easements as shown and designated on the accompanying plat for the several purposes of constructing, maintaining, operating, repairing, removing, replacing any and all utilities including storm sewer, sanitary sewer, telephone and communication lines, electric power lines and transformers, gas lines and water lines, together with all fittings, including the poles, wires, conduits, pipes, valves, meters and equipment for each of such facilities and any other appurtenances thereto with the rights of ingress and egress into and upon said utility easements and rights-of-way for the uses and purposes aforesaid. No building, structure, or other above or below ground obstruction that will interfere with the purposes aforesaid will be placed, erected, installed or permitted upon the easement or rights-of-way as shown, provided however, that the owner hereby reserves the right to construct, maintain, operate, lay and relay water lines and sanitary sewer lines together with the right of ingress and egress for such construction, maintenance, operation, laying and relaying over, across and along all public streets, alleys, and utility easements, shown on said plat, for the purposes of furnishing water and/or sanitary sewer services to the area included in said plat.

B. WATER AND SANITARY SEWER SERVICE

In connection with the provision of water and sanitary sewer service, the lot is subject to the following provisions, to-wit: The owner of the lot shall be responsible for the protection of the public water mains and the public sanitary sewer facilities located on the lot and utility easement areas, if ground elevations are altered from the contours existing upon the completion of the installation of a public water or sewer main, all ground level apertures, to include: valve boxes, fire hydrants and manholes will be adjusted to the new grade by the owner or at the owner's expense and subject to the City of Glenpool approval.

The Owner or its successors will pay damage for relocation of public water mains and public sanitary sewer facilities, or necessitated by the acts of the owner or his agents or contractors.

The City of Glenpool or its successors through its agents and employees shall at all times have the right of access with their equipment to all such easement ways shown on said plat, including the "Mutual Access Easements", or provided for in this deed or dedication for the purpose of installing, maintaining, removing or replacing any portion of the public underground water, storm sewer and sanitary sewer facilities.

The foregoing covenants concerning water and sewer facilities shall be enforceable by the City of Glenpool or its successors, and the owner of the lot agrees to be bound hereby.

C. ELECTRIC, TELEPHONE, CABLE TELEVISION AND NATURAL GAS SERVICE.

In connection with the installation of underground electric, telephone, cable television and natural gas service lines, the lot is subject to the following:

1. Street light poles or standards shall be served by underground cable and elsewhere throughout said Addition all supply lines shall be located underground, in the easement-ways reserved for the general utility services and streets, shown on the attached plat. Service pedestals and transformers, as sources of supply of secondary voltages, may also be located in said easement-ways.

2. All supply lines in the Subdivision including electric, telephone, cable television and natural gas service lines shall be located underground in the easements reserved for general utility services and streets shown on the plan of the subdivision. Service pedestals and transformers, as sources of supply of secondary voltages, may also be located in said easements. Overhead pole lines for the supply of electric and communication service may be located in easement along the South and East boundaries of the addition.

3. Underground service cables and natural gas service lines to all buildings which may be located in the Subdivision may be run from the nearest natural gas main, service pedestal or transformer to the point of usage determined by the location and construction of such building as may be located upon said lot: provided that upon that the installation of such a service cable or a natural gas service line

to a particular building, the supplier of service shall thereafter be deemed to have a definitive, permanent, and effective right-of-way easement on said lot, covering a five-foot strip extending 2.5 feet on each side of such service cable or line, extending from the service pedestal, transformer or natural gas main to the service entrance on the building.

4. The supplier of electric, telephone, cable television and natural gas services, through its authorized agents and employees, shall at all times have right of access to all such easements shown on the plat to the Subdivision or provided for in this deed of dedication for the purpose of installing, maintaining, removing or replacing any portion of the underground electric, telephone, cable television or natural gas service facilities so installed by it.

5. The owner of the lot in the Subdivision shall be responsible for the protection of the underground utility facilities located on his property and shall prevent the alteration of grade or any construction activity which may interfere with said electric, telephone, cable television or natural gas facilities. The supplier of service will be responsible for the ordinary maintenance of underground facilities, but the owner of the lot in the Subdivision will pay for damage or relocation of such facilities caused or necessitated by acts of such owner or his agents or contractors.

D. STORM SEWER

1. Any storm sewers will be privately owned and privately maintained.

2. Manns Properties and Holding, LLC or their successors, through their proper agents and employees, shall at all times have right of access with their equipment to all storm sewer systems for the purpose of installing, maintaining, removing or replacing any portion of the underground storm sewer system.

3. No permanent fence, permanent wall, permanent building, or permanent structure which would cause an obstruction shall be placed on the storm sewer that will interfere with the storm sewer system.

4. The storm sewers shall be owned by and maintained, at the sole cost and expense, of the owner of the lot upon which the storm sewers are located.

5. The owner of each lot shall be responsible for the protection of the storm sewer located on their lot and shall prevent the alteration of grade or any construction activity which may interfere with said storm sewer. The alteration of grade from the contours existing upon the completion of the installation of storm sewer, or any construction activity which would interfere with storm, shall be prohibited.

E. SURFACE DRAINAGE

1. Surface Drainage. The lot shall receive and drain, in an unobstructed manner, the storm and surface waters from lots and drainage areas of higher elevation and from public streets and easements.

2. No property owner shall construct or permit to be constructed any fencing or other obstructions which would impair the drainage of storm and surface waters over and across his lot. No property owner shall modify or change the direction of drainage of surface stormwater from the original approved construction plans on file at the City of Glenpool.

3. The property owner shall prevent the alteration of grade within all easement areas from the original contours (finish grade) and shall prevent any construction activity which may interfere with such public water mains, valves, storm sewers, and or public sanitary sewer facilities.

4. The covenants set forth in this section shall be enforceable by any affected property owner and by the City of Glenpool, Oklahoma.

F. OWNER RESPONSIBILITY WITHIN EASEMENTS.

The owner of the lots shall be responsible for the repair and replacement of any properly permitted landscaping and paving within the utility easements on the lot in the event it is necessary to repair any underground water or sewer mains, electric, natural gas, cable television, or telephone service.

G. LAND USE

All construction shall be strictly according to the zoning ordinances of the City of Glenpool, Oklahoma.

SECTION 2. DEVELOPMENT STANDARDS

The Standard Requirements of the City of Glenpool Fire Marshal, City Engineer, and City Attorney shall be met as a condition of approval.

1. LANDSCAPED AREA AND SCREENING

a. All development and construction in shall comply with all applicable zoning codes and regulations of the City of Glenpool.

2. SIGNS

a. Signage shall comply with the requirements of the City of Glenpool Zoning Code.

b. Flashing signs, changeable copy signs, running light or twinkle signs, animated signs, revolving or rotating signs with movement shall be prohibited, except as reviewed by the City of Glenpool Zoning Code and Sign Permit process and part of the approved detail sign plan.

3. LIGHTING

a. Lighting used to illuminate the development area shall be so arranged as to shield and direct the light away from adjacent residential areas and residential uses within the plat. No light standard or building-mounted light shall exceed 14 feet. Light, as measured in footcandles, shall not exceed 0.0 footcandles at all of the plat boundaries shared with a residential property.

4. TRASH, MECHANICAL AND EQUIPMENT AREAS

a. There shall be no storage of recyclable materials, trash or similar material outside a screened receptacle. All trash, mechanical and equipment areas, including building mounted, shall be screened from public view in such a manner that the areas cannot be seen by persons standing at ground level.

5. TOPOGRAPHY, DRAINAGE AND UTILITIES

A Professional Engineer registered in the State of Oklahoma shall certify to the appropriate City official that all required storm water drainage structures serving the Site have been installed in accordance with the approved plans prior to issuance of an Occupancy Permit on that lot.

During construction on the property, the owner of the development areas, and any platted lot within the development areas, will provide adequate erosion control, and after construction, they will provide in compliance with the City of Glenpool Standards and maintain vegetative, landscaped ground cover so that soil does not erode on or from the property.

6. ACCESS, CIRCULATION AND PARKING

All drives and parking areas within the subdivision shall be privately owned and maintained. Mutual access between and across the lot and mutual parking privileges shall be shown by and limited to mutual access easements as shown on the plat.

7. RESTRICTIVE COVENANTS ENFORCEMENT

Restrictive covenants will be adopted and recorded for the subdivision as platted. Owners of the respective platted lots and or buildings in the subdivision will be required by the covenants to keep and maintain the lot and improvements in a clean and professional manner (the "Maintenance Covenant"). The Maintenance Covenant will be enforced by the owner or the owners' association for each platted lot or building in the subdivision.

SECTION 3. PRIVATE COVENANTS AND RESTRICTIONS.

Usage of the following words shall having the following meanings, unless the context clearly requires otherwise: "City" shall mean the City of Glenpool; "lot" shall mean a lot in the Subdivision; "lot owner" shall mean a lot owner in the Subdivision; "plat" shall mean the accompanying plat of the Subdivision; and "zoning code" shall mean the City of Glenpool Zoning Code.

For the purpose of providing an orderly development of the Subdivision and for maintaining conformity of the improvements therein, the following covenants and restrictions hereby are imposed upon the use and occupancy of the lots within the Subdivision.

1. Private Covenants and Restrictions Applicable to all Lots. The following standards shall apply to all lots of the Subdivision unless specifically modified or superseded by more specific provisions adopted by the Owner as hereinafter provided.

a. Mutual Access Easements. Mutual Access Easements, as depicted on the accompanying plat, are hereby established for the purposes of permitting vehicular and pedestrian access to and from all areas adjacent to and contained within the plat, and such easements shall be for the mutual use and benefit of each affected lot owner, their guests, and invitees, and shall be appurtenant to each affected lot. Provided, however, governmental agencies and suppliers of utilities shall have the reasonable use of the easements incidental to the provision of services within the lots within the plat.

b. Mutual Access Easement Maintenance.

Manns Properties and Holding, LLC their successors or assigns will be responsible for the maintenance, upkeep, repairing, replacing of pavement, storm sewer pipe, and storm sewer inlets in the Mutual Access Easements.

c. Landscaping and Common - Elements

Manns Properties and Holding, LLC their successors or assigns will be responsible for the maintenance of the landscaping, screening fences, gates and other potentially-common-elements.

SECTION 4. ENFORCEMENT, AMENDMENT, ETC.

A. Duration, Amendment and Severability.

1. Duration. These restrictions shall remain in full force and effect until January 1, 2030, and shall automatically be extended thereafter for successive periods of ten (10) years each unless terminated or amended as hereinafter provided.

2. Amendment or Termination. The private covenants and restrictions contained in this Deed of Dedication may be amended, modified, changed or canceled by a written instrument signed and acknowledged by the Manns Properties and Holding, LLC, except Section 1, which may be altered only with the written consent of the City of Glenpool.

3. Severability. Invalidity of any restriction set forth herein, or any part thereof, by an order, judgement or decree of any court or otherwise, shall not invalidate or affect any of the other restrictions of any part thereof as set forth herein, which shall remain in full force and effect.

4. Enforcement. The restrictions herein set forth are covenants to run with the land and shall be binding upon the Owner, its successors and assigns and all parties claiming under it, and otherwise shall be enforceable as set forth and shall be binding upon the Owner, its 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 Glenpool, 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 covenant.

FINAL PLAT
CERTIFICATION OF APPROVAL

I hereby certify that this plat was approved by the Glenpool Planning Commission on this _____ day of _____, 20_____.

Chairperson, Vice Chairperson or Secretary

I hereby certify that this plat was approved by the Glenpool City Council on this _____ day of _____, 20_____.

Mayor or Vice Mayor

This approval is void if the above signatures are not endorsed by the City Manager.

City Manager

This approval shall not be interpreted to mean streets, sanitary sewers, storm drainage or other utilities are constructed as shown on this plat.

As owner, Manns Properties and Holding, LLC, hereby certifies that they have caused the land described in this plat to be surveyed, divided, mapped, granted, donated, conveyed, dedicated and access rights reserved as represented on the plat.

In witness whereof the owner have executed this Deed of Dedication on this _____ day of _____, 20_____.

Manns Properties and Holding, LLC

By: Member/Manager

STATE OF OKLAHOMA)
COUNTY OF TULSA)

Usage of the following words shall having the following meanings, unless the context clearly requires otherwise: "City" shall mean the City of Glenpool; "lot" shall mean a lot in the Subdivision; "lot owner" shall mean a lot owner in the Subdivision; "plat" shall mean the accompanying plat of the Subdivision; and "zoning code" shall mean the City of Glenpool Zoning Code.

For the purpose of providing an orderly development of the Subdivision and for maintaining conformity of the improvements therein, the following covenants and restrictions hereby are imposed upon the use and occupancy of the lots within the Subdivision.

Notary Public

My commission expires: _____

SURVEYORS CERTIFICATE

I, David Lacy, a Registered Land Surveyor in the State of Oklahoma, hereby certifies that I have fully complied with the requirements of this regulation and the subdivision laws of the State of Oklahoma governing surveying, dividing and mapping of the land; that the plat is a correct representation of all the exterior boundaries of the land surveyed and the subdivision of it; and, that the plat represents a survey made under my direct supervision.

WITNESS my hand and seal this _____ day of _____, 20_____.

David Lacy, PLS # 1666
C.A. No. 6676 Exp.Date: 6/30/2025

STATE OF OKLAHOMA)
COUNTY OF TULSA)

Before me, the undersigned, a Notary Public in and for said County and State, on this _____ day of _____, 20_____, personally appeared David Lacy, to me known to be the identical person who executed the foregoing instrument, and acknowledged to me that he executed the same as his free and voluntary act and deed for the uses and purposes therein set forth.

Given under me hand and seal the day and year last above written.

Notary Public

My Commission expires: _____

STATE FARM GLENPOOL
12/21/2023
SHEET 2 OF 2

Legal Description & Closure Report

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

Manns Property Legal Description
State Farm Glenpool

A tract of land located in the Southwest Quarter (SW/4) of Section 11, Township 17 North, Range 12 East, of the Indian Base and Meridian, Tulsa County, State of Oklahoma, being more particularly described as follows, to-wit:

Commencing at a point that is 1471.00 feet East and 140.00 feet North of the Southwest Corner of said Southwest Quarter (SW/4); thence N 00 05'00"W a distance of 98.49 feet; thence Due East a distance of 189.85 feet to the point of beginning; thence continuing Due East a distance of 127.46 feet; thence S 00 05'00"E a distance of 190.00 feet; thence Due West a distance of 127.46 feet; thence N 00 05'00"W a distance of 190.00 feet to the point of beginning.

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

D&S Surveying and Mapping
5731 E. 43rd Street
Tulsa, Oklahoma 74135
CA #6676, Exp.Date: 6/30/25

Closure Report Form
SW/4, Section 11, T-17-N, R-12-E

Owner:
Manns Properties and Holding, LLC

Beginning point is the southwest corner of the property

	North: 355264.165	East: 2558564.279
Line 1	Course: N 00 05'00"W	Length: 190.00'
Line 2	North: 355453.506	East: 2558559.97
	Course: N 90 E	Length: 127.46'
Line 3	North: 355456.290	East: 2558687.620
	Course: S 00 05'00"E	Length: 190.00'
Line 4	North: 355266.923	East: 2558691.660
	Course: S 90 W	Length: 127.46'

Perimeter: 634.92 ft.

Area: 24217.40 sq.ft. 0.555 acres

Error Closure: 0.00



TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: DUY NGUYEN, CITY PLANNER

DATE: APRIL 1, 2024

ITEM: CITY OF GLENPOOL: ANNEXATION (ANX2024-01)

REQUEST: ANNEXATION (ANX2024-01). THE APPLICANT IS REQUESTING A 42.77-ACRE SITE BE ANNEXED INTO THE CITY OF GLENPOOL CORPORATE LIMITS.

APPLICANT: CITY OF GLENPOOL

LOCATION: THE SUBJECT SITE IS SITUATED ON THE SOUTH SIDE OF EAST 156TH STREET SOUTH APPROXIMATELY 1,236 FEET EAST OF THE U.S. HWY 75 AND EAST 156TH STREET SOUTH INTERSECTION.

ZONING: AG (AGRICULTURAL)

COMP PLAN: SUBURBAN RESIDENTIAL

APPLICANT REP: DUY NGUYEN, CITY OF GLENPOOL

BACKGROUND

The subject site is situated on the south side of East 156th Street South, approximately 1,236 feet east of the US 75 and East 156th Street South intersection. The site is comprised of three (3) parcels and right-of-way which total 42.77 acres in overall size. There exist several structures onsite including a 3,565sf residential structure (Barndominium) and a 24,000sf warehouse building. The majority of the site is undeveloped pasture. The entire site is fenced. The City purchased the site in December 2023 and anticipates a future planning process to determine the best use of the site.

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

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

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

City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Lesli Smith

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City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

SURROUNDING ZONING / COMP PLAN / LAND USES

	Zoning	Comp Plan	Land Use
North	AG (Agricultural) / CS (Commercial Shopping Center)	General Commercial	Vacant Undeveloped
South	AG (Agricultural) / IL (Industrial Light) / CG (Commercial General)	Suburban Residential	Vacant Undeveloped
East	AG (Agricultural)	Suburban Residential	Vacant Undeveloped
West	RS-3 (Single-Family High Density)	Neighborhood Conservation	Single-Family

PROJECT DESCRIPTION

Annexation request to place the site into the City's corporate limits. State law requires to annex land the site must abut land that is currently within the city limits. As such, the site abuts the City's corporate limits along its western and northern boundaries.

ANALYSIS

The Glenpool 2030 Plan (Comprehensive Plan) encourages "orderly annexation and extension of utilities and services in conjunction with future development when it occurs." The site is currently being supplied water by Creek County Rural Water District No. 2. There is an existing septic system that serves the existing residence and warehouse. However, a sewer connection will be required when future development of the site occurs. Electricity for the site is currently being supplied by OG&E.

As mentioned, the overall use and development of the site will be determined through a future planning process. The current zoning classification is AG (Agricultural) and the land use designation is suburban residential. The annexation request will not change the zoning classification or land use designation.

TAC

The Technical Advisory Committee (TAC) reviewed the Annexation application on February 16, 2024. There are no additional comments.

PLANNING COMMISSION ACTION: The Planning Commission public hearing on the proposed annexation was held on Monday, March 11, 2024. After deliberating, the Planning Commission on a 4-0 vote recommended that the City Council approve the annexation request.

STAFF RECOMMENDATION:

Staff recommends the City Council affirm the Planning Commission action and recommendation by taking the following actions:

1. Approve the Annexation (ANX2024-01); and
2. Adopt Ordinance No. 820

ATTACHMENTS:

1. Aerial Photo/Parcel Map
2. Application
3. ALTA Survey & Legal Description
4. Draft Ordinance No. 820

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

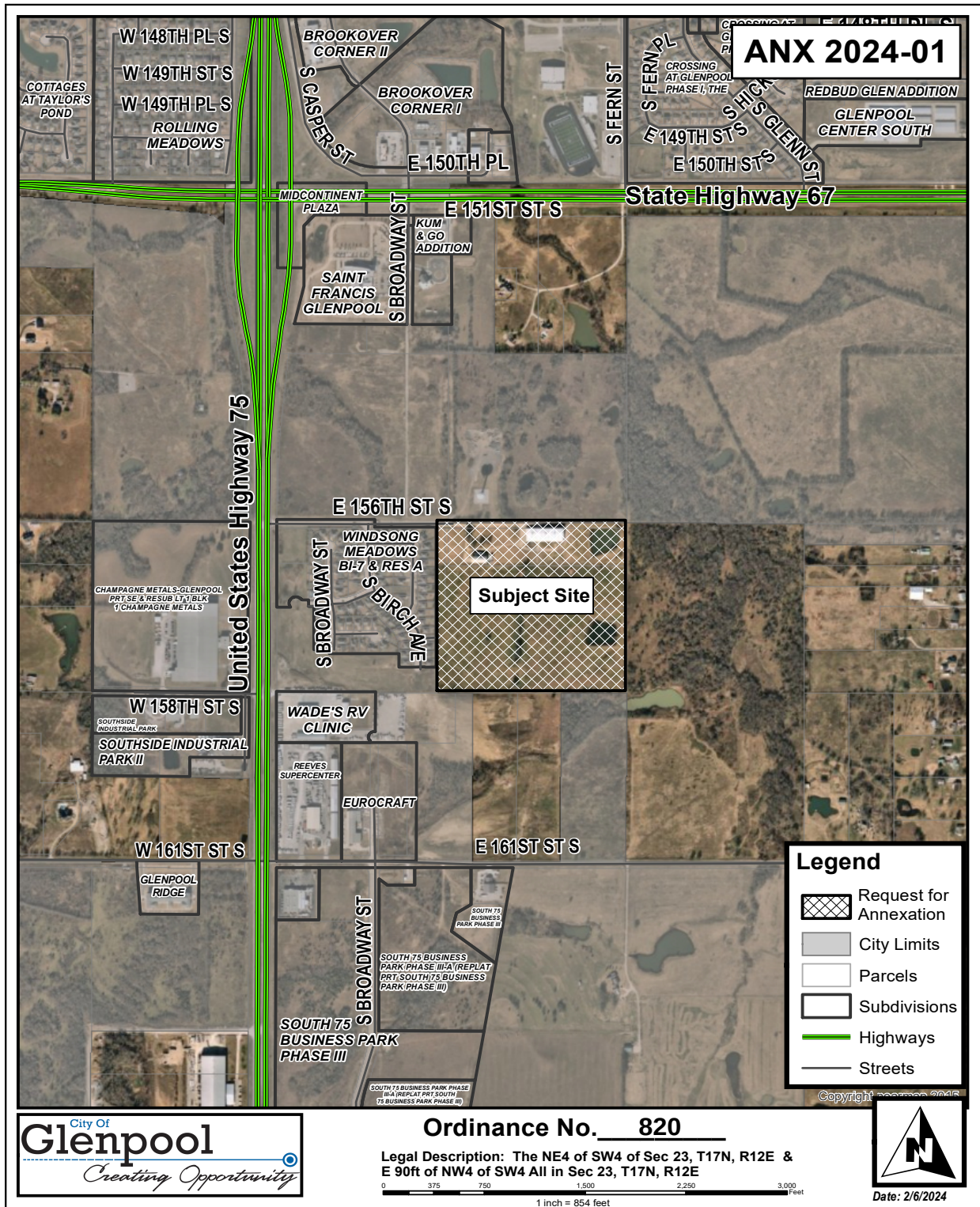
Mayor Joyce Calvert, Ward 3; Vice-Mayor Brandon Kearns, At-Large;

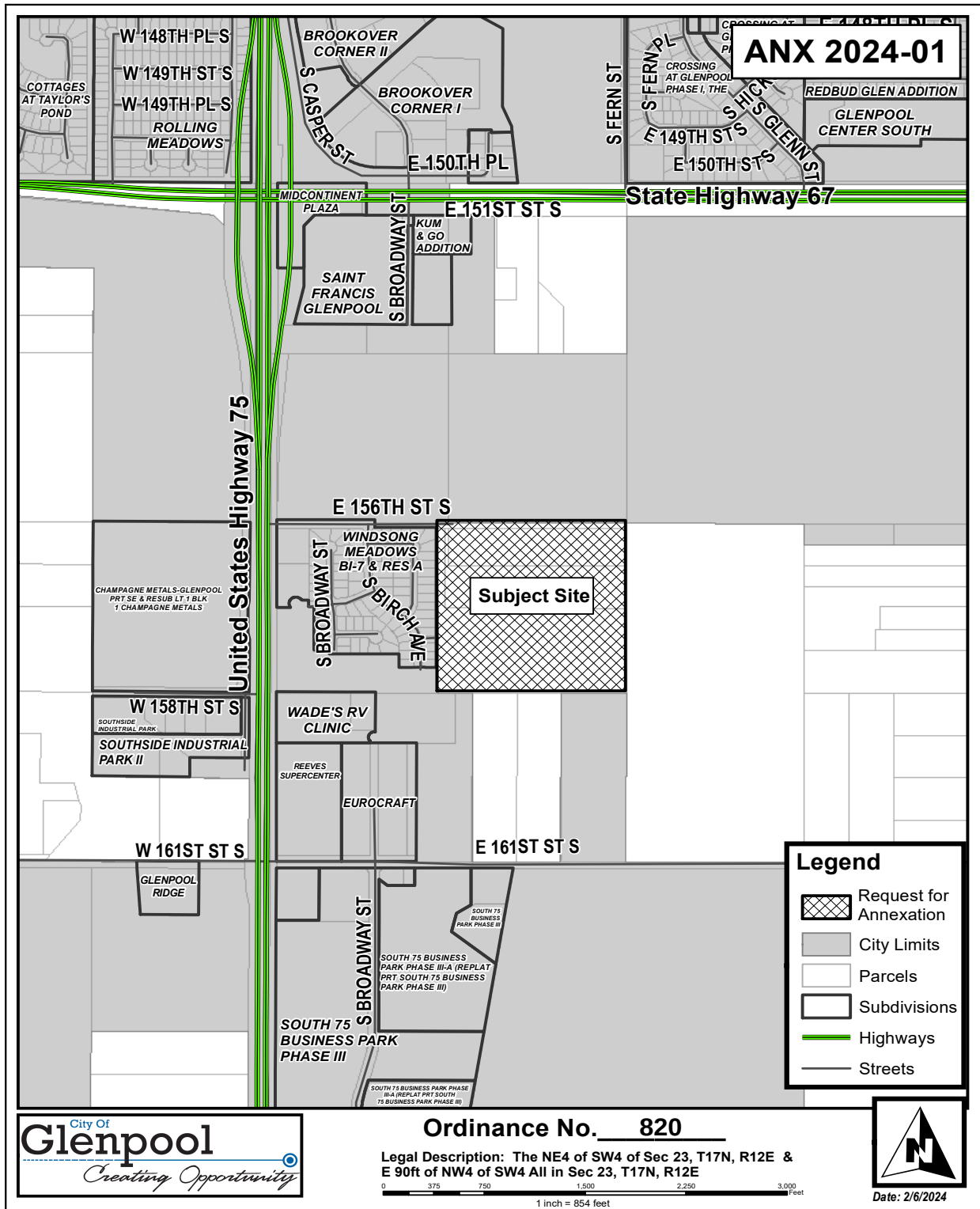
Tim Fox, Ward 1; Chris Brobst, Ward 2; Jacqueline Lund, Ward 4

City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Leslie Smith

www.glenpoolonline.com

Aerial Photo / Parcel Map







Application

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment



**CITY OF GLENPOOL
REQUEST FOR ANNEXATION**

APPLICANT: City of Glenpool 918-322-5409

Name Phone Number

12205 S Yukon Ave, Glenpool, OK 74033

Address

permit@cityofglenpool.com

Email Address

OWNER:

City of Glenpool 918-322-5409

Name Phone Number

12205 S Yukon Ave, Glenpool, OK 74033

Address

permit@cityofglenpool.com

Email Address

COMMON DESCRIPTION: 1122 E 156th Street S, Glenpool, OK 74033

(Use common descriptive street name & number)

LEGAL DESCRIPTION (INCLUDING SECTION, TOWNSHIP & RANGE)

The NE/4 of SW/4 of Section 23, Township 17 North, Range 12 East, and

the East 90ft of NW4 of SW4 of Section 23, Township 17 North, Range 12 East

of the Indian Base and Meridian, Tulsa County, State of Oklahoma.

Developed (10% Residential)%

Undeveloped (90% Agricultural)%

Platted (0)%

Unplatted (100)%

Page 1 of 2
September 2019

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

Size of Area: 42.77 acres Existing Zoning: AG (Agricultural)

Current Assessed Valuation:

Land: 1.2 million Improvements: \$650,000 Total: 1.85 million

Is existing and/or anticipated development in conformance with existing zoning districts? Yes ☒ No ☐

If no, what zoning changes will be requested?

Name of company providing legal description, survey and other information:

White Surveying Company

Type of Development Existing: Agricultural & Residential

Type of Development Anticipated: None at this time.

Please identify existing structure/s:

Large multi-functional Barn, house/office with in-ground pool, parking lot, two horse stalls in pasture.

Application Fee: \$100.00 + publication

I, Gerald S. Gilbert, hereby request the annexation of described property into the City of Glenpool.



Full Legal Signature

Full Legal Signature

Gerald S. Gilbert

Name (print)

Name (print)

2-27-2024

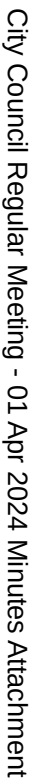
Date

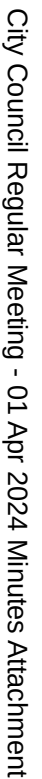
Date

NOTE:

1. Application form has to be signed by existing (authorized) legal owner/s of property.
2. A pre-application meeting with city staff is required prior to application being submitted.

ALTA Survey & Legal Description





City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

LEGAL DESCRIPTION OF SITE TO BE ANNEXED INTO CITY OF GLENPOOL CORPORATE LIMITS

The NE/4 of SW/4 of Section 23, Township 17 North, Range 12 East, and the East 90ft of NW4 of SW4 of Section 23, Township 17 North, Range 12 East of the Indian Base and Meridian, Tulsa County, State of Oklahoma.

Draft Ordinance No. 820

ORDINANCE NO. 820

**AN ORDINANCE ANNEXING CERTAIN REAL PROPERTY INTO
THE CITY OF GLENPOOL, OKLAHOMA, MUNICIPAL LIMITS**

WHEREAS, the owners of certain real property have requested of the City of Glenpool, Oklahoma, that such real property be annexed into the City of Glenpool, Oklahoma; and,

WHEREAS, the City Council, upon having lawfully given notice of a public hearing on this matter, having held such public hearing on the date herewith, having considered comments from the public and from City staff, and having determined in accordance with the foregoing that it is in the best interest of the City of Glenpool, Oklahoma, to accept and act upon the petitioners' request for incorporation into the municipal limits; and,

WHEREAS, such annexation is pursuant to the Code of Ordinances of the City of Glenpool, Oklahoma, and further complies with all requirements of the Statutes of the State of Oklahoma.

NOW, THEREFORE, IT SHALL BE ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLENPOOL THAT:

1. The following described real property be and hereby is annexed to the City of Glenpool:
Location: South side of East 156th Street South approximately 1,236 feet east of the U.S.HWY 75 and East 156th Street South intersection.

THE NE/4 OF SW/4 OF SECTION 23, TOWNSHIP 17 NORTH, RANGE 12 EAST, AND THE EAST 90FT OF NW4 OF SW4 OF SECTION 23, TOWNSHIP 17 NORTH, RANGE 12 EAST OF THE INDIAN BASE AND MERIDIAN, TULSA COUNTY, STATE OF OKLAHOMA.

2. The real property as described above and illustrated in Exhibit A as attached.
3. That all ordinances or parts of ordinances in conflict herewith shall be and hereby are repealed and of no effect.

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

PASSED AND APPROVED by the City Council of the City of Glenpool this 1st day of April 2024.

Joyce G. Calvert, Mayor

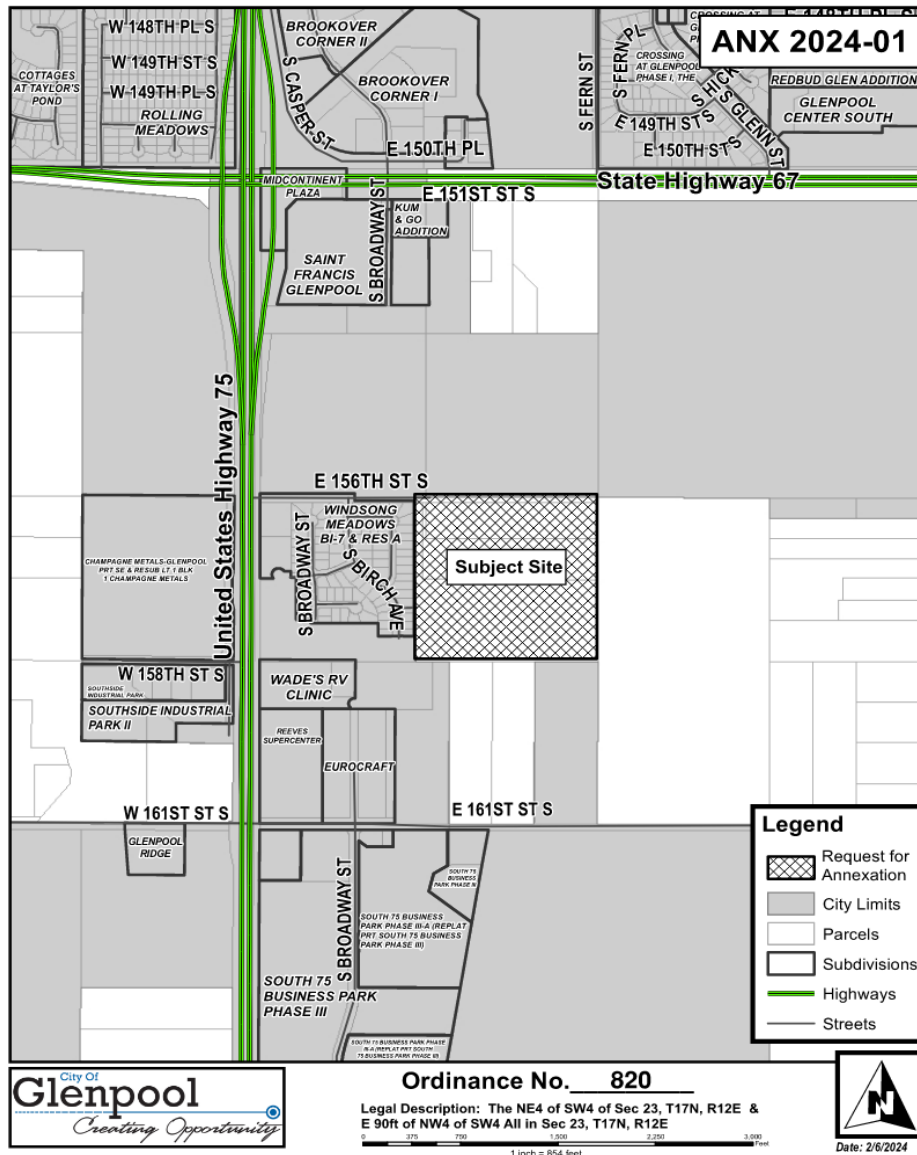
Attest:

Lesli Smith, City Clerk

Approved to Form:

City Attorney

Exhibit A





To: Mayor and Council

From: Beth Miller, Grants – Special Projects Coordinator

Date: April 1, 2024

Re: ODOT – Transportation Alternatives Program (TAP)

Background:

Staff is requesting Council approval to submit a “Call for Projects” form to the Oklahoma Department of Transportation - Transportation Alternatives Program. The proposed project involves the addition and reconstruction of sidewalks from 146th Street to the Glenpool Schools, Elwood Avenue, and the South County Recreational Center. This grant will fund the construction of two add alternates on the Sidewalk and Beautification Phase II Project JP #28845(05).

This grant is a matching grant with a 20% match required from the City. Grants will be awarded up to \$1.2 million and the matching requirement would be \$240,000 if awarded the full amount. The Call for Projects form is due April 30th, 2024. Once the form is submitted, ODOT Project Managers review the proposed projects to provide recommendations and guidance *prior* to the application process. Final applications are due May 31st, 2024 with selections being made in October – November 2024.

Staff Recommendations:

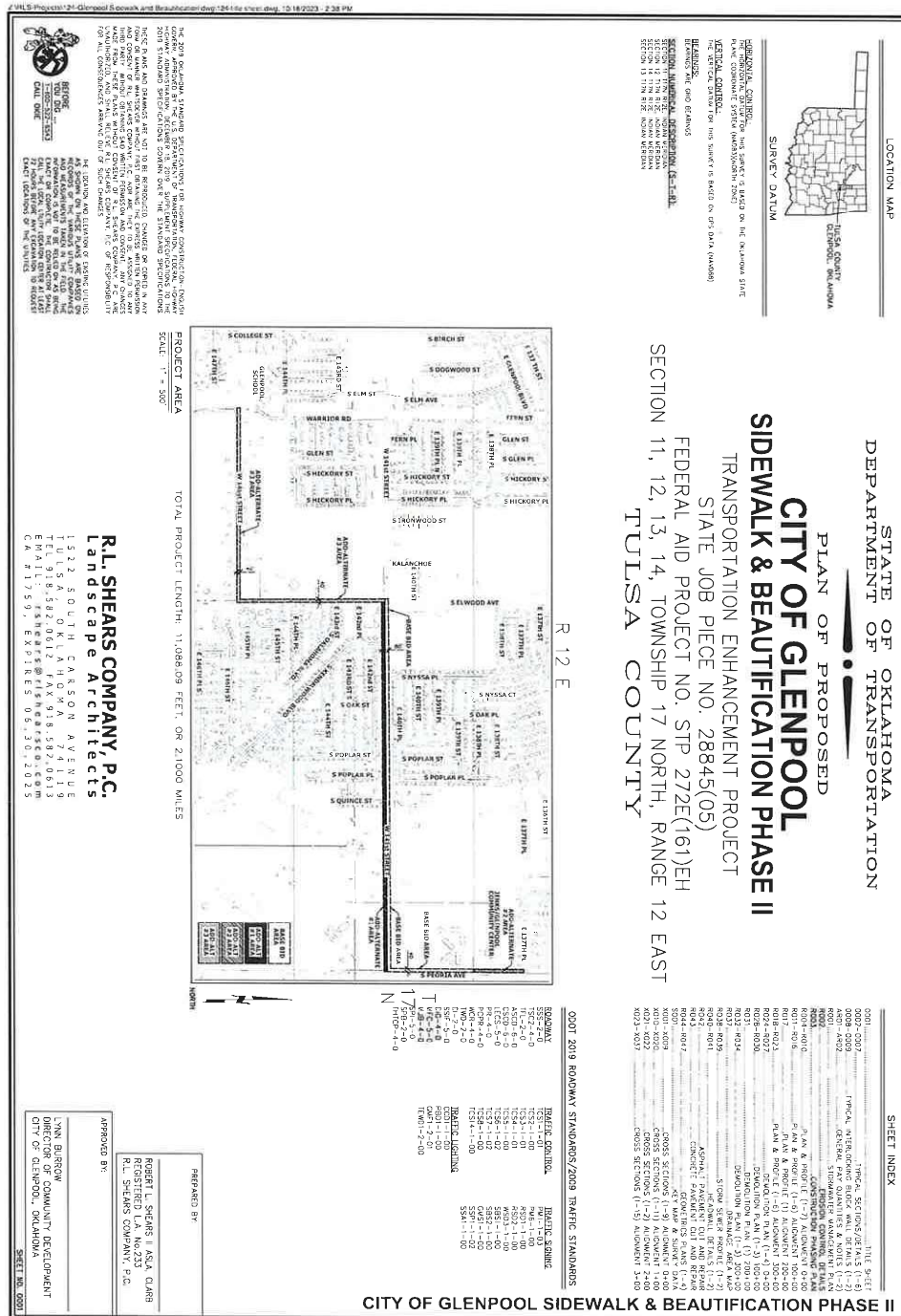
Staff Recommends the Council approve pursuing these grant funds and allow staff to submit the Call for Projects form.

Attachments:

- Cover Page for Sidewalk and Beautification Phase II Project JP #28845(05)
- Call for Projects Form
- ODOT TAP Guidance & Application Packet
- Project Location Map

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City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Lesli Smith
www.glenpoolonline.com



Sponsor Information

Primary Sponsor *

City of Glenpool

Secondary Sponsor

Sponsor Category *

Local government

Contact Person *

First and Last Name

Elizabeth Miller

Sponsor Address *

Street, City, State, Zip

12205 S Yukon Ave

Sponsor Phone No. *

(Area Code) XXX-XXXX

+1 (918) 209-4646

Sponsor E-mail *

emiller@cityofglenpool.com

PLANNING AND DESIGN

Project Description *

This should include the purpose of the project and who will benefit from the completed project.

The purpose of this project is to establish and close a gap of ADA-compliant sidewalks, signage and a lighting network linking residents to local businesses and shopping. Another section of the project is to connect a subdivision to the South County Recreation Center. Those benefitting from the completed project will be school students, subdivision residents, and anyone accessing those areas by foot, bicycle, or wheelchair.

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

Project Location - Street *

Identify the street that the proposed project is located on as well as the project's beginning and end points. For trails, identify the street it runs along or the closest street to the beginning of the trail.

146th to Elwood (.87 mile) and along S. Peoria from 137th to the Recreation Center (.16 mile)

Project Location - City, Town or Unincorporated *

Glenpool

Location - Other

Project Length *

In miles

1.03 miles

Project Components *

Select all that apply.

Utility Relocation (Relocating of public and some private utilities that are in direct conflict with pro... ☒

Construction (to include 6% construction inspection cost) ☒

Project Readiness - Design *

Does the proposed project have a stamped and signed set of plans? If so, upload plans at the bottom of the form.

Yes

Project Readiness - Environmental Study *

Does the proposed project have a completed federal environmental study?

No

Project Readiness - Right of Way *

Is all of the proposed project within the existing Right of Way owned by the Sponsor or Co-Sponsor?

Yes

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

Project Readiness - Utilities *

Are there any known utilities that will need to be moved before construction?

Yes

Project Readiness - Railroad *

Is there a railroad track within or next to the proposed project?

No

Project Readiness - Known Obstacles *

Are there any other known obstacles such as legal, political or physical that may effect the proposed project?

No

Population Size Category *

Counties will apply under the category that their unincorporated population falls into. For example, if the County population is 40,000 and the Cities' population total 36,000, then county would apply in the under 5,000 category.

5,001 - 50,000

County *

In what county is the proposed project located?

Tulsa

Safety, Connectivity, and Equity Concerns *

Have any safety, connectivity and/or equity concerns been identified? If so, how does the proposed project address the concerns?

No known concerns, however, the project will take into account the future expansion of Elwood Ave.]

Safety *

Are any of the below safety features are proposed to be part of the proposed project. Select all that apply. If none, select "N/A".

Signage x Crosswalk Improvements x School Zones x Bump-Outs x

Community and Network Context *

Have the surrounding physical features like buildings, parks, landmarks, wildlife habitats, streams and air quality been taken into consideration regarding the proposed project? If so, how?

Have the goals of the community and what they envision for their future, including their future transportation system been taken into consideration? If so, how?

Yes. There are no buildings, parks, landmarks, wildlife habitats, or streams impacted by the proposed project.

TRANSPORTATION NETWORK

Enhances Existing Transportation System *

Does the proposed project enhance the quality or utility of existing or new transportation facilities or services? If so, how?

Yes. The project enhances existing transportation system with the construction of 5 feet concrete sidewalk with a 1-foot buffer, installation of traffic signage, and encourages the use of the ADA compliant buffered sidewalk. The proposed street lighting would bolster a safer and well-lit environment along the paths of the adjoining neighborhoods.

Benefits to Multiple Transportation Mode Users *

Does the proposed project benefit users of multiple modes of transportation ie, biking + mass transit, wheelchair + mass transit, walking/running + biking, etc.

Yes, wheelchair, walking, running, and biking.

Eligible TA Activities *

Select all categories that align with the proposed project.

Sidewalks ☒ Bicycle Infrastructure ☒ Lighting and other safety-related infrastructure ☒
Americans with Disabilities Act of 1990 compliance ☒ Safe routes for non-drivers ☒

Transportation Plan *

Yes

New and Innovative Approaches *

Are any new or innovative approaches being applied to the proposed project? If so, please explain.

No

Connectivity to Community Resources *

Does the proposed project connect routes such as sidewalks, trails, bicycle lanes, and public transit to destinations such as grocery stores, schools, worksites, libraries, parks, or health care facilities? If so, please explain.

Yes, this will help connect routes to schools, grocery stores, libraries, parks, banks, and the South County Recreation Center

COST BENEFIT

Enhancement of State's Travel and Tourism Efforts *

Does the proposed project enhance Oklahoma's current travel and tourism efforts? If so, how?

No

Enhancement of Local Economic Opportunities *

Does the proposed project enhance local economic opportunities? If so, how?

Yes, it will provide connectivity walkability to schools, stores, South County Recreation Center, and more. Letters of Support will be provided with application.

Match Funding

Estimated Project TOTAL Cost *

Example \$1,000,000

Must include costs for all components of the project that are identified in the application.

*If project has potential RR involvement, the estimate will need to include \$15,000 in design for RR preliminary engineering and \$35,000 for construction of RR crossing.

1200000.00

FEDERAL Funds Requested (80% Maximum) *

Example \$800,000

This amount plus the SPONSOR amount must equal the TOTAL cost.

960000.00

SPONSOR Match (20% Min) *

Example \$200,000

This amount plus the FEDERAL amount must equal the TOTAL cost.

*In-kind and other federal monies are not eligible to be used as a match.

240000.00

PUBLIC SUPPORT

Partnerships *

How has the proposed project created partnerships at the local level?

By providing walkability access to local businesses/schools/recreation center.

PROJECT DELIVERY AND MAINTENANCE

Maintenance *

If the proposed project includes construction, the Sponsor understands they will be responsible for maintenance of the project once it is constructed and is willing to sign a maintenance agreement.

Yes

PROJECT DELIVERY AND MAINTENANCE

Maintenance *

If the proposed project includes construction, the Sponsor understands they will be responsible for maintenance of the project once it is constructed and is willing to sign a maintenance agreement.

Yes

Project Attachments - Limited to 10 files

****Refer to [ODOT TA Program Guidance & Application Packet](#)****

Required for Call for Projects Submission

1. Basic map(s) of the project location

Required for Final Application Submission

1. Resolution of Project Sponsorship (see packet for example)
2. Letter(s) of Support
3. Itemized Cost Estimate
4. Basic map(s) of the project location (updated with any changes made since Call for Projects)
5. Other (As indicated in the form or additional documents that might be helpful in scoring the proposed project)

File Attachments *

Drag and drop files here or [browse files](#)

☐ Send me a copy of my responses

Submit

Transportation Alternatives Program Guidance & Application Packet

2024 Edition





TRANSPORTATION ALTERNATIVES PROGRAM GUIDANCE & APPLICATION

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TRANSPORTATION ALTERNATIVES PROGRAM GUIDANCE & APPLICATION

Transportation Alternatives Program Guidance & Application Packet

This document is intended to be used as a guide for potential Transportation Alternatives (TA) program applicants. This document includes information on Oklahoma's TA program structure, project scoring and selection criteria, eligibility requirements, and application process. If you have any questions about the contents within this document, please contact:

Matt VanAuken

Transportation Alternatives Program Manager
Oklahoma Department of Transportation
200 N.E. 21st Street
Oklahoma City, OK 73105
Phone: (405) 436-3734
Email: mvanauken@odot.org



TRANSPORTATION ALTERNATIVES PROGRAM GUIDANCE & APPLICATION

1. Program Background

a. Introduction

The Transportation Alternatives (TA) program provides funding for projects and programs defined as transportation alternatives that advance non-motorized transportation opportunities, including on- and off-road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and enhanced mobility, community improvement activities, historic transportation preservation, environmental mitigation and vegetation management activities; recreational trail program projects; safe routes to school projects; and projects for planning, designing, or constructing boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.

TA continues to build upon the legacy of the Transportation Enhancements (TE) and Safe Routes to Schools (SRTS) programs by providing funding opportunities for local projects that support additional transportation options, strengthen local economies, improve quality of life, protect the natural environment, and enhance transportation infrastructure.

b. Legislative History

The IIJA Act replaced TA with a set-aside of Surface Transportation Block Grant (STBG) Program funding for transportation alternatives (TA). These set-aside funds include all projects and activities that were previously eligible under TA, encompassing a variety of transportation projects that prioritize safety, comfort, and connectivity to destinations for all people who use the street network such as pedestrian and bicycle facilities, recreational trails, safe routes to school projects, community improvements such as historic preservation and vegetation management, and environmental mitigation related to stormwater and habitat connectivity.

TA provides funding for programs and projects defined as transportation alternatives, replacing the funding from pre- FAST act programs including TE, Recreational Trails Program (RTP), and SRTS, wrapping them into a single funding source.

c. Performance Management

A significant part of the reforms made by MAP-21 included transitioning to a performance-based program, including establishing national performance goals for Federal-aid highway programs. The IIJA Act supports and continues this overall performance management approach, within which states invest resources in projects that collectively will make progress toward national goals.

The Federal Highway Administration (FHWA) encourages state DOTs to develop creative approaches to program administration and project implementation procedures. The development of a competitive process for TA funds is an opportunity to develop transparent project solicitation, prioritization and selection processes. ODOT expects this method to deliver high project quality, and infrastructure improvements that are supported by local, regional and state transportation planning efforts.



TRANSPORTATION ALTERNATIVES PROGRAM GUIDANCE & APPLICATION

2. Program Structure

Included in the following information is a summary of the FHWA TA Guidance. For more information, please visit the following FHWA website:

https://www.fhwa.dot.gov/environment/transportation_alternatives/guidance/ta_guidance_2022.pdf

a. Funding

The IIJA Act provides a set-aside of STBG funding for transportation alternatives. These set-aside funds include all projects and activities that were previously eligible under TA, encompassing a variety of transportation projects that prioritize safety, comfort, and connectivity to destinations for all people who use the street network such as pedestrian and bicycle facilities, recreational trails, safe routes to school projects, community improvements such as historic preservation and vegetation management, boulevards, and environmental mitigation related to stormwater and habitat connectivity as well as allowing projects eligible under the Recreational Trails Program(RTP) to be eligible under TAP. Oklahoma will receive a little over \$24 million annually for all categories of sub-allocation. See [Appendix E](#)

States and MPOs for urbanized areas with more than 200,000 people will conduct a competitive application process for the use of TA funds; eligible applicants include tribal governments, local governments, transit agencies, school districts, and a new eligibility for nonprofit organizations responsible for local transportation safety programs. The IIJA Act also newly allows each urbanized area of this size to use up to half of its sub allocated TA funds for any STBG-eligible purpose (but still subject to the TA-wide requirement for competitive selection of projects). **All applicants regardless of population will be eligible for the statewide TAP program under the Flex category. Applicants that are under 15,000 population that fall within the ACOG/INCOG adjusted urbanized boundaries are eligible to apply for statewide funding in whichever population category they fall. All applicants will be limited to 2 applications per cycle.**

Oklahoma's TA Funding level is determined by the state's proportionate share of the national total from FFY 2022 TE funding. Additionally, Oklahoma has also elected to continue the Recreational Trails Program, which is administered by the [Oklahoma Department of Tourism](#)

Under the IIJA ACT, the suballocation apportionments are shown in Appendix E. The categories for participation are based on populations from the 2020 census. The sub-allocated funds are divided into four categories based on population:

- Urbanized areas with populations $\geq 200,000$
- Areas with populations $\geq 50,001$ and $< 200,000$
- Areas with populations $\geq 5,001$ and $< 50,000$
- Areas with populations $\leq 5,000$
- **Flex – these funds can be used in any of the areas above.**

Applicants within the ACOG and INCOG boundaries should work with their respective MPO and ODOT contact to accurately determine eligibility for statewide funding.

Counties will use their unincorporated population to determine what category to apply under.

Recommended federal fund request per project based on population category is as follows.

1. Urbanized areas with populations $\geq 200,000$ (**See COG rules**)(1.2 million per project under the flex category)

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- 2.Areas with populations $\geq 50,001$ and $< 200,000$ (**1.2 million per project**)
- 3.Areas with populations $\geq 5,001$ and $< 50,000$ (**1.2 million per project**)
- 4.Areas with populations $\leq 5,000$ (**700,000 per project**)

b. Local Match

Based on 2020 census data applicants with populations of 0-5000, may apply for TA funds up to **90%** of eligible construction project costs. A local match is required to pay for **10%** of the construction project costs. Matching funds in excess of 10% are allowed and are a consideration for scoring. Federal funds cannot be used as matching funds, unless expressly permitted by law. State funds are eligible for use as match.

Based on 2020 census data applicants with populations of 5,001 or greater, may apply for TA funds up to **80%** of eligible project costs. A local match is required to pay for **20%** of the project costs. Matching funds in excess of 20% are allowed and are a consideration for scoring. Federal funds cannot be used as matching funds, unless expressly permitted by law. State funds are eligible for use as match.

Costs incurred prior to the authorization of federal funds are not eligible project costs.

ODOT reserves the right to reduce or adjust TA funding requests.

Please note that if an agency's application is selected for funding, the agency will enter into a City/State Funding Agreement with ODOT and will serve as the official sponsoring agency. All costs incurred during the project process are subject to Federal and state eligibility requirements.

c. Funding Limitations and Availability

TA funds will be available for the year awarded plus three federal fiscal years. Entities awarded funds will have approximately three years from award prepare projects for ODOT letting, unless ODOT determines otherwise, or they risk forfeiture of any remaining funds for the project. Please note that the obligation of construction funds is contingent upon completion of the design phase of a project; therefore, **the design phase must be completed** within the appropriate timeframe to obligate your construction funds.

d. Generic Project Timeline

- **Agreement – 2 months**
- **Consultant Selection to NTP – 4-6 months**
- **30% Design, QC/QA, and NEPA Submittal – 3 months**
- **NEPA (Standard) – 6-9 months (Historic District or Buildings add 6 months to a year)**
- **60-65% Design (ROW and needed for NEPA completion) – 2 months**
- **ROW Submittal and Clearance (if no new row is needed) – 1 month**
- **90% Design, QC/QA – 2 months**
- **PS&E Submittal – 2 months**



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- **Bidding Process**

- a. **PS&E Submittal – 3 months prior to letting**
 - b. **Award – 1 month**
 - c. **Contracting – 1.5 -2 months**
 - d. **Flex Start – 3 months (This allows contractor to start within 3 months of contracts being signed)**
 - e. **The above means that a contractor may not start on a project 8.5 to 9 months after final PS&E has been submitted to the department for a letting.**
- **Total time to start construction on a project from start to finish is 24 to 36 months. Please take this into consideration when applying for projects that need to be done in a certain timeframe.**

e. Eligible Entities

The IIJA Act authorizes the following entities to apply for TA Program funding:

- Local governments
 - Regional Transportation Authorities
 - Transit agencies
 - Natural resource or public lands agencies
 - School Districts, local education agencies or schools
 - Tribal governments
 - A metropolitan planning organization that serves an urbanized area with a population of 200,000 or fewer
 - A nonprofit entity.
 - A State, at the request of an eligible entity listed above.
- Any other local or regional governmental entity with responsibility or oversight of transportation or recreational trails that the state determines to be eligible, consistent with the goals of Subsection (c) of Section 213 of Title 23.

Please note that “**high-risk**” entities determined at ODOT’s discretion will not be awarded funds, even if they are otherwise eligible. High-risk entities include those defined by financial risk or historical lack of capacity to adequately manage Federally-funded projects

f. Eligible Projects and Activities

The following categories of activities are eligible for funding under ODOT’s Statewide TA:

(1) Transportation Alternatives as defined in 23 U.S.C. 101(a)(29) as it appeared prior to changes made by the FAST Act: The term “transportation alternatives” means any of the following activities when carried out as part of any program or project authorized or funded under title 23 U.S.C., or as an independent program or project related to surface transportation: Note: TA projects are **not** required to be located along a Federal-aid highway.

Eligible projects must meet one or more of these eligibilities and must relate to surface transportation:

(A) Construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation, including sidewalks, bicycle

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infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.).

(B) Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.

(C) Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other nonmotorized transportation users.

(D) Construction of turnouts, overlooks, and viewing areas.

(E) Community improvement activities, including:

(i) inventory, control, or removal of outdoor advertising;

(ii) historic preservation and rehabilitation of historic transportation facilities;

(iii) vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control (see State DOTs Leveraging Alternative Uses of the Highway Right-of-Way Guidance); and

(iv) archaeological activities relating to impacts from implementation of a transportation project eligible under title 23, U.S.C.

(F) Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to:

(i) address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff; 1 or 1 This includes activities described in 23 U.S.C. 119(g), 328(a), and 329. Transportation Alternatives (TA) Set-Aside Implementation Guidance March 30, 2022 Page 22 of 30

(ii) reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.

(2) The recreational trails program under 23 U.S.C. 206 of title 23. (See the Recreational Trails Program section. Any project eligible under the RTP also is eligible under the TA Set Aside.)

(3) The safe routes to school program under section 1404 of the SAFETEA-LU (23 U.S.C. 402 note; Public Law 109-59) [now codified as 23 U.S.C. 208 and including]:

- Infrastructure-related projects eligible under section 1404(f)(1) [now eligible under 23 U.S.C. 208(g)(1)].

- Non-infrastructure-related activities eligible under section 1404(f)(2) [(now eligible under 23 U.S.C. 208(g)(2))].

- SRTS coordinators eligible under section 1404(f)(3) [now eligible under 23 U.S.C. 208(g)(3)].

(4) Planning, designing, or constructing boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways. • See Boulevards from Divided Highways for examples.

g. Ineligible Projects and Activities

- TA Set-Aside funds cannot be used for the following activities:
- MPO administrative purposes. Exceptions:
 - o See FHWA's [Memo](#) Allocating Indirect Costs to Projects, dated September 4, 2015.
- Promotional activities, except as permitted under the SRTS (2 CFR 200.421(e)(3)).

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- Routine maintenance and operations, except trail maintenance and restoration as permitted under the RTP.
- General recreation and park facilities, playground equipment, sports fields, campgrounds, picnic areas, pavilions, or other facilities that do not serve an eligible TA Set-Aside, RTP, or SRTS purpose.

*This is not a comprehensive list. If you have any questions or concerns, please contact the State TA Program Coordinator, or your regional representative at your local MPO.

3. Program Requirements

Since the Statewide TA is a part of the Federal-aid highway program, awarded projects are subject to certain Federal laws and regulations. The following is a list of the basic eligibility requirements that all ODOT TA projects must meet.

a. Compliance with Federal and State Requirements

- Involvement of the public, including any adjacent property owners, in the development of the project.
- Compliance with the Uniform Relocation Property Assistance and Real Property Acquisition Policies Act (the Uniform Act) for the acquisition of easements or the purchase of land in fee simple, as defined by 23 CFR 710. This includes fair treatment practices and may include the completion of an appraisal on parcels to be acquired. This requirement applies whether or not federal funds will be used for the acquisition costs.
- National Environmental Policy Act (NEPA) 23 CFR 771. (See following page for further NEPA guidance) This requires verification the project is not harmful to the environment in the following areas:
 - Noise - impacts of noise during and after construction
 - Air Quality – impacts to air quality
 - Cultural Resources - disturbances to areas of archaeological or historical significance. Properties proposed for rehabilitation or preservation must be eligible for or on the list of the National Register of Historic Places. (Section 106 of the National Historic Preservation Act)
 - Water Quality - impacts to water quality
 - Wetlands - impacts to wetlands
 - Floodplains - impacts to regulatory floodways or to a 110-year floodplain
 - Farmland Protection - impacts to surrounding farmland
 - Hazardous Waste Sites - location of and impacts to hazardous waste sites
- Americans with Disabilities Act (ADA). Projects must conform to the Americans with Disabilities Act, which allows for reasonable access to the project for persons with disabilities.
- Disadvantaged Business Enterprises (DBE). Verification must be received that efforts have been made to solicit bids from disadvantaged business enterprises.
- Other required federal special provisions.
- Davis-Bacon Wage Requirements. Projects will be required to comply with Davis-Bacon wage requirements, which state that contractors will conform to federal minimum wage requirements.
- Competitive bidding requirements. Construction projects are required to be let through ODOT unless otherwise approved.

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- Permits or Other Approvals. It is the project owner/sponsor's responsibility to obtain all permits, inspections, or other approvals that may be required as a result of the activities proposed as part of the project.

National Environmental Policy Act (NEPA)

This act requires Federal agencies to disclose and consider, through an Environmental Assessment and, sometimes, through an Environmental Impact Statement, any significant effect a project may have on the environment (including cultural, natural, social and historical resources).

Except in unusual circumstances, a TA project will be processed as a categorical exclusion (CE). A CE does not mean that no environmental work is required, only that there is not a significant environmental effect; therefore, less documentation is required.

Section 4(f) of the U.S. Department of Transportation Act

The FHWA cannot approve a project that uses land from a Section 4(f) resource (publicly owned parks, recreation areas, wildlife and waterfowl refuges, and national, state, or local historical sites) unless the Project Sponsor is also the owner/administrator of the park, or FHWA determines that no feasible alternative exists. In such a case, all efforts must be made to minimize harm to the resource. Note that this Section does not apply to restoration, rehabilitation or maintenance of historic transportation facilities if the work does not adversely affect the resource's historic qualities.

Section 106 National Historic Preservation Act (NHPA) of 1966

Federal agencies are required to consider the potential effects of a project on a property that is listed in or eligible for the National Register of Historic Places.

Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, As Amended

This act provides requirements in the real property acquisition and provides for relocation payments. Note that all TA projects are subject to the Act except those that do not involve acquisition of additional property or relocations.

Brooks Act

Federally assisted consultant contracts for engineering and related design services must use qualification-based selection procedures, which disallow price as a factor in the selection process. Note that Oklahoma's procedures mirror the Brooks Act.

Competitive Bidding

Construction projects must be advertised and awarded to the lowest responsible and responsive bidder through open competitive bidding.

This is not a comprehensive list. Federal requirements should be discussed with the state TA Project Manager(s), or your regional representative at your local MPO. The IIJA Act requires that projects funded by the TA must be carried out under the same rules and procedures as a highway project on a Federal-aid highway.

b. Minimum Project Requirements

In addition to the above requirements, applicants for TA funds **must** meet the following minimum requirements:

- The Sponsoring Agency and the proposed activity or project **must** meet the program's eligibility requirements.
- The Sponsoring Agency **must** provide a Resolution of Project Sponsorship indicating proof of



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local match (according to funding criteria) commitment to operating and maintaining the proposed project for the useful life of the project, and availability of funds in the agency's budget to pay all matching costs at the time of invoice. [Appendix A](#) –

- The Sponsoring Agency **must** submit letter(s) of support from the jurisdiction(s) that has ownership over the affected right(s)-of-way. This requirement only applies when a project is not entirely located within the jurisdiction of the sponsoring entity.
- The Sponsoring Agency **must** submit letter(s) of support from the ODOT Field Division Engineer when the project includes any portion of an ODOT owned facility.
- The Sponsoring Agency **must** submit a basic map identifying the location of the proposed project.
- The Sponsoring Agency **must** submit a formal cost estimate for the project completed by a licensed architect, landscape architect, or engineer. A list of ODOT Pre-Approved Engineering Firms can be found [here](#).
- Sponsoring Agencies **will not** be reimbursed for any costs incurred prior to the execution of the City/State Funding Agreement.

4. TA Application and Selection Process Overview

The goal of ODOT's TA project selection process is to encourage and reward efforts that meet and exceed the minimum program requirements listed above.

a. Call for Projects

The intent of the call for projects is to allow ODOT's TA Project Managers time to meet with Sponsoring Agencies in order to review proposed TA projects and applications, and provide recommendations and guidance prior to the application process. All Sponsoring Agencies are strongly encouraged to register and submit a Call for Projects Form, found on the ODOT TA submission [website](#).

Preliminary Application for TA projects will run from **January 30th – April 30, 2024**.

b. Application Process

If a Sponsoring Agency is located within an MPO's Urbanized Area (UZA) [Appendix D](#), the agency should work with the MPO staff to ensure that the project meets the minimum requirements listed in the previous section, as well as discuss engineering estimates, project phasing, the agency's familiarity project maintenance, whether the agency has previously had difficulty meeting deadlines for Federal or state-funded projects, and other items as needed. **Full applications will only be accepted from those sponsors who fill out a preliminary application.**



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c. MPO Contacts

Association of Central Oklahoma Governments (ACOG)
Hannah Nolen, AICP
Mobility & Planning
hnolen@acogok.org
4205 N. Lincoln Blvd.
Oklahoma City, OK 73105
405-234-2264

Indian Nations Council of Governments (INCOG)
Jane Ziegler, Transportation Planner
jziegler@incoq.org
Two West Second St., Suite 800
Tulsa, OK 74103
(918) 579-9427

d. Required Documents

All applicants **must** submit the following documents as part of the TA application packet:

- TA Call for Projects/Final Application
- Resolution of Project Sponsorship indicating proof of match, maintenance and budget capabilities from sponsoring agency [Appendix A](#)
- Letter(s) of Support
- Cost Estimate and Match/Share Breakdown from a licensed engineer, architect, or landscape architect
- Basic map(s) of the project location

e. Project Submission and Selection Process

Consistent with other Federal-aid highway programs, TA funds are administered by ODOT. TA funds **must** be used for eligible projects that are submitted by eligible entities and selected through a competitive process (23 U.S.C. 213(c)(4)(A)). Federal TA requirements do not establish minimum standards or procedures for the competitive process. The project scoring and selection process is conducted by a Transportation Alternative Advisory Committee (TAAC) appointed by the Local Government Division Engineer.

For areas throughout the state outside of the Large Urbanized Areas, sponsoring agencies **must** submit their completed application packets through the ODOT TA submission [website](#). **Email submissions will not be accepted.**

Deadline — all Call for Projects must be received by ODOT no later than Tuesday, April 30th, 2024 at 4p.m. CST.

All application packets submitted to ODOT for inclusion in the statewide competitive selection process will be scored by the Transportation Alternative Advisory Committee and according to the criteria listed in this Guide. **Incomplete application packets will not be accepted.** Project funding is limited by the total TA Program allocation, as well as the sub-allocations to the population areas, which ODOT is required by FHWA to meet.

After the Transportation Alternative Advisory Committee meets and selects projects and funding awards, the Local Government Project Manager(s) will send out agreements to the Project Sponsors of the selected projects. ODOT will also provide the applicants and their respective MPOs or RTPOs (if applicable) with information on the selected projects.



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f. Important Dates and Deadlines

Date	Activity
January 30, 2024	Call for Projects Form opens. TA Website will be live with Application Guidance and Required Documentation information.
January 30 – April 31, 2024	Call for Projects Form is open. Once a TA Project Call for Project form is submitted, ODOT Project Managers will schedule, conduct and provide feedback to Sponsors from site review and/or project review session.
May 1, 2024	The TA Application Form will be live for Sponsor Agencies to submit Final Application.
May 31 st , 2024	FINAL Applications are due.
June 1 st – Sept 1 st	Application scoring period.
October/November 2024 ODOT Commission Meeting	ODOT will announce final project selections and awards.

g. Oklahoma Transportation Contacts and Resources

For more information on the Department's Transportation Alternatives Program, interested applicants should contact:

TA Program Coordinator
Local Government Division
Matt VanAuken
MVanauken@odot.org
Phone: (405) 436-3734

5. Oklahoma Transportation TA Program Project Scoring Process

a. Introduction and Process

ODOT developed the following TA project scoring and selection criteria using input from various stakeholders and partners.

Once submitted, all applications will go through a multi-phase review process. During this process, the applications are screened for accuracy and completeness before being evaluated based on the supplemental materials provided by the applicant. All applications should contain detailed information that promotes the needs and benefits associated with the proposed project(s).

b. Project Scoring Criteria

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Points will be awarded on the technical aspects to determine the need and quality of the project and its potential to strengthen the state's transportation system for users of all ages and abilities. This assessment evaluates projects based upon perceived strengths and weaknesses, project readiness, accuracy of estimate and schedule, appropriateness of scope, potential obstacles, experience with the Project Sponsors.

Pedestrian & Bicycle / Non-Motorized Transportation Projects

Pedestrian & Bicycle

Construction, planning, and design of on-road and off-road facilities for pedestrians, bicyclists, and other non-motorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990 (42 USC 12101 et seq.). Project examples include, but are not limited to:

- New or reconstructed sidewalks, walkways, or curb ramps
- Bike lane striping
- Wide paved shoulders
- Bike parking and bus racks
- New or reconstructed hard surface trails
- Bike and pedestrian bridges and underpasses

Infrastructure related projects to provide safe routes for non-drivers

Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs. Communities applying for TA funding in this category should consider ways to improve the ability of non-drivers to access daily needs, such as schools, clinics, libraries, markets, and public transportation.

Conversion of abandoned railway corridors to trails (Project sponsor will be required to provide proof of ownership and purchase agreement for the railroad)

Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users. Project examples include:

- Planning, designing, and constructing multi-use trails along a railroad right-of-way
- Major reconstructions of multi-use trails along a railroad right-of-way
- Developing rail-with-trail projects
- Purchasing unused railroad property for reuse

Community improvement activities, including:

- inventory, control, or removal of outdoor advertising;
- historic preservation and rehabilitation of historic transportation facilities;
- vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control (see [State DOTs Leveraging Alternative Uses of the Highway Right-of-Way Guidance](#));

Historic / Scenic / Streetscape Transportation Projects

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Construction of turnouts, overlooks, and viewing areas

- Note: **TA funds may not be used for the construction of visitor centers.** Additionally, funds cannot be used for marketing or promotion not related to the scenic or historic highway program, nor can they be used for the staffing, operating, or maintenance costs of facilities. TA funds also cannot be used for tourist and welcome centers.
- Note: TA funds may not be used for the sole purpose of replicating a historic building and cannot be used for the operation of historic sites.

Historic preservation and rehabilitation of historic transportation facilities

- Restoration and reuse of historic buildings with strong link to transportation history
- Restoration and reuse of historic buildings for transportation related purposes
- Interpretive displays at historic sites
- Access improvements to historic sites and buildings
- Restoration of railroad depots, bus stations, and lighthouses
- Rehabilitation of rail trestles, tunnels, bridges, and canals

Streetscapes, aesthetic improvements, transportation environment enhancements

- Streetscaping and/or outdoor landscaping to enhance the comfort of the traveling public
- Amenities to enhance the quality and character of the street, trail, or other transportation facility
- Improving access and traffic management for all transportation modes

Safe Routes to School Transportation Projects

Funding will be provided for selected projects, such as improvements to sidewalks, traffic calming, pedestrian and bicycle crossing, on- and off-street bicycle facilities, secure bicycle parking, and traffic diversions. Examples of projects include:

- Crosswalk improvements
- Bicycle routes, signage, or lanes providing access to a school
- Traffic control signals improving pedestrian and bicycle safety directly related to school access

The TAAC will use the evaluations described below to assign each project a score of 0 points to 100 points. This information should be found in the application materials submitted, including proposed budget, illustrations, and text narrative—**no external research will be done, so please be complete and specific in your application materials.**

Planning and Design – The proposed project is clearly described with a realistic schedule and has been properly vetted through community involvement. The total point value is 0 to 15.

1. Clear and adequate project descriptions.	15
2. The project has identified safety, connectivity, and equity concerns.	
3. The proposed project provides safety to the user by incorporating multiple safety components like signage, crosswalks improvement, school zones, and RRFB's.	
4. The project has taken into consideration the community and network context.	

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City Council Regular Meeting - 01 Apr 2024 Minutes Attachment



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Transportation Network – The proposed project provides benefits to users of multiple transportation modes and/or incorporates elements of more than one eligible Transportation Alternatives activity as well as provides enhancement to the existing transportation system. The total point value is 0 to 20.

1. Projects which clearly enhance the quality or utility of existing or new transportation facilities or services. Including Historic Facilities 2. Linking more than one mode of transportation. 3. Number of federal Transportation Alternative categories the proposed project encompasses. 4. Project is part of an adopted transportation plan. 5. Project shows new and innovative approaches to enhancing the transportation system. 6. The facility is safe and easy to walk, bike, or wheelchair roll for people of all ages and abilities.	20
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Cost/Benefit – Projects are scored based upon the quality of the estimated budget, population served, and economic benefit. The total point value is 0 to 15.

1. Projects which benefit underserved populations. 2. Projects which enhance the State's travel and tourism efforts. Including tourism efforts to historic sites. 3. Projects which contribute to a wide geographical dispersion of the Transportation Alternative Funds within the State. 4. Detailed, complete, and realistic project estimate. 5. Projects which enhance local community's economic opportunities.	15
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Match Funding – Community's commitment and ability to provide required match funds. The total point value is 0 to 15.

1. Projects will be completed with the Transportation Alternative funds requested and the matching funds pledged by the applicant. The project must not be dependent on other funding contingencies. It must represent a complete, identifiable, and useable facility or entity rather than only a component of a larger project. 2. The extent to which applicants indicate a commitment to provide extra effort or contribution above the minimum matching fund requirement.	15
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Public Support – Sponsor provides evidence of local support. The total point value is 0 to 5.

1. Projects which have the support of community members, elected officials and local entities. 2. Project creates partnership at local levels.	5
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Project Delivery and Maintenance – Sponsor's past performance on the delivery and maintenance of ODOT projects. The total point value is 0 to 30.

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1. Ability of sponsor to maintain project.	30
2. Past experience in similar projects.	
3. Additional influencing factors as deemed appropriate by the evaluator.	

TOTAL SCORE POSSIBLE – COMPREHENSIVE REVIEW

Category	Low Score	High Score
Planning & Design	0	15
Transportation Network	0	20
Cost/Benefit	0	15
Match Funding	0	15
Public Support	0	5
Project Delivery and Maintenance	0	30
Total	0	100



TRANSPORTATION ALTERNATIVES PROGRAM GUIDANCE & APPLICATION

Appendix A

RESOLUTION OF PROJECT SPONSORSHIP FOR A TRANSPORTATION ALTERNATIVES PROGRAM APPLICATION AND MAINTENANCE COMMITMENT

A RESOLUTION DECLARING THE ELIGIBILITY OF THE <LOCAL GOVERNMENTAL AGENCY> TO SUBMIT AN APPLICATION TO THE OKLAHOMA DEPARTMENT OF TRANSPORTATION FOR USE OF TRANSPORTATION ALTERNATIVES PROGRAM FUNDS SET FORTH BY IIJA FOR THE <PROJECT NAME> PROJECT IN <LOCAL JURISDICTION> AND AUTHORIZING THE <CHIEF PROJECT SPONSOR> TO SIGN THIS APPLICATION.

Whereas, the <local governmental agency>, Oklahoma, is submitting an application to the Oklahoma Department of Transportation for transportation alternatives program funds in the amount of <\$ > set forth by IIJA and as outlined in ODOT's transportation alternatives program guidance & application packet for 2022; and

Whereas, the <local governmental agency>, Oklahoma, is participating as an eligible project sponsor in the Oklahoma Department of Transportation's transportation alternatives program set forth by IIJA; and

Whereas, federal monies are available under a transportation alternatives program set forth by IIJA, administered by the state of Oklahoma, Department of Transportation, for the purpose of creating and promoting the planning and development of active transportation facilities and programs in Oklahoma; and

Whereas, the <local governmental agency>, Oklahoma, acknowledges availability of the required local match of no less than 20%; and,

Whereas, after appropriate public input and due consideration, the governing body of <local governmental agency>, Oklahoma, has recommended that an application be submitted to the state of Oklahoma for the <project name> project.

Now, therefore, be it resolved by the governing body of the <local governmental agency>, Oklahoma:

Section 1. That the <local governmental agency>, Oklahoma, does hereby authorize <the project sponsor> to submit an application to the Oklahoma Department of Transportation for transportation alternatives program funds set forth by IIJA on behalf of the citizens of <local governmental agency>, Oklahoma.

Section 2. That the <local governmental agency>, Oklahoma, hereby assures the Oklahoma Department of Transportation that sufficient funding for the <project name> project is available.

Section 3. That the <local governmental agency>, Oklahoma, hereby assures the Oklahoma Department of Transportation that sufficient funding for the operation and maintenance of the <project name> project will be available for the life of the project.



TRANSPORTATION ALTERNATIVES PROGRAM GUIDANCE & APPLICATION

Section 4. That the <local governmental agency>, Oklahoma, hereby assures the Oklahoma Department of Transportation that the <local governmental agency>, Oklahoma, will have title or permanent easement to the <project name> project by the time of project letting, if necessary.

Section 5. That the chief project sponsor of <local governmental agency>, Oklahoma, is authorized to sign the application to the Oklahoma Department of Transportation for transportation alternatives program funds set forth by IIJA on behalf of the citizens of <local governmental agency>, Oklahoma. The chief project sponsor is also authorized to submit additional information as may be required and act as the official representative of the <local governmental agency> in this and subsequent related activities.

Adopted and passed by the governing body of the <local governmental agency>, Oklahoma, this <day> of <month>, <year>.

Chief Project Sponsor: _____ (print)

_____ (sign)

ATTEST: <Seal>



TRANSPORTATION ALTERNATIVES PROGRAM GUIDANCE & APPLICATION

Appendix B

Please click on the following items to access their content.

Planning, Design, and Safety Resources

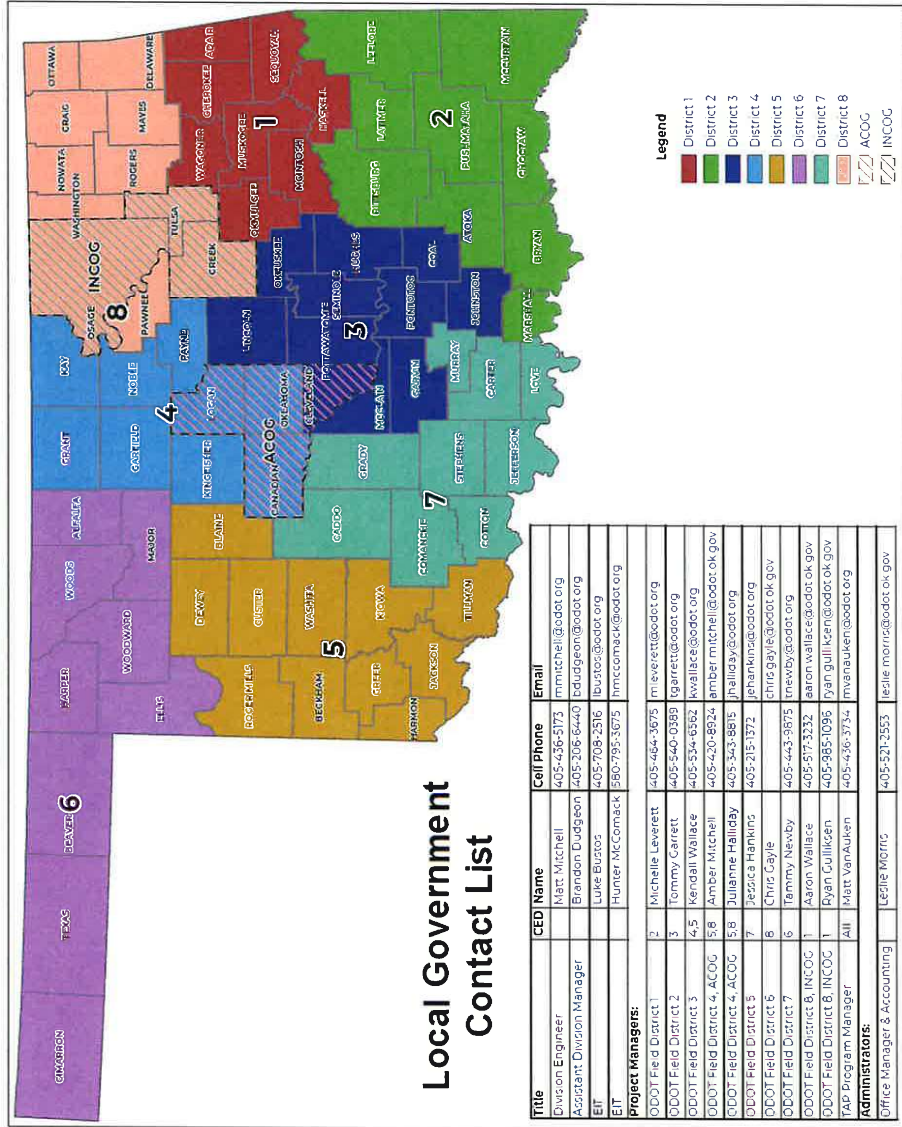
- i. [Manual on Uniform Traffic Control Devices \(MUTCD\)](#)
- ii. [Guide for the Planning, Design, and Operation of Pedestrian Facilities, July 2004, \(AASHTO Pedestrian Guide\)](#)
- iii. [Guide for the Development of Bicycle facilities 2012, Fourth Edition \(AASHTO Bike Guide\)](#)
- iv. [Proposed Rights-of-Way Guidelines](#)
- v. [Separated Bike Lane Planning and Design guide \(FHWA\)](#)
- vi. National Association of City Transportation Officials (NACTO) Guides:
 1. [Urban Street Design Guide](#)
 2. [Urban Bikeway Design Guide](#)
 3. [Transit Street Design Guide](#)
- vii. FHWA Planning and Design Resources and Guides—a suite of tools produced by the FHWA to support the development of high-quality pedestrian and bicycle networks:
 1. [Small Town and Rural Multimodal Networks](#)
 2. [Achieving Multimodal Networks: Applying Design Flexibility and Reducing Conflicts](#)
 3. [Incorporating On-Road Bicycle Networks into Resurfacing Projects](#)
 4. [Pursuing Equity in Pedestrian and Bicycle Planning](#)
 5. [Guidebook for Developing Pedestrian and Bicycle Performance Measures](#)
 6. Case Studies in Delivering Safe, Comfortable and Connected Pedestrian and Bicycle Networks: [Volume 1](#) and [Volume 2](#)
 7. [Bike Network Mapping Idea Book](#)



TRANSPORTATION ALTERNATIVES PROGRAM GUIDANCE & APPLICATION

Appendix C

ODOT Divisions & TA Areas

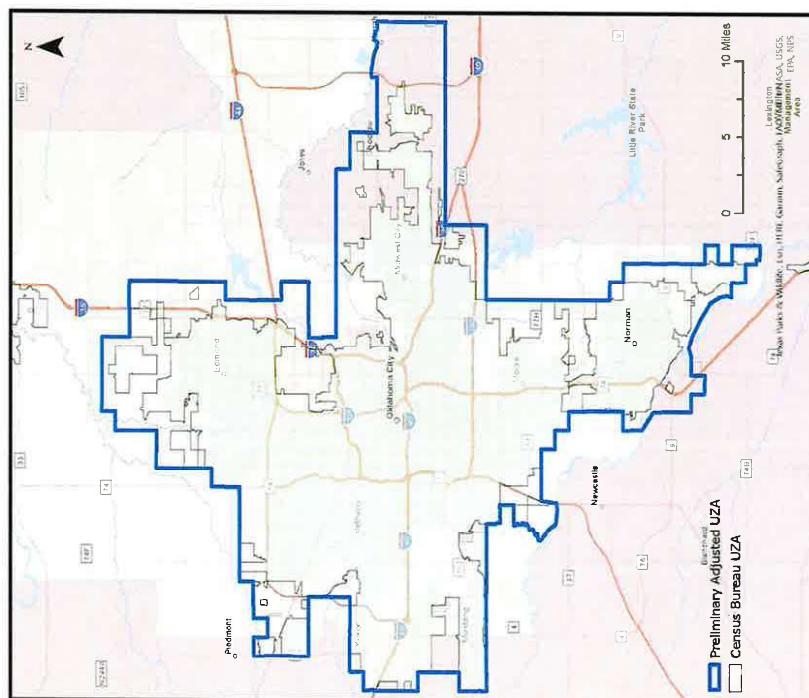


Local Government
Contact List

Title	CEID Name	Cell Phone	Email
Division Engineer	Matt Mitchell	405-436-5173	mmitchell@odot.org
Assistant Division Manager	Brandon Dudgeon	405-306-6440	bdudgeon@odot.org
EIT	Luise Buzoz	405-709-2516	buzoz@odot.org
EIT	Hunter McCormack	580-795-3075	hmcormack@odot.org
Project Managers:			
ODOT Field District 1	Michelle Leverett	405-464-3675	mleverett@odot.org
ODOT Field District 2	Tommy Carrett	405-540-0985	tgarrett@odot.org
ODOT Field District 3	Kendall Wallace	405-534-6562	kwallace@odot.org
ODOT Field District 4, ACOG	Amber Mitchell	405-430-8934	amber.mitchell@odot.org
ODOT Field District 5	Julianne Haliday	405-343-8815	jhaliday@odot.org
ODOT Field District 6	Chris Gayle	405-215-1372	jehankins@odot.org
ODOT Field District 7	Tammy Newby	405-443-9875	tnewby@odot.org
ODOT Field District 8, INCOG	Aaron Wallace	405-517-3232	aaron.wallace@odot.org
ODOT Field District 8, INCOG	Ryan Gulliken	405-985-1096	ryan.gulliken@odot.org
Tap Program Manager	Matt VanAuken	405-430-3734	mvanauken@odot.org
Administrators:			
Office Manager & Accounting	Leslie Morris	405-521-2553	leslie.morris@odot.org

Appendix D

Adjusted Urbanized Area Boundaries



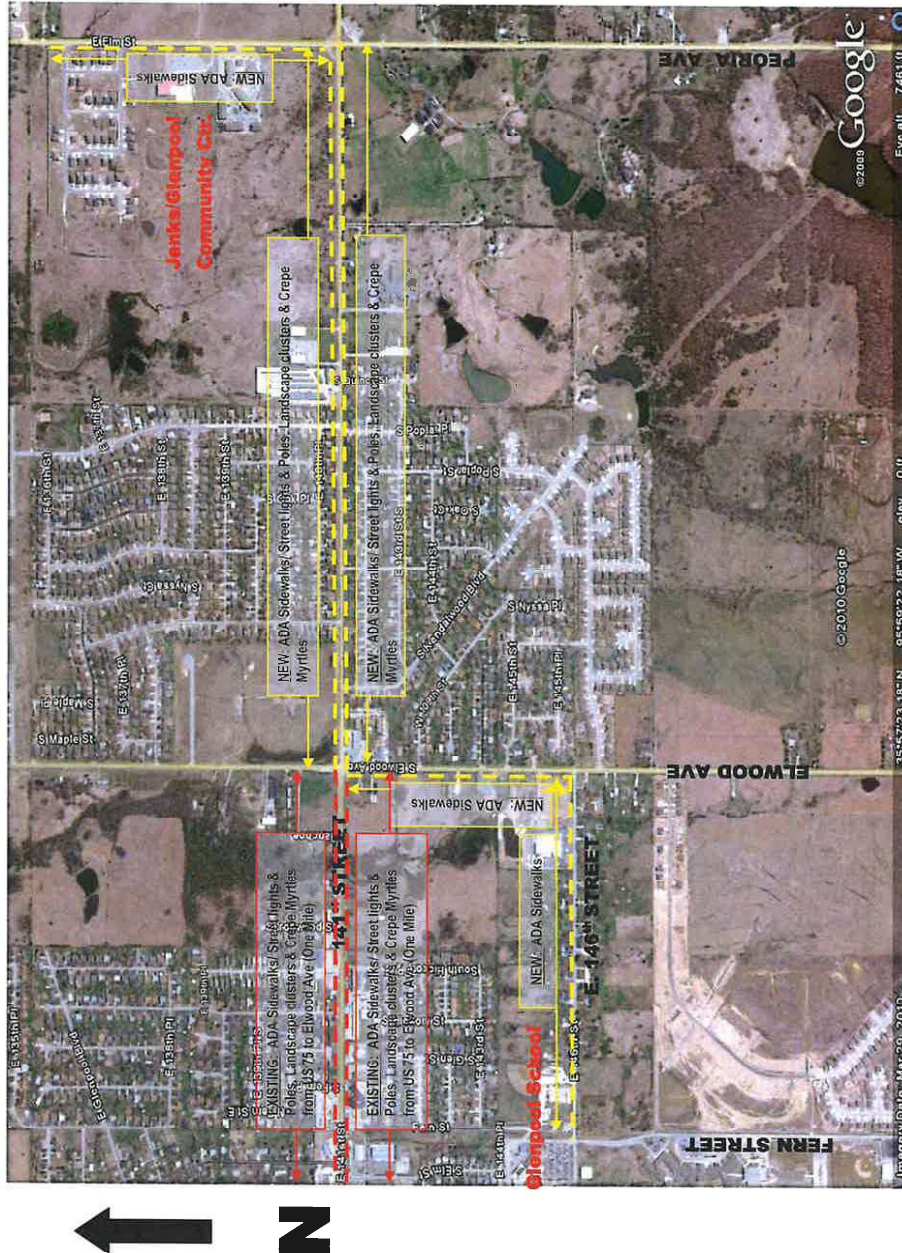
Appendix E

The chart below is a per year breakdown of TAP funds per population category.

State	Total Reserved for TA	AREAS OVER 200K	50K < AREAS ≤ 200K	5K < AREAS ≤ 50K	AREAS < 5K	TA AVAILABLE TO ANY AREA
OKLAHOMA	\$22,314,802	\$5,324,004	\$703,983	\$2,288,847	\$4,848,899	\$9,149,069

FAQ's

1. Can an applicant that mostly falls within an urbanized area AND is above the 15,000-population maximum apply for statewide funds if the project limits fall outside the urbanized boundary.
Yes
2. How does a County figure out what category they fall under?
Counties will apply under the category that their unincorporated population falls into. For example, if the County population is 40,000 and the Cities' population total 36,000, then county would apply in the under 5,000 category.
3. How many call for projects can you submit?
You can submit as many projects as you would like, as long as you have matching funds for each project. If you submit more than one project, please prioritize them in the case that they can't all be awarded.



CITY OF GLENPOOL SIDEWALK EXPANSION/BEAUTIFICATION PROJECT



To: Mayor and Council

From: Beth Miller, Grants – Special Projects Coordinator

Date: April 1, 2024

Re: INCOG Tulsa County Urban County Community Development Block Grant (CDBG)

Background:

Staff is requesting Councils approval to apply for the INCOG - CDBG for a drainage and pavement repair project. This project involves the repair of a sinkhole on the right of way, replacement of storm-drain inlets, and pavement reconstruction on 145th Pl and Kendalwood Blvd in the Glenn Village II housing addition. The total request under the grant is \$120,143.00.

The City is required to conduct a public hearing to inform citizens of the proposed project. The public hearing is scheduled to be held on April 10th 2024, at the Glenpool Conference Center at 6PM. Please find attached a Notice of Public Hearing.

This grant has no required match from the City. Applications are due April 12th, 2024.

Staff Recommendations:

Staff recommends the Council approves pursuing these grant funds and allow staff to submit an application.

Attachments:

- Notice of Public Hearing
- Project Summary and Cost Estimate
- CDBG FY 2024 Application Guidance and Application

12205 S. Yukon, Glenpool, OK 74033 OFFICE: 918-322-5409 FAX: 918-209-4641
Mayor Joyce Calvert, Ward 3; Vice-Mayor Brandon Kearns, At-Large;
Tim Fox, Ward 1; Chris Brobst, Ward 2; Jacqueline Lund, Ward 4
City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Wendy Knight
www.glenpoolonline.com

03/25/2024

NOTICE OF PUBLIC HEARING

CITY OF GLENPOOL

Notice is hereby given that a public meeting will be held informing citizens of the proposed Community Development Block Grant (CBDG) project detailed below.

Proposed Project: Street and Stormwater Improvements in Glenn Village Addition II

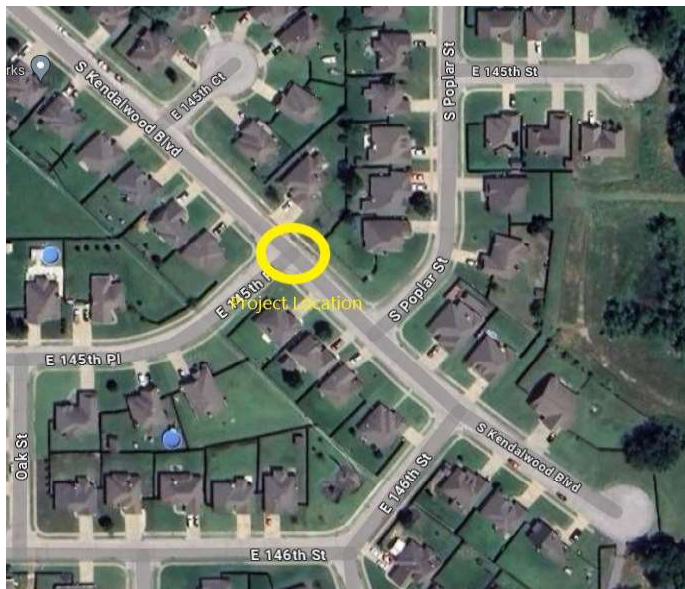
Project Location: 145th Pl and Kendalwood BLVD

Project Description: Repair sinkhole, replacement of storm drain inlet, and pavement reconstruction

Date: 4/10/2024

Time: 6:00 pm

Venue: Glenpool Conference Center, 1st floor 12205 South Yukon Ave. Glenpool, OK 74033



Project location map

For more information contact:

Beth Miller
Grants/Special Projects
City of Glenpool
Emiller@cityofglenpool.com
918-209-4646

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

Tulsa Count Community Development Block Grant		
Drainage and Pavement Repair Project		
145th Street and Kendalwood Blvd		
Project Estimate		
Description	Unit	Price (\$)
Excavation	Lump Sum	16,500.00
Repair or Replacement of inlet structure(s)	Lump Sum	58,000.00
Backfill	Lump Sum	8,000.00
Replacement of Asphalt Pavement	Lump Sum	35,500.00
Curb and Gutter	Lump Sum	2,100.00
Total		120,100.00

**TULSA COUNTY URBAN COUNTY
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

FY2024 APPLICATION GUIDANCE

Due date for this Application is April 12, 2024

The CDBG program is authorized under Title I of the Housing and Community Development Act of 1974, as amended.

The purpose of this Application Guidance is to provide assistance in preparing a Community Development Block Grant application for the **FY2024** Tulsa County CDBG Urban County Program.

Eligible Entities

Entities included for FY2024 funding, the funding allocation to the entity, and the percentage of low and moderate income population for each is listed below:

	Proposed Allocation Amount	Percentage Low/Mod Population
<u>Metro Entities</u>		
Broken Arrow Infrast.	\$406,225.00	28.43
Bixby	\$ 93,603.27	23.03
Owasso	\$159,894.62	26.66
Sand Springs	\$ 93,867.17	38.12
Sapulpa	\$130,547.05	49.54
<u>Revolving Entities</u>		
Glenpool	\$120,143.00	38.36
Tulsa County	\$120,143.00	42.42

Threshold Requirements for FY2024 Metro City Applications

Due to HUD'S desire for all Entitlements to dramatically increase their expenditure rates and failure of select Entities to expend funds in a timely manner, the following expenditure criteria have been established for the **FY2024** Application cycle. To submit an application for **FY2024**, communities with open Metro Entities contracts must comply with the following Threshold Requirements:

100% of 2021 grant expended;
50% of 2022 grant expended and reimbursement request submitted;
2023 obligated through bid award or design process underway (documentation required).

If the above expenditure requirements have not been met by April 1, 2024, the community will not be eligible to submit an application. Staff will determine re-allocation of funds.

Guidance
Community Development Block Grant (CDBG)
2024 Tulsa County Urban County
Page 1 of 6

Applications should be submitted to:

INCOG
Claudia Brierre
2 West 2nd Street, Suite 800
Tulsa, OK 74103
cbrierre@incog.org

Section One

National Objective

The primary National Objective of the Community Development Block Grant (CDBG) Program is the “development of viable urban communities by providing decent housing and a suitable living environment, particularly for persons of low and moderate incomes.” All project proposals submitted for funding through the CDBG Program must document the achievement of at least one of the following National Objectives:

- Provide benefit to low and moderate income persons.
- Aid in the prevention or elimination of slums or blight.
- Meet other community development needs having particular urgency, posing a serious or immediate threat to the health or welfare of a community.

Most CDBG applicants qualify their project activities under the National Objective of benefit to low and moderate income persons. Applicants are cautioned that qualifying a project under slum or blight or urgent need is a difficult process that has very limited application and can only be used under special conditions and circumstances. Therefore, you are urged to qualify your proposal under benefit to low and moderate income persons. Applicants who qualify a proposal using slum and blight or urgent need must receive guidance and approval from INCOG.

To qualify for CDBG funding under the National Objective of benefit to low and moderate income persons, the proposed project activities must show a positive or general improvement of living condition in a definable geographic target area where at least 51% of the occupied households/homes are of low and moderate income families. Low and moderate income families have an income equal to or less than the current Section 8 low income limits established by the United States Department of Housing and Urban Development (HUD). Each activity proposed for funding with Community Development Block Grant(CDBG) dollars claiming the National Objective of benefit to low and moderate income persons, must provide data indicating the percentage of low and moderate income beneficiaries.

Application Criteria

1. No matching funds are required.
2. No administration expenses will be funded with CDBG funds.

Guidance
Community Development Block Grant (CDBG)
2024 Tulsa County Urban County
Page 2 of 6

3. When planning projects for FY2024, be aware that accumulating more than 2 years of grant funding is not permitted.

4. Engineering is a permissible use of CDBG funds but competitive procurement requirements must be followed.

5. Income surveys of the project target area must be conducted. The use of Census Tract or Block Group data to document the percentage of low and moderate income beneficiaries for any CDBG- funded activity should receive prior INCOG review and approval.

6. Applicants must hold an application phase Public Hearing informing citizens of the proposed project and submit documentation of the Public Hearing with this application. Notice must be given at least 15 days prior to the public hearing by publication in jurisdiction newspapers; or by posting at city halls. Acceptable documentation consists of the affidavit of publication or a copy of the newspaper article announcing the public hearing, copy of certified posted notice, screenshot of posting on City website. Tulsa County has prepared a Citizen Participation Plan on behalf of the Urban County communities; therefore, the individual community does not need to prepare a full Citizen Participation Plan.

7. Specific projects identified in the application must have cost estimates derived from professional sources. Water and wastewater projects that require Oklahoma Department of Environmental Quality (DEQ) construction permitting must have certified cost estimates from a professional engineer licensed to work in Oklahoma. For other types of projects, professional cost estimates may be derived from architects, engineers, vendors, construction companies, or appropriate personnel qualified to make such estimates.

Use of Funds

The CDBG Program funds a broad array of projects and activities including but not limited to the following:

- Water and wastewater system improvements
- Solid waste
- Fire protection
- Streets
- Neighborhood Parks
- Housing activities including construction, emergency repair, rehabilitation
- Acquisition of real property for eligible public purposes
- Clearance, demolition and removal of buildings and improvements
- Senior Citizen Centers
- Gas and electrical system improvements
- Removal of architectural barriers associated with handicapped areas *
- Storm water drainage improvements
- Economic Development
- Social services

Guidance
Community Development Block Grant (CDBG)
2024 Tulsa County Urban County
Page 3 of 6

Construction of ADA Sidewalks in non-low/mod census tracts is not an eligible project.

Guidance regarding eligibility requirements can be found in 24CFR 570.201 of the Federal Housing and Community Development Act of 1974, as amended.

Proposal Guidance

Applicants are encouraged to contact the staff persons listed below with questions regarding program requirements, project conceptualization, or any portion of the Application Packet and/or Guidelines.

Claudia Brierre	579-9431	cbrierre@incog.org
JT Darling	579-9494	jdarling@incog.org
Preslie Anderson	579-9452	panderson@incog.org

Section Two

Required Application Documents

1. Application Summary

This form contains information about the specific project and includes a certification from the local government attesting to the accuracy and completeness of the application. The certification form must be completed and signed by the chief elected official of the local government.

2. Line Item Budget (Application Form Attachment A)

The description of project activities along with a budget (form provided as Attachment A) should be as specific as possible as they will form the basis of your contract. This Budget should match Professional Cost Estimates submitted with the application.

3. Direct Project Beneficiary Income Survey (Survey Summary Form Attachment B)

Income surveys for each proposed CDBG funded activity are a requirement unless using census tract or block group data.

Determination of project beneficiaries:

City-wide- An activity which will serve the entire city (such as wastewater treatment), provided that the city has a low and moderate income percentage at or above 51%. If the LMI percentage is below 51%, an income survey with a 75% response rate must be provided.

Area benefit- An activity which benefits all the residents in a particular area where at least 51 percent of the residents are low and moderate income persons. Examples would include resurfacing of a collector street or construction of a fire department substation.

Direct benefit- An activity which requires information on household size and income so that it is evident that at least 51 percent of the clientele are persons whose household income does not exceed the low and moderate income limit; or an activity which has income eligibility requirements which limit the activity exclusively to low and moderate income persons.

Presumed benefit- Benefit a clientele that is generally presumed to be principally low and moderate income persons. Activities that exclusively serve a group of persons in any one or a combination of the following categories may be presumed to benefit 51 percent low- and moderate-income persons: abused children, battered spouses, elderly persons, adults meeting the Bureau of the Census' Current Population Reports definition of "severely disabled," homeless persons, illiterate adults, persons living with AIDS, and migrant farm workers.

Guidelines to identify specific beneficiaries for various activities:

- **Water or Wastewater Line Replacement or Rehabilitation.** Those households directly tapped to or receiving improved service from the lines. Generally, beneficiaries are considered those persons residing in houses who receive their water through new, replaced or upgraded lines, or houses that discharge sewage into or through an improved collection line or main en route to the treatment plant.
- **New Wastewater or Water Extensions to Previously Un-served Areas.** The households/homes that will actually be connected to the wastewater or water line extensions. Service to newly-constructed subdivisions will not be funded due to environmental review requirements.
- **Flood and Drainage Improvements.** Households/homes within the recognized drainage basin.
- **Fire Protection.** Households/homes (buildings, vehicles and equipment) residing within the response area of the fire station; or using actual residential calls made by a fire station over the prior 12 month period, conduct a survey of those residences obtaining no less than 75% response rate.
- **Senior Citizen Centers and Community Centers.** Households/homes within the designated service area of the proposed center. If there is only one center in the community, the service area can be considered to be the entire community. If there is more than one center, then the Applicant must delineate the service area of each center. Senior Citizen Centers are presumed to benefit low and moderate income persons.
- **Demolition/Clearance/Removal of Junk and Debris and/or Abandoned Inoperative Vehicles.** Households/homes within the geographic area designated to receive the focus of the demolition, clearance and/or removal activities. Typically, the properties located within the geographic area designated to receive the demolition/removal activities are considered to be beneficiaries.
- **Provision of Accessibility for the Handicapped to Public Buildings.** The households/homes within the geographic area that receive services from the assisted public building(s). Providing handicapped access to a city hall would provide benefit to the households/homes in the entire city. Proposed handicapped access activities in connection with limited clientele facilities are presumed to benefit low and moderate income persons.
- **Street Improvements/Sidewalk Improvements.** The households/homes that have at least one property line abutting the improvement.

4. Identification of Other Project Funding Sources (Application Form Attachment C)

Match and leverage are not required for the grant, but should be identified if applicable to the project.

5. Certified Engineering Reports and Professional Cost Estimates (Application Form Attachment D)

Water and wastewater projects that require Oklahoma Department of Environmental Quality construction permitting must have certified cost estimates from a professional engineer licensed to work in Oklahoma. For projects not requiring DEQ permits, professional cost estimates must be derived from architects, engineers, vendors, construction companies, or appropriate personnel to make such estimates, and submitted with the application.

6. Applicant Resolution (Application Form Attachment E)

Applications must include a Resolution passed by the governing body requesting CDBG assistance from the Tulsa County Urban County program. A sample Resolution is provided as Attachment E of the application.

7. Readiness To Proceed (Attachment F- Applicant Provides own Form)

Applications must include an anticipated start date and projected timeline for completion. Documentation of the level of readiness to proceed must be submitted.

**TULSA COUNTY URBAN COUNTY
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

APPLICATION CHECKLIST

Required Documents to be submitted with Applications

- ✓ W-9 Form
- ✓ Documentation of Current Registration in SAM
- ✓ Public Hearing Documentation: Affidavit of publication or certified posted notice.
- ✓ Application Summary Page which includes
 - Project Title
 - Detailed Project Description
 - Map with target area and Census Tract/Block Group (BG) clearly marked
 - Number of population served
 - Census Tract(s) and Block Groups(s) identified
- ✓ Application Certification
- ✓ Attachment A: Line Item Budget
- ✓ Attachment B: Income Survey Summary Form
 - Completed form if Income Survey
 - LM Percentage (%) if using CT/BG data
- ✓ Attachment C: Other Project Funding Sources
- ✓ Attachment D: Certified Professional Cost Estimates/Engineering Report
- ✓ Attachment E: Resolution
- ✓ Attachment F: Project Timeline

**TULSA COUNTY URBAN COUNTY
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

APPLICATION FOR FY2024 FUNDS

1. Name of Unit of Local Government City of Glenpool
Mailing Address 12205 S Yukon Ave Glenpool OK 74033
Physical Address 12205 S Yukon Ave Glenpool OK 74033
Zip Code +4 _____
Phone Number 918-209-4646
FEI# 23-7196935
SAM _____
Unique _____
Entity# JPRQJKV9ZKC1
Chief Elected Official Mayor Joyce Calvert
Clerk Lesli Smith
2. Name of Staff Contact Elizabeth Miller
Phone Number 918-209-4646 E-mail emiller@cityofglenpool.com
3. Project Title, **Detailed** Description of Project
(Attach additional detail as needed. Provide Map)
this project involves the repair of a sinkhole on the right of way, replacement
of storm drain inlets, and pavement reconstruction on 145th PI and Kendalwood
Blvd in the Glenn Village II housing addition.
4. Number of population served: _____
☐ Census Tract/Block Group # _____
☐ Household Income Survey _____
5. Project Budget Summary:

CDBG Funds		\$ <u>120,143.00</u>
Other Sources	<u>City General Fund</u>	\$ _____
	_____	\$ _____
Total		\$ _____

Application
Community Development Block Grant (CDBG)
2024 Tulsa County Urban County
Page 2 of 2

**TULSA COUNTY URBAN COUNTY
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

APPLICATION CERTIFICATION

The Applicant hereby certifies that all of the information contained in this application for community development assistance through the Tulsa County CDBG Urban County Program is true and accurate to the best of my knowledge and that all documentation supporting the information in this application is on file in the official offices of this unit of local government, available for review by Tulsa County/HUD during normal business hours. The Applicant also affirms that none of the activities set forth in this application have been initiated, nor shall they be initiated unless a grant has been awarded, a contract fully executed, and notice has been issued by Tulsa County that release of funds requirements have been met.

(Type) Name and Title of Chief Elected Official

Date

x

Signature of Chief Elected Official

[S E A L]

State of Oklahoma

County of _____

Attest:

Subscribed and sworn to before me _____, 2024.

ATTACHMENT A

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
2024 TULSA COUNTY URBAN COUNTY
BUDGET**

Name of Applicant: _____

Itemized Description of Construction Activity	Funding Source CDBG Grant	Funding Source City	Funding Source Other	Total Project Expenditures
			\$	
Total Construction Activity			\$ -	
Professional & Non Construction Engineering/Architect Funds			\$	
Inspection Funds				
Other: Survey				
Other: Publishing				
Total Professional & Non Const.	\$ -	\$ -	\$ -	\$ -
Total Project Costs	#VALUE!			

2024 Tulsa County CDBG Urban County
Budget

If additional is space needed, attach additional sheet(s)

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
TULSA COUNTY URBAN COUNTY

DIRECT PROJECT BENEFICIARY INCOME SURVEY SUMMARY FORM

ATTACHMENT B

Activity Name: _____

COMPLETE THIS SECTION BY PLACING THE TOTAL NUMBER OF HOUSEHOLDS OBTAINED FROM THE HOUSEHOLD SURVEY IN EACH APPROPRIATE COLUMN.

Insert County Income Levels	\$47,750	54,550	\$61,350	\$68,150	\$73,6500	\$79,100	\$84,550	\$90,000
Number of People in Each Household	1	2	3	4	5	6	7	8
Below or Above the County Income Levels	Below Above	Below Above	Below Above	Below Above	Below Above	Below Above	Below Above	Below Above
Total Number Of Households	0						0	

Total Number of Occupied Households/Homes in Activity Target Area =	_____
Total Number of Persons in Activity Target Area =	_____
Total Number of Occupied Households/Homes Surveyed in Activity Target Area =	_____
Total Number of Persons Accounted for by the Survey in the Activity Target Area =	_____
Total Number of Households Below the Low and Moderate Income Level in the Activity Target Area =	_____
Percentage of Total Households Below the Low and Moderate Income Level in the Activity Target Area =	_____%

I hereby certify that the above information was obtained from the occupants of the addresses listed and the information is accurate:

City-wide Low and Moderate Income Level
(For use only when projects are of City-wide benefit.)

HUD Census Data for Low and Moderate Income
Level for Block Groups, Enumeration Districts
or Census Tracts as Provided by HUD (For use
only when a project's target area boundaries are
identical to BG, ED or Tracts) _____%

x

Signature of Chief Executive Official

Date

[Seal]

Subscribed and sworn to before me _____, 20____. My commission expires _____, 20____.

Commission No. _____

Clerk/Notary Signature

Community Development Block Grant (CDBG)
2024 Tulsa County Urban County
Beneficiary Income Survey Summary – Attachment B

Attachment C

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
TULSA COUNTY URBAN COUNTY

IDENTIFICATION OF OTHER PROJECT FUNDING SOURCES

Federal/State participation, if any (loans, grants, etc.) provide commitment letters.

Agency	Purpose	Amount	Present Status Comment

Other sources and amount of project financing including applicant's local contribution, if any.

Agency	Purpose	Amount	Present Status Comment
		\$	

X

Chief Elected Official Signature

Date

Other Funding Sources – Attachment C
Community Development Block Grant
2024 Tulsa County Urban County
Page 1 of 1

ATTACHMENT D

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
2024 TULSA COUNTY URBAN COUNTY**

Attach Certified Professional Cost Estimates/Engineering Report (where applicable)

ATTACHMENT E

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
2024 TULSA COUNTY URBAN COUNTY**

RESOLUTION

WHEREAS, the Housing and Community Development Act of 1974, as amended (24 U.S.C. 93-383 et seq.), (the "Act"), provides that Community Development Block Grant, ("CDBG"), funds may be used for the support of activities that provide decent housing and suitable living environments and expanded economic opportunities principally for persons of low- and moderate-income; and,

WHEREAS, CDBG Regulations 24 CFR 570.307(a) allow counties having a total combined population of 200,000 or more from the unincorporated areas and participating incorporated areas to qualify as an urban county; and,

WHEREAS, Title I of the Housing and Community Development Act of 1974, Public Law 93-383, as amended, authorized the Secretary of Housing and Urban Development, as a representative of the United States of America, to grant to Tulsa County funds and administrative responsibility for the Tulsa County CDBG Urban County program; and

WHEREAS, a Cooperation Agreement between Tulsa County and the City has been executed for the purpose of participation in the Tulsa County Urban County Community Development Block Grant Program for Federal Fiscal Years 2023-2025; and,

NOW THEREFORE, BE IT RESOLVED by the _____ that the City of _____ desires to obtain assistance in addressing community development needs and hereby requests the Tulsa County CDBG Urban County program to provide assistance.

NOW THEREFORE, BE IT FURTHER RESOLVED by the _____ City Council/Commission that the City of _____ affirms its commitment to take all action within its power to facilitate the receipt of the assistance of community development funds, and upon receipt to administer said grant by the rules and regulations established by the United States of America, the State of Oklahoma, Tulsa County and all empowered agencies thereof.

ADOPTED this _____ day of _____, 2024, at a (regularly or specially) scheduled meeting of the governing body, in compliance with the Open Meeting Act, 25 O.S. §§ 301-314 (2001).

(Type) Name and Title of Chief Elected Official

Signature of Chief Elected Official

(S E A L)

Attest:

Subscribed and sworn to before me _____, 20____

Clerk Signature

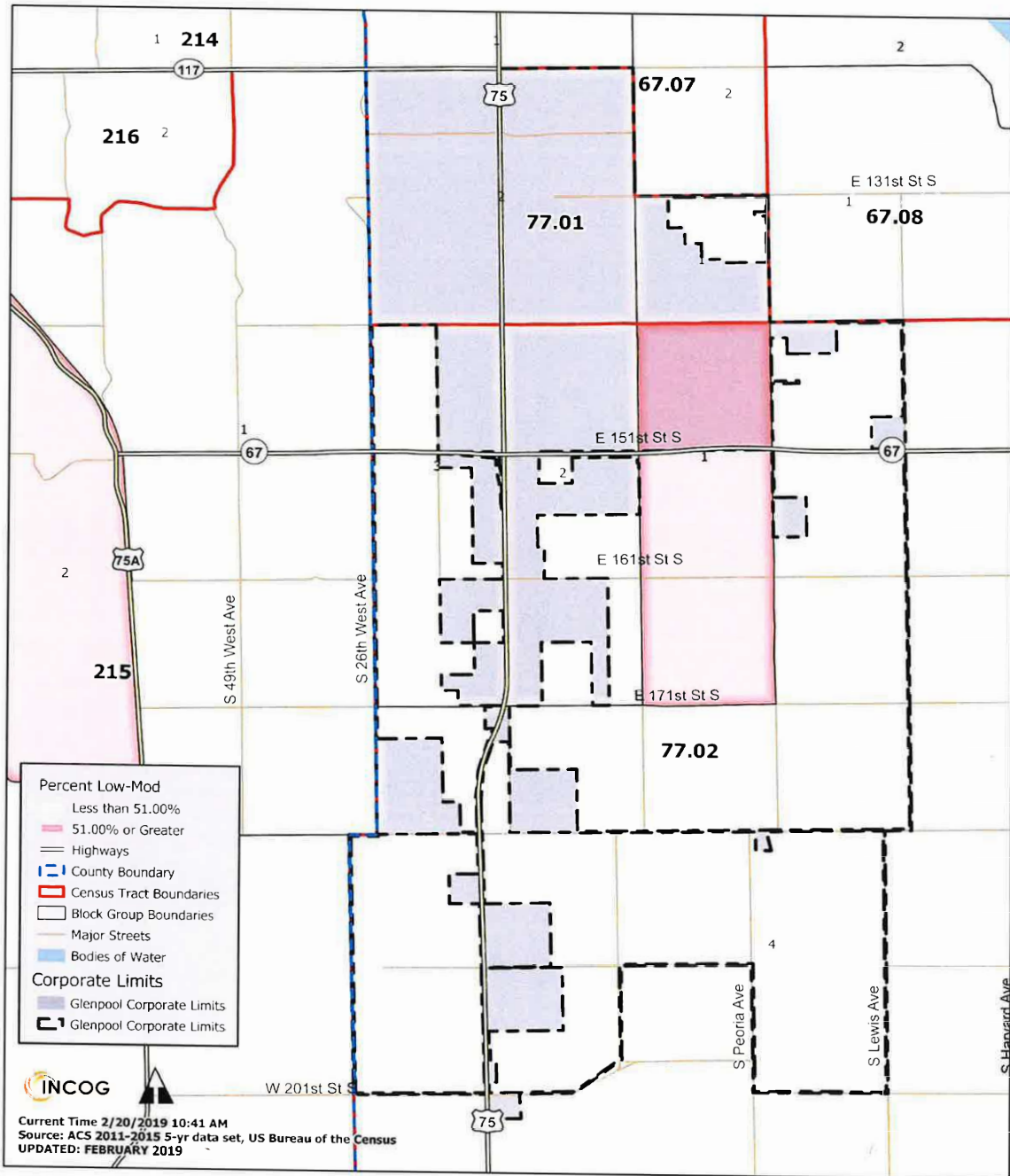
ATTACHMENT F

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
2024 TULSA COUNTY URBAN COUNTY**

Attach Project Timeline which clearly demonstrates Readiness To Proceed, including an anticipated start date and projected timeline for completion. Documentation of the level of readiness to proceed must be submitted.

Award of construction bid and start of construction cannot be prior to completion of environmental review by INCOG.

Low & Moderate Income Block Groups for the City of Glenpool





To: Mayor and Council

From: David Tillotson, City Manager

Date: March 27, 2024

Re: ICSC Las Vegas Conference

Background:

This item is on the agenda to allow the Council to determine which, if any, Council members will be attending the ICSC Las Vegas conference. The Council chose to scale back our attendance at the ICSC@Red River events in 2023 and 2024 by not sending any Council members and also chose not to send anyone to the 2023 Las Vegas conference. This year's ICSC Las Vegas conference is scheduled for May 19th through the 21st. Costs for the conference registration are \$1,050 per person, plus airfare, hotel, and meals. I will be attending the conference primarily to partner with our active developers on current projects.

Staff Recommendation:

Staff has no recommendation on this item.

Attachments:

- ICSC conference website info

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

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

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

City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Leslie Smith

www.glenpoolonline.com

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

3/27/24, 2:18 PM

ICSC LAS VEGAS | ICSC



ICSC LAS VEGAS is our premier event and takes place annually in May. It is a two- to three-day gathering of dealmakers and industry experts, who are driving innovation and evolution in commercial real estate.

Schedule At-a-Glance

Sunday, May 19 • Wynn

1:00 – 4:30 pm • Professional Development Workshops

Monday, May 20 • LVCC

8:00 am – 5:00 pm • Exhibit Hall Open

10:00 am – 4:30 pm • Sessions

Tuesday, May 21 • LVCC

8:00 am – 3:00 pm • Exhibit Hall Open

10:00 – 11:45 am • Sessions

https://www.icsc.com/attend-and-learn/events/details/las-vegas-2024?utm_source=modal_1&utm_medium=all_visitors&utm_campaign=2024LASVEG... 1/7

City Council Regular Meeting - 01 Apr 2024 Minutes Attachment

3/27/24, 2:18 PM

ICSC LAS VEGAS | ICSC

Registration Fees*

Register at the Standard Rate (ends May 16, 2024, at 11:59 pm EST)

Member • **\$1,050**
Non-Member • **\$1,975**
Retailer Member • **\$0**
Student Member • **\$50**

On-Site Rate (starts May 17, 2024, at 12:00 am EST)**

Member • **\$1,450**
Non-Member • **\$1,975**
Retailer Member • **N/A**
Student Member • **N/A**

*All cancellations are subject to a \$100 cancellation fee for members and non-members and \$25 for student members. Refunds will not be given for cancellations received after **4:59 pm ET on April 1, 2024**. All requests for refunds must be received by ICSC in writing.

** On-site registrations are not accepted for Retailer Members and Student Members.

Attendees can choose to have their badges mailed in advance for a \$25 fee. The deadline to select this option is 4:59 pm ET on April 1, 2024.

**Please note this badge mailing option applies to paid attendee badges only (no exhibitor or other comped badges). You must select the badge mailing option at checkout during the event registration process in order to have your badge mailed. Badges will only be mailed once to the primary address in your file. Please make sure this address is correct before you register. If you do not receive your badge or the badge is incorrect, we cannot resend. Badges are non-transferable. We cannot resend a badge to a different address or transfer the name on the badge. If you did not select to have your badge mailed at check out, we cannot mail your badge. You will need to pick up the badges and make corrections on-site at registration.*

Hotel Reservations

Rooms for ICSC LAS VEGAS book up fast. For discounted rates, reserve your hotel stay via onPeak, our official hotel partner, today. Hotel reservations are available on a first-come, first-served basis.

[Book Hotel](#)

Notice to all ICSC Members: Please be advised that ICSC will only contact you through onPeak, ICSC's official hotel provider. Any other email or phone solicitations offering hotel bookings are unauthorized and should be disregarded as spam notices.

Questions? Contact onPeak at (855) 992-3353 or icsc@onpeak.com.

https://www.icsc.com/attend-and-learn/events/details/las-vegas-2024?utm_source=modal_1&utm_medium=all_visitors&utm_campaign=2024LASVEG... 2/7



MINUTES
City Council Regular Meeting
Monday, April 15, 2024 Council Chambers 6:00 PM

COUNCIL PRESENT:

Joyce Calvert
Brandon Kearns
Tim Fox
Chris Brobst
Jacqueline Triplett-Lund

COUNCIL ABSENT:

STAFF PRESENT:

David Tillotson
Susan White
Lesli Smith
David Agbetunsin
Lea Ann Reed
Jeremy Plane
Joshua Brannon
Gerald S. Gilbert
Elizabeth Miller
Duy Nguyen
Joe Wuest

STAFF ABSENT:

Page

A) Call to Order - Joyce G. Calvert, Mayor

Mayor Calvert called the meeting to order at 8:55 p.m.

B) Roll Call, Declaration of Quorum – Lesli Smith, City Clerk; Joyce G. Calvert, Mayor

Scott Major, Attorney with Rosenstein, Fist & Ringold, were also present.

C) Proclamation- DECLARING PUBLIC WORKS WEEK IN THE CITY OF GLENPOOL.

[2024-04-15 Proclamation - Public Works Week](#)

4

D) Management Report

There was no manger report.

Page 1 of 11

E) Mayor Report – Joyce G. Calvert, Mayor

There was no mayor report.

F) Council Comments

There were no council comments.

G) Public Comments

There were no public comments.

H) 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) Recommendation to Tulsa County Board of Commissioners to reappoint Chris Brobst to the GEMS Board of Trustees for a term ending May 31, 2029. 5 - 6
[GEMS BD APPT Brobst.2024](#)
- 2) Reappoint Keith Robinson to the Planning Commission and Board of Adjustment for a term ending May 11, 2027. 7
[Robinson PC Appointment](#)
- 3) Budget Amendment CITY-14 for FY23-24, increasing General Fund revenue account 01-5-00-5167 (Farmers Market Fees) by \$4,000.00, and increasing expenditure account 01-6-01-6210 (Farmers Market) by \$4,000.00 to appropriate permit fee proceeds to operational expenses associated with the Farmers Market. 8 - 9
[FY24 Budget Amendment CITY-14 City Council Staff Report 04-11-24](#)
[FY24 Budget Amendment City-14 \(Final\)](#)
- 4) Approve City of Glenpool Community Development Block Grant (CDBG) 2024 Tulsa County Urban County Resolution 2024004 (David Tillotson, City Manager) 10 - 11

Moved by Brandon Kearns, seconded by Chris Brobst

To approve items 1, 3 and 4 only of the consent agenda.

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

CARRIED.

[Staff Report - CDBG Resolution 2024004](#)

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

Reappoint Keith Robinson to the Planning Commission and Board of Adjustment for a term ending May 11, 2027.

- 1) Chair Tim Fox motioned for the removal of item #2 from the consent agenda, proposing a separate vote by the board to ensure transparency and provide visibility to the community.

Moved by Brandon Kearns, seconded by Joyce Calvert

To reappoint Keith Robinson to the Planning Commission and Board of Adjustment for a term ending May 11, 2027.

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

CARRIED.

J) Scheduled Business

K) Adjournment

The meeting was adjourned at 9:00 p.m.

PROCLAMATION DECLARING PUBLIC WORKS WEEK IN GLENPOOL

WHEREAS, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life, and well-being of the people of Glenpool; and,

WHEREAS, these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in Glenpool to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2024 marks the 64th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now,

NOW THEREFORE IT IS HEREBY PROCLAIMED that the week May 19–25, 2024, as National Public Works Week. I urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and advancing quality of life for all.

ADOPTED and SIGNED this 15th day of April 2024.

Joyce Calvert, Mayor

ATTEST: _____
Lesli Smith, City Clerk

City Of
Glenpool
Creating Opportunity

**NATIONAL PUBLIC
WORKS WEEK**
MAY 19-25, 2024





To: HONORABLE MAYOR AND CITY COUNCIL
From: Susan White, GEMS District Administrator
Date: April 15, 2024
Subject: GEMS Trustee Appointment

Background

The GEMS District was created by virtue of Section 9c, Article X, of the Constitution of the State of Oklahoma. It provides for trustees to be appointed to five-year terms by the County Commissioners.

The Tulsa County Commission desires that the Glenpool City Council recommend appointments to the Board.

The term of Chris Brobst will expire on May 31, 2024. Trustee Brobst has agreed to serve for an additional term.

Recommendation

Recommend City Council consideration to request the Tulsa County Commission reappoint GEMS Trustee Chris Brobst for an additional five-year term, expiring May 31, 2029, and authorize the Mayor to sign the letter of request.

Attachment

Recommendation Letter to Tulsa County Board of Commissioners

12205 S. Yukon, Glenpool, OK 74033 • OFFICE: 918-209-4630 FAX: 918-209-4626



April 15, 2024

Tulsa County Board of Commissioners
Ray Jordan Administration Building
500 S. Denver Avenue
Tulsa, OK 74103

Re: Trustee Appointment – Chris Brobst
Glenpool Area Emergency Medical Service District

Honorable Board of Commissioners,

The term of Trustee Chris Brobst will expire May 31, 2024. Glenpool City Council met on April 15, 2024 and approved a recommendation to the Tulsa County Board of Commissioners that Mr. Brobst be considered for reappointment. Mr. Brobst has agreed to serve for another term.

It is my pleasure to recommend to the Tulsa County Board of Commissioners that Mr. Chris Brobst be appointed to the Glenpool Area Emergency Medical Service District Board of Trustees for an additional five-year term, expiring May 31, 2029.

Respectfully,

Joyce G. Calvert
Mayor

12205 S. Yukon, Glenpool, OK 74033 OFFICE: 918-322-5409 FAX: 918-209-4641
Mayor Joyce Calvert, Ward 3; Vice-Mayor Brandon Kearns, At-Large;
Tim Fox, Ward 1; Chris Brobst, Ward 2; Jacqueline Lund, Ward 4
City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Leslie Smith
www.glenpoolonline.com

Planning Commission Appointment

Joyce Calvert <jcalvertward3@gmail.com>

Thu 3/28/2024 8:41 AM

To:David Tillotson <DTillotson@cityofglenpool.com>

David, good morning. After having visited with Gerald and a couple of board members, I have again, decided to re appoint Keith Robinson to the Planning Commission/Board of Adjustment. Please place the item on the next agenda.

Joyce Calvert

Sent from my iPhone



To: Honorable Mayor and City Council

From: Joshua Brannon, Finance Director

Date: April 11, 2024

Re: FY23-24 City Budget Amendment CITY-14

Background:

The attached budget amendment requests an increase to the General Fund FY 23-24 revenue budget for newly created Farmers Market Fees in the amount of \$4,000.00. This revenue represents permit fees paid by non-produce vendors for space at the City's seasonal Farmers Market. The amendment also requests an increase to the General Fund expenditure budget for Farmers Market in the amount of \$4,000.00 to appropriate permit fees for operational expenses associated with the Farmers Market.

Staff Recommendation

Staff recommends approval of Budget Amendment CITY-14, increasing newly created General Fund revenue account 01-5-00-5167 (Farmers Market Fees) by \$4,000.00, and increasing expenditure account 01-6-01-6210 (Farmers Market) by \$4,000.00

Attachment:

Budget Amendment Form CITY-14

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

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

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

City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Leslie Smith

www.glenpoolonline.com

City of Glenpool
Budget Amendment

Fiscal Year: 2023 - 2024
Amendment No: CITY-14
Date Requested: 4/11/2024

	Revenue:						Expense:				
	Fund	Account Number	Acct Name	Increase / (Decrease)	New Budget Amount		Fund	Account Number	Acct Name	Increase / (Decrease)	New Budget Amount
1	01	5-00-5167	Farmers Market Fees	\$ 4,000.00	\$ 4,000.00		01	6-01-6210	Farmers Market	\$ 4,000.00	\$ 4,000.00
2											
3											
4											
5											
6											
8											
9											
10											
11											
12											
13											
14											
			Total	\$ 4,000.00	\$ 4,000.00				Total	\$ 4,000.00	\$ 4,000.00

Notes:
Line 1: Appropriation of newly created revenue and expenses associated with seasonal Glenpool Farmers Market

Approved by the City of Glenpool

Mayor

Date



To: Mayor and Council

From: David Tillotson, City Manager

Date: April 12, 2024

Re: CDBG Resolution 2024004

Background:

Council approved as part of the April 1, 2024, agenda, an application request to Tulsa County for CDBG grant funds in the amount of \$120,143.00 in federal funds to repair a sinkhole that is developing along 145th Pl. and Kendalwood Blvd. in the Glenn Village II subdivision. The application also required that the Council approve a resolution in support of the application. Although the resolution was included in the packet for Council review as part of the grant application the agenda language did not account for approval of the resolution specifically. Out of an abundance of caution, staff is requesting Council approve Resolution 2024004 so that we can include it with our previously approved and submitted application.

Staff Recommendation:

Staff recommends approval of City of Glenpool Community Development Block Grant (CDBG) 2024 Tulsa County Urban County Resolution 2024004

Attachments:

- Resolution 2024004

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

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

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

City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Leslie Smith

www.glenpoolonline.com

RESOLUTION #2024004

**CITY OF GLENPOOL
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
2024 TULSA COUNTY URBAN COUNTY**

WHEREAS, the Housing and Community Development Act of 1974, as amended (24 U.S.C. 93-383 et seq.), (the "Act"), provides that Community Development Block Grant, ("CDBG"), funds may be used for the support of activities that provide decent housing and suitable living environments and expanded economic opportunities principally for persons of low- and moderate-income; and,

WHEREAS, CDBG Regulations 24 CFR 570.307(a) allow counties having a total combined population of 200,000 or more from the unincorporated areas and participating incorporated areas to qualify as an urban county; and,

WHEREAS, Title I of the Housing and Community Development Act of 1974, Public Law 93-383, as amended, authorized the Secretary of Housing and Urban Development, as a representative of the United States of America, to grant to Tulsa County funds and administrative responsibility for the Tulsa County CDBG Urban County program; and,

WHEREAS, a Cooperation Agreement between Tulsa County and the City has been executed for the purpose of participation in the Tulsa County Urban County Community Development Block Grant Program for Federal Fiscal Years 2023-2025;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Glenpool that the City desires to obtain assistance in addressing community development needs and hereby requests the Tulsa County CDBG Urban County program to provide assistance.

NOW THEREFORE, BE IT FURTHER RESOLVED by the Glenpool City Council that the City of Glenpool affirms its commitment to take all action within its power to facilitate the receipt of the assistance of community development funds, and upon receipt to administer said grant by the rules and regulations established by the United States of America, the State of Oklahoma, Tulsa County and all empowered agencies thereof.

ADOPTED this 15th day of April, 2024, at a regularly scheduled meeting of the governing body, in compliance with the Open Meeting Act, 25 O.S. §§ 301-314 (2001).

CITY OF GLENPOOL

Joyce G. Calvert, Mayor

(S E A L)

Subscribed and sworn to before me April 15, 2024.

Attest:

Lesli Smith, City Clerk



To: Honorable Mayor and City Council

From: Joshua Brannon, Finance Director

Date: May 6, 2024

Re: FY23-24 City Budget Amendment CITY-15

Background:

The requested budget amendment is to appropriate a portion of interest income to account for investment expenses incurred in generating such income within each applicable City fund during FY23-24. To begin the fiscal year, all interest income and associated investment expenses were being recorded within the General Fund. These revenues and expenses have now been apportioned across each applicable fund based on pooled cash reports for each month of FY23-24.

Staff Recommendation:

Staff recommends approval of Budget Amendment CITY-15, increasing revenue accounts 5-00-5301 (Interest Income) by a total of \$48,572.00 across applicable City funds, and increasing expenditure accounts 6-01-6283 (Investment Expenses) by \$48,572.00 across applicable City funds.

Attachment:

Budget Amendment Form CITY-15

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

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

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

City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Lesli Smith

www.glenpoolonline.com

City of Glenpool Budget Amendment

Fiscal Year: 2023 - 2024
 Amendment No: CITY-15
 Date Requested: 5/6/2024

Revenue:							Expense:					
	Fund	Account Number	Account Name	Current Budget	Increase / (Decrease)	Revised Budget	Fund	Account Number	Account Name	Current Budget	Increase / (Decrease)	Revised Budget
1	01	5-00-5301	Interest Income	\$ 100,000	\$ 31,060.00	\$ 131,060.00	01	6-01-6283	Investment Expenses	\$ -	\$ 31,060.00	\$ 31,060.00
2	03	5-00-5301	Interest Income	\$ -	\$ 367.00	\$ 367.00	03	6-01-6283	Investment Expenses	\$ -	\$ 367.00	\$ 367.00
3	04	5-00-5301	Interest Income	\$ -	\$ 710.00	\$ 710.00	04	6-01-6283	Investment Expenses	\$ -	\$ 710.00	\$ 710.00
4	05	5-00-5301	Interest Income	\$ -	\$ 2,184.00	\$ 2,184.00	05	6-01-6283	Investment Expenses	\$ -	\$ 2,184.00	\$ 2,184.00
5	06	5-00-5301	Interest Income	\$ -	\$ 4,920.00	\$ 4,920.00	06	6-01-6283	Investment Expenses	\$ -	\$ 4,920.00	\$ 4,920.00
6	50	5-00-5301	Interest Income	\$ -	\$ 5,386.00	\$ 5,386.00	50	6-01-6283	Investment Expenses	\$ -	\$ 5,386.00	\$ 5,386.00
8	51	5-00-5301	Interest Income	\$ -	\$ 1,337.00	\$ 1,337.00	51	6-01-6283	Investment Expenses	\$ -	\$ 1,337.00	\$ 1,337.00
9	52	5-00-5301	Interest Income	\$ -	\$ 2,608.00	\$ 2,608.00	52	6-01-6283	Investment Expenses	\$ -	\$ 2,608.00	\$ 2,608.00
10												
11												
12												
13												
14												
			Total		\$ 48,572.00				Total		\$ 48,572.00	

Notes:

Lines 1: Appropriation of a portion of Interest Income to account for Investment Expenses incurred in generating such income within each applicable City fund

Approved by the City of Glenpool

 Mayor

 Date



To: Honorable Mayor and Council
From: Lesli Smith, City Clerk
Date: May 6, 2024
Subject: Certificate and Order to Tulsa County Clerk and County Treasurer

Background: Tulsa County requires renewal of the Certificate and Order accompanied by a Treasurer's bond to be submitted every two years, or whenever a change in administration occurs. In this case, the County is requesting submittal of the Certificate and evidence of bond for Josh Brannon, Treasurer.

Staff Recommendation:

- Staff recommends Board approval of the Certificate and Order and authorization to submit to Tulsa County Clerk's office

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

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

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

City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Lesli Smith

www.glenpoolonline.com

**CERTIFICATE AND ORDER
TO COUNTY CLERK AND COUNTY TREASURER**

Glenpool Oklahoma, May 6, 20 24

To the County Clerk and County Treasurer of Tulsa County, Oklahoma.

We, the undersigned, presiding officer and Clerk of the Governing Board of (City, Town, Multi-County, Library, Board of Education, School District, (state which)
Glenpool City Council of Glenpool
("Public Body") in said County, State of Oklahoma, hereby authorize you, from and after the date hereof, for the current term or for the remainder of such current term in case of appointment to fill vacancy, such authority to continue until the end of such term, and no longer, unless sooner revoked, to pay over any public funds collected for the aforesaid Public Body in accordance with the provisions of 68 Okl.St. Ann. § 2923, to Joshua Brannon, Treasurer Address 12205 S. Yukon Ave, Glenpool OK, 74033, Oklahoma as TREASURER of said Public Body for the term stated; and his legal qualifications for said office are hereby certified to be truly and correctly stated as follows:

- (1) Date Elected or Re-elected 20;
- (2) Date Appointed or Re-Appointed March 30, 20 24 (Note 1);
- (3) Filed Surety Bond in sum of Fifty Thousand Dollars (\$ 50,000.00)
with Western Surety Company as Surety;
- (4) Bond Terms begins March 30, 20 24, and Expires/Renews March 30, 20 25;
- (5) Number of Bond _____;
- (6) Date Bond was approved by Governing Board May 6, 20 24 (if applicable); and
- (7) Said new Bond is in custody and control of City of Glenpool (Note 2), or was deposited with
City Clerk for safekeeping.

Approved on May 6, 20 24 by Glenpool City Council endorsement made.

Signed and Certified at Glenpool, Oklahoma, this 6 day of May, 20 24.

Presiding Officer

Official Title

**ATTESTING
OFFICER'S SEAL**

ATTEST:

Attesting Officer

Official Title

Note 1: Where Treasurer is appointed for an indefinite term, provide the original date of appointment. This form must be submitted annually even if Treasurer is appointed for an indefinite term, and must be submitted at any time a bond renews or the named Surety changes.

Note 2: Treasurer should not have custody of his own bond. If Financial Secretary of City serves both as Clerk and Treasurer, Mayor or other chief officer should have custody.

Note 3: See 11 Okl.St. Ann. § 8-105, requiring bond for Treasurer of a municipality; 70 Okl.St. Ann §§ 5-114 & 5-115 requiring bond for Treasurer of a Board of Education; and 65 Okl.St. Ann. § 4-105 requiring bond for Multi-County Library.

**CERTIFICATE AND
ORDER**

OF Glenpool City Council
Name of Public Body
County of Tulsa
State of Oklahoma, to the County Clerk and
County Treasurer
Qualifying Joshua Brannon
Glenpool Okla.,
as Treasurer of said Public Body.

Received and Filed this _____ day of
_____ 20____

County Clerk- County Treasurer

Deputy

Amount of Bond \$ 50,000.00

Date of Bond March 30 20 24

Bond Expires/Renews March 30 20 25

SURETIES

Oklahoma



Western Surety Company

OFFICIAL BOND AND OATH

STATE OF OKLAHOMA }
County of TULSA } ss

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 67044153

That we, JOSHUA MICHAEL BRANNON, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do business in the State of Oklahoma, as Surety, are held and firmly bound unto the County of _____ and State of Oklahoma, in the penal sum of Fifty Thousand and 00/100 DOLLARS (\$50,000.00), for the payment of which we bind ourselves and our legal representatives, jointly and severally by these presents.

Signed this 29th day of April, 2024.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the above bounden Principal has been Appointed to the office of Treasurer/Finance Director in and for (Elected - Appointed) City of Glenpool, State of Oklahoma, for the term of 1 year, commencing on the 30th day of March, 2024.

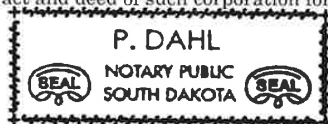
Now, if the said Principal shall render a true account of his office and the doings therein to the proper authority at the close of each month, each quarter, each year, and at the end of his term of office, as required thereby or by law; and shall promptly pay over to the person or officers entitled thereto, at the close of each day, month, or quarter, and term of office, all money which may come into his hands by virtue of his said office; and shall faithfully account for all the balances of money remaining in his hands at the termination of his office; and shall well and truly keep all books of record and books of account, required to properly record the doings of his office; and shall balance same monthly, and make all monthly, quarterly and annual reports to the boards, and officers required by law or by resolution of his governing board; and shall hereafter exercise all reasonable diligence and care in the preservation and lawful disposal of all money, books, papers and securities, or other property appertaining to his said office, and deliver them to his successor, or to any person authorized to receive the same; and if he shall faithfully and impartially, without fear, favor, fraud or apprehension, discharge all other duties, now or hereafter required of his office by law, then this bond to be void, otherwise in full force.

Joshua M Brannon Principal
WESTERN SURETY COMPANY
By Larry Kasten Larry Kasten, Vice President

STATE OF SOUTH DAKOTA }
County of Minnehaha } ss

ACKNOWLEDGMENT OF SURETY
(Corporate Officer)

Before me, a Notary Public in and for said County and State on this 9th day of December, 2019, personally appeared Larry Kasten to me known to be the identical person who subscribed the name of WESTERN SURETY COMPANY, Surety, to the foregoing instrument as the aforesaid officer 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 uses and purposes therein set forth.



P. Dahl
Notary Public

My Commission Expires June 18, 2025

Form 852-A-1-2024

OATH OF OFFICE
(Okla. Stat. Tit. 51 § 2)

STATE OF OKLAHOMA
County of Tulsa } ss
"I, Joshua Brannon

, do solemnly swear (or affirm) that I will support, obey, and defend the Constitution of the United States, and the Constitution of the State of Oklahoma, and will discharge the duties of my office with fidelity; that I have not paid, or contributed, either directly or indirectly, any money or other valuable thing, to procure my nomination or election (or appointment), except for necessary and proper expenses expressly authorized by law; that I have not, knowingly, violated any election law of the State, or procured it to be done by others in my behalf; that I will not, knowingly, receive, directly or indirectly, any money or other valuable thing, for the performance or non-performance of any act or duty pertaining to my office, other than the compensation allowed by law, and I further swear (or affirm) that I will not receive, use or travel upon any free pass or on free transportation during my term of office."

(Sign here)

Joshua M. Brannon

Principal

SUBSCRIBED and sworn to before me this 30th day of April, 2024.
My commission expires 10-11, 2026.
(SEAL)

Lesli Ann Smith
Notary Public



LOYALTY OATH

(Okla. Stat. Tit. 51, § 36.2A)

that I will support the Constitution and the laws of the United States of America and the Constitution and the laws of the State of Oklahoma, and that I will faithfully discharge, according to the best of my ability, the duties of my office or employment during such time as I am

(Here put name of office, or, if an employee, insert "An Employee of City of Glapool" followed by the complete designation of the employing officer, agency, authority, commission, department or institution).

Subscribed and sworn to before me this 30th day of April, 2024.
My commission expires 10-11, 2026.

Joshua M. Brannon

Affiant

Lesli Ann Smith
Notary Public or other officer authorized
to administer oaths or affirmations



Western Surety Company

File No.

OFFICIAL

BOND AND OATH

On Behalf of

as

County, _____
State of Oklahoma

Filed this _____

day of _____

at _____ o'clock _____ m., and duly

recorded in book _____ on page _____

Clerk

Deputy

Approved this _____

day of _____

By _____



The State of Oklahoma requires we inform you of the following:

WARNING: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

Form F2637-3-2012



To: Mayor and Council
From: Beth Miller, Grants – Special Projects Coordinator
Date: May 6th, 2024
Re: ODOT – Transportation Alternatives Program (TAP)

Background:

Staff is requesting Council approval to submit a grant application and resolution #2024005 to the Oklahoma Department of Transportation - Transportation Alternatives Program. The proposed project involves the addition and construction of sidewalks from 146th Street to the Glenpool Schools, Elwood Avenue, and the South County Recreational Center. This grant will fund the construction of two add alternates on the Sidewalk and Beautification Phase II Project JP #28845(05).

This grant is a matching grant with a 20% match required from the City. The total amount of the project is \$1.2 million with grant awarded up to \$960,000 and City matching requirement of \$240,000 (to be funded from the City of Glenpool capital fund #03-06-01-6360). The Call for Projects form was submitted April 24th and final applications are due May 31st, 2024, with selections being made in October – November 2024.

Staff Recommendations:

Staff recommends the Council approve pursuing these grant funds and allow staff to submit the grant application and resolution #2024005.

Attachments:

- Resolution #2024005
- Cover Page for Sidewalk and Beautification Phase II Project JP #28845(05)
- Project Location Map
- Program Link: [KDOT—TRANsportation Alternatives Program guidance and Application Packet \(oklahoma.gov\)](#)

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

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

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

City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Lesli Smith

www.glenpoolonline.com

RESOLUTION 2024005 CITY COUNCIL
RESOLUTION OF PROJECT SPONSORSHIP
FOR A
TRANSPORTATION ALTERNATIVES PROGRAM APPLICATION
AND
MAINTENANCE COMMITMENT

A RESOLUTION DECLARING THE ELIGIBILITY OF CITY OF GLENPOOL TO SUBMIT AN APPLICATION TO THE OKLAHOMA DEPARTMENT OF TRANSPORTATION FOR USE OF TRANSPORTATION ALTERNATIVE PROGRAM FUNDS SET FORTH BY IIJA FOR THE CITY OF GLENPOOL SIDEWALK AND BEAUTIFICATION PROJECT IN THE CITY OF GLENPOOL AND AUTHORIZING THE MAYOR OF GLENPOOL TO SIGN THIS APPLICATION.

Whereas, the City of Glenpool, Oklahoma, is submitting an application to the Oklahoma Department of Transportation for transportation alternatives program funds in the amount of \$960,000 set forth by IIJA and as outlined in ODOT's transportation alternatives program guidance & application packet for 2024; and

Whereas, the City of Glenpool, Oklahoma, is participating as an eligible project sponsor in the Oklahoma Department of Transportation's transportation alternatives program set forth by IIJA; and

Whereas, federal monies are available under a transportation alternatives program set forth by IIJA, administered by the state of Oklahoma, Department of Transportation, for the purpose of creating and promoting the planning and development of active transportation facilities and programs in Oklahoma; and

Whereas, the City of Glenpool, Oklahoma, acknowledges availability of the required local match of no less than 20%; and,

Whereas, after appropriate public input and due consideration, the governing body of the City of Glenpool, Oklahoma, has recommended that an application be submitted to the state of Oklahoma for the City of Glenpool Sidewalk and Beautification Project.

Now, therefore, be it resolved by the governing body of the City of Glenpool, Oklahoma:

Section 1. That the City of Glenpool, Oklahoma, does hereby authorize to submit an application to the Oklahoma Department of Transportation for transportation alternatives program funds set forth by IIJA on behalf of the citizens of the City of Glenpool, Oklahoma.



CITY OF GLENPOOL SIDEWALK EXPANSION/BEAUTIFICATION PROJECT



MEMORANDUM
May 6, 2024

To: Honorable Mayor and City Council

From: Jeremy Plane
Chief of Police

Re: Tornado Alley Child Exploitation Trafficking Task Force (TACETT)

Background:

The Department of Homeland Security, Homeland Security Investigations (HSI), has formed TACETT. This taskforce will incorporate 28 agencies across Oklahoma to investigate and combat organizations who sexually exploit and/ or trafficking of children.

These types of investigations take time and resources to complete. Joining TACETT will provide the Glenpool Police Department with an additional resource to investigate crimes against children. Prosecution can be on a state level or a federal level with the assistance of HSI. The department will assign two part-time taskforce members who will be available to assist other departments as requested. Likewise, we will be able to request assistance from any of the other 27 agencies in this program.

Staff Recommendation:

Staff recommends signing the MOA to become a partner on the Tornado Alley Child Exploitation Trafficking Task Force (TACETT)

Attachments:

MOA for the Tornado Alley Child Exploitation Trafficking Task Force (TACETT)

MEMORANDUM OF AGREEMENT
Regarding the Establishment of
the Tornado Alley Child Exploitation and Trafficking Task Force
(TACETT)

1. PURPOSE.

The U.S. Department of Homeland Security (DHS), U.S. Immigration and Customs Enforcement (ICE), Homeland Security Investigations (HSI), Dallas Field Office (HSI-Dallas) is establishing the Tornado Alley Child Exploitation and Trafficking Task Force (TACETT). This Memorandum of Agreement (MOA) delineates the responsibilities and commitments of the Partners in the TACETT. The MOA also outlines the purpose and procedures for the TACETT.

2. PARTNERS.

The Partners to this Memorandum of Agreement (MOA) are:

- **HSI-Dallas;**
- Dept. of Justice, U.S. Attorney's Office, Northern District of Oklahoma (**USAO-OKN**);
- Dept. of Justice, U.S. Attorney's Office, Eastern District of Oklahoma (**USAO-OKE**);
- Oklahoma State Bureau of Investigations, (**OSBI**);
- Tulsa County Sheriff's Office (**TCSO**);
- Tulsa Police Department (**TPD**);
- Oklahoma Attorney General's Office (**OAG**);
- Rogers County Sheriff's Office (**RCSO**);
- LeFlore County District Attorney's Office (**LCDA**);
- Muskogee Police Department (**MPD**);
- Tulsa County District Attorney's Office (**TCDA**);
- Pryor Creek Police Department (**PCPD**);
- Skiatook Police Department (**SPD**);
- Broken Arrow Police Department (**BAPD**);
- Wagoner County Sheriff's Office (**WCSO**);
- Collinsville Police Department (**CPD**);
- Owasso Police Department (**OPD**);
- Mayes County Sheriff's Office (**MCSO**);
- Cherokee Nation Marshal Service (**CNMS**);

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Standard Tornado Alley Child Exploitation and Trafficking Task Force TACETT (December 2023)

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- Checotah Police Department (**CPD**);
- Oklahoma Bureau of Narcotics (**OBN**);
- Bristow Police Department (**BPD**);
- Glenpool Police Department (**GPD**);
- Tahlequah Police Department (**TPD**);
- Coweta Police Department (**CPD**);
- Muscogee Creek Nation Lighthorse Police Department (**MCNLPD**);
- Osage County Sheriff's Office (**OCSO**);
- McCurtain County Sheriff's Office (**MCSO**);

(collectively, the Partners, Task Force, Tornado Alley Child Exploitation and Trafficking Task Force, or TACETT).

3. AUTHORITY.

- a. HSI-Dallas is authorized by statute to enter into Memoranda of Agreements with other agencies and stakeholders. The Special Agent in Charge for HSI-Dallas is delegated the authority to enter into this agreement. Homeland Security Act of 2002, as amended, 116 Stat. 2135, Pub. L. No. 107-296, Nov. 25, 2002; ICE-HSI Delegation Order No. 10001.1 and all other applicable DHS/ICE delegation orders.
- b. HSI-Dallas is a federal law enforcement agency that possesses broad investigative and enforcement authorities, including but not limited to, 19 U.S.C. §§ 1589a, 1616a; 8 U.S.C. §§ 1103(c), 1357; 18 U.S.C. § 981(e); 21 U.S.C. § 873. Several of those statutory authorities are specific to offenses involving sexual exploitation and trafficking of persons, including but not limited to: 18 U.S.C., Chapter 77 (peonage, slavery, and trafficking in persons); 18 U.S.C., Chapter 109A (sexual abuse); 18 U.S.C., Chapter 110 (sexual exploitation and other abuse of children); 18 U.S.C., Chapter 117 (transportation for illegal sexual activity); 34 U.S.C., Chapter 207 (combating domestic trafficking in persons); 34 U.S.C., Chapter 209 (child protection and safety); 34 U.S.C., Chapter 211 (combating child exploitation); and 34 U.S.C. § 20141(c) (requiring assistance to victims through stabilization and support providers).
- c. Nothing in this MOA is intended to conflict with current law, regulation, or policy. Further, nothing in this MOA is intended to restrict the authority of any party to act as provided by law or regulation, or to restrict any agency from enforcing any laws within its authority or jurisdiction. If any term of this agreement is inconsistent with law, regulation, or other authority, then that term shall be invalid, but the remaining terms and conditions of this MOA shall remain in full force and effect.

4. BACKGROUND AND OBJECTIVES.

- a. As the largest investigative entity within DHS, ICE HSI is charged with enforcing a wide array of statutes, including those related to the exploitation and trafficking of children.

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Consistent with this mission, HSI-Dallas seeks to partner with federal, tribal, state, and local law enforcement counterparts in the Northern and Eastern Districts of Oklahoma to create the TACETT.

- b. The main purpose and focus of the TACETT is to combat child exploitation and human trafficking through proactive investigations emphasizing crimes against children relating to the internet, including the distribution and production of child pornography, child enticement, and labor and sex trafficking.
- c. The TACETT is established on the premise that the capabilities of law enforcement agencies to investigate the targeted crimes are enhanced in a Task Force setting involving the sharing of resources and expertise.
- d. The guiding principle of the TACETT is to co-locate partner law enforcement officers and agents to force multiply each agency's resources, authority, and jurisdiction to prevent, investigate, and prosecute child exploitation related crimes. This partnership will foster a closer local-federal relationship as the Task Force will work together in active investigations originating in one or more of the Partner agencies.
- e. In pursuit of its mission of protecting our communities by preventing sexual crimes against children and trafficking victims, the TACETT will:
 - i. Conduct innovative operations involving a multitude of proactive undercover techniques;
 - ii. Seek to prosecute individuals and organizations who facilitate and profit from sexual crimes against children and victims of trafficking;
 - iii. Investigate other child-related cases, including but not limited to missing and abducted children, and sexting and indecent exposure involving child victims; and
 - iv. Conduct outreach to promote public awareness and help identify unreported crimes involving children within its area of responsibility, at schools, and in community youth organizations.
- f. Because of limited resources, full time co-location is not currently possible. The Task Force will therefore endeavor to meet every two weeks, or as required to discuss ongoing investigations, intelligence, and plan proactive operations. These meetings may take place at different partner agency facilities, as available, and will accommodate remote participation by Partners, as needed.

5. PRIORITIES

The TACETT will utilize its combined and specialized resources to prevent and investigate criminal cases involving the:

- a. Exploitation of children by sexual predators;
- b. Production, possession, or distribution of child pornography;
- c. Use of computers, the internet, and/or electronic devices to facilitate violations of other

criminal laws involving harm or threats to children; and

- d. Human Trafficking of children and adults by use of force, fraud, or coercion to obtain some type of labor or commercial sex act.

6. OVERSIGHT.

- a. An Executive Board will be established and will create the operational priorities for the Task Force:
 - i. The TACETT Executive Board will consist of leadership or senior managers of the Partner agencies.
 - ii. The Assistant Special Agent in Charge (ASAC) for the Oklahoma and Texas Panhandle Division of HSI-Dallas, or his designee, shall convene and chair the Executive Board (the Chair).
 - iii. Each participating agency on the TACETT Executive Board will have input on all matters affecting the Task Force.
 - iv. The TACETT will prioritize targets, operations, and investigations based upon the parameters and guidance established by the Executive Board
- b. The Executive Board will convene periodically at least once every six months, or as required, or when requested by a Partner agency. These meetings may take place at different partner agency facilities, as available, and will accommodate remote participation by Partners, as needed.
 - i. Partner agencies shall send a representative who can make decisions and vote on behalf of that agency.
 - ii. The Executive Board shall review this MOA and the current priorities and direction of the TACETT, as needed.
 - iii. Executive Board Members shall discuss and decide matters requiring their attention for the effective and efficient operation of the Task Force.

7. PROSECUTIONS.

A determination will be made by or with the input of Partner agents, investigators, and prosecutors for each TACETT investigation on a case-by-case basis whether the matter should be presented for prosecution in federal or state court. This determination shall be based on:

- a. The evidence obtained;
- b. A consideration of whether federal or state prosecution will result in the greatest benefit and justice for the victim(s); and
- c. The overall objectives of the TACETT.

8. RESPONSIBILITIES.

All Partners agree that:

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- a. TACETT is a joint Task Force with Partners acting for a common purpose as outlined in this MOA. Accordingly, the guiding principles and objectives of the TACETT will be a shared responsibility of the Partners.
- b. Responsibility and accountability for the personal and professional conduct of the Partners remains with the respective agencies. Additionally, Partners agree to adhere to the personnel rules, regulations, laws, and policies of their respective agencies.
- c. Partners are responsible for the daily supervision of their respective officers and agents and the officers and agents will remain under the ultimate control of their respective agencies. The Task Force supervisor will be responsible for supervising officers during TACETT investigations and operations.
- d. Policy planning and resource allocation under this MOA will be managed by the respective Partners and the Executive Board.
- e. Representative of Partner agencies, or their designees, will meet on an as-needed basis to discuss the MOA, ongoing investigations, and any issues or concerns.
- f. Partners will maintain jurisdictional authority for their respective geographical and subject matter areas.
- g. Partners will support and provide assistance to other Task Force members in support of TACETT objectives regardless of the geographical and jurisdictional area in which they ordinarily operate, consistent with all applicable laws, regulations, and agency policies.
- h. Any Partner can bring investigative leads, sources of information, investigations, or missions for the Task Force to evaluate and pursue.
- i. Each Partner will be responsible for the base salaries, benefits, vacation, sick leave, and other compensation, except overtime of their own members assigned to the TACETT; overtime will be reimbursed as described below. Personnel will be assigned to the Task Force on a full-time basis or, depending on the needs of their respective agency, on a case-by-case basis according to the specific agreement between the Partner and the Task Force. The duration will be determined by the employing agency.
- j. Although Partners will provide personnel and assets for the purpose of interagency cooperation with a common goal, each participating employee shall remain accountable to his or her employing agency within the policies and procedures of that agency. While employees will serve under the direct control of the TACETT supervisor during Task Force activities, they remain under the legal, administrative, and disciplinary purview of their agency.
- k. Officers and agents assigned to the TACETT will abide by and adhere to the policies and procedures regarding conduct of their respective agencies. Any allegation of misconduct pertaining to a member will be investigated by his or her respective agency in conformance with its rules and regulations. TACETT Partners and members and agree to cooperate with disciplinary investigators of Partner agencies.

9. LIMITATIONS.

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This MOA does not supersede any other current Memorandum of Understanding or MOA between Partners.

This MOA is not an obligation or commitment of funds nor does it serve as the basis for the transfer of funds.

10. OVERTIME REIMBURSEMENT.

HSI-Dallas will reimburse the overtime of those state and local Partners who are assigned to the TACETT in accordance with the provisions of the individual MOUs previously executed with each respective agency. HSI-Dallas will utilize SLOT funds authorized by the Treasury Executive Office of Asset Forfeiture, as available.

11. CROSS DESIGNATION.

State, and local law enforcement officers assigned to the TACETT will be cross designated by ICE with Title 19 U.S. Code Customs Officer authority. Credentials will be provided once all requirements are met, for the duration of the officer's assignment to the TACETT. The credentials convey status as "Customs Officer," subject to limitations.

12. REPORTING AND DOCUMENTATION OF INVESTIGATIONS AND ACTIVITY.

To ensure deconfliction, provide a uniformed reporting procedure and ensure accurate detailed monitoring of statistics, the TACETT shall utilize Investigative Case Management (ICM) to capture and report details of investigations, subjects, vehicle and business records, enforcement activity, and other pertinent activities. Where appropriate and required, and to the extent permissible under appropriate laws, regulations, and policy, duplicate reports will be provided on participating agency systems to ensure confidentiality and other necessary requirements are met.

The TACETT supervisor will provide a detailed briefing and summary of active cases accomplishments and significant activities of the Task Force to the TACETT Executive Board when it convenes and periodically as required by participating agencies.

13. INFORMATION SHARING

Any information exchanged between TACETT members under this MOA will be done in accordance with all applicable laws, regulations, and policies. Records that are provided to and maintained by federal agencies become federal records for the purpose of the Privacy Act and Freedom of Information Act. No party will disclose agency records related to TACETT activities or any other information that is privileged or confidential, law enforcement sensitive or otherwise prohibited from disclosure by law, regulation, or policy. Throughout the course of investigations and enforcement activities, legal advice will be obtained from the assigned prosecutors and/or parent agency counsel as required by law and policy.

TACETT members will not disclose to third parties any information received from member agencies under this MOA without first obtaining authorization from the member agency originating the information, unless compelled by legal obligation or court order. In the event the receiving TACETT member is compelled to disclose, the member must provide earliest possible

notice to the originating member agency upon receipt of the order.

14. PARTNERS AND PARTICIPATION.

- a. **HSI-Dallas:** HSI-Dallas will be the lead agency for the Task Force and shall assign a Supervisory Special Agent to lead and provide day-to-day supervision of the TACETT. Additionally, HSI-Dallas shall assign at least three special agents and a certified computer forensics analyst for the purpose of initiating or assisting with investigations involving child exploitation. HSI-Dallas shall also assign one Criminal Analyst (CA) for intelligence support. HSI-Dallas will be responsible for, but not limited for the record keeping and reporting for all investigative and operational matters related to the Dallas Area of Responsibility.
- b. **United States Attorney's Office Northern District of Oklahoma:** The USAO-OKN shall assign one or more Assistant U.S. Attorney(s) to provide guidance, review, and ultimately prosecute criminal cases initiated by the TACETT on a federal level.
- c. **United States Attorney's Office Eastern District of Oklahoma:** The USAO-OKE shall assign one or more Assistant U.S. Attorney(s) to provide guidance, review, and ultimately prosecute criminal cases initiated by the TACETT on a federal level.
- d. **Oklahoma State Bureau of Investigations:** The OSBI shall assign one or more full-time investigator(s) to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The investigator(s) will also coordinate the use of other OSBI personnel and assets that may be requested by the TACETT in the course of investigations and enforcement.
- e. **Tulsa County Sheriff's Office:** The TCSO shall assign one or more full-time investigator(s) to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The investigator(s) will also coordinate the use of other TCSO personnel and assets that may be requested by the TACETT in the course of their investigations and enforcement.
- f. **Tulsa Police Department:** The TPD shall assign one or more full-time investigator(s) to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children and/or human trafficking. The investigator(s) will also coordinate the use of other TPD personnel and assets that may be requested by the TACETT in the course of investigations and enforcement.
- g. **Oklahoma Attorney General's Office:** The OAG shall assign one or more investigator(s) to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The investigator(s) will also coordinate the use of other OAG personnel and assets that may be requested by the TACETT in the course of investigations and enforcement.
- h. **Rogers County Sheriff's Office:** The RCSO shall assign one or more full-time investigator(s) to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The investigator(s) will also coordinate the use of other RCSO personnel and assets that may be requested by the

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TACETT in the course of investigations and enforcement.

- i. **LeFlore County District Attorney's Office:** The LCDA shall assign one investigator to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The investigator(s) will also coordinate the use of other LCDA personnel and assets that may be requested by the TACETT during investigations, enforcement and prosecutions.
- j. **Muskogee Police Department:** The MPD shall assign one or more investigator(s) to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The investigator(s) will also coordinate the use of other MPD personnel and assets that may be requested by the TACETT in the course of investigations and enforcement.
- k. **Tulsa County District Attorney's Office:** The TCDA shall assign one Assistant District Attorney to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The Assistant District Attorney will also coordinate the use of other TCDA personnel and assets that may be requested by the TACETT during investigations and prosecutions.
- l. **Pryor Creek Police Department:** The PCPD shall assign one or more investigator(s) to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The investigator(s) will also coordinate the use of other PCPD personnel and assets that may be requested by the TACETT in the course of investigations and enforcement.
- m. **Skiatook Police Department:** The SPD shall assign one or more investigator(s) to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The investigator(s) will also coordinate the use of other SPD personnel and assets that may be requested by the TACETT in the course of investigations and enforcement.
- n. **Broken Arrow Police Department:** The BAPD shall assign one or more investigator(s) to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The investigator(s) will also coordinate the use of other BAPD personnel and assets that may be requested by the TACETT in the course of investigations and enforcement.
- o. **Wagoner County Sheriff's Office:** The WCSO shall assign one or more full-time investigator(s) to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The investigator(s) will also coordinate the use of other WCSO personnel and assets that may be requested by the TACETT in the course of their investigations and enforcement.
- p. **Collinsville Police Department:** The CPD shall assign one or more investigator(s) to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The investigator(s) will also coordinate the use of other CPD personnel and assets that may be requested by the TACETT in the course of investigations and enforcement.

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- q. **Owasso Police Department:** The OPD shall assign one or more investigator(s) to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The investigator(s) will also coordinate the use of other OPD personnel and assets that may be requested by the TACETT in the course of investigations and enforcement.
- r. **Mays County Sheriff's Office:** The MCSO shall assign one or more investigator(s) to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The investigator(s) will also coordinate the use of other MCSO personnel and assets that may be requested by the TACETT in the course of investigations and enforcement.
- s. **Cherokee Nation Marshal Service:** The CNMS shall assign one or more investigator(s) to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The investigator(s) will also coordinate the use of other CNMS personnel and assets that may be requested by the TACETT in the course of investigations and enforcement.
- t. **Checotah Police Department:** The CPD shall assign one or more investigator(s) to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The investigator(s) will also coordinate the use of other CPD personnel and assets that may be requested by the TACETT in the course of investigations and enforcement.
- u. **Oklahoma Bureau of Narcotics:** The OBN shall assign one or more investigator(s) to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The investigator(s) will also coordinate the use of other OBN personnel and assets that may be requested by the TACETT in the course of investigations and enforcement.
- v. **Bristow Police Department:** The BPD shall assign one or more investigator(s) to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The investigator(s) will also coordinate the use of other BPD personnel and assets that may be requested by the TACETT in the course of investigations and enforcement.
- w. **Glenpool Police Department:** The GPD shall assign one or more investigator(s) to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The investigator(s) will also coordinate the use of other GPD personnel and assets that may be requested by the TACETT in the course of investigations and enforcement.
- x. **Tahlequah Police Department:** The TPD shall assign one or more investigator(s) to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The investigator(s) will also coordinate the use of other TPD personnel and assets that may be requested by the TACETT in the course of investigations and enforcement.
- y. **Coweta Police Department:** The CPD shall assign one or more investigator(s) to the

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TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The investigator(s) will also coordinate the use of other CPD personnel and assets that may be requested by the TACETT in the course of investigations and enforcement.

- z. **Muscogee Creek Nation Lighthouse Police Department:** The MCNLP shall assign one or more investigator(s) to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The investigator(s) will also coordinate the use of other MCNLP personnel and assets that may be requested by the TACETT in the course of investigations and enforcement.
- aa. **Osage County Sheriff's Office:** The OCSO shall assign one or more investigator(s) to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The investigator(s) will also coordinate the use of other OCSO personnel and assets that may be requested by the TACETT in the course of investigations and enforcement.
- bb. **McCurtain County Sheriff's Office:** The MCSO shall assign one or more investigator(s) to the TACETT for the purpose of initiating or assisting with investigations involving the exploitation of children. The investigator(s) will also coordinate the use of other MCSO personnel and assets that may be requested by the TACETT in the course of investigations and enforcement.

15. LIABILITY.

HSI-Dallas and all TACETT Partners understand and agree that, except as otherwise noted in this MOA, Partners will be responsible for their own liability and bear their own costs with regard to their property and resources or personnel expenses incurred by any reason, or incidents giving rise to liability, as required by applicable law. Each Partner is responsible for its own acts, the acts of its officers, agents, and employees, and the results thereof to the extent authorized by law. Partners shall not be responsible for the acts of officers, agents, or employees of other Partner agencies, or any results thereof.

16. TERM.

The term of this MOA shall be binding on each respective Partner from the date of signature by the representative of that Partner until terminated by that respective Partner. A Partner may withdraw from this agreement on thirty days advance written notice to the TACETT Executive Board.

17. MODIFICATION OF THE MOA.

The TACETT Executive Board may amend this MOA by unanimous concurrence of all the members of the Executive Board. Amendments can be made at any time to accommodate the specific needs and interests of the Partners.

Modifications to this MOA shall be incorporated into this agreement by a written amendment

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properly executed and signed by the person authorized to bind each of the Partners thereto.

18. PRESS RELEASES/MEDIA DISCLOSURE.

The Chair of the Executive Board (as designated in Section 6.a.ii, above) will coordinate dissemination of all information or press releases related to TACETT activities and investigations. Time permitting, all Partners will be notified prior to any press releases. Press releases will include opportunity for participation by all Partner agencies.

Media releases relating to ongoing investigations, prosecutions, or other matters concerning operations shall be made through the Chair.

Media releases may be made jointly by all participating agencies. Media releases shall not include information regarding confidential investigative sources, techniques, privileged information, or information protected from disclosure by law or policy.

A Partner wanting to issue an independent press release regarding TACETT operations and prosecutions shall consider Partner input, including any concerns based on sensitive, protected, or privileged information, collateral investigations, or other sensitive matters. In case of a conflict, Partner representatives shall meet to determine a means to accommodate the requested press release without jeopardizing ongoing or collateral operations, confidential investigative sources, techniques, privileged information, or protected information of the TACETT or of any Partner agency.

Nothing in the foregoing provisions is intended to conflict with Section 1-7.310 of the Department of Justice Confidentiality Media Contacts Policy, which provides that the “United States Attorney has responsibility for all matters involving the local media,” and that “United States Attorneys will exercise discretion and sound judgment, consistent with this Policy, as to matters affecting their own district, but must coordinate their news media contacts with [the Office of Public Affairs, Department of Justice] in cases that transcend their district or are of national importance.”

19. NO PRIVATE RIGHT CREATED.

This MOA is an internal agreement and does not create or confer any right or benefit on any other person or party, private or public.

20. POINTS OF CONTACT.

The point of contact for this MOA is Supervisory Special Agent John P. Reinosa at (202) 465-2137 or John.P.Reinosa@hsi.dhs.gov

21. EFFECTIVE DATE AND ADDITIONAL PARTNERS.

The terms of this MOA will become effective on the date the Partners sign the MOA. Once two or more Partners have signed this MOA, the terms of this MOA are effective upon those agencies that have signed regardless of the status of agreement of the other Partners.

22. SIGNATORIES.

This MOA is agreed to by the official signatures of member Partners as set forth in Attachments A through BB, which are attached hereto and incorporated herein by reference. Each signatory warrants that he or she is authorized to bind his or her agency to this MOA.

Memorandum of Agreement; TACETT

Attachment A; Signature Page Homeland Security Investigations - Dallas

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Lester B. Hayes Jr.
Special Agent in Charge
Dallas, Texas
Homeland Security Investigations

Memorandum of Agreement; TACETT
Attachment B; Signature Page USAO-Northern District Oklahoma

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Clinton J. Johnson
U.S. Attorney
Northern District of Oklahoma
United States Attorney's Office
Department of Justice
Tulsa, Oklahoma

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Standard Tornado Alley Child Exploitation and Trafficking Task Force TACETT (December 2023)

This document contains neither recommendations nor conclusions of HSI. This document is the property of HSI and is loaned to your agency; it and its contents are not to be distributed outside your agency.

Memorandum of Agreement; TACETT
Attachment C; Signature Page USAO- Eastern District of Oklahoma

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Christopher J. Wilson
U.S. Attorney
Eastern District of Oklahoma
United States Attorney's Office
Department of Justice
Muskogee, Oklahoma

Page 15 of 40

Standard Tornado Alley Child Exploitation and Trafficking Task Force TACETT (December 2023)

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Memorandum of Agreement; TACETT
Attachment D; Signature Page Oklahoma State Bureau of Investigations

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Aungela Spurlock
Director
Oklahoma State Bureau of Investigations
Oklahoma City, Oklahoma

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Standard Tornado Alley Child Exploitation and Trafficking Task Force TACETT (December 2023)

This document contains neither recommendations nor conclusions of HSI. This document is the property of HSI and is loaned to your agency; it and its contents are not to be distributed outside your agency.

Memorandum of Agreement; TACETT
Attachment E; Signature Page Tulsa County Sheriff's Office

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Vic Regalado
Sheriff
Tulsa County Sheriff's Office
Tulsa, Oklahoma

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Standard Tornado Alley Child Exploitation and Trafficking Task Force TACETT (December 2023)

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Memorandum of Agreement; TACETT
Attachment F; Signature Page Tulsa Police Department

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Wendell Franklin
Chief of Police
Tulsa Police Department
Tulsa, Oklahoma

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Standard Tornado Alley Child Exploitation and Trafficking Task Force TACETT (December 2023)

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Memorandum of Agreement; TACETT
Attachment G; Signature Page Oklahoma Attorney General's Office

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Gentner Drummond
Attorney General
Oklahoma Attorney General's Office
Oklahoma City, Oklahoma

Memorandum of Agreement; TACETT
Attachment H; Signature Page Rogers County Sheriff's Office

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Scott Walton
Sheriff
Rogers County Sheriff's Office
Claremore, Oklahoma

Page 20 of 40

Standard Tornado Alley Child Exploitation and Trafficking Task Force TACETT (December 2023)

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Memorandum of Agreement; TACETT
Attachment I; Signature Page LeFlore County District Attorney's Office

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Kevin Merritt
District Attorney
LeFlore County District Attorney's Office
Poteau, Oklahoma

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Standard Tornado Alley Child Exploitation and Trafficking Task Force TACETT (December 2023)

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Memorandum of Agreement; TACETT
Attachment J; Signature Page Muskogee Police Department

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Johnny Teehee
Chief of Police
Muskogee Police Department
Muskogee, Oklahoma

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Standard Tornado Alley Child Exploitation and Trafficking Task Force TACETT (December 2023)

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Memorandum of Agreement; TACETT
Attachment K; Signature Page Tulsa County District Attorney

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Steve Kunzweiler
Tulsa County District Attorney
Tulsa, Oklahoma

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Standard Tornado Alley Child Exploitation and Trafficking Task Force TACETT (December 2023)

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Memorandum of Agreement; TACETT
Attachment L; Signature Page Pryor Creek Police Department

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Jeremy Cantrell
Chief of Police
Pryor Creek Police Department
Pryor, Oklahoma

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Standard Tornado Alley Child Exploitation and Trafficking Task Force TACETT (December 2023)

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Memorandum of Agreement; TACETT
Attachment M; Signature Page Skiatook Police Department

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Billy Wakefield
Chief of Police
Skiatook Police Department
Skiatook, Oklahoma

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Standard Tornado Alley Child Exploitation and Trafficking Task Force TACETT (December 2023)

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Memorandum of Agreement; TACETT

Attachment N; Signature Page Broken Arrow Police Department

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Brandon Berryhill
Chief of Police
Broken Arrow Police Department
Broken Arrow, Oklahoma

Memorandum of Agreement; TACETT
Attachment O; Signature Page Wagoner County Sheriff's Office

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Chris Elliott
Sheriff
Wagoner County Sheriff's Office
Wagoner, Oklahoma

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Standard Tornado Alley Child Exploitation and Trafficking Task Force TACETT (December 2023)

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Memorandum of Agreement; TACETT

Attachment P; Signature Page Collinsville Police Department

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Matt Burke
Chief of Police
Collinsville Police Department
Collinsville, Oklahoma

Memorandum of Agreement; TACETT

Attachment Q; Signature Page Owasso Police Department

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Dan Yancey
Chief of Police
Owasso Police Department
Owasso, Oklahoma

Memorandum of Agreement; TACETT

Attachment R; Signature Page Mayes County Sheriff's Office

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Mike Reed
Sheriff
Mayes County Sheriff's Office
Pryor, Oklahoma

Memorandum of Agreement; TACETT

Attachment S; Signature Page Cherokee Nation Marshal Service

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Mike Roach
Marshal
Cherokee Nation Marshal Service
Tahlequah, Oklahoma

Memorandum of Agreement; TACETT

Attachment T; Signature Page Checotah Police Department

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Darren Glover
Chief of Police
Checotah Police Department
Checotah, Oklahoma

Memorandum of Agreement; TACETT

Attachment U; Signature Page Oklahoma Bureau of Narcotics

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Donnie Anderson
Director
Oklahoma Bureau of Narcotics
Oklahoma City, Oklahoma

Memorandum of Agreement; TACETT

Attachment V; Signature Page Bristow Police Department

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Kendra Raney
Chief of Police
Bristow Police Department
Bristow, Oklahoma

Memorandum of Agreement; TACETT

Attachment W; Signature Page Glenpool Police Department

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Jeremy Plane
Chief of Police
Glenpool Police Department
Glenpool, Oklahoma

Memorandum of Agreement; TACETT

Attachment X; Signature Page Tahlequah Police Department

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Nate King
Chief of Police
Tahlequah Police Department
Tahlequah, Oklahoma

Memorandum of Agreement; TACETT

Attachment Y; Signature Page Coweta Police Department

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Mike Bell
Chief of Police
Coweta Police Department
Coweta, Oklahoma

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Standard Tornado Alley Child Exploitation and Trafficking Task Force TACETT (December 2023)

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Memorandum of Agreement; TACETT

Attachment Z; Signature Page Muscogee Creek Nation Lighthorse Police Department

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Richard Phillips
Chief of Police
Muscogee Creek Nation Lighthorse
Okmulgee, Oklahoma

Memorandum of Agreement; TACETT

Attachment AA; Signature Page Osage County Sheriff's Office

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Eddie Virden
Sheriff
Osage County Sheriff's Office
Pawhuska, Oklahoma

Memorandum of Agreement; TACETT

Attachment BB; Signature Page McCurtain County Sheriff's Office

The undersigned agree to the terms and conditions of the Memorandum of Agreement to establish the Tornado Alley Child Exploitation and Trafficking Task Force, TACETT, and hereby certify that they are authorized to bind their agencies thereto.

Date

Kevin Clardy
Sheriff
McCurtain County Sheriff's Office
Idabel, Oklahoma

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Standard Tornado Alley Child Exploitation and Trafficking Task Force TACETT (December 2023)

This document contains neither recommendations nor conclusions of HSI. This document is the property of HSI and is loaned to your agency; it and its contents are not to be distributed outside your agency.



To: Mayor and Council

From: David Tillotson, City Manager

Date: April 17, 2023

Re: OMAG Trustee Election

Background:

Oklahoma Municipal Assurance Group (OMAG) provides insurance and risk management needs to over five hundred municipalities in Oklahoma. OMAG services are designed specifically for Oklahoma municipalities which comprise its only market. Glenpool participates in the Municipal Liability, Municipal Property, and Workers' Compensation plans.

OMAG is governed by a seven-member Board of Trustees. Each Trustee must be an elected or appointed official of an OMAG Member Municipality. The OMAG Board designs and manages plan coverages with assistance from OMAG staff and outside consultants. The governing bodies of each member municipality are urged to vote in the election of Trustees to the OMAG Board.

The current ballot allows the City to vote for two candidates. Two trustee terms are expiring and both incumbents are seeking re-election. Those trustees are Mike Bailey, City of Bartlesville, and Craig Stevenson, City of Ponca City. The ballot is attached showing the other candidates seeking election to the Board of Trustees.

Staff Recommendation:

Staff recommends casting Glenpool's vote for incumbents Mike Bailey and Craig Stevenson.

Attachments:

- OMAG Trustee Ballot
- Candidate Letters

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

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

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

City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Lesli Smith

www.glenpoolonline.com

BALLOT

OKLAHOMA MUNICIPAL ASSURANCE GROUP 2024 Election of TWO Trustees For a three-year term starting July 1, 2024

The biographical sketch on the next page for each nominee was written by the person who made the nomination. YOU MAY VOTE FOR TWO (2) NOMINEES by placing a check mark next to their names below.

- _____ Mike Bailey, City Manager, Bartlesville (Incumbent)
- _____ Craig Stephenson, City Manager, Ponca City (Incumbent)
- _____ Donalynn Blazek-Scherler, City Clerk, Lawton
- _____ Gary A. Jones, City Manager, Altus
- _____ Tammy Kretchmar, City Manager, Yukon
- _____ David M. Mason, Mayor, Enid
- _____ Cody Roe, City Manager, McLoud
- _____ Micheal Shannon, Interim City Manager, Guymon

SIGN AND ATTEST

Ballot cast by the governing body of the municipality of

Signed: _____
Mayor

Attested: _____ Date: _____, 2024
Clerk

FAILURE TO PROPERLY SUBMIT THIS BALLOT WILL INVALIDATE THE BALLOT.

Your Ballot must be received by the OMAG no later than *May 15, 2024*, by:

- (1) emailing the ballot to elections@omag.org;
- (2) sending the ballot to OMAG by mail to 3650 S. Boulevard, Edmond, OK 73013; or
- (3) sending a facsimile of the ballot to OMAG at (405) 657-1401.

SEE REVERSE FOR BIOGRAPHICAL SKETCHES

BIOGRAPHICAL SKETCHES

MIKE BAILEY (Incumbent) Mike is the City Manager for Bartlesville and has been with the City for 18 years. Mike is a licensed CPA who has worked with many local governments throughout his career. He has served on the OMAG Board since 2007 and is also on the boards of CMAO and OMSCC. (Bartlesville participates in the Municipal Liability Protection Plan and the Municipal Property Protection Plan.)

CRAIG STEPHENSON (Incumbent) Craig is a current incumbent on the OMAG Board. He has 37 years of municipal (government) experience serving communities as Assistant City Manager and City Manager. Craig holds Bachelor's and Master's degrees in Political Science and has earned the ICMA Credentialed and Oklahoma Accredited Manager designation. (Ponca City participates in the Municipal Property Protection Plan and the Municipal Liability Protection Plan.)

DONALYNN BLAZEK-SCHERLER Donalynn is an excellent candidate to serve as a trustee for the Oklahoma Municipal Assurance Group (OMAG). She's an extremely dedicated and hard working employee who will no doubt be an asset to the board. Ms. Blazek-Scherler has been an exemplary employee for the City of Lawton for several years. (Lawton participates in the Municipal Liability Protection Plan and the Municipal Property Protection Plan.)

GARY JONES City Manager Altus September 2019-present. Oklahoma State Auditor 2011-2019 where he received the 2016 "Sunshine Award" and was named an honorary Fire-Fighter and friend of retired Teachers. Comanche County Commissioner 1995-1999. Received the "Superior Achievement Award" from the Oklahoma Good Roads and Streets Association. BS Business Administration/Accounting-Cameron University. (Altus participates in the Municipal Liability Protection Plan and the Municipal Property Protection Plan, and the Workers' Compensation Plan.)

TAMMY KRETCHMAR Tammy Kretchmar, serving the City of Yukon since 1996, advanced to City Manager in 2021. She actively engages in professional associations like ICMA and CMAO. Tammy's exceptional leadership in Yukon has earned her the 2017 Don Rider Award and the 2022 Gerald Wilkins and Jeff Shockley Award. (Yukon participates in the Municipal Liability Protection Plan, the Municipal Property Protection Plan, and the Workers' Compensation Plan.)

DAVID MASON David has a BS degree in Education and a Master's Degree in Administration. He entered the insurance business in 2003 and quickly advanced to District Manager of 29 agencies. He later became VP/Director of Sales for a large Independent agency helping to increase sales \$100M over 5 years. (Enid participates in the Municipal Property Protection Plan and the Municipal Liability Protection Plan.)

CODY ROE Currently serving as City Manager for the city of McLoud, Cody has over 14 years in Municipal Government where he has served as the Parks Director, Emergency Manager, Operations Director, Public Works Director, and Assistant City Manager. Cody is actively involved in Pottawatomie County and serves on the COEDD Board. (McLoud participates in the Municipal Liability Protection Plan, the Municipal Property Protection Plan, and the Workers' Compensation Plan.)

MICHEAL SHANNON Mike Shannon, a lifelong cowboy and team roper of the Oklahoma Panhandle has worked in municipal government over 45 years. During that time, he worked in the private sector managing a small communication company for 9 years, returning to municipal government as Interim City Manager for the City of Guymon. (Guymon participates in the Municipal Liability Protection Plan, the Municipal Property Protection Plan, and the Workers' Compensation Plan.)

Page 7 of 7



Craig Stephenson, City Manager

516 E. Grand
P.O. Box 1450
Ponca City, Oklahoma 74601
580-767-0339 Fax 580-767-0344

March 26, 2024

City of Glenpool
David Tillotson, City Manager
12205 S. Yukon Ave.
Glenpool, Oklahoma 74033

Dear Mr. Tillotson,

I am writing to notify you that I am seeking re-election to the OMAG Board. It has been an honor to serve alongside dedicated professionals who share a commitment to enhancing the welfare of our communities through effective risk management practices.

Over the years, OMAG has continuously strived to provide invaluable resources and support to its members, and I am proud to have been a part of this journey. As a seasoned city manager with 37 years of experience in municipal governance, including 15 years as a city manager, I bring a wealth of knowledge and expertise to the table. I firmly believe in OMAG's mission to empower municipalities with the tools necessary to mitigate risks and foster sustainable growth.

One of the key pillars of OMAG's initiatives is its comprehensive training opportunities, which are instrumental in equipping municipal leaders with the skills needed to navigate complex challenges effectively. Additionally, OMAG's safety grants, root control program, body-worn cameras, and recognition and retention program have played pivotal roles in enhancing operational efficiency and ensuring the well-being of our communities.

I am grateful for the trust and support you have placed in me thus far, and I humbly ask for your continued endorsement in the upcoming election. Together, let us continue to build a future where our municipalities flourish and prosper.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Craig Stephenson". The signature is written in a cursive, flowing style.

Craig Stephenson, ICMA-CM
City Manager



City of Enid
P.O. Box 1768
Enid, Oklahoma 73702-1768
PH (580) 234-0400
Desk of Mayor David M. Mason

March 25, 2024

Mayors and Commissioners,

I certainly hope your 2024 has started off well and has been marked by numerous achievements within each of your respective communities.

I believe each of us understand the significance and vital role having a strong *Oklahoma Municipal Assurance Group* continues to play in protecting each of our communities. Given the unpredictable weather patterns in our great state, I believe it is crucial to make sure that our municipal assets and liabilities are always managed in a way that both protects and continues to benefit each of our municipalities.

On March 29th, 2024, voting ballots will be mailed. There will be an opportunity to elect an additional trustee to OMAG'S Board of Directors. I am pleased to announce that I have submitted my application for this position.

Having 23 years in the insurance sector, including overseeing compliance and production for 29 insurance agencies across Northwest Oklahoma for a national carrier as well as having a family owned agency today, I believe I can offer valuable insight from both perspective of a Mayor as well as an insurance professional to this board.

I am asking for your support and your vote for the Oklahoma Municipal Assurance Group Board of Trustees.

From our City, to yours,

A handwritten signature in black ink, appearing to read "D.M. Mason".

David M. Mason
Mayor of Enid
"A City on the Move"



April 15, 2024

Dear Municipal Official,

I am writing to express my candidacy for reelection to the Oklahoma Municipal Assurance Group's (OMAG) Board of Trustees, representing Oklahoma's municipalities. Over the past sixteen years, it has been my privilege to serve in this capacity, and I am seeking your support once again for another term.

With a background as a licensed CPA and extensive experience in municipal leadership, including roles as City Clerk, Treasurer, Finance Director, Assistant City Manager, and currently as City Manager of the City of Bartlesville, I bring a wealth of knowledge and expertise to the position.

During my tenure on the OMAG Board of Trustees, I have held key positions such as Secretary, Vice Chairman, and Chairman. Through these roles, I have gained valuable insights into the diverse needs of our municipalities and have worked diligently to represent their interests effectively.

I believe that my comprehensive background and commitment to public service uniquely qualify me for continued service as an OMAG Trustee. I am dedicated to advocating for the interests of all member municipalities and ensuring the best possible outcomes for our communities.

I sincerely appreciate your consideration and hope to have the opportunity to continue serving as a trusted representative for our municipalities on the OMAG Board of Trustees. Thank you for your support.

Warm regards,

Mike Bailey
City Manager
City of Bartlesville, Oklahoma
(918) 338-4282
mlbailey@cityofbartlesville.org



To: Mayor and Council

From: David Tillotson, City Manager

Date: April 30, 2024

Re: Benefits Renewal for FY24-25

Background:

The City continues to utilize an Employee Benefits Committee whose purpose is threefold: 1) to annually review the City's benefits package and make recommendations to me regarding any changes they would like to see in the benefit offered; 2) annually review the benefit pricing packages presented by our brokers, Relation Insurance, and make recommendations on the plans being considered; and 3) to act as another level of communication with the larger employee body regarding the benefit options available and those being considered. After meeting with Relation Insurance, the Benefits Committee voted to recommend the comprehensive benefits package you see before you. I agree with their recommendation and believe it represents a good choice for our employees.

I want to commend the employees who served on this committee for the time, effort, and professionalism they exhibited during this process.

Staff Recommendation:

Staff recommends the following benefits:

- Health – Community Care, Renewal at 6% increase
- GAP – American Public Life, Renewal at 0% increase
- Teledoc – Employee Voluntary Plan, Renew with 0% increase
- Dental – Guardian J1 Choice, Renewal at 0% increase
- Vision – BEAM, Renewal at 9% increase
- Life – Standard Life, Renewal at 0% increase

Attachments:

- Relation Insurance Rate Sheets

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

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

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

City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Lesli Smith

www.glenpoolonline.com



Employee Benefits Marketing Analysis

City of Glenpool

Proposed effective date July 01, 2024

City of Glenpool

Medical Plan Analysis

July 1, 2024

Carrier Plan Name	Current / Renewal		Revised Renewal	
	CommunityCare IP8 CR17		CommunityCare IP8 CR17	
Benefits	In-Network	Out-of-Network	In-Network	Out-of-Network
Network	CCOK Select HMO		CCOK Select HMO	
Deductible		Emergency Only		Emergency Only
Individual	\$5,000		\$5,000	
Family	\$10,000		\$10,000	
Coinsurance	100%		100%	
Out-of-Pocket Maximum				
Individual	\$6,250		\$6,250	
Family	\$12,500		\$12,500	
Professional Services				
Office Visit				
PCP	\$35		\$35	
Specialist	\$60		\$60	
Lab & X-Ray	10%		10%	
Diagnostic Imaging	\$750		\$750	
Hospital Services		Emergency Only		Emergency Only
Inpatient Hospital	\$250/day, to max of \$1,000 AD		\$250/day, to max of \$1,000 AD	
Outpatient Hospital	\$200 AD		\$200 AD	
Emergency Services				
Urgent Care	\$50		\$50	
Emergency Room	\$150 AD		\$150 AD	
Prescription Drugs				
Pharmacy Copays	\$0 / \$15 / \$40 / \$70 / \$160		\$0 / \$15 / \$40 / \$70 / \$160	
Mail-Order	2 X Retail		2 X Retail	
Additional Information				
Rates	Current	Renewal		
Employee Only 46	\$479.60	\$525.16	\$508.38	
Employee + Spouse 12	\$1,007.25	\$1,102.94	\$1,067.69	
Employee + Child(ren) 13	\$863.86	\$945.93	\$915.69	
Family 28	\$1,439.68	\$1,576.45	\$1,526.06	
Estimated Monthly Premium	\$85,689.82	\$93,830.33	\$90,831.41	
Estimated Annual Premium	\$1,028,277.84	\$1,125,963.96	\$1,089,976.92	
% Change from Current		9.5%	6.0%	
\$ Change from Current		\$97,686	\$61,699	

City of Glenpool

GAP Plan Analysis

July 1, 2024

Carrier		Current / Renewal	
Plan Name		MedLink 6	
Inpatient Benefit		\$5,000 GAP Plan	
Individual		\$5,000	
Family		\$10,000	
Outpatient Benefit		Combined benefit \$5,000/\$10,000	
Individual		\$4,500	
Family		\$9,000	
Benefit Notes		\$500 OP deductible	
Additional Outpatient Riders			
Cancer Outpatient		Included	
Independent Lab		Included	
Durable Medical Equipment		Included	
Rates <55			
Employee Only	32	\$76.52	
Employee + Spouse	11	\$153.03	
Employee + Child(ren)	12	\$155.44	
Family	28	\$231.97	
Rates 55+			
Employee Only	14	\$114.77	
Employee + Spouse	1	\$229.54	
Employee + Child(ren)	1	\$193.70	
Family	0	\$308.47	
Estimated Monthly Premium		\$14,522.43	
Estimated Annual Premium		\$174,269.16	

City of Glenpool

Telemedicine Proposal

July 1, 2024

Current / Renewal

Carrier		Teladoc	
Plan Name		Consults included Telemedicine	
Basic Information		Voluntary or Employer Paid	
Plan Type		All Employees	
Eligibility		None - Consults included in PEPF Fee	
Copays			
Additional Information			
Rate		Current	Renewal
Employee / Family 89		\$8.95	\$8.95
Estimated Monthly Premium		\$796.55	\$796.55
Estimated Annual Premium		\$9,558.60	\$9,558.60
% Change from Current		0.0%	
\$ Change from Current		\$0.00	

City of Glenpool

Dental Plan Analysis

July 1, 2024

Carrier	
Plan Name	
Benefits	
Network	
Annual Deductible	
Individual	
Family	
Annual Plan Maximum	
Coinsurance	
Diagnostic & Preventive	
Basic Services	
Major Services	
Services	
Perio	
Endo	
Oral Surgery	
Implants	
Orthodontic Services	
Lifetime Maximum	
Coinsurance	
Age Limitation	
Reasonable & Customary	
Dependent Limiting Age	
Additional Information	
Rates	
Employee Only	66
Employee + Spouse	7
Employee + Child(ren)	10
Family	12
Estimated Monthly Premium	
Estimated Annual Premium	
% Change from Current	
\$ Change from Current	

Current / Renewal

Guardian J1 Choice		Network Access Plan (NAP)	
Value Plan		Network Access Plan (NAP)	
In-Network	Out-of-Network	In-Network	Out-of-Network
DentalGuard Preferred		DentalGuard Preferred	
Waived for Preventive		Waived for Preventive	
\$100		\$100	
\$300		\$300	
\$5,000 plus Max Rollover		\$5,000 plus Max Rollover	
100%	100%	100%	100%
100%	100%	80%	80%
60%	60%	50%	50%
Major		Major	
Major		Major	
Major		Major	
Major		Major	
N/A		N/A	
N/A		N/A	
N/A		N/A	
Negotiated	MAC	Negotiated	UCR 90th
Age 26		Age 26	
Current		Renewal	
\$35.88		\$35.88	
\$75.19		\$75.19	
\$77.99		\$77.99	
\$125.09		\$125.09	
\$5,175.39		\$5,175.39	
\$62,104.68		\$62,104.68	
0.0%		0.0%	
\$0.00		\$0.00	

City of Glenpool

Vision Plan Analysis

July 1, 2024

Carrier	
Plan Name	
Benefits	
Network	
Rate Guarantee	
Copay	
Exams	
Materials	
Frequency of Services	
Eye Exams	
Lenses Benefit	
Contact Lenses	
Frames	
Frames Allowance	
Contact Lens Allowance	
Additional Information	
Rates	
Employee Only	52
Employee + Spouse	14
Employee + Child(ren)	6
Family	13
Estimated Monthly Premium	
Estimated Annual Premium	
% Change from Current	
\$ Change from Current	

Current / Renewal

BEAM	
Vision	
In-Network	Out-of-Network
VSP	
Until July 2024	
\$10	
\$25	
12 Months	
12 Months	
12 Months	
24 Months	
\$150 Retail Allowance + 20% off balance	
\$150 Allowance	
Current	Renewal
\$6.11	\$6.66
\$12.23	\$13.33
\$10.78	\$11.75
\$16.90	\$18.42
\$773.32	\$842.90
\$9,279.84	\$10,114.80
9.00%	
\$834.96	

City of Glenpool

Basic Life Plan Analysis

July 1, 2024

Current / Renewal

Carrier			The Standard	
Plan Name			\$200,000 - \$280,000 Basic Life	
Basic Information				
Class / Eligibility			Class 1: City Managers Class 2: All other Members	
Rate Guarantee Period			Until July 2024	
Employee Coverage				
Benefit Amount			Class 1: \$280,000 Class 2: \$200,000	
Guarantee Issue			All amounts are GI	
Dependent Coverage				
Spouse Benefit Amount			\$45,000	
Child Benefit Amount			Birth to age 26: \$15,000	
Reduction Schedule				
50% at age 70				
Additional Information				
Rates		Exposures	Volume	
Life Rate				
AD&D Rate				
Combined Rate per \$1,000			\$18,300,000	
Spouse Rate per Unit		59	\$2,542,500	
Child Rate per Unit			\$885,000	
Estimated Monthly Premium			\$4,564.07	
Estimated Annual Premium			\$54,768.81	



May 6, 2024

Honorable Mayor and Members of the City Council,

The proposed budget for Fiscal Year 2024-2025 is submitted for your review and consideration. This budget has been prepared and is presented in accordance with the Oklahoma Municipal Budget Act and includes the required budgets for all funds under the control of the City of Glenpool and its trust authorities.

Over the last year we have continued to experience sales and use tax growth within the City, but at a lower rate of increase than in recent years. Year-to-date sales tax has increased 2.57% from the same period last year. Given the continued uncertainty in the national and regional economy, we have chosen to budget sales and use tax conservatively for the upcoming fiscal year. As such, the proposed sales tax budget is based on an increase of one percent over projected current year actuals. This growth in revenue, as well as our staff's ability to effectively manage costs across our major funds will allow us to add several positions in the budget. These new positions include: one Police Corporal, one Police Officer, two Firefighters, one Public Works Project Manager, one Streets and Parks Laborer, and one Human Resources Generalist.

This year's budget also includes Satisfactory Performance Increase (SPI) raises for the Police Department as required in the Collective Bargaining Agreement, SPI raises for the Fire Department in anticipation of a new Collective Bargaining Agreement, and a 4% raise for non-union employees. Additionally, as in recent years, we are again budgeting for one-time capital needs in FY 2024-2025 from the projected growth in fund balance from the current fiscal year. Lastly, the proposed budget strategically aims to enhance infrastructure throughout the City by including \$1,000,000 in stormwater projects, an increase in street repairs from \$400,000 to \$550,000, and the provision of matching funds for grants obtained for the addition of sidewalks.

Sincerely,

Josh Brannon
Finance Director

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

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

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

City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Lesli Smith

www.glenpoolonline.com

**CITY OF GLENPOOL, OKLAHOMA
PROPOSED FY2024-2025 BUDGET**

The following is a preliminary summary of the proposed budget for Fiscal Year 2024-2025.

OPERATING FUND BUDGET			
	<u>Revenues</u>	<u>Expenditures</u>	<u>Transfers In (Out)</u>
General Fund	14,300,163		(6,840,591)
General Government		1,785,427	
Animal Control		180,133	
Police		2,744,681	
Dispatch		714,848	
Fire		2,834,581	
Emergency Management		113,500	
Development Services		587,743	
Engineering		360,980	
General Administration		728,622	
Streets & Parks		1,858,332	
Capital Improvement Fund	3,932,715	840,398	3,929,968
ARPA Fund	23,144,950	23,145,049	-
Park & Rec Fund	25,895	25,185	-
Hotel/Motel Fund	264,502	2,184	(262,318)
Streets & Infrastructure Fund	947,702		-
Capital Expenditures		225,720	
Water and Sewer		95,215	
Streets and Infrastructure		1,000,000	
Economic Development		-	
Public Safety Capital Fund	1,977,104		-
Police		425,265	
Fire		920,000	
Public Safety Personnel Fund	1,722,701		-
Police		762,951	
Fire		1,145,453	
Glenpool Utility Services Authority:	5,880,948		2,710,623
Water Distribution		3,824,727	
Utility Billing		433,621	
Sewer Operations		732,593	
Refuse		829,000	
Stormwater		187,000	
Glenpool Industrial Development Authority:	610,215		462,318
Conference Center		461,085	
Tax Increment Financing		350,000	
Economic Development		275,112	
Debt Service		3,567,654	
Total Operating Fund Budget	\$ 52,806,895	\$ 51,157,059	\$ -