



NOTICE
GLENPOOL CITY COUNCIL
REGULAR MEETING

A Regular Session of the Glenpool City Council will be held at 6:00 p.m. on June 1, 2020, at Glenpool City Hall, City Council Chambers, 12205 S. Yukon Ave., 3rd Floor, Glenpool, Oklahoma.

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

AGENDA

	Page
A) Call to Order - Timothy Lee Fox, Mayor	
B) Roll Call, Declaration of Quorum – Wendy Knight, City Clerk; Timothy Lee Fox, Mayor	
C) Invocation – Aaron Hunter, Collective Church	
D) Pledge of Allegiance – Timothy Lee Fox, Mayor	
E) City Manager Report – David Tillotson, City Manager	
1) CM Report.06012020 COVID Charts.05272020	5 - 17
F) Mayor Report – Timothy Lee Fox, Mayor	
G) Council Comments	
H) Public Comments	
I) Scheduled Business	
1) Discussion and possible action to approve minutes from May 4, 2020, and May 18, 2020 meetings. (Wendy Knight, City Clerk) City Council Regular Meeting - 04 May 2020 - Minutes - Html Special City Council Meeting - 18 May 2020 - Minutes - Html	18 - 32
2) Presentation of annual Chamber of Commerce Report. No action will be taken. (Sydney Bland, Glenpool Chamber of Commerce Executive Director) 2020 accomplishments City Council cover letter 2019020 (fourth) year accomplishments for City Council	33 - 36
3) GZ 276: a request to change zoning on 6.83-acres by instrument of Ordinance No. 774 . subject site is a part of Lot 3 Block 3 of the Montapp Addition , located just south of W. 121st Street S. (OK SH 117) and 0.50 miles west of US Hwy. 75, from CG (commercial general) to RM-2 (multi-family medium density); Jeff Hilst for Grandview Heights Apartments - applicant Montapp Development, LLC - owner (James McHendry, City Planner)	37 - 54
a. Public Hearing on GZ 276 a re-zone application.	
b. Discussion and possible action to approve Ordinance No. 774 , an Ordinance amending Ordinance No. 746, Title 11 of the City Code of the City of Glenpool	

(Zoning Regulations), by rezoning certain property described herein from CG (Commercial General) to RM-2 (Residential Multi-Family Medium Density) as recommended by the Planning Commission under application **GZ-276**; and repealing all Ordinances or parts of Ordinances in conflict herewith.

[Ordinance No. 774 - GZ_276](#)

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| 4) | Discussion and possible action on an application for Final Plat, PUD 39 , Minor Amendment No. 1, <i>Scissortail Blocks 1-3</i> : a 26.97-acre residential development, generally located north of E. 151st Street South and a quarter mile east of S. Elwood Avenue on lands zoned PUD 39 , Minor Amendment No. 1. Engineered by Design, PLLC, Ryan McCarty – applicant Summit Properties Land Development 2019 LLC (James McHendry, City Planner) | 55 - 81 |
|----|---|---------|

[Scissortail_final_plat](#)

- | | | |
|----|---|---------|
| 5) | Public Hearing for the purpose of receiving public comments, if any, on the proposed FY 2020-2021 Annual Budget. | 82 - 85 |
| | <p>a. Open Public Hearing - Timothy Fox, Mayor</p> <p>b. Presentation of Proposed Budget - David Tillotson, City Manager</p> <p>c. Facilitate Public Comments - David Tillotson, City Manager</p> <p>d. Close Public Hearing - Timothy Fox, Mayor</p> | |

[2020-2021 Budget Public Hearing](#)

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| 6) | Discussion and possible action to approve Resolution No. 2020005, a Resolution of the Governing Body of the City of Glenpool to Comply with and Operate in Accordance with the Municipal Budget Act and Approve the 2020-2021 Annual Budget. (John Gonsalves) | 86 - 172 |
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[2020-2021 Budget Adoption](#)

[PROPOSED FY20-21 BUDGET](#)

- | | | |
|----|---|-----------|
| 7) | Discussion and possible action to approve Ordinance No. 775, an Ordinance of the City Council of Glenpool amending Section 1, Base and Unit Rates, of Title 9, Public Services; repealing all Ordinances in conflict herewith; and declaring an emergency. (Wendy Knight, City Clerk) | 173 - 175 |
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[Ordinance No. 775](#)

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| 8) | Discussion and possible action to approve an Emergency Clause for Ordinance No. 775. (Wendy Knight, City Clerk) | |
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| 9) | Discussion and possible action to approve and adopt Ordinance No. 776, An Ordinance That: (A) Levies and Assesses a Sales Tax of One Percent (1.00%) upon Gross Receipts or Proceeds on Taxable Sales of Goods and Services in the City of Glenpool, Oklahoma, as Those Terms Are Defined Herein, in Addition to Present Sales Taxes upon Such Gross Receipts or Proceeds for the Purpose of Providing Funds for General and Special Purposes of the Municipal Government of the City of Glenpool, Oklahoma, and/or to Be Applied or Pledged Toward the Payment of Principal and Interest on Any Indebtedness, Including Refunding Indebtedness, Incurred by or on Behalf of Said City for Such Purposes; (B) Provides for Such Sales Tax to Commence on April 1, 2021; (C) Provides for the Duration of Such Sales Tax for No More Than 20 Years; (D) Prescribes Procedures for the Collection and Remittance of Such Sales Tax and Penalties for the Failure to Do So; and (E) Includes Such Other Provisions, | 176 - 184 |
|----|---|-----------|

Terms and Conditions as Necessary and Lawful for the Effective Implementation and Enforcement of this Ordinance.

(Lowell Peterson, City Attorney)

[Election Res Staff Memo 060120](#)

[Final Sales Tax Ordinance No. 776 1-cent tax \(002\) \(003\)](#)

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| 10) | Discussion and possible action to approve and adopt Resolution No. 2020006, A Resolution: (1) Authorizing the Calling and Holding of a Special Election in the City of Glenpool, Tulsa County, State of Oklahoma, for the Purposes of: (1) Submitting to the Registered, Qualified Voters of Said City the Question Whether Ordinance No. 776 Adopted by the City Council on the First Day of June 2020, Shall Be Approved by Such Registered, Qualified Electors, Which Ordinance Shall Provide for: (A) Levying a Sales Tax of One Percent (1.00%) Upon the Gross Receipts or Proceeds on Taxable Sales of Goods and Services, as Defined in Said Ordinance, in the City of Glenpool, Oklahoma, in Addition to Present Sales Taxes Upon Such Gross Receipts or Proceeds, for General and Special Purposes of the Municipal Government of the City of Glenpool as Authorized by Title 68 Okla. Stat. § 2701; (B) Said Sales Tax to Commence on April 1, 2021; (C) Duration of Said Sales Tax for No More than 20 Years; (D) Procedures for the Collection and Remittance of Said Sales Tax and Penalties for the Failure to Do So; and (E) Such Other Provisions, Terms and Conditions As Necessary For The Effective Implementation and Enforcement of Said Ordinance; (2) Approving the Ballot for this Question; and (3) Providing for Notice to the Public and to the Tulsa County Election Board of the Holding of Such Election (Lowell Peterson, City Attorney) | 185 - 190 |
| | Final Resolution No. 2020006 setting special election (003) | |
| 11) | Discussion and possible action to approve a Special Election Proclamation and Notice and directing the publication of Resolution No. 2020006, once in a newspaper of general circulation in the City of Glenpool and directing the publication of this Proclamation on three consecutive Thursdays immediately preceding the special election, for the purpose of authorizing the calling of a special election on the Proposition set forth in such Special Election Proclamation and Notice, to be held in the City of Glenpool, Oklahoma, on the 25th day of August 2020; and for the purpose of submitting to the registered, qualified voters in the City of Glenpool the Proposition therein with respect to whether such voters shall choose to approve Ordinance No. 776 and the sales tax provisions therein. (Timothy Lee Fox, Mayor) | 191 - 192 |
| | Special Election Proc 060120-1 | |
| 12) | Discussion and possible action to approve and authorize the Mayor to sign the Agreed Upon Audit Procedures Engagement Letter for FY2020, Elfrink and Associates, PLLC, on behalf of the City Council. (Lowell Peterson, City Attorney) | 193 - 198 |
| | Staff Memo 060120 Audit
Glenpool-Creek2 AUP Engagement Letter (003) | |
| 13) | Discussion and possible action to approve and authorize the Mayor to sign the annual Memorandum of Understanding to provide 9-1-1 regional mapping services. (Lowell Peterson, City Attorney) | 199 - 201 |
| | Staff Memo re 2020 MOU re MSAG
MOU Glenpool & INCOG 060120 | |
| 14) | Discussion and possible action to approve the Professional Services Agreement with Rick Stuber Architecture, Inc. for Black Gold Park Master Plan, in a total amount not to exceed \$18,800.00 and to authorize the City Manager to execute same. (Lynn Burrow, Community Development Director) | 202 - 217 |

[Black Gold Park Master Planning Services](#)

- 15) Discussion and possible action to approve FY20-21 Property, General Liability and Workers Compensation insurance renewals from Oklahoma Municipal Assurance Group. 218 - 226
(John Gonsalves, Finance Director)
[INSURANCE RENEWAL 2020-2021](#)
- 16) Discussion and possible action to approve quotes from Northern Safety & Industrial in a total amount not to exceed \$72,026.44 for bunker gear and structural firefighting and rescue equipment, to be funded from FY19-20 Acct. No. 51 6-06-6358 Capital Tax Fund. 227 - 228
(Paul Newton, Fire Chief)
[Glenpool Fire - Bunker Gear Quote #312803](#)
[Glenpool Rescue- Quote #312807 REVISED](#)
- 17) Discussion and possible action to approve a proposal from Storm Sirens Inc., in an amount not to exceed \$48,000.00, for CD&F Monitoring Equipment, to be funded from FY19-20 Acct. No. 01 6-07-6333 Emergency Management. 229 - 233
(Paul Newton, Fire Chief)
[Siren Talk Back 2020 Proposal](#)
[Glenpool, Talk Back System 2-22-18](#)
[TB Quote Confirmed](#)
[Warning Sirens Sites 2019](#)
- 18) Discussion of potential changes to the appointment process and attendance rules for the Planning Commission and Board of Adjustment. 234 - 241
(Jacqueline Triplett-Lund, Councilor)
[Planning Commission State Statutes](#)
[Chapter 8.Zoning Code](#)
- 19) Discussion and possible action to enter into Executive Session for the purposes of **A)** conferring on matters pertaining to economic development, including the possible transfer of property, financing or the creation of a proposal to entice a business to locate within the City of Glenpool, because public disclosure of the matter to be discussed would interfere with the development of products or services and would violate the confidentiality of the business, pursuant to 25 O.S. § 307.C.10. (Open Meeting Act); and **B)** discussing negotiations concerning employees and representatives of employee groups, specifically for the purpose of discussing possible amendments to, and terms and conditions of, a collective bargaining agreement with the Fraternal Order of Police, Lodge 133, for the 2020-2021 Fiscal Year, pursuant to 25 O.S. § 307(B)(2) (Open Meeting Act).
(David Tillotson, City Manager) (Susan White, Assistant City Manager)
- 20) Discussion and possible action to reconvene in Regular Session.
(Timothy Fox, Mayor)

J) Adjournment

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on May 28, 2020, by 4:00 pm.

Signed: Wendy Knight

City Clerk



To: Mayor and Council

From: David Tillotson

Date: May 28, 2020

Re: City Manager Report

COVID-19 (Coronavirus)

I have updated the data and charts I provided you last month to include the April and May data to date. As you can see based on the overall trendline as well as the 7- and 14-day averages we see mixed results on the various datasets I am tracking. Total Daily infections are higher today than they were 14 days ago for the State and Tulsa County on both the 7- and 14-day rolling averages. Hospitalizations are lower across the State, but higher in Tulsa County over the last 14 days on both the 7- and 14-day averages, respectively. While the 7- and 14-day rolling averages for deaths are slightly higher for the State and Tulsa County.

Phase III, was originally set to begin on June 1st; however, as of the 28th we haven't heard any official word from the Governor's Office on if, or when, it will start. We also haven't heard what restrictions will stay in place when Phase III begins. I will update you as soon as we hear something from Governor Stitt's Office.

We have a couple of changes still to deal with regarding the COVID-19 pandemic. First, I intend to open the splash pad as soon as the Safer at Home and Social Distancing requirements are lifted. If the Governor does not lift these as part of his Phase III plan, the Executive Team and I will meet to discuss the options. The staff is also evaluating several changes at the Utility Billing Office to take advantage of technology available to us to make things easier for our customers. As soon as we have a final plan in place, I will begin speaking with you about those possibilities.

Finally, next week we will begin announcing our future water disconnection plans and bill payment plans for those behind on their water payments because of the pandemic. I will brief you during the GUSA meeting on our plans.



DEQ Consent Decree

The Oklahoma DEQ Consent Decree we have discussed with you will be on the GUSA agenda for consideration. This Consent Decree includes the language we have discussed previously. It allows the City to mitigate any potential fines by agreeing to complete stormwater projects at both Kendalwood and Morris Parks. Additionally, you will see an update to our contract with TetraTech to add the costs for the study and engineering necessary to create a more permanent fix at the sewer plant.

BlackGold Days

The Chamber has rescheduled BlackGold Days for October 1-4 this year from its normal June schedule. This will place BlackGold Days in direct competition with the Tulsa State Fair this year. The Board discussed this issue, but the majority believes we will not see any significant reduction in attendees at our event.

Upcoming Events

- State School Resource Officer Conference – June 10-12
- OBI Blood Drive – June 16th from 12-8pm
- GHS Prom – June 23rd
- GHS SOS – July 30th

State of Oklahoma

	Cumulative				Daily Change				Rolling Averages (7-day)				Rolling Averages (14-day)			
	Infections	Hospitalizations	Deaths		Infections	Hospitalizations	Deaths		Infections	Hospitalizations	Deaths		Infections	Hospitalizations	Deaths	
4/1/2020	719	219	30													
4/2/2020	879	257	34	160	38	4										
4/3/2020	988	289	38	109	32	4										
4/4/2020	1159	316	42	171	27	4										
4/5/2020	1252	330	46	93	14	4										
4/6/2020	1327	340	51	75	10	5										
4/7/2020	1472	376	67	145	36	16										
4/8/2020	1524	390	79	52	14	12			115.00	24.43	7.00					
4/9/2020	1684	415	80	160	25	1			115.00	22.57	6.57					
4/10/2020	1794	428	88	110	13	8			115.14	19.86	7.14					
4/11/2020	1868	446	94	74	18	6			101.29	18.57	7.43					
4/12/2020	1970	453	96	102	7	2			102.57	17.57	7.14					
4/13/2020	2069	457	99	99	4	3			106.00	16.71	6.86					
4/14/2020	2184	488	108	115	31	9			101.71	16.00	5.86					
4/15/2020	2263	510	123	79	22	15			105.57	17.14	6.29	110.29	20.79	19.36	6.64	
4/16/2020	2357	528	131	94	18	8			96.14	16.14	7.29	105.57	19.36	18.00	7.00	
4/17/2020	2465	541	136	108	13	5			95.86	16.14	6.86	105.50	18.00	17.00	6.93	
4/18/2020	2570	554	139	105	13	3			100.29	15.43	6.43	100.79	17.00	16.07	6.71	
4/19/2020	2599	555	140	29	1	1			89.86	14.57	6.29	96.21	16.07	15.79	6.57	
4/20/2020	2680	561	143	81	6	3			87.29	14.86	6.29	96.64	15.79	15.14	6.93	
4/21/2020	2807	588	164	127	27	21			89.00	14.29	8.00	95.36	15.14	15.57	6.50	
4/22/2020	2894	608	170	87	20	6			90.14	14.00	6.71	97.86	15.57	14.79	7.07	
4/23/2020	3017	622	179	123	14	9			94.29	13.43	6.86	95.21	14.79	14.33	7.14	
4/24/2020	3121	637	188	104	15	6			93.71	13.71	7.43	94.79	14.93	14.29	7.07	
4/25/2020	3193	648	194	72	11	1			89.00	13.43	7.86	94.64	14.43	14.33	7.14	
4/26/2020	3253	653	195	60	5	1			93.43	14.00	7.86	91.64	14.29	14.29	7.07	
4/27/2020	3280	656	197	3280	27	3			13.57	86.50	7.71	86.50	13.57	14.21	7.00	
4/28/2020	3410	693	207	130	37	10			86.14	15.00	6.14	87.57	14.64	14.64	7.07	
4/29/2020	3473	703	214	63	10	7			82.71	13.57	6.29	86.43	13.79	13.79	6.50	
4/30/2020	3618	715	222	145	12	8			85.86	13.29	6.14	90.07	13.36	13.36	6.50	
5/1/2020	3758	731	230	140	16	8			91.00	13.43	6.00	92.36	13.57	13.57	6.71	
5/2/2020	3851	743	238	93	12	8			94.00	13.57	6.29	91.50	13.50	13.50	7.07	
5/3/2020	3972	751	238	121	8	0			102.71	14.00	6.14	98.07	14.00	14.00	7.00	
5/4/2020	4044	753	238	72	2	0			109.14	13.86	5.86	97.43	13.71	13.71	6.79	
5/5/2020	4127	773	247	83	20	9			102.43	11.43	5.71	94.29	13.21	13.21	5.93	
5/6/2020	4201	784	253	74	11	6			104.00	11.57	5.57	93.36	12.57	12.57	5.93	
5/7/2020	4330	805	260	129	21	7			101.71	12.86	5.43	93.79	13.07	13.07	5.79	
5/8/2020	4424	815	266	94	10	6			95.14	12.00	5.14	93.07	12.71	12.71	5.57	
5/9/2020	4490	822	270	66	7	4			91.29	11.29	4.57	92.64	12.43	12.43	5.43	
5/10/2020	4589	826	272	72	4	2			88.14	10.71	4.86	95.43	12.36	12.36	5.50	
5/11/2020	4613	828	273	24	2	1			81.29	10.71	5.00	95.21	12.29	12.29	5.43	
5/12/2020	4732	840	278	119	12	5			86.43	9.57	4.43	94.43	10.50	10.50	5.07	
5/13/2020	4852	848	278	120	8	0			93.00	9.14	3.57	98.50	10.36	10.36	4.57	
5/14/2020	4962	858	284	110	10	6			90.29	7.57	3.43	96.00	10.21	10.21	4.43	
5/15/2020	5086	863	285	124	5	1			94.57	6.86	2.71	94.86	9.43	9.43	3.93	
5/16/2020	5237	878	288	151	15	3			106.71	8.00	2.57	99.00	9.64	9.64	3.57	
5/17/2020	5310	880	288	73	2	0			103.00	7.71	2.29	95.57	9.21	9.21	3.57	
5/18/2020	5398	885	288	88	5	0			112.14	8.14	2.14	96.71	9.43	9.43	3.57	
5/19/2020	5489	897	294	91	12	6			108.14	8.14	2.29	97.29	8.86	8.86	3.36	
5/20/2020	5532	905	299	43	8	5			97.14	8.14	3.00	95.07	8.64	8.64	3.29	
5/21/2020	5680	917	304	148	12	5			102.57	8.43	2.86	96.43	8.00	8.00	3.14	

5/22/2020	5849	926	307	169	9	3	109.00	9.00	3.14	101.79	7.93	2.93
5/23/2020	5960	932	311	111	6	4	103.29	7.71	3.29	105.00	7.86	2.93
5/24/2020	6037	938	311	77	6	0	103.86	8.29	3.29	103.43	8.00	2.79
5/25/2020	6090	940	313	53	2	2	98.86	7.86	3.57	105.50	8.00	2.86
5/26/2020	6137	941	318	47	1	5	92.57	6.29	3.43	100.36	7.21	2.86
5/27/2020	6229	962	322	92	21	4	99.57	8.14	3.29	98.36	8.14	3.14

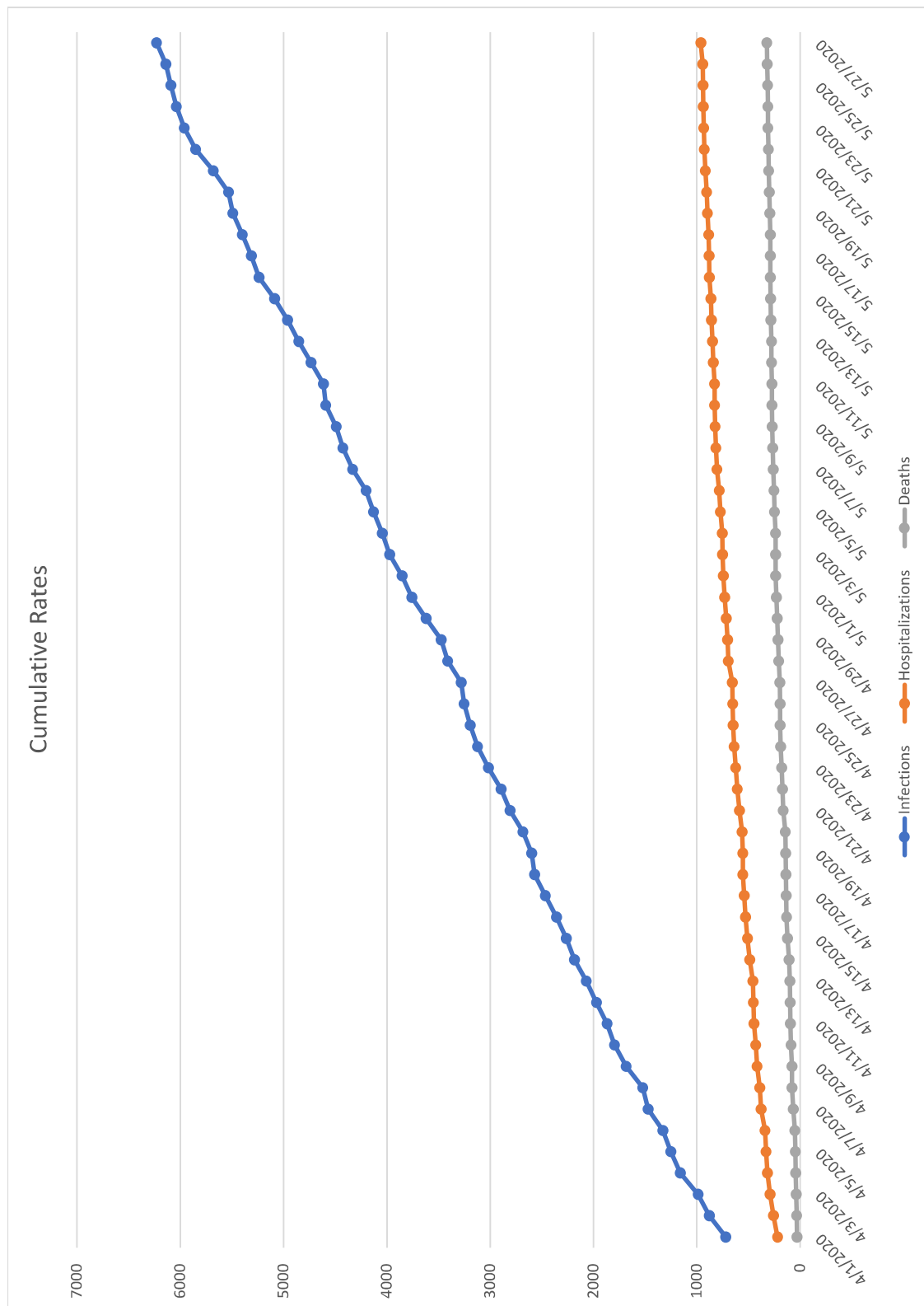
Tulsa County

	Cumulative				Daily Change				Rolling Averages (7-day)				Rolling Averages (14-day)			
	Infections	*Hospitalizations	Deaths	Infections	**Hospitalizations	Deaths	Infections	Deaths	Infections	Hospitalizations	Deaths	Infections	Hospitalizations	Deaths	Infections	Deaths
4/1/2020	151		5	24	7	3										
4/2/2020	175		8	45	3	0										
4/3/2020	220		8	239	19	2	0									
4/4/2020	246		8	7	7	0										
4/5/2020	270		14	24	1	6										
4/6/2020	289		16	19	4	2										
4/7/2020	303		16	14	5	0	21.71	4.14	1.57							
4/8/2020	313		16	10	1	0	19.71	3.29	1.14							
4/9/2020	323		16	10	3	0	14.71	3.29	1.14							
4/10/2020	330		18	330	7	2	13.00	3.29	1.43							
4/11/2020	335		18	5	1	0	12.71	2.43	1.43							
4/12/2020	358		19	23	2	1	12.57	2.57	0.71							
4/13/2020	362		21	4	5	2	10.43	2.71	0.71							
4/14/2020	376		21	14	0	0	10.43	2.00	0.71	16.07	3.07					
4/15/2020	390		22	14	2	1	11.00	2.14	0.86	15.36	2.71					
4/16/2020	409		22	19	1	0	12.29	0.86	0.86	13.50	1.00					
4/17/2020	411		22	2	2	0	11.57	1.86	0.57	12.29	2.57					
4/18/2020	421		22	10	1	0	12.29	1.86	0.57	12.50	2.14					
4/19/2020	432		25	11	0	3	10.57	1.57	0.86	11.57	2.07					
4/20/2020	437		25	5	3	0	10.71	1.29	0.57	10.57	2.00					
4/21/2020	454		26	17	1	1	11.14	1.43	0.71	10.79	1.71					
4/22/2020	467		27	13	1	1	11.00	1.29	0.71	11.00	1.71					
4/23/2020	479		27	12	0	0	10.00	1.14	0.71	11.14	1.50					
4/24/2020	490		27	11	0	0	11.29	0.86	0.71	11.43	1.36					
4/25/2020	490		28	0	4	1	9.86	1.29	0.86	11.07	1.57					
4/26/2020	506		32	16	1	4	10.57	1.43	1.00	10.57	1.50					
4/27/2020	522		33	16	0	1	12.14	1.00	1.14	11.43	1.14					
4/28/2020	567		33	45	1	0	16.14	1.00	1.00	13.64	0.86					
4/29/2020	584		33	584	3	0	16.71	1.29	0.86	13.86	1.29					
4/30/2020	607		34	23	3	1	18.29	1.71	1.00	14.14	1.43					
5/1/2020	628		34	21	1	0	19.71	1.86	1.00	15.50	1.36					
5/2/2020	639		34	11	1	0	21.29	1.43	0.86	15.57	1.36					
5/3/2020	645		36	6	2	2	19.86	1.57	0.57	15.21	1.50					
5/4/2020	653		36	8	1	0	18.71	1.71	0.43	15.43	1.36					
5/5/2020	676		36	23	4	0	15.57	2.14	0.43	15.86	1.57					
5/6/2020	684		36	8	3	0	14.29	2.14	0.43	15.50	1.71					
5/7/2020	695		36	11	0	0	12.57	1.71	0.29	15.43	1.71					
5/8/2020	700		36	5	0	0	10.29	1.57	0.29	15.00	1.71					
5/9/2020	708		36	8	0	0	9.86	1.43	0.29	15.57	1.43					
5/10/2020	718		37	10	0	1	10.43	1.14	0.14	15.14	1.36					
5/11/2020																

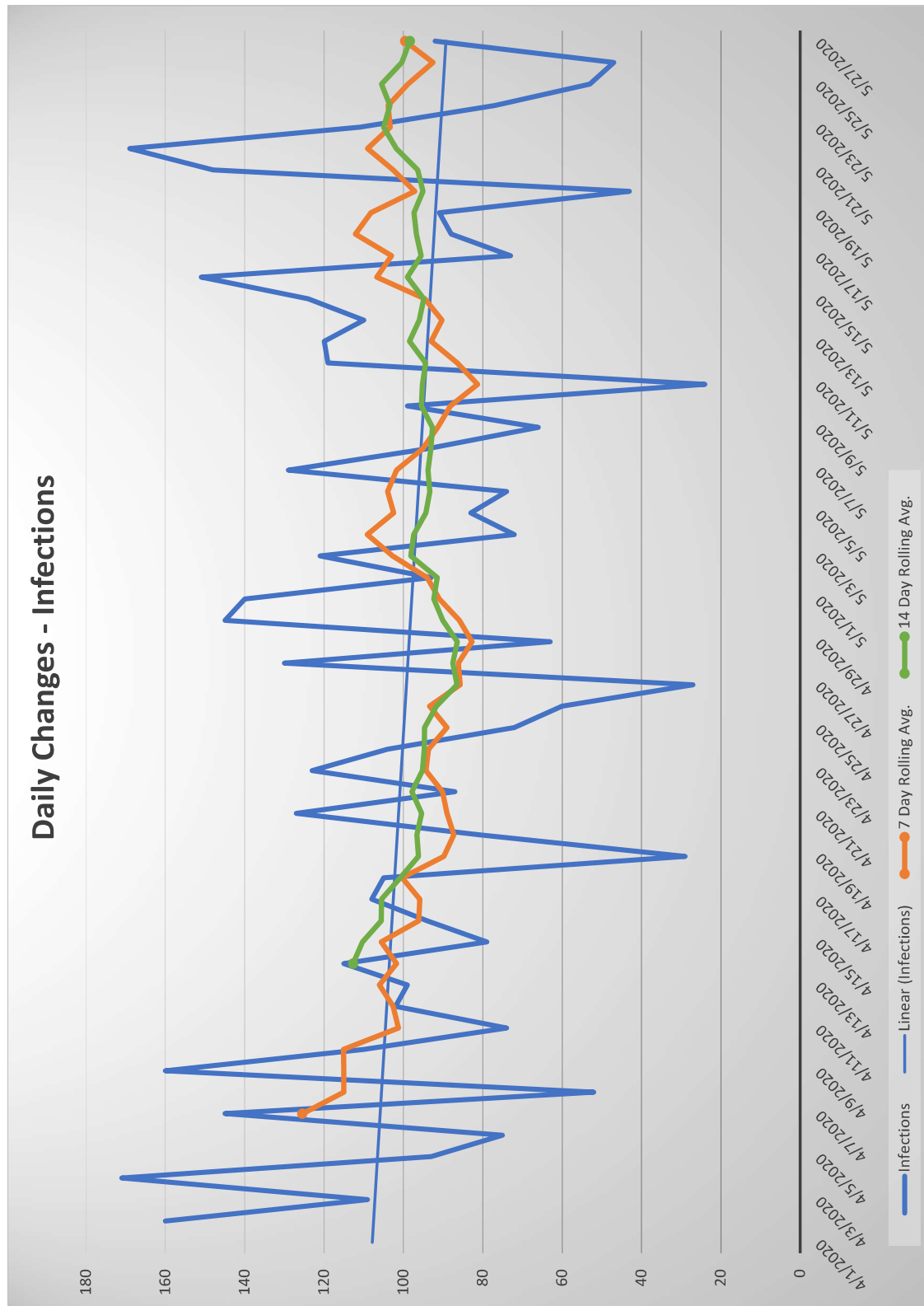
5/12/2020	734	37	16	2	0	0	11.57	1.29	0.14	15.14	1.50	0.29
5/13/2020	743	37	9	2	0	0	9.57	1.00	0.14	12.57	1.57	0.29
5/14/2020	752	37	9	2	0	0	9.71	0.86	0.14	12.00	1.50	0.29
5/15/2020	776	37	24	4	0	0	11.57	1.43	0.14	12.07	1.57	0.21
5/16/2020	781	37	5	3	0	0	11.57	1.86	0.14	10.93	1.71	0.21
5/17/2020	787	37	6	6	0	0	11.29	2.71	0.14	10.57	2.07	0.21
5/18/2020	802	37	15	1	0	0	12.00	2.86	0.00	11.21	2.00	0.07
5/19/2020	814	39	12	3	2	2	11.43	3.00	0.29	11.50	2.14	0.21
5/20/2020	852	40	38	1	1	1	15.57	2.86	0.43	12.57	1.93	0.29
5/21/2020	890	41	38	4	1	1	19.71	3.14	0.57	14.71	2.00	0.36
5/22/2020	903	44	13	4	3	3	18.14	3.14	1.00	14.86	2.29	0.57
5/23/2020	915	44	12	3	0	0	19.14	3.14	1.00	15.36	2.50	0.57
5/24/2020	926	44	11	1	0	0	19.86	2.43	1.00	15.57	2.57	0.57
5/25/2020	935	47	9	1	3	3	19.00	2.43	1.43	15.50	2.64	0.71
5/26/2020	958	49	23	1	2	2	20.57	2.14	1.43	16.00	2.57	0.86
5/27/2020												

*Tulsa County Hospital reporting does not contain cumulative data.

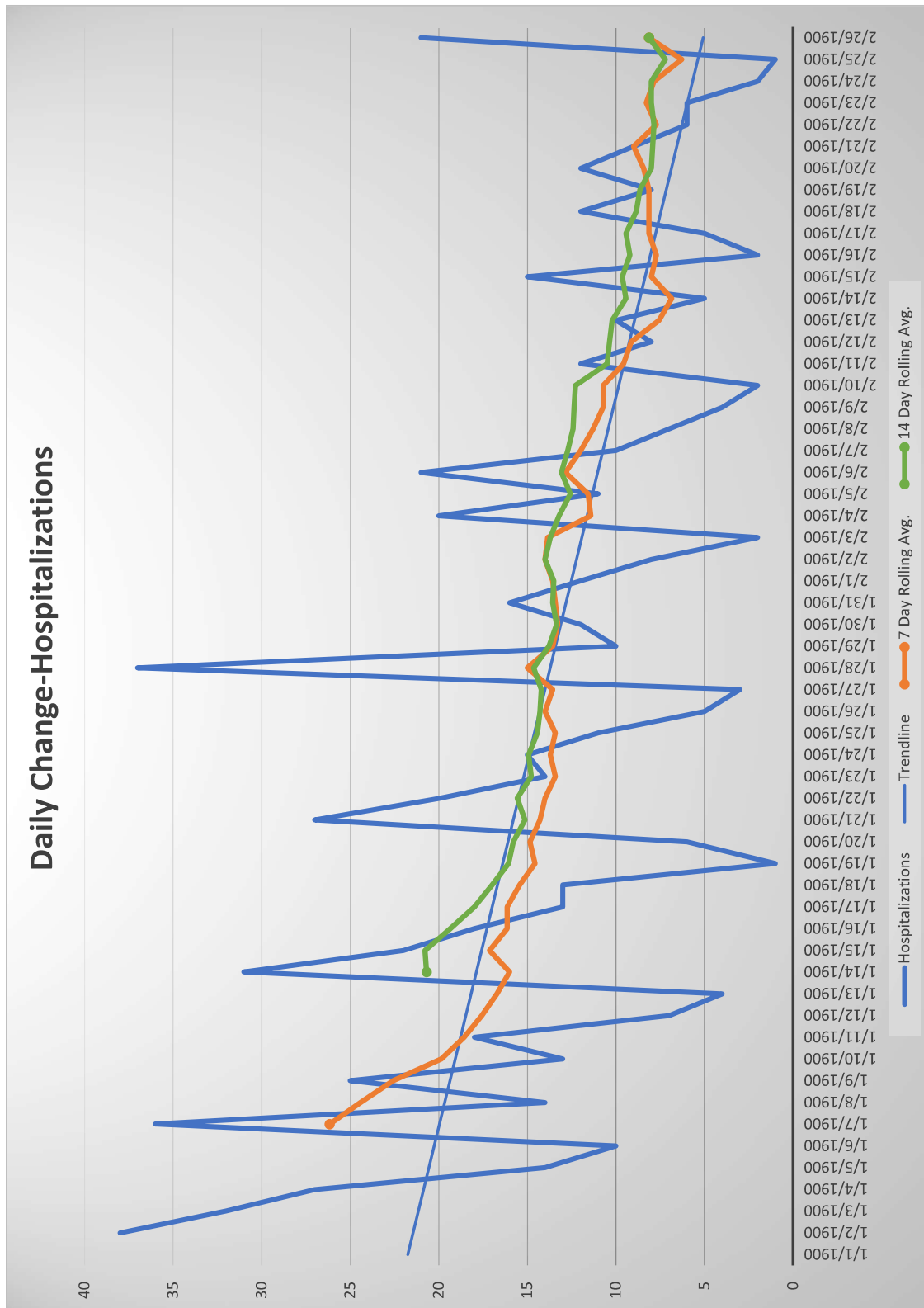
**Tulsa Hospital data entered weekly. Latest data ends on 4/28/20.



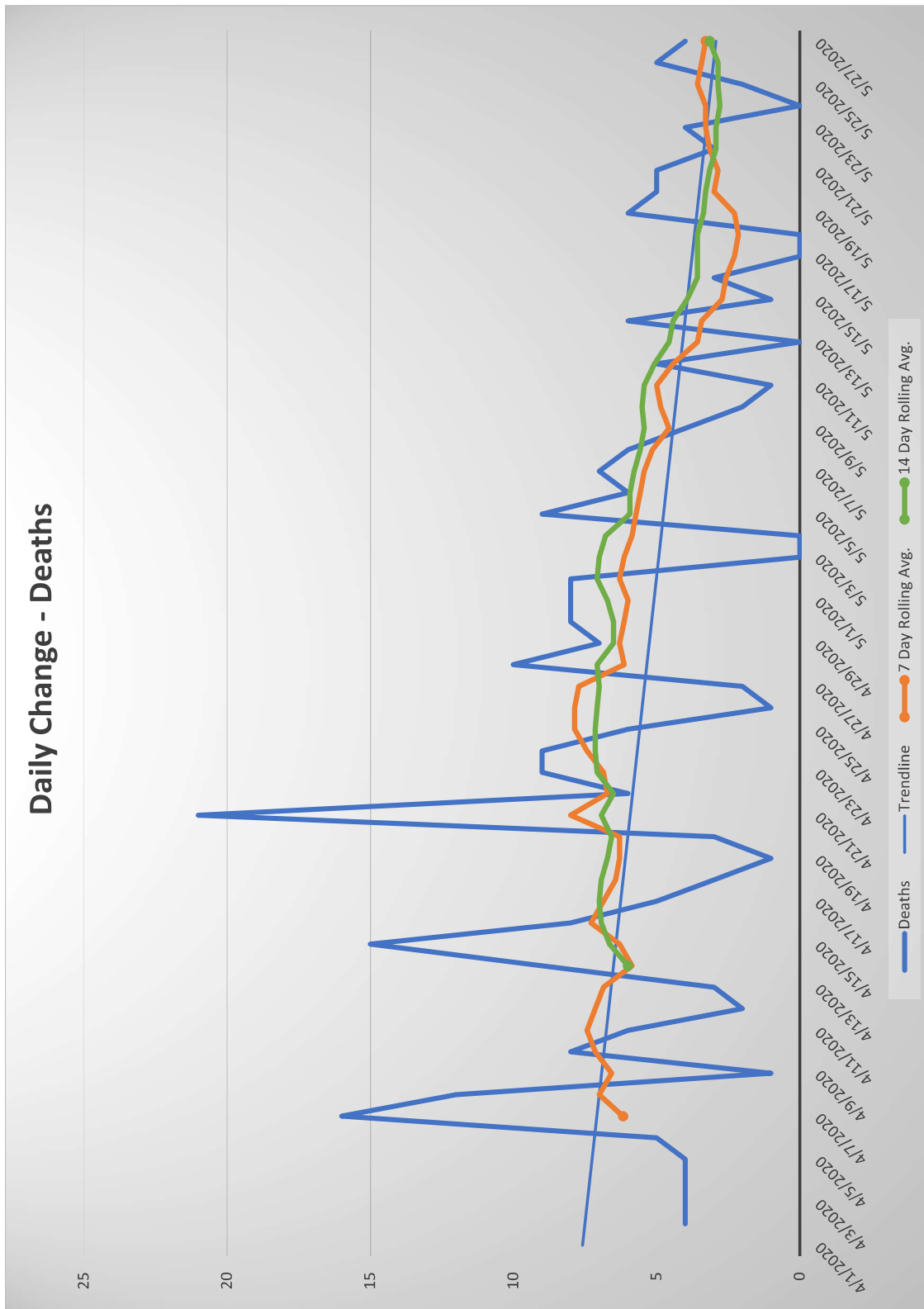
Daily Changes - Infections

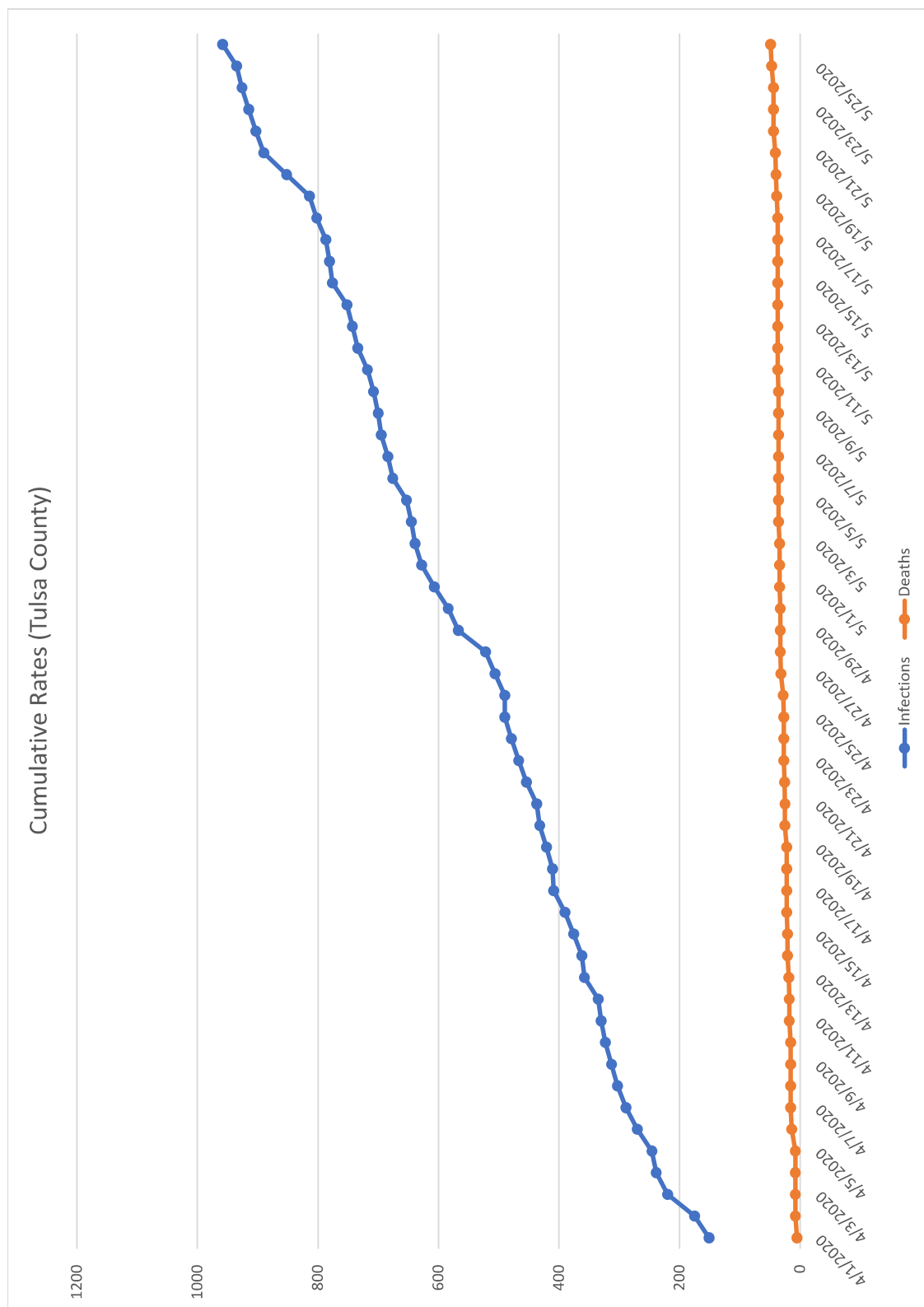


Daily Change-Hospitalizations

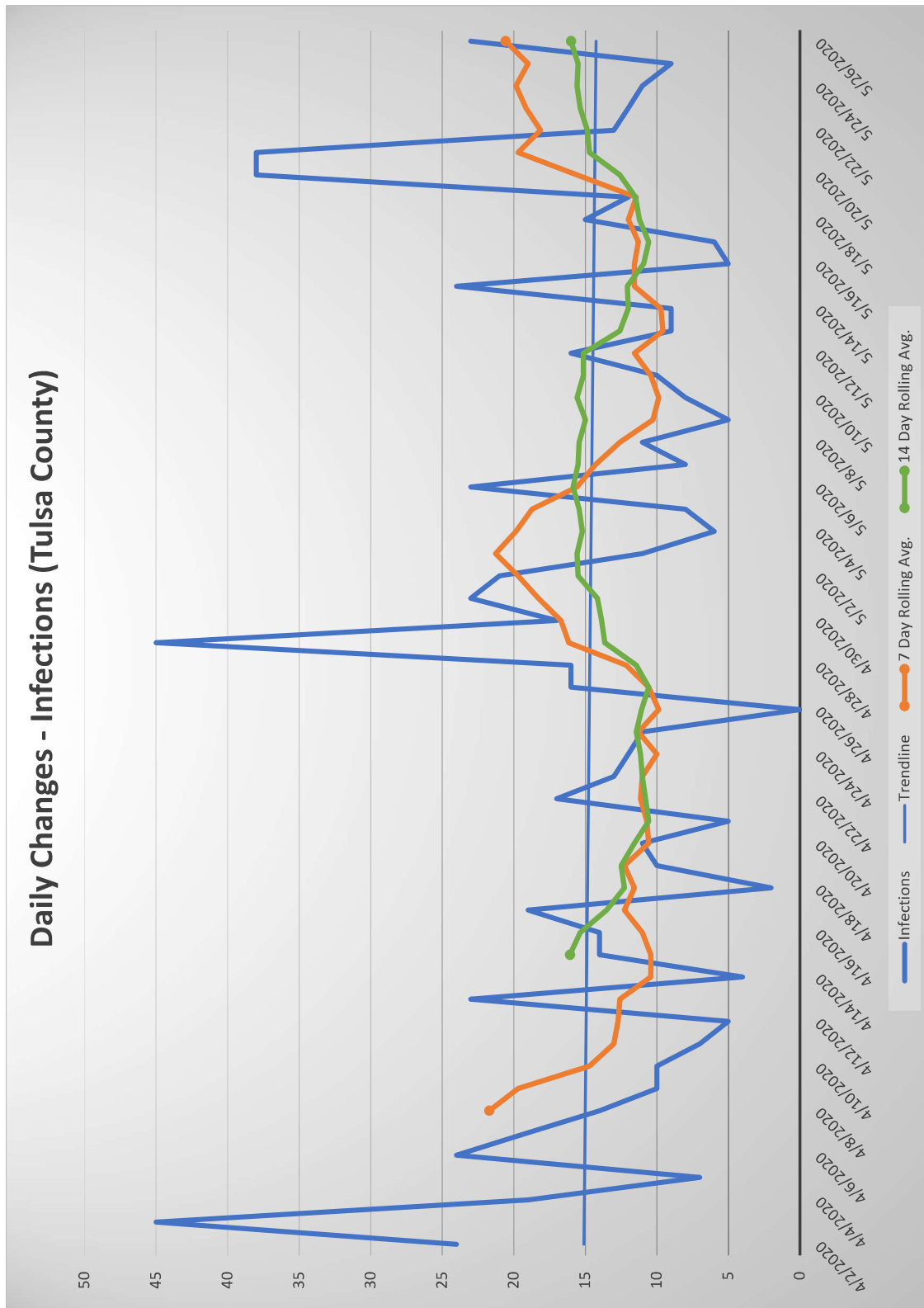


Daily Change - Deaths

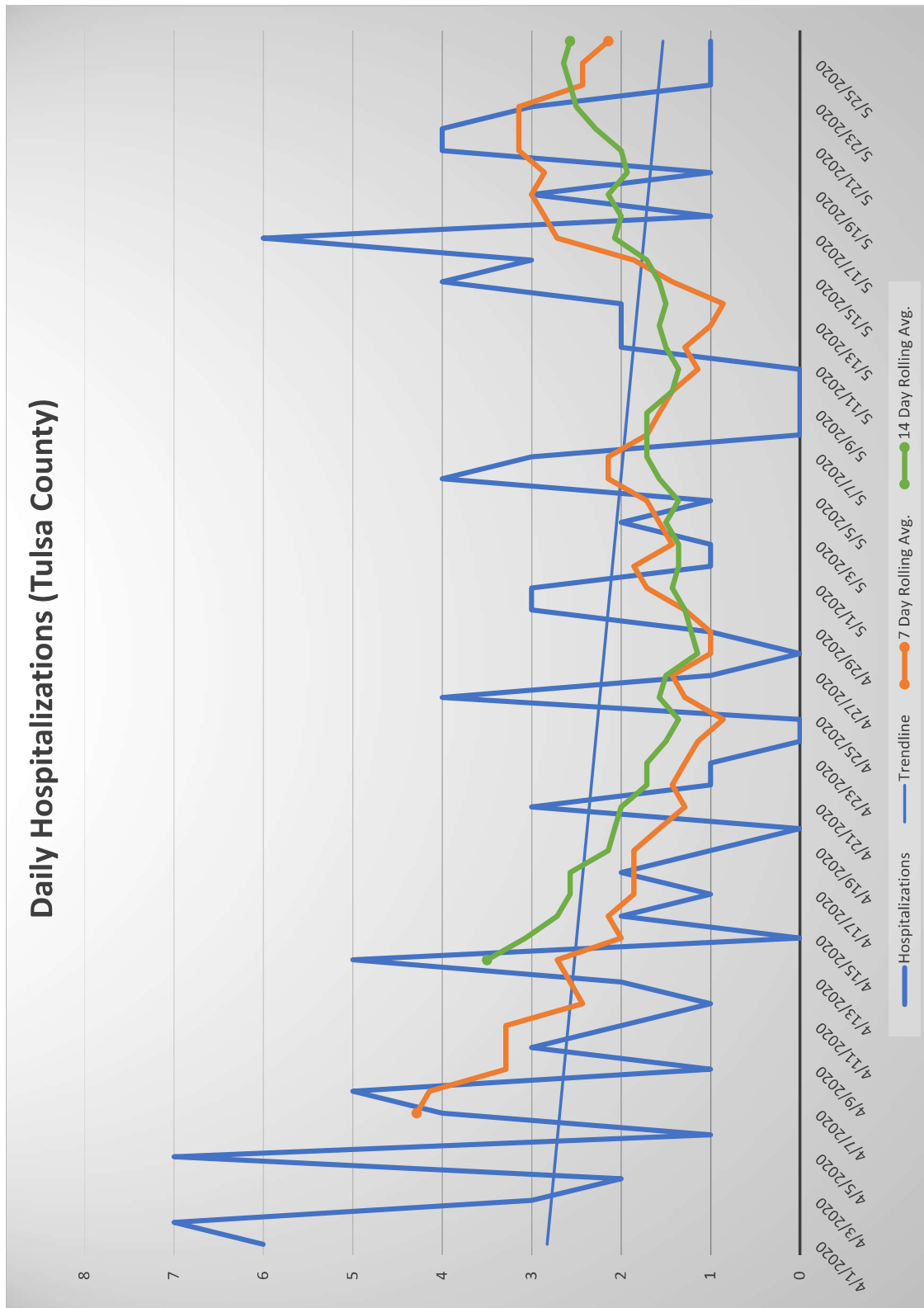




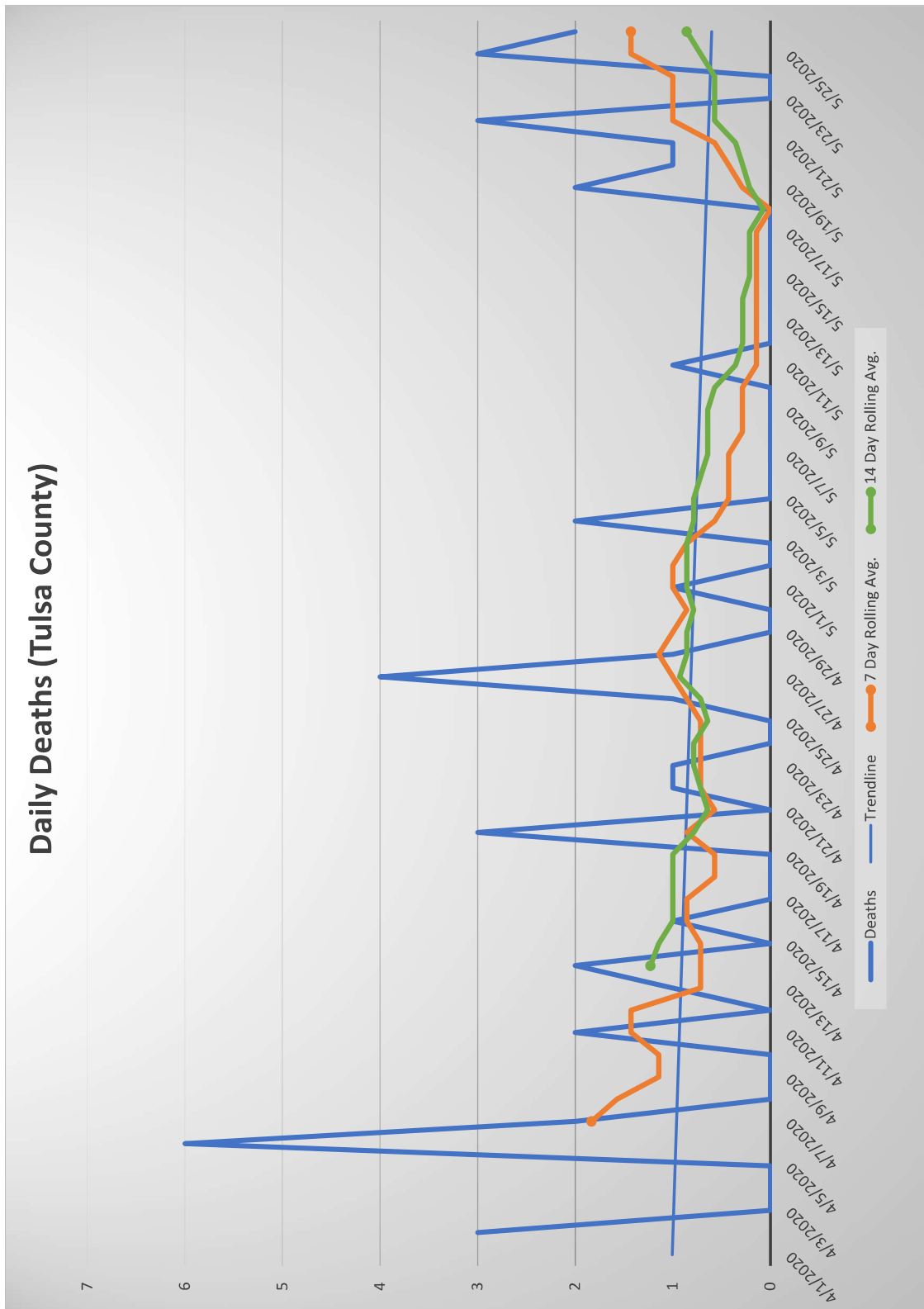
Daily Changes - Infections (Tulsa County)



Daily Hospitalizations (Tulsa County)



Daily Deaths (Tulsa County)



MINUTES
Regular Meeting
Monday, May 4, 2020 Zoom Video Conference 6:00 PM

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

COUNCIL ABSENT: Brandon Kearns

STAFF PRESENT: David Tillotson
Susan White
Lowell Peterson
Wendy Knight
John Gonsalves

- A) Call to Order - Timothy Lee Fox, Mayor**
Mayor Fox called the meeting to order at 6:05 p.m.
- B) Roll Call, Declaration of Quorum – Wendy Knight, City Clerk; Timothy Lee Fox, Mayor**
Wendy Knight called the roll, Mayor Fox declared a quorum present.
- C) Invocation – Jason Yarbrough, First Baptist Church**
- D) Proclamation Honoring Retired Volunteer Firefighter Nicholas “Jocko” Radford - Timothy Lee Fox, Mayor**

[PROCLAMATION.Volunteer Firefighter](#)

- E) Community Development Report – Lynn Burrow, Community Development Director**

[Community Development Director's Report 05 04 20](#)

F) Treasurers Report – John Gonsalves, Finance Director

[MARCH TREASURER'S REPORT](#)

G) City Manager Report – David Tillotson, City Manager

- A Special Council Meeting has been scheduled for May 18 for a proposed budget presentation. A parade honoring the high school seniors has also been set for that night.
- CARES funding is available - Governor Stitt's office is currently working with Tulsa County and OML to help local jurisdictions with reimbursements that are authorized under the CARES Act.

[CM Report.05042020 \(003\)](#)
[COVID Charts](#)

H) Mayor Report – Timothy Lee Fox, Mayor

- Reminded everyone that the pandemic is not over - the virus has not left. We need to use the things that we've learned the past 30-45 days to fight this pandemic: social distancing, masks, gloves, washing hands. We need to ease back into things gradually, and focus on taking care of each other.
- Oklahoma is the only state where cities rely on sales tax, and we appreciate Congressman Hern taking the fight up for Oklahoma. We need to address how our cities are funded in the future.

I) Council Comments

There were no Council comments.

J) Public Comments

There were no public comments.

K) Scheduled Business

- 1) Discussion and possible action to approve minutes from March 17, 2020, and April 6, 2020 meetings.
(Wendy Knight, City Clerk)

Moved by Joyce Calvert, seconded by Momodou Ceesay

To approve the minutes as presented.

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

CARRIED.

[City Council Regular Meeting - 17 Mar 2020 - Minutes - Html](#)

[City Council Regular Meeting - 06 Apr 2020 - Minutes - Html](#)

- 2) Discussion and possible action to reappoint Shayne Buchanan and Samantha Martin to the City of Glenpool Planning Commission and the Board of Adjustment for a term ending on May 8, 2023.
(Timothy Fox, Mayor)

Mayor Fox recommended the reappointment of Shayne Buchanan and Samantha Martin to the City of Glenpool Planning Commission and the Board of Adjustment for a term ending on May 8, 2023.

Moved by Momodou Ceesay, seconded by Joyce Calvert

To reappoint Shayne Buchanan and Samantha Martin to the City of Glenpool Planning Commission and the Board of Adjustment for a term ending on May 8, 2023.

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

CARRIED.

- 3) Discussion and possible action to recommend to Tulsa County Board of Commissioners that Trustee Timothy Fox should be reappointed to the GEMS Board for an additional five-year term, expiring May 31, 2025.
(Susan White, GEMS District Administrator)

Ms. White presented and recommended that Council recommend to Tulsa County Board of Commissioners that Trustee Timothy Fox should be reappointed to the GEMS Board for an additional five-year term, expiring May 31, 2025. The GEMS District was created under and 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 appointed the original members to the Board and desire a recommendation from the Glenpool City Council for all subsequent appointments as terms expire.

Moved by Momodou Ceesay, seconded by Jacqueline Triplett-Lund

To recommend to Tulsa County Board of Commissioners that Trustee Timothy Fox should be reappointed to the GEMS Board for an additional five-year term, expiring May 31, 2025.

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

CARRIED.

[GEMS BD APPT_Fox.2020](#)

- 4) Discussion and possible action to nominate 3 candidates to the OMAG Board of Trustees.
(Susan White, Assistant City Manager)

Ms. White recommended nominating Pam Polk, Daniel Tarkington, and Gerald Haury, to the OMAG Board of Trustees. Pam Polk and Daniel

Tarkington are incumbents, and Gerald Haury, Town of Mannford, actively participates with and supports the cities in our region.

Moved by Momodou Ceesay, seconded by Joyce Calvert

To nominate Pam Polk, Daniel Tarkington, and Gerald Haury, to the OMAG Board of Trustees.

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

CARRIED.

[OMAG.Trustee.Election.Staff.Report_2020](#)
[OMAG Ballot2020pdf](#)

- 5) Discussion and possible action to approve the Coronavirus AID, Relief and Economic Security (CARES) Act amendment to the City of Glenpool Nationwide 457(b) Retirement Plan.
(Susan White, Assistant City Manager)

Ms. White presented and recommended Council approval of the Coronavirus AID, Relief and Economic Security (CARES) Act amendment to the City of Glenpool Nationwide 457(b) Retirement Plan. Among its provisions, the CARES Act makes it easier to withdraw funds saved in certain tax-advantaged retirement accounts and traditional individual Retirement Accounts (IRAs), temporary changes that eliminate tax penalties on certain early withdrawals, relaxes the rules on loans from some types of accounts, and waives Required Minimum Distributions during the 2020 calendar year. There is no financial impact to the city, as the City of Glenpool 457(b) Retirement Plan is an employee only contribution plan.

Moved by Jacqueline Triplett-Lund, seconded by Joyce Calvert

To approve the Coronavirus AID, Relief and Economic Security (CARES) Act amendment to the City of Glenpool Nationwide 457(b)

Retirement Plan.

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

CARRIED.

[Staff Report 457\(b\) Amendment](#)
[Nationwide Plan Sponsor Election Form](#)
[Pension Solutions CARES Act](#)

- 6) Discussion and possible action to authorize release of a certain Irrevocable Standby Letter of Credit, No. 2019664179, issued by Prime Bank of Edmond in the amount of \$31,400.00 to secure performance by Park 151 CS LLC, of the installation of a certain public sanitary sewer line designed and installed to serve **Park 151 Addition** located at the Northeast corner of 151st Street and Elwood Ave in Glenpool as a condition for the City's release of final subdivision plats for recording purposes.
(Lynn Burrow, Community Development Director)

Mr. Burrow presented and recommended Council authorize release of a certain Irrevocable Standby Letter of Credit, No. 2019664179, issued by Prime Bank of Edmond in the amount of \$31,400.00 to secure performance by Park 151 CS LLC, of the installation of a certain public sanitary sewer line designed and installed to serve **Park 151 Addition** located at the Northeast corner of 151st Street and Elwood Ave in Glenpool as a condition for the City's release of final subdivision plats for recording purposes. The subject sanitary sewer has been installed, inspected, bonded, and is being dedicated to and accepted by the Glenpool Utility Services Authority (GUSA) in a separate action this date.

Moved by Jacqueline Triplett-Lund, seconded by Joyce Calvert

To authorize release of a certain Irrevocable Standby Letter of Credit, No. 2019664179, issued by Prime Bank of Edmond in the amount of

*\$31,400.00 to secure performance by Park 151 CS LLC, of the installation of a certain public sanitary sewer line designed and installed to serve **Park 151 Addition** located at the Northeast corner of 151st Street and Elwood Ave in Glenpool as a condition for the City's release of final subdivision plats for recording purposes.*

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

CARRIED.

[Release of LOC Project 151](#)

- 7) Discussion and possible action to approve and accept a General Utility Easement Dedication from ET&T Landholdings LLC, for a certain tract of land located within a part of **Lot 1, Block 2** of **South 75 Business Park: Phase III Addition**.
(Lynn Burrow, Community Development Director)

Mr. Burrow presented and recommended Council approval and acceptance of a General Utility Easement Dedication from ET&T Landholdings LLC, for a certain tract of land located within a part of **Lot 1, Block 2** of **South 75 Business Park: Phase III Addition**. This easement is being dedicated to the public to provide for the installation of a certain public waterline intended to serve the Mammoth Luxury Garage Condominium Project located at the North East corner of 166th Street South and Broadway Avenue.

Moved by Momodou Ceesay, seconded by Joyce Calvert

*To approve and accept a General Utility Easement Dedication from ET&T Landholdings LLC, for a certain tract of land located within a part of **Lot 1, Block 2** of **South 75 Business Park: Phase III Addition**.*

	For	Against	Abstained	Absent
Tim Fox	x			
Momodou Ceesay	x			

Joyce Calvert	x			
Jacqueline Triplett-Lund	x			
Brandon Kearns				x
	4	0	0	1

CARRIED.

Utility Easement Acceptance - S 75 Business Park54

- 8) Discussion and possible action to approve the Contract Bid received from Dunham's Asphalt Services, Inc. for Phase II of the Warrior Road Rehab Project in a total amount not to exceed \$695,831.00, to be funded from the current account balance remaining in the FY 2019/20120 Budget under Item No.50-6-14-6360: Street Improvements, and to authorize the City Manager to execute the same.
(Lynn Burrow, Community Development Director)

Mr. Burrow presented and recommended Council approval of the Contract Bid received from Dunham's Asphalt Services, Inc. for Phase II of the Warrior Road Rehab Project in a total amount not to exceed \$695,831.00, to be funded from the current account balance remaining in the FY 2019/20120 Budget under Item No.50-6-14-6360: Street Improvements. The scope of work covered under Phase II of this overall rehabilitation project deals with the demolition and replacement of all existing asphalt paving surfacing, concrete curbing, and certain existing driveway approaches along the length of a certain portion of Warrior Road. The Phase II work is scheduled to commence during the week of May 4th and is required to be fully complete within 75 calendar days or by approximately July 18th - baring weather related delays. Such completion date is well in advance of the start of the 2020/2021 school year scheduled for August 15th.

Moved by Momodou Ceesay, seconded by Joyce Calvert

To approve the Contract Bid received from Dunham's Asphalt Services, Inc. for Phase II of the Warrior Road Rehab Project in a total amount not to exceed \$695,831.00, to be funded from the current account balance remaining in the FY 2019/20120 Budget under Item No.50-6-14-6360: Street Improvements, and to authorize the City Manager to execute the same.

For Against Abstained Absent

Tim Fox	x				
Momodou Ceesay	x				
Joyce Calvert	x				
Jacqueline Triplett-Lund	x				
Brandon Kearns				x	
	4	0	0		1

CARRIED.

Warrior Road Rehab Phase II Bid Acceptance

- 9) Discussion and possible action to approve an amendment to the FY2019-2020 budget for \$559,422.00 to cover the cost of the Warrior Road Phase II Project, and a transfer in the amount of \$559,422.00 from Account 01-3001 to 50-6-14-6360, to adjust the budgetary appropriations.
(John Gonsalves, Finance Director)

Mr. Gonsalves presented and recommended Council approval of an amendment to the FY2019-2020 budget for \$559,422.00 to cover the cost of the Warrior Road Phase II Project, and a transfer in the amount of \$559,422.00 from Account 01-3001 to 50-6-14-6360, to adjust the budgetary appropriations. This transfer combined with the current balance in the Move Glenpool Forward account 50-6-14-6360 of \$136,409.00 will equal the cost to complete the project.

Moved by Jacqueline Triplett-Lund, seconded by Momodou Ceesay

To approve an amendment to the FY2019-2020 budget for \$559,422.00 to cover the cost of the Warrior Road Phase II Project, and a transfer in the amount of \$559,422.00 from Account 01-3001 to 50-6-14-6360, to adjust the budgetary appropriations.

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

CARRIED.

Final Warrior Road Transfer

- 10) Discussion and possible action to approve FY2019-2020 budget transfers.
(John Gonsalves, Finance Director)

Mr. Gonsalves presented and recommended Council approval of FY2019-2020 budget transfers. Some of these transfers are done on a monthly basis and the others are customarily done close to the end of the fiscal year.

Moved by Jacqueline Triplett-Lund, seconded by Joyce Calvert

To approve FY2019-2020 budget transfers.

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

CARRIED.

FINAL ANNUAL TRANSFERS 1

- 11) Discussion and possible action to approve the Employee Benefits Package for FYE 2021.
(David Tillotson, City Manager)

Mr. Tillotson presented and recommended Council approval of the Employee Benefits Package for FYE 2021. The Benefits Committee, made up of employees, met this year and voted to recommend the following comprehensive benefits package: Health – Community Care, Renewal; GAP – MedLink 6, Option 2; Teledoc – Employee Voluntary Plan, Renewal; Dental – Guardian J1 Choice, Renewal; Vision –

The Standard; and Life – The Standard, Package Pricing Option.

Moved by Joyce Calvert, seconded by Jacqueline Triplett-Lund

To approve the Employee Benefits Package for FYE 2021.

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

CARRIED.

[Staff Report - Benefits Renewal](#)
[Benefit Renewal.Final.04222020](#)

- 12) Discussion and possible action to enter into Executive Session for the purpose of conferring on matters pertaining to economic development, including the possible transfer of property, financing or the creation of a proposal to entice a business to locate within the City of Glenpool, because public disclosure of the matter to be discussed would interfere with the development of products or services and would violate the confidentiality of the business, pursuant to 25 O.S. § 307.C.10. (Open Meeting Act).
(David Tillotson, City Manager)

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

Moved by Joyce Calvert, seconded by Jacqueline Triplett-Lund

To enter into Executive Session at 7:32 p.m.

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

CARRIED.

- 13) Discussion and possible action to reconvene in Regular Session.
(Timothy Lee Fox, Mayor)

Moved by Jacqueline Triplett-Lund, seconded by Joyce Calvert

To reconvene in Regular Session at 8:05 p.m.

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

CARRIED.

L) Adjournment

Mayor Fox declared the meeting adjourned at 8:06 p.m.

MINUTES
Special Meeting
Monday, May 18, 2020 Council Chambers 6:00 PM

COUNCIL PRESENT: Tim Fox
Jacqueline Triplett-Lund
Brandon Kearns

COUNCIL ABSENT: Momodou Ceesay
Joyce Calvert

STAFF PRESENT: David Tillotson
Susan White
Lowell Peterson
Wendy Knight
Lynn Burrow
Jim Martin

STAFF ABSENT: John Gonsalves

- A) Call to Order - Timothy Lee Fox, Mayor**
Mayor Fox called the meeting to order at 6:05 p.m.
- B) Roll Call, Declaration of Quorum – Wendy Knight, City Clerk; Timothy Lee Fox, Mayor**
Wendy Knight called the roll, Mayor Fox declared a quorum present.
- C) Pledge of Allegiance – Timothy Lee Fox, Mayor**
- D) Public Comments**
There were no public comments.
- E) Scheduled Business**
- 1) Presentation of FY20/21 proposed budget. No action will be taken.
(David Tillotson, City Manager)

Mr. Tillotson presented a draft of the FY20/21 proposed budget. No action was taken.
 - 2) Discussion and possible action to enter into Executive Session for the purposes of **A)** discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of a salaried employee, in accordance with 25 O.S. § 307.B.1. (Open Meeting Act), to wit,

discussion of annual evaluation provision; and **B**) discussing negotiations concerning employees and representatives of employee groups, specifically for the purpose of discussing possible amendments to, and terms and conditions of, a collective bargaining agreement with the Fraternal Order of Police, Lodge 133, for the 2020-2021 Fiscal Year, pursuant to 25 O.S. § 307(B)(2) (Open Meeting Act).
(Timothy Fox, Mayor), (Susan White, Assistant City Manager)

Mayor Fox and Ms. White recommended entering into Executive Session for the purposes of A) discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of a salaried employee, in accordance with 25 O.S. § 307.B.1. (Open Meeting Act), to wit, discussion of annual evaluation provision; and B) discussing negotiations concerning employees and representatives of employee groups, specifically for the purpose of discussing possible amendments to, and terms and conditions of, a collective bargaining agreement with the Fraternal Order of Police, Lodge 133, for the 2020-2021 Fiscal Year, pursuant to 25 O.S. § 307(B)(2) (Open Meeting Act).

Moved by Jacqueline Triplett-Lund, seconded by Brandon Kearns

To enter into Executive Session at 6:52 p.m.

	For	Against	Abstained	Absent
Tim Fox	x			
Momodou Ceesay				x
Joyce Calvert				x
Jacqueline Triplett-Lund	x			
Brandon Kearns	x			
	3	0	0	2

CARRIED.

- 3) Discussion and possible action to reconvene in Regular Session.
(Timothy Fox, Mayor)

Moved by Jacqueline Triplett-Lund, seconded by Brandon Kearns

To reconvene in Regular Session.

	For	Against	Abstained	Absent
Tim Fox	x			
Momodou Ceesay				x
Joyce Calvert				x
Jacqueline Triplett-Lund	x			

Lund	x			
Brandon Kearns	3	0	0	2

CARRIED.

F) Adjournment

Mayor Fox declared the meeting adjourned at 8:26 p.m.



July 2019-June 2020 Accomplishments

For your consideration:

I am extremely proud of what has been accomplished at the Glenpool Chamber of Commerce in not only the past year, but also the previous three years.

I think the board of directors and staff have done an outstanding job getting the chamber to where it is today by utilizing chamber resources and funds provided by the City of Glenpool to further enhance our city.

We are moving in the direction that is positive for both chamber members as well as for the entire community.

I hope we can continue this forward momentum and continue to move toward being a vital and viable advocate for Glenpool business.

Sincerely,

Sydney Bland



July 2019 – June 2020 Chamber Report

For your consideration,
The Glenpool Chamber of Commerce . . .

- Has added 19 new chamber members as of June 1, 2019; one of which has gone out of business
 - Akdar Shrine (October)
 - V.I.P Nails & Spa/Oscar Nails & Spa
 - Watchmen Security Services: (Greg Bates)
 - We Clean 4-U: Chris Evans intro
 - Helton Law Firm: Scott Helton (October)
 - Blue Dog Carpet Cleaning: Chase (September)
 - Moon Shine Tanning: Christie Miller (October)
 - Permastone Countertop Solutions (Feb)
 - Mature Transitions of Tulsa
 - Doctor Green, USA
 - Casey's General Store
 - Andy B's Bowl Social
 - Jan Pro of Tulsa
 - Coffee Bunker
 - 5 Rings: Maria Revilla
 - Tulsa Federal Credit Union
 - Spacewalk of South Tulsa: Michael/Terri Ridgeway
 - Bolding Roofing, Painting, Coatings (Richard Bolding)
 - Aflac agent Josiah Long

- continues to run the chamber as a business and is operating in the “black”
- has approximately \$30,000 in checking account
- works within an organized, online Quickbooks environment
- continually follows checks and balances systems
- follows approved protocols involving cash payments
- has an executive committee in place to review finances on a monthly basis
- has federally mandated protocols in place
- provides a chamber newsletter that is emailed to all current members and their representatives
- works in association with city administration, the school system, Tulsa Tech, Tulsa Community College, SCORE, Green County Adult/Teen Challenge, OneVoice, Mercy Missions II, Oklahoma Chamber of Commerce Executives and other clubs/nonprofits toward the improvement of the community and individual members
- utilizes its Workforce & Education committee to bring schools and local business closer. The chamber sees itself as the connection for integrating the classroom with business while improving the entire Glenpool community. We want to forge a cooperative group that can not only expose our students to their futures and help with their transition from high school/college into the work force, but that can also supply a transitional workforce to our local businesses through hands-on training, which they have supplied. We want to give students a reason to stay in Glenpool . . . a career. School interns are connected throughout the community with local businesses through this program.
- Coordinated the second “BlackGold Christmas” and kick-off event “Merry Monday,” which promoted businesses throughout the community, encouraged community camaraderie and brought three times the normal business to the immediate area during the kick-off event. This second annual event had an increase of approximately 33 percent participation
- maintains a website and Facebook page; developed a new website that will launch in the fall of 2020
- Attended Tulsa Women’s Leadership Conference
- Attended Jenks Economic Development Seminar
- Was represented at the State of Inclusion breakfast
- informs the community with regular eBlasts promoting upcoming chamber, chamber-member and community events, as well as public service information in the event of flooding and tornadoes
- has held no-charge Business Basics workshops in collaboration with SCORE

- Social Media Concepts
- Social Media 101 seminar (3)
- Business 101 (3)
- Playing the IRS Game seminar
- Simple Steps for Starting a Business seminar
- Hosted a day-long workshops with area marketing and social media professionals
- maintains positive relationships with city officials and Glenpool business people
- plans and carries out successful BlackGold Days festivals and annual banquets
- planned horse and carriage rides during Merry Monday for area residents that brought in people from outside the Glenpool community, thus promoting our economy
- hosts monthly chamber business luncheons that promote chamber member businesses, individuals and community events, and provides an arena for positive relationship-building
- acts as a conduit between individual business people and the City of Glenpool in promoting economic development
- meets with state and national legislators to voice the needs of the Glenpool community
- promotes Glenpool businesses and the municipality through specific state legislation
- maintains an active membership with the Regional Tulsa Coalition chamber executives, the Oklahoma State Chamber and the US Chamber of Commerce
- hosts various ribbon cuttings for new businesses
- plans, recruits and carries out Leadership Glenpool
- carries on positive relationships and shares information with the other Oklahoma chambers as well as chambers in Kansas, Missouri and Arkansas
- Attended many Covid-19 teleconferences on PPP, EIDL, unemployment, etc. with local, state and national speakers, Oklahoma bankers, and local, state and national chamber leaders
- Is developing a coalition with Tulsa Economic Development Corporation (TEDC) for grants and loans for small business owners in the Glenpool area
- Annually awards two \$700 scholarships to one young man and one young woman at the end of their senior years of high school
- Is collaborating with TEDC (Tulsa Economic Development Corporation) in making \$1.1 million in funds for zero interest loans for small business owners and entrepreneurs affected by COVID-19 in the Glenpool area.

TO: HONORABLE MAYOR & GLENPOOL CITY COUNCILORS

FROM: JAMES TYLER MCHENDRY AICP, CITY PLANNER

DATE: JUNE 1, 2020

ITEM: GZ-276 | ORDINANCE NO. 774

REQUEST: REZONE A 6.83-ACRE SITE FROM CG (COMMERCIAL GENERAL) TO RM-2 (RESIDENTIAL MULTI-FAMILY MEDIUM DENSITY), THE SITE IS A PART OF LOT 3 BLOCK 3 OF THE MONTAPP ADDITION

APPLICANT: JEFF HILST FOR GRANDVIEW HEIGHTS APARTMENTS, LCC

SITE: SITE IS GENERALLY LOCATED SOUTH OF W. 121ST STREET S. (SH 117) ALONG THE WEST SIDE OF YUKON AVENUE IMMEDIATELY NORTH OF THE SITE OF GRANDVIEW APARTMENTS

ZONING: CG | COMMERCIAL GENERAL

COMP PLAN: SUBURBAN COMMERCIAL

BACKGROUND

GZ 276 is an application for a rezone of 6.83 acres of platted lands, a part of Lot 3 Block 3 Montapp Addition, just west of Yukon Avenue and south of W. 121st Street South, the applicant is seeking to change zoning from CG (commercial general) to RM-2 (multi-family medium density).

ANALYSIS

The site has been platted and is the remaining lands of Lot 3 Block 3 Montapp Addition. From a review of the FEMA regulated 100-year floodplain map (INCOG – *Tulsa County Floodplain Map*), subject site is not shown within the FEMA regulated 100-year floodplain.

SURROUNDING LAND USES

Land use and zoning of properties immediately adjacent to the subject site:

	Zoning	Land Use
North	CG (commercial general)	medical office
South	CG (commercial general)	Grandview apartment campus
East	CG (commercial general)	office buildings and undeveloped commercial lands
West	RE (residential estate)	Longhorn Estates - single-family residential subdivision

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

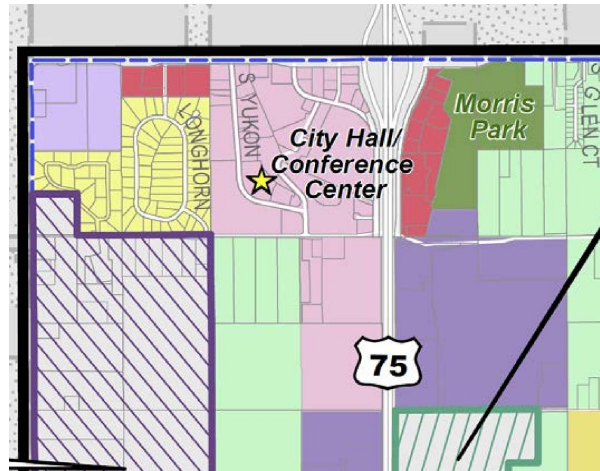
*Mayor Tim Fox, Vice-Mayor Momodou Ceesay, Councilors: Joyce Calvert, Brandon Kearns and Jacqueline Lund
City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Wendy Knight*

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COMPREHENSIVE PLAN/ZONING

The site is on lands shown as Suburban Commercial.

The Glenpool 2030 Plan (Comprehensive Plan)



Glenpool, Oklahoma Comprehensive Plan Map Legend

Land Use

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

- General Commercial
- Industrial Light
- Industrial Medium

Districts

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

Corridors

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

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

- Glenpool Annexation Fence Line
- Glenpool Corporate Limits
- Unincorporated Area
- Parcel Boundary

ADOPTED
11/14/2017

This designation involves commercial developments, whether at a neighborhood or community scale, that stand apart from most auto-oriented contemporary development through reduced site coverage and other design elements that move a site in the suburban range of the community character spectrum relative to sites where "gray" space predominate over "green" and open spaces.

Development Types

- Range of commercial retail and service uses, at varying scales and intensities depending on the site
- Office (involving large and/or multi-story buildings or only small-scale office uses depending on the site), which may involve a medical or technology/research focus
- Planned development to accommodate custom site designs or mixing of uses in a suburban character setting
- Public/institutional uses
- Parks and public spaces

Table 21, below, relates the land use and character designations on the updated 2030 PLAN Map to the zoning districts in the City's zoning regulations. It also replaces the previous Land Use Plan Matrix in the 2010 version of the plan that focused on linking the zoning districts to areas of Low, Medium and High Intensity land use on the previous Comprehensive Plan Map.

TABLE 21: Future Land Use Designations Relative to Zoning Classifications

Future Land Use Designation	Mostly Closely Associated Zoning District(s)	Commentary
Rural	Agricultural (AG)	
Parks & Recreational Open Space	All but commercial and industrial districts	
Estate Residential	Residential Estate (RE)	Stands apart as a transitional character area between scattered residential uses in Rural character areas and more condensed subdivision layouts even in Suburban Residential character areas.
Suburban Residential	Single-Family Low Density (RS-1) Planned Unit Development (PUD)	Makes a distinction between more intensive General Residential character areas relative to Suburban Residential, with only RS-1 zoning considered appropriate for Suburban Residential areas. In contrast, the 2010 Comprehensive Plan equated all three RS zoning districts to "Low Intensity Residential."
General Residential	Single-Family Medium Density (RS-2) Single-Family High Density (RS-3) Residential Manufactured Home (RMH) Planned Unit Development (PUD)	
Neighborhood Conservation	None currently	The same residential zoning districts are currently applied to both contemporary new developments and to older, long-established neighborhoods.
Attached Residential	Duplex (RD) Multi-Family Townhouse (RMT) Planned Unit Development (PUD)	Makes a distinction between less intensive forms of attached housing, such as duplexes, patio homes and townhouses, relative to the most intensive forms—larger-scale and often multi-story apartment buildings—which are regulated by the RM zoning districts.
Multi-Family Residential	Multi-Family Low Density (RM-1) Multi-Family Medium Density (RM-2) Planned Unit Development (PUD)	
Suburban Commercial	Planned Unit Development (PUD)	The current zoning district options for commercial development will not necessarily produce a Suburban character outcome without the developer choosing to go beyond the minimum applicable standards.
General Commercial	Office Low Intensity (OL) Office Medium Intensity (OM) Commercial Shopping Center (CS) Commercial General (CG)	
Industrial - Light	Light Manufacturing Research and Development (IL)	A separate designation provided for the most intensive industrial uses allowed in the city as regulated by the IM zoning district.
Industrial - Medium	Industrial Moderate (IM)	

ZONING: RELATIONSHIP TO COMPREHENSIVE PLAN

The primary purpose of zoning regulations is the implementation of the 2030 PLAN. Prior to adopting and amending zoning regulations and zoning and rezoning of land, the actions taken must be evaluated for consistency with the land use designations shown in the 2030 PLAN. Provisions of the Zoning Code must not contradict the intent and purpose of the 2030 PLAN and must not preclude the realization of the goals, objectives and policies of the 2030 PLAN.

This does not mean that zoning districts must duplicate the nomenclature of land use categories exactly, but they should be compatible with the goals, objectives, policies and principles that describe the intent of the various land use categories as designated in the 2030 PLAN. Part IV of this plan includes a new 2030 PLAN Map, as updated since 2010 through the 2016-17 interim update process, and associated descriptions of the land use categories depicted on the Map. Also in Part IV, with the Map, is Table 21, Future Land Use Designations Relative to Zoning Classifications.

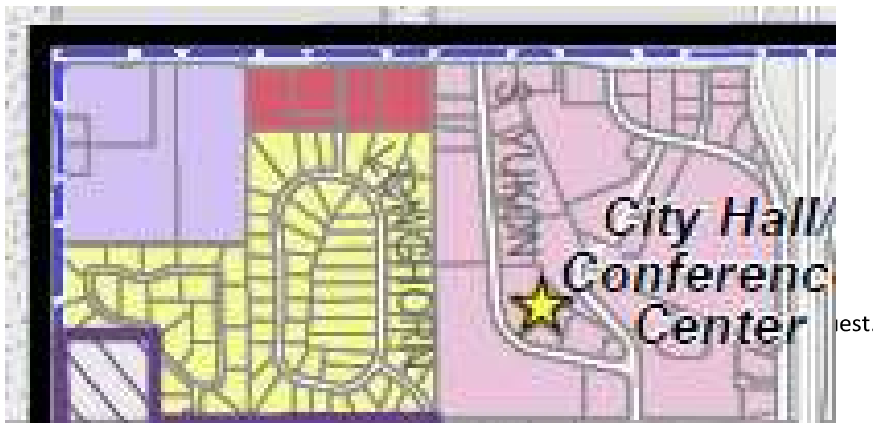
RECOMMENDATION

In some cases, the plan consistency determination will depend on the circumstances of the particular site and its vicinity, and judgement will also be necessary as to whether a proposed zoning action should require a concurrent plan amendment. (Part 2, Elements of the 2030 Plan)

A PUD is the most closely associated zoning district associated with Suburban Commercial Comprehensive Plan designation.

Multi-family uses are not a “development type” included in character designations of future land use on Suburban Commercial lands.

However, of note, per 11.3.7 of the City’s zoning Code: (9). *Any use may be considered for inclusion in a Planned Unit Development (PUD).*



The applicant has not applied for a PUD, but instead is seeking the RM-2 zoning designation, the RM-2 zoning designation requires a Specific Use Permit be obtained for sites supporting 7 or more apartment.

Specific Use Permit authorize certain uses which, because of the nature and characteristics of those uses, may potentially have adverse impacts on surrounding properties. The SUP process allows the City to evaluate the merits of each proposed specific use on the basis of its particular location and context and a site plan, to ensure that the specific use, if authorized, will be operated in a manner that is compatible with the surrounding uses.

The subject site is along the westernmost boundary of the suburban commercial comp plan designation, the site is adjacent to lands shown as suburban residential, lands designated suburban residential have been developed with RE (residential estate) single family homes.

The site is immediately adjacent to the existing multi-family land use/apartment campus, which was an approved land use with by a special use exception granted by the Board of Adjustment within the framework of the City's previous zoning ordinance.

The use of lands for multi-family could serve to buffer the existing single-family development from commercial land uses, a land use pattern encouraged by the City's Comprehensive Plan.

The use of the site for a multi-family development could promote a less intense use development than what would be allowed under the CG (zoning designation); the CG designation does not have height restrictions and has the potential to have greater transportation impacts. Commercial uses are generally allowed on the subject site (CG - commercial general zoning) without a PUD or Specific Use Permit.

Along the western most part of the platted tract exists a 25-foot wide landscape reserve (parallel to property line); in addition, there exists a 50 OG&E right-of-way parallel to the property line.

Given the site is located in a commercial area with existing infrastructure to support the development, where the land use is an extension of an existing land use, and where the existing land use to the west will be provided a 50 foot setback from their rear property line, and given a Specific Use Permit will be required , Staff finds the application to support the following residential policies contained within the City's Comprehensive Plan.

Residential Area Goals:

- 2. Provide a variety of dwelling unit types and densities in the residential areas to meet the needs of all citizens.*
- 7. Promote the stability of existing and planned residential neighborhoods by consciously addressing matters of compatibility between residential and nonresidential uses giving due regard to the transition of land uses and intensities and using buffering as well as Planned Unit Development (PUD) concepts.*

Residential Area Policies:

2. Residential areas should be designed and developed in such a manner as to be buffered from multi-family, medium intensity office, commercial and industrial uses by increased setbacks, open spaces and natural or man-made screening.

PLANNING COMMISSION RECOMMENDED MOTION

On May 11, 2020 at the regular session, the Planning Commission recommended approval of GZ 276, the applicant's request to change the zoning of the 6.83 acre site, the balance of Lot 3 Block 3 Montapp Addition from CG to RM-2 with a 4 - 0 vote.

STAFF RECOMMENDED MOTION

Motion to approve GZ-276, a zoning request to change the zoning of the 6.83 acre site by instrument of Ordinance No. 774 on the balance of Lot 3 Block 3 Montapp Addition from CG to RM-2.

ATTACHMENTS:

1. Aerial Photo
2. Zoning Map
3. Application
4. May 11, 2020 Request to Address Board
5. Ordinance No. 774

PUBLIC HEARING NOTICE:

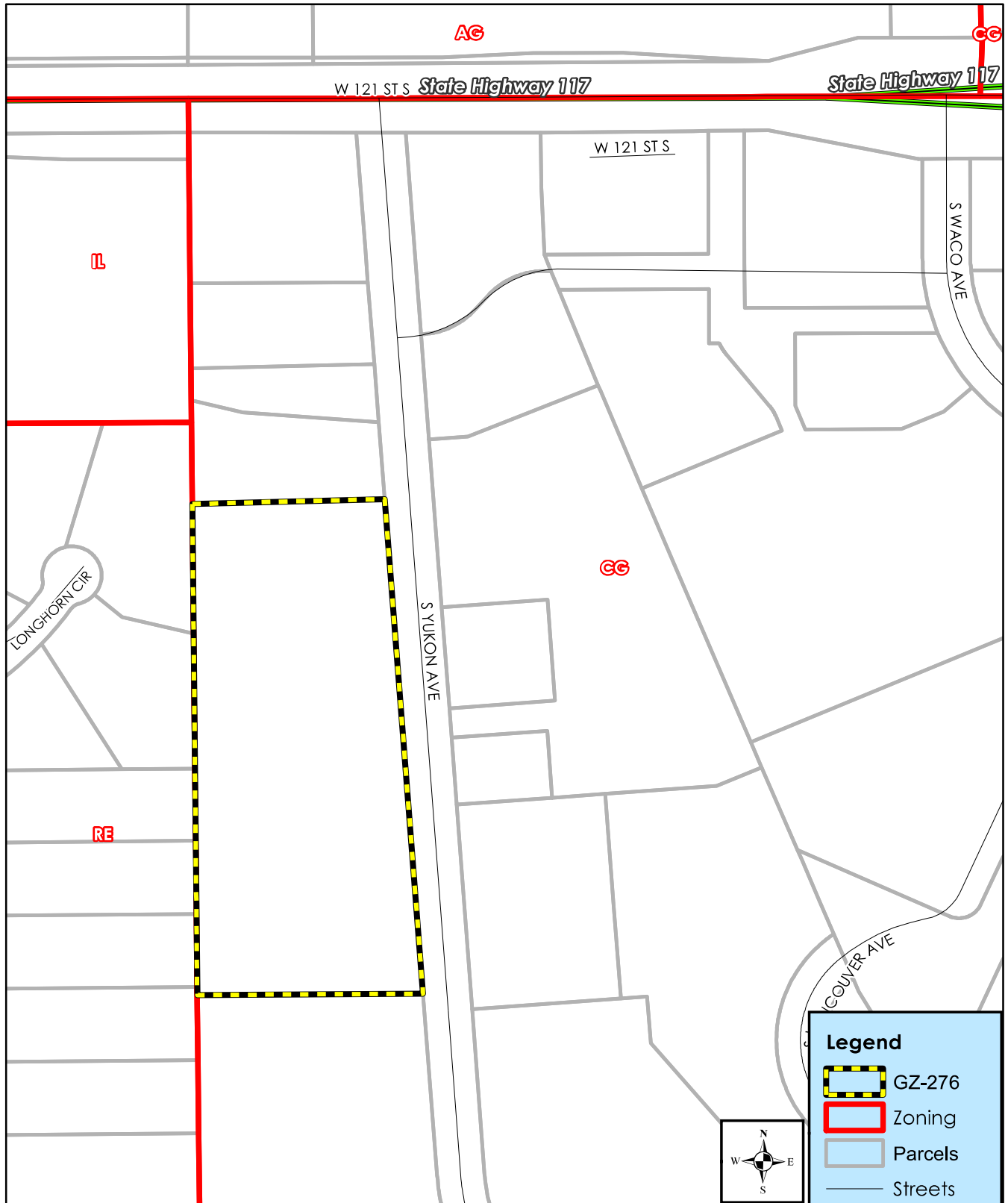
1. 300-foot radius mailed 2020/04/17
2. Published in Tulsa World 2020/04/19
3. Sign posted 2020/04/17



GZ-276 -- request to rezone a 6.83-acre site from CG (commercial general) to RM-2 (residential multi-family medium density), the site is a part of Lot 3 Block 3 of the Montapp Addition, located just south of W 121st Street S. (OK SH 117) and 0.50 miles west of US Hwy. 75

Note: graphic overlays may not precisely align with physical features on the ground, see attached legal description.

Source Data: INCOG, ODOT
Tulsa County Assessor Office



CITY OF GLENPOOL PLANNING COMMISSION☒ **ZONING** ☐ **PUD** ☐ **PUD AMENDMENT**

CASE NUMBER _____

12205 S. Yukon Ave - Glenpool, Oklahoma 74033 - (918) 209-4610 - FAX (918) 209-4611

www.glenpoolonline.com

APPLICATION INFORMATION

RECEIVED BY: _____ DATE FILED: _____ TAC DATE: _____ PC DATE: _____ CITY COUNCIL DATE: _____

☐ RES ☐ NON-RES ☐ COMBO RELATED ZONING OR PUD #: _____ BUILDING PERMIT APPLICATION NUMBER: _____☐ GLENPOOL CITY LIMITS NEIGHBORHOOD ASSOCIATIONS: _____**SUBJECT PROPERTY INFORMATION**ADDRESS OR DESCRIPTIVE LOCATION: Below TRACT SIZE: 6.8266 A.LEGAL DESCRIPTION: the balance of Lot 3, Block 3, Montapp Addition to City of Glenpool, Tulsa County, Oklahoma, according to recorded Plat No. 6331 (see attachment)PRESENT USE: vacant land PRESENT ZONING: CG**INFORMATION ABOUT YOUR PROPOSAL**PROPOSED NEW ZONING: RM3 DEV. AREAS AFFECTED BY PUD AMENDMENT: _____ PUD PROPOSAL ATTACHED ☐ Y ☐ NPROPOSED USE: Phase II of Grandview Heights Apts. NATURE OF PUD AMENDMENT: _____

APPLICANT INFORMATION	PROPERTY OWNER INFORMATION
NAME <u>Grandview Heights Apartments, LLC</u>	NAME <u>MONTAPP DEVELOPMENT, LLC</u>
ADDRESS <u>4527 E. 91st St.</u>	ADDRESS <u>249 S. COLTRANE RD.</u>
CITY, ST, ZIP <u>Tulsa, OK 74137</u>	CITY, ST, ZIP <u>EDMOND, OK 73034</u>
DAYTIME PHONE <u>918-260-6686</u>	DAYTIME PHONE <u>405-752-7522</u>
EMAIL <u>jeff.hilst@watermarkprop.com</u>	EMAIL <u>jim@TAPP COMPANIES.COM</u>
FAX <u>918-994-4008</u>	FAX <u>405-749-9924</u>
I, THE UNDERSIGNED APPLICANT, CERTIFY THAT THE INFORMATION ON THIS APPLICATION IS TRUE AND CORRECT.	
SIGNATURE & DATE: <u>Jeff Hilst</u> <u>4-3-20</u>	

DOES OWNER CONSENT TO THIS APPLICATION ☒ Y ☐ N. WHAT IS APPLICANT'S RELATIONSHIP TO OWNER? land purchaser**APPLICATION FEES**

BASE APPLICATION FEE	\$		
ADDITIONAL FEE	ACRES x SLIDING FEE =	\$	APPLICATION SUBTOTAL \$
NEWSPAPER PUBLICATION TO BE BILLED TO APPLICANT	\$		
SIGNS	\$50 X =	\$	
300' PROPERTY OWNERS MAILING & POSTAGE	\$1.00 per Name =	\$	NOTICE SUBTOTAL \$
RECEIPT NUMBER:		TOTAL AMOUNT DUE	\$

APPLICATION FEES IN WHOLE OR PART WILL NOT BE REFUNDED AFTER NOTIFICATION HAS BEEN GIVEN.

DISPOSITION

STAFF RECOMMENDATION:	
PC RECOMMENDATION:	PC ACTION DATE/VOTE:
CITY COUNCIL ACTION DATE/VOTE	ORDINANCE NO:
PLAT NAME	PLAT WAIVER ☐ Y ☐ N

REVISED 7/23/2017

James McHendry

From: Jeff Hilst <jeff.hilst@watermarkprop.com>
Sent: Tuesday, April 7, 2020 10:14 AM
To: James McHendry; Orion Realty Advisors
Cc: Lynn Burrow
Subject: RE: Rezoning Application - Montapp 6.83 A. Jeff Hilst

James:

I would like to amend the zoning application for the 6.7 acre parcel South of the Grandview Heights Apartments to ask for RM2 Zoning.

Thanks,

Jeff Hilst
Manager of Grandview Heights Apartments, LLC

From: James McHendry <jmchendry@cityofglenpool.com>
Sent: Tuesday, April 7, 2020 10:09 AM
To: Jeff Hilst <jeff.hilst@watermarkprop.com>; Orion Realty Advisors <orionrealtyadvisors@cox.net>
Cc: Lynn Burrow <lborrow@cityofglenpool.com>
Subject: RE: Rezoning Application - Montapp 6.83 A. Jeff Hilst

Yes, sir; just let me know in an email your intended zoning request.

Upon receipt we will get the legal notices prepared and move forward with review.

Will follow up with any additional questions, good day.

James Tyler McHendry, AICP
Planning Director
City of Glenpool
12205 S. Yukon Ave
Glenpool, OK 74033
(918) 209-4617
jmchendry@cityofglenpool.com



From: Jeff Hilst <jeff.hilst@watermarkprop.com>
Sent: Tuesday, April 7, 2020 10:02 AM
To: James McHendry <jmchendry@cityofglenpool.com>; Orion Realty Advisors <orionrealtyadvisors@cox.net>
Cc: Lynn Burrow <lborrow@cityofglenpool.com>
Subject: RE: Rezoning Application - Montapp 6.83 A. Jeff Hilst

James:

My mistake. I thought I looked online and saw an RM-3. I am OK with RM-2. What do I need to do to amend the application? Can I simply ask you to change the request to RM-2?

Please let me know.

Thanks,

Jeff

From: James McHendry <jmchendry@cityofglenpool.com>
Sent: Monday, April 6, 2020 10:15 AM
To: Orion Realty Advisors <orionrealtyadvisors@cox.net>
Cc: Jeff Hilst <jeff.hilst@watermarkprop.com>; Lynn Burrow <lborrow@cityofglenpool.com>
Subject: RE: Rezoning Application - Montapp 6.83 A. Jeff Hilst

Roy,

Your rezone application requests an RM3 zoning designation.

The COG does not have an RM3 zoning designation established; please advise.

Table 11-3-2			
Zoning Districts Established			
District Type	District Abbreviation	District	The purpose of this district is to:
Agricultural	AG	Agricultural	Preserve agricultural and farmstead uses.
Residential Districts			
Residential Single Family	RE	Residential Estate	Allow the development and conservation of single-family detached homes in a suitable environment for family life on large parcels of land at a low population density.
	RS-1	Single-Family Low Density	Allow conventional subdivisions of single-family detached dwellings.

PLATTING REQUIREMENT

For the purposes of providing a proper arrangement of streets and assuring the adequacy of open spaces for traffic, utilities, and access of emergency vehicles, commensurate with the intensification of land use customarily incident to a change of zoning, a platting requirement is established as follows:

For any land which has been rezoned to a zoning classification other than AG upon application of a private party or for any land which has been granted a special exception by the Board of Adjustment as enumerated within Use Units 2, 4, 5, 8, and 20, no building permit or zoning clearance permit shall be issued until that portion of the tract on which the permit is sought has been included within a subdivision plat or replat, as the case may be, submitted to and approved by the Planning Commission, and filed of record in the office of the County Clerk where the property is situated. Provided that the Planning Commission, pursuant to their exclusive jurisdiction of subdivision plats, may remove the platting requirement upon a determination that the above stated purposes have been achieved by previous platting or could not be achieved by a plat or replat.

I hereby certify that I have read and understand the above requirements and that I will plat, replat or have the platting requirements waived for the subject property in case number _____.

(Already platted)

Applicant's Signature _____

Date _____

Glenpool Planning Commission Case Number: _____

- Technical Advisory Committee (TAC) Meeting Date: _____

Glenpool Community Development Conference Room
Glenpool City Hall/Conference Center 4th Floor
12205 South Yukon Ave, Glenpool, Oklahoma 74033

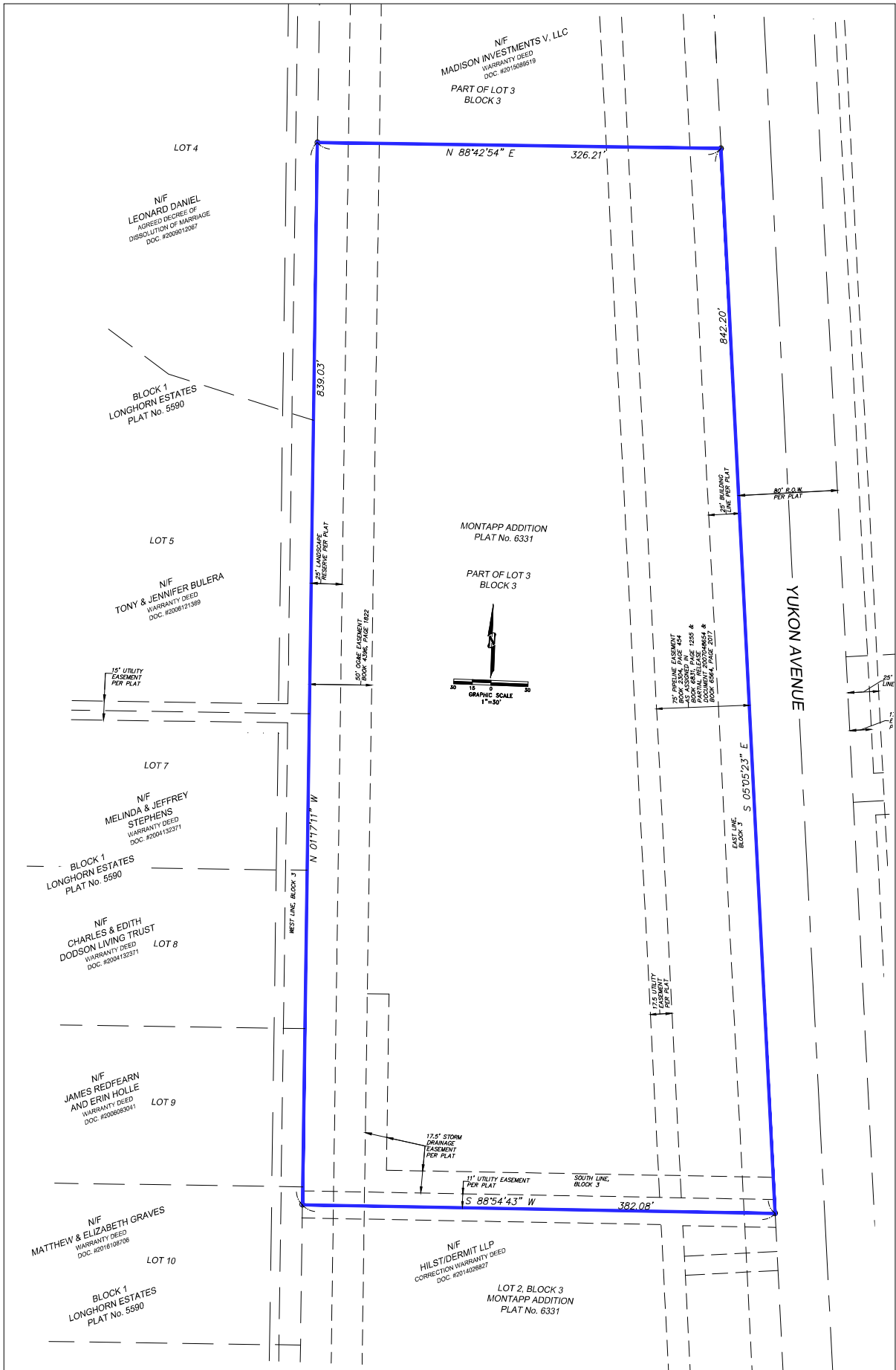
- Glenpool Planning Commission: Date: _____

Glenpool City Council Chambers
Glenpool City Hall/Conference Center 4th Floor
12205 South Yukon Ave, Glenpool, Oklahoma 74033

- Glenpool City Council: Date: _____

Glenpool City Council Chambers
Glenpool City Hall/Conference Center 4th Floor
12205 South Yukon Ave, Glenpool, Oklahoma 74033

A person knowledgeable of the application and the property must attend the meetings listed above to represent the application. Site Plans and development proposals should be submitted at the time of application. Photos or renderings may be presented at the hearing.



SCHEDULE C

The Land is described as follows:

Lot Three (3), Block Three (3), MONTAPP ADDITION, an Addition to the City of Glenpool, Tulsa County, State of Oklahoma, according to the Recorded Plat No. 6331.

LESS AND EXCEPT:

A tract of land that is part of Lot Three (3), Block Three (3), MONTAPP ADDITION, an Addition to the City of Glenpool, Tulsa County, State of Oklahoma, according to the Recorded Plat No. 6331, the tract being more particularly described as follows:

COMMENCING at the Southwest Corner of Lot Four (4), Block Three (3) of the said plat, also the POINT OF BEGINNING; Thence North 88°54'43" East, a distance of 297.30 feet; Thence South 05°05'23" East, a distance of 204.50 feet; Thence South 88°54'43" West, a distance of 310.86 feet; Thence North 01°17'11" West, a distance of 204.00 feet to the POINT OF BEGINNING.

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AND LESS AND EXCEPT:

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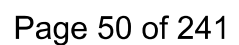
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G-100294





12205 S. Yukon Ave Glenpool, OK 74033 (918) 322-5409 Fax: (918) 209-4611

Public Hearing Request to Address Board

(Please submit one form for each agenda item)

Date of Meeting: 5/11/20

Name: Larry Rader Day Time Phone: 918-691-6859

Night Time Phone: _____ E-mail Address: larry.rader1974@gmail.com

Address: 12502 Longhorn Ave City: Glenpool Zip: 74033

☐ Agenda Item Number GZ-274

☐ I wish to speak **IN FAVOR** of this item.

☒ I wish to speak **IN OPPOSITION** to this item.

☐ I do not wish to speak: however, please record my ☐ **SUPPORT** ☐ **OPPOSITION**

☐ **Citizen's Opportunity to Address Board:** This item is available to allow citizens to speak on any subject not on the agenda, but related to City business or services. However, by state law, no action may be taken on this topic at this meeting. It may be studied for a future report or action.

Topic of Discussion:

Supporting Materials:

RETURN THIS FORM TO THE CITY PLANNER PRIOR TO THE BEGINNING OF THE MEETING

City of Glenpool Board of Adjustment/Planning Commission



12205 S. Yukon Ave Glenpool, OK 74033 (918) 322-5409 Fax: (918) 209-4611

Public Hearing Request to Address Board

(Please submit one form for each agenda item)

Date of Meeting: 5-11-2020

Name: Erin Redfearn Day Time Phone: 918-640-4943

Night Time Phone: 918-640-4943 E-mail Address: erin.m.redfearn@gmail.com

Address: 12425 Longhorn Ave City: Glenpool Zip: 74033

☒ Agenda Item Number E) 6)

☐ I wish to speak **IN FAVOR** of this item.

☒ I wish to speak **IN OPPOSITION** to this item.

☐ I do not wish to speak: however, please record my ☐ **SUPPORT** ☐ **OPPOSITION**

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RETURN THIS FORM TO THE CITY PLANNER PRIOR TO THE BEGINNING OF THE MEETING

City of Glenpool Board of Adjustment/Planning Commission

ORDINANCE NO. 774

AN ORDINANCE AMENDING ORDINANCE NO. 746, TITLE 11 OF THE CITY CODE OF THE CITY OF GLENPOOL (ZONING REGULATIONS), BY REZONING CERTAIN PROPERTY DESCRIBED HEREIN FROM CG (COMMERCIAL GENERAL) TO RM-2 (RESIDENTIAL MULTI-FAMILY MEDIUM DENSITY) AS RECOMMENDED BY THE PLANNING COMMISSION UNDER APPLICATION GZ-276; AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith

WHEREAS, on May 11 of 2020, the City of Glenpool Planning Commission reviewed application GZ-276 for a rezone of the property described herein and found that the proposed zone change is consistent with the Glenpool Comprehensive Plan, current zoning patterns, established precedent and surrounding land use; and

WHEREAS, the City Council reviewed application GZ-276 on June 1, 2020 and considered the comments of staff and concluded Council agrees with the recommendation of the Planning Commission.

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

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

LEGAL DESCRIPTION OF PROPERTY TO BE REZONED BY ORDINANCE NO. XXX

Lot Three (3), Block Three (3), MONTAPP ADDITION, an Addition to the City of Glenpool, Tulsa County, State of Oklahoma, according to the Recorded Plat No. 6331.

LESS AND EXCEPT: A tract of land that is part of Lot Three (3), Block Three (3), MONTAPP ADDITION, an Addition to the City of Glenpool, Tulsa County, State of Oklahoma, according to the Recorded Plat No. 6331, the tract being more particularly described as follows:

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AND LESS AND EXCEPT: A tract of land that is part of Lot Three (3), Block Three (3), MONTAPP ADDITION, an Addition to the City of Glenpool, Tulsa County, State of Oklahoma, according to the Recorded Plat No. 6331, the tract being more particularly described as follows:

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AND LESS AND EXCEPT: A tract of land that is part of Lot Three (3), Block Three (3), MONTAPP ADDITION, an Addition to the City of Glenpool, Tulsa County, State of Oklahoma, according to the Recorded Plat No. 6331, the tract being more particularly described as follows:

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Be, and hereby is, amended from CG (Commercial General) to RM-2 (Multi-Family Medium Density).

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

PASSED AND APPROVED by the City Council of the City of Glenpool this 1st day of June 2020.

Timothy Lee Fox, Mayor

Attest:

Wendy Knight, City Clerk

Approved as to Form:

Lowell Peterson, City Attorney

TO: HONORABLE MAYOR AND GLENPOOL CITY COUNCILORS
FROM: JAMES TYLER MCHENDRY AICP, CITY PLANNER
RE: APPLICATION FOR FINAL PLAT, SCISSORTAIL BLOCKS 1-3, PUD 39 AMENDMENT NO. 1
APPLICANT: RYAN MCCARTY | ENGINEERED BY DESIGN
OWNER: SUMMIT PROPERTIES LAND DEVELOPMENT 2019, LLC
SITE: NORTH OF E. 151ST STREET SOUTH QUARTER MILE EAST OF ELWOOD AVENUE
ZONING: PUD 39, MINOR AMENDMENT NO. 1
COMP PLAN: SUBURBAN RESIDENTIAL
DATE: JUNE 1, 2020

BACKGROUND:

With final infrastructure construction plans for the Scissortail Blocks 1-3, PUD 39 Amendment No. 1 having been approved by the City of Glenpool, Staff accepted both the preliminary and final application in tandem.

ZONING:

The subject site is zoned PUD 39, Amendment No. 1; the Comprehensive Plan shows the site designated as Suburban Residential, with part of the plat immediately adjacent to ODOT ROW being designated as SH 67 Corridor. Lots meet minimum dimensional requirements of PUD 39, Amendment No. 1.

TAC:

- ROW dedication to the COG process to be initiated by the applicant, documents numbers to be provided on face of plat following Council acceptance; materials submitted post TAC in response to this requirement are attached

PLANNING COMMISSION RECOMMENDATION:

On May 11, 2020, the Planning Commission voted 4-0 to approve the preliminary plat for Scissortail Blocks 1-3, PUD 39 Amendment No. 1, following approval of the preliminary plat, the Planning Commission took action on the final plat for Scissortail Blocks 1-3, PUD 39 Amendment No. 1, recommending approval subject to staff conditions 4-0.

STAFF RECOMMENDATION:

With the final plat meeting requirements of PUD 39, Amendment No. 1 and the City's final plat submittal requirements. Staff recommends approval of the application for final plat, Scissortail Block 1-3, PUD 39, Amendment No. 1 subject to the attached list of conditions.

MOTION:

Move to approve the final plat of Scissortail Block 1-3 subject to attached list of conditions.

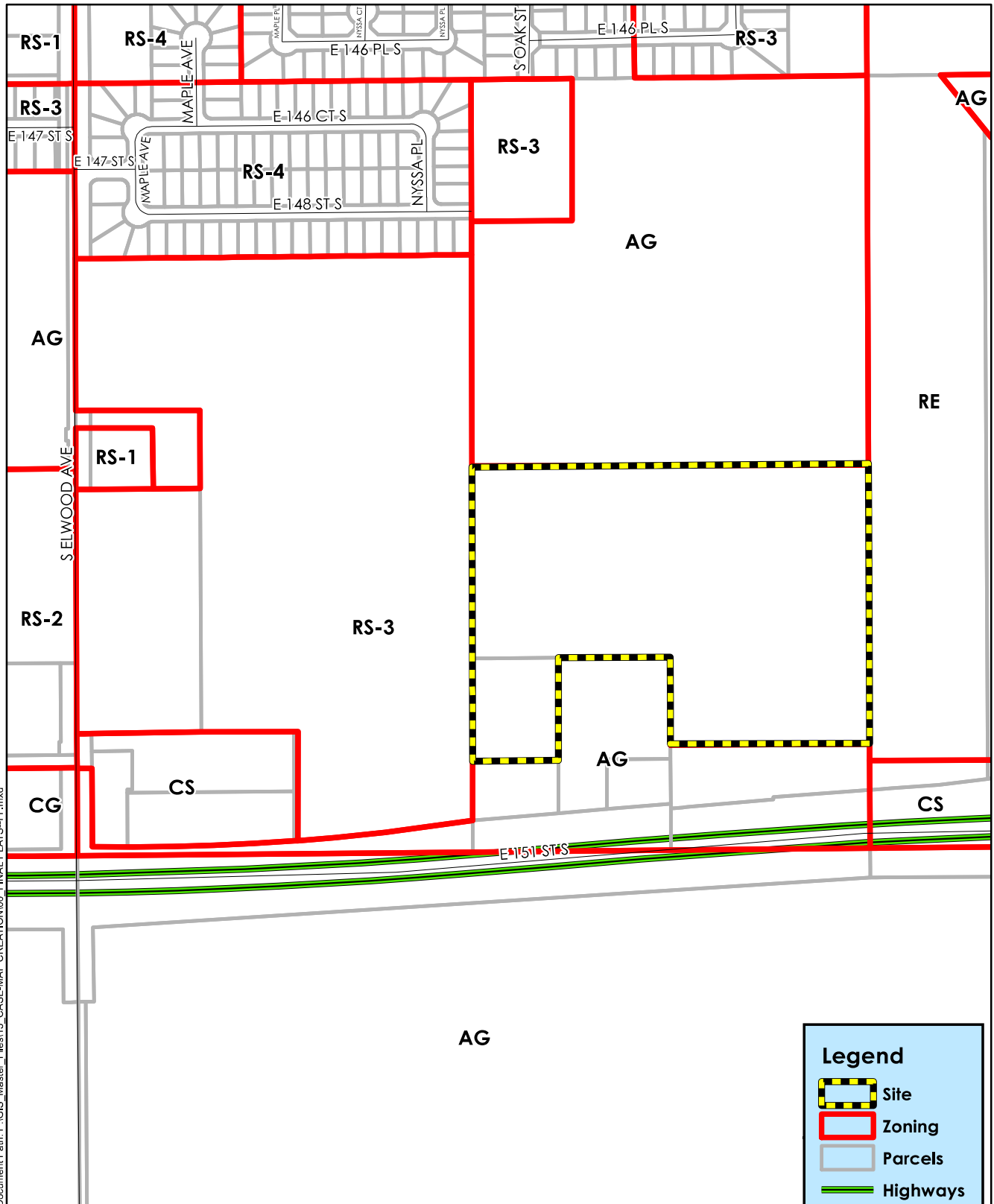
CONDITIONS OF APPROVAL

1. All instruments dedicating infrastructure supporting the Scissortail Blocks 1-3, whether internal or external to the plat boundary, must be accepted by the City Council and recorded at Tulsa County prior to endorsement, release and recording of the Final Plat.
2. All documents numbers of instruments dedicating infrastructure supporting the Scissortail Blocks 1-3 shall be shown on the Face of the plat.
3. As the developer has chosen to install public infrastructure improvements prior to endorsement of the final plat by the planning commission and city council, final plat approval may not be endorsed on the final plat until all required public infrastructure improvements have been satisfactorily completed, accepted by the city for ownership and maintenance purposes, and all required maintenance bonds have been submitted to and accepted by the city council.
4. In lieu of completing all construction prior to endorsement of approval on the face of the final plat, the subdivider may guarantee such construction of all public infrastructure improvements by issuing performance bonds, letters of credit or other security satisfactory to the city prior to completing construction of those improvements. In that case, the final subdivision plat may be endorsed by the city planning commission and city council after such satisfactory security has been formally approved and accepted by the city council.

ATTACHMENTS:

1. Zoning Map
2. Aerial Map
3. Final Plat, Scissortail Blocks 1-3
4. Deed of Dedication Stormwater
5. Deed of Dedication Permanent Public Right of Way and General Utility Easement
6. Public Hearing, Letters of Record

Document Path: P:\GIS_Master_Files\15_CASE-MAP CREATION\06_FINAL PLATS-FP.mxd



**May 11, 2020 Planning Commission Item:
Scissortail Blocks 1-3 an application for
Final Plat**

Note: graphic overlays may not precisely align with physical features on the ground, see attached legal description.

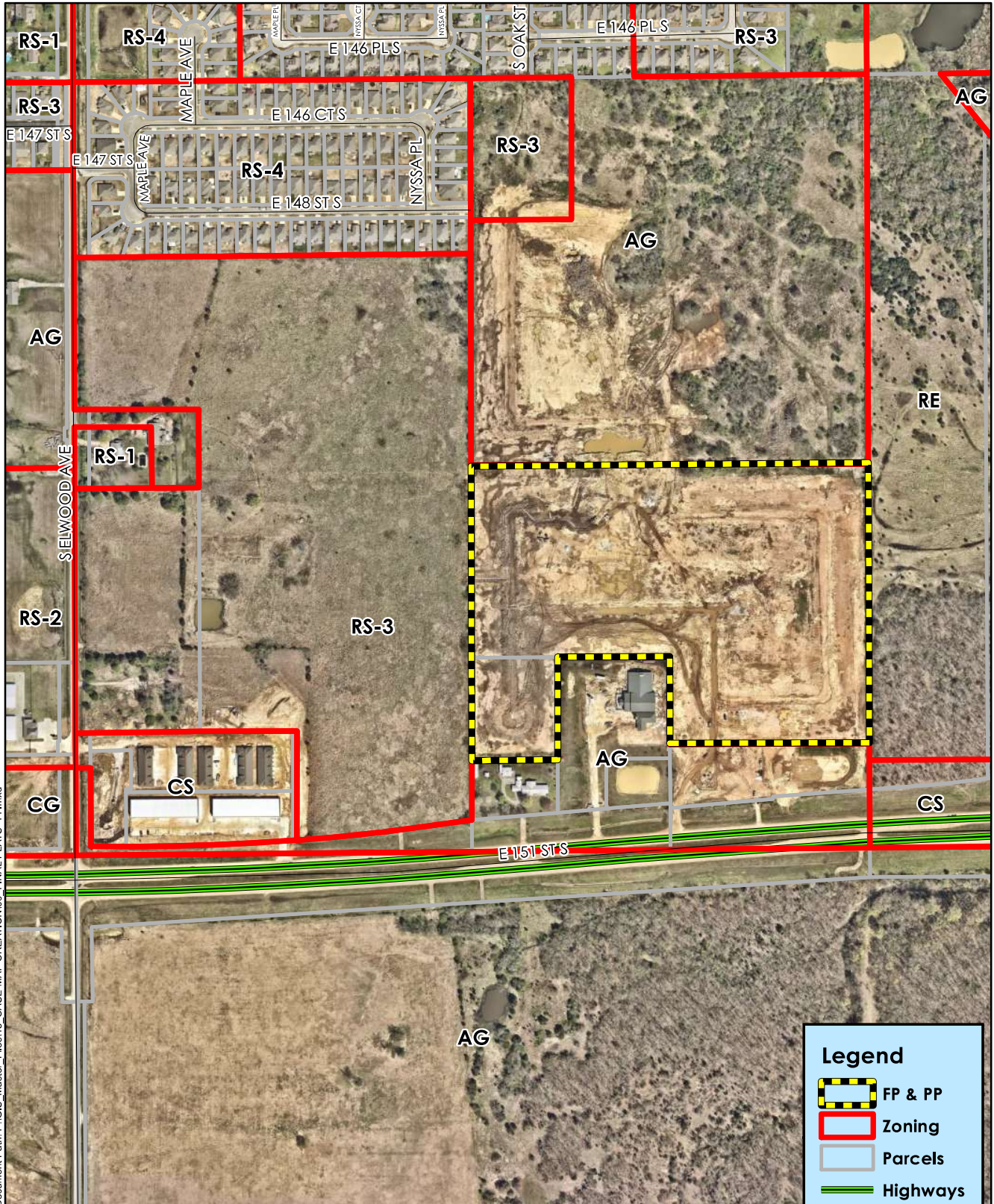


Legend

- Site
- Zoning
- Parcels
- Highways
- Streets

Source Data: INCOG, ODOT
Tulsa County Assessor Office

Document Path: P:\GIS Master_Files\15 CASE-MAP CREATION\06 FINAL PLATS-FP.mxd



**May 11, 2020 Planning Commission Item:
Scissortail Blocks 1-3 an application for
Final Plat**

Note: graphic overlays may not precisely align with physical
features on the ground, see attached legal description.



Legend

-  FP & PP
-  Zoning
-  Parcels
-  Highways
-  Streets

Source Data: INCOG, ODOT
Tulsa County Assessor Office

APPLICATION FOR APPROVAL OF SUBDIVISION

PRELIMINARY PLAT: Application must be accompanied by a application fee per fee schedule, the names and addresses of the abutting property owners plus \$1.00 for each name on that list in order to cover the cost of notification, two (2) copies of the proposed plat, two (2) copies of the preliminary construction plans and an area map. Please submit in pdf (portable document format) as well.

☒ **FINAL PLAT:** Application must be accompanied by a application fee per fee schedule and two (2) copies of the final plat and two (2) copies of the final construction plans. When submitting plats for release after approval of the Glenpool Planning Commission and the Glenpool City Council, and ten (10) copies on paper completely signed and notarized. These copies should not be submitted until plat is in its absolute final form and ready to file of record with the Tulsa county clerk.

PROPOSED SUBDIVISION NAME: Scissortail Blocks 1-3
SECTION: 13 TWP: 17N RANGE: 12E LEGAL DESCRIPTION: SEE ATTACHED
DEVELOPER'S NAME: Summit Properties Land Development 2019, LLC
DEVELOPER'S ADDRESS: P.O. Box 35218 Tulsa, OK 74153 PHONE: 918-289-8355
ENGINEER'S NAME: Engineered By Design, PLLC PHONE: 405-274-0980
Acreage Of Area Being Platted: 26.97 Number Of Lots: 88 Average Lot Size: 75'x125'
Present Use Of Tract: Vacant Proposed Use Of Tract: Single-Family Residential
Present Zoning: PUD 39 MINOR AMENDMENT #1 Proposed Zoning: NO CHANGE
Is Plat Part Of A PUD? YES - 39 Zoning Case File/Number: GZ PUD 39 MINOR AMENDMENT #1
(Pud Number)

Waste Water: ☒ CITY ☐ LAGOON ☐ SEPTIC TANK ☐ OTHER _____

Water Supply: ☐ CITY ☒ OTHER Creek County PUD #2

Street Resurfacing Proposed: Portland Cement Concrete Asphaltic Concrete

Signature Of Developer/Agent: [Signature] Date: 4/24/2020

FOR STAFF USE ONLY

Preliminary Application Received: _____ (DATE) (RCPT#)

Preliminary Fee Received: _____

Preliminary Approval: _____

Final Application Received: _____

Final Approval: _____ Plat Release Date: _____

Lot Area & Address Table

Block	Lot	STREET ADDRESS	LOT AREA (SQ. FT.)
1	1	1400 S. POPP ASH STREET	8,000.00
	2	1400 S. POPP ASH STREET	8,000.00
	3	1400 S. POPP ASH STREET	8,000.00
	4	1400 S. POPP ASH STREET	8,000.00
	5	1400 S. POPP ASH STREET	8,000.00
	6	1400 S. POPP ASH STREET	8,000.00
	7	1400 S. POPP ASH STREET	8,000.00
	8	1400 S. POPP ASH STREET	8,000.00
	9	1400 S. POPP ASH STREET	8,000.00
	10	1400 S. POPP ASH STREET	8,000.00
	11	1400 S. POPP ASH STREET	8,000.00
	12	1400 S. POPP ASH STREET	8,000.00
	13	1400 S. POPP ASH STREET	8,000.00
	14	1400 S. POPP ASH STREET	8,000.00
	15	1400 S. POPP ASH STREET	8,000.00
	16	1400 S. POPP ASH STREET	8,000.00
	17	1400 S. POPP ASH STREET	8,000.00
	18	1400 S. POPP ASH STREET	8,000.00
	19	1400 S. POPP ASH STREET	8,000.00
	20	1400 S. POPP ASH STREET	8,000.00
2	1	1400 S. POPP ASH STREET	8,000.00
	2	1400 S. POPP ASH STREET	8,000.00
	3	1400 S. POPP ASH STREET	8,000.00
	4	1400 S. POPP ASH STREET	8,000.00
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	9	1400 S. POPP ASH STREET	8,000.00
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3	1	1400 S. POPP ASH STREET	8,000.00
	2	1400 S. POPP ASH STREET	8,000.00
	3	1400 S. POPP ASH STREET	8,000.00
	4	1400 S. POPP ASH STREET	8,000.00
	5	1400 S. POPP ASH STREET	8,000.00
	6	1400 S. POPP ASH STREET	8,000.00
	7	1400 S. POPP ASH STREET	8,000.00
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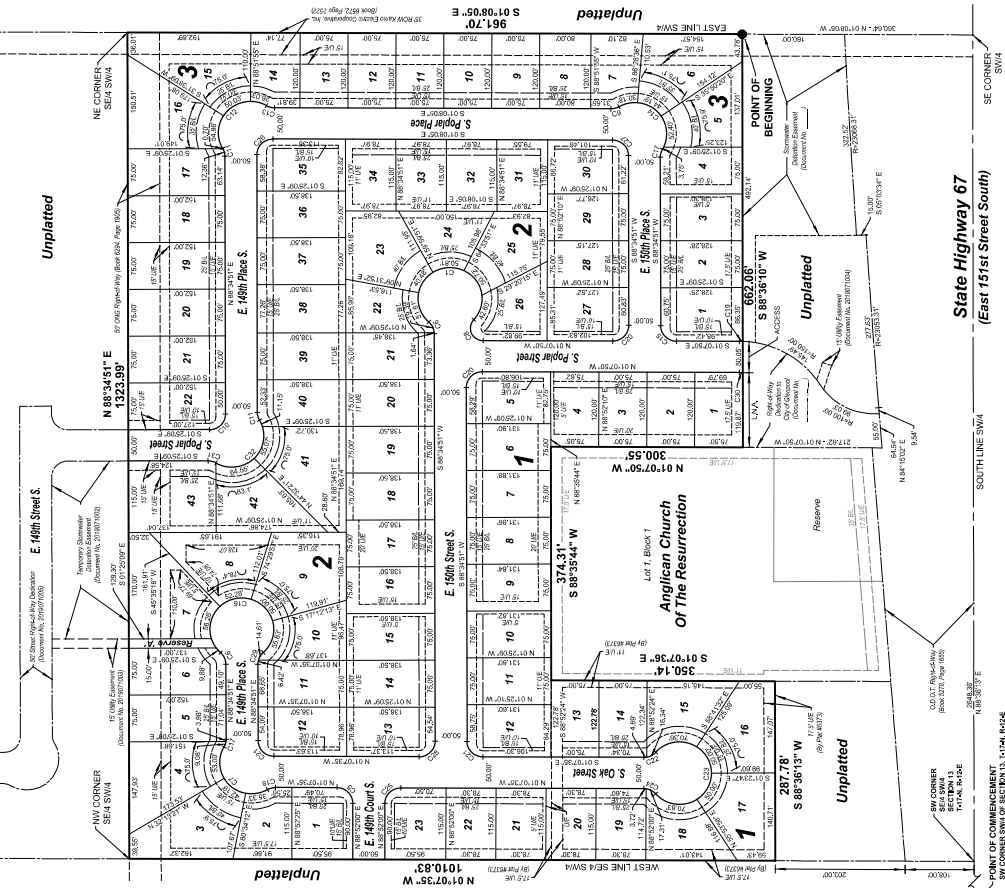
- Legend
- BA - BUILDING SETBACK LINE
 - GR - GRASSY AREA
 - LA - LOT AREA
 - UA - UTILITY EASEMENT
 - RES - RESERVE

PUD 39 - Minor Amendment #1

Scissortail

Blocks 1-3

A SUBDIVISION IN THE CITY OF OKLAHOMA, TULSA COUNTY, OKLAHOMA BEING A PART OF THE SWA OF SECTION THIRTEEN (13), TOWNSHIP SEVENTEEN (17) NORTH, RANGE TWELVE (12) EAST OF THE INDIAN BASE AND MERIDIAN.



Curve Table

CHORD	RADIUS	CHORD BEING SUBTENDED	CHORD BEING SUBTENDED
10.00	10.00	10.00	10.00
20.00	20.00	20.00	20.00
30.00	30.00	30.00	30.00
40.00	40.00	40.00	40.00
50.00	50.00	50.00	50.00
60.00	60.00	60.00	60.00
70.00	70.00	70.00	70.00
80.00	80.00	80.00	80.00
90.00	90.00	90.00	90.00
100.00	100.00	100.00	100.00
110.00	110.00	110.00	110.00
120.00	120.00	120.00	120.00
130.00	130.00	130.00	130.00
140.00	140.00	140.00	140.00
150.00	150.00	150.00	150.00
160.00	160.00	160.00	160.00
170.00	170.00	170.00	170.00
180.00	180.00	180.00	180.00
190.00	190.00	190.00	190.00
200.00	200.00	200.00	200.00

FINAL PLAT

CERTIFICATE OF APPROVAL

PLANNING COMMISSION ON

THIS APPROVAL IS VOID IF THE ABOVE SIGNATURES ARE NOT ENCLOSED BY THE CITY MANAGER

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IN WITNESS WHEREOF, SUMMIT PROPERTIES LAND DEVELOPMENT 2019, LLC, AN OKLAHOMA LIMITED LIABILITY COMPANY, HAS EXECUTED THIS INSTRUMENT THIS _____ DAY OF _____, 2020.

SUMMIT PROPERTIES LAND DEVELOPMENT 2019, LLC
AN OKLAHOMA LIMITED LIABILITY COMPANY

BY: _____
JARED LEWIS, MANAGER

STATE OF OKLAHOMA) ss.
COUNTY OF TULSA)

XXXXXXXXXXXXXX
MY COMMISSION EXPIRES: XXXXXX
MY COMMISSION NUMBER: XXXXXXXX

CERTIFICATE OF SURVEY

I, ALBERT JONES III, of ATLAS LAND OFFICE, INC., A LICENSED PROFESSIONAL LAND SURVEYOR IN THE STATE OF OKLAHOMA UNDER CERTIFICATE OF AUTHORIZATION 19860, DO HEREBY CERTIFY THAT I HAVE CAREFULLY AND ACCURATELY SURVEYED, SUBDIVIDED, AND PLATTED THE ABOVE DESCRIBED LAND, AND THAT THE SAME IS IN ACCORDANCE WITH THE ACTS OF THE LEGISLATURE OF THE STATE OF OKLAHOMA, AND THE RULES AND REGULATIONS OF THE BOARD OF LAND SURVEYORS OF THE STATE OF OKLAHOMA, AND THAT THE SURVEY IS A TRUE REPRESENTATION OF THE SURVEY MADE ON THE GROUND USING GENERALLY ACCEPTED PRACTICES, AND MEETS OR EXCEEDS THE MINIMUM TECHNICAL STANDARDS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSES FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS.

[illegible]

RANDEL D. BRADLEY
MY COMMISSION EXPIRES: 8/1/2020

Notary Public - Oklahoma
OFFICIAL SEAL
RANDEL D. BRADLEY
COMMISSION # 18007420
My Commission Expires: 8/1/2020

PUD 39 - Minor Amendment #1
 Scissortail Blocks 1-3
 Sheet 3 of 3
 DATE PREPARED: May 4, 2020

ALL MAILBOXES SHALL BE OF A SINGULAR DESIGN FOR THE LOTS WITHIN SECTORS/LOT BLOCKS 1-2, AS APPROVED BY THE ARCHITECTURAL COMMITTEE. NO MAILBOXES SHALL BE ERRECTED ON ANY RESIDENTIAL LOT WITHOUT THE APPROVAL OF THE DESIGN BY THE ARCHITECTURAL COMMITTEE, AND SHALL CONFORM TO A DESIGN STANDARD. A CHARGE FOR MAILBOXES WILL BE COLLECTED BY THE OWNER/DEVELOPER AT THE CLOSING OF EACH LOT.

ALL YARDS FACING A STREET SHALL BE PROFESSIONALLY LANDSCAPED WITH THE FOLLOWING STANDARDS PRIOR TO A CERTIFICATE OF OCCUPANCY ISSUED BY THE CITY OF GLENCOE.

1. 10'-12" IN-TREE (MAPLE, OAK OR REDWOOD) OR APPROVED EQUAL
2. 6"-1" SAIL, CROPE WITTLIES OR APPROVED EQUAL
3. 250' SQ. YARD - MULCHED PLANTER BEDS WITH 4" MIN. MULCH DEPTH AND STEEL EDGING

SECTION IV. HOMEOWNERS' ASSOCIATION

THE OWNER/DEVELOPER HAS FORMED OR SHALL CAUSE TO BE FORMED AN ASSOCIATION OF THE OWNERS OF THE LOTS WITHIN SCISSORAL BLOCKS 1-3 (HEREINAFTER REFERRED TO AS THE "HOMEOWNERS' ASSOCIATION") TO BE ESTABLISHED IN ACCORDANCE WITH THE STATUTES OF THE STATE OF OKLAHOMA, AND TO BE FORMED FOR THE GENERAL PURPOSES OF MAINTAINING RESERVE AREA 'A', AND ENHANCING THE VALUE, DESIRABILITY AND ATTRACTIVENESS OF SCISSORAL BLOCKS 1-3.

EVERY PERSON OR ENTITY WHO IS A RECORD OWNER OF THE FEE INTEREST OF A LOT SHALL BE A MEMBER OF THE HOMEOWNERS' ASSOCIATION. MEMBERSHIP SHALL BE AFFIRMED TO AND MAY NOT BE SEPARATED FROM THE OWNERSHIP OF A LOT.

SECTION V. ENFORCEMENT, DURATION, AMENDMENT AND SEVERABILITY

[illegible]

5. DURATION

THESE RESTRICTIONS, TO THE EXTENT PERMITTED BY APPLICABLE LAW, SHALL BE PERPETUAL, BUT IN ANY EVENT SHALL BE IN FORCE AND EFFECT FOR A TERM OF NOT LESS THAN TWENTY (20) YEARS FROM THE DATE OF THE RECORDING OF THIS DEED OF DEDICATION UNLESS TERMINATED OR AMENDED AS HEREINAFTER PROVIDED.

[illegible]

3. SEVERABILITY. INvalidation of any restriction set forth herein, or any part thereof, by an order, judgment or decree of any court, or by any law, rule, regulation, order, or administrative action, shall not affect any of the other restrictions on any part thereof as set forth herein, which shall remain in full force and effect.

ROOFING FOR A DWELLING SHALL BE 1/2" MIN. THICK 30 YEAR WEATHER WOOD COLOR. PROVIDED, HOWEVER, THAT IF SUCH ROOFING SHOULD NOT BE REASONABLY AVAILABLE, AN ALTERNATE ROOFING APPROVED BY THE ARCHITECTURAL COMMITTEE SHALL BE PERMITTED. THE ALTERNATE SHALL BE OF EQUAL OR SUPERIOR QUALITY AND OF A DESIGN AND COLOR COMPATIBLE WITH THE ROOFING MATERIAL ABOVE SPECIFIED.

J. IMPERMISSIBLE.
DRAWINGS SHALL BE CONCRETE AND REQUIRE APPROVAL OF THE ARCHITECTURE COMMITTEE PRIOR TO CONSTRUCTION.

K. FENCING.
FENCES SHALL BE SIX (6) FEET IN HEIGHT AND MADE OF WOOD PRIVACY FENCING. NO CHAIN LINK FENCES SHALL BE PERMITTED WITHOUT THE APPROVAL OF THE ARCHITECTURAL COMMITTEE PRIOR TO CONSTRUCTION. NO FENCE SHALL BE ERRECTED NEARER TO THE FRONT OF THE LOT THAN THE FRONT YARD SETBACK. NO FENCE SHALL BE ERRECTED NEARER TO THE SIDE STREET OR ALLEY THAN THE SIDE SETBACK. NO FENCE SHALL BE ERRECTED NEARER TO THE REAR OF THE LOT THAN THE REAR SETBACK.

M. ON-SITE CONSTRUCTION, NO RESIDENCE OR BUILDING BUILT OFF-SITE SHALL BE MOVED TO OR PLACED ON ANY LOT.

N. OUTBUILDINGS.

NO TRAILER, TENT, SHED, GARAGE, BARN OR OTHER OUTBUILDING ERECTED ON A LOT SHALL AT ANY TIME BE USED AS A RESIDENCE. TEMPORARILY OR PERMANENTLY NOR SHALL ANY STRUCTURE OF A TEMPORARY CHARACTER BE USED AS A RESIDENCE.

O. SWIMMING POOLS.

ABOVE GROUND SWIMMING POOLS ARE PROHIBITED.

P. ANTENNAS.

NO RADIO OR TELEVISION ANTENNAS, PLACED ON ANY ROOF OF ANY BUILDING ERRECTED ON ANY LOT, OR ANY FREE STANDING ANTENNAS ERRECTED ON ANY LOT, SHALL BE PERMITTED AT A HEIGHT EXCEEDING THE ELAVATION OF THE TOP OF THE RIDGE LINE OF THE ROOF OF THE

[illegible]

T. GARBAGE RECEPTACLES.

NO EXPOSED GARBAGE CAN, TRASH CAN, TRASH BURNING APPARATUS OR STRUCTURE, SHALL BE PLACED ON ANY LOT OR ANY RESERVE AREA.

U. ANIMALS.

NO ANIMALS, LIVESTOCK OR POULTRY OF ANY KIND MAY BE MAINTAINED, BRED, SOLD OR KEPT EXCEPT THAT DOGS, CATS AND OTHER HOUSEHOLD PETS MAY BE KEPT PROVIDED THAT THEY ARE NOT USED FOR COMMERCIAL PURPOSES.

NO NONDISC OR OFFENSIVE TRADE OR ACTIVITY SHALL BE CARRIED OUT UPON ANY LOT OR UPON ANY RESERVE AREA, NOR SHALL ANYTHING BE DONE THEREON THAT MAY BE OR MAY BECOME AN OBSTACLE OR HINDRANCE TO THE SUBSCRIPTION.

X. MATERIALS AND STORAGE.

CONSTRUCTION AND THE CONSTRUCTION SHALL BE COMPLETED WITHIN NINE (9) MONTHS THEREAFTER. EACH LOT SHALL BE MAINTAINED IN A NEAT AND ORDERLY CONDITION DURING CONSTRUCTION.

Z. BASKETBALL GOALS.

NO BASKETBALL GOAL OR STRUCTURE SHALL BE PERMITTED IN ANY OF THE STREET RIGHTS OF WAY.

NO INOPERATIVE VEHICLE OR MACHINERY SHALL BE STORED ON ANY LOT. EACH LOT SHALL BE MAINTAINED FREE OF RUBBISH, TRASH, OR OTHER DEBRIS AND SHALL BE CUT, TRIMMED OR MOWED TO PREVENT GROWTH OF WEEDS OR TALL GRASS.

FOR LOTS THAT UTILIZE A 6 SIDE YARD, THE AC PAD AND UNIT SHALL BE LOCATED BEHIND THE HOUSE AND OUTSIDE OF THE 6 SIDE YARD.

A

Upon Recording Return To: City of Glenpool
ATTN: City Clerk
12205 S. Yukon Avenue
Glenpool, OK 74033

**DEED OF DEDICATION
STORM WATER DETENTION EASEMENT**

KNOW ALL MEN BY THESE PRESENTS:

That SUMMIT PROPERTIES LAND DEVELOPMENT 2019, LLC, an Oklahoma Limited Liability Company, by Jared Lemons, its Member, of Tulsa County, State of Oklahoma, the record owner of the legal and equitable title to the following described real estate ("Grantor"), in consideration of the sum of One Dollar, cash in hand paid, and other good and valuable consideration, receipt of which is hereby acknowledged, does hereby grant, dedicate, bargain, sell, convey and warrant to the City of Glenpool, Tulsa County, Oklahoma, a municipal corporation, ("Grantee"), its successors and assigns, for the benefit of the public a storm water detention easement ("**Detention Easement**") and for such other purposes as are described herein through, over, under and across the following described real property and premises, situated in Tulsa County, State of Oklahoma, to wit:

See Attached Exhibits 'A1' & 'A2'

with right of ingress and egress to and from the same, for the purpose of Grantor's constructing, maintaining, operating, and replacing stormwater drainage and detention facilities and appurtenances as permitted by, and according to standards and specifications established by, Grantee. Such storm water drainage and detention facilities constructed within said Detention Easement shall be in accordance with standards and specifications approved by Grantee.

Except for such purposes as are assigned to Grantor as set out herein, Grantee is hereby given and granted the exclusive possession of said above described premises, and Grantor, for him/her and their heirs, administrators, successors and assigns, covenants and agrees that no building, structure, wall or other above ground obstruction will be placed, erected, installed or permitted upon the above described land nor shall there be any alteration of the grades or contours in such Detention Easement area unless approved by Grantee.

Grantor further covenants and agrees that such stormwater drainage and detention facilities shall be maintained by Grantor to the extent necessary to achieve the intended drainage, retention and detention functions, including repair of appurtenances and removal of obstructions and siltation. Said storm water drainage and detention facilities shall be maintained in accordance with the following standards:

1. Grass areas within the Detention Easement shall be mowed (in season) at regular intervals of no less than four (4) weeks minimum or more often as needed to maintain quality standards should weather conditions cause a faster growth pattern.
2. Concrete appurtenances shall be maintained in good condition and replaced if damaged.
3. Areas within the Detention Easements shall be kept free of debris.
4. Cleaning of siltation and vegetation from concrete channels shall be performed at least twice yearly or more often as needed to keep them free-flowing without obstruction.
5. Such other standards as Grantee may lawfully impose on similarly situated parties.

Grantor further covenants and agrees that in the event the terms of this Detention Easement are violated by the Grantor or any person in privity with Grantor, such violation will be promptly corrected and eliminated immediately upon receipt of notice from Grantee, or Grantee shall have the right to remove or otherwise eliminate such violation, and Grantor or its heirs, administrators, successors and assigns, shall promptly pay the actual cost thereof.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed this 28 day of April 2020.

SUMMIT PROPERTIES LAND DEVELOPMENT 2019, LLC
(GRANTOR)

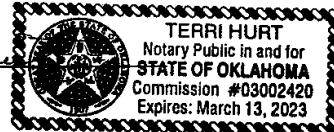
By Jared Lemons
Jared Lemons, Member

State of Oklahoma)
) ss.
County of Tulsa)

Before me, the undersigned Notary Public, in and for said County and State, on this 28 day of April 2020, personally appeared, Jared Lemons, known to me to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its Member and as the free and voluntary act and deed of such corporation for the uses and purposes therein set forth.

My Commission Expires: 3-13-23

TERRI HURT
Notary Public



ACCEPTED BY CITY COUNCIL:

City of Glenpool (GRANTEE)
A Municipal Corporation

Date: _____

By: _____
Mayor: Tim Fox

ATTEST:

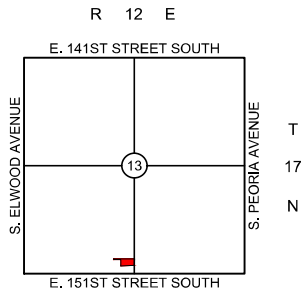
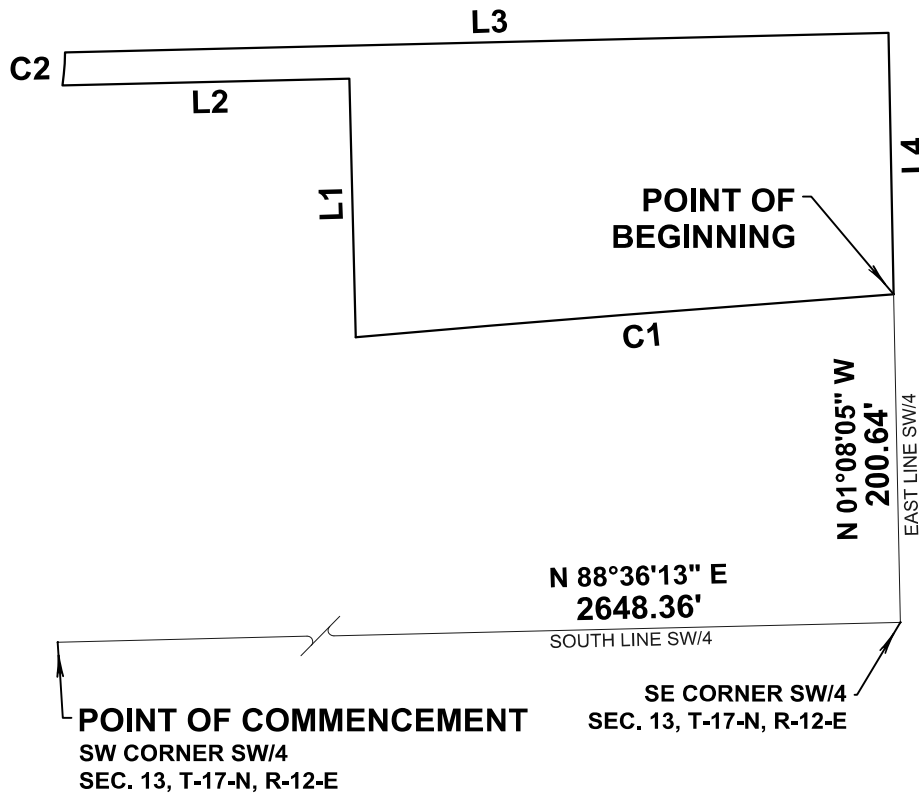
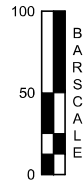
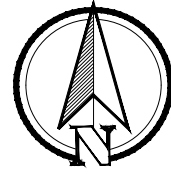
APPROVED AS TO FORM:

Wendy Knight
City Clerk

Lowell Peterson
City Attorney

EXHIBIT A1

STORM WATER DETENTION EASEMENT



Location Map

SCALE: 1"=4000'

Line Information

Line No.	Length	Bearing
L1	158.35'	N 01°23'50" W
L2	171.51'	S 88°36'10" W
L3	492.14'	N 88°36'10" E
L4	160.00'	S 01°08'05" E

Curve Information

Curve No.	Radius	Central Angle	Length	Chord Bearing	Chord Distance
C1	23,068.31	00°48'04"	322.52'	S 85°20'27" W	322.52'
C2	150.00'	07°41'14"	20.12'	N 04°35'38" E	20.11'

EXHIBIT A2

STORM WATER DETENTION EASEMENT

Legal Description

A PART OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER (SE/4 SW/4) OF SECTION THIRTEEN (13), TOWNSHIP SEVENTEEN (17) NORTH, RANGE TWELVE (12) EAST OF THE INDIAN BASE AND MERIDIAN, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF.

MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF THE SOUTHWEST QUARTER (SW/4) OF SECTION THIRTEEN (13), TOWNSHIP SEVENTEEN (17) NORTH, RANGE TWELVE (12) EAST OF THE INDIAN BASE AND MERIDIAN, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF; THENCE N 88° 36' 13" E, ALONG THE SOUTH LINE OF SAID SOUTHWEST QUARTER (SW/4), A DISTANCE OF 2648.36 FEET, TO THE SOUTHEAST CORNER OF THE SOUTHWEST QUARTER (SW/4); THENCE N 01° 08' 05" W, ALONG THE EAST LINE OF SAID SOUTHWEST QUARTER (SW/4), A DISTANCE OF 200.64 FEET, TO A POINT ON THE NORTH RIGHT OF WAY LINE OF STATE HIGHWAY 67 AS DESCRIBED IN WARRANTY DEED RECORDED IN BOOK 5278, PAGE 1655 IN THE OFFICE OF THE TULSA COUNTY CLERK, SAID POINT BEING THE POINT OF BEGINNING; THENCE ALONG A CURVE TO THE LEFT, ALONG LAST SAID NORTH RIGHT OF WAY, HAVING A RADIUS OF 23,068.31 FEET, AN ARC LENGTH OF 322.52 FEET, A CENTRAL ANGLE OF 00° 48' 04", A CHORD BEARING OF S 85° 20' 27" W AND A CHORD DISTANCE OF 322.52 FEET; THENCE N 01° 23' 50" W A DISTANCE OF 158.35 FEET; THENCE S 88° 36' 10" W A DISTANCE OF 171.51 FEET; THENCE ALONG A CURVE TO THE LEFT, HAVING A RADIUS OF 150.00 FEET, AN ARC LENGTH OF 20.12 FEET, A CENTRAL ANGLE OF 07° 41' 14", A CHORD BEARING OF N 04° 35' 38" E AND A CHORD DISTANCE OF 20.11 FEET; THENCE N 88° 36' 10" E A DISTANCE OF 492.14 FEET, TO A POINT ON THE EAST LINE OF SAID SOUTHWEST QUARTER (SW/4); THENCE S 01° 08' 05" E, ALONG THE EAST LINE OF SAID SOUTHWEST QUARTER (SW/4), A DISTANCE OF 160.00 FEET, TO THE POINT OF BEGINNING.

SAID TRACT OF LAND CONTAINING 1.33 ACRES / 57,815.87 SQUARE FEET.

THIS LEGAL DESCRIPTION WAS CREATED ON APRIL 10, 2020 BY ALBERT R. JONES, III, OK PLS #1580, WITH THE BASIS OF BEARING BEING N 88° 36' 13" E ALONG THE SOUTH LINE OF THE SOUTHWEST QUARTER (SW/4) OF SECTION THIRTEEN (13), TOWNSHIP SEVENTEEN (17) NORTH, RANGE TWELVE (12) EAST OF THE INDIAN BASE AND MERIDIAN, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF.

Surveyor's Statement

I, ALBERT JONES III, CERTIFY THE ATTACHED LEGAL DESCRIPTION CLOSES IN ACCORD WITH EXISTING RECORDS, IS A TRUE REPRESENTATION OF THE LEGAL DESCRIPTION AS DESCRIBED, AND MEETS THE MINIMUM TECHNICAL STANDARDS FOR LAND SURVEYING OF THE STATE OF OKLAHOMA.



ALBERT JONES III
AJ@ATLASLANDOFFICE.COM
PROFESSIONAL LAND SURVEYOR
OKLAHOMA NO. 1580

4-28-20



B

Upon Recording Return To: City of Glenpool
ATTN: City Clerk
12205 S. Yukon Avenue
Glenpool, OK 74033

**DEED OF DEDICATION
PERMANENT PUBLIC RIGHT-OF-WAY AND GENERAL UTILITY EASEMENT**

KNOW ALL MEN BY THESE PRESENTS:

That SUMMIT PROPERTIES LAND DEVELOPMENT 2019, LLC, an Oklahoma Limited Liability Company, by Jared Lemons, its Member, of Tulsa County, State of Oklahoma, the record owner of the legal and equitable title to the following described real estate ("Grantor"), in consideration of the sum of One Dollar, cash in hand paid, and other good and valuable consideration, receipt of which is hereby acknowledged, does hereby grant, dedicate, bargain, sell, convey and warrant to the City of Glenpool, Tulsa County, Oklahoma, a municipal corporation, ("Grantee"), its successors and assigns, for the benefit of the public forever a **Permanent Public Right-of-Way and General Utility Easement**, for such purposes and subject to such conditions as are described herein, through, over, under and across the following described property and premises situated in Tulsa County, State of Oklahoma, to wit:

See Attached Exhibits 'B1' & 'B2'

together with all improvements thereon and appurtenances thereunto belonging.

TOGETHER WITH any and all improvements, fixtures or personal property of any kind ("appurtenances"), without limitation, located thereon or attached thereto as of and forever following the date of this instrument; and

For the several purposes of surveying, constructing, maintaining, operating, repairing, replacing, and/or removing any and all roadways and public utilities, with rights of ingress and egress to and upon said right-of-way and general utility easement for the uses and purposes stated herein, provided however, the Grantor hereby reserves the right to survey.

The public and such franchise utility providers as are authorized by the public to enter this right-of-way and general utility easement are hereby granted the exclusive possession of said above-described premises for the purposes described. Grantor, for itself and its heirs, administrators, successors and assigns, covenants and agrees that no building, structure, fence, wall or other above-ground obstruction of any description will be placed, erected, installed, or permitted upon the above-described premises except by Grantee and/or its agents, employees or franchisees as Grantee deems necessary; 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 the Grantor, such violation will be promptly corrected and eliminated in a timely manner, timeliness to be determined in good faith by the City or franchisee upon receipt of notice from the City or franchisee. In the event Grantor fails to remedy such violation within no more than 30 days following delivery of notice, Grantee or Grantee's franchisee shall have the right to remove or otherwise eliminate such violation, and Grantor, its heirs, administrators, successors and assigns, shall promptly pay the actual cost thereof; and further covenants and agrees that all terms and conditions of this Dedication shall run with the land.

TO HAVE AND TO HOLD such **Permanent Public Right-of-Way and General Utility Easement** unto Grantee and Grantee's successors and assigns, together with all of Grantor's right, title and interest, in exclusive possession together with all and singular the appurtenances thereto belonging forever.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed this 28 day of April 2020.

SUMMIT PROPERTIES LAND DEVELOPMENT 2019, LLC
(GRANTOR)

By [Signature]
Jared Lemons, Member

State of Oklahoma)
) ss.
County of Tulsa)

Before me, the undersigned Notary Public, in and for said County and State, on this 28 day of April 2020, personally appeared, Jared Lemons, known to me to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its Member and as the free and voluntary act and deed of such corporation for the uses and purposes therein set forth.

My Commission Expires: 3-13-23

[Signature]
Notary Public



ACCEPTED BY CITY COUNCIL:

City of Glenpool (GRANTEE)
A Municipal Corporation

Date: _____

by: _____
Mayor: Tim Fox

ATTEST:

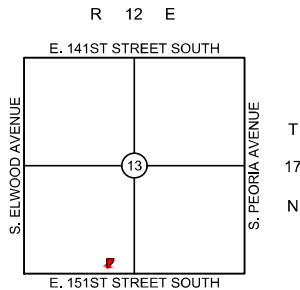
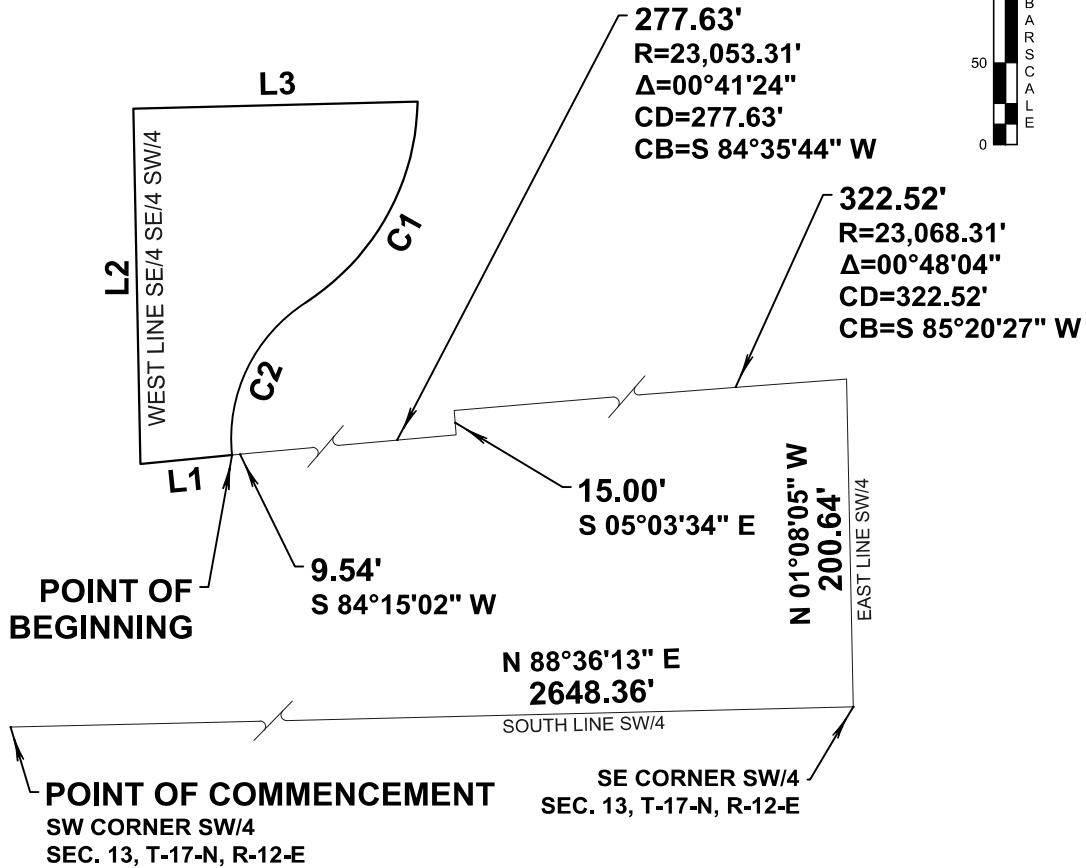
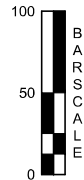
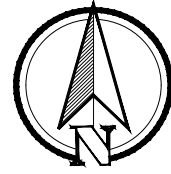
APPROVED AS TO FORM:

Wendy Knight
City Clerk

Lowell Peterson
City Attorney

EXHIBIT B1

RIGHT-OF-WAY & GENERAL UTILITY EASEMENT DEDICATION



Location Map

SCALE: 1"=4000'

Line Information

Line No.	Length	Bearing
L1	55.00'	S 84°15'02" W
L2	217.62'	N 01°07'50" W
L3	169.92'	N 88°36'10" E

Curve Information

Curve No.	Radius	Central Angle	Length	Chord Bearing	Chord Distance
C1	150.00'	55°34'29"	145.49'	S 28°32'16" W	139.86'
C2	100.00'	62°08'16"	108.45'	S 25°15'23" W	103.21'

EXHIBIT B2

RIGHT-OF-WAY & GENERAL UTILITY EASEMENT DEDICATION

Legal Description

A PART OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER (SE/4 SW/4) OF SECTION THIRTEEN (13), TOWNSHIP SEVENTEEN (17) NORTH, RANGE TWELVE (12) EAST OF THE INDIAN BASE AND MERIDIAN, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF.

MORE PARTICULARLY DESCRIBED AS FOLLOWS:

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SAID TRACT OF LAND CONTAINING 0.56 ACRES / 24,316.60 SQUARE FEET.

THIS LEGAL DESCRIPTION WAS CREATED ON APRIL 10, 2020 BY ALBERT R. JONES, III, OK PLS #1580, WITH THE BASIS OF BEARING BEING N 88° 36' 13" E ALONG THE SOUTH LINE OF THE SOUTHWEST QUARTER (SW/4) OF SECTION THIRTEEN (13), TOWNSHIP SEVENTEEN (17) NORTH, RANGE TWELVE (12) EAST OF THE INDIAN BASE AND MERIDIAN, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF.

Surveyor's Statement

I, ALBERT JONES III, CERTIFY THE ATTACHED LEGAL DESCRIPTION CLOSES IN ACCORD WITH EXISTING RECORDS, IS A TRUE REPRESENTATION OF THE LEGAL DESCRIPTION AS DESCRIBED, AND MEETS THE MINIMUM TECHNICAL STANDARDS FOR LAND SURVEYING OF THE STATE OF OKLAHOMA.



ALBERT JONES III
AJ@ATLASLANDOFFICE.COM
PROFESSIONAL LAND SURVEYOR
OKLAHOMA NO. 1580

4-28-20





Mary Huckabee | Attorney at Law
p 918.586-5715 | f 918.586.8677 | MHuckabee@cwlaw.com

Conner & Winters, LLP
4000 One Williams Center | Tulsa, OK 74172-0148
p (918) 586-5711 | f (918) 586-8982 | cwlaw.com

March 9, 2020

By email

City of Glenpool
Planning Commission
c/o City Attorney, Lowell Peterson
12205 S. Yukon Avenue
Glenpool, OK 74033
lpeterson@cityofglenpool.com

Re: Application for Final Plat- Scissortail Blocks 1-3

Dear Commissioners:

We represent John Lindsay, Christy Nightingale Lindsay, George Sharp, David Haag, Julie Haag, Sharp Mortgage Company, LP and CCL Ranch Properties, LLC in opposition to the application of Summit Properties Land Development 2019, LLC ("Summit") for Final Plat of Scissortail Blocks 1-3.

First, the proposed Final Plat fails to comply with RS-3 development standards or even the development standards set out in PUD-39, which as you know, is currently the subject of litigation. Both RS-3 zoning and PUD-39 require a minimum lot area of 9,000 sf. We have not reviewed the calculations for each lot individually, but even the first lot in the development, Lot 1, Block 1 fails to meet this minimum. No variance has been requested to our knowledge.

Further, the Planning Commission must reject the proposed Final Plat because the AG-zoned property along State Highway 67 must be rezoned before it can be utilized for residential subdivision purposes. In the proposed Final Plat, both the access drive into the subdivision and the stormwater detention pond ("Reserve A") sit on property zoned AG. *See Exhibit A.* The detention pond should be moved into the RS-3-zoned property to the north and out of highway frontage that would otherwise be prime for commercial development.

Summit has repeatedly attempted to confuse the public and the City of Glenpool regarding its plans surrounding this sensitive property along State Highway 67. In fact, Summit applied for a minor amendment to PUD-39 making clear that this prime property, slated for commercial development in the Comprehensive Plan, was not to be part of the residential subdivision development. In his November 12, 2018 letter approving the minor amendment, Glenpool's Interim City Planner

Page 2

acknowledged that the initial inclusion of the 2.85 acres along the highway was a mistake and that “[m]ore importantly, if acted upon, the development of 29.13 acres in Phase I, together with 40.2 acres to be developed in Phase II, would encroach upon the 2.85 acres of prospective commercial development along the frontage abutting State Highway 67/151st Street South.” See Exhibit B. AG-zoned property may not be used for a residential subdivision, nor would the Comprehensive Plan support rezoning of this property for a residential use.

Finally, the proposed Final Plat includes just 1.6 acres of greenspace for 88 residential units on 28.9161 acres, which is about 5.5%, far less than the 7.8% promised in PUD-39.

You have now been put on notice as to these defects, and we request that you consider these issues in your decision-making process.

Very truly yours,

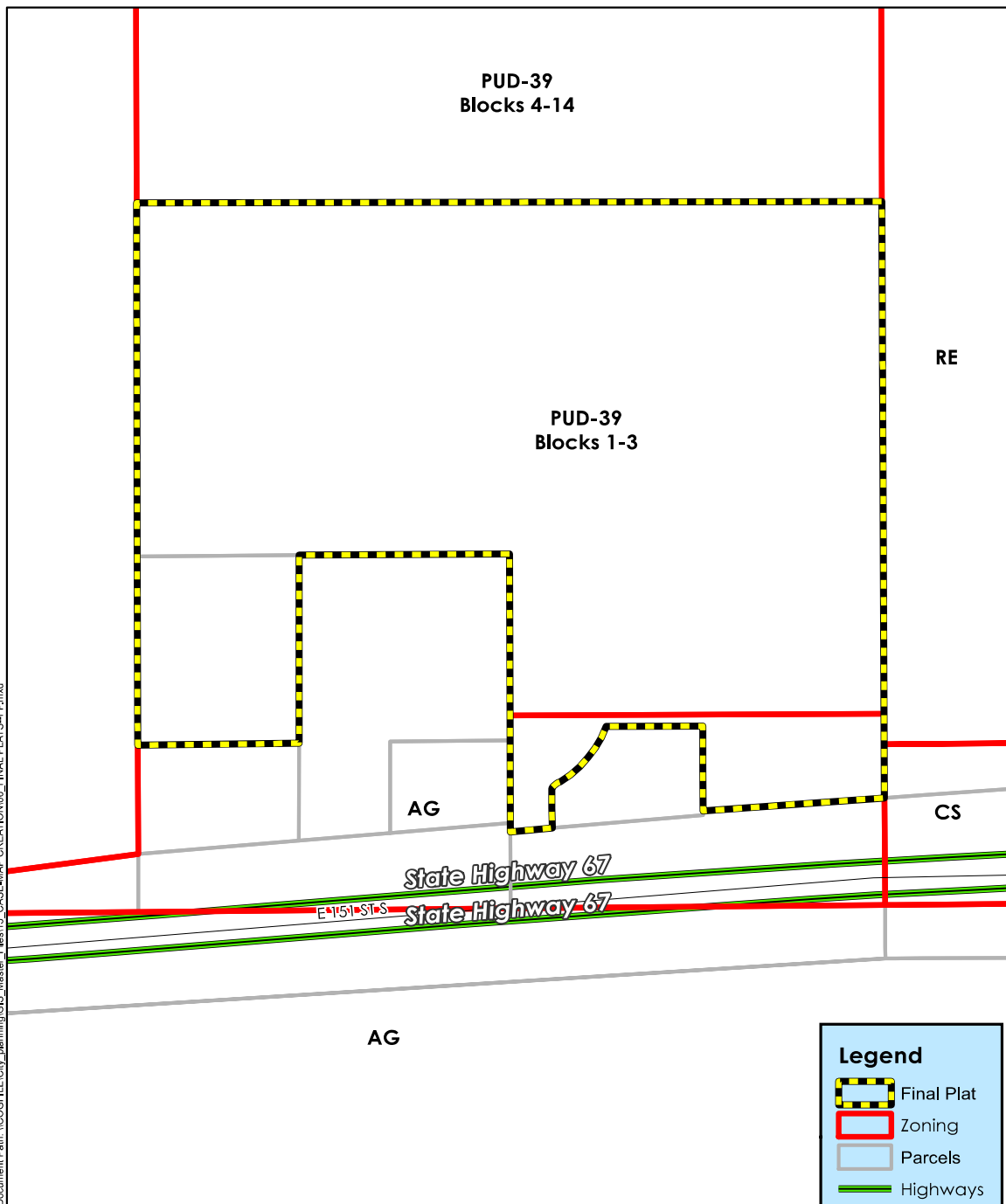


Mary P. Huckabee

cc: Wendy Knight, City Clerk wknight@cityofglenpool.com
Heath Hardcastle, attorney for Summit Properties hehardcastle@arhlaw.com

Exhibit A

Document Path: \\COGFILE\CityPlanning\GIS_Maps\15_CASE-MAP CREATION\06_FINAL PLATS-FP.mxd



FINAL PLAT, SCISSORTAIL, BLOCKS 1-3, NORTH OF STATE
HIGHWAY 67 (E 151ST STREET S) & EAST OF US HIGHWAY 75

Note: graphic overlays may not precisely align with physical
features on the ground, see attached legal description.



Legend

- Final Plat
- Zoning
- Parcels
- Highways
- Streets

Source Data: INCOG, ODOT
Tulsa County Assessor Office

Exhibit B



glenpoolonline.com

Erik Enyart, AICP, CFM

Interim City Planner

City of Glenpool

12205 S. Yukon Ave.

Glenpool, OK 74033

Tel. (918) 745-9929

eenyart@tannerbaitshop.com

November 14, 2018

Ryan McCarty, President

Select Design, LLC

20 East Dawes Avenue

Bixby, OK 74008

VIA EMAIL TO RYAN@SELECTDESIGNOK.COM

RE: APPROVAL OF MINOR AMENDMENT # 1 TO PUD 39

Dear Mr. McCarty,

My office has received your application, dated November 9, 2018, for amendment of the PUD 39 submission of plans approved by the Glenpool City Council on August 20, 2018 per Ordinance # 754. Your request is for the purpose of correcting a miscalculation of the land area for Phase I of the Scissortail Subdivision, as shown on page 2 of the plans. This error, in turn, was reflected in the legal descriptions within the application and calculations of the total acreage for which PUD 39 was granted.

It is the opinion of my office and of the City Attorney that your request qualifies as a "minor" PUD amendment pursuant to the criteria set out in Section 11-9-4, and does not require designation as a "major" amendment under Section 11-9-12 (both sections are attached to this letter.)

The situation we are addressing is as follows:

Zone Change Application No. GZ-266 was approved on January 8, 2018, thereby changing the affected zoning district from AG (Agricultural) to RS-3 (Single-family residential high density) on 26.97 acres belonging to the developer, your client. Later, on August 20, 2018, when the developer's application for Zone Change No. PUD 39 was approved, it was the intention of the developer (as represented by you, the developer's consultant, and as understood by the City Council) that the 26.97-acre parcel previously approved for RS-3 was to be entirely incorporated within what is now Phase I of the PUD 39 development. It was not the intention of the developer, or of the City Council, that any area more than, but no less than, the RS-3 zoning district was to be re-classified as PUD 39, Phase I.

12205 S. Yukon Avenue, Glenpool, OK 74033

OFFICE: 918-322-5409

FAX: 918-209-4641

www.glenpoolonline.com

Mayor Timothy Fox, Vice-Mayor Momodou Ceesay

Councilors: Patricia Agee, Brandon Kearns, Jacqueline Lund

City Manager David Tillotson, Assistant City Manager Susan White

City Clerk, Wendy Knight

LAW OFFICES OF
ALBRIGHT, RUSHER & HARDCASTLE
A PROFESSIONAL CORPORATION
2600 BANK OF AMERICA CENTER
15 WEST SIXTH STREET
TULSA, OKLAHOMA 74119-5434
TELEPHONE (918) 583-5800
FACSIMILE (918) 583-8665

March 19, 2020

Planning Commission
City of Glenpool
12205 S. Yukon Avenue
Glenpool, OK 74033

Re: *Summit Properties Land Development 2019, LLC*

Dear Commissioners:

This firm is counsel to Summit Properties Land Development 2019, LLC ("Summit"). This letter is in response to the March 9, 2020 correspondence from Mary P. Huckabee of Conner & Winters on behalf of John Lindsay, Christy Nightingale Lindsay, George Sharp, David Haag, Julie Haag, Sharp Mortgage Company, LP and CCL Ranch Properties, LLC (the "Objectors") regarding Summit's application for Final Plat of Scissortail Blocks 1 – 3.

The Objectors have consistently attempted to make Summit's development of its property as difficult as possible. I note that in this instance the Objectors have waited until the site work is essentially complete before asserting their objections. The purpose in doing so can only be to try to maximize the financial damage to, and hardship on, Summit and continue to wrongfully interfere with Summit's legitimate business activities.

As to Ms. Huckabee's first point, all of the lots exceed the minimum lot area of 9,000 square feet. The plat of survey submitted did contain a surveyor's error which has been discussed with City personnel and corrected. No variances are needed or requested.

In her second point, Ms. Huckabee objects to the existing pond contained within the stormwater detention easement on the AG-zoned property along Highway 67. This pond was dug in proximity to the lift station after permitting by the City and ODOT. It will benefit any future development on the AG-zoned property as well as the surrounding properties. It is not part of PUD-39 and does not constitute a residential use on AG-zoned property but is a separate detention facility. The Objectors do not have standing to complain about a pond on AG-zoned property and given their previously expressed concerns regarding imagined drainage issues, it is contradictory that they now object to a detention pond which would ameliorate those supposed concerns.

Summit strenuously objects to Ms. Huckabee's slanderous statement that Summit has attempted to confuse the public and City regarding its plans regarding the property along State

Planning Commission
March 19, 2020
Page 2

Highway 67. Summit has been completely clear and consistent that while the AG-zoned property may be suitable for commercial use in the future, it is not intended to be developed at the current time and no development plans for it currently exist.

With regard to Ms. Huckabee's third and last objection regarding the green space contained in Scissortail Blocks 1 – 3; the green space provided is as exactly as was diagramed and presented to the City in connection with PUD-39. Absolutely no changes have been made to the proposed layout as it would pertain to green space. As the City staff is aware, the only change that has been made to the plans as submitted in connection with PUD-39 is the slight adjustment of the access point necessitated by the existence of a fiberoptic line and associated easement.

The objections propounded by Ms. Huckabee have no merit and should be disregarded by the Commission.

Sincerely,



Heath E. Hardcastle
For the Firm

HEH/mw



Mary Huckabee | Attorney at Law
p 918.586-5715 | f 918.586.8677 | MHuckabee@cwlaw.com

Conner & Winters, LLP
4000 One Williams Center | Tulsa, OK 74172-0148
p (918) 586-5711 | f (918) 586-8982 | cwlaw.com

May 11, 2020

By email

City of Glenpool
Planning Commission
c/o City Attorney, Lowell Peterson
12205 S. Yukon Avenue
Glenpool, OK 74033
lpeterson@cityofglenpool.com

Re: Application for Preliminary and Final Plat- Scissortail Blocks 1-3

Dear Commissioners:

We represent John Lindsay, Christy Nightingale Lindsay, George Sharp, David Haag, Julie Haag, Sharp Mortgage Company, LP and CCL Ranch Properties, LLC in opposition to the application of Summit Properties Land Development 2019, LLC ("Summit") for Preliminary Plat and for Final Plat of Scissortail Blocks 1-3 (Agenda items # 8 and # 9).

First, PUD-39 is the subject of ongoing litigation. Our clients continue their objection to development of this property pursuant to PUD-39, which was not validly approved by the City of Glenpool.

The proposed Preliminary and Final Plat contains no stormwater drainage system, meaning the Planning Commission must reject the application for failing to comply with a major component of the Subdivision Regulations. Instead, Summit has moved the stormwater detention pond completely outside of the subdivision onto property along Highway 67 by dedicating a separate easement to the City of Glenpool. The Glenpool Subdivision Regulations explicitly require the stormwater drainage system to be located within the subdivision:

The stormwater drainage system **within the proposed subdivision** shall be designed and constructed in accordance with the standards and requirements of the city engineering design criteria and shall receive and convey the runoff from a 100year (1 percent) frequency rainstorm under conditions of full upstream urbanization including all anticipated improvements within the subject subdivision. . . . **The entire upstream and on site drainage flow shall be contained within the stormwater management system** and shall be conveyed

through the proposed subdivision with no adverse effects to any proposed improvements associated with the subject development or to areas downstream of the proposed development and shall be in compliance with said city engineering design criteria. Ord. 747, 11142017 (*emphasis added*).

This is not a technicality. By moving the stormwater drainage system outside of the subdivision, Summit has denied the Homeowners Association control of the detention pond. It has also defanged the City of Glenpool by removing the only collateral Glenpool might utilize to enforce the covenants set out in the easement, setting Glenpool up to be left holding the bag when Summit fails to maintain the pond.

The use of the property along the highway for off-site stormwater detention also bypasses the Glenpool Comprehensive Plan, which calls for the property along Highway 67 to be developed into sales-tax-generating commercial property.

One of my clients' primary concerns throughout this process has been the increased stormwater runoff that the Scissortail development will cause. I have attached pictures of the effects clearing the land and failing to properly control runoff has already caused to the ponds on my clients' properties to the east of the proposed Scissortail addition.

We ask that the Planning Commission reject this application for Preliminary and Final Plat as facially and egregiously deficient.

Very truly yours,



Mary P. Huckabee

cc: Wendy Knight, City Clerk wknight@cityofglenpool.com
James McHendry, City Planner jmchendry@cityofglenpool.com

Exhibit A



Dallas, TX | Houston, TX | NW Arkansas | Oklahoma City, OK | Tulsa, OK | Washington, DC



To: HONORABLE MAYOR, MEMBERS OF THE CITY COUNCIL
From: John Gonsalves, Finance Director
Date: June 1, 2020
Subject: FY2020-2021 Budget Public Hearing

Background:

According to the Municipal Budget Act (11.O.S. §§ 17-201 through 17-216), at least one public hearing must be held no later than 15 days prior to the beginning of the budget year (July 1).

Staff Recommendation:

Staff recommends that the Mayor declare a public hearing for the purpose of receiving citizen input concerning the Fiscal Year 2020-2021 Proposed Budget for the City of Glenpool.

Attachments:

FY2020-2021 Proposed Budget

RESOLUTION 2020005

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF GLENPOOL TO COMPLY WITH AND OPERATE IN ACCORDANCE WITH THE MUNICIPAL BUDGET ACT AND APPROVE THE 2020-2021 ANNUAL BUDGET.

WHEREAS, The Oklahoma State Statutes, Title 11, Section 201 authorizes a municipality to prepare and approve an annual budget, and

WHEREAS, The Glenpool City Council has met all requirements for publications and public input on the 2020-2021 budget, and

WHEREAS, the Council members of the City of Glenpool have reviewed the proposed budget and are aware of the operations and projects planned for 2020-2021;

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Glenpool:

- A. That the budget for fiscal year 2020-2021 be approved for the funds and amounts:

SEE EXHIBIT A

- B. That the Finance Director, with the approval of the City Manager, may make transfers between departments and accounts within a fund. Additional appropriations must be approved by the Council prior to implementation;
- C. That the Finance Director shall be given blanket authority and directed to invest and reinvest available funds on a continuing basis during the fiscal year ending June 30, 2021.

PASSED AND APPROVED this 1st day of June, 2020.

Name: Timothy Lee Fox
Title: Mayor

Attest:

Name: Wendy Knight
Title: City Clerk

EXHIBIT A

CITY OF GLENPOOL

FY 2020-2021 PROPOSED BUDGET

	GOVERNMENTAL FUNDS							PROPRIETARY FUNDS	
	General Fund	Public Safety Personnel Fund	Capital Improvement Fund	Park & Recreation Fund	Hotel/Motel Tax Fund	Streets & Infrastructure Capital Fund	Public Safety Capital Fund	Glenpool Utility Service Authority	Glenpool Industrial Authority
REVENUES									
Taxes	\$ 8,741,729	\$ 1,127,995	\$ -	\$ -	145,900	\$ 594,761	\$ 533,234	\$ -	\$ -
Licenses & Permits	60,700	-	-	-	-	-	-	-	-
Charges for Services	237,000	-	-	12,000	-	-	-	5,500,000	360,000
Intergovernmental	235,000	-	-	-	-	-	-	-	-
Fines & Forfeitures	279,000	-	-	-	-	-	-	-	-
Investment Income	50,000	6,000	1,200	1,800	4,500	4,000	2,000	26,300	10,000
Other Revenues	25,233	-	-	-	-	-	-	26,200	34,700
Transfers In	1,845,900	-	-	-	-	-	-	3,683,226	182,333
Tax Increment Financing	-	-	-	-	-	-	-	-	152,000
Use of Fund Balance	79,870	228,780	-	-	-	-	5,795	-	-
Total Revenues	\$ 11,554,432	\$ 1,362,775	\$ 1,200	\$ 13,800	\$ 150,400	\$ 598,761	\$ 541,029	\$ 9,235,726	\$ 739,033
EXPENDITURES									
General Government	\$ 767,746	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -
Animal Control	93,622	-	-	-	-	-	-	-	-
Police	2,002,866	467,743	-	-	-	-	-	-	-
Dispatch	417,886	-	-	-	-	-	-	-	-
Fire	2,263,894	895,032	-	-	-	-	-	-	-
Emergency Management	40,000	-	-	-	-	-	-	-	-
Community Development	615,277	-	-	-	-	-	-	-	-
Gen Gov't Administration	672,054	-	-	-	-	-	-	-	-
Streets & Parks	875,528	-	-	-	-	95,000	-	-	-
Water & Sewer	-	-	-	-	-	-	-	3,318,613	-
Utility Billing	-	-	-	-	-	-	-	354,257	-
Refuse	-	-	-	-	-	-	-	685,000	-
Stormwater	-	-	-	-	-	50,000	-	6,000	-
Conference Center Oper.	-	-	-	-	-	-	-	-	402,400
Tax Increment Financing	-	-	-	-	-	-	-	-	274,333
Economic Dev	-	-	-	-	90,400	-	-	-	2,000
Capital Outlay	-	-	-	13,800	-	-	-	-	-
Debt Service	-	-	-	-	-	174,979	541,029	3,071,312	-
TSF to City	-	-	-	-	-	-	-	1,800,000	45,900
Tsf to GUSA	1,883,226	-	-	-	-	-	-	-	-
TSF to GIA	122,333	-	-	-	60,000	-	-	-	-
Tsf to GUSA Bond Pledge	1,800,000	-	-	-	-	-	-	-	-
Transfer to Reserves	-	-	1,200	-	-	278,782	-	544	14,400
Total Expenditures	\$ 11,554,432	\$ 1,362,775	\$ 1,200	\$ 13,800	\$ 150,400	\$ 598,761	\$ 541,029	\$ 9,235,726	\$ 739,033

TULSA WORLD

P.O. Box 1770 Tulsa, Oklahoma 74102-1770 | tulsaworld.com

Account Number

1007193

CITY OF GLENPOOL
Attn: LYNN BURROW
12205 S YUKON AVE
GLENPOOL, OK 74033

Date

May 24, 2020

Date	Category	Description	Ad Size	Total Cost
05/24/2020	Legal Notices	FY20-21 BUDGET/UTILITY SVCS	4 x 55.00 CL	270.60

Affidavit of Publication

I, Melissa Marshall, of lawful age, am a legal representative of the Tulsa World of Tulsa, Oklahoma, a daily newspaper of general circulation in Tulsa County, Oklahoma, a legal newspaper qualified to publish legal notices, as defined in 25 O.S. § 106 as amended, and thereafter, and complies with all other requirements of the laws of Oklahoma with reference to legal publication. That said notice, a true copy of which is attached hereto, was published in the regular edition of said newspaper during the period and time of publication and not in a supplement, on the DATE(S) LISTED BELOW

05/23, 05/24/2020

Newspaper reference: 0000644603

M. Marshall
Legal Representative

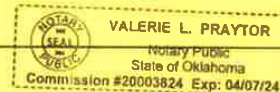
Sworn to and subscribed before me this date:

MAY 26 2020

Valerie L. Praytor
Notary Public

My Commission expires

4-7-24



Published in the Tulsa World, Tulsa County, Oklahoma, May 23 & 24, 2020

CITY OF GLENPOOL, OKLAHOMA
NOTICE OF PUBLIC HEARING
JUNE 1, 2020 - 6:00 P.M.
12205 S YUKON AVE, 2ND FLOOR
PROPOSED FY2020-21 BUDGET

The City of Glenpool, the Glenpool Utility Services Authority and the Glenpool Industrial Development Authority will hold a public hearing on June 1, 2020 at 6:00 P.M. on the 2nd Floor of 12205 S. Yukon Ave. Glenpool, OK for the purpose of advising the public of the proposed budget for the fiscal year beginning July 1, 2020.

The following is a preliminary summary of the proposed budget for fiscal year 2020-2021. The proposed budget is available for public inspection at the office of the City Clerk, 2nd Floor, 12205 S. Yukon Ave. during normal business hours.

OPERATING FUND BUDGET

	Revenues	Expenditures	Transfers In/Out
General Fund			
General Government	1,638,402	302,746	
Animal Control		75,073	
Police		1,082,384	
Fire		17,388	
Emergency Management		1,363,884	
Community Development		4,680	
General Administration		11,527	
Streets & Parks		67,254	
Public Safety Personnel Fund		67,538	
Police	1,362,772		
Fire		407,743	
Glenpool Utility Services Authority:			1,082,382
Water & Sewer	3,555,238	3,201,471	
Utility Billing		364,257	
Refuse		85,888	
Stormwater		4,000	
Debt Service		1,677,172	
Glenpool Industrial Development Authority:			53,633
Conference Center	425,780	482,488	
Tax Increment Financing		274,223	
Economic Development		1,000	
Total Operating Fund Budget	\$ 17,175,495	\$ 17,238,401	\$ 35,736

CAPITAL FUND BUDGET

	Revenues	Expenditures	Transfers In/Out
Capital Improvement Fund			
Park & Rec Fund	1,000	1,000	
Industrialized Tax Fund	11,000	11,000	
Streets & Infrastructure Fund	138,400	138,400	
Public Safety Capital Fund	598,241	598,241	
Total Capital Fund Budget	\$ 748,641	\$ 748,641	\$ (48,000)



To: HONORABLE MAYOR, MEMBERS OF THE CITY COUNCIL
From: John Gonsalves, Finance Director
Date: June 1, 2020
Subject: FY2020-2021 Budget Adoption

Background:

The City Council intends to hold a public hearing on the proposed budget at the June 1, 2020 regular meeting. Following the public hearing, the Council may adopt the budget by approving the attached resolution, adopting the appropriations contained in the proposed budget.

Staff Recommendation:

Staff recommends approval of Resolution No. 2020005, a resolution of the City Council of Glenpool adopting the budget for Fiscal Year 2020-2021.

Attachments:

Resolution 2020005

RESOLUTION 2020005

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF GLENPOOL TO COMPLY WITH AND OPERATE IN ACCORDANCE WITH THE MUNICIPAL BUDGET ACT AND APPROVE THE 2020-2021 ANNUAL BUDGET.

WHEREAS, The Oklahoma State Statutes, Title 11, Section 201 authorizes a municipality to prepare and approve an annual budget, and

WHEREAS, The Glenpool City Council has met all requirements for publications and public input on the 2020-2021 budget, and

WHEREAS, the Council members of the City of Glenpool have reviewed the proposed budget and are aware of the operations and projects planned for 2020-2021;

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Glenpool:

- A. That the budget for fiscal year 2020-2021 be approved for the funds and amounts:

SEE EXHIBIT A

- B. That the Finance Director, with the approval of the City Manager, may make transfers between departments and accounts within a fund. Additional appropriations must be approved by the Council prior to implementation;
- C. That the Finance Director shall be given blanket authority and directed to invest and reinvest available funds on a continuing basis during the fiscal year ending June 30, 2021.

PASSED AND APPROVED this 1st day of June, 2020.

Name: Timothy Lee Fox
Title: Mayor

Attest:

Name: Wendy Knight
Title: City Clerk



FY 2020-2021 PROPOSED BUDGET

12205 S. Yukon, Glenpool, OK 74033 OFFICE: 918-322-5409 FAX: 918-209-4641
Mayor Tim Fox, Vice-Mayor Momodou Ceesay, Councilors: Joyce Calvert, Brandon Kearns and Jacquellne Lund
City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Wendy Knight
www.glenpoolonline.com

**CITY OF GLENPOOL, OKLAHOMA
FY2021 PROPOSED BUDGET**

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BUDGET DETAIL

SECTION 2

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May 28, 2020

Honorable Mayor and Members of the City Council:

The proposed budget for 2020-2021 Fiscal Year is submitted for your review. This budget has been prepared and 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.

While we are on target to meet our projected FY19-20 budget revenues, the ongoing COVID-19 pandemic has caused some concern that we will see a financial impact to our revenues for FY20-21. With the national and state unemployment levels reaching highs we have not seen in years and businesses still struggling to open their doors, the timeline for economic recovery is unknown. I believe with the retail business mix we have in Glenpool that we will weather this economic downturn better than some communities. Additionally, I expect to see new sales tax due to additional businesses in our three ongoing developments. Given these factors, and despite the strong sales tax returns we saw in May, our goal was to remain conservative next year with our budget revenue projections. As we have discussed in the past, it is always my preference when budgeting to project revenues in the lower range of expectations and then match expenses to those revenues. With that in mind, we are predicting a 1.65% decline in sales tax over this fiscal year's projected totals. We are also planning for a 5.3% decline in use tax over this fiscal year's projected totals. These declines will be offset by growth in our permit and service fees due to construction related revenues. This results in gross revenues before transfers of \$9,670,717 in the General Fund, which is an increase of \$14,125...essentially a flat budget for the fiscal year.

My main goal coming into this year's budgeting process was to protect our employees and their jobs. Given the increases to benefit costs and the projected step raises for the police and fire departments that are expected as part of their collective bargaining agreements we find ourselves in a scenario that won't allow us to hold pat on expenses as compared to FY19-20. To protect our employees and their jobs we have cut all capital from the budget, except for some computer hardware and software upgrades needed to fix obsolete computer systems currently in our network. Additionally, we have cut some expenses where possible in various departmental budget accounts. The budget as presented does not require us to furlough or layoff any current employees.

As mentioned, this budget includes step raises for the Fire Department as required in their Collective Bargaining Agreement. It also includes step raises for the Police Department employees covered under their Collective Bargaining Agreement; however, negotiations with the Fraternal Order of Police have not been completed and additional funds may be needed depending on the final outcome of those negotiations and the approval of the new Collective Bargaining Agreement by the Council. This budget does not contain any raises or salary adjustments for non-union employees. Should revenues

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www.glenpoolonline.com

increase beyond budget projections, it is my intent to bring some form of additional compensation for these non-union employees to the Council for consideration in January.

The Glenpool Utility Services Authority (GUSA) revenue for FY20-21 has been increased by 2.6% to \$5,526,200. This increase can be attributed to an increase in refuse income and a slight increase in water/sewer collections. We have not included any increases to our water or sewer rates in these revenue numbers. The departmental expenses have increased almost 5% based on increases to benefit costs and the estimated costs to complete the requirements under a DEQ Consent Order on the wastewater treatment sewer plant. Even with this increase to expenses we still anticipate increasing our fund balance available at the end of the year.

We have added a new budget department to the Glenpool Industrial Authority (GIA) to better account for revenue and expenses from both of our Tax Increment Financing Districts. The departmental budget accounts for all the GIA revenue increase for FY20-21. Even though the Conference Center income will be down as compared to the budget for this year, that decrease is specifically attributable to the shutdown caused by the COVID-19 pandemic. We believe the Conference Center will rebound to projected FY19-20 levels and have therefore left its revenue even for FY20-21. We have also held expenses for the conference center relatively flat with the reduction coming mainly from capital spending.

The FY20-21 budget also continues to fund Move Glenpool Forward (MGF) projects. The available funding for Warrior Road included in the Move Glenpool Forward tax has been exhausted. All future expenses to complete Warrior Road will be required to come from the General Fund Designated Reserve. Fund 50 (MGF-Streets and Infrastructure) includes \$50,000 to begin work on the Vancouver Stormwater Project and \$278,782 to begin the traffic studies and engineering design necessary to widen Elwood from 151st north to 137th. The traffic studies and engineering design will include planning for signalization at 141st and Elwood and potentially at 151st and Elwood. Fund 51 (MGF-Public Safety Capital) does not include any new purchases this fiscal year. All the expected revenue has been allocated to pay debt service on prior year purchases. Finally, Fund 52 (MGF-Public Safety Personnel) does not include any new positions for police or fire this year. Due to the projected downturn in sales and use taxes we will be using available fund balance to pay current expenses.

I cannot commend our staff enough for their hard work and diligence this year. I am proud to have the opportunity to serve this great community alongside these employees.

Sincerely,



David Tillotson
City Manager

RESOLUTION 2020005

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF GLENPOOL TO COMPLY WITH AND OPERATE IN ACCORDANCE WITH THE MUNICIPAL BUDGET ACT AND APPROVE THE 2020-2021 ANNUAL BUDGET.

WHEREAS, The Oklahoma State Statutes, Title 11, Section 201 authorizes a municipality to prepare and approve an annual budget, and

WHEREAS, The Glenpool City Council has met all requirements for publications and public input on the 2020-2021 budget, and

WHEREAS, the Council members of the City of Glenpool have reviewed the proposed budget and are aware of the operations and projects planned for 2020-2021;

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Glenpool:

- A. That the budget for fiscal year 2020-2021 be approved for the funds and amounts:

SEE EXHIBIT A

- B. That the Finance Director, with the approval of the City Manager, may make transfers between departments and accounts within a fund. Additional appropriations must be approved by the Council prior to implementation;
- C. That the Finance Director shall be given blanket authority and directed to invest and reinvest available funds on a continuing basis during the fiscal year ending June 30, 2021.

PASSED AND APPROVED this 1st day of June, 2020.

Name: Timothy Lee Fox

Title: Mayor

Attest:

Name: Wendy Knight

Title: City Clerk

CITY OF GLENPOOL
FY21 PROPOSED BUDGET

	GOVERNMENTAL FUNDS							PROPRIETARY FUNDS	
		Public Safety	Capital	Park &		Streets &	Public Safety	Glenpool	Glenpool
	General Fund	Personnel Fund	Improvement Fund	Recreation Fund	Hotel/Motel Tax Fund	Infrastructure Capital Fund	Capital Fund	Utility Service Authority	Industrial Authority
REVENUES									
Taxes	\$ 8,741,729	\$ 1,127,995	\$ -	\$ -	145,900	\$ 594,761	\$ 533,234	\$ -	\$ -
Licenses & Permits	60,700	-	-	-	-	-	-	-	-
Charges for Services	279,055	-	-	12,000	-	-	-	5,500,000	360,000
Intergovernmental	235,000	-	-	-	-	-	-	-	-
Fines & Forfeitures	279,000	-	-	-	-	-	-	-	-
Investment Income	50,000	6,000	1,200	1,800	4,500	4,000	2,000	26,300	10,000
Other Revenues	25,233	-	-	-	-	-	-	26,200	34,700
Transfers In	1,845,900	-	-	-	-	-	-	3,683,226	182,333
Tax Increment Financing	-	-	-	-	-	-	-	-	152,000
Use of Fund Balance	37,815	228,780	-	-	-	-	5,795	-	-
Total Revenues	\$ 11,554,432	\$ 1,362,775	\$ 1,200	\$ 13,800	\$ 150,400	\$ 598,761	\$ 541,029	\$ 9,235,726	\$ 739,033
EXPENDITURES									
General Government	\$ 767,746	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -
Animal Control	93,622	-	-	-	-	-	-	-	-
Police	2,002,866	467,743	-	-	-	-	-	-	-
Dispatch	417,886	-	-	-	-	-	-	-	-
Fire	2,263,894	895,032	-	-	-	-	-	-	-
Emergency Management	40,000	-	-	-	-	-	-	-	-
Community Development	615,277	-	-	-	-	-	-	-	-
Gen Gov't Administration	672,054	-	-	-	-	-	-	-	-
Streets & Parks	875,528	-	-	-	-	95,000	-	-	-
Water & Sewer	-	-	-	-	-	-	-	3,318,613	-
Utility Billing	-	-	-	-	-	-	-	354,257	-
Refuse	-	-	-	-	-	-	-	685,000	-
Stormwater	-	-	-	-	-	50,000	-	6,000	-
Conference Center Oper.	-	-	-	-	-	-	-	-	402,400
Tax Increment Financing	-	-	-	-	-	-	-	-	274,333
Economic Dev	-	-	-	-	90,400	-	-	-	2,000
Capital Outlay	-	-	-	13,800	-	-	-	-	-
Debt Service	-	-	-	-	-	174,979	541,029	3,071,312	-
TSF to City	-	-	-	-	-	-	-	1,800,000	45,900
Tsf to GUSA	1,883,226	-	-	-	-	-	-	-	-
TSF to GIA	122,333	-	-	-	60,000	-	-	-	-
Tsf to GUSA Bond Pledge	1,800,000	-	-	-	-	-	-	-	-
Transfer to Reserves	-	-	1,200	-	-	278,782	-	544	14,400
Total Expenditures	\$ 11,554,432	\$ 1,362,775	\$ 1,200	\$ 13,800	\$ 150,400	\$ 598,761	\$ 541,029	\$ 9,235,726	\$ 739,033

CITY OF GLENPOOL FY20-21 ADOPTED BUDGET

INTRODUCTION

BUDGET SUMMARY

Budget Process

The budget process for FY2021 began with estimating anticipated revenues. This largely involved reviewing revenue trends over the last several years, assessing current economic factors and future economic predictions, and determining expected growth in the overall population of the City. Sales Tax revenues are expected to decline during the first half of the FY2021. With grants and other one-time revenues excluded, the FY2021 budgeted revenues reflect a -2% decrease over the FY2020 budget, and a 0.2% decrease over FY2020 projections.

The expenditure budget process for FY2021 began with the current FY2020 spending budget. The one-time items built into the FY2020 budget were removed and increases in contracts and other expenditures were calculated to produce a base FY2021 budget. Workers' Comp insurance premiums were budgeted to increase 6%; health insurance premiums increased 5%; utilities and motor fuel are budgeted to remain even with prior year budget. No wage increase was included for non-contractual employees. A 1% wage increases was negotiated for union and other contractual employees.

Budget Overview

Revenues

Budgeted revenues are reported in the following categories: **Taxes** include sales tax, use tax, hotel/motel tax, franchise tax and E-911 fees. **License and Permits** include various business licenses and building permits. **Charges for Services** consists of development fees, zoning fees, inspection fees, animal adoption fees, water and sewer usage fees and reimbursement for services, such as the School Resource Officer and first responder fees charged to other organizations. **Intergovernmental** revenues include gasoline excise tax, tobacco tax, and E-911 fees and various grants. **Fines and Forfeitures** include adult and juvenile fines. **Other Revenues** consists of various miscellaneous revenues. Finally, **Investment income** includes earnings on investments and bank accounts and bond funds.

Sales Tax is the largest single revenue source for the General Fund and the City. The 5.1% sales tax levy is divided between various funds as authorized by voters as shown in the table below:

City Sales Tax Levy	Fund	Description
3.0%	General Fund	Permanent tax which funds general operations of the City
1.0%	Capital projects/Debt service	Temporary tax effective through March 31, 2021 for capital improvements and debt service.
0.55%	Public Safety Personnel	Permanent tax which funds some police and fire personnel
0.29%	Streets & Infrastructure	Temporary tax effective through December 31, 2036 for capital improvements and economic development.
0.26%	Public Safety Capital	Temporary tax effective through December 31, 2036 for public safety needs such as police vehicles, fire trucks, building improvements and other equipment.
5.10%	Total	

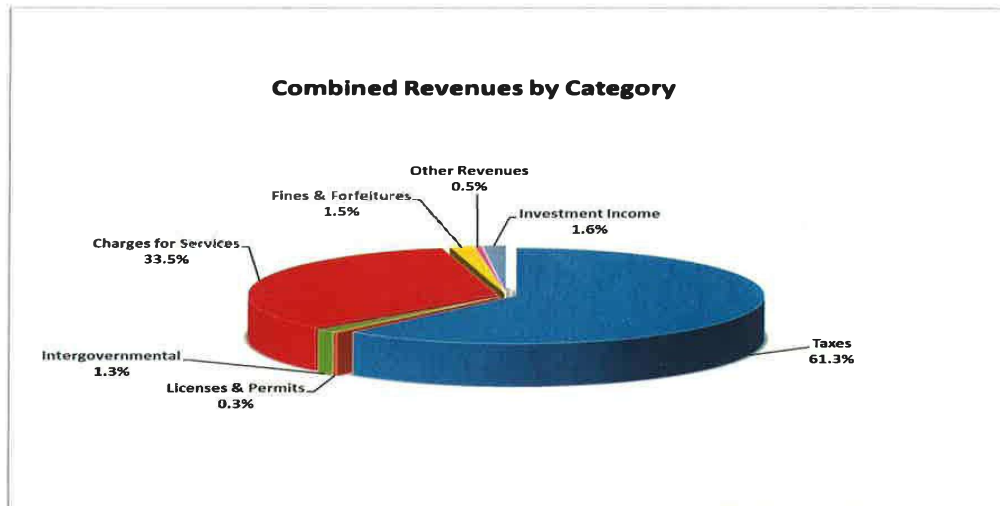
CITY OF GLENPOOL FY20-21 ADOPTED BUDGET

INTRODUCTION

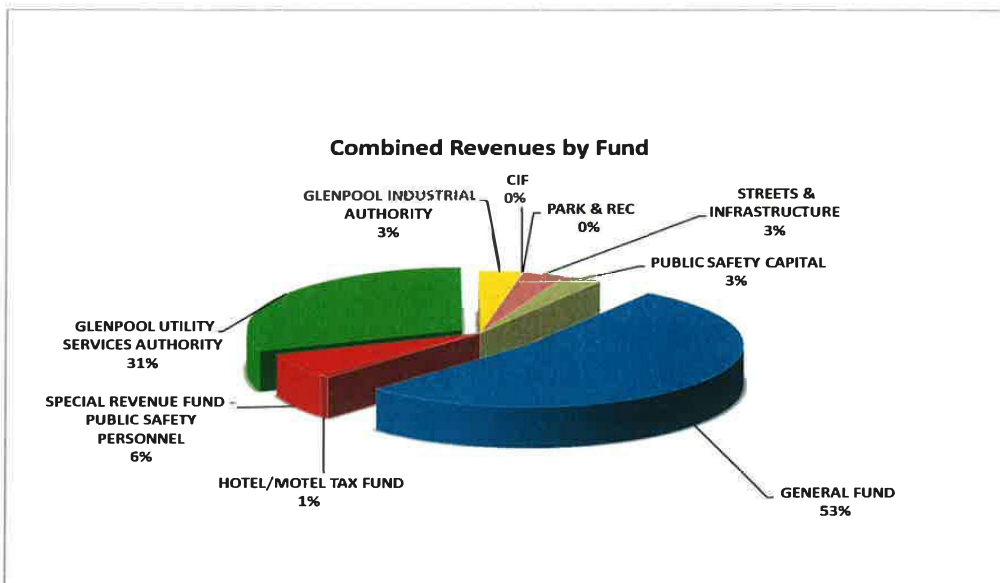
BUDGET SUMMARY

Total FY2021 combined revenues are budgeted to generate \$18,175,352. The charts below reflect the composition of operating revenues by category and fund:

Combined Revenues by Category



Combined Revenues by Fund



CITY OF GLENPOOL FY20-21 ADOPTED BUDGET

INTRODUCTION

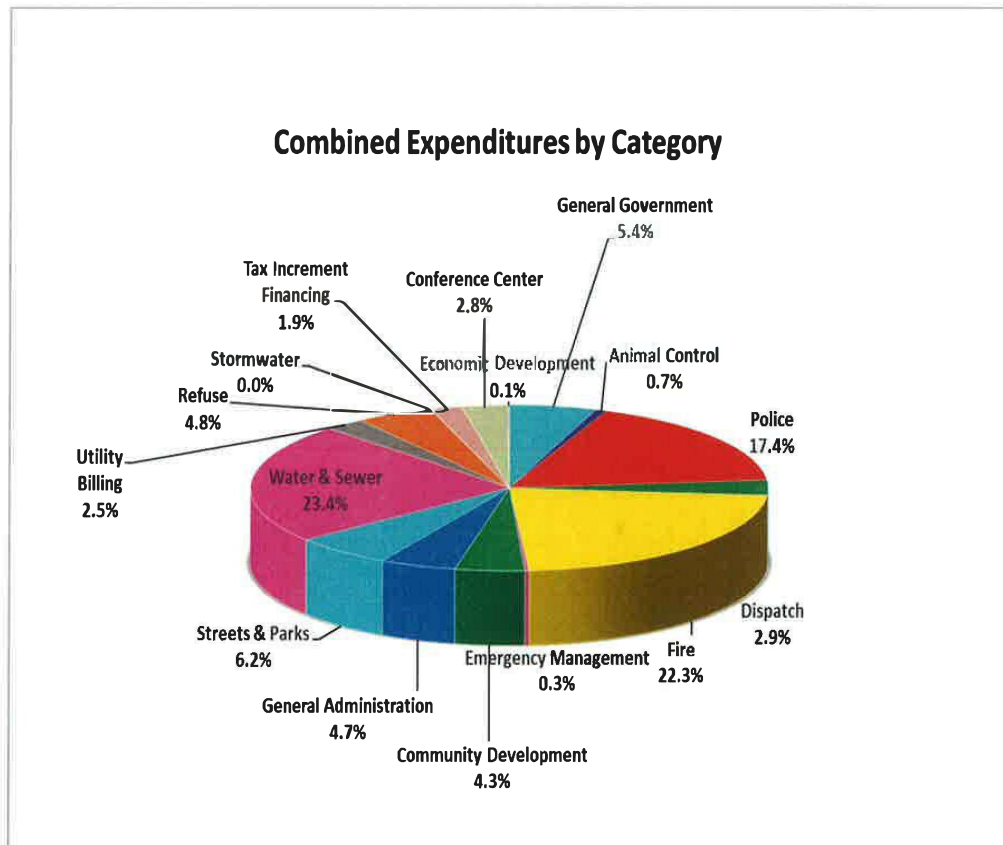
BUDGET SUMMARY

Expenditures

The FY2021 expenditure budget is divided into eight basic categories. **Personal Services** encompasses all expenditures related to employee costs, such as salaries, benefits, and uniforms. **Materials & Supplies** includes office supplies, motor fuel, minor tools and equipment. **Other Charges and Services** includes general property and liability insurance premiums, contract services, postage, and telephone and utilities. **Travel and training** includes employee training and travel expenses. **Repairs and Maintenance** includes equipment and building maintenance, vehicle repairs, street repairs, park maintenance and property maintenance. **Miscellaneous** includes sale of assets, rental income, refunds, and other miscellaneous revenues. **Capital Outlay** includes machinery and equipment, office equipment, vehicles, and building improvements. **Debt service** includes principal and interest payments on debt and fiscal agent fees.

Total combined expenditures budgeted for FY2021 is \$14,419,450. The following charts reflect the distribution of operating expenditures by category and fund:

Combined Expenditures by Category

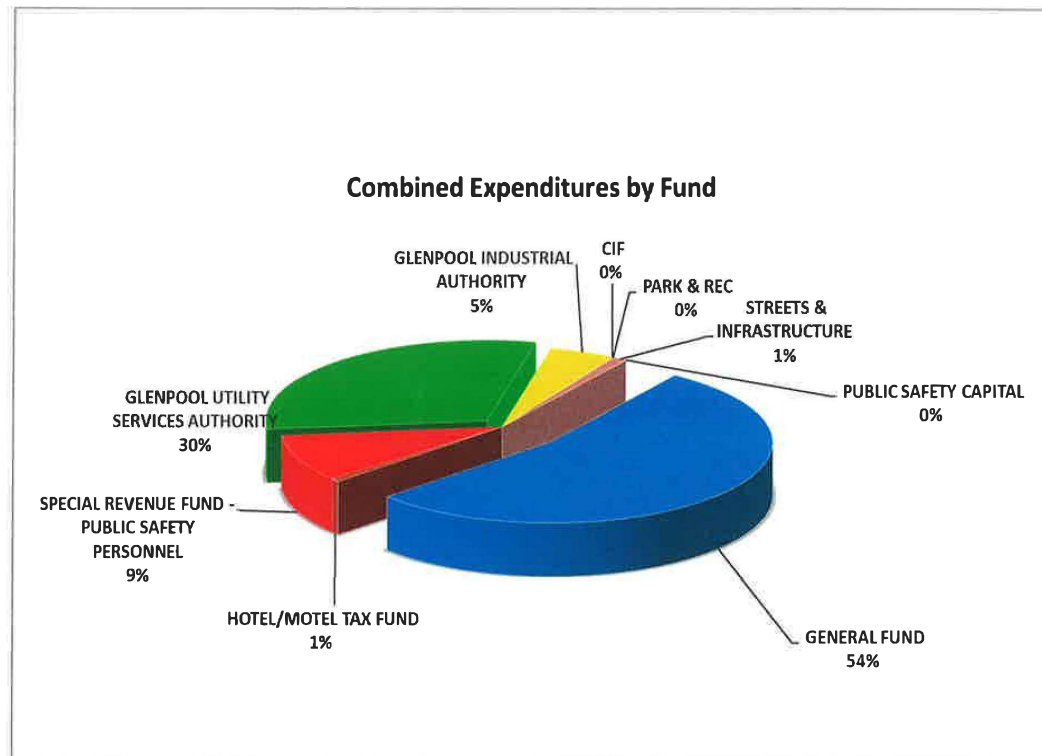


CITY OF GLENPOOL FY20-21 ADOPTED BUDGET

INTRODUCTION

BUDGET SUMMARY

Combined Expenditures by Fund



1.5A

CITY OF GLENPOOL FY2021 ADOPTED BUDGET

INTRODUCTION

BUDGETARY GUIDELINES

Budget Law

The City has adopted the provisions of the Municipal Budget Act (Title 11 O.S. §§ 17-201 through 17-216). In accordance with the Budget Act, the following process is used to adopt the annual budget:

- a. By June 1, the City Manager submits to the City Council a proposed operating budget for the fiscal year commencing the following July 1.
- b. Public hearings are conducted to obtain citizen comments. At least one public hearing must be held no later than 15 days prior to July 1.
- c. Subsequent to the public hearing but no later than seven days prior to July 1, the budget is adopted by resolution of the City Council.
- d. The adopted budget is filed with the Office of State Auditor and Inspector.

All funds of the City with revenues and expenditures are required to have annual budgets and all budgets must be balanced (i.e. estimated revenues + appropriated fund balance = appropriations). The legal level of expenditure and encumbrance control is department appropriation total within a fund. Accounting for expenditures must at least be at the object category level within each department as follows:

- Personal Services
- Materials and Supplies
- Other Services and Charges
- Travel & Training
- Repairs & Maintenance
- Miscellaneous
- Capital Expenditures
- Debt Service

All transfers of appropriations between funds and supplemental appropriations require City Council approval. The City Manager may transfer unexpended and unencumbered appropriations between departments within a fund without City Council approval. Supplemental appropriations must also be filed with the Office of State Auditor and Inspector.

In accordance with Title 60 of the Oklahoma State Statutes, the Glenpool Utility Services Authority and the Glenpool Industrial Development Authority are required to prepare an annual budget and submit a copy to the City as beneficiary. However, there are no further requirements such as form of budget, approval of the budget or definition of a legal level of control.

CITY OF GLENPOOL FY2021 ADOPTED BUDGET

INTRODUCTION

BUDGETARY GUIDELINES

Basis of Accounting

Basis of accounting refers to the time at which revenues and expenditures or expenses are recognized in the accounts and reported. Governmental funds are accounted for using the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when they become measurable and available as net current assets. Available means collectible within the current period or expected to be collected within 60 days after year end and be used to pay liabilities of the current period. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Exceptions to this general rule include unmatured principal and interest on general long-term obligations which are recognized when due. This exception is in conformity with Generally Accepted Accounting Principles.

Property tax revenues and sales tax receipts are considered measurable and available when collected and recognized as revenue at that time. Licenses and permits, fines and forfeits, and miscellaneous revenues are recorded as revenues when received in cash because they are generally not measurable until actually received. Investment earnings are recorded on the accrual basis in all funds.

Intergovernmental revenues are recorded on a basis applicable to the legal and contractual requirements of the various individual grant programs.

All proprietary funds are accounted for using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized in the accounting period in which they are earned and become measurable. Expenses are recorded in the accounting period incurred, if measurable.

Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of funds are recorded in order to reserve that portion of the applicable appropriation, is utilized in the governmental funds. Encumbrances outstanding at year-end are reported as reservations of fund balances and do not constitute expenditures or liabilities since the commitments will be honored during the subsequent year. For budgetary purposes, encumbrances outstanding at year end and the related appropriation are carried forward to the new fiscal year. Encumbrances constitute the equivalent of expenditures for budgetary purposes.

CITY OF GLENPOOL FY2021 PROPOSED BUDGET

INTRODUCTION

FUND DESCRIPTIONS

City of Glenpool Funds

The basic accounting and reporting entity for the City of Glenpool is a fund. A fund is defined as “an independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created”. Funds are established for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

Funds used in government are classified into three broad categories: governmental, proprietary and fiduciary. Governmental funds include activities usually associated with a typical local government’s operations (general government, public safety, parks activities, streets, etc.) Proprietary funds are used in governments to account for activities often found in the private sector (utilities, airports and golf courses are prime examples). Fiduciary funds are utilized in situations where the government is acting in a fiduciary capacity as a trustee or agent. The City currently has no Fiduciary funds. The various funds are grouped in fund types and categories as follows:

Governmental Funds

Include activities usually associated with the governmental entities’ operation (police, fire, and general governmental functions).

General Fund

The primary operating fund of the City. All general tax revenues and other receipts not allocated by law or some other contractual agreement to other funds are accounted for in the General Fund. Expenditures of this fund include the general operating expenses traditionally associated with governments such as administration, public safety, streets, and parks.

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally or administratively restricted to expenditures for certain purposes.

- **Hotel-Motel Tax Fund** – The sole source of revenue for this fund is the 5% hotel/motel occupancy tax received by the City in the General Fund. This tax revenue is for the purpose of encouraging, promoting and fostering economic development, culture and leisure in the City of Glenpool as specified in Ordinance # effective
- **Public Safety Personnel Fund** – budgets and accounts for specific revenues and expenditures pertaining to public safety personnel funded by a special 0.55% sales tax approved by Glenpool voters on April 5, 2016. This permanent tax became effective July 1, 2016.

Debt Service Funds

Debt Service Funds are used to account for the acquisition of resources and payment of principal and interest on general long-term debt. Typically, a Sinking Fund is used to budget and account for ad-valorem taxes levied by the City for use in retiring general obligation bonds, court-assessed judgments, and related interest and fiscal agent fees.

CITY OF GLENPOOL FY2021 PROPOSED BUDGET

INTRODUCTION

FUND DESCRIPTIONS

Capital Project Funds

Capital Project Funds are used to account for the acquisition, construction, and improvement of capital facilities other than those financed by proprietary funds.

- **Capital Improvement Fund** – budgets and accounts for capital improvements funded by a one penny sales tax approved by citizens in 2001 and effective through March 31, 2021. These funds may also be expended for retirement of debt as provided in the ordinance. In FY20-21, these funds are transferred to the GUSA for debt service.
- **Parks and Recreational Fund** – budgets and accounts for revenues from housing developers for park improvements.
- **Streets & Infrastructure Capital Fund** – budgets and accounts for streets and infrastructure improvements funded by a 0.29 percent sales tax approved by citizens on April 5, 2016. The tax is effective January 1, 2017 through December 31, 2036.
- **Public Safety Capital Fund** – budgets and accounts for public safety equipment and capital improvements funded by a 0.26 percent sales tax approved by citizens on April 5, 2016. The tax is effective January 1, 2017 through December 31, 2036.

Proprietary Funds

There are two classifications of Proprietary Funds: Enterprise Funds and Internal Service Funds. Internal Service Funds are used to account for goods or services provided to other funds, departments, or agencies of the City. The City currently has no Internal Service Funds.

Enterprise Funds

Enterprise Funds are used to account for activities that are operated in a manner similar to a private business enterprise, where the cost of the goods or services are to be financed or recovered primarily through user charges.

- **Glenpool Utility Services Authority Fund** – budgets and accounts for activities of the public trust in providing water services to citizens.
- **Glenpool Industrial Authority** – budgets and accounts for activities of the public trust in supporting economic development as well as the operation of the Glenpool Conference Center.

CITY OF GLENPOOL FY2021 PROPOSED BUDGET

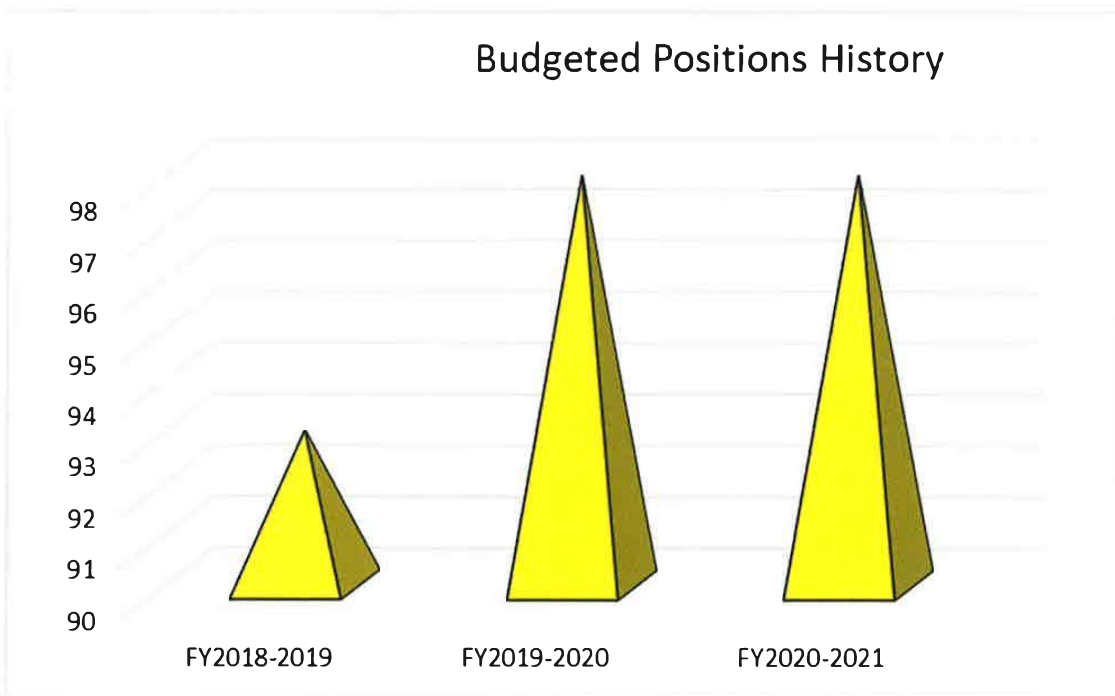
INTRODUCTION

BUDGETED POSITIONS

FY2021 Budgeted Positions

The City's workforce includes general, non-represented employees as well as public safety employees represented by the International Association of Firefighters (IAFF) and the Fraternal Order of Police (FOP).

The FY2021 Proposed Budget contains authorization for 98 positions throughout the City, including 94 full-time positions and 4 part-time positions.



CITY OF GLENPOOL FY2021 PROPOSED BUDGET

INTRODUCTION

BUDGETED POSITIONS

Budgeted Positions By Department			
FULL -TIME	FY2020-2021	FY2019-2020	FY2018-2019
General Government	4	4	4
Animal Control	2	2	1
Police	24	24	24
Dispatch	7	7	7
Fire	24	24	23
Community Development	7	7	7
General Administration	4	4	4
Streets & Parks	7	7	7
Water & Sewer	9	9	7
Utility Billing	3	3	3
Court	1	1	1
Conference Center	2	2	2
Total Full-Time	94	94	90
PART- TIME			
Animal Control	1	1	1
Utility	1	1	0
Conference Center	2	2	2
Total Part Time	4	4	3
Total Full Time	94	94	90
Total Part Time	4	4	3
Total Budgeted Positions	98	98	93
Budgeted Positions History	FY2020-2021	FY2019-2020	FY2018-2019
	98	98	93

BUDGET DETAIL - OPERATING FUNDS

GENERAL FUND

**CITY OF GLENPOOL
GENERAL FUND
FY 2020-2021 PROPOSED BUDGET**

	FY2019 ACTUAL 6/30/2019	FY2020 BUDGET (as amended)	FY2020 PROJECTED 06/30/2020	FY2021 BUDGET ESTIMATE	CHANGE OVER FY20 BUDGET AS AMENDED	
					\$	%
Gross Revenues:						
Taxes	\$ 8,495,336	\$ 8,719,566	\$ 8,917,733	\$ 8,741,729	\$ 22,163	0.3%
Licenses & Permits	55,380	54,300	62,426	60,700	6,400	11.8%
Charges for Services	239,151	234,000	205,667	279,055	45,055	19.3%
Intergovernmental	868,939	224,400	245,410	235,000	10,600	4.7%
Fines & Forfeitures	280,484	320,000	285,241	279,000	(41,000)	-12.8%
Investment Income	39,317	67,326	62,935	50,000	(17,326)	-25.7%
Other Revenues	856,352	37,000	167,524	25,233	(11,767)	-31.8%
Total Gross Revenues	\$ 10,834,959	\$ 9,656,592	\$ 9,946,936	\$ 9,670,717	\$ 14,125	0.1%
Expenditures:						
General Government	\$ 738,684	\$ 733,580	\$ 743,946	\$ 767,747	\$ 34,167	4.7%
Animal Control	72,982	93,410	76,301	93,621	211	0.2%
Police	2,105,184	2,095,090	1,852,345	2,002,866	(92,224)	-4.4%
Dispatch	392,023	411,048	424,034	417,886	6,838	
Fire	2,326,276	1,884,924	1,792,409	2,263,894	378,970	20.1%
Emergency Management	5,603	79,500	61,059	40,000	(39,500)	-49.7%
Community Development	540,189	657,274	559,917	615,277	(41,997)	-6.4%
General Administration	609,899	705,199	637,473	672,054	(33,145)	-4.7%
Streets & Parks	709,423	1,044,272	920,904	875,528	(168,744)	-16.2%
Total Expenditures	\$ 7,500,263	\$ 7,704,297	\$ 7,068,388	\$ 7,748,873	\$ 44,576	0.6%
Excess (deficiency) of Revenues over Expenditures	\$ 3,334,696	\$ 1,952,295	\$ 2,878,548	\$ 1,921,844	\$ (30,451)	-1.6%
Other Financing Sources (Uses):						
Transfers In	1,905,900	1,960,300	1,920,300	1,845,900	(114,400)	-5.8%
Transfers Out	(3,871,132)	(3,836,263)	(3,775,442)	(3,805,559)	30,704	-0.8%
Total Other Financing Sources (Uses)	\$ (1,965,232)	\$ (1,875,963)	\$ (1,855,142)	\$ (1,959,659)	\$ (83,696)	4.5%
Use of Fund Balance						
Beginning Fund Balance	\$ 6,226,677	\$ 7,596,141	\$ 7,596,141	\$ 8,619,547	\$ 1,023,406	13.5%
Additions/(Reductions) to Fund Balance	1,369,464	275,534	1,023,406	(37,815)	(313,349)	-113.7%
Ending Fund Balance	\$ 7,596,141	\$ 7,871,675	\$ 8,619,547	\$ 8,581,732	\$ 710,057	9.0%
Restricted:						
Police Forfeitures	10,271	10,275	10,275	10,275	-	0.0%
Warrior Road Project		700,000	140,578	300,000		
Animal Control Building		744,000	744,000	744,000		
Mini Court Bonds	333	333	333	333		
Safety program	13,909	13,909	13,909	13,909		
Juvenile Program	19,575	19,583	19,583	19,583	-	0.0%
Unassigned:						
Designated Emergency Reserve	-	-	-	-	-	NA
Undesignated	7,552,053	6,383,575	7,690,869	7,493,632	1,110,057	17.4%
Total Ending Fund Balance	\$ 7,596,141	\$ 7,871,675	\$ 8,619,547	\$ 8,581,732	\$ 1,110,057	14.1%
Transfer Detail:						
Operating Transfers In:						
GUSA Fund	\$ 1,860,000	\$ 1,900,000	\$ 1,860,000	\$ 1,800,000	\$ (100,000)	-5.3%
Capital Improvement Fund	-	-	-	-	-	NA
GIA Fund	45,900	60,300	60,300	45,900	(14,400)	-23.9%
Total Operating Transfers In	\$ 1,905,900	\$ 1,960,300	\$ 1,920,300	\$ 1,845,900	\$ (114,400)	-5.8%
Operating Transfers Out:						
Capital Impr Fund - 1 Pennysales tax	\$ 1,861,132	\$ 1,892,300	\$ 1,915,442	\$ 1,883,226	\$ (9,074)	-0.5%
GIA TIF District	-	-	-	69,000	69,000	
GIA Reimbursement TAPP	-	-	-	53,333	53,333	NA
Public Safety Capital Fund	150,000	143,963	-	-	(143,963)	-100.0%
GUSA - Bond pledge	1,860,000	1,800,000	1,860,000	1,800,000	-	0.0%
Total Operating Transfers Out	\$ 3,871,132	\$ 3,836,263	\$ 3,775,442	\$ 3,805,559	\$ (30,704)	-0.8%

BUDGET DETAIL - OPERATING FUNDS

GENERAL FUND

**CITY OF GLENPOOL
GENERAL FUND REVENUES
FY 2020-2021 PROPOSED BUDGET**

	FY2019 ACTUAL 6/30/2019	FY2020 BUDGET (as amended)	FY2020 PROJECTED 06/30/2020	FY2021 BUDGET ESTIMATE	CHANGE OVER FY20 BUDGET AS AMENDED	
					\$	%
TAXES:						
Sales Tax	\$ 5,556,095	\$ 5,732,693	\$ 5,737,878	\$ 5,643,170	\$ (89,523)	-1.6%
Dedicated Tax	1,852,347	1,911,223	1,915,442	1,883,226	(27,997)	-1.5%
Use Tax	521,060	483,107	706,661	669,333		0.0%
Ad Valorem Tax - Expired	-	-	-	-	-	NA
Hotel-Motel Tax	-	-	-	-	-	NA
Franchise Tax	455,980	486,543	441,118	440,000	(46,543)	-9.6%
E911 Fees	109,854	106,000	116,634	106,000	-	0.0%
LICENSES & PERMITS:						
Licenses	31,680	30,250	28,332	25,650	(4,600)	-15.2%
Permits	23,700	24,050	34,094	35,050	11,000	45.7%
CHARGES FOR SERVICES:						
Development Fees	8,714	8,000	10,004	9,000	1,000	12.5%
Zoning Fees	5,430	4,500	4,767	4,500	-	0.0%
Inspection Fees	36,166	50,000	60,354	50,000	-	0.0%
Dog Pound	7,536	7,000	4,256	4,000	(3,000)	-42.9%
Police Reports	550	500	533	500	-	0.0%
GEMS Reimbursement	106,755	90,000	71,020	132,055	42,055	46.7%
Police Special Services	74,000	74,000	49,333	74,000	-	0.0%
Abatement	-	-	5,400	5,000	5,000	NA
INTERGOVERNMENTAL:						
Taxes	636,413	224,400	245,410	235,000	10,600	4.7%
Grants	232,526	-	-	-	-	NA
FINES AND FORFEITURES:	280,484	320,000	285,241	279,000	(41,000)	-12.8%
INVESTMENT INCOME:						
Interest Earned	39,317	67,326	62,935	50,000	(17,326)	-25.7%
OTHER REVENUES:						
Sale of Assets	773,369	-	-	-	-	NA
Donations	500	-	4,976	-	-	NA
Refunds	591	-	2,293	-	-	NA
Miscellaneous/rtn ck fee	44,860	-	135,022	-	-	NA
Rental Income	37,032	37,000	25,233	25,233	(11,767)	-31.8%
TOTAL REVENUES	\$ 10,834,959	\$ 9,656,592	\$ 9,946,936	\$ 9,670,717	\$ 14,125	0.1%
NET REVENUES CALCULATION:						
Gross Revenues	\$ 10,834,959	\$ 9,656,592	\$ 9,946,936	\$ 9,670,717	\$ 14,125	0.1%
Add: Transfers In	\$ 1,905,900	\$ 1,960,300	\$ 1,920,300	\$ 1,845,900		
Add: Use of Fund Balance	\$ -	\$ -	\$ -	\$ 37,815		
Net Revenues	\$ 12,740,859	\$ 11,616,892	\$ 11,867,236	\$ 11,554,432	\$ (62,460)	-0.5%

BUDGET DETAIL - OPERATING FUNDS

GENERAL FUND

**CITY OF GLENPOOL
GENERAL FUND DEPARTMENTS
FY 2020-2021 PROPOSED BUDGET**

DEPARTMENT	FY2019 ACTUAL		FY2020 BUDGET		FY2020 PROJECTED		FY2021 BUDGET ESTIMATE	CHANGE OVER FY20 BUDGET AS AMENDED	
	6/30/2019		(as amended)		06/30/2020			\$	%
GENERAL GOVERNMENT									
Personal Services	\$ 294,603	\$	282,745	\$	276,225	\$	297,911	\$ 21,686	7.9%
Materials & Supplies	49,572		46,500		58,497		46,500	(11,997)	-20.5%
Other Charges & Services	321,227		335,335		348,154		335,335	(12,819)	-3.7%
Travel & Training	2,925		5,000		2,301		4,000	1,699	73.8%
Repairs & Maintenance	14,746		19,000		8,531		16,000	7,469	87.6%
Miscellaneous	28,028		30,000		35,238		28,000	(7,238)	-20.5%
Capital Outlay	27,583		15,000		15,000		40,000	25,000	166.7%
Debt Service	-		-		-		-	-	NA
	\$ 738,684	\$	733,580	\$	743,946	\$	767,746	\$ 23,800	3.2%
ANIMAL CONTROL									
Personal Services	\$ 61,353	\$	75,935	\$	64,440	\$	76,146	\$ 11,706	18.2%
Materials & Supplies	9,862		13,100		9,183		13,100	3,917	42.7%
Other Charges & Services	72		1,000		1,107		1,000	(107)	-9.7%
Travel & Training	1,040		1,675		233		1,675	1,442	618.9%
Repairs & Maintenance	655		1,700		1,338		1,700	362	27.1%
Miscellaneous	-		-		-		-	-	NA
Capital Outlay	-		-		-		-	-	NA
Debt Service	-		-		-		-	-	NA
	\$ 72,982	\$	93,410	\$	76,301	\$	93,621	\$ 17,320	22.7%
POLICE									
Personal Services	\$ 1,827,197	\$	1,776,590	\$	1,639,299	\$	1,763,866	\$ 124,567	7.6%
Materials & Supplies	93,516		108,500		94,516		107,600	13,084	13.8%
Other Charges & Services	59,059		83,000		58,804		71,000	12,196	20.7%
Travel & Training	9,406		10,000		7,748		10,000	2,252	29.1%
Repairs & Maintenance	40,440		42,400		50,891		49,400	(1,491)	-2.9%
Miscellaneous	180		400		1,087		1,000	(87)	-8.0%
Capital Outlay	35,615		-		-		-	-	NA
Debt Service	39,771		74,200		-		-	-	NA
	\$ 2,105,184	\$	2,095,090	\$	1,852,345	\$	2,002,866	\$ 150,521	8.1%
Dispatch									
Personal Services	\$ 318,779	\$	330,548	\$	346,167	\$	336,386	\$ (9,781)	-2.8%
Materials & Supplies	9,981		11,000		9,195		11,000	1,805	19.6%
Other Charges & Services	62,713		68,500		67,539		68,500	961	1.4%
Travel & Training	550		1,000		1,133		2,000	867	76.5%
	\$ 392,023	\$	411,048	\$	424,034	\$	417,886	\$ (6,148)	-1.4%
FIRE									
Personal Services	\$ 2,103,601	\$	1,647,861	\$	1,590,385	\$	1,954,574	\$ 364,189	22.9%
Materials & Supplies	35,758		41,100		35,866		42,500	6,634	18.5%
Other Charges & Services	50,318		62,700		37,734		57,700	19,966	52.9%
Travel & Training	5,973		9,000		3,390		9,000	5,610	165.5%
Repairs & Maintenance	71,843		53,000		47,297		55,000	7,703	16.3%
Miscellaneous	2,520		3,000		2,720		3,500	780	28.7%
Capital Outlay	-		-		-		-	-	NA
Debt Service	56,263		68,263		75,017		141,620	66,603	88.8%
	\$ 2,326,276	\$	1,884,924	\$	1,792,409	\$	2,263,894	\$ 471,485	26.3%

BUDGET DETAIL - OPERATING FUNDS

GENERAL FUND

**CITY OF GLENPOOL
GENERAL FUND DEPARTMENTS
FY 2020-2021 PROPOSED BUDGET**

<u>DEPARTMENT</u>	<u>FY2019 ACTUAL</u> <u>6/30/2019</u>	<u>FY2020 BUDGET</u> <u>(as amended)</u>	<u>FY2020</u> <u>PROJECTED</u> <u>06/30/2020</u>	<u>FY2021 BUDGET</u> <u>ESTIMATE</u>	<u>CHANGE OVER FY20 BUDGET</u> <u>AS AMENDED</u>	
					<u>\$</u>	<u>%</u>
EMERGENCY MANAGEMENT						
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Materials & Supplies	564	3,500	885	4,000	3,115	352.0%
Other Charges & Services	1,494	13,000	8,579	13,000	4,421	51.5%
Travel & Training	-	-	-	-	-	NA
Repairs & Maintenance	3,545	46,446	51,595	23,000	(28,595)	-55.4%
Miscellaneous	-	-	-	-	-	NA
Capital Outlay	-	16,554	-	-	-	NA
Debt Service	-	-	-	-	-	NA
	\$ 5,603	\$ 79,500	\$ 61,059	\$ 40,000	\$ (21,059)	-34.5%
COMMUNITY DEVELOPMENT						
Personal Services	\$ 405,854	\$ 543,003	\$ 495,277	\$ 530,277	\$ 35,000	7.1%
Materials & Supplies	16,486	20,000	21,196	25,000	3,804	17.9%
Other Charges & Services	68,424	54,021	21,255	46,000	24,745	116.4%
Travel & Training	3,711	3,750	2,668	4,500	1,832	68.7%
Repairs & Maintenance	2,278	9,000	10,329	7,000	(3,329)	-32.2%
Miscellaneous	1,748	11,000	2,663	2,500	(163)	-6.1%
Capital Outlay	41,688	16,500	6,529	-	(6,529)	-100.0%
Debt Service	-	-	-	-	-	NA
	\$ 540,189	\$ 667,274	\$ 559,917	\$ 615,277	\$ 55,360	9.9%
GENERAL ADMINISTRATION						
Personal Services	\$ 535,593	\$ 601,399	\$ 567,219	\$ 576,254	\$ 9,035	1.6%
Materials & Supplies	5,383	13,800	5,503	9,800	4,297	78.1%
Other Charges & Services	40,780	56,000	41,458	55,000	13,542	32.7%
Travel & Training	22,517	21,000	19,928	21,000	1,072	5.4%
Repairs & Maintenance	-	-	-	-	-	NA
Miscellaneous	5,626	13,000	3,365	10,000	6,635	197.2%
Capital Outlay	-	-	-	-	-	NA
Debt Service	-	-	-	-	-	NA
	\$ 609,899	\$ 705,199	\$ 637,473	\$ 672,054	\$ 34,581	5.4%
STREETS AND PARKS						
Personal Services	\$ 310,057	\$ 351,872	\$ 318,614	\$ 356,128	\$ 37,514	11.8%
Materials & Supplies	30,553	36,100	31,171	35,500	4,329	13.9%
Other Charges & Services	120,660	126,400	113,975	126,500	12,525	11.0%
Travel & Training	-	500	269	1,500	1,231	457.6%
Repairs & Maintenance	164,547	450,000	450,488	353,500	(96,988)	-21.5%
Miscellaneous	-	-	-	-	-	NA
Capital Outlay	81,206	77,000	3,187	-	(3,187)	-100.0%
Debt Service	2,400	2,400	3,200	2,400	(800)	-25.0%
	\$ 709,423	\$ 1,044,272	\$ 920,904	\$ 875,528	\$ (45,376)	-4.9%
SUMMARY						
Personal Services	\$ 5,857,037	\$ 5,609,953	\$ 5,297,626	5,891,543	\$ 593,917	11.2%
Materials & Supplies	251,675	293,600	266,012	295,000	28,988	10.9%
Other Charges & Services	724,747	799,956	698,605	774,035	75,430	10.8%
Travel & Training	46,122	51,925	37,670	53,675	16,005	42.5%
Repairs & Maintenance	298,054	621,546	620,469	505,600	(114,869)	-18.5%
Miscellaneous	38,102	57,400	45,073	45,000	(73)	-0.2%
Capital Outlay	186,092	125,054	24,716	40,000	15,284	61.8%
Debt Service	98,434	144,863	78,217	144,020	65,803	84.1%
TOTAL	\$ 7,500,263	\$ 7,704,297	\$ 7,068,388	\$ 7,748,873	\$ 680,485	9.6%
Transfers Out	3,871,132	3,836,263	3,775,442	3,805,559	30,117	0.8%
Total General Fund Expenditures	\$ 11,371,395	\$ 11,540,560	\$ 10,843,830	\$ 11,554,432	710,602	6.6%

BUDGET DETAIL - OPERATING FUNDS

HOTEL/MOTEL TAX FUND

**CITY OF GLENPOOL
HOTEL/MOTEL TAX FUND
FY 2020-2021 PROPOSED BUDGET**

	FY2019 ACTUAL 6/30/2019	FY2020 BUDGET (as amended)	FY2020 PROJECTED 06/30/2020	FY2021 BUDGET ESTIMATE	CHANGE OVER FY20 BUDGET AS AMENDED	
					\$	%
Revenues:						
Taxes	\$ 209,604	\$ 200,000	\$ 182,373	\$ 145,900	\$ (54,100)	-27.1%
Total Operating Revenues	\$ 209,604	\$ 200,000	\$ 182,373	\$ 145,900	\$ (54,100)	-27.1%
Expenses:						
Economic Development	\$ 82,000	\$ 108,000	\$ 86,404	\$ 90,400		
Parks & Culture	\$ -	\$ 10,666	\$ -	\$ -	\$ (10,666)	-100.0%
Total Operating Expenses	\$ 82,000	\$ 118,666	\$ 86,404	\$ 90,400	\$ (10,666)	-9.0%
Operating Inc/(Loss) Before Trans	\$ 127,604	\$ 81,334	\$ 95,969	\$ 55,500	\$ (25,834)	-31.8%
Non-Operating Rev(Exp)						
Interest Income	\$ 3,849	\$ 6,666	\$ 6,353	\$ 4,500	\$ (2,166)	-32.5%
Interest , Fees, Amortization	-	-	-	-	-	NA
Loss on Disposal of Assets	-	-	-	-	-	NA
Total Non-Operating Rev(Exp)	\$ 3,849	\$ 6,666	\$ 6,353	\$ 4,500	\$ (2,166)	-32.5%
Net Income(Loss) Before Transfers	\$ 131,453	\$ 88,000	\$ 102,322	\$ 60,000	\$ (28,000)	-31.8%
Other Financing Sources (Uses):						
Capital Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers In	-	-	-	-	-	NA
Transfers Out	(65,000)	(60,000)	-	(60,000)	-	0.0%
Net Other Fin Sources (Uses)	\$ (65,000)	\$ (60,000)	\$ -	\$ (60,000)	\$ -	0.0%
Change in Net Assets	\$ 66,453	\$ 28,000	\$ 102,322	\$ -	\$ (28,000)	-100.0%
Restricted	\$ 409,662	\$ 476,115	\$ 476,115	\$ 578,437	\$ 102,322	21.5%
Unrestricted	-	-	-	-	-	NA
Beginning Net Assets	\$ 409,662	\$ 476,115	\$ 476,115	\$ 578,437	\$ 102,322	21.5%
Restricted	\$ 476,115	\$ 504,115	\$ 578,437	\$ 578,437	\$ 74,322	14.7%
Unrestricted	-	-	-	-	-	NA
Ending Net Assets	\$ 476,115	\$ 504,115	\$ 578,437	\$ 578,437	\$ 74,322	14.7%

BUDGET DETAIL - SPECIAL REVENUE FUNDS

PUBLIC SAFETY PERSONNEL FUND

**CITY OF GLENPOOL
SPECIAL REVENUE FUND - PUBLIC SAFETY PERSONNEL
FY 2020-2021 PROPOSED BUDGET**

	FY2019 ACTUAL 6/30/2019	FY2020 BUDGET (as amended)	FY2020 PROJECTED 06/30/2020	FY2021 BUDGET ESTIMATE	CHANGE OVER FY20 BUDGET AS AMENDED	
					\$	%
Revenues:						
Sales Tax	\$ 1,089,889	\$ 1,117,188	\$ 1,150,085	\$ 1,127,995	\$ 10,807	1.0%
Interest Earned	4,425	7,633	6,531	6,000	(1,633)	-21.4%
Total Revenues	\$ 1,094,314	\$ 1,124,821	\$ 1,156,616	\$ 1,133,995	\$ 9,174	0.8%
Expenditures:						
POLICE						
Personal Services	\$ 364,736	\$ 429,512	\$ 395,712	\$ 438,242	\$ 8,730	2.0%
Materials & Supplies	13,507	13,500	12,231	12,000	(1,500)	-11.1%
Other Charges & Services	3,676	8,500	9,079	6,500	(2,000)	-23.5%
Travel & Training	2,292	3,500	157	1,000	(2,500)	-71.4%
Repairs & Maintenance	11,450	15,800	5,596	10,000	(5,800)	-36.7%
Miscellaneous	-	-	-	-	NA	
Capital Outlay	805	500	171	-	(500)	-100.0%
Debt Service	-	-	-	-	NA	
	\$ 396,466	\$ 471,312	\$ 422,946	\$ 467,742	\$ (3,570)	-0.8%
FIRE						
Personal Services	\$ 646,858	\$ 788,091	\$ 745,329	\$ 887,032	\$ 98,941	12.6%
Materials & Supplies	3,018	6,200	8	1,500	(4,700)	-75.8%
Other Charges & Services	6,371	10,000	-	5,000	(5,000)	-50.0%
Travel & Training	-	3,800	-	1,500	(2,300)	-60.5%
Repairs & Maintenance	-	-	-	-	-	NA
Miscellaneous	-	-	-	-	-	NA
Capital Outlay	-	-	-	-	-	NA
Debt Service	-	-	-	-	-	NA
	\$ 656,247	\$ 808,091	\$ 745,337	\$ 895,032	\$ 86,941	10.8%
Total Expenditures	\$ 1,052,713	\$ 1,279,403	\$ 1,168,283	\$ 1,362,774	\$ 83,371	6.5%
Excess (deficiency) of revenues over expenditures	\$ 41,601	\$ (154,582)	\$ (11,667)	\$ (228,779)	\$ (74,197)	48.0%
Other Financing Sources (Uses):						
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Transfers Out	-	-	-	-	-	NA
Total Other Fin Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Net Change in Fund Balance	\$ 41,601	\$ (154,582)	\$ (11,667)	\$ (228,779)	\$ (74,197)	48.0%
Assigned:						
Police	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Fire	-	-	-	-	-	NA
Unassigned	607,444	649,045	649,045	637,378	-	-1.8%
Beginning Fund Balance	\$ 607,444	\$ 649,045	\$ 649,045	\$ 637,378	\$ -	-1.8%
Ending Fund Balance	\$ 649,045.00	\$ 494,463	\$ 637,378	\$ 408,599	\$ (74,197)	-17.4%
Assigned:						
Police	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Fire	-	-	-	-	-	NA
Unassigned	-	-	-	-	-	NA
Total Ending Fund Balance	\$ 649,045	\$ 494,463	\$ 637,378	\$ 408,599	\$ (74,197)	-17.4%

BUDGET DETAIL - OPERATING FUNDS

GLENPOOL UTILITY SERVICES FUND

CITY OF GLENPOOL
GLENPOOL UTILITY SERVICES AUTHORITY FUND
FY 2020-2021 PROPOSED BUDGET

	FY2019 ACTUAL 6/30/2019	FY2020 BUDGET (as amended)	FY2020 PROJECTED 06/30/2020	FY2021 BUDGET ESTIMATE	CHANGE OVER FY20 BUDGET AS AMENDED	
					\$	%
Operating Revenues:						
Water/Sewer	\$ 3,798,718	\$ 4,482,771	\$ 4,298,269	\$ 4,553,000	\$ 70,229	1.6%
Refuse	697,311	750,000	782,071	839,000	89,000	11.9%
Stormwater	97,978	106,000	107,021	108,000	2,000	1.9%
Other	46,928	46,600	2,877,625	26,200	(20,400)	-43.8%
Intergovernmental					-	NA
Total Operating Revenues	\$ 4,640,935	\$ 5,385,371	\$ 8,064,986	\$ 5,526,200	\$ 140,829	2.6%
Operating Expenses:						
Water/Sewer	\$ 2,354,904	\$ 3,099,137	\$ 2,908,282	\$ 3,321,471	\$ 222,334	7.2%
Utility Billing	352,913	372,315	355,038	354,257	(18,058)	-4.9%
Refuse	728,273	685,000	659,477	685,000	-	0.0%
Stormwater	4,250	6,000	-	6,000	-	0.0%
Depreciation	980,075	-	-	-	-	NA
Total Operating Expenses	\$ 4,420,415	\$ 4,162,452	\$ 3,922,797	\$ 4,366,728	\$ 204,276	4.9%
Operating Inc/(Loss) Before Trans	\$ 220,520	\$ 1,222,919	\$ 4,142,189	\$ 1,159,472	\$ (63,447)	-5.2%
Non-Operating Rev(Exp)						
Interest Income	\$ 38,847	\$ 26,286	\$ 32,459	\$ 29,158	\$ 2,872	10.9%
Interest , Fees, Amortization	(1,842,852)	(3,038,647)	(1,393,705)	(3,071,312)	(32,665)	1.1%
Total Non-Operating Rev(Exp)	\$ (1,804,005)	\$ (3,012,361)	\$ (1,361,246)	\$ (3,042,154)	\$ (29,793)	1.0%
Net Income(Loss) Before Transfers	\$ (1,583,485)	\$ (1,789,442)	\$ 2,780,943	\$ (1,882,682)	\$ (93,240)	5.2%
Other Financing Sources (Uses):						
Transfers In	\$ 3,721,132	\$ 3,692,300	\$ 3,775,442	\$ 3,683,226	\$ (9,074)	-0.2%
Transfers Out	(1,860,000)	(1,900,000)	(1,860,000)	(1,800,000)	100,000	-5.3%
Use of Restricted Fund Balance	-	-	-	-	-	NA
Net Other Fin Sources (Uses)	\$ 1,861,132	\$ 1,792,300	\$ 1,915,442	\$ 1,883,226	\$ 90,926	5.1%
Change in Net Assets	\$ 277,647	\$ 2,858	\$ 4,696,385	\$ 544	\$ (2,314)	-81.0%
Restricted						
Unrestricted:						
Designated Emergency Reserve	-	-	-	-	-	NA
Undesignated	(6,338,009)	(6,060,362)	(6,060,362)	(1,363,977)	4,696,385	-77.5%
Beginning Net Assets	\$ (6,338,009)	\$ (6,060,362)	\$ (6,060,362)	\$ (1,363,977)	\$ 4,696,385	-77.5%
Restricted						
Unrestricted:						
Designated Emergency Reserve	-	200,000	-	-	(200,000)	-100.0%
Undesignated	(6,060,362)	(6,257,504)	(1,363,977)	(1,363,433)	4,894,071	-78.2%
Ending Net Assets	\$ (6,060,362)	\$ (6,057,504)	\$ (1,363,977)	\$ (1,363,433)	\$ 4,694,071	-77.5%
Transfer Detail:						
Transfer In:						
CIF (1c Sales Tax)	\$ 1,861,132	\$ 1,892,300	\$ 1,915,442	\$ 1,883,226	\$ (9,074)	-0.5%
General Fund (Bond Pledge)	1,860,000	1,800,000	1,860,000	1,800,000	-	0.0%
GIA	-	-	-	-	-	NA
Total	\$ 3,721,132	\$ 3,692,300	\$ 3,775,442	\$ 3,683,226	\$ (9,074)	-0.2%
Transfer Out:						
General Fund	\$ 1,860,000	\$ 1,900,000	\$ 1,860,000	\$ 1,800,000	\$ (100,000)	-5.3%
Capital Improvement Fund	-	-	-	-	-	NA
Glenpool Industrial Authority	-	-	-	-	-	NA
Total	\$ 1,860,000	\$ 1,900,000	\$ 1,860,000	\$ 1,800,000	\$ (100,000)	-5.3%

BUDGET DETAIL - OPERATING FUNDS

GLENPOOL UTILITY SERVICES FUND

**CITY OF GLENPOOL
GLENPOOL UTILITY SERVICES AUTHORITY FUND DEPARTMENTS
FY 2020-2021 PROPOSED BUDGET**

<u>DEPARTMENT</u>	<u>FY2019 ACTUAL</u> <u>6/30/2019</u>	<u>FY2020 BUDGET</u> <u>(as amended)</u>	<u>FY2020</u> <u>PROJECTED</u> <u>06/30/2020</u>	<u>FY2021 BUDGET</u> <u>ESTIMATE</u>	<u>CHANGE OVER FY20</u> <u>BUDGET AS AMENDED</u>	
					<u>\$</u>	<u>%</u>
WATER & SEWER MAINT/OPERATIONS						
Personal Services	\$ 485,177	\$ 605,087	\$ 502,787	\$ 563,223	\$ 60,436	12.0%
Materials & Supplies	100,360	123,500	123,543	123,500	(43)	0.0%
Other Charges & Services	1,648,087	1,886,300	1,635,572	2,111,300	475,728	29.1%
Travel & Training	542	2,858	1,743	2,858		
Repairs & Maintenance	121,280	415,500	636,669	516,840		
Miscellaneous	-	1,250	-	1,250		
Capital Outlay	-	67,500	9,713	2,500	(7,213)	-74.3%
	\$ 2,355,446	\$ 3,101,995	\$ 2,910,027	\$ 3,321,471	\$ 528,908	18.2%
UTILITY BILLING						
Personal Services	\$ 222,914	\$ 238,515	\$ 207,089	\$ 219,557	\$ 12,468	6.0%
Materials & Supplies	55,873	52,500	55,129	52,500	(2,629)	-4.8%
Other Charges & Services	71,541	67,700	81,041	67,700	(13,341)	-16.5%
Travel & Training	-	1,500	105	1,500		
Repairs & Maintenance	2,585	10,500	11,674	10,500		
Miscellaneous	-	-	-	-		
Capital Outlay	-	1,600	-	2,500	2,500	NA
	\$ 352,913	\$ 372,315	\$ 355,038	\$ 354,257	\$ (1,002)	-0.3%
REFUSE						
Materials & Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Other Charges & Services	707,681	650,000	631,325	650,000	18,675	3.0%
Travel & Training	-	-	-	-	-	NA
Repairs & Maintenance	-	-	-	-	-	NA
Miscellaneous	20,592	35,000	28,152	35,000	6,848	24.3%
Capital Outlay	-	-	-	-	-	NA
	\$ 728,273	\$ 685,000	\$ 659,477	\$ 685,000	\$ 25,523	3.9%
STORMWATER						
Materials & Supplies	\$ 4,250	\$ 6,000	\$ -	\$ 6,000	\$ 6,000	NA
Other Charges & Services	-	-	-	-	-	NA
Travel & Training	-	-	-	-	-	
Repairs & Maintenance	-	-	-	-	-	
Miscellaneous	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
Debt Service	-	-	-	-	-	
Other Financing Uses	-	-	-	-	-	
	\$ 4,250	\$ 6,000	\$ -	\$ 6,000	\$ 6,000	NA
OPERATING EXPENSES SUMMARY						
Personal Services	\$ 708,091	\$ 843,602	\$ 709,876	\$ 782,780	\$ 72,904	10.3%
Materials & Supplies	160,483	182,000	178,672	182,000.00	3,328	1.9%
Other Charges & Services	2,427,309	2,604,000	2,347,938	2,829,000.00	481,062	20.5%
Travel & Training	542	4,358	1,848	4,358.00	2,510	135.8%
Repairs & Maintenance	123,865	426,000	648,343	527,340.00	(121,003)	-18.7%
Miscellaneous	20,592	36,250	28,152	36,250.00	8,098	28.8%
Capital Outlay	-	69,100	9,713	5,000.00	(4,713)	-48.5%
TOTAL OPERATING COSTS	\$ 3,440,882	\$ 4,165,310	\$ 3,924,542	\$ 4,366,728	\$ 442,186	11.3%
NON-OPERATING COSTS						
Debt Service	\$ 1,842,852	\$ 3,038,647	\$ 1,393,705	\$ 3,071,312	\$ 1,677,607	120.4%
Depreciation	980,075	-	-	-	-	NA
Transfers Out	1,860,000	1,900,000	1,860,000	1,800,000	(60,000)	-3.2%
Reserves	-	-	-	544	544	NA
TOTAL NON-OPERATING COSTS	\$ 4,682,927	\$ 4,938,647	\$ 3,253,705	\$ 4,871,856	\$ 1,618,151	49.7%
GRAND TOTAL COSTS	\$ 8,123,809	\$ 9,103,957	\$ 7,178,247	\$ 9,238,584	\$ 2,060,337	28.7%

BUDGET DETAIL - OPERATING FUNDS

GLENPOOL INDUSTRIAL AUTHORITY FUND

**CITY OF GLENPOOL
GLENPOOL INDUSTRIAL AUTHORITY FUND
FY 2020-2021 PROPOSED BUDGET**

	FY2019 ACTUAL 6/30/2019	FY2020 BUDGET (as amended)	FY2020 PROJECTED 06/30/2020	FY2021 BUDGET ESTIMATE	CHANGE OVER FY20 BUDGET AS AMENDED	
					\$	%
Operating Revenues:						
Conference Center	\$ 383,398	\$ 360,000	\$ 349,146	\$ 360,000	\$ -	0.0%
Lease Revenue	14,400	14,400	14,400	14,400	\$ -	
Tax increment financing			105,513	221,000	\$ 221,000	
Miscellaneous	(148,002)	40,200	22,004	20,300	(19,900)	-49.5%
Total Operating Revenues	\$ 249,796	\$ 414,600	\$ 491,063	\$ 615,700	\$ 201,100	48.5%
Operating Expenses:						
Conference Center	\$ 367,389	\$ 451,059	\$ 367,835	\$ 402,400	\$ (48,659)	-10.8%
Tax Increment Financing			\$ 17,471	\$ 274,333	\$ 274,333	
Economic Development	14,142	4,000	484	2,000	(2,000)	-50.0%
Capital Expenditures	-	-	-	-	-	NA
Total Operating Expenses	\$ 381,531	\$ 455,059	\$ 385,790	\$ 678,733	\$ 223,674	49.2%
Operating Inc/(Loss) Before Trans	\$ (131,735)	\$ (40,459)	\$ 105,273	\$ (63,033)	\$ (22,574)	55.8%
Non-Operating Rev(Exp)						
Interest Income	\$ 8,920	\$ 15,169	\$ 14,096	\$ 10,000	\$ (5,169)	-34.1%
Interest , Fees, Amortization	(11,116)	-	-	-	-	NA
Loss on Disposal of Assets	-	-	-	-	-	NA
Total Non-Operating Rev(Exp)	\$ (2,196)	\$ 15,169	\$ 14,096	\$ 10,000	\$ (5,169)	-34.1%
Net Income(Loss) Before Transfers	\$ (133,931)	\$ (25,290)	\$ 119,369	\$ (53,033)	\$ (27,743)	109.7%
Other Financing Sources (Uses):						
Capital Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers In	65,000	85,591	-	113,333	27,742	32.4%
Transfers Out	(45,900)	(60,300)	(47,500)	(60,300)	-	0.0%
Net Other Fin Sources (Uses)	\$ 19,100	\$ 25,291	\$ (47,500)	\$ 53,033	\$ 27,742	109.7%
Change in Net Assets	\$ (114,831)	\$ 1	\$ 71,869	\$ -	\$ (1)	-100.0%
Restricted	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Unrestricted	2,256,339	2,141,508	2,141,508	2,213,377	71,869	3.4%
Beginning Net Assets	\$ 2,256,339	\$ 2,141,508	\$ 2,141,508	\$ 2,213,377	\$ 71,869	3.4%
Restricted	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Unrestricted	2,141,508	2,141,509	2,213,377	2,213,377	71,868	3.4%
Ending Net Assets	\$ 2,141,508	\$ 2,141,509	\$ 2,213,377	\$ 2,213,377	\$ 71,868	3.4%
Transfer Detail:						
Transfer In:						
General Fund (Hotel Tax Incentive)	\$ 65,000	\$ 85,591	\$ -	\$ 113,333	\$ 27,742	32.4%
Total	\$ 65,000	\$ 85,591	\$ -	\$ 113,333	\$ 27,742	32.4%
Transfer Out:						
General Fund	\$ 45,900	\$ 60,300	\$ 47,500	\$ 60,300	\$ -	0.0%
GUSA	-	-	-	-	-	NA
Capital Improvement Fund	-	-	-	-	-	NA
Reserve Fund	-	32,515	-	-	(32,515)	-100.0%
Total	\$ 45,900	\$ 92,815	\$ 47,500	\$ 60,300	\$ (32,515)	-35.0%

BUDGET DETAIL - CAPITAL PROJECTS

CAPITAL IMPROVEMENT FUND

CITY OF GLENPOOL
CAPITAL IMPROVEMENT FUND
FY 2020-2021 PROPOSED BUDGET

	FY2019 ACTUAL 6/30/2019	FY2020 BUDGET (as amended)	FY2020 PROJECTED 06/30/2020	FY2021 BUDGET ESTIMATE	CHANGE OVER FY20 BUDGET AS AMENDED	
					\$	%
Revenues:						
Interest Income	\$ 953	\$ -	\$ 1,528	\$ 1,200	\$ 1,200	NA
Total Revenues	\$ 953	\$ -	\$ 1,528	\$ 1,200	\$ 1,200	NA
Expenditures						
Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Principal, Interest and Fees	-	-	-	-	-	NA
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Excess (deficiency) of revenue over expenditures	\$ 953	\$ -	\$ 1,528	\$ 1,200	\$ 1,200	NA
Other Financing Sources (Uses):						
Capital Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers In	-	-	-	-	-	NA
Transfers Out	-	-	-	-	-	NA
Net Other Fin Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Change in Net Assets	\$ 953	\$ -	\$ 1,528	\$ 1,200	\$ 1,200	NA
Restricted	\$ 119,153	\$ 120,106	\$ 120,106	\$ 121,634	\$ 1,528	1.3%
Unrestricted	-	-	-	-	-	NA
Beginning Net Assets	\$ 119,153	\$ 120,106	\$ 120,106	\$ 121,634	\$ 1,528	1.3%
Restricted	\$ 120,106	\$ 120,106	\$ 121,634	\$ 122,834	\$ 2,728	2.3%
Unrestricted	-	-	-	-	-	NA
Ending Net Assets	\$ 120,106	\$ 120,106	\$ 121,634	\$ 122,834	\$ 2,728	2.3%

BUDGET DETAIL - CAPITAL PROJECTS

PARKS AND RECREATION FUND

**CITY OF GLENPOOL
PARKS AND RECREATION CAPITAL FUND
FY 2020-2021 PROPOSED BUDGET**

	FY2019 ACTUAL 6/30/2019	FY2020 BUDGET (as amended)	FY2020 PROJECTED 06/30/2020	FY2021 BUDGET ESTIMATE	CHANGE OVER FY20 BUDGET AS AMENDED	
					\$	%
Revenues:						
Development Fees	\$ 5,575	\$ 5,000	\$ 13,067	\$ 12,000	\$ 7,000	140.0%
Total Operating Revenues	\$ 5,575	\$ 5,000	\$ 13,067	\$ 12,000	\$ 7,000	140.0%
Expenses:						
Park Improvements	\$ 4,968	\$ 7,596	\$ -	\$ 13,800	\$ 6,204	81.7%
Total Operating Expenses	\$ 4,968	\$ 7,596	\$ -	\$ 13,800	\$ 6,204	81.7%
Operating Inc(Loss) Before Trans	\$ 607	\$ (2,596)	\$ 13,067	\$ (1,800)	\$ 796	-30.7%
Non-Operating Rev(Exp)						
Interest Income	\$ 1,515	\$ 2,596	\$ 2,500	\$ 1,800	\$ (796)	-30.7%
Interest , Fees, Amortization	-	-	-	-	-	NA
Loss on Disposal of Assets	-	-	-	-	-	NA
Total Non-Operating Rev(Exp)	\$ 1,515	\$ 2,596	\$ 2,500	\$ 1,800	\$ (796)	-30.7%
Net Income(Loss) Before Transfers	\$ 2,122	\$ -	\$ 15,567	\$ -	\$ -	NA
Other Financing Sources (Uses):						
Capital Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers In	-	-	-	-	-	NA
Transfers Out	-	-	-	-	-	NA
Net Other Fin Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Change in Net Assets	\$ 2,122	\$ -	\$ 15,567	\$ -	\$ -	NA
Restricted	\$ 191,095	\$ 193,217	\$ 193,217	\$ 208,784	\$ 15,567	8.1%
Unrestricted	-	-	-	-	-	NA
Beginning Net Assets	\$ 191,095	\$ 193,217	\$ 193,217	\$ 208,784	\$ 15,567	8.1%
Restricted	\$ 193,217	\$ 193,217	\$ 208,784	\$ 208,784	\$ 15,567	8.1%
Unrestricted	-	-	-	-	-	NA
Ending Net Assets	\$ 193,217	\$ 193,217	\$ 208,784	\$ 208,784	\$ 15,567	8.1%

BUDGET DETAIL - CAPITAL PROJECTS

STREETS AND INFRASTRUCTURE FUND

**CITY OF GLENPOOL
STREETS & INFRASTRUCTURE CAPITAL FUND
FY 2020-2021 PROPOSED BUDGET**

	FY2019 ACTUAL 6/30/2019	FY2020 BUDGET (as amended)	FY2020 PROJECTED 06/30/2020	FY2021 BUDGET ESTIMATE	CHANGE OVER FY20 BUDGET AS AMENDED	
					\$	%
Revenues:						
Sales Tax	\$ 575,275	\$ 587,953	\$ 607,048	\$ 594,761	\$ 6,808	1.2%
Interest Earned	5,322	9,258	5,605	4,000	(5,258)	-56.8%
Total Revenues	\$ 580,597	\$ 597,211	\$ 612,653	\$ 598,761	\$ 1,550	0.3%
Expenditures:						
Streets & Park Improvements	\$ 477,089	\$ 447,716	\$ 65,752	\$ 373,782	\$ (73,934)	-16.5%
Water/Sewer Improvements	14,747	205,000	130,738	-	(205,000)	-100.0%
Stormwater Improvements	-	50,000	-	50,000	-	0.0%
Economic Development	-	-	-	-	-	-
Debt Service	174,979	175,457	401,633	174,979	(478)	-0.3%
	\$ 666,815	\$ 878,173	\$ 598,123	\$ 598,761	\$ (279,412)	-31.8%
Excess (deficiency) of revenues over expenditures	\$ (86,218)	\$ (280,962)	\$ 14,530	\$ -	\$ 280,962	-100.0%
Other Financing Sources (Uses):						
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Transfers Out	-	-	-	-	-	NA
Total Other Fin Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Net Change in Fund Balance	\$ (86,218)	\$ (280,962)	\$ 14,530	\$ -	\$ 280,962	-100.0%
Restricted For:						
Park Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Streets Improvements	-	-	-	-	-	NA
Water/Sewer Improvements	-	-	-	-	-	NA
Stormwater Improvements	-	-	-	-	-	NA
Economic Development	-	-	-	-	-	NA
Unassigned	641,148	554,930	554,930	569,460	-	2.6%
Beginning Fund Balance	\$ 641,148	\$ 554,930	\$ 554,930	\$ 569,460	\$ -	2.6%
Ending Fund Balance	\$ 554,930	\$ 273,968	\$ 569,460	\$ 569,460	\$ 280,962	107.9%
Restricted For:						
Park Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Streets Improvements	-	-	-	-	-	NA
Water/Sewer Improvements	-	-	-	-	-	NA
Stormwater Improvements	-	-	-	-	-	NA
Economic Development	-	-	-	-	-	NA
Unassigned	-	-	-	569,460	-	NA
Total Ending Fund Balance	\$ 554,930	\$ 273,968	\$ 569,460	\$ 569,460	\$ 280,962	107.9%

BUDGET DETAIL - CAPITAL PROJECTS

PUBLIC SAFETY CAPITAL FUND

**CITY OF GLENPOOL
PUBLIC SAFETY CAPITAL FUND
FY 2020-2021 PROPOSED BUDGET**

	FY2019 ACTUAL 6/30/2019	FY2020 BUDGET (as amended)	FY2020 PROJECTED 06/30/2020	FY2021 BUDGET ESTIMATE	CHANGE OVER FY20 BUDGET AS AMENDED	
					\$	%
Revenues:						
Sales Tax	\$ 515,624	\$ 528,540	\$ 544,103	\$ 533,234	\$ 4,694	0.9%
Interest Earned	826	566	3,053	2,000	1,434	253.4%
Lease Proceeds						
Total Revenues	\$ 516,450	\$ 529,106	\$ 547,156	\$ 535,234	\$ 6,128	1.2%
Expenditures:						
Police Equipment	\$ 212,126	\$ 211,000	\$ 48,771	\$ -	\$ (211,000)	-100.0%
Fire Equipment	14,024	74,300	479	-	(74,300)	-100.0%
Capital Expenditures						
Emergency Management	-		87,275			
Debt Service	422,721	546,850	373,830	541,029		
	\$ 648,871	\$ 831,950	\$ 510,355	\$ 541,029	\$ (285,300)	-34.3%
Excess (deficiency) of revenues over expenditures	\$ (132,421)	\$ (302,844)	\$ 36,801	\$ (5,795)	\$ 291,428	-98.1%
Other Financing Sources (Uses):						
Transfers In	\$ 150,000	\$ 355,000	\$ -	\$ -	\$ -	-100.0%
Transfers Out	-	-	-	-	-	NA
Total Other Fin Sources (Uses)	\$ 150,000	\$ 355,000	\$ -	\$ -	\$ -	-100.0%
Net Change in Fund Balance	\$ 17,579	\$ 52,156	\$ 36,801	\$ (5,795)	\$ 291,428	-111.1%
Restricted:						
Police Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Fire Equipment	-	-	-	-	-	NA
Unassigned	244,215	261,794	261,794	298,595	-	14.1%
Beginning Fund Balance	\$ 244,215	\$ 261,794	\$ 261,794	\$ 298,595	\$ -	14.1%
Ending Fund Balance	\$ 261,794.00	\$ 313,950.00	\$ 298,595.00	\$ 292,800	\$ 291,428	-6.7%
Restricted:						
Police Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Fire Equipment	-	-	-	-	-	NA
Unassigned	-	-	-	292,800	-	NA
Total Ending Fund Balance	\$ 261,794	\$ 313,950	\$ 298,595	\$ 292,800	\$ 291,428	-6.7%

BUDGET DETAIL - DEBT SERVICE

DEBT SERVICE SUMMARY

**CITY OF GLENPOOL
DEBT SERVICE
FY2020-2021 PROPOSED BUDGET**

CITY OF GLENPOOL (Governmental) (01)

	Original Amount	Annual Prin Payment	Balance 7/1/2020	Maturity	Annual Interest	Admin
<u>FY11 Fire Engine Pumpier Lease</u>	472,765	135,220	141,620	Oct. 2020	\$ 6,400	
<u>Department of Transportation Note 5/18/87</u>	56,761	1,200	20,761	Jun. 2028	\$ -	
<u>Department of Transportation Note 10/24/91</u>	63,571	1,200	14,325	Jun. 2034	\$ -	
<u>FY 18 Police Teasers</u>	45,057	9,424	18,848	Dec 2022	\$ -	
TOTAL CITY	\$ 638,154	\$ 147,044	\$ 195,554		\$ 6,400	

STREETS AND INFRASTRUCTURE FUND (50)

FY17 Automated Water Meter System	\$ 804,229	\$ 165,481	\$ 495,232	Feb 2022	\$ 9,976	
TOTAL	\$ 804,229	\$ 165,481	\$ 495,232		\$ 9,976	

PUBLIC SAFETY CAPITAL (51)

FY17 Animal Control Truck	\$ 26,320	\$ 5,095	\$ 5,137	Mar 2021	\$ 42	
FY17 Police Vehicle (5)	\$ 203,539	\$ 48,071	\$ 48,071	May 2021	\$ 480	
FY17 Fire Engine Pumpier Lease	\$ 788,967	\$ 88,850	\$ 379,390	May 2021	\$ 10,813	
FY18 Self Contained Breathing Apparatus	\$ 227,647	\$ 57,562	\$ 116,508	Jun 2021	\$ 2,792	
FY18 Police Vehicles (2)	\$ 84,796	\$ 21,746	\$ 31,520	Jun 2021	\$ 503	
FY17 Public Safety Communications System Mobile Units	\$ 580,870	\$ 119,445	\$ 202,133	Dec 2021	\$ 7,028	
FY17 Public Safty Communications System Infrastructure	\$ 521,003	\$ 39,393	\$ 433,224	Nov 2029	\$ 15,000	
FY19 2009 Pierce Velocity 100 Aerial Platform	\$ 562,977	\$ 108,829	\$ 454,148	Sep 2024	\$ 15,379	
TOTAL	\$ 2,996,119	\$ 488,991	\$ 1,670,131		\$ 52,038	

GLENPOOL UTILITY SERVICES AUTHORITY

<u>2001 OWRB Loan (ORF-01-0006-CW)</u>	1,361,388	68,069	102,104	May 2021	\$ 260	
<u>2011 OWRB Loan (ORF-11-0002-CW)</u>	3,137,186	155,968	2,361,116	Sep. 2032	\$ 49,194	\$ 11,387
<u>2019 Series Utility Revenue Bond</u>	40,485,000	1,470,000	39,015,000	Dec. 2040	\$ 1,218,521	
TOTAL MUNICIPAL AUTHORITY	\$ 44,983,575	\$ 1,694,037	\$ 41,478,220		\$ 1,267,975	\$ 11,387
GRAND TOTAL	\$ 49,422,077	\$ 2,495,553	\$ 43,839,137		\$ 1,336,388	\$ 11,387

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**City of Glenpool
Salaries
FY2020-2021**

Last Name	First Name	Department	Position	Annual Base pay
Stonecypher	Michelle	Animal Control	Animal Control Officer	\$ 33,446.40
Williams	Justin	Animal Control	Animal Control Officer	\$ 18,457.92
Burrow	Lynn	Commuity Development	Comm Development Director	\$ 91,695.29
McHendry	James	Commuity Development	City Planner	\$ 66,300.00
Prescott	Carl	Commuity Development	Technical Assistant	\$ 56,000.10
Staires	Johnathan	Commuity Development	Building Official	\$ 60,593.00
Landrith	Gregory	Commuity Development	Code Enforcement Officer	\$ 41,017.60
Brungardt	Mandy	Commuity Development	Admin Asst	\$ 31,200.00
Wallen	Charles	Commuity Development	Building Maintenance Supr.	\$ 36,441.60
Reed	Lea Ann	Conference Center	Comm Relations/Conf Ctr Dir	\$ 76,865.57
Goltra	Pete	Conference Center	Operations Coordinator	\$ 36,899.20
Yarbrough	Katlyn	Conference Center	PT Event Coordinator	\$ 21,685.04
Holt	Rylie	Conference Center	PT Event Coordinator	\$ 18,096.00
Shaw	Abigail	Dispatch	Dispatch/Jailer	\$ 36,275.20
Adams	Austin	Dispatch	Dispatch/Jailer	\$ 31,678.40
Bartlett	Margret	Dispatch	Dispatch/Jailer	\$ 30,160.00
Spence	Jess	Dispatch	Dispatch/Jailer	\$ 30,160.00
Mcdonald	Ellen	Dispatch	Dispatch/Jailer	\$ 27,580.80
Whetzel	Andrew	Dispatch	Dispatch/Jailer	\$ 26,104.00
Stout	Wendy	Dispatch	Dispatch/Jailer	\$ 26,707.20
Newton	Paul	Fire	Fire Chief	\$ 92,225.90
Ogilvie	Terrell	Fire	Deputy Fire Chief	\$ 82,014.40
Shanks	Sam	Fire	Captain	\$ 76,570.31
Radford	Troy	Fire	Captain	\$ 76,570.31
Reed	Brandon	Fire	Captain	\$ 76,570.31
Tennell	Robert	Fire	Captain	\$ 74,924.93
Hunter	Ronald	Fire	Captain	\$ 74,924.93
Dykes	Kendall	Fire	Lieutenant/Training Officer	\$ 69,541.81
Calmus	Lance	Fire	Driver	\$ 65,564.94
Aston	Jeremy	Fire	Lieutenant	\$ 67,667.99
Gorton	Tom	Fire	Lieutenant	\$ 67,654.50
Hackler	Paul	Fire	Corporal	\$ 60,715.78
Hutchinson	Dustin	Fire	Corporal	\$ 60,715.78
Baker	Scott	Fire	Driver	\$ 59,045.42
Zickefoose	Wade	Fire	Firefighter	\$ 46,200.26
Tanner	Chad	Fire 52	Firefighter	\$ 75,000.00
Wilson	Max	Fire 52	Firefighter	\$ 56,068.15
Bargas	John	Fire 52	Firefighter	\$ 60,263.42
Groom	Darrin	Fire 52	Firefighter	\$ 56,068.15
Jackson	Steven	Fire 52	Firefighter	\$ 56,068.15
Marshall	Clayton	Fire 52	Firefighter	\$ 47,686.93
McMurrian	Kyle	Fire 52	Firefighter	\$ 56,068.15
Todd	Dusty	Fire 52	Firefighter	\$ 56,068.15

**City of Glenpool
Salaries
FY2020-2021**

Last Name	First Name	Department	Position	Annual Base pay
Whitney	David	Fire 52	Firefighter	\$ 56,068.15
Tillotson	David	General Administration	City Manager	\$ 125,256.04
Peterson	Lowell	General Administration	City Attorney	\$ 114,103.08
White	Susan	General Administration	Asst City Manager	\$ 107,100.24
Pengelly	Debbie	General Administration	HR Director	\$ 74,517.22
Gonsalves	John	General Government	Finance Director	\$ 76,469.38
Knight	Wendy	General Government	City Clerk	\$ 69,200.04
Colbert	Darrell	General Government	Finance Clerk/Purchasing	\$ 37,980.80
Bell	Michele	General Government	Finance Clerk/Payroll	\$ 32,468.80
Martin	James	Police	Police Chief	\$ 87,006.40
Harris	Bart	Police	Assistant Police Chief	\$ 82,014.40
Powell	Tracey	Police	Detective	\$ 70,345.60
VACANT	VACANT	Police (CS)	Sergeant	\$ 70,345.60
Ward	Scott	Police	Sergeant	\$ 70,345.60
Plane	Jeremy	Police	Sergeant	\$ 70,345.60
Fair	Shelton	Police	Corporal	\$ 63,086.40
Sheldon	Chris	Police	Corporal	\$ 63,086.40
Glasby	Robert	Police	Corporal	\$ 63,086.40
Graham	Charles	Police	Police Officer	\$ 62,425.60
Haney	Dan	Police	Master Patrolman	\$ 62,425.00
McLellan	Scott	Police	Master Patrolman	\$ 62,425.60
Graves	Matt	Police	Master Patrolman	\$ 55,120.00
Mobley	JW	Police	Master Patrolman	\$ 55,120.00
Rains	Randy	Police	Master Patrolman	\$ 55,120.00
Winders	Steve	Police	Master Patrolman	\$ 55,120.00
Duque	Sebastian	Police	Police Officer	\$ 43,981.60
Weygand	Jordan	Police	Police Officer	\$ 47,948.00
VACANT	VACANT	Police 52 (FU)	Police Officer	\$ 41,408.00
Johnson	Wesley	Police 52	Police Officer	\$ 47,878.40
Pollett	Daniel	Police 52	Police Officer	\$ 47,948.00
Wind	Anthony	Police 52	Police Officer	\$ 48,156.80
Mitchell	Taylor	Police 52	Police Officer	\$ 43,981.60
Ossman	Benjamin	Police 52	Police Officer	\$ 45,063.20
Berryhill	Charles	Streets & Parks	Supervisor	\$ 53,518.40
Pickering	Johnathan	Streets & Parks	Laborer	\$ 29,182.40
Talley	Brian	Streets & Parks	Laborer	\$ 28,392.00
Cude III	Elton	Streets & Parks	Laborer	\$ 27,559.58
Weston	Eaton	Streets & Parks	Laborer	\$ 24,960.00
Campbell	Cody	Streets & Parks	Laborer	\$ 24,960.00
Washington	Joseph	Streets & Parks	Laborer	\$ 24,960.00
Babbit	Tyler	Utility Billing	Utility Billing Supervisor	\$ 48,963.20
Burgund	Wendi	Utility Billing	Court Clerk	\$ 35,360.00
Luttrell	Bea	Utility Billing	Utility Billing Clerk	\$ 35,214.40

**City of Glenpool
Salaries
FY2020-2021**

Last Name	First Name	Department	Position	Annual Base pay
Martinex	Amy	Utility Billing	Utility Billing Clerk	\$ 24,960.00
Factor	Allison	Utility Billing	Utility Billing Clerk	\$ 6,240.00
Werley	Rob	Water & Sewer	Public Works Director	\$ 77,500.80
McCool	Jeremy	Water & Sewer	Utilities Superintendant	\$ 61,547.62
Tsosie	Larry	Water & Sewer	Plant Supervisor	\$ 53,643.20
Adams	Danny	Water & Sewer	Heavy Equip Operator	\$ 44,782.40
Campbell	Cody	Water & Sewer	Laborer	\$ 24,960.00
Murray	Eric	Water & Sewer	Laborer	\$ 25,459.20
Deere	David	Water & Sewer	Meter Reader	\$ 30,388.80
Henley	Joshua	Water & Sewer	Laborer	\$ 29,494.40
Roesch	Joshua	Water & Sewer	Laborer	\$ 25,459.20

01 -GENERAL FUND
REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	APPROVED BUDGET
PERMANENT NOTES:							
SPECIAL REVENUE FUND 05 CREATED FY17 FOR HOTEL MOTEL TAX							
5-00-5009 HOTEL MOTEL TAX							
LICENSES & PERMITS							
01-5-00-5150 SOLICITORS LICENSE	950	1,200	1,000	775	866	900	900
01-5-00-5151 BUILDING PERMITS	22,658	16,368	18,000	23,523	28,544	30,000	30,000
01-5-00-5152 OCCUPATION TAX/AL BEV LICE	2,410	15,955	8,550	7,525	10,033	8,000	8,000
01-5-00-5153 PLUMBING LICENSE	5,700	3,900	5,000	5,900	7,067	7,000	7,000
01-5-00-5154 ELECTRICAL LICENSE	6,000	4,825	7,000	4,300	5,067	5,000	5,000
01-5-00-5155 MECHANICAL LICENSE	4,100	2,700	3,000	3,400	4,400	4,000	4,000
01-5-00-5156 PET LICENSE	150	115	100	57	39	50	50
01-5-00-5159 ASSESSMENT LETTERS	5,400	2,685	5,000	660	860	700	700
01-5-00-5160 FIREWORKS PERMITS	6,525	6,250	5,000	4,540	4,053	4,000	4,000
01-5-00-5162 SIGN PERMITS	1,280	1,050	1,000	1,130	1,413	1,000	1,000
01-5-00-5165 STATE PERMIT FEES	41	32	50	75	84	50	50
01-5-00-5166 LIQUOR LICENSE	0	300	600	0	0	0	0
TOTAL LICENSES & PERMITS	55,214	55,380	54,300	51,884	62,426	60,700	60,700
CHARGES FOR SERVICES							
01-5-00-5200 DEVELOPMENT FEES	8,439	8,714	8,000	8,126	10,004	9,000	9,000
01-5-00-5201 ZONING FEES	5,475	5,430	4,500	4,175	4,767	4,500	4,500
01-5-00-5202 INSPECTION FEES	47,921	36,166	50,000	49,212	60,354	50,000	50,000
01-5-00-5204 DOG POUND	8,372	7,536	7,000	3,849	4,256	4,000	4,000
01-5-00-5206 POLICE REPORTS	459	550	500	430	533	500	500
01-5-00-5208 GEMS REIMBURSEMENT	89,988	106,755	90,000	88,403	71,020	90,000	132,055
01-5-00-5209 POLICE SPECIAL SERVICES	37,000	74,000	74,000	74,000	49,333	74,000	74,000
01-5-00-5210 ABATEMENT	0	0	0	4,050	5,400	5,000	5,000
TOTAL CHARGES FOR SERVICES	197,553	239,150	234,000	232,245	205,667	237,000	279,055
INTERGOVERNMENTAL							
01-5-00-5240 EXCISE TAX	33,059	25,372	24,200	23,289	25,657	25,000	25,000
01-5-00-5241 CIGARETTE TAX	108,453	83,052	80,200	81,898	85,083	85,000	85,000
01-5-00-5242 ALCOHOLIC BEVERAGE TAX	20,809	26,202	25,000	29,062	32,159	30,000	30,000
01-5-00-5243 COMMERCIAL VEHICLE TAX	93,671	97,900	95,000	90,724	99,510	95,000	95,000
01-5-00-5253 CDBG	0	0	0	0	0	0	0
01-5-00-5255 STATE ON-BEHALF POLICE PEN	137,166	165,270	0	0	0	0	0

CITY OF GLENPOOL
APPROVED BUDGET
AS OF: JUNE 30TH, 2020

01 -GENERAL FUND
REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
01-5-00-5256 STATE ON-BEHALF FIRE PENSI	374,292	472,235	0	0	0	0	0
TOTAL INTERGOVERNMENTAL	767,450	868,939	224,400	224,973	245,409	235,000	235,000
FINES AND FORFEITURES							
01-5-00-5260 MUNICIPAL COURT FINES	173,584	189,795	225,000	167,655	204,624	200,000	200,000
01-5-00-5263 COURT COSTS	90,141	85,437	90,000	60,048	76,464	75,000	75,000
01-5-00-5265 JUVENILE FINES	3,936	5,252	5,000	3,265	4,153	4,000	4,000
TOTAL FINES AND FORFEITURES	267,661	280,485	320,000	230,967	285,241	279,000	279,000
INVESTMENT INCOME							
01-5-00-5301 INTEREST INCOME	19	39,317	67,326	48,217	62,935	50,000	50,000
TOTAL INVESTMENT INCOME	19	39,317	67,326	48,217	62,935	50,000	50,000
MISCELLANEOUS/OTHER							
01-5-00-5350 SALE OF ASSETS	0	773,369	0	0	0	0	0
01-5-00-5351 DONATIONS	0	500	0	3,732	4,976	0	0
01-5-00-5353 REFUNDS	14,017	591	0	1,729	2,293	0	0
01-5-00-5355 MISCELLANEOUS	48,089	44,800	0	106,970	135,022	0	0
01-5-00-5356 RENTAL INCOME	58,598	37,032	37,000	23,130	25,233	25,233	25,233
01-5-00-5359 RETURNED CHECK FEE	85	60	0	0	0	0	0
01-5-00-5362 INSURANCE REIMBURSEMENTS	4,546	0	0	0	0	0	0
TOTAL MISCELLANEOUS/OTHER	125,335	856,352	37,000	135,561	167,524	25,233	25,233
OTHER FINANCING SOURCES							
01-5-00-5403 TSF FROM GUSA - CAP PROJEC	237,558	0	0	0	0	0	0
01-5-00-5404 TRANSFER FROM GUSA	1,860,000	1,860,000	1,900,000	1,705,000	1,860,000	1,800,000	1,800,000
01-5-00-5406 TRANSFER FROM GIA	45,900	45,900	60,300	43,275	60,300	45,900	45,900
01-5-00-5409 TRANSFER FROM FUND BALANCE	0	0	825,422	0	0	79,870	37,815
TOTAL OTHER FINANCING SOURCES	2,143,458	1,905,900	2,785,722	1,748,275	1,920,300	1,925,770	1,883,715
TOTAL GENERAL REVENUES	11,996,479	12,740,858	12,442,314	10,792,389	11,867,235	11,554,432	11,554,432
TOTAL REVENUES	11,996,479	12,740,858	12,442,314	10,792,389	11,867,235	11,554,432	11,554,432

01 -GENERAL FUND
GENERAL GOVERNMENT
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	APPROVED BUDGET
PERSONAL SERVICES							
01-6-01-6101 SALARIES	256,602	224,703	213,848	199,900	210,948	222,255	222,255
01-6-01-6102 HEALTH INSURANCE	29,991	34,697	33,503	27,361	32,796	38,931	38,931
01-6-01-6111 FICA	20,953	17,347	16,559	15,242	16,100	17,301	17,301
01-6-01-6113 WORKERS COMP	0	0	1,189	635	847	1,189	1,189
01-6-01-6114 UNEMPLOYMENT	712	1,050	920	750	326	720	720
01-6-01-6115 RETIREMENT	16,360	16,324	15,097	14,086	14,890	15,686	15,686
01-6-01-6118 OVERTIME	2,408	482	1,629	240	320	1,829	1,829
TOTAL PERSONAL SERVICES	327,025	294,603	282,746	258,213	276,227	297,911	297,911
SUPPLIES							
01-6-01-6201 OFFICE SUPPLIES	2,583	2,696	3,000	1,599	2,055	3,000	3,000
01-6-01-6202 OPERATING EXPENSES	25,077	45,924	48,200	48,695	55,821	41,000	41,000
01-6-01-6204 FUEL	1,940	952	2,500	542	620	2,500	2,500
TOTAL SUPPLIES	28,700	49,572	53,700	50,836	58,496	46,500	46,500
OTHER CHARGES & SERVICES							
01-6-01-6211 TELEPHONE	33,781	44,420	40,000	39,678	44,270	35,000	35,000
01-6-01-6223 INSURANCE	109,304	111,929	124,000	108,808	145,077	140,000	140,000
01-6-01-6234 POSTAGE	4,712	4,558	5,000	3,423	3,563	5,000	5,000
01-6-01-6235 CONTRACT SERVICES	141,671	121,780	124,835	123,077	135,477	120,335	120,335
01-6-01-6236 AUDIT FEES	11,700	23,540	20,000	16,825	4,767	20,000	20,000
01-6-01-6238 MUNICIPAL JUDGE	15,000	15,000	15,000	13,750	15,000	15,000	15,000
01-6-01-6245 LEGAL SERVICES	0	0	0	4,181	0	0	0
TOTAL OTHER CHARGES & SERVICES	316,168	321,227	328,835	309,741	348,154	335,335	335,335
TRAVEL & TRAINING							
01-6-01-6262 TRAVEL & TRAINING	5,869	2,925	5,000	2,607	2,301	4,000	4,000
TOTAL TRAVEL & TRAINING	5,869	2,925	5,000	2,607	2,301	4,000	4,000
REPAIRS & MAINTENANCE							
01-6-01-6271 VEHICLE REPAIRS & MAINTANANCE	2,595	3,505	6,000	4,893	6,524	6,000	6,000
01-6-01-6273 REPAIRS & MAINTENANCE	13,026	11,241	12,300	2,821	2,007	10,000	10,000
TOTAL REPAIRS & MAINTENANCE	15,621	14,747	18,300	7,714	8,531	16,000	16,000
MISCELLANEOUS							
01-6-01-6281 MEMBERSHIP DUES	25,390	28,028	30,000	29,668	35,238	28,000	28,000
TOTAL MISCELLANEOUS	25,390	28,028	30,000	29,668	35,238	28,000	28,000
CAPITAL EXPENDITURES							
01-6-01-6355 CAPITAL - COMPUTERS	37,365	27,583	15,000	0	15,000	40,000	40,000
TOTAL CAPITAL EXPENDITURES	37,365	27,583	15,000	0	15,000	40,000	40,000
6-01-6333 CAPITAL PURCHASES							
PERMANENT NOTES: COMPUTERS							
TOTAL GENERAL GOVERNMENT	756,137	738,685	733,581	658,778	743,947	767,746	767,746

01 -GENERAL FUND
ANIMAL CONTROL
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
PERSONAL SERVICES							
01-6-02-6101 SALARIES & WAGES	39,319	45,635	53,117	45,848	48,813	53,368	53,368
01-6-02-6102 HEALTH INSURANCE	7,239	8,271	8,494	7,037	8,233	8,424	8,424
01-6-02-6111 FICA	3,211	3,855	4,468	3,472	3,682	4,481	4,481
01-6-02-6113 WORKMANS COMP	469	549	1,727	758	1,011	1,727	1,727
01-6-02-6114 UNEMPLOYMENT	172	298	360	330	292	360	360
01-6-02-6115 RETIREMENT	2,176	2,745	2,769	2,234	2,377	2,787	2,787
01-6-02-6118 OVERTIME	3,111	3,310	5,000	30	32	5,000	5,000
TOTAL PERSONAL SERVICES	55,697	64,663	75,935	59,709	64,440	76,147	76,147
SUPPLIES							
01-6-02-6201 OFFICE SUPPLIES	0	0	500	0	0	500	500
01-6-02-6202 OPERATING EXP	13,628	7,821	9,200	5,938	7,251	9,200	9,200
01-6-02-6204 FUEL	2,220	2,041	3,400	1,581	1,932	3,400	3,400
TOTAL SUPPLIES	15,848	9,862	13,100	7,519	9,183	13,100	13,100
OTHER CHARGES & SERVICES							
01-6-02-6224 UNIFORMS & ACCESSORIES	214	72	1,000	830	1,107	1,000	1,000
TOTAL OTHER CHARGES & SERVICES	214	72	1,000	830	1,107	1,000	1,000
TRAVEL & TRAINING							
01-6-02-6262 TRAVEL & TRAINING	763	1,040	1,675	175	233	1,675	1,675
TOTAL TRAVEL & TRAINING	763	1,040	1,675	175	233	1,675	1,675
REPAIRS & MAINTENANCE							
01-6-02-6271 VEHICLE REPAIRS & MAINTANANCE	980	655	1,700	1,016	1,338	1,700	1,700
TOTAL REPAIRS & MAINTENANCE	980	655	1,700	1,016	1,338	1,700	1,700
MISCELLANEOUS							
TOTAL ANIMAL CONTROL	73,502	76,293	93,410	69,248	76,301	93,622	93,622

01 -GENERAL FUND
POLICE DEPARTMENT
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	APPROVED BUDGET
PERSONAL SERVICES							
01-6-03-6101 SALARIES & WAGES	1,183,232	1,239,990	1,315,582	1,114,559	1,196,717	1,314,521	1,314,521
01-6-03-6102 HEALTH INSURANCE	125,079	131,246	143,032	116,537	136,194	143,246	143,246
01-6-03-6111 FICA	17,420	22,532	21,660	22,065	23,843	19,524	19,524
01-6-03-6113 WORKMANS COMP	40,865	45,648	60,460	49,771	66,361	62,461	62,461
01-6-03-6114 UNEMPLOYMENT	2,745	3,322	3,239	3,183	503	3,240	3,240
01-6-03-6115 RETIREMENT	0	6,210	10,800	10,795	11,475	8,084	8,084
01-6-03-6116 STATE PENSION	283,738	316,118	172,430	128,512	137,088	170,888	170,888
01-6-03-6118 OVERTIME	17,571	24,331	34,287	34,199	44,885	23,902	23,902
01-6-03-6122 CLOTHING	29,000	37,800	18,000	18,375	22,233	18,000	18,000
TOTAL PERSONAL SERVICES	1,699,451	1,827,196	1,779,490	1,497,995	1,639,299	1,763,866	1,763,866
SUPPLIES							
01-6-03-6201 OFFICE SUPPLIES	3,017	2,541	3,900	1,993	2,202	3,000	3,000
01-6-03-6202 OPERATING EXPENSES	49,838	42,349	51,700	38,768	45,482	54,000	54,000
01-6-03-6204 FUEL	48,636	43,618	40,100	35,609	41,305	42,100	42,100
01-6-03-6206 SMALL TOOLS & MINOR EQUIP	120	8	500	0	0	500	500
01-6-03-6207 MISC SUPPLIES	2,359	5,000	8,900	4,146	5,528	8,000	8,000
TOTAL SUPPLIES	103,970	93,516	105,100	80,517	94,517	107,600	107,600
OTHER CHARGES & SERVICES							
01-6-03-6211 TELEPHONE	38,892	28,332	43,000	27,586	30,261	35,000	35,000
01-6-03-6224 UNIFORMS & ACCESSORIES	3,329	5,416	10,000	1,748	2,331	10,000	10,000
01-6-03-6235 CONTRACT SERVICES	9,238	25,311	26,000	22,051	26,213	26,000	26,000
TOTAL OTHER CHARGES & SERVICES	51,459	59,059	79,000	51,385	58,805	71,000	71,000
TRAVEL & TRAINING							
01-6-03-6262 TRAVEL & TRAINING	5,097	9,406	10,000	5,834	7,748	10,000	10,000
TOTAL TRAVEL & TRAINING	5,097	9,406	10,000	5,834	7,748	10,000	10,000
REPAIRS & MAINTENANCE							
01-6-03-6271 VEHICLE REPAIRS & MAINTENANCE	27,437	32,163	35,400	34,214	40,533	35,400	35,400
01-6-03-6273 BUILDING REPAIRS	14,363	8,277	11,000	9,939	10,358	14,000	14,000
TOTAL REPAIRS & MAINTENANCE	41,800	40,440	46,400	44,153	50,891	49,400	49,400
MISCELLANEOUS							
01-6-03-6281 MEMBERSHIP DUES	163	180	900	815	1,087	1,000	1,000
TOTAL MISCELLANEOUS	163	180	900	815	1,087	1,000	1,000
CAPITAL EXPENDITURES							
01-6-03-6333 CAPITAL PURCHASES	45,057	35,615	0	0	0	0	0
01-6-03-6357 POLICE EQUIPMENT	7,893	0	0	0	0	0	0
01-6-03-6359 CAPITAL LEASE PROCEEDS	(45,057)	0	0	0	0	0	0
TOTAL CAPITAL EXPENDITURES	7,893	35,615	0	0	0	0	0

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CITY OF GLENPOOL
APPROVED BUDGET
AS OF: JUNE 30TH, 2020

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01 -GENERAL FUND
POLICE DEPARTMENT
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- PROPOSED BUDGET	2020-2021 PROPOSED BUDGET	APPROVED BUDGET
DEBT SERVICE								
01-6-03-6570 PRINCIPAL CAPITAL LEASE	57,193	39,759	73,000	0	0	0	0	0
01-6-03-6571 INTEREST ON CAPITAL LEASE	5,921	12	1,200	0	0	0	0	0
TOTAL DEBT SERVICE	63,114	39,771	74,200	0	0	0	0	0
TOTAL POLICE DEPARTMENT	1,972,746	2,105,184	2,095,090	1,680,699	1,852,347	2,002,866	2,002,866	2,002,866

01 -GENERAL FUND

DISPATCH

DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
PERSONAL SERVICES							
01-6-04-6101 SALARIES & WAGES	180,295	210,805	213,338	207,170	222,719	215,078	215,078
01-6-04-6102 HEALTH INSURANCE	42,909	50,963	58,045	47,815	57,179	58,169	58,169
01-6-04-6111 FICA	14,278	16,884	16,578	16,316	17,609	17,087	17,087
01-6-04-6113 WORKMANS COMP	13,410	15,510	20,783	16,578	22,104	20,783	20,783
01-6-04-6114 UNEMPLOYMENT	751	1,312	1,461	1,342	1,060	1,261	1,261
01-6-04-6115 RETIREMENT	13,177	15,811	15,170	14,955	16,192	15,635	15,635
01-6-04-6118 OVERTIME	10,556	7,494	7,473	7,602	9,304	8,373	8,373
TOTAL PERSONAL SERVICES	275,375	318,780	332,848	311,777	346,167	336,386	336,386
SUPPLIES							
01-6-04-6203 JAIL SUPPLIES	7,788	9,981	10,400	6,925	9,195	11,000	11,000
TOTAL SUPPLIES	7,788	9,981	10,400	6,925	9,195	11,000	11,000
OTHER CHARGES & SERVICES							
01-6-04-6211 TELEPHONE	14,098	19,980	18,300	17,973	19,625	20,000	20,000
01-6-04-6214 E-911	38,340	38,862	41,000	35,513	39,565	41,000	41,000
01-6-04-6224 UNIFORMS & ACCESSORIES	1,210	0	3,100	2,187	2,916	4,000	4,000
01-6-04-6235 CONTRACT SERVICES	708	3,871	4,400	4,283	5,433	3,500	3,500
TOTAL OTHER CHARGES & SERVICES	54,356	62,713	66,800	59,955	67,539	68,500	68,500
TRAVEL & TRAINING							
01-6-04-6262 TRAVEL & TRAINING	81	550	1,000	850	1,133	2,000	2,000
TOTAL TRAVEL & TRAINING	81	550	1,000	850	1,133	2,000	2,000
TOTAL DISPATCH	337,600	392,024	411,048	379,507	424,034	417,886	417,886

01 -GENERAL FUND
FIRE DEPARTMENT
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
PERSONAL SERVICES							
01-06-6101 SALARIES & WAGES	973,654	1,040,240	1,019,537	959,391	1,013,595	1,318,838	1,318,838
01-06-6102 HEALTH INSURANCE	109,150	117,430	133,905	107,251	125,345	141,052	141,052
01-06-6111 FICA	16,715	18,991	18,038	15,860	16,728	19,264	19,264
01-06-6113 WORKMANS COMP	66,525	70,200	75,413	75,413	100,551	70,209	70,209
01-06-6114 UNEMPLOYMENT	2,443	2,848	3,000	2,880	366	2,700	2,700
01-06-6115	0	1,127	0	0	0	0	0
01-06-6116 STATE PENSION	520,182	629,398	173,111	146,692	155,208	184,637	184,637
01-06-6118 OVERTIME	206,766	201,804	205,707	147,574	158,640	200,000	200,000
01-06-6122 CLOTHING	14,835	14,835	14,550	15,005	18,793	12,875	12,875
01-06-6125 CONTRACT TRAINING	6,032	6,728	5,000	869	1,158	5,000	5,000
TOTAL PERSONAL SERVICES	1,916,301	2,103,601	1,648,260	1,470,934	1,590,384	1,954,575	1,954,575
SUPPLIES							
01-06-6201 OFFICE SUPPLIES	583	612	2,000	1,001	818	2,000	2,000
01-06-6202 OPERATING EXPENSES	11,932	16,689	17,200	16,070	15,118	18,000	18,000
01-06-6204 FUEL	14,794	15,313	15,000	11,637	13,445	15,000	15,000
01-06-6206 SMALL TOOLS & MINOR EQUIP	2,035	2,619	4,500	3,088	4,062	5,000	5,000
01-06-6207 MISC SUPPLIES	434	525	2,000	1,914	2,422	2,500	2,500
TOTAL SUPPLIES	29,778	35,758	40,700	33,709	35,865	42,500	42,500
OTHER CHARGES & SERVICES							
01-06-6211 TELEPHONE	37,439	33,862	35,000	17,472	20,097	30,000	30,000
01-06-6224 UNIFORMS & ACCESSORIES	9,257	6,197	10,000	5,733	6,602	10,000	10,000
01-06-6235 CONTRACT SERVICES	3,784	10,259	17,700	8,992	11,035	17,700	17,700
TOTAL OTHER CHARGES & SERVICES	50,480	50,318	62,700	32,196	37,734	57,700	57,700
TRAVEL & TRAINING							
01-06-6261 SAFETY TRAINING & EQUIP	1,975	1,550	4,000	1,131	1,509	4,000	4,000
01-06-6262 TRAVEL & TRAINING	4,623	4,423	5,000	1,415	1,882	5,000	5,000
TOTAL TRAVEL & TRAINING	6,598	5,973	9,000	2,546	3,391	9,000	9,000
REPAIRS & MAINTENANCE							
01-06-6271 VEHICLE REPAIRS & MAINTANANCE	27,314	51,573	30,000	18,673	24,684	35,000	35,000
01-06-6272 EQUIPMENT REPAIRS	4,126	10,133	7,500	13,637	5,785	8,000	8,000
01-06-6273 BUILDING REPAIRS	8,927	10,137	15,500	16,968	16,828	12,000	12,000
TOTAL REPAIRS & MAINTENANCE	40,366	71,843	53,000	49,279	47,297	55,000	55,000
MISCELLANEOUS							
01-06-6281 MEMBERSHIP DUES	1,744	2,520	3,000	2,040	2,720	3,500	3,500
TOTAL MISCELLANEOUS	1,744	2,520	3,000	2,040	2,720	3,500	3,500
DEBT SERVICE							
01-06-6570 PRINCIPAL CAPITAL LEASE	50,893	56,263	56,263	56,263	75,017	135,220	135,220
01-06-6571 INTEREST ON CAPITAL LEASE	12,293	0	12,000	0	0	6,400	6,400
TOTAL DEBT SERVICE	63,186	56,263	68,263	56,263	75,017	141,620	141,620
TOTAL FIRE DEPARTMENT	2,108,454	2,326,275	1,884,923	1,646,966	1,792,408	2,263,895	2,263,895

01 -GENERAL FUND
EMERGENCY MGMT
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
SUPPLIES							
01-6-07-6202 OPERATING SUPPLIES	0	564	2,000	773	885	2,000	2,000
01-6-07-6209 EOC SUPPLIES	0	0	1,500	0	0	2,000	2,000
TOTAL SUPPLIES	0	564	3,500	773	885	4,000	4,000
OTHER CHARGES & SERVICES							
01-6-07-6212 ELECTRIC	2,497	1,494	3,000	1,410	1,319	3,000	3,000
01-6-07-6235 CONTRACT SERVICES	5,444	0	10,000	5,445	7,260	10,000	10,000
TOTAL OTHER CHARGES & SERVICES	7,941	1,494	13,000	6,855	8,579	13,000	13,000
REPAIRS & MAINTENANCE							
01-6-07-6276 RADIO MAINTENANCE	1,968	3,010	39,446	38,696	51,595	15,000	15,000
01-6-07-6277 SIREN MAINTENANCE	13,272	535	7,000	0	0	8,000	8,000
TOTAL REPAIRS & MAINTENANCE	15,240	3,545	46,446	38,696	51,595	23,000	23,000
CAPITAL EXPENDITURES							
01-6-07-6333 CAPITAL PURCHASES	24,964	0	16,554	0	0	0	0
TOTAL CAPITAL EXPENDITURES	24,964	0	16,554	0	0	0	0
TOTAL EMERGENCY MGMT	48,144	5,603	79,500	46,324	61,059	40,000	40,000

CITY OF GLENPOOL
APPROVED BUDGET
AS OF: JUNE 30TH, 2020

01 -GENERAL FUND
COMMUNITY DEVELOPMENT
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	APPROVED BUDGET
PERSONAL SERVICES							
01-6-10-6101 SALARIES & WAGES	280,823	308,846	405,968	359,513	380,644	398,058	398,058
01-6-10-6102 HEALTH INSURANCE	43,027	41,253	61,998	40,841	46,937	60,090	60,090
01-6-10-6111 FICA	20,878	23,921	32,511	27,701	29,339	31,039	31,039
01-6-10-6113 WORKMANS COMP	4,620	5,720	9,893	6,880	9,113	9,893	9,893
01-6-10-6114 UNEMPLOYMENT	705	1,180	1,750	1,616	968	1,655	1,655
01-6-10-6115 RETIREMENT	19,786	22,948	29,048	25,648	27,195	27,864	27,864
01-6-10-6118 OVERTIME	2,627	1,986	1,835	766	1,021	1,679	1,679
TOTAL PERSONAL SERVICES	372,466	405,854	543,002	462,964	495,277	530,278	530,278
SUPPLIES							
01-6-10-6201 OFFICE SUPPLIES	0	1,022	3,000	2,900	3,514	4,000	4,000
01-6-10-6202 OPERATING EXPENSES	0	4,175	7,300	6,423	7,822	9,000	9,000
01-6-10-6204 FUEL	5,876	5,873	6,000	4,684	5,448	6,000	6,000
01-6-10-6206 EQUIPMENT EXPENSES & TOOLS	0	386	1,500	560	534	2,000	2,000
01-6-10-6207 MISC SUPPLIES	8,306	5,030	4,000	3,422	3,878	4,000	4,000
TOTAL SUPPLIES	14,182	16,486	21,800	17,989	21,196	25,000	25,000
OTHER CHARGES & SERVICES							
01-6-10-6224 UNIFORMS & ACCESSORIES	0	172	1,000	462	616	1,000	1,000
01-6-10-6235 CONTRACT SERVICES	46,460	52,637	43,700	15,491	16,205	30,000	30,000
01-6-10-6244 ENGINEERING FEES	450	15,104	7,521	4,375	4,433	15,000	15,000
01-6-10-6250 ECONOMIC DEVELOPMENT	434	511	0	0	0	0	0
TOTAL OTHER CHARGES & SERVICES	47,344	68,424	52,221	20,328	21,254	46,000	46,000
TRAVEL & TRAINING							
01-6-10-6261 LICENSE RENEWAL	595	225	750	25	33	1,500	1,500
01-6-10-6262 TRAVEL & TRAINING	2,387	3,486	3,000	2,155	2,634	3,000	3,000
TOTAL TRAVEL & TRAINING	2,982	3,711	3,750	2,180	2,667	4,500	4,500
REPAIRS & MAINTENANCE							
01-6-10-6271 VEHICLE MAINTENANCE	5,052	2,259	7,300	6,548	8,118	5,000	5,000
01-6-10-6272 EQUIPMENT REPAIR & REPLACE	0	19	1,900	1,658	2,211	2,000	2,000
TOTAL REPAIRS & MAINTENANCE	5,052	2,279	9,200	8,207	10,329	7,000	7,000
MISCELLANEOUS							
01-6-10-6281 MEMBERSHIP DUES	900	1,748	10,800	1,997	2,663	2,500	2,500
TOTAL MISCELLANEOUS	900	1,748	10,800	1,997	2,663	2,500	2,500
CAPITAL EXPENDITURES							
01-6-10-6350 VEHICLES	0	41,688	0	0	0	0	0
01-6-10-6355 CAPITAL - COMPUTERS	0	0	16,500	4,897	6,529	0	0
TOTAL CAPITAL EXPENDITURES	0	41,688	16,500	4,897	6,529	0	0
TOTAL COMMUNITY DEVELOPMENT	442,927	540,190	657,273	518,561	559,915	615,278	615,278

01 -GENERAL FUND
ADMINISTRATION
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
PERSONAL SERVICES							
01-6-11-6101 SALARIES & WAGES	242,453	405,599	437,892	403,375	428,997	438,372	438,372
01-6-11-6102 HEALTH INSURANCE	36,027	54,895	62,447	49,733	58,191	61,119	61,119
01-6-11-6111 FTCA	17,051	30,600	58,116	30,277	32,182	33,784	33,784
01-6-11-6113 WORKMANS COMP	975	1,375	2,550	1,571	2,095	2,550	2,550
01-6-11-6114 UNEMPLOYMENT	526	721	921	811	99	721	721
01-6-11-6115 RETIREMENT	22,980	42,403	39,673	42,885	45,656	39,707	39,707
TOTAL PERSONAL SERVICES	320,012	535,593	601,599	528,653	567,220	576,253	576,253
SUPPLIES							
01-6-11-6201 OFFICE SUPPLIES	3,454	1,937	8,800	1,360	1,773	5,000	5,000
01-6-11-6204 FUEL	2,811	3,446	4,800	3,087	3,730	4,800	4,800
TOTAL SUPPLIES	6,265	5,383	13,600	4,447	5,503	9,800	9,800
OTHER CHARGES & SERVICES							
01-6-11-6235 CONTRACT SERVICES	56,208	40,780	56,000	36,980	41,458	55,000	55,000
TOTAL OTHER CHARGES & SERVICES	56,208	40,780	56,000	36,980	41,458	55,000	55,000
TRAVEL & TRAINING							
01-6-11-6262 ADMIN TRAVEL & TRAINING	10,803	21,548	16,000	13,411	17,279	16,000	16,000
01-6-11-6263 COUNCIL TRAVEL & TRAINING	2,195	969	5,000	1,986	2,648	5,000	5,000
TOTAL TRAVEL & TRAINING	12,999	22,517	21,000	15,398	19,927	21,000	21,000
MISCELLANEOUS							
01-6-11-6281 MEMBERSHIP DUES	1,623	3,106	3,000	1,590	2,120	3,000	3,000
01-6-11-6289 COUNCIL CONTINGENCY	649	2,520	10,000	2,084	1,245	7,000	7,000
TOTAL MISCELLANEOUS	2,272	5,627	13,000	3,674	3,365	10,000	10,000
TOTAL ADMINISTRATION	397,756	609,900	705,199	589,151	637,473	672,053	672,053

01 -GENERAL FUND
STREETS & PARKS
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	APPROVED BUDGET
PERSONAL SERVICES							
01-6-14-6101 SALARIES	143,432	194,735	223,179	191,534	204,570	226,864	226,864
01-6-14-6102 HEALTH INSURANCE	35,386	41,886	55,391	41,256	48,274	54,089	54,089
01-6-14-6111 FICA	12,173	16,866	15,606	15,157	16,216	17,355	17,355
01-6-14-6113 WORKERS COMP	18,760	19,980	24,221	23,720	31,627	24,221	24,221
01-6-14-6114 UNEMPLOYMENT	730	1,181	1,260	1,207	946	1,260	1,260
01-6-14-6115 RETIREMENT	11,115	15,559	16,708	13,777	14,756	16,632	16,632
01-6-14-6118 OVERTIME	12,974	19,850	15,507	1,765	2,225	15,707	15,707
TOTAL PERSONAL SERVICES	234,571	310,057	351,872	288,416	318,614	356,128	356,128
SUPPLIES							
01-6-14-6201 OFFICE SUPPLIES	38	49	600	126	141	500	500
01-6-14-6202 OPERATING EXPENSES	6,720	7,279	9,500	10,261	9,171	8,000	8,000
01-6-14-6204 FUEL	8,590	9,532	11,000	7,386	7,663	10,000	10,000
01-6-14-6206 EQUIPMENT AND TOOLS	7,349	6,607	7,276	5,352	5,715	9,000	9,000
01-6-14-6208 STREET SIGNS	4,034	7,086	8,824	8,824	8,480	8,000	8,000
TOTAL SUPPLIES	26,730	30,553	37,200	31,948	31,170	35,500	35,500
OTHER CHARGES & SERVICES							
01-6-14-6212 ELECTRIC	99,325	94,934	93,543	81,170	83,632	97,000	97,000
01-6-14-6224 UNIFORMS & ACCESSORIES	1,803	2,177	3,725	3,778	4,805	4,500	4,500
01-6-14-6230 EQUIPMENT RENTAL	479	1,029	2,500	2,326	3,036	2,500	2,500
01-6-14-6235 CONTRACT SERVICES	14,551	22,520	25,532	21,505	22,502	22,500	22,500
TOTAL OTHER CHARGES & SERVICES	116,158	120,660	125,300	108,779	113,975	126,500	126,500
TRAVEL & TRAINING							
01-6-14-6262 TRAVEL & TRAINING	0	0	500	208	269	1,500	1,500
TOTAL TRAVEL & TRAINING	0	0	500	208	269	1,500	1,500
REPAIRS & MAINTENANCE							
01-6-14-6271 VEHICLE REPAIRS & MAINTENANCE	11,845	9,519	14,900	8,405	10,424	13,500	13,500
01-6-14-6272 EQUIPMENT REPAIRS	15,863	23,383	25,108	21,479	26,029	22,500	22,500
01-6-14-6273 REPAIR & MAINT SUPPLIES	11,346	9,308	14,992	12,685	16,674	17,500	17,500
01-6-14-6274 STREET REPAIRS	137,037	83,806	616,000	563,969	386,567	300,000	300,000
01-6-14-6275 PARK IMPROVEMENTS	30,089	38,531	45,000	10,676	10,795	0	0
TOTAL REPAIRS & MAINTENANCE	206,180	164,546	716,000	617,213	450,489	353,500	353,500
CAPITAL EXPENDITURES							
01-6-14-6333 CAPITAL PURCHASES	253,941	81,206	77,000	2,390	3,187	0	0
TOTAL CAPITAL EXPENDITURES	253,941	81,206	77,000	2,390	3,187	0	0
DEBT SERVICE							
01-6-14-6575 LEASE PAYMENTS	2,400	2,400	2,400	2,400	3,200	2,400	2,400
TOTAL DEBT SERVICE	2,400	2,400	2,400	2,400	3,200	2,400	2,400
TOTAL STREETS & PARKS	839,981	709,422	1,310,272	1,051,354	920,904	875,528	875,528

CITY OF GLENPOOL
APPROVED BUDGET
AS OF: JUNE 30TH, 202001 - GENERAL FUND
NON-DEPARTMENTAL
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
DEBT SERVICE							
01-6-90-6550 PRINCIPAL - CAPITAL LEASE	0	0	68,086	0	0	0	0
01-6-90-6555 INTEREST ON CAP LEASE	0	0	8,246	0	0	0	0
TOTAL DEBT SERVICE	0	0	76,333	0	0	0	0
OTHER FINANCING USES							
01-6-90-6732 TSF TO GUSA	1,832,512	1,861,132	1,892,300	1,753,509	1,915,442	1,883,226	1,883,226
01-6-90-6734 TSF TO GIA	0	0	0	0	0	122,333	122,333
01-6-90-6737 TSF TO GUSA BOND PLEDGE	1,860,000	1,860,000	1,800,000	1,705,000	1,860,000	1,800,000	1,800,000
01-6-90-6738 TSF TO HOTEL-MOTEL TAX FUN	232,685	0	0	0	0	0	0
01-6-90-6741 TSF TO ST&INFRASTRUCTURE	103,468	0	559,422	559,422	0	0	0
01-6-90-6742 TSF TO PUBLIC SAFETY CAP F	25,000	150,000	143,963	143,963	0	0	0
TOTAL OTHER FINANCING USES	4,053,665	3,871,132	4,395,685	4,161,894	3,775,442	3,805,559	3,805,559
TOTAL NON-DEPARTMENTAL	4,053,665	3,871,132	4,472,018	4,161,894	3,775,442	3,805,559	3,805,559
TOTAL EXPENDITURES	11,030,912	11,374,708	12,442,314	10,802,482	10,843,830	11,554,433	11,554,433
REVENUE OVER/ (UNDER) EXPENDITURES	965,566	1,366,150	(0)	(10,093)	1,023,405	(1)	(1)

02 -GUSA
REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
GENERAL REVENUES							
CHARGES FOR SERVICES							
02-5-00-5210 WATER SALES	2,717,996	2,648,839	2,900,000	2,506,660	2,734,794	2,900,000	2,900,000
02-5-00-5211 SEWER FEES	1,298,584	1,262,384	1,324,581	1,210,622	1,317,141	1,400,000	1,400,000
02-5-00-5212 REFUSE FEES	734,301	762,452	750,000	717,465	782,071	820,000	820,000
02-5-00-5213 SOLID WASTE MGT FEE	18,336	18,628	20,000	17,109	18,651	19,000	19,000
02-5-00-5214 STORM WATER MANAGEMENT FEE	105,244	106,900	106,000	98,174	107,021	108,000	108,000
02-5-00-5215 WATER/WASTEWATER FEE	3,036	1,515	3,000	4,173	4,530	4,000	4,000
02-5-00-5216 DELINQUENT FEES	121,368	112,850	120,000	85,451	113,935	115,000	115,000
02-5-00-5217 CONNECT/TRANSFER FEE	8,175	7,212	7,000	6,402	7,030	7,000	7,000
02-5-00-5218 RECONNECT FEE	44,904	45,050	43,000	26,550	35,253	35,000	35,000
02-5-00-5220 WATER TAPS	71,621	30,500	70,000	55,200	65,067	70,000	70,000
02-5-00-5221 SEWER TAPS	10,472	7,650	10,000	13,900	16,133	17,000	17,000
02-5-00-5222 CCRD 2 ROYALTIES	773	724	1,190	722	781	1,000	1,000
02-5-00-5223 CCRWD 2 SEWER PASSTHROUGH	3,522	4,065	4,000	4,068	3,605	4,000	4,000
TOTAL CHARGES FOR SERVICES	5,138,434	5,008,770	5,358,771	4,746,497	5,206,012	5,500,000	5,500,000
INTERGOVERNMENTAL							
INVESTMENT INCOME							
02-5-00-5301 INTEREST INCOME	6,246	8,207	12,786	8,662	11,108	11,000	11,000
02-5-00-5303 INTEREST - BOND FUNDS	10,670	30,293	12,000	15,819	21,092	17,858	17,858
02-5-00-5305 INTEREST - C D	1,033	347	1,500	216	300	300	300
TOTAL INVESTMENT INCOME	17,949	38,847	26,286	24,697	32,460	29,158	29,158
MISCELLANEOUS/OTHER							
02-5-00-5353 REFUNDS	548	0	0	0	0	0	0
02-5-00-5355 MISCELLANEOUS	1,591	2,775	500	2,122,793	2,830,391	500	500
02-5-00-5358 ONLINE PAYMENT FEES	22,508	25,160	24,000	20,133	26,830	24,000	24,000
02-5-00-5359 RETURNED CHECK FEE	3,810	1,920	2,000	1,435	1,753	1,700	1,700
02-5-00-5360 COPIES	154	0	100	0	0	0	0
TOTAL MISCELLANEOUS/OTHER	28,610	29,855	26,600	2,144,360	2,858,974	26,200	26,200
OTHER FINANCING SOURCES							
02-5-00-5401 TSF FROM GEN FUND - SALES	1,832,512	1,861,132	1,892,300	1,753,509	1,915,442	1,883,226	1,883,226
02-5-00-5402 TSF FR GF - BOND PLEDGE	1,860,000	1,860,000	1,800,000	1,705,000	1,860,000	1,800,000	1,800,000
02-5-00-5409 TRANSFER FROM FUND BALANCE	0	0	48,426	0	0	0	0
TOTAL OTHER FINANCING SOURCES	3,692,512	3,721,132	3,740,726	3,458,509	3,775,442	3,683,226	3,683,226
TOTAL GENERAL REVENUES	8,877,505	8,798,604	9,152,383	10,374,063	11,872,888	9,238,584	9,238,584
TOTAL REVENUES	8,877,505	8,798,604	9,152,383	10,374,063	11,872,888	9,238,584	9,238,584

02 -GUSA
WATER & SEWER
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
PERSONAL SERVICES							
02-6-16-6101 SALARIES & WAGES	263,406	349,477	412,877	342,004	359,128	391,574	391,574
02-6-16-6102 HEALTH INSURANCE	47,184	51,615	89,431	57,603	66,330	76,496	76,496
02-6-16-6111 FICA	21,124	25,691	32,756	26,028	27,371	29,955	29,955
02-6-16-6113 WORKMAN COMP	22,499	22,614	29,076	13,118	17,491	29,076	29,076
02-6-16-6114 UNEMPLOYMENT	941	1,314	1,730	1,716	1,131	1,530	1,530
02-6-16-6115 RETIREMENT	20,084	24,457	29,417	23,779	24,906	27,593	27,593
02-6-16-6118 OVERTIME	13,852	10,009	9,800	5,026	6,431	6,998	6,998
TOTAL PERSONAL SERVICES	389,089	485,176	605,088	469,275	502,788	563,222	563,222
SUPPLIES							
02-6-16-6201 OFFICE SUPPLIES	50	23	500	230	307	500	500
02-6-16-6202 OPERATING EXPENSES	133,045	81,075	98,628	89,040	104,020	100,000	100,000
02-6-16-6204 FUEL	12,631	16,301	20,000	15,321	16,799	20,000	20,000
02-6-16-6206 SMALL TOOLS & MINOR EQUIP	3,305	2,961	3,000	1,863	2,416	3,000	3,000
TOTAL SUPPLIES	149,031	100,359	122,128	106,454	123,542	123,500	123,500
OTHER CHARGES & SERVICES							
02-6-16-6210 CHEMICALS	99,369	84,453	95,000	80,404	82,714	100,000	100,000
02-6-16-6211 TELEPHONES	9,579	9,377	11,000	7,703	8,399	11,000	11,000
02-6-16-6212 ELECTRIC	205,833	189,551	220,000	175,295	193,155	220,000	220,000
02-6-16-6213 GAS	18,310	19,118	20,000	14,595	16,085	20,000	20,000
02-6-16-6221 WATER PURCHASES	1,333,171	1,219,627	1,345,947	1,052,581	1,168,421	1,382,000	1,382,000
02-6-16-6223 INSURANCE	49,674	53,931	63,800	56,054	74,739	63,800	63,800
02-6-16-6224 UNIFORMS & ACCESSORIES	2,631	2,508	5,000	4,829	6,265	5,000	5,000
02-6-16-6230 EQUIPMENT RENTAL	0	0	2,000	787	1,049	2,000	2,000
02-6-16-6235 CONTRACT SERVICES	51,965	48,878	55,000	57,945	64,525	55,000	55,000
02-6-16-6236 AUDIT FEES	16,650	18,190	18,290	18,290	6,720	18,000	18,000
02-6-16-6242 ADMINISTRATIVE SERVICES	688	376	1,710	125	167	2,500	2,500
02-6-16-6244 ENGINEERING FEES	0	0	10,000	10,000	13,333	230,000	230,000
02-6-16-6245 LEGAL SERVICES	0	2,078	2,000	0	0	2,000	2,000
TOTAL OTHER CHARGES & SERVICES	1,787,870	1,648,087	1,849,747	1,478,608	1,635,572	2,111,300	2,111,300
TRAVEL & TRAINING							
02-6-16-6261 SAFETY TRAINING & EQUIP	0	0	1,000	147	196	1,000	1,000
02-6-16-6262 TRAVEL & TRAINING	202	542	1,858	1,632	1,547	1,858	1,858
TOTAL TRAVEL & TRAINING	202	542	2,858	1,779	1,743	2,858	2,858
REPAIRS & MAINTENANCE							
02-6-16-6271 VEHICLE REPAIRS & MAINTANE	7,814	5,725	9,000	7,236	9,365	9,000	9,000
02-6-16-6272 EQUIPMENT REPAIRS	48,819	45,942	62,553	62,678	64,491	34,500	34,500
02-6-16-6273 REPAIR & MAINTENANCE	12,974	20,342	78,926	74,092	94,317	22,000	22,000
02-6-16-6278 SEWER IMPROVEMENTS	37,916	49,271	351,372	351,372	468,496	350,000	350,000
02-6-16-6279 SEP PROJECT	0	0	0	0	0	101,340	101,340
TOTAL REPAIRS & MAINTENANCE	107,522	121,281	501,851	495,377	636,669	516,840	516,840

02 -GUSA
WATER & SEWER
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
MISCELLANEOUS							
02-6-16-6281 MEMBERSHIP DUES	0	0	1,250	0	0	1,250	1,250
TOTAL MISCELLANEOUS	0	0	1,250	0	0	1,250	1,250
CAPITAL EXPENDITURES							
02-6-16-6333 CAPITAL PURCHASES	0	0	65,000	7,284	9,713	0	0
02-6-16-6355 CAPITAL - COMPUTERS	0	0	2,500	0	0	2,500	2,500
TOTAL CAPITAL EXPENDITURES	0	0	67,500	7,284	9,713	2,500	2,500
TOTAL WATER & SEWER	2,433,715	2,355,444	3,150,422	2,558,777	2,910,027	3,321,470	3,321,470

CITY OF GLENPOOL
APPROVED BUDGET
AS OF: JUNE 30TH, 2020

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02 -GUSA
UTILITY BILLING
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
PERSONAL SERVICES							
02-6-17-6101 SALARIES & WAGES	124,928	164,975	171,492	145,867	155,439	158,134	158,134
02-6-17-6102 HEALTH INSURANCE	25,912	28,965	33,608	23,782	27,332	30,364	30,364
02-6-17-6111 FICA	10,084	11,470	13,119	10,240	10,875	12,097	12,097
02-6-17-6113 WORKMANS COMP	543	630	1,486	1,102	1,469	1,486	1,486
02-6-17-6114 UNEMPLOYMENT	547	812	1,100	1,032	882	900	900
02-6-17-6115 RETIREMENT	9,206	10,871	12,210	9,530	10,070	10,876	10,876
02-6-17-6118 OVERTIME	8,164	5,191	5,500	767	1,023	5,700	5,700
TOTAL PERSONAL SERVICES	179,385	222,914	238,515	192,320	207,090	219,557	219,557
SUPPLIES							
02-6-17-6201 OFFICE SUPPLIES	1,809	1,720	3,000	2,465	3,162	3,000	3,000
02-6-17-6202 OPERATING EXPENSES	61,319	54,153	44,400	45,888	51,967	49,500	49,500
TOTAL SUPPLIES	63,128	55,873	47,400	48,353	55,129	52,500	52,500
OTHER CHARGES & SERVICES							
02-6-17-6211 TELEPHONES	4,829	4,950	7,700	4,988	5,303	7,700	7,700
02-6-17-6234 POSTAGE	26,482	26,606	20,100	21,954	23,782	20,000	20,000
02-6-17-6235 CONTRACT SERVICES	50,122	39,985	45,000	45,835	51,957	40,000	40,000
TOTAL OTHER CHARGES & SERVICES	81,433	71,542	72,800	72,777	81,042	67,700	67,700
TRAVEL & TRAINING							
02-6-17-6262 TRAVEL & TRAINING	2,027	0	1,500	79	105	1,500	1,500
TOTAL TRAVEL & TRAINING	2,027	0	1,500	79	105	1,500	1,500
REPAIRS & MAINTENANCE							
02-6-17-6273 BUILDING REPAIRS	4,105	2,585	10,500	8,831	11,674	10,500	10,500
TOTAL REPAIRS & MAINTENANCE	4,105	2,585	10,500	8,831	11,674	10,500	10,500
CAPITAL EXPENDITURES							
02-6-17-6355 COMPUTER EQUIPMENT	0	0	1,600	0	0	2,500	2,500
TOTAL CAPITAL EXPENDITURES	0	0	1,600	0	0	2,500	2,500
TOTAL UTILITY BILLING	330,079	352,914	372,315	322,359	355,040	354,257	354,257

CITY OF GLENPOOL
APPROVED BUDGET
AS OF: JUNE 30TH, 2020

02 -GUSA

REFUSE

DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	APPROVED BUDGET
SUPPLIES							
OTHER CHARGES & SERVICES							
02-6-19-6252 REFUSE PICKUP FEES	655,403	707,681	650,000	591,877	631,325	650,000	650,000
TOTAL OTHER CHARGES & SERVICES	655,403	707,681	650,000	591,877	631,325	650,000	650,000
MISCELLANEOUS							
02-6-19-6281 RECYCLE PROGRAM FEES	19,899	20,592	35,000	21,114	28,152	35,000	35,000
TOTAL MISCELLANEOUS	19,899	20,592	35,000	21,114	28,152	35,000	35,000
TOTAL REFUSE	675,302	728,273	685,000	612,991	659,477	685,000	685,000

02 -GUSA
STORM WATER
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
PERSONAL SERVICES							
02-6-20-6101 SALARIES & WAGES	9,203	0	0	0	0	0	0
02-6-20-6102 INSURANCE	1,351	0	0	0	0	0	0
02-6-20-6111 FICA	603	0	0	0	0	0	0
02-6-20-6115 RETIREMENT	636	0	0	0	0	0	0
TOTAL PERSONAL SERVICES	11,793	0	0	0	0	0	0
SUPPLIES							
02-6-20-6202 OPERATING EXPENSES	4,000	4,250	6,000	0	0	6,000	6,000
TOTAL SUPPLIES	4,000	4,250	6,000	0	0	6,000	6,000
TOTAL STORM WATER	15,793	4,250	6,000	0	0	6,000	6,000

CITY OF GLENPOOL
APPROVED BUDGET
AS OF: JUNE 30TH, 2020

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02 -GUSA
NON-DEPARTMENTAL
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
OTHER							
02-6-90-6401 DEPRECIATION	954,234	980,075	0	0	0	0	0
TOTAL OTHER	954,234	980,075	0	0	0	0	0
DEBT SERVICE							
02-6-90-6555 INTEREST ON DEBT	959,209	1,806,664	1,776,000	1,076,804	1,157,383	1,336,388	1,336,388
02-6-90-6556 2001 OWRB LOAN PAYMENTS	0	0	68,069	68,069	90,759	68,069	68,069
02-6-90-6560 LOAN ADMIN FEES	15,238	14,893	16,000	9,751	10,407	11,387	11,387
02-6-90-6563 2010A/B BOND SF PMT	721,721	0	795,000	362,359	163,023	1,470,000	1,470,000
02-6-90-6564 2011 BOND SF PMT	157,315	0	180,000	64,064	85,418	0	0
02-6-90-6565 2011 OWRB SF PAYMENTS	(125)	0	151,676	56,402	40,886	155,968	155,968
02-6-90-6570 FISCAL AGENT FEES	30,125	20,500	29,500	13,500	15,833	29,500	29,500
02-6-90-6597 LOAN REPAYMENT GF	0	0	21,202	0	0	0	0
02-6-90-6599 CREEK II SETTLEMENT	7,800	795	1,200	761	832	0	0
TOTAL DEBT SERVICE	1,891,284	1,842,852	3,038,647	1,523,583	1,393,705	3,071,312	3,071,312
OTHER FINANCING USES							
02-6-90-6730 TSF TO GENERAL FUND	1,860,000	1,860,000	1,900,000	1,705,000	1,860,000	1,800,000	1,800,000
02-6-90-6733 TSF TO GF - CAPITAL PROJE	237,558	0	0	0	0	0	0
02-6-90-6745 TSF TO RESERVES	0	0	0	0	0	544	544
TOTAL OTHER FINANCING USES	2,097,558	1,860,000	1,900,000	1,705,000	1,860,000	1,800,544	1,800,544
TOTAL NON-DEPARTMENTAL	4,943,076	4,682,926	4,938,647	3,228,583	3,253,705	4,871,856	4,871,856
TOTAL EXPENDITURES	8,397,965	8,123,808	9,152,383	6,722,709	7,178,249	9,238,583	9,238,583
REVENUE OVER/ (UNDER) EXPENDITURES	479,540	674,796	(0)	3,651,354	4,694,639	1	1

03 -CAPITAL FUND
REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
NON-DEPARTMENTAL							
INVESTMENT INCOME							
03-5-00-5301 INTEREST INCOME	0	953	0	1,170	1,528	1,200	1,200
TOTAL INVESTMENT INCOME	0	953	0	1,170	1,528	1,200	1,200
MISCELLANEOUS/OTHER							
OTHER FINANCING SOURCES							
03-5-00-5409 TRANSFER FROM FUND BALANCE	0	0	119,153	0	0	0	0
TOTAL OTHER FINANCING SOURCES	0	0	119,153	0	0	0	0
TOTAL NON-DEPARTMENTAL	0	953	119,153	1,170	1,528	1,200	1,200
TOTAL REVENUES	0	953	119,153	1,170	1,528	1,200	1,200

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03 -CAPITAL FUND
CAPITAL IMPROVEMENTS
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
MISCELLANEOUS							
CAPITAL EXPENDITURES							
03-6-01-6360 CAPITAL - STREETS & MAINT	0	0	119,153	0	0	0	0
TOTAL CAPITAL EXPENDITURES	0	0	119,153	0	0	0	0
DEBT SERVICE							
TOTAL CAPITAL IMPROVEMENTS	0	0	119,153	0	0	0	0

CITY OF GLENPOOL
APPROVED BUDGET
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03 -CAPITAL FUND
NON-DEPARTMENTAL
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
OTHER FINANCING USES							
03-6-90-6745 TSF TO RESERVES	0	0	0	0	0	1,200	1,200
TOTAL OTHER FINANCING USES	0	0	0	0	0	1,200	1,200
TOTAL NON-DEPARTMENTAL	0	0	0	0	0	1,200	1,200
TOTAL EXPENDITURES	0	0	119,153	0	0	1,200	1,200
REVENUE OVER/ (UNDER) EXPENDITURES	0	953	0	1,170	1,528	0	0

04 - PARKS & RECREATION FUND
REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	2020-2021 APPROVED BUDGET
NON-DEPARTMENTAL							
CHARGES FOR SERVICES							
04-5-00-5200 DEVELOPMENT FEES	9,800	5,575	5,000	11,875	13,067	12,000	12,000
TOTAL CHARGES FOR SERVICES	9,800	5,575	5,000	11,875	13,067	12,000	12,000
INVESTMENT INCOME							
04-5-00-5301 INTEREST INCOME	0	1,515	2,596	1,915	2,500	1,800	1,800
TOTAL INVESTMENT INCOME	0	1,515	2,596	1,915	2,500	1,800	1,800
OTHER FINANCING SOURCES							
TOTAL NON-DEPARTMENTAL	9,800	7,090	7,596	13,790	15,567	13,800	13,800
TOTAL REVENUES	9,800	7,090	7,596	13,790	15,567	13,800	13,800

04 -PARKS & RECREATION FUND
STREETS & PARKS
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
CAPITAL EXPENDITURES							
04-6-14-6359 CAPITAL - PARKS IMPROVEMENT	0	4,968	7,596	0	0	13,800	13,800
TOTAL CAPITAL EXPENDITURES	0	4,968	7,596	0	0	13,800	13,800
TOTAL STREETS & PARKS	0	4,968	7,596	0	0	13,800	13,800
TOTAL EXPENDITURES	0	4,968	7,596	0	0	13,800	13,800
REVENUE OVER/ (UNDER) EXPENDITURES	9,800	2,122	0	13,790	15,567	0	0

05 -HOTEL-MOTEL TAX FUND
REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	2020-2021 APPROVED BUDGET
NON-DEPARTMENTAL							
TAXES							
05-5-00-5009 HOTEL MOTEL TAX	183,174	209,604	200,000	167,877	(182,373)	145,900	145,900
TOTAL TAXES	183,174	209,604	200,000	167,877	(182,373)	145,900	145,900
INVESTMENT INCOME							
05-5-00-5301 INTEREST INCOME	0	3,849	6,666	4,871	(6,353)	4,500	4,500
TOTAL INVESTMENT INCOME	0	3,849	6,666	4,871	(6,353)	4,500	4,500
OTHER FINANCING SOURCES							
05-5-00-5400 TSF FROM GENERAL FUND	232,685	0	0	0	0	0	0
TOTAL OTHER FINANCING SOURCES	232,685	0	0	0	0	0	0
TOTAL NON-DEPARTMENTAL	415,859	213,453	206,666	172,748	(188,726)	150,400	150,400
TOTAL REVENUES	415,859	213,453	206,666	172,748	(188,726)	150,400	150,400

05 -HOTEL-MOTEL TAX FUND
ECONOMIC DEVELOPMENT
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
OTHER CHARGES & SERVICES							
05-6-12-6235 CONTRACT SERVICES	3,325	0	7,000	0	5,719	0	0
05-6-12-6250 ECONOMIC DEVELOPMENT	4,500	4,000	10,000	4,289	0	6,000	6,000
05-6-12-6259 PE/ED CONTRACTS	59,850	72,000	72,000	66,514	72,685	72,000	72,000
TOTAL OTHER CHARGES & SERVICES	67,675	76,000	89,000	70,803	78,404	78,000	78,000
TRAVEL & TRAINING							
05-6-12-6262 TRAVEL AND TRAINING	0	0	10,000	0	0	3,400	3,400
TOTAL TRAVEL & TRAINING	0	0	10,000	0	0	3,400	3,400
MISCELLANEOUS							
05-6-12-6281 MEMBERSHIP DUES	6,000	6,000	9,000	6,000	8,000	9,000	9,000
TOTAL MISCELLANEOUS	6,000	6,000	9,000	6,000	8,000	9,000	9,000
TOTAL ECONOMIC DEVELOPMENT	73,675	82,000	108,000	76,803	86,404	90,400	90,400

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05 -HOTEL-MOTEL TAX FUND
PARKS & CULTURE
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- PROPOSED BUDGET	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
REPAIRS & MAINTENANCE	0	0	0	0	0	0	0	0
05-6-14-6275 PARK IMPROVEMENTS	0	0	10,666	0	0	0	0	0
TOTAL REPAIRS & MAINTENANCE	0	0	10,666	0	0	0	0	0
TOTAL PARKS & CULTURE	0	0	10,666	0	0	0	0	0

CITY OF GLENPOOL
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05 -HOTEL-MOTEL TAX FUND
NON-DEPARTMENTAL
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
OTHER FINANCING USES							
05-6-90-6740 TSF TO GIA	0	65,000	60,000	60,000	0	60,000	60,000
05-6-90-6745 TSF TO RESERVES	0	0	28,000	0	0	0	0
TOTAL OTHER FINANCING USES	0	65,000	88,000	60,000	0	60,000	60,000
TOTAL NON-DEPARTMENTAL	0	65,000	88,000	60,000	0	60,000	60,000
TOTAL EXPENDITURES	73,675	147,000	206,666	136,803	86,404	150,400	150,400
REVENUE OVER/ (UNDER) EXPENDITURES	342,184	66,453	0	35,945	(275,130)	0	0

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CITY OF GLENPOOL
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08 -MUNICIPAL COURTS
REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
NON-DEPARTMENTAL							
FINES AND FORFEITURES							
INVESTMENT INCOME							
MISCELLANEOUS/OTHER							

30 -INDUSTRIAL AUTHORITY
REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
NON-DEPARTMENTAL							
=====							
INVESTMENT INCOME							
30-5-00-5301 INTEREST INCOME	0	8,920	15,169	10,774	14,096	10,000	10,000
TOTAL INVESTMENT INCOME	0	8,920	15,169	10,774	14,096	10,000	10,000
MISCELLANEOUS/OTHER							
30-5-00-5351 DONATIONS	135	0	0	0	0	0	0
TOTAL MISCELLANEOUS/OTHER	135	0	0	0	0	0	0
OTHER FINANCING SOURCES							
30-5-00-5400 TRANSFER FROM GENERAL FUND	0	0	0	0	0	53,333	53,333
30-5-00-5409 TSF FROM FUND BALANCE	0	0	25,591	0	0	0	0
30-5-00-5410 TSF FROM HOTEL- MOTEL	0	65,000	60,000	60,000	0	60,000	60,000
TOTAL OTHER FINANCING SOURCES	0	65,000	85,591	60,000	0	113,333	113,333
TOTAL NON-DEPARTMENTAL	135	73,920	100,760	70,774	14,096	123,333	123,333
CONFERENCE CENTER							
=====							
CHARGES FOR SERVICES							
30-5-01-5207 CONFERENCE CENTER FEES	343,539	383,398	360,000	258,955	349,146	360,000	360,000
TOTAL CHARGES FOR SERVICES	343,539	383,398	360,000	258,955	349,146	360,000	360,000
MISCELLANEOUS/OTHER							
30-5-01-5354 VENDING COMMISSIONS	138	396	200	476	634	300	300
30-5-01-5355 MISCELLANEOUS	0	(170,643)	0	0	0	0	0
30-5-01-5365 LANDSCAPE REVENUE	56,030	22,245	40,000	23,567	21,370	20,000	20,000
TOTAL MISCELLANEOUS/OTHER	56,168	(148,003)	40,200	24,043	22,004	20,300	20,300
TOTAL CONFERENCE CENTER	399,707	235,395	400,200	282,997	371,150	380,300	380,300
TAX INCREMENT FINANCING							
=====							
MISCELLANEOUS/OTHER							
30-5-15-5366 S 75 BUSINESS PARK TIF 1	0	0	0	80,513	80,513	142,000	142,000
30-5-15-5367 BROOKOVER CORNER TIF 2	0	0	0	0	0	10,000	10,000
30-5-15-5370 75 SOUTH BUSINESS PARK TIF	0	0	0	5,604	25,000	33,000	33,000
30-5-15-5371 BROOKOVER CORNER TIF	0	0	0	0	0	36,000	36,000
TOTAL MISCELLANEOUS/OTHER	0	0	0	86,118	105,513	221,000	221,000
TOTAL TAX INCREMENT FINANCING	0	0	0	86,118	105,513	221,000	221,000

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30 -INDUSTRIAL AUTHORITY
REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
ECONOMIC DEVELOPMENT							
INVESTMENT INCOME							
MISCELLANEOUS/OTHER							
30-5-12-5356 RENTAL INCOME	14,400	14,400	14,400	14,400	14,400	14,400	14,400
TOTAL MISCELLANEOUS/OTHER	14,400	14,400	14,400	14,400	14,400	14,400	14,400
TOTAL ECONOMIC DEVELOPMENT	14,400	14,400	14,400	14,400	14,400	14,400	14,400
TOTAL REVENUES	414,242	323,715	515,360	454,289	505,159	739,033	739,033

30 -INDUSTRIAL AUTHORITY
CONFERENCE CENTER
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- PROPOSED BUDGET	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
PERSONAL SERVICES								
30-6-01-6101 SALARIES & WAGES	94,312	139,915	160,234	135,711	143,940	165,629	165,629	165,629
30-6-01-6102 INSURANCE	11,276	13,403	22,111	14,235	16,666	16,948	16,948	16,948
30-6-01-6111 FICA	7,539	9,968	12,742	10,463	11,103	12,747	12,747	12,747
30-6-01-6113 WORKER'S COMP INSURANCE	2,575	3,675	8,265	7,411	9,881	4,765	4,765	4,765
30-6-01-6114 UNEMPLOYMENT	258	634	1,387	714	492	1,386	1,386	1,386
30-6-01-6115 RETIREMENT	5,042	6,843	8,421	7,635	8,120	8,455	8,455	8,455
30-6-01-6118 OVERTIME	328	209	1,044	379	506	1,002	1,002	1,002
TOTAL PERSONAL SERVICES	121,328	174,647	214,205	176,549	190,708	210,932	210,932	210,932
SUPPLIES								
30-6-01-6202 CC M&O EXPENSES	32,394	36,548	42,000	26,572	33,002	39,468	39,468	39,468
TOTAL SUPPLIES	32,394	36,548	42,000	26,572	33,002	39,468	39,468	39,468
OTHER CHARGES & SERVICES								
30-6-01-6235 CONTRACT SERVICES	97,434	69,980	69,000	64,490	75,734	75,000	75,000	75,000
30-6-01-6239 MARKETING	16,703	22,873	25,855	18,337	21,668	25,000	25,000	25,000
30-6-01-6254 MISCELLANEOUS	33	0	0	0	0	0	0	0
TOTAL OTHER CHARGES & SERVICES	114,170	92,853	94,855	82,827	97,402	100,000	100,000	100,000
REPAIRS & MAINTENANCE								
30-6-01-6273 MAINTENANCE & REPAIRS	81,072	63,341	50,000	36,846	46,722	50,000	50,000	50,000
TOTAL REPAIRS & MAINTENANCE	81,072	63,341	50,000	36,846	46,722	50,000	50,000	50,000
MISCELLANEOUS								
CAPITAL EXPENDITURES								
30-6-01-6333 CAPITAL PURCHASES	0	0	50,000	0	0	0	0	0
30-6-01-6355 CAPITAL - COMPUTERS	0	0	0	0	0	2,000	2,000	2,000
TOTAL CAPITAL EXPENDITURES	0	0	50,000	0	0	2,000	2,000	2,000
TOTAL CONFERENCE CENTER	348,965	367,389	451,060	322,793	367,834	402,400	402,400	402,400

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30 - INDUSTRIAL AUTHORITY
TAX INCREMENT FINANCING
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
MISCELLANEOUS							
30-6-15-6291 S 75 BUSINESS PARK TIF	0	0	0	86,118	7,472	175,000	175,000
30-6-15-6292 BROOKOVER CORNER TIF 2	0	0	0	7,499	9,999	46,000	46,000
30-6-15-6293 SALES TAX REIMBURSEMENT	0	0	0	0	0	53,333	53,333
TOTAL MISCELLANEOUS	0	0	0	93,617	17,471	274,333	274,333
TOTAL TAX INCREMENT FINANCING	0	0	0	93,617	17,471	274,333	274,333

CITY OF GLENPOOL
APPROVED BUDGET
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30 -INDUSTRIAL AUTHORITY
ECONOMIC DEVELOPMENT
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
<u>SUPPLIES</u>							
OTHER CHARGES & SERVICES							
30-6-12-6235 CONTRACT SERVICES	2,550	357	3,900	363	484	1,900	1,900
30-6-12-6239 MARKETING	0	0	100	0	0	100	100
30-6-12-6254 MISCELLANEOUS	0	35	0	0	0	0	0
TOTAL OTHER CHARGES & SERVICES	2,550	392	4,000	363	484	2,000	2,000
REPAIRS & MAINTENANCE							
30-6-12-6273 BUILDING REPAIRS	0	13,750	0	0	0	0	0
TOTAL REPAIRS & MAINTENANCE	0	13,750	0	0	0	0	0
<u>OTHER</u>							
TOTAL ECONOMIC DEVELOPMENT	2,550	14,142	4,000	363	484	2,000	2,000

30 -INDUSTRIAL AUTHORITY
NON-DEPARTMENTAL
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
OTHER							
30-6-90-6401 DEPRECIATION	6,500	11,116	0	0	0	0	0
TOTAL OTHER	6,500	11,116	0	0	0	0	0
OTHER FINANCING USES							
30-6-90-6730 TSF TO GENERAL FUND	31,500	31,500	45,900	28,875	31,500	45,900	45,900
30-6-90-6734 TSF TO GF - LEASE PMT	14,400	14,400	14,400	14,400	16,000	14,400	14,400
TOTAL OTHER FINANCING USES	45,900	45,900	60,300	43,275	47,500	60,300	60,300
TOTAL NON-DEPARTMENTAL	52,400	57,016	60,300	43,275	47,500	60,300	60,300
TOTAL EXPENDITURES	403,915	438,546	515,360	460,048	433,289	739,033	739,033
REVENUE OVER/ (UNDER) EXPENDITURES	10,327	(114,831)	0	(5,759)	71,870	0	0

CITY OF GLENPOOL
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50 -STREETS & INFRASTRUCTURE
REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	APPROVED BUDGET
NON-DEPARTMENTAL							
=====							
TAXES							
50-5-00-5002 DEDICATED TAX	537,109	537,473	554,557	508,795	555,781	545,506	545,506
50-5-00-5003 USE TAX	30,753	37,802	33,396	46,231	51,267	49,255	49,255
TOTAL TAXES	567,862	575,276	587,953	555,026	607,048	594,761	594,761
INVESTMENT INCOME							
50-5-00-5301 INTEREST INCOME	0	5,322	9,258	4,287	5,605	4,000	4,000
TOTAL INVESTMENT INCOME	0	5,322	9,258	4,287	5,605	4,000	4,000
OTHER FINANCING SOURCES							
50-5-00-5400 TSF FROM GENERAL FUND	103,468	0	559,422	559,422	0	0	0
50-5-00-5409 TSF FROM FUND BALANCE	0	0	489,738	0	0	0	0
TOTAL OTHER FINANCING SOURCES	103,468	0	1,049,160	559,422	0	0	0
TOTAL NON-DEPARTMENTAL	671,330	580,598	1,646,371	1,118,735	612,653	598,761	598,761
TOTAL REVENUES	671,330	580,598	1,646,371	1,118,735	612,653	598,761	598,761
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50 -STREETS & INFRASTRUCTURE
STREETS & PARKS
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- PROPOSED BUDGET	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
CAPITAL EXPENDITURES								
50-6-14-6333 CAPITAL EQUIP - STREETS/PA	0	23,667	50,000	0	0	0	0	0
50-6-14-6350 VEHICLES - STREETS/PARKS	204,039	0	0	0	0	0	0	0
50-6-14-6360 STREETS IMPROVEMENTS	0	453,422	1,165,914	282,020	65,752	373,783	373,783	373,783
TOTAL CAPITAL EXPENDITURES	204,039	477,089	1,215,914	282,020	65,752	373,783	373,783	373,783
TOTAL STREETS & PARKS	204,039	477,089	1,215,914	282,020	65,752	373,783	373,783	373,783

50 -STREETS & INFRASTRUCTURE
WATER & SEWER
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
CAPITAL EXPENDITURES							
50-6-16-6333 CAPITAL EQUIP-WATER/SEWER	6,547	0	0	0	0	0	0
50-6-16-6361 WATER/SEWER IMPROVEMENTS	0	14,747	205,000	98,373	130,738	0	0
TOTAL CAPITAL EXPENDITURES	6,547	14,747	205,000	98,373	130,738	0	0
TOTAL WATER & SEWER	6,547	14,747	205,000	98,373	130,738	0	0

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CITY OF GLENPOOL
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50 -STREETS & INFRASTRUCTURE
STORMWATER
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- PROPOSED BUDGET	(----- APPROVED BUDGET
CAPITAL EXPENDITURES							
50-6-20-6363 STORMWATER IMPROVEMENTS	0	0	50,000	0	0	50,000	50,000
TOTAL CAPITAL EXPENDITURES	0	0	50,000	0	0	50,000	50,000
TOTAL STORMWATER	0	0	50,000	0	0	50,000	50,000

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CITY OF GLENPOOL
APPROVED BUDGET
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50 -STREETS & INFRASTRUCTURE
ECONOMIC DEVELOPMENT
DEPARTMENTAL EXPENDITURES

2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- PROPOSED BUDGET	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
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CAPITAL EXPENDITURES

50 -STREETS & INFRASTRUCTURE
NON-DEPARTMENTAL
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
DEBT SERVICE							
50-6-90-6550 PRINCIPAL - CAPITAL LEASE	153,349	153,349	153,708	153,349	358,959	165,030	165,030
50-6-90-6555 INTEREST ON CAP LEASE	21,630	21,630	21,749	21,630	42,675	9,948	9,948
TOTAL DEBT SERVICE	174,979	174,979	175,457	174,979	401,634	174,978	174,978
OTHER FINANCING USES							
TOTAL NON-DEPARTMENTAL	174,979	174,979	175,457	174,979	401,634	174,978	174,978
TOTAL EXPENDITURES	385,565	666,815	1,646,371	555,372	598,124	598,761	598,761
REVENUE OVER/ (UNDER) EXPENDITURES	285,765	(86,217)	0	563,364	14,529	0	0

51 -PUBLIC SAFETY CAPITAL
REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	APPROVED BUDGET
NON-DEPARTMENTAL							
TAXES							
51-5-00-5002 DEDICATED TAX	481,416	481,742	497,054	456,037	498,152	489,075	489,075
51-5-00-5003 USE TAX	27,564	33,882	31,486	41,437	45,951	44,159	44,159
TOTAL TAXES	508,980	515,625	528,540	497,475	544,103	533,234	533,234
INVESTMENT INCOME							
51-5-00-5301 INTEREST INCOME	0	826	566	2,291	3,053	2,000	2,000
TOTAL INVESTMENT INCOME	0	826	566	2,291	3,053	2,000	2,000
OTHER FINANCING SOURCES							
51-5-00-5400 TSF FROM GF - LOAN	25,000	150,000	355,000	143,963	0	0	0
51-5-00-5409 TSF FROM FUND BALANCE	0	0	0	0	0	5,795	5,795
51-5-00-5450 CAPITAL LEASE PROCEEDS	0	562,977	0	0	0	0	0
TOTAL OTHER FINANCING SOURCES	25,000	712,977	355,000	143,963	0	5,795	5,795
TOTAL NON-DEPARTMENTAL	533,980	1,229,428	884,106	643,728	547,156	541,029	541,029
TOTAL REVENUES							
	533,980	1,229,428	884,106	643,728	547,156	541,029	541,029

51 -PUBLIC SAFETY CAPITAL
POLICE
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
CAPITAL EXPENDITURES							
51-6-03-6333 CAPITAL EQUIPMENT	0 (	99)	211,000	102,034	48,771	0	0
51-6-03-6350 VEHICLES	0	212,225	0	0	0	0	0
TOTAL CAPITAL EXPENDITURES	0	212,126	211,000	102,034	48,771	0	0
TOTAL POLICE	0	212,126	211,000	102,034	48,771	0	0

51 -PUBLIC SAFETY CAPITAL
FIRE
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- PROPOSED BUDGET	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
CAPITAL EXPENDITURES								
51-6-06-6333 CAPITAL EQUIPMENT	0	14,024	0	0	0	0	0	0
51-6-06-6350 FIRE VEHICLES	0	507,000	1,000	359	479	0	0	0
51-6-06-6358 FIRE EQUIPMENT	829,713	55,977	72,649	0	0	0	0	0
TOTAL CAPITAL EXPENDITURES	829,713	577,001	73,649	359	479	0	0	0
TOTAL FIRE	829,713	577,001	73,649	359	479	0	0	0

51 -PUBLIC SAFETY CAPITAL
EMERGENCY MANAGEMENT
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
CAPITAL EXPENDITURES							
51-6-07-6364 COMMUNICATIONS EQUIPMENT	14,387	0	0	0	87,275	0	0
TOTAL CAPITAL EXPENDITURES	14,387	0	0	0	87,275	0	0
TOTAL EMERGENCY MANAGEMENT	14,387	0	0	0	87,275	0	0

CITY OF GLENPOOL
APPROVED BUDGET
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51 -PUBLIC SAFETY CAPITAL
NON-DEPARTMENTAL
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- PROPOSED BUDGET	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
CAPITAL EXPENDITURES								
51-6-90-6333	515,982	0	0	0	0	0	0	0
51-6-90-6359	(515,982)	0	0	0	0	0	0	0
DEBT SERVICE								
51-6-90-6550 PRINCIPAL - CAPITAL LEASE	331,188	365,415	441,330	442,580	274,497	488,991	488,991	488,991
51-6-90-6555 INTEREST ON CAP LEASE	53,970	57,306	105,971	104,349	99,334	52,038	52,038	52,038
TOTAL DEBT SERVICE	385,158	422,721	547,301	546,929	373,831	541,029	541,029	541,029
OTHER FINANCING USES								
51-6-90-6745 TSF TO RESERVE	0	0	52,156	0	0	0	0	0
TOTAL OTHER FINANCING USES	0	0	52,156	0	0	0	0	0
TOTAL NON-DEPARTMENTAL	385,158	422,721	599,457	546,929	373,831	541,029	541,029	541,029
TOTAL EXPENDITURES	1,229,258	1,211,848	884,106	649,322	510,356	541,029	541,029	541,029
REVENUE OVER/ (UNDER) EXPENDITURES	(695,278)	17,581	(0)	(5,593)	36,800	0	0	0

52 -PUBLIC SAFETY PERSONNEL
REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	APPROVED BUDGET
NON-DEPARTMENTAL							
TAXES							
52-5-00-5002 DEDICATED TAX	1,017,581	1,018,271	1,050,636	963,938	1,052,956	1,034,581	1,034,581
52-5-00-5003 USE TAX	58,263	71,618	66,552	87,587	97,129	93,414	93,414
TOTAL TAXES	1,075,844	1,089,889	1,117,188	1,051,525	1,150,085	1,127,995	1,127,995
INTERGOVERNMENTAL							
INVESTMENT INCOME							
52-5-00-5301 INTEREST INCOME	0	4,425	7,633	4,993	6,531	6,000	6,000
TOTAL INVESTMENT INCOME	0	4,425	7,633	4,993	6,531	6,000	6,000
OTHER FINANCING SOURCES							
52-5-00-5409 TSF FROM FUND BALANCE	0	0	154,582	0	0	228,780	228,780
TOTAL OTHER FINANCING SOURCES	0	0	154,582	0	0	228,780	228,780
TOTAL NON-DEPARTMENTAL	1,075,844	1,094,314	1,279,403	1,056,518	1,156,616	1,362,775	1,362,775
TOTAL REVENUES	1,075,844	1,094,314	1,279,403	1,056,518	1,156,616	1,362,775	1,362,775

CITY OF GLENPOOL
APPROVED BUDGET
AS OF: JUNE 30TH, 2020

52 -PUBLIC SAFETY PERSONNEL

POLICE
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	APPROVED BUDGET
PERSONAL SERVICES							
52-6-03-6101 SALARIES & WAGES	181,645	255,831	305,250	246,420	269,186	310,684	310,684
52-6-03-6102 HEALTH INSURANCE	25,103	38,013	43,550	35,514	41,959	45,652	45,652
52-6-03-6111 FICA	2,511	4,144	4,532	3,760	4,145	4,623	4,623
52-6-03-6113 WORKMANS COMP	11,175	12,916	17,814	16,950	22,600	17,814	17,814
52-6-03-6114 UNEMPLOYMENT	438	1,150	1,080	1,060	521	1,081	1,081
52-6-03-6116 STATE PENSION	22,904	35,288	38,182	31,014	33,701	40,280	40,280
52-6-03-6118 OVERTIME	2,311	6,094	13,104	12,356	16,132	12,109	12,109
52-6-03-6122 CLOTHING	6,400	11,300	6,000	6,100	7,467	6,000	6,000
TOTAL PERSONAL SERVICES	252,487	364,736	429,513	353,175	395,711	438,243	438,243
SUPPLIES							
52-6-03-6202 OPERATING EXPENSES	637	2,802	3,500	938	550	1,000	1,000
52-6-03-6204 FUEL	9,527	10,705	10,000	10,179	11,681	11,000	11,000
TOTAL SUPPLIES	10,164	13,507	13,500	11,118	12,231	12,000	12,000
OTHER CHARGES & SERVICES							
52-6-03-6223 INSURANCE	1,177	2,776	5,576	5,576	7,435	4,500	4,500
52-6-03-6224 UNIFORMS & ACCESSORIES	145	0	1,924	261	348	1,000	1,000
52-6-03-6235 CONTRACT SERVICES	395	900	1,500	1,192	1,296	1,000	1,000
TOTAL OTHER CHARGES & SERVICES	1,717	3,676	9,000	7,029	9,079	6,500	6,500
TRAVEL & TRAINING							
52-6-03-6262 TRAVEL & TRAINING	733	2,292	3,000	118	157	1,000	1,000
TOTAL TRAVEL & TRAINING	733	2,292	3,000	118	157	1,000	1,000
REPAIRS & MAINTENANCE							
52-6-03-6271 VEHICLE REPAIRS & MAINT	20,789	11,450	15,800	4,881	5,596	10,000	10,000
TOTAL REPAIRS & MAINTENANCE	20,789	11,450	15,800	4,881	5,596	10,000	10,000
MISCELLANEOUS							
CAPITAL EXPENDITURES							
52-6-03-6357 POLICE EQUIPMENT	0	805	500	128	171	0	0
TOTAL CAPITAL EXPENDITURES	0	805	500	128	171	0	0
DEBT SERVICE							
TOTAL POLICE	285,889	396,466	471,313	376,449	422,945	467,743	467,743

52 -PUBLIC SAFETY PERSONNEL

FIRE
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
PERSONAL SERVICES							
52-6-06-6101 SALARIES & WAGES	308,255	386,185	461,815	440,569	465,470	609,100	609,100
52-6-06-6102 HEALTH INSURANCE	49,910	61,398	84,379	63,730	74,514	84,719	84,719
52-6-06-6111 FICA	5,547	7,249	8,288	7,063	7,502	8,882	8,882
52-6-06-6113 WORKMANS COMP	30,625	32,225	42,125	33,825	45,100	42,125	42,125
52-6-06-6114 UNEMPLOYMENT	820	1,633	1,920	1,808	1,747	1,620	1,620
52-6-06-6116 STATE PENSION	47,566	61,072	79,294	68,034	71,855	85,016	85,016
52-6-06-6118 OVERTIME	76,333	83,193	95,000	59,527	64,811	40,000	40,000
52-6-06-6122 CLOTHING	7,315	7,630	9,570	8,080	10,027	9,570	9,570
52-6-06-6125 CONTRACT TRAINING	4,944	6,273	6,000	3,978	5,304	6,000	6,000
TOTAL PERSONAL SERVICES	531,316	646,858	788,390	686,613	745,330	887,032	887,032
SUPPLIES							
52-6-06-6202 OPERATING EXPENSES	0	3,018	4,700	6	8	1,000	1,000
52-6-06-6207 MISC SUPPLIES	0	0	1,200	0	0	500	500
TOTAL SUPPLIES	0	3,018	5,900	6	8	1,500	1,500
OTHER CHARGES & SERVICES							
52-6-06-6224 UNIFORMS & ACCESSORIES	0	6,371	10,000	0	0	5,000	5,000
52-6-06-6235 CONTRACT SERVICES	625	0	0	0	0	0	0
TOTAL OTHER CHARGES & SERVICES	625	6,371	10,000	0	0	5,000	5,000
TRAVEL & TRAINING							
52-6-06-6262 TRAVEL & TRAINING	2,475	0	3,800	0	0	1,500	1,500
TOTAL TRAVEL & TRAINING	2,475	0	3,800	0	0	1,500	1,500
REPAIRS & MAINTENANCE							
MISCELLANEOUS							
DEBT SERVICE							
TOTAL FIRE	534,416	656,248	808,090	686,619	745,338	895,032	895,032

52 -PUBLIC SAFETY PERSONNEL
NON-DEPARTMENTAL
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
OTHER FINANCING USES							
TOTAL EXPENDITURES	820,305	1,052,713	1,279,403	1,063,067	1,168,283	1,362,775	1,362,775
REVENUE OVER/ (UNDER) EXPENDITURES	255,539	41,601	0	(6,549)	(11,667)	0	0

ORDINANCE NO. 775

ORDINANCE OF THE CITY COUNCIL OF GLENPOOL AMENDING SECTION 1, BASE AND UNIT RATES, OF TITLE 9, PUBLIC SERVICES; CHAPTER 2, SEWER SERVICE SYSTEM; ARTICLE A, SEWER RATES AND CHARGES; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; AND DECLARING AN EMERGENCY

WHEREAS, Title 11 of the Oklahoma Statutes § 37-109 authorizes and requires the municipal governing body of a city or town to fix the charges to be paid by the consumer for the regulation and protection of the municipal waterworks, to include distribution of potable and wastewater; and

WHEREAS, the Code of the City of Glenpool, at Section 9-1-11 (C)(1), provides that water delivery service rates shall be established by the City Council; and

WHEREAS, there is no express authority in the Oklahoma Statutes or the Code of the City of Glenpool with respect to establishing wastewater collection service rates; and

WHEREAS, it is established practice that charges for wastewater collection (sanitary sewer system) services are calculated on the basis of water usage; and

WHEREAS, rates for all water utility services are based upon operating expenses and revenue necessary to operate water distribution facilities and wastewater treatment and disposal facilities, and provide safe potable water to the residents and businesses of Glenpool; and,

WHEREAS, it is therefore an economic necessity for the City of Glenpool to update its wastewater utility services rates.

BE IT THEREFORE RESOLVED by the City Council of the City of Glenpool **THAT**:

§ 1. Section 1 of Title 9, Public Services; Chapter 2, Sewer Service System; Article A. Sewer Rates and Charges, shall be amended to read as follows:

9-2A-1: BASE AND UNIT RATES:

A. Rates Established:

1. Water-Metered Users: All users and potential users of the municipally owned or operated wastewater treatment system with access to a public sewer (structure within 250 feet of the public sewer) and that are connected to metered water usage shall be charged a minimum base rate (for any, or no, usage up to the first 1,000 gallons of water usage) as established by the city council.
2. Non-metered Users: In the case of users not on a metered basis, the director of community development or city engineer shall establish estimated water consumption based on a comparison of the non-metered user with a metered user of similar class. Example: A non-metered family of four (4) will be compared to a typical family of four (4) with a water meter to establish water consumption.

3. Summer User Charges: Where separate water meters are utilized for lawn sprinkling (or watering) only, the water usage from these meters will be excluded from a sewer user charge.

B. Residential and Commercial User Charges Determined By Water Usage: For residential and commercial users, the sewer user charge (above the base rate provided by subsection A.1.) shall be based on their water usage for each additional 1,000 gallons per month.

C. Notice Of User Rate: Each user shall be notified at least annually, in conjunction with the regular bill, of the sewer use rate.

§ 2. All ordinances or resolutions, or parts of ordinances or resolutions, in apparent or actual conflict with this Ordinance shall be and hereby are repealed or invalidated, respectively, and rendered of no effect from the date of adoption of this Ordinance.

PASSED AND APPROVED by the City Council of the City of Glenpool this 1st day of June 2020, the Emergency Clause being separately adopted.

Timothy Lee Fox, Mayor

ATTEST:

[MUNICIPAL SEAL]

Wendy Knight, City Clerk

APPROVED AS TO FORM:

Lowell Peterson, City Attorney

Emergency Clause

WHEREAS, it being immediately necessary for the preservation of the peace, health, and safety of the City of Glenpool and the inhabitants thereof that the provisions of Ordinance No. 775, "Ordinance of the City Council of Glenpool Amending Section 1, Base and Unit Rates, of Title 9, Public Services; Chapter 2, Sewer Service System; Article A, Sewer Rates and Charges; Repealing All Ordinances in Conflict Herewith; and Declaring an Emergency", specifically to address the base and unit rates for use of the municipal sewer service system during the summer months of June, July and August, 2020 and thereafter, an emergency is hereby declared to exist, by reason whereof Ordinance No. 775 shall take effect and be in full force from and after its passage as provided by law.

PASSED and the Emergency Clause ruled upon separately and approved this 1st day of June 2020.

Timothy Lee Fox, Mayor

Attest:

Wendy Knight, City Clerk

[MUNICIPAL SEAL]

Approved As To Form:

Lowell Peterson, City Attorney



Date: June 1, 2020

To: Honorable Mayor and City Council

From: David Tillotson, City Manager

Re: Expiration of 2001 Penny Sales Tax, Extension by Ordinance and Special Election

Background

The one-percent (1.00%) sales tax approved by Ordinance No. 457 on January 2, 2001 and by the registered, eligible voters of Glenpool on March 6, 2001, went into effect on April 1, 2001, with a term of twenty (20) years. It will therefore expire on March 31, 2020.

The revenues and benefits derived from the penny sales tax, being a general fund rather than limited purpose sales tax, have been substantial for the City and ought to be continued. This is particularly the case in view of the potential revenue shortfalls due to the economic impacts of the corona virus limitations experienced since March of this year.

Neither Ordinance No. 457 nor Title 68 of the Oklahoma Statutes provide a mechanism for “extending” a current sales tax, but the same result may be achieved by submission of the question of a new sales tax to, and approval by, the registered, qualified voters of the City of Glenpool.

The statutory procedures for implementing the proposed sales tax include an ordinance for that purpose, a resolution to call a special election, proclamation of the election to be published and submitted to the Tulsa County Election Board and the holding of the election.

The proposed ordinance will replace Ordinance No. 457 and commence effectively the same one-cent sales tax on April 1, 2021, that currently expires on March 31, 2021.

Recommendation

For the reasons outlined above, staff recommends adoption of the sales tax authorizing ordinance, approval of the resolution calling for the special election and the proclamation of such special election.

Attached

- Ordinance No. 776
- Resolution No. 2020006
- Special Election Proclamation

CITY OF GLENPOOL ORDINANCE NO. 776

AN ORDINANCE THAT: (A) LEVIES AND ASSESSES A SALES TAX OF ONE PERCENT (1.00%) UPON GROSS RECEIPTS OR PROCEEDS ON TAXABLE SALES OF GOODS AND SERVICES IN THE CITY OF GLENPOOL, OKLAHOMA, AS THOSE TERMS ARE DEFINED HEREIN, IN ADDITION TO PRESENT SALES TAXES UPON SUCH GROSS RECEIPTS OR PROCEEDS FOR THE PURPOSE OF PROVIDING FUNDS FOR GENERAL AND SPECIAL PURPOSES OF THE MUNICIPAL GOVERNMENT OF THE CITY OF GLENPOOL, OKLAHOMA, AND/OR TO BE APPLIED OR PLEDGED TOWARD THE PAYMENT OF PRINCIPAL AND INTEREST ON ANY INDEBTEDNESS, INCLUDING REFUNDING INDEBTEDNESS, INCURRED BY OR ON BEHALF OF SAID CITY FOR SUCH PURPOSES; (B) PROVIDES FOR SUCH SALES TAX TO COMMENCE ON APRIL 1, 2021; (C) PROVIDES FOR THE DURATION OF SUCH SALES TAX FOR NO MORE THAN 20 YEARS; (D) PRESCRIBES PROCEDURES FOR THE COLLECTION AND REMITTANCE OF SUCH SALES TAX AND PENALTIES FOR THE FAILURE TO DO SO; AND (E) INCLUDES SUCH OTHER PROVISIONS, TERMS AND CONDITIONS AS NECESSARY AND LAWFUL FOR THE EFFECTIVE IMPLEMENTATION AND ENFORCEMENT OF THIS ORDINANCE

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLENPOOL, OKLAHOMA:

SECTION 1. CITATION AND CODIFICATION. This Ordinance shall be known and may be cited as “City of Glenpool Sales Tax Ordinance No. **776** of 2020.”

SECTION 2. DEFINITIONS. In addition to such definitions of words, terms or phrases as are adopted in the text of this Ordinance, the definitions of words, terms or phrases contained in the Oklahoma Sales Tax Code, Title 68, Oklahoma Statutes, Section 1352, as amended, are hereby adopted by reference and made a part of this Ordinance.

SECTION 3. TAX COLLECTOR DEFINED. The term “Tax Collector” as used herein means, as applicable, the department of the City government or the Oklahoma Tax Commission duly designated according to contract pursuant to Section 2702 of Title 68 of the Oklahoma Statutes, as amended, and authorized by law to assess, collect and enforce administer the collection of the sales tax hereby levied and remit the same to the City of Glenpool.

SECTION 4. CLASSIFICATION OF TAXPAYERS. For the purpose of this Ordinance, the classification of taxpayers hereunder shall be as prescribed by State law for purposes of the Oklahoma Sales Tax Code.

SECTION 5. STATE PERMITS. All valid and subsisting permits to do business issued by the Oklahoma Tax Commission pursuant to Section 1364 of the Oklahoma Sales Tax Code are,

for the purpose of this Ordinance, hereby ratified, confirmed and adopted in lieu of any requirement for an additional City permit for the same purpose.

SECTION 6. EFFECTIVE DATE. Pursuant to Section 2705 of Title 68 of the Oklahoma Statutes, this Ordinance shall become and be effective on and after April 1, 2020, subject to approval by a majority of the registered voters of the City of Glenpool, Oklahoma, voting on same in the manner prescribed by Title 11, Oklahoma Statutes, Sections 16-101 *et seq.*, as amended.

SECTION 7. PURPOSE OF REVENUES. It is hereby declared to be the purpose of this Ordinance to provide revenue for the purposes of acquiring, constructing, equipping, operating and/or maintaining capital improvements and/or to be applied or pledged toward the payment of principal and interest on any legal indebtedness, including refunding indebtedness, incurred by or on behalf of the City for such purposes; provided, however, that after making provision in any calendar year for payment of all principal and interest required to be paid during such calendar year on any legal indebtedness, including refunding indebtedness, so incurred by or on behalf of the City for such purposes the balance of the net revenues derived from the tax levied herein shall be used for acquiring, constructing, equipping, operating and/or maintaining any capital improvements by or on behalf of the City and/or be applied or pledged toward the payment of principal and interest on any legal indebtedness, including refunding indebtedness, incurred by or on behalf of the City for such purposes. The term "capital improvements" as used herein shall mean all items and articles, either new or replacements, not consumed with use but only diminished in value with prolonged use, including but not limited to roads and streets, drainage improvements, water and sewer improvements, machinery, equipment, furniture and fixtures, all real property, all construction or reconstruction of buildings, appurtenances and improvements to real property, the cost and expenses related thereto of rights of way or other real property, engineering, architectural or legal fees.

Each specific project for which said revenues are to be used and/or each legal indebtedness to which said revenues shall be applied or pledged shall have prior approval of the City Council of the City of Glenpool and shall conform to the purposes for which said revenues are being collected as herein provided.

SECTION 8. TERM OF TAX. The one percent (1.00%) sales tax hereby levied, if adopted by a vote of registered electors on August 25, 2020, shall take effect on April 1, 2021, being the first day of a calendar quarter, and shall be and remain in effect thereafter until such time as this Ordinance is repealed by a vote of the electors of the City at an election held for such purpose or upon the expiration of twenty years from the effective date of April 1, 2021, whichever occurs sooner; *provided that*, if the proceeds of any sales tax hereby levied are being used by the City of Glenpool for the purpose of retiring indebtedness incurred by the City or by a public trust of which the City is a beneficiary for the specific purpose for which the sales tax was imposed, the sales tax shall not be repealed until such time as the indebtedness is retired.

SECTION 9. TAX RATE - SALES SUBJECT TO TAX. There is hereby levied in addition to all other taxes in effect in the City of Glenpool, Oklahoma, an excise tax of one percent (1.00%), upon the gross proceeds or gross receipts derived from all sales or services in the City of Glenpool, Oklahoma, upon which a consumer sales tax is levied by the State of Oklahoma under

the Oklahoma Sales Tax Code in accordance with the Term of the Tax stated in Section 8 of this Ordinance.

SECTION 10. EXEMPTIONS. There is hereby specifically exempted from the tax levied by this Ordinance all items that are exempt from State sales tax under any section of the Oklahoma Sales Tax Code, including without limitation the transfer of such intangible personal property as is so exempted .

SECTION 11. TAX DUE DATE - RETURNS - RECORDS. The tax levied hereunder shall be due and payable to the Tax Collector at the time and in the manner and form prescribed for payment of the State sales tax under the Oklahoma Sales Tax Code.

SECTION 12. PAYMENT OF TAX - BRACKETS. The bracket system for the collection of the one percent (1.00%) City sales tax provided for herein by the Tax Collector shall be the same as is hereafter adopted by the agreement of the City of Glenpool, Oklahoma, and the Tax Collector, in the collection of the one percent (1.00%) City sales tax provided for herein and any applicable State sales tax.

SECTION 13. TAX CONSTITUTES DEBT. Taxes, penalty, and interest due hereunder shall at all times constitute a prior, superior, and paramount claim as against the claims of unsecured creditors and may be collected by suit in the same manner as any other debt.

SECTION 14. VENDOR'S DUTY TO COLLECT TAX.

- A. The tax levied hereunder shall be paid by the consumer or user to the vendor, as defined Section 1352(28) of the Oklahoma Sales Tax Code, as trustee for and on account of the City of Glenpool, and it shall be the duty of each and every vendor in this City to collect from the consumer or user, the full amount of the tax levied by this Ordinance, or any amount equal as nearly as possible or practicable to the average equivalent thereof.
- B. Any sum or sums collected or accrued or required to be collected or accrued hereunder shall be deemed to be held in trust for the City of Glenpool, Oklahoma, and, as trustee, any collecting vendor or holder of a direct payment permit as provided by Section 2702(F) of the Oklahoma Sales Tax Code, shall have a fiduciary duty to the City of Glenpool, Oklahoma, in regards to such sums and shall be subject to the trust laws of the State of Oklahoma.
- C. Vendors shall add the tax imposed hereunder, or the average equivalent thereof, to the sales price or charge for all non-exempt goods and services and, when added, such tax shall constitute a part of such price or charges, shall constitute debt from the consumer or user to such vendor until paid, and shall be recoverable at law in the same manner as other debts.
- D. A vendor who, in any manner whatsoever, willfully or intentionally fails, neglects or refuses to collect the full amount of the tax levied by this Ordinance, or willfully or intentionally fails, neglects or refuses to comply with the provisions hereof or remits or rebates to a consumer or user, either directly or indirectly, and by whatsoever means, all or any part of the tax herein levied, or makes in any form of advertising, verbally or otherwise, any statement which infers that the vendor is absorbing the tax, or paying the

tax for the consumer or user by an adjustment of prices or at a price including the tax, shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be fined not more than Five Hundred Dollars (\$500.00), and upon conviction for a second or other subsequent offense shall be fined not more than One Thousand Dollars (\$1,000.00), or incarcerated for not more than sixty (60) days, or both; *provided that*, sales by vending machines may be made at a stated price which includes State and any municipal sales tax.

SECTION 15. RETURNS AND REMITTANCES - DISCOUNTS. Returns and remittances of the tax hereby levied and collected shall be made to the Tax Collector at the time and in the manner, form and amount as prescribed for returns and remittances required by the Oklahoma Sales Tax Code; and remittances of tax collected hereunder shall be subject to the same discount as may be allowed by the Oklahoma Sales Tax Code for collection of State sales tax.

SECTION 16. INTEREST AND PENALTIES - DELINQUENCY. The provisions of Title 68, Oklahoma Statutes, Section 217, as amended, and of Title 68, Oklahoma Statutes, Sections 1350, *et seq.*, as amended, are hereby adopted by reference and made a part of this Ordinance, and interest and penalties at the rates and in amounts as therein specified are hereby levied and shall be applicable in cases of delinquency in reporting and paying the tax levied by this Ordinance. *Provided that*, the failure or refusal of any taxpayer to make and transmit the reports and remittances of tax in the time and manner required by this Ordinance shall cause such tax to be delinquent. In addition, if such delinquency continues for a period of five days the taxpayer shall forfeit his claim to any discount allowed under this Ordinance.

SECTION 17. WAIVER OF INTEREST AND PENALTIES. The interest or penalty or any portion thereof accruing by reason of a taxpayer's failure to pay the City sales tax herein levied may be waived or remitted in the same manner as provided for such waiver or remittance as applied in administration of the State sales tax provided in Title 68, Oklahoma Statutes, Section 220, as amended; and to accomplish the purposes of this Section 17, the applicable provisions of such Section 220 are hereby adopted by reference and made a part of this Ordinance.

SECTION 18. ERRONEOUS PAYMENTS - CLAIM FOR REFUND. Refund of erroneous payment of the City sales tax herein levied may be made to any taxpayer making such erroneous payment in the same manner and procedure, and under the same limitations of time, as provided for administration of the State sales tax as set forth in Title 68, Oklahoma Statutes, Section 227, as amended, and to accomplish the purposes of this Section, the applicable provisions of such Section 227 are hereby adopted by reference and made a part of this Ordinance.

SECTION 19. FRAUDULENT RETURNS. In addition to all civil penalties provided by this Ordinance, any person who, with intent to defeat or evade the payment of the tax, shall make a false or fraudulent return, statement, report, claim, invoice, application, or other instrument, or any person who shall aid or abet another in filing with the Oklahoma Tax Commission such a false or fraudulent report or statement, shall be guilty, upon conviction, of a felony and shall be punished by the imposition of a fine of not less than One Thousand Dollars (\$1,000.00) and not more than Fifty Thousand Dollars (\$50,000.00), or shall be imprisoned in the State Penitentiary for not less than two (2) years and not more than five (5) years, or shall be punished by both said fine and imprisonment, as provided in Title 68, Oklahoma Statutes, Section 241, as amended.

SECTION 20. RECORDS CONFIDENTIAL. The confidential and privileged nature of the records and files concerning the administration of the City sales tax is legislatively recognized and declared, and to protect the same the provisions of Title 68, Oklahoma Statutes, Section 205, as amended, of the Oklahoma Sales Tax Code, and each subsection thereof is hereby adopted by reference and made fully effective and applicable to administration of the City sales tax as if here set forth in full.

SECTION 21. AMENDMENTS. The people of the City of Glenpool, Oklahoma, by their approval of this Ordinance at the election herein above provided, hereby authorize the City Council by subsequent ordinances duly enacted to make such administrative and technical changes or additions in the method and manner of administration and enforcing this Ordinance as may be necessary or proper for efficiency and fairness except that neither the rate of the tax herein provided, nor the term, nor the purpose of the tax herein provided, shall be changed without approval by the qualified electors of the City as provided by law.

SECTION 22. PROVISIONS CUMULATIVE. The provisions of this Ordinance shall be cumulative, and in addition to any and all other taxing provisions of City ordinances.

SECTION 23. PROVISIONS SEVERABLE. The provisions hereof are hereby declared to be severable and, if any section, subsection, paragraph, sentence or clause of this Ordinance is for any reason held invalid or inoperative by any court of competent jurisdiction such decision shall not affect any other section, subsection, paragraph, sentence or clause hereof.

PASSED AND APPROVED by the City Council of the City of Glenpool this 1st day of June 2020.

Timothy Lee Fox, Mayor

ATTEST:

[seal]

Wendy Knight, City Clerk

APPROVED AS TO FORM AND SUBSTANCE:

Lowell L. Peterson, City Attorney

STATE OF OKLAHOMA)
TULSA COUNTY) SS
CITY OF GLENPOOL)

I, the undersigned, the duly qualified and acting City Clerk of the City of Glenpool, Oklahoma, do hereby certify the foregoing is a true and correct and complete copy of the proceedings of the governing body of said City relating to the adoption of an Ordinance identified as Ordinance No. **776**, as the same appears of record in my office.

I further certify that attached hereto are true and complete copies of the schedule of regular meetings for calendar year 2020 which was filed in my office prior to December 15, 2019, and the notice and agenda which was posted in prominent public view at the City Hall, 12205 S. Yukon Avenue, Glenpool, Oklahoma, at least twenty-four hours prior to the date of the meeting therein described, excluding Saturdays, Sundays and legal holidays.

WITNESS my hand and seal this 1st day of June 2020.

Wendy Knight, City Clerk

[INSERT 2020 CALENDAR YEAR SCHEDULE OF REGULAR MEETINGS]

NOTICE
GLENPOOL CITY COUNCIL MEETING
[INSERT NOTICE OF JUNE 1, 2020 MEETING]

CITY OF GLENPOOL

RESOLUTION NO. 2020006

A RESOLUTION:

(1) AUTHORIZING THE CALLING AND HOLDING OF A SPECIAL ELECTION IN THE CITY OF GLENPOOL, TULSA COUNTY, STATE OF OKLAHOMA, FOR THE PURPOSES OF: (1) SUBMITTING TO THE REGISTERED, QUALIFIED VOTERS OF SAID CITY THE QUESTION WHETHER ORDINANCE NO. 776 ADOPTED BY THE CITY COUNCIL ON THE FIRST DAY OF JUNE 2020, SHALL BE APPROVED BY SUCH REGISTERED, QUALIFIED ELECTORS, WHICH ORDINANCE SHALL PROVIDE FOR: (A) LEVYING A SALES TAX OF ONE PERCENT (1.00%) UPON THE GROSS RECEIPTS OR PROCEEDS ON TAXABLE SALES OF GOODS AND SERVICES, AS DEFINED IN SAID ORDINANCE, IN THE CITY OF GLENPOOL, OKLAHOMA, IN ADDITION TO PRESENT SALES TAXES UPON SUCH GROSS RECEIPTS OR PROCEEDS, FOR GENERAL AND SPECIAL PURPOSES OF THE MUNICIPAL GOVERNMENT OF THE CITY OF GLENPOOL AS AUTHORIZED BY TITLE 68 OKLA. STAT. § 2701; (B) SAID SALES TAX TO COMMENCE ON APRIL 1, 2021; (C) DURATION OF SAID SALES TAX FOR NO MORE THAN 20 YEARS; (D) PROCEDURES FOR THE COLLECTION AND REMITTANCE OF SAID SALES TAX AND PENALTIES FOR THE FAILURE TO DO SO; AND (E) SUCH OTHER PROVISIONS, TERMS AND CONDITIONS AS NECESSARY FOR THE EFFECTIVE IMPLEMENTATION AND ENFORCEMENT OF SAID ORDINANCE; (2) APPROVING THE BALLOT FOR THIS QUESTION; AND (3) PROVIDING FOR NOTICE TO THE PUBLIC AND TO THE TULSA COUNTY ELECTION BOARD OF THE HOLDING OF SUCH ELECTION

WHEREAS, the Council of the City of Glenpool, Oklahoma, adopted on January 2, 2001, and the registered qualified electors of said City approved at special election on March 6, 2001, Ordinance No. 457 which levies and assesses a sales tax of one percent (1.00%) which took effect on April 1, 2001, in addition to present sales taxes upon the gross receipts or proceeds on taxable sales in the City of Glenpool, for special purposes of the municipal government of the City of Glenpool; and

WHEREAS, the Term of said sales tax was for a period of no more than twenty (20) years from April 1, 2001, to and including March 31, 2021; and

WHEREAS, the revenues and benefits derived from said sales tax may not be extended beyond said twenty (20) years apart from submission of the question of a new sales tax submitted to and approved by the registered, qualified voters of the City of Glenpool; and

WHEREAS, the City Council of the City of Glenpool deemed it prudent and desirable to adopt Ordinance No. 776 which likewise provides for a one-percent (1.00%) sales tax for an additional twenty(20)-year term to provide and secure for the citizens of the City of Glenpool the benefits derived from such special purposes as are facilitated by said sales tax; and

WHEREAS, as provided by Title 11, Oklahoma Statutes, Section 16-101, the Council of the City of Glenpool deems it advisable by this Resolution No. 2020006 to authorize the Mayor of the City of Glenpool to call a special election for the purpose of submitting to the registered, qualified voters of the City of Glenpool the question of approving the foregoing Ordinance No. 776, such special election to be held on the 25th day of August 2020, and to direct the Mayor of the City of Glenpool to give notice of such special election by causing this Resolution No. 2020006 to be published in a newspaper of general circulation in the City of Glenpool at least ten (10) days before the date of the special election; and

WHEREAS, Title 26, Oklahoma Statutes, Section 13-102, as amended, requires the City of Glenpool, Oklahoma, to submit, not fewer than sixty (60) days before a special election, a resolution calling for such special election to the Secretary of the Tulsa County Election Board, * stating therein the date of said election, the question to be voted upon at said election, and such other information as is necessary for conducting such election.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GLENPOOL, OKLAHOMA:

Section 1. That the Mayor of the City of Glenpool, Oklahoma, be and hereby is authorized and directed to call a special election to be held in the City of Glenpool, Oklahoma, on the 25th day of August 2020, for the purpose of submitting the question as to whether Ordinance No. 776 which levies and assesses a sales tax of one percent (1.00%), in addition to present sales taxes upon the gross receipts or proceeds on certain sales as therein defined, to take effect on April 1, 2020, provides for the purpose of said sales tax; defines terms, prescribes procedures, remedies, lien and fixes penalties, and fixes the effective date thereof, shall be approved.

Section 2. That such call for said election shall be by Proclamation, signed by the Mayor of the City and attested by the City Clerk, setting forth the proposition to be voted upon and the hours of opening and closing of the polls. The Mayor of the City of Glenpool shall cause notice of said special election to be given to the public by directing the publication of this Resolution and the Proclamation in a newspaper of general circulation in the City of Glenpool at least ten (10) days before said special election, all as may be required by the laws of the State of Oklahoma.

Section 3. That the ballot setting forth the following proposition shall be submitted to the registered, qualified voters of the City of Glenpool, Oklahoma, at said election, to wit:

PROPOSITION

Shall Ordinance No. 776 adopted by the Glenpool City Council on the first day of June 2020, which ordinance (a) levies and assesses a sales tax of one percent (1.00%) upon the gross

receipts or proceeds on taxable sales of goods and services in said city, as defined in said Ordinance No. 776, in addition to present sales taxes upon such gross receipts or proceeds, for the purpose of funding general and special purposes of the municipal government of the City of Glenpool (b) provides for said sales tax to commence on April 1, 2020; (c) provides for the duration of such sales tax for no more than 20 years; (d) prescribes procedures for the collection and remittance of such sales tax and penalties for the failure to do so; and (e) includes such other provisions, terms and conditions as necessary and lawful for the effective implementation and enforcement of said ordinance, be approved?

The ballot setting forth the above proposition shall also contain in connection with such proposition the following words:

☐

YES - FOR THE ABOVE PROPOSITION

☐

NO - AGAINST THE ABOVE PROPOSITION

If the voter desires to vote for the above Proposition, the voter shall clearly mark the box to the left of the word "YES," or by such other designation as prescribed by the Tulsa County Election Board.

If the voter desires to vote against the above Proposition, the voter shall clearly mark the box to the left of the word "NO," or by such other designation as prescribed by the Tulsa County Election Board.

Section 3. That only registered voters of the City of Glenpool, Oklahoma, may vote upon the proposition as above set forth; that said proposition, as set forth above, must be approved by a majority of said voters voting on the proposition at the special election authorized by this Resolution; and that the returns of said special election shall be made to and canvassed by the Tulsa County Election Board.

Section 4. That the Tulsa County Election Board shall be notified of such special election by receipt of a copy of this Resolution and the Proclamation. The City Council of the City hereby certifies to the Tulsa County Election Board that Tulsa County precincts #720705, #720706, #720707, #720708, and #720710 are to be opened.

ADOPTED and APPROVED by the City Council of the City of Glenpool this 1st day of June 2020.

Timothy Lee Fox, Mayor

ATTEST:

[seal]

Wendy Knight, City Clerk

APPROVED AS TO FORM AND SUBSTANCE:

Lowell L. Peterson, City Attorney

STATE OF OKLAHOMA)
) ss.
TULSA COUNTY)
)
CITY OF GLENPOOL)

I, the undersigned, the duly qualified and acting City Clerk of the City of Glenpool, Oklahoma, do hereby certify the foregoing is a true and correct and complete copy of the proceedings of the governing body of said City relating to the adoption of Resolution No. 2020006, as the same appears of record in my office.

I further certify that attached hereto are true and complete copies of the notice of the schedule of regular meetings which was filed in my office prior to December 15, 2019, and the agenda which was posted in prominent public view at the City Hall/Conference, 12205 S. Yukon Avenue, Glenpool, Oklahoma, at least twenty-four (24) hours prior to the date of the meeting therein described, excluding Saturdays, Sundays and legal holidays.

WITNESS my hand and seal this 1st day of June 2020.

Wendy Knight, City Clerk

(SEAL)

[INSERT 2020 CALENDAR YEAR SCHEDULE OF REGULAR MEETINGS]

NOTICE
GLENPOOL CITY COUNCIL MEETING
[INSERT NOTICE OF JUNE 1, 2020 MEETING]

SPECIAL ELECTION PROCLAMATION AND NOTICE

Under and by virtue of Title 26, Oklahoma Statutes, Section 13-102, as amended, Title 11, Oklahoma Statutes, Sections 16-101 and 16-112, as amended, and laws complementary, supplementary, and enacted pursuant thereto, and Resolution No. **2020006** adopted June 1, 2020, authorizing the calling of a special election on the proposition hereinafter set forth, I, the undersigned Mayor of the City of Glenpool, Oklahoma, hereby call a special election and give notice thereof to be held in the City of Glenpool, Oklahoma, on the 25th day of August 2020, for the purpose of submitting to the registered, qualified voters in said City the following proposition:

PROPOSITION

Shall Ordinance No. 776 adopted by the Glenpool City Council on the first day of June 2020, which ordinance (a) levies and assesses a sales tax of one percent (1.00%) upon the gross receipts or proceeds on taxable sales of goods and services in said city, as defined in said Ordinance No. 776, in addition to present sales taxes upon such gross receipts or proceeds, for the purpose of funding general and special purposes of the municipal government of the City of Glenpool (b) provides for said sales tax to commence on April 1, 2020; (c) provides for the duration of such sales tax for no more than 20 years; (d) prescribes procedures for the collection and remittance of such sales tax and penalties for the failure to do so; and (e) includes such other provisions, terms and conditions as necessary and lawful for the effective implementation and enforcement of said ordinance, be approved?

The ballot setting forth the above proposition shall also contain in connection with such proposition the following words:

☐

YES - FOR THE ABOVE PROPOSITION

☐

NO - AGAINST THE ABOVE PROPOSITION

If the voter desires to vote for the above Proposition, the voter shall clearly mark the box to the left of the word "YES," or by such other designation as prescribed by the Tulsa County Election Board.

If the voter desires to vote against the above Proposition, the voter shall clearly mark the box to the left of the word "NO," or by such other designation as prescribed by the Tulsa County Election Board.

Only registered, qualified voters of the City of Glenpool, Oklahoma, may vote upon the propositions above set forth.

The polls shall be opened at 7:00 o'clock a.m. and shall remain open continuously until and be closed at 7:00 o'clock p.m.

The number and location of the polling places for said election shall be the same as the regular precinct polling places as designated for statewide and local elections by the Tulsa County Election Board. The persons who shall conduct said election shall be those officers designated by the Tulsa County Election Board, which officers shall also act as counters and certify the election results as required by law.

WITNESS our hands as Mayor and City Clerk of the City of Glenpool, State of Oklahoma and the Seal of the City this 1st day of June 2020.

Timothy Lee Fox, Mayor

ATTEST:

[seal]

Wendy Knight, City Clerk

To: City of Glenpool, Mayor and City Council
Glenpool Utility Service Authority, Chair and Board of Trustees

From: Lowell Peterson, Attorney for City of Glenpool and Glenpool Utility Service Authority

Date: June 1, 2020

Subject: Reaffirmation of Agreed Upon Procedures Engagement Letter with Elfrink and Associates, PLLC, for FY 2020 Annual Audit of Compliance with Glenpool/Creek-2 Settlement Agreement of May 2015

Background:

In the Settlement Agreement that terminated the litigation between the City of Glenpool and the Glenpool Utility Services Authority (together "Glenpool") and Creek County Rural Water District #2 ("Creek-2") in May of 2015, Glenpool proposed, and Creek-2 accepted, a methodology for minimizing and hopefully preventing any future disputes or claims based on multiple years of real or perceived non-compliance by either party. The parties agreed to retain, annually, an independent auditor who will examine all pertinent records and accounts to determine whether the parties have met their respective reporting and payment obligations during the "Auditable Period" under review. Auditable Period has been defined, to conform to the parties' fiscal years, as the 12-month period from July 1 - June 30 of each year of the Agreement.

Essential terms of the Settlement Agreement that are audited include:

- Whether Glenpool has accurately reported all new water customer connections within the "Permissive Area" and paid to Creek-2 the corresponding Meter Connection Fees in the initial amount of \$800 per tap of less than 1-inch and \$1,200 per tap for lines of 1-inch or more diameter, as adjusted annually in accordance with the CPI-U.
- Whether Glenpool has accurately reported all Active Water Connections maintained by Glenpool within the Permissive Area and paid to Creek-2 a monthly Royalty in the initial amount of \$7.75 per month for each such connection, as adjusted annually in accordance with the CPI-U. [This now also includes "Construction Meters."]
- Confirm that no Meter Connection Fees and no Royalty payments have been paid to Creek-2 for Glenpool water customers situated in the Released Area, defined as the Glenpool city limits as of March 2, 2012.
- Whether Creek-2 has charged its water customers who choose to connect to the Glenpool sanitary sewer system the applicable sewer rate, based on water usage, and

remitted the corresponding amount to Glenpool on a monthly basis (whether or not the customer pays Creek-2 the amount of the bill).

Creek-2 and Glenpool have used the services of Elfrink and Associates, PLLC, (Anne Elfrink) for the past three fiscal year annual audits. She recently confirmed with both parties that they would like to use her services again. In response she sent the attached engagement letter, representing that she is prepared to do the FY 2019 Annual Audit in accordance with the same agreed-upon procedures used for the last three fiscal years.

Recommendation:

Legal counsel for both parties to the Settlement Agreement recommend that the City Council, the Glenpool Utilities Service Authority's Board of Trustees, and the Creek-2 Board of Directors approve the attached engagement letter setting forth procedures first adopted on October 24, 2016 and updated to May 11, 2020.

Attachment:

Agreed Upon Audit Procedures Engagement Letter for FY 2020, Elfrink and Associates, PLLC

Elfrink and Associates, PLLC

Member of the AICPA, OSCPA, and GFOA

7712 S Yale Avenue, Suite 215
Tulsa, Oklahoma 74136

Anne.Elfrink@CPA.com

918-361-2133
Fax: 918-512-4280

May 11, 2020

City of Glenpool/Glenpool Utility Service Authority and
Creek County Rural Water District No. 2
12205 S. Yukon Ave.
Glenpool, OK 74033

We are pleased to confirm our understanding of the nature and limitations of the services we are to provide for the City of Glenpool/Glenpool Utility Service Authority ("Glenpool") and Creek County Rural Water District No. 2 ("Creek-2" for the audit period of July 1, 2019 through June 30, 2020 ("Auditable Period").

SCOPE OF SERVICES

We will apply the agreed-upon procedures described below to be performed in accordance with the applicable attestation standards of the American Institute of Certified Public Accountants and the fieldwork reporting standards in *Government Auditing Standards*. The sufficiency of the procedures is solely the responsibility of those parties specified in the report. Consequently, we make no representation regarding the sufficiency of the procedures described in the schedule below for any purpose. If, for any reason, we are unable to complete the procedures, we will describe the restrictions on the performance of the procedures in our report or will not issue a report as a result of this engagement.

Because the agreed-upon procedures listed in the schedule below do not constitute an examination, we will not express an opinion on the financial statements, underlying data, or the procedures being conducted to prepare such statements. In addition, we have no obligation to perform any procedures beyond those listed in the schedule below.

We will submit a report listing the procedures performed and our findings. The report is intended solely for the use of the City of Glenpool/Glenpool Utility Service Authority and Creek County Rural Water District No. 2. It should not be used by anyone other than the specified parties. Our report will contain a paragraph indicating that had we performed additional procedures, other matters might have come to our attention that would have been reported to the parties.

You are responsible for establishing and maintaining internal controls, including monitoring ongoing activities, and for selecting the criteria and determining that such criteria are appropriate for your purposes. You are responsible for management decisions and functions; for designating an individual with suitable skill, knowledge, and/or experience to oversee the procedures we provide; and for evaluating the adequacy and results of those services and accepting responsibility for them.

The specific procedures to be performed are:

With respect to Glenpool's Records

1. We will update our understanding of the policies, procedures, and methodologies used by Glenpool to create, maintain, bill, and terminate water utility customers, particularly those existing within the Permissive Area, as that term is defined in the Agreement. Such understanding shall be documented by us in writing.
2. We will obtain building permit records for all new construction within the Permissive Area during the Auditable Period, and compare such records to records maintained within Glenpool's utility billing system pertaining to the installation of new water meters at the physical addresses on the building permits to ensure that information regarding new meter installations reported to Creek-2 is timely and accurate.
3. We will calculate the amount of Meter Connection Fees due Creek-2 during the Auditable Period based upon building permits, utility installation records, and utility billing records, and shall compare the results of that calculation to the amount remitted by Glenpool during the same period. We will reconcile any differences noted and determine the correct amount due during the Auditable Period.
4. We will examine Glenpool's records (including, but not limited to raw computer billing data, customer reports, software billing programs) to determine whether amounts paid to Creek-2 for Royalty Fees due on Active Water Connections in the Permissive Area during the Auditable Period are correct. We will reconcile any differences noted and determine the correct amount due to Creek-2 during the Auditable Period.
5. We will obtain documentation of the CPI-U adjustments made to Meter Connection Fees and Royalty Fees paid by Glenpool to Creek-2 during the Auditable Period and determine whether such adjustments were accurate and made in a timely manner.

With Respect to Creek-2's Records

1. We will update our understanding of the policies, procedures, and methodologies used by Creek-2 to create, maintain, bill, and terminate Shared Utility Customers. We will document our understanding in writing.
2. We will obtain and compare records maintained by Glenpool pertaining to wastewater taps made or maintained at addresses served by Creek-2's domestic water and compare such records to Creek-2's billing records for Shared Utility Customers.
3. We will examine Creek-2's records (including but not limited to raw computer billing data, customer reports, software billing programs) regarding water consumption by Shared Utility Customers and calculate the amounts due Glenpool for wastewater collection services for those customers. We will compare the calculation above to the actual amounts paid to Glenpool for the Auditable Period and reconcile any differences noted.

Procedures Applicable to Creek-2 and Glenpool

- I. We will apply the following agreed-upon procedures, as specified in the Agreement of Compromise, Settlement and Release ("Agreement"), dated May 2015 provided that the Auditor may implement the Audit Sampling standards set forth in *AU Section 350, Audit Sampling*, implementing Statements on Auditing Standards No. 39, 43, 45 and 111, promulgated by the Auditing Standards Board of the American Institute of Certified Public Accountants, as such AU 350 may be amended or superseded.

2. We will perform any other procedures we deem reasonable and necessary to ensure that the purpose and intent of the Agreement has been met by both Creek-2 and Glenpool.
3. The above agreed-upon procedures will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the Government Accountability Office.

We understand that your employees will assist in locating documents and obtaining data files we request.

The documentation for this engagement is the property of Elfrink and Associates, PLLC and constitutes confidential information. This documentation will be retained for a minimum of five years after the report release date.

Our fee for these services will be a flat baseline fee of \$10,500 for the audit period covering July 1, 2019 through June 30, 2020 plus \$10 per meter for each active water connection maintained by the City of Glenpool/Glenpool Utility Service Authority in the permissive area.

Our invoice for these fees will be rendered upon delivery of our final report and is payable on presentation. However, if we are prevented from continuing our work due to delays in availability of client staff or information, or any other mechanism outside of the jurisdiction and control of our firm, we will bill for services rendered on a monthly basis at our standard rates. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. An invoice that is not paid within 45 days of the billing date will accrue interest at the rate of 6% per annum from the date of the invoice. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. If an expansion of scope beyond those specific procedures identified above is necessary, we will discuss it with you before we incur additional costs.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2016 peer review letter accompanies this letter.

We appreciate the opportunity to be of service to the City of Glenpool and Creek County Rural Water District No. 2 and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Elfrink and Associates, PLLC

AFFIRMATION:

This letter correctly sets forth the understanding of the City of Glenpool/Glenpool Utility Service Authority and Creek County Rural Water District No 2 for the Auditable Period of July 1, 2019 through June 30, 2020.

FOR THE CITY OF GLENPOOL:

By: _____

Title: _____

Date: _____

FOR THE GLENPOOL UTILITY SERVICE AUTHORITY:

By: _____

Title: _____

Date: _____

FOR THE CREEK COUNTY RURAL WATER DISTRICT NO. 2:

By: _____

Title: _____

Date: _____



To: HONORABLE MAYOR AND CITY COUNCIL
From: Lowell Peterson, City Attorney
Date: June 1, 2020
Subject: Annual update of MOU with INCOG for 9-1-1 mapping services.

Background:

The Indian Nations Council of Governments (INCOG) has acted since May 2008 as the Regional 9-1-1 Board for the creation, updating and maintenance of the regional 9-1-1 electronic map street layer and master street and address guide (MSAG). The service includes acquiring all newly platted subdivisions, new streets, street closures and jurisdictional changes for fire, police and ambulance districts and updating the street layer on a regular basis.

INCOG has provided these services annually for a modest increase in fees. The 2019 MOU provided for a payment of \$2,354.66. This year's fee is \$2,378.00.

The MOU delegates to the Regional 9-1-1 Administrative Board a task for which it is uniquely fitted and experienced.

Staff Recommendation:

Staff recommends that the Council approve the attached MOU inasmuch as it makes no changes in the current services provided and only a small increase in cost.

Attachments:

- 2020 MOU with INCOG for MSAG Services

12205 S. Yukon, Glenpool, OK 74033 OFFICE: 918-322-5409 FAX: 918-209-4611

Mayor Timothy Lee Fox • Vice-Mayor Momodou Ceesay • Councilors: Brandon Kearns; Jacqueline Lund-Triplett; Joyce Calvert
City Manager David Tillotson • Asst. City Manager Susan White • City Clerk Wendy Knight

www.glenpoolonline.com

**MEMORANDUM OF UNDERSTANDING BETWEEN
THE INDIAN NATIONS COUNCIL OF GOVERNMENT (INCOG) & GLENPOOL**

This Memorandum of Understanding outlines the duties of INCOG and Glenpool to maintain the 9-1-1 electronic map street layer and the master street and address guide (MSAG).

Glenpool desires to maintain the accuracy of its street layer used in its 9-1-1 center for locating callers and directing emergency personnel to the correct location, to update and maintain the MSAG, which is the database containing the address information necessary to locate 9-1-1 caller and plot the call on the electronic map, and to verify the correct routing of wireless cell towers to its jurisdiction.

INCOG desires to assist Glenpool by taking performing the following tasks.

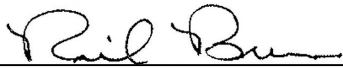
1. INCOG will acquire all newly platted subdivisions, new streets, street closures and any alterations of fire, police and ambulance districts promptly upon approval by the governing body.
2. Using the information acquired, INCOG will:
 - a. Update and maintain an accurate emergency services number (ESN) map layer,
 - b. Update and maintain accurate street files based on the updated ESN layer,
 - c. Draw and segment newly platted street segments on the map,
 - d. Input MSAG database entry of newly platted streets,
 - e. Identify and correct MSAG data errors,
 - f. Identify and correct street mapping errors, and,
 - g. Provide quarterly the newly updated street file to the 9-1-1 center.
3. INCOG will acquire the geo-coded location of all cell phone towers for wireless service providers that have deployed Phase II wireless service in Tulsa County.
4. Using the information acquired INCOG will:
 - a. Place the cell tower location on the map,
 - b. Calculate the footprint of the tower based on data provided by the wireless service provider, and,
 - c. Establish or verify the routing for each tower to the correct PSAP.

Glenpool agrees to pay INCOG \$2,378.00 for the performance of its duties outlined in this agreement. Payments shall be made upon receipt of an invoice from INCOG in the total amount.

This Memorandum of Understanding shall become effective July 1, 2020, and continue until June 30, 2021. This MOU may be extended in time or amended upon written agreement of the parties.

**INDIAN NATIONS COUNCIL OF
GOVERNMENTS**

CITY OF GLENPOOL



Timothy Lee Fox, Mayor

ATTEST:

Wendy Knight, City Clerk

(seal)



MEMORANDUM

TO: HONORABLE MAYOR and CITY COUNCIL

FROM: LYNN BURROW, PE
COMMUNITY DEVELOPMENT DIRECTOR

RE: ACCEPTANCE OF A PROFESSIONAL SERVICES AGREEMENT FOR
BLACK GOLD PARK MASTER PLANNING

DATE: JUNE 1, 2020

BACKGROUND

This item is for Council consideration and action regarding the approval and acceptance of a Professional Services Agreement covering certain Architectural Services received from Rick Stuber Architecture, Inc. in Tulsa in an amount of \$18,800.00. As described in the attached proposal, the Agreement covers the services necessary to develop an overall Master Plan for Black Gold Park. The goal will be to integrate a majority of the existing structures and permanent apparatus into an overall Master Plan that the City can use to further develop the existing park land as currently owned by the City. This Master Planning effort will also consider future expansions to the current property ownership and how those areas could be used to augment the existing uses. The attached mapping illustrates the boundary of property currently owned by the City, and also illustrates the areas outside of the current park boundary along the easterly line of the park that could potentially be annexed into the existing property to provide additional recreational features as well as much needed additional vehicle parking.

The proposal from Rick Stuber Architectural Services outlines the proposed scope of work and describes the work product resulting from a thorough analysis of existing facilities in the park. It will also address and illustrate how the park could be modified to increase the number and type of existing uses and features in an effort to expand the overall appeal and usefulness to the Glenpool community. If approved, funding for the services covered under this Agreement is to be from the FY 2019/2020 Annual Budget under Budget Account No. 04-6-14-6359.

Staff Recommendation:

Staff has reviewed the various described Professional Services and resulting work product as listed and recommends Council approval of the proposed Contract Agreement with Rick Stuber Architecture, Inc. in a total amount not to exceed \$18,800.00 and to authorize the City Manager to execute same.

Attachments:

1. Professional Services Agreement
2. Aerial Mapping

April 10, 2020

Mr. Lynn Burrow
City Engineer
City of Glenpool
12205 S. Yukon Avenue
Glenpool, OK 74033



2642 East 21st Street Suite 195
Tulsa, OK 74114

phone 918.933.4324
fax 918.938.6893

Re: Master Plan for Black Gold Park — Glenpool, OK

Lynn:

Thank you for the opportunity to provide a Master Plan for the Black Gold Park along US Highway 75 from S. 141st Street to S. 145th West Street in Glenpool.

Scope of Work:

- Provide a Master Plan for existing City-Owned park land (approximately 10.5 Acres).
- Prepare a Phase 2 Master Plan to incorporate additional adjacent properties Eastward to Barber Street (approximately 6 additional Acres).
- Address physical features of property – topography, drainage, flood plain, vegetation, traffic patterns, adjoining properties, infrastructure.
- Illustrate long-term park improvements for parking, vehicular access, cyclists, joggers, walking paths, events, skateboarding, picnic tables, gathering places, play equipment, restrooms, concessions, splash pad.
- Existing play equipment to be evaluated for Accessibility and Fall Protection
- Incorporate existing improvements – tennis courts, Senior Citizen's Center.
- Evaluate and incorporate other existing public facilities - restrooms, concessions for Phase One park plan and Phase Two park expansion.

Work Product:

- Prepare scaled drawing exhibits (24" x 36" format) for review and approval by City of Glenpool.
- Attend up to 4 meetings with City for review and input.
- Provide black and white, or color copies, scans, reductions in formats requested by City.
- Provide Estimates of Probable Construction for Initial Phase and for Expanded Park.
- Provide representative depictions of park improvements – playground equipment; picnic shelters, Black Gold monument, landscaping, paths, lighting, public amenities.
- Create unifying design elements for overall park.

ARCHITECTURE | INTERIORS | PLANNING

Proposed Fees:

RSA proposes a not to exceed fee in the amount of \$ 18,800.00. The fee is based on Architect's time of 60 hours at \$ 125/hour; Draftsman time of 60 hours at \$ 75/hour and 3D illustrator of 80 hours at \$ 85/hour.

Reimbursable expenses are not expected. RSA will provide City of Glenpool with electronic media for the City to make copies.

Schedule:

Upon acceptance of this proposal, RSA will commence work. We expect to be complete within four to six weeks- time frame.

We appreciate the opportunity to provide professional design services to The City of Glenpool. Should you have any questions or would require any additional information, please contact our office.

Sincerely,
RICK STUBER ARCHITECTURE, INC.


Rick Stuber

Proposal Acceptance:

Lynn Burrow
City Engineer
City of Glenpool
Glenpool, OK

Date

BLACK GOLD PARK

MASTER PLAN



Representative Samples and Qualifications

For

Rick Stuber Architecture, Inc.



EXISTING BLACK GOLD PARK



EXISTING BLACK GOLD PARK PROPERTY



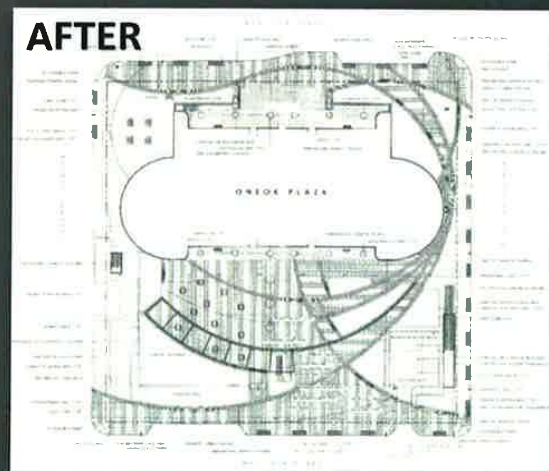
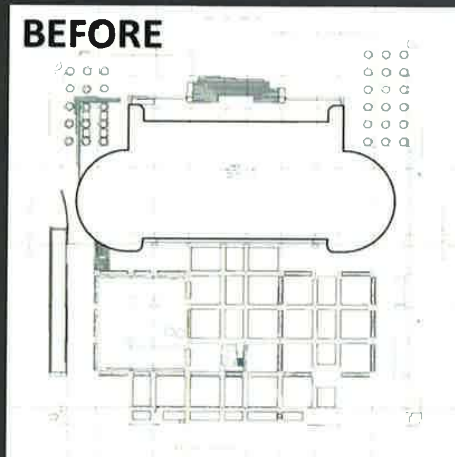
BLACK GOLD PARK – FUTURE PARK PROPERTY



ONEOK PLAZA – TULSA, OK



- RSA designed a new dynamic design for ONEOK's exterior plaza at their Tulsa based headquarters. The project encompassed an entire city block in downtown Tulsa.
- Granite pavers were installed to create movement and visual interest.
- New landscaping and a sunshade arbor were included with the design.
- The plaza is located above three occupied basement levels.

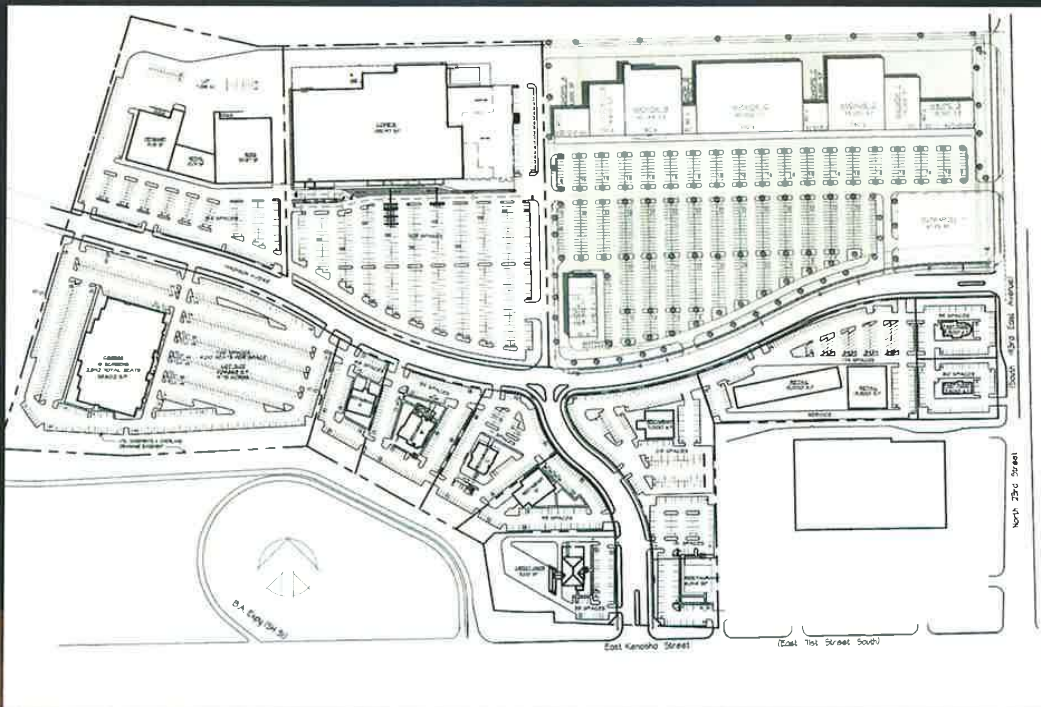


ADAMS CREEK – BROKEN ARROW, OK

Rick Stuber has been working with KMO Development on the large Adams Creek power center mixed use development in Northeast Broken Arrow, OK. The development is anchored by Lowe's and Cinemark. Several new restaurants have been built in the project, as well as a TTCU branch.



Future parcels are available for mixed use office/retail/residential developments as well as lodging and hospitality uses.



MALLARD LAKE – CLAREMORE, OK



Rick Stuber was the land planner for this mixed use project along Highway 66 in Claremore, OK.



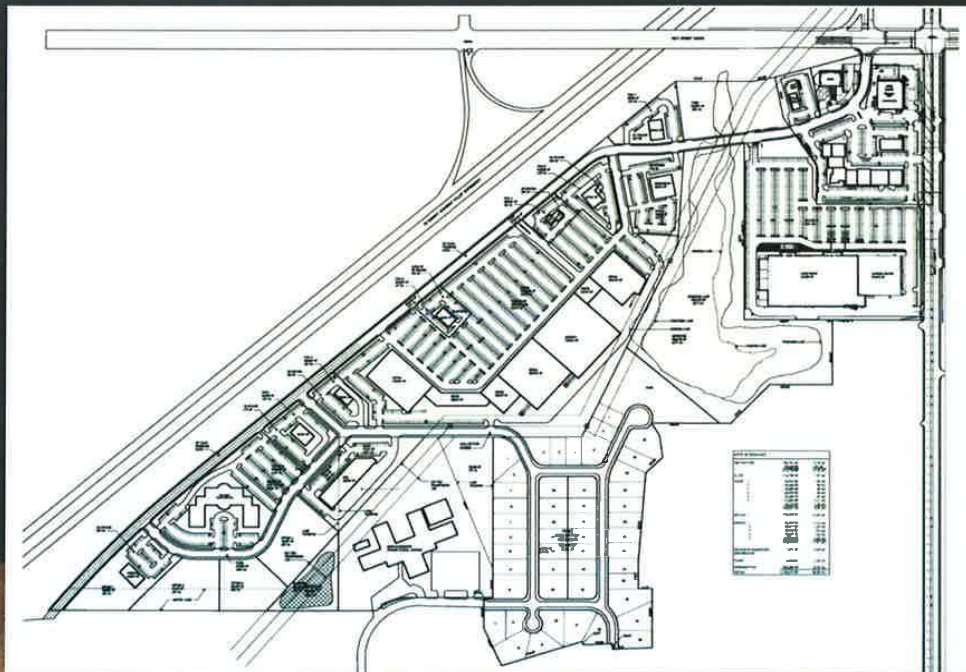
FORD STREET CROSSING CATOOSA, OK

RSA provided land planning for McAfee Holding Company for their mixed use project in Catoosa, OK.

The project will include retail, professional offices, town homes as well as live/work studios.

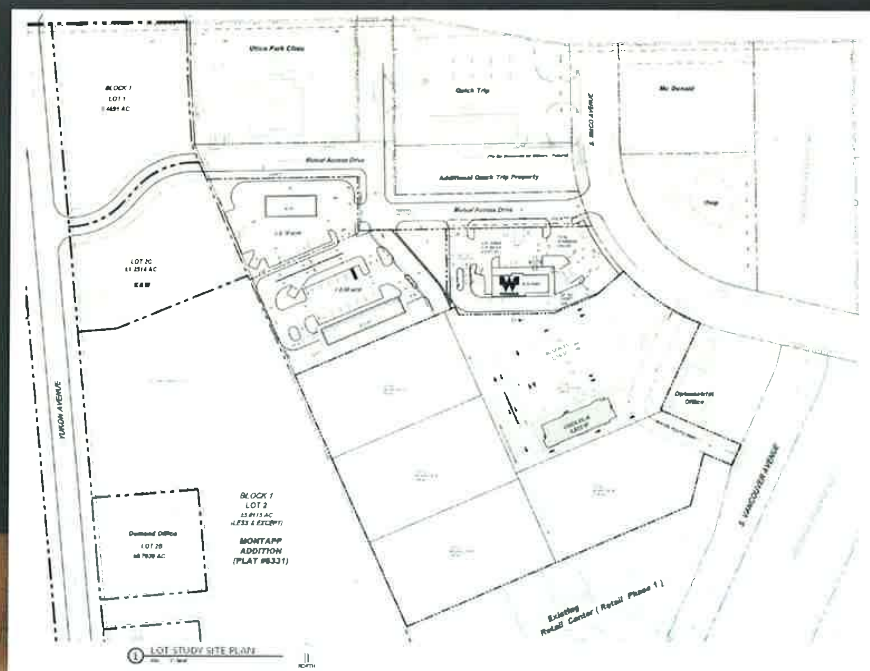
TYANN DEVELOPMENT – OWASSO, OK

Rick Stuber provided Master planning for this development in Owasso, OK. The development is a mixed use project for Offices, Retail, Restaurants, and Medical Support Facilities.



SOUTHWEST CROSSROADS – GLENPOOL, OK

Rick Stuber was instrumental in the early design stages for the Master Planning of Southwest Crossroads and Montapp Properties in Glenpool, OK. Both projects are nearly built out. The master plan has served as an effective tool to provide a general guideline for the overall development of each project.



RIVER WEST – SAND SPRINGS, OK



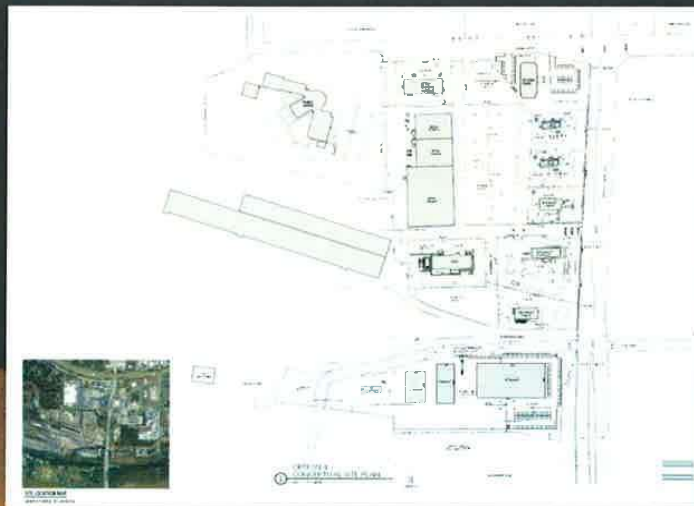
RSA has provided on-going Master Planning services for Tapp Development Company and The City of Sand Springs for this mixed use, commercial development. The project is part of a Brownfield that has been transformed with new restaurants, retail center, ALDI Grocery, a state-of-the-art Warren Medical Clinic and a new TTCU Branch.



SHEFFIELD CROSSING – SAND SPRINGS, OK

RSA was hired by the City of Sand Springs to design a Master Plan for property the City has acquired to develop. The plan incorporates a develop to maximize sales tax revenue at one of the City's highest traffic count intersections as well as providing ancillary uses for recreational and hospitality businesses.

Sheffield Crossing ties together with the Wal-Mart Super Center to the North, River West Development to the Northeast, the BMX Track and Sand Springs River Park to the South.



1 inch = 117 feet

Black Gold Park Area





To: HONORABLE MAYOR, MEMBERS OF THE CITY COUNCIL
From: John Gonsalves, Finance Director/Treasurer
Date: June 1, 2020
Subject: Renewal of Workers Comp, Property and Liability Insurance for FY 2020-21

Background:

The City's current policies for Workers Comp, Property and Liability insurance expires at midnight on June 30, 2020. Oklahoma Municipal Assurance Group (OMAG) is asking renewal for the following:

Plan	FY21 Renewal	FY20 Premium	% Change	Comments
Municipal Property Protection	\$103,136	\$100,448	3%	Standard rate increase
Municipal Liability Protection	\$71,104	\$68,215	5%	Standard rate increase
Worker's Compensation	\$262,654	\$247,732	6%	Salary increase and standard rate increase

Most property and liability claims incur a \$1,000 deductible. Auto and most equipment claims incur a \$500 deductible.

Staff Recommendation:

Staff recommends renewal of all OMAG insurance policies for FY 2020-2021

Attachments:

Insurance Renewal Invoices

1. Property
2. Liability
3. Worker's Comp

CERTIFICATE OF COVERAGE

PRODUCER
OMAG
3650 S. BOULEVARD
EDMOND OK 73013

COMPANIES AFFORDING COVERAGE

OMAG

ADDITIONAL NAMED PARTICIPANT
GLENPOOL UTILITY SERVICES AUTH

NAMED PARTICIPANT
CITY OF GLENPOOL
12205 S. YUKON AVE.
GLENPOOL OK 74033

COVERAGES

This is to certify that coverage documents listed herein have been issue to the Named Participant herein for the Coverage period indicated. Not withstanding any requirement, term or condition of any contract or other document with respect to which the certificate may be issued or may pertain, the coverage afforded by the coverage documents listed herein is subject to all terms, conditions and exclusions of such coverage documents.

TYPE OF COVERAGE	POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMITS	
GENERAL LIABILITY					
☐ Commercial General Liability				General Aggregate	None
☐ Personal Injury				Each Occurrence	\$1,000,000
☐ Errors & Omissions				Aggregate: C,D	\$2,000,000
				Each Occurrence	\$1,000,000
AUTOMOBILE LIABILITY					
☐ SCHEDULED AUTOS				General Aggregate	None
☐ HIRED & NON-OWNED AUTOS				Each Occurrence	\$1,000,000
AUTOMOBILE PHYSICAL DAMAGE					
☐ SCHEDULED AUTOS				Per Schedule	
☐ NON-OWNED AUTOS					
☐ Auto Liability, General Liability, Personal Injury, Errors & Omissions		Losses subject to the OKLAHOMA GOVERNMENTAL TORT CLAIMS ACT: \$25,000 Each Property Damage Loss Per Occurrence, including Fire Legal \$125,000 Each Other Loss Per Occurrence \$1,000,000 Aggregate Per Occurrence			
☐ Property				Value	\$
☐ Equipment Breakdown				Deductible	\$
☐ Mobile Equipment				Cause of Loss	Special Form Replacement Cost Included
☐ Miscellaneous and/or Vehicle Equipment				Valuation	
☐ Contractors Equipment Leased or Rented				Value	\$
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		WCV 1400124 04	07/01/2020	07/01/2021	
THE PROPRIETOR/ PARTNERS/EXECUTIVE ☐ INCL OFFICERS ARE: ☐ EXCL					
				☒ WC STATU- TORY LIMITS	☒ OTH- ER
				EL EACH ACCIDENT	\$ 100,000
				EL DISEASE - POLICY LIMIT	\$ 500,000
				EL DISEASE - EA EMPLOYEE	\$ 100,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS

CERTIFICATE HOLDER
OKLAHOMA WATER RESOURCES BOARD
3800 N. CLASSEN BLVD.
OKLAHOMA CITY OK 73118

CANCELLATION: Should any of the coverage documents herein be cancelled before the expiration date thereof, OMAG will endeavor to provide 30 days written notice to the certificate holder named herein, but failure to mail such notice shall impose no obligation or liability of any kind upon OMAG, its agents or representatives, or the issuer of this certificate.

AUTHORIZED REPRESENTATIVE

Chae Welch

05-25-20

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES ABOVE.
GL/PR COC (1.5)



3650 S. Boulevard • Edmond, OK 73013 • omag.org
405.657.1400 • 800.234.9461 • FAX 405.657.1401

WORKERS' COMPENSATION DECLARATION

Policy Number: WCV 1400124 04		Policy Period: From 07/01/2020 To 07/01/2021 12:01 A.M. Standard Time at the Named Insured's Address	
Transaction: Renewal		Company: CompSource Mutual Insurance Co.	
Pay Plan: Quarterly		Policy Number:	
Named Insured and Address: CITY OF GLENPOOL 12205 S. YUKON AVE. GLENPOOL OK 74033		Agent OMAG 3650 S. BOULEVARD EDMOND OK 73013 Telephone: 405-657-1400	
Business Description: STANDARD PLAN		Type of Business: MUNICIPALITY	

This notice is to inform you that CompSource Mutual Insurance Company has accepted coverage for you for workers' compensation and employers' liability as a member of OMAG in accordance with the general coverage limits below. This notice is issued as a matter of information only and does not represent all the terms and conditions of coverage under this policy. Please see your enclosed policy for all Terms and Conditions of coverage.

COVERAGES:

WORKERS' COMPENSATION INSURANCE

Includes Part One of the attached policy and applies to the workers' compensation law of the State of Oklahoma.

EMPLOYERS' LIABILITY INSURANCE

Includes Part Two of the attached policy and applies to work in the State of Oklahoma.

Limits of liability under Part Two:

- Bodily Injury by Accident: \$100,000 Each Accident
- Bodily Injury by Disease: \$100,000 Each Employee
- Bodily Injury by Disease: \$500,000 Policy Limit

PREMIUM

Estimated Annual Premium:	\$	236,839.00
OMAG Administration Fee:	\$	25,815.00

Invoiced Premium:	\$	262,654.00
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As a member of OMAG Workers' Compensation Plan, you are entitled to claims processing services for losses occurring during the policy period, per the terms of the "Application and Agreement" entered into with OMAG.

Date 05/25/2020


Chief Executive Officer
OMAG



3650 S. Boulevard • Edmond, OK 73013 • omag.org
405.657.1400 • 800.234.9461 • FAX 405.657.1401

**WORKERS' COMPENSATION
ADDITIONAL NAMED PLAN MEMBERS SCHEDULE**

State OK Site 1
GLENPOOL UTILITY SERVICES AUTHORITY
12205 S. YUKON AVE.
GLENPOOL OK 74033

Issued Date: 05/25/2020
WCV DEC PAGE (00/00)



3650 S. Boulevard • Edmond, OK 73013 • omag.org
405.657.1400 • 800.234.9461 • FAX 405.657.1401

Workers' Compensation Standard Plan

MEMBER: CITY OF GLENPOOL

Policy Number: WCV 1400124 04

Policy Period: 07/01/2020 To 07/01/2021

ADDRESS: CITY OF GLENPOOL
12205 S. YUKON AVE.
GLENPOOL OK 74033

Class Code	DESCRIPTION	Payroll	Employee No	Volunteer No	RATE	Premium
5611-S		263,489	10	0	9.450	24,900
7520-S		307,494	9	0	4.850	14,913
7710-S		1,795,254	25	0	5.440	97,662
7711AS		1,237	0	6	5.440	67
7720-S		1,861,082	31	0	5.030	93,612
8601-S		96,718	1	0	0.430	416
8810-S		855,797	22	0	0.230	1,968
8820-S		119,802	1	0	0.320	383
8831-S		49,469	2	0	1.530	757
9015-S		80,933	2	0	4.090	3,310
9410-S		172,359	3	0	2.810	4,843
Sum		5,603,634	106.0	6.0		

STANDARD PREMIUM: 242,831

EXPERIENCE MODIFICATION APPLIED: 1.0000 -5,992

05/25/2020

Standard Plan Worksheet



3650 S. Boulevard • Edmond, OK 73013 • omag.org
405.657.1400 • 800.234.9461 • FAX 405.657.1401

Workers' Compensation Standard Plan

MEMBER: CITY OF GLENPOOL

Policy Number: WCV 1400124 04

Policy Period: 07/01/2020 To 07/01/2021

ADDRESS: CITY OF GLENPOOL
12205 S. YUKON AVE.
GLENPOOL OK 74033

STANDARD PLAN SUB-TOTAL:		236,839
OMAG ADMIN FEE:	10.9%	25,815
TOTAL PREMIUM:		262,654



3650 S. Boulevard • Edmond, OK 73013 • omag.org
405.657.1400 • 800.234.9461 • FAX 405.657.1401

Date of Invoice: 05/25/2020

DIRECT BILL INVOICE

Mail To
CITY OF GLENPOOL
12205 S. YUKON AVE.
GLENPOOL OK 74033

Insured: CITY OF GLENPOOL

Policy Reference Nbr: WCV 1400124 04
Effective: 07/01/2020 Expiration: 07/01/2021
WORKERS' COMPENSATION

Agent: OMAG
Telephone: 405-657-1400 0 0000000

INST	DATE	TRANSACTION	AMOUNT
01	05/25/2020	DEPOSIT PREMIUM	\$ 65,663.50

	AMOUNT DUE	\$	65,663.50
	PAYMENT DUE BY		07/01/2020
POLICY BALANCE	\$	262,654.00	

Thank you for your business. If you have questions about your account, please call 1-800-234-9461 or 405-657-1400.

Detach along the perforation below - Keep this part for your records.

RETURN THIS PORTION WITH YOUR REMITTANCE

Policy Number WCV 1400124 04
Insured Name CITY OF GLENPOOL

Amount Due \$ 65,663.50
Payment Due By 07/01/2020

PLEASE REMIT PAYMENT TO:

OMAG
3650 South Boulevard
Edmond, OK 73013-5581

DIRECT BILL INVOICE (N1) (00/00)



3650 S. Boulevard • Edmond, OK 73013 • omag.org
405.657.1400 • 800.234.9461 • FAX 405.657.1401

Date of Invoice: 05/12/2020

DIRECT BILL INVOICE

Mail To
CITY OF GLENPOOL
12205 S. YUKON AVE.
GLENPOOL OK 74033

Insured: CITY OF GLENPOOL

Policy Reference Nbr: PRO 1400444 04
Effective: 07/01/2020 Expiration: 07/01/2021
PROPERTY

Agent: OMAG
Telephone: 405-657-1400 0 0000000

INST	DATE	TRANSACTION		AMOUNT
01	05/12/2020	RENEWAL	\$	25,784.00

	AMOUNT DUE	\$	25,784.00
	PAYMENT DUE BY		07/01/2020
POLICY BALANCE	\$	103,136.00	

Thank you for your business. If you have questions about your account, please call 1-800-234-9461 or 405-657-1400.

Detach along the perforation below - Keep this part for your records.

RETURN THIS PORTION WITH YOUR REMITTANCE

Policy Number PRO 1400444 04
Insured Name CITY OF GLENPOOL

Amount Due \$ 25,784.00
Payment Due By 07/01/2020

PLEASE REMIT PAYMENT TO:

OMAG
3650 South Boulevard
Edmond, OK 73013-5581

DIRECT BILL INVOICE (N1) (00/00)



3650 S. Boulevard • Edmond, OK 73013 • omag.org
405.657.1400 • 800.234.9461 • FAX 405.657.1401

Date of Invoice: 05/13/2020

DIRECT BILL INVOICE

Mail To
CITY OF GLENPOOL
12205 S. YUKON AVE.
GLENPOOL OK 74033

Insured: CITY OF GLENPOOL

Policy Reference Nbr: GLA 1400473 04
Effective: 07/01/2020 Expiration: 07/01/2021
GENERAL LIABILITY AND AUTO

Agent: OMAG
Telephone: 405-657-1400 0 0000000

INST	DATE	TRANSACTION		AMOUNT
01	05/13/2020	RENEWAL	\$	17,776.00

	AMOUNT DUE	\$	17,776.00
	PAYMENT DUE BY		07/01/2020
POLICY BALANCE	\$	71,104.00	

Thank you for your business. If you have questions about your account, please call 1-800-234-9461 or 405-657-1400.

Detach along the perforation below - Keep this part for your records.

RETURN THIS PORTION WITH YOUR REMITTANCE

Policy Number GLA 1400473 04
Insured Name CITY OF GLENPOOL

Amount Due \$ 17,776.00
Payment Due By 07/01/2020

PLEASE REMIT PAYMENT TO:

OMAG
3650 South Boulevard
Edmond, OK 73013-5581

DIRECT BILL INVOICE (N1) (00/00)



Quotation

Customer

Glenpool Fire Department (Account #19911353)

12205 S Yukon Ave
Glenpool, OK, 74033-6635

Attention: Ryan Hunter

Phone: (918) 322-5409

Quote # 312803

Quote Effective Date

04/29/2020

Pricing Effective Through

06/30/2020

Line	Item #	Description	UOM	Qty	Unit Price	Ext. Price
1	OKGLEN00097	LTO65QGTG-LTO 65QG Tails Golden Brown	EA	1	\$1,680.00	\$1,680.00
2	OKGLEN00098	LTO65QGPG-LTO 65QG Pants Golden Brown	EA	1	\$1,175.00	\$1,175.00

Totals:

Quote Total: \$2,855.00

Notes:

All Quoted Pricing is evaluated after 60 days and may be subject to a Price Adjustment based on manufacturer increases and/or market conditions.

All pricing is in US Dollars.

Pricing does not include freight charges or state sales tax (if applicable) unless otherwise noted.

No other offers or discounts apply to quoted pricing.

If you have any questions regarding this quote contact me:

Clay Carter, Field Sales Account Manager

To place an Order, call: (800) 631-1246 or Fax: (800) 635-1591



Quotation

Customer

Glenpool Fire Department (Account #19911353)

12205 S Yukon Ave
Glenpool, OK, 74033-6635

Attention: Ryan Hunter

Phone: (918) 322-5409

Quote # 312807

Quote Effective Date
04/29/2020

Pricing Effective Through
06/30/2020

Line	Item #	Description	UOM	Qty	Unit Price	Ext. Price
1	202674	CMC/ROCO WORK RESCUE HARNESS SZ REG	EA	8	\$700.93	\$5,607.44
		Pricing is the same for sizes Small, Regular and X-Large				
		Estimate 2 week lead time ARO.				
2	19252	FASTLINK PICK OFF STRAP	EA	4	\$122.50	\$490.00
		201107				
3	164199	ROPE RESCUE TRUCK CASHE MPD KIT EA	EA	4	\$3,048.00	\$12,192.00
		501139				
4	6083	CMC Rescue® Sked® Rescue System	EA	2	\$614.00	\$1,228.00
		752001				
5	305307	LITTER HARNESS PRO SERIES CMC	EA	2	\$278.00	\$556.00
		724121				
6	208586	CMC FASTLOOPS LITTER STRAPS SET/8	ST	3	\$48.00	\$144.00
		724159				
7	158166	LOAD RELEASE	EA	4	\$65.00	\$260.00
		201108				
8	167761 BK	CMC Rescue® 1/2" Nylon Kernmantle Rescue Rope	FT	1200	\$1.37	\$1,644.00
		273250				
9	167761 RD	CMC Rescue® 1/2" Nylon Kernmantle Rescue Rope	FT	1000	\$1.37	\$1,370.00
		273230				

Totals:

Quote Total: \$23,491.44

Notes:

All pricing is subject to change due to cost increases and fluid market conditions that include government mandated import tariffs.

NSI closely monitors these conditions and will communicate price changes when applicable.

**Pricing does not include freight charges or state sales tax (if applicable) unless otherwise noted.

** All pricing is in US Dollars. No other offers or discounts apply to this pricing.

If you have any questions regarding this quote contact me:

Clay Carter, Field Sales Account Manager

To place an Order, call: (800) 631-1246 or Fax: (800) 635-1591

Memo

To: Honorable Mayor and City Council
From: Paul Newton, Fire Chief
CC: File
Date: 03/10/20
Re: Emergency Management - Community Warning & Communication Equipment

Background:

As noted in previous presentations, staff has worked diligently to develop a plan for improving the community's storm warning system and communication network.

Glenpool currently has 12 warning sirens in service. Testing of the current system has become problematic. Each time the sirens are tested, members of different departments within the City are assigned to each location to verify the test. Due to each department's workload and varying schedules, we're looking for a better option.

The current year's budget includes \$48,000 in Emergency Management under line 01 6-07-6333 to address this need. Tornado siren talk back, or report back, systems can greatly improve efficiency and decrease the time required to schedule and implement the tests.

As proposed, the CD&F Report Back System can test and generate reports for electrical malfunction, sound failure and intrusion alerts to prevent equipment tampering. Each of these functions can be completed by one person from a desk top control panel.

Staff Recommendation:

Staff recommends the purchase of the CD&F Monitoring / Report Back System as quoted.

Storm Sirens Inc. Proposal, CD&F - \$48,000.00

Attachments:

Storm Sirens Inc. Proposal

Siren Coverage Map

Storm Sirens, Inc.

3801 Harrogate Drive

Norman, Ok 73072

Phone: 1-800-527-6375

Fax: 405-329-0542

February 22, 2018

Paul Newton, Fire Chief
City of Glenpool
P.O. Box 70
Glenpool, Oklahoma 74033

Dear Mr. Newton:

As discussed, the CD&F Monitoring/Report Back System would normally replace the current decoder system that the City is using to control its storm siren system, but it can be wire in parallel if preferred.

The Report Back System is capable of monitoring 30+ storm warning sirens. As proposed, the system would consist of:

1. A Central Station consisting of a 45/50 watt transceiver, cable, antenna, and a 7" Touch Monitor/CPU with Windows CE program and customer software. **Unlike other Report Back Systems, this system does not limit activation of the storm siren system to the Central Station; you would still be able to use handhelds, mobiles, etc. programmed with the activation code.**
2. The 10 Remote Monitoring Units each consisting of a 5 watt transceiver, antenna, weatherproof enclosure.

From the Central Station you would be able to:

- a. Activate all 10 sirens from one button.
- b. Activate individual sirens. When the sirens are activated, the system does not automatically poll the RMUs, but retains the information until polled or the system is activated again).
- c. Poll the entire system (requires approx. 40seconds)
- d. Poll individual sirens.

Storm Sirens, Inc.

3801 Harrogate Drive

Norman, Ok 73072

Phone: 1-800-527-6375

Fax: 405-329-0542

- e. When polled, the Central Station will display:
 - 1. Poll Failure, indicating that the signal was blocked or that the site has a problem such as no power.
 - 2. Sound or Sound Failure, indicated on the display by either a green or red light.
 - 3. Intrusion, reported immediately.

The total cost of the CD&F Report Back System would be \$48,000.00, installed.

From date of order, all equipment can be operational within 8 weeks. **No money is due until after all equipment has been received.**

The Report Back System is covered by a 2 year parts and labor warranty.

If you have any questions, please let me know.

Sincerely,

Frederick R. Engelbrecht

Frederick R. Engelbrecht
President

FRE: st

Chief:

No problem, let me know when you wish to proceed.

Rick

From: Paul Newton <pnewton@cityofglenpool.com>
To: stormsirens <stormsirens@aol.com>
Sent: Tue, Mar 3, 2020 4:16 pm
Subject: RE: CD&F Report Back System

Rick,

Thanks for honoring the original quote. Unfortunately, the budget has already been established for this upgrade. Encryption will have to be a topic for future discussion.

Paul

From: stormsirens <stormsirens@aol.com>
Date: 3/3/20 16:09 (GMT-06:00)
To: Paul Newton <pnewton@cityofglenpool.com>
Subject: RE: CD&F Report Back System

Chief

I should have known how many sirens are in the system, we will do all 12 for the budgeted amount.

You have asked about encryption. If we encrypt the system at the same time that as the report back is put in it would cost \$18,950.00. If done separately, the cost would be \$26,000.00 because some of the report back components would be replaced.

Rick

From: Paul Newton <pnewton@cityofglenpool.com>
Date: 3/3/20 2:58 PM (GMT-06:00)
To: stormsirens@aol.com
Subject: CD&F Report Back System

Rick,

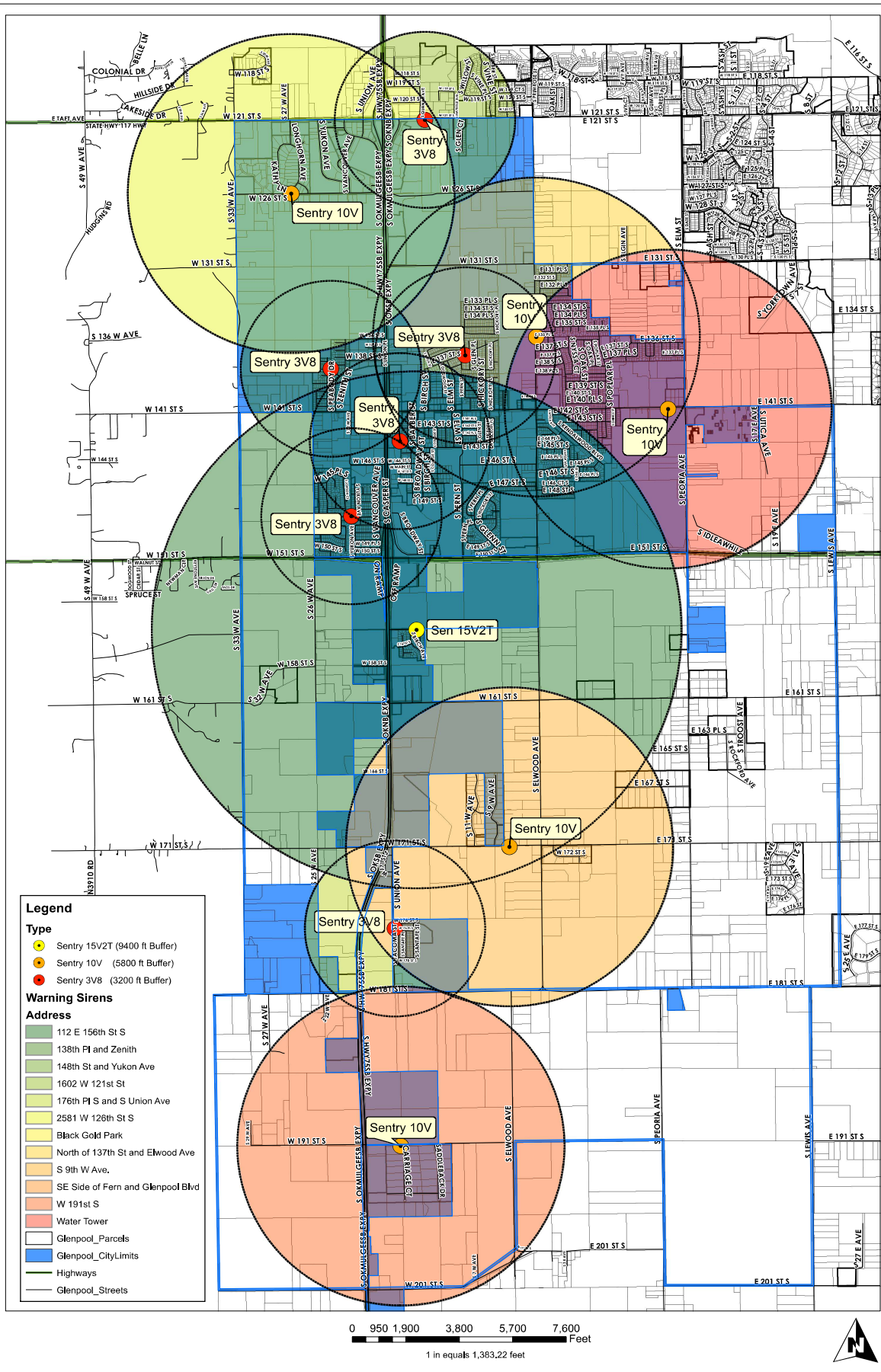
We're getting ready to move forward on this upgrade, but I noticed we only have 10 siren locations listed in the quote dated January 1, 2020. With the most recent additions, there are now 12 sirens in the system.

When we established the budget for this we used the 48k price. Please take a look on your end and see if this is a feasible number.

Thanks,

Paul Newton, Fire Chief
City of Glenpool
12205 S. Yukon Ave.
Glenpool, OK 74033

(918) 322-2172



Oklahoma Statutes

Title 11: Cities and Towns

Section 45 Municipal Planning Commissions

45-101

A municipal governing body may appoint a municipal planning commission whenever it is deemed expedient and may pass suitable ordinances for carrying out the provisions of this article.

45-102

The municipal planning commission shall consist of not less than five (5) citizens, all of whom shall reside within the municipality. The members shall be nominated by the mayor and confirmed by the governing body of the municipality. Each member shall serve for a term of three (3) years. When the commission is first appointed, the terms of one-third (1/3) of the members shall be for three (3) years, one-third (1/3) for two (2) years, and one-third (1/3) for one (1) year. Appointments to fill vacancies shall be for the unexpired term only. The members of the commission shall serve without pay, except that in cities having a population of more than two hundred thousand (200,000), the commissioners may receive a per diem as set by the municipal governing body, not to exceed Twenty-five Dollars (\$25.00) for each meeting attended or One Hundred Dollars (\$100.00) per month.

45-103

The planning commission shall prepare from time to time plans for the betterment of the municipality as a place of residence or for business. It may consider and investigate any subject matter tending to the development and betterment of the municipality, and make recommendations as it may deem advisable concerning the adoption thereof, to any department of the municipal government, and for any purpose make or cause to be made surveys, maps or plans. The commission shall have the power and authority to employ engineers, attorneys, clerks and a secretary, or any other help deemed necessary, subject to the approval of the municipal governing body. The salaries and compensation of any planning commission employees shall be fixed by the governing body and shall be paid out of the municipal treasury as other officers and employees. The necessary expenses incurred by the commission shall be appropriated and paid out of the municipal treasury as other legal expenses of the municipality, but in no event may the planning commission be authorized to create a deficiency.

45-104

- A. Before final action may be taken by any municipality or department thereof on the location, construction, or design of any public building, statue, memorial, park, parkway, boulevard, street, alley, playground, public ground, or bridge, or the change in the location or grade of any street or alley, the question shall be submitted to the planning commission for investigation and report. Counties and school districts may be exempted from the payment of a fee to obtain any license or permit required by a zoning, building, or similar ordinance of a municipality.
- B. All plans, plats, or replats of land laid out in lots or blocks, and the streets, alleys, or other portions of the same, intended to be dedicated to public or private use, within the corporate

limits of a municipality, shall first be submitted to the municipal planning commission for its approval or rejection. Before said plans, plats, or replats shall be entitled to be recorded in the office of the county clerk, they shall be approved by the municipal governing body. It shall be unlawful to offer and cause to be recorded any such plan, plat, or replat in any public office unless the same shall bear thereon, by endorsement or otherwise, the approval of the municipal governing body. Any plat filed without the endorsed approval of the municipal governing body shall not import notice nor impose any obligation or duties on the municipality. The disapproval of any such plan, plat, or replat by the municipal governing body shall be deemed a refusal of the proposed dedication shown thereon.

- C. The municipal planning commission may exercise jurisdiction over subdivision of land and adopt regulations governing the subdivision of land within its jurisdiction. Any such regulations, before they become effective, shall be approved by the municipal governing body and shall be published as provided by law for the publication of ordinances. Such regulations may include provisions as to the extent to which streets and other ways shall be graded and improved and to which water, sewer, and other utility mains, piping, or other facilities shall be installed as a condition precedent to the approval of the plat. The regulations may provide for a tentative approval of the plat before such installation. Any such tentative approval shall be revocable for failure to comply with commitments upon which the tentative approval was based and shall not be entered on the plat. In lieu of the completion of any improvements or utilities prior to the final approval of the plat, the commission may accept an adequate bond with surety, satisfactory to the commission, to secure for the municipality the actual construction and installation of the improvements or utilities at a time and according to specifications fixed by or in accordance with the regulations of the commission, and further conditioned that the developer will pay for all material and labor relating to the construction of the improvements. The municipality may enforce said bond by all appropriate legal and equitable remedies. Nothing in this section shall be construed as granting to any municipality or planning commission the power to direct any public utility to extend its services to any particular area.
- D. Upon adoption of the regulations governing the subdivision of land as provided in subsection C of this section, no plat or deed or other instrument concerning the subdivision of land within the corporate limits of a municipality shall be filed with the county clerk until it has been approved by the municipal planning commission of that municipality in accordance with the officially adopted regulations of subdivisions of that commission. If such approval is needed, the approval shall be endorsed on the face of the plat, or in the case of a deed or other instrument, in the form of a special subdivision certificate. If the adopted regulations exempt a certain subdivision of land from the approval requirement, the municipal planning commission shall provide to the county clerk an exemption statement to accompany the deed or instrument to be filed.
- E. A municipality which contains large areas of rural land not served by water and sewer facilities by the municipality shall authorize the use of private roadways in either platted or unplatted areas and shall issue building permits to property owners whose property is abutting upon the private roadways, without complying with standards as provided for dedicated streets, subject to the following conditions:
 - 1. The private roadway easement shall be at least fifty (50) feet in width; and
 - 2. The property abutting upon the private roadway shall contain not less than two (2) acres; provided, however, if the covenants of the subdivision allow for

Evapotranspiration Absorption Systems or an Aerobic Wastewater Treatment System, the property abutting upon the private roadway may contain not less than one (1) acre; and

3. The property shall be more than one-fourth (1/4) mile from sewer and water facilities furnished by the municipality; and
4. The private roadway shall not be dedicated to the public but reserved for future dedication and, until such future dedication, shall be the private roadway of the owners of the abutting property; and
5. The private roadway shall be maintained by the owners of the property within the subdivision; and
6. The municipality shall have no responsibility for the maintenance or repair of the private roadway; and
7. If the property is platted, there shall be emblemized on the face of the plat, clearly conspicuous, a notice that the streets and drives have not been dedicated to the public and that the streets shall be maintained by the private property owners within the subdivision. Said streets shall always be open to police, fire, and other official vehicles of all state, federal, county, and municipal agencies; and
8. Every deed shall clearly acknowledge that the roadway is private and not maintained by the municipality; and
9. Prior to the sale of any parcel of land in the subdivision, a conspicuous sign shall be posted at the entrance to the subdivision: "Private roadway not maintained by _____ (the municipality)". At any time after the municipality permits the use of said private roadway, a petition of the owners of at least sixty percent (60%) of the area of the land to improve and dedicate the street shall bind all of the owners thereby to permanently improve the street or roadway in compliance with the requirements of the municipality; and
10. The planning commission may require the developer of such property to reserve appropriate utility easements for water, sewer, and any other utility installations as may be required for present and future development.

Chapter 8

Code Administrators

Subchapter 1: Purpose and Application.

11-8-1: Purpose and Applicability.

- A. *Generally.* The purpose of this Chapter is to:
- Describe the role of City staff in the administration of this Title and the approvals issued hereunder;
 - Establish and describe the roles and responsibilities of the Planning Commission and Board of Adjustment in the administration of this Title and for making recommendations and decisions; and
 - Describe the scope of authority retained by the City Council with respect to the implementation and amendment of this Title.

11-8-2: Code of Ethics.

- A. *Conflict of Interest.* The Mayor or any member of the City Council, Planning Commission, or Board of Adjustment, to whom some private benefit, direct or indirect, financial or otherwise, may come as a result of a public action concerning this Title, shall not be a participant in that action. The possibility, not the actuality, of a conflict, shall govern. The individual experiencing a conflict of interest shall declare his or her interest, abstain from voting on the matter and refrain from any deliberations on the matter. The individual shall not discuss the matter with a fellow official for the purpose of influencing a decision thereon.
- B. *Ex Parte Contacts Prohibited.*
1. For the purposes of this Chapter, ex parte contacts and communications are defined as the receipt, either directly or indirectly, of verbal, visual, or written communications outside a duly noticed, open hearing on the record, at which all parties and all Board, Commission or Council members have an opportunity to be present.
 2. Members shall refrain from permitting ex parte contacts or communications with any person regarding any matter pending before or which may be reasonably expected to be pending before them.
 3. Ex parte contacts shall not influence quasi-judicial proceedings. If a member of the Board, Commission or Council obtains information outside of the public hearing process, whether through inadvertent ex parte communications with interested parties or through specific personal knowledge of a case, he or she shall fully disclose the information or knowledge to the Board, Commission or Council during the public hearing, along with the source of the information.
 4. Such ex parte communications or personal knowledge of a case shall not constitute a conflict of interest or other basis for excuse from participation in any case. Ex parte contacts shall also be prohibited for matters under reconsideration by the Board, Commission or Council.

5. The prohibition against ex parte contacts remains in effect as long as a matter may reasonably be expected to come before the Board, Commission or Council until after all appeal and remands for further consideration and reconsideration have concluded or the time for such proceedings has expired.

Subchapter 2: Code Administrators.

11-8-3: City Council.

The City Council shall have all powers conferred upon it by City Code, Title 1, Chapter 7, and those specific duties and responsibilities set out in this Title.

11-8-4: Planning Commission.

A. *Establishment, Membership.*

The Planning Commission is hereby created, effective when all of the appointive members have been appointed as herein provided. The Commission shall consist of five appointive members, all of whom shall be residents of the City. The City Planners, the City Engineer, and City Attorney, shall be ex-officio members.

B. *Appointments, Terms, Compensation, Vacancies, and Removals.*

1. Appointments to the Planning Commission shall be made by the City Council upon proper motion and majority vote thereof;
2. Commissioners shall serve for terms of three years, with the term to end at six thirty o'clock p.m. on the second Monday in May;
3. Vacancies shall be filled by the City Council for any unexpired terms;
4. The members shall serve without compensation; and
5. The Council may remove members of the Commission for cause.

C. *Organization and Proceedings.*

1. *Officers and Rules.* The Planning Commission shall elect a Chair, a Vice Chair, and Secretary, who shall serve until six thirty o'clock p.m. on the second Monday of the subsequent May after their election. The Secretary need not be a member of the Commission. The Commission may adopt by-laws or any rules necessary to conduct its affairs.
2. *Proceedings.* The Commission shall determine the time and place of its regular meetings, and the Chair, the City Council, or any three Commissioners, may call a Special Meeting of the Commission.

D. *Powers and Duties.*

1. The Planning Commission shall have all the powers and duties prescribed therefor by Oklahoma Statutes Title 11, § 11-45101 through § 11-45104, and all other powers and duties now, or hereafter, prescribed therefor by any other provision of state law.
2. The Planning Commission is hereby designated as the Zoning Commission of the City, and shall have all powers of a Zoning Commission, as provided by state law, whether exercising the powers of the Planning Commission or the powers of a Zoning Commission.
3. In exercising the powers of a Zoning Commission, the Planning Commission shall recommend the boundaries of the various zones and appropriate zoning regulations to

be enforced therein. It shall have all the powers conferred upon a zoning commission by Oklahoma Statutes Title 11, § 11-43101 through § 11-43109, and all powers which now or in the future may be granted by applicable state law to such authorities.

4. The Commission shall have those specific duties and responsibilities expressly set out in this Title.

E. *Advisors, Staff, and Expenses.* The Planning Commission may employ engineers, attorneys, clerks, and other assistance deemed necessary, subject to City Council approval.

11-8-5: Board of Adjustment.

A. *Establishment and Membership.*

There is hereby established a Board of Adjustment with the powers and duties hereinafter set forth. The Board shall consist of five members who shall be residents of the City. The City Council may designate alternate members to serve as a Board member in the absence of any regular Board member, provided that the alternate members meet the criteria of this Section to serve on the Board.

B. *Appointments, Terms, Compensation, and Vacancies.*

1. All appointments of Board of Adjustment members shall be made by the City Council, upon majority vote thereof.
2. Board members, and any alternate members, shall serve without pay for a term of three years.
3. Vacancies shall be filled by City Council for any unexpired term.

C. *Removals.* A Board of Adjustment member, upon written cause and after a public hearing, may be removed from the Board by the City Council for any one of the following causes:

1. Failure to attend three consecutive regular or special meetings or failure to attend two-thirds (2/3) of the regular or special Board meetings held during any six-month period.
2. Actions and conduct unbecoming a public official of the City.
3. Repeated acts and conduct detrimental to the peace, health, safety and welfare of the City.

D. *Organization and Proceedings.*

1. *Officers and Rules.* The Board of Adjustment shall elect a Chair, Vice Chair, and Secretary. The City Planner may be designated as Secretary. The Board may adopt by-laws or any rules necessary to conduct its affairs.
2. *Proceedings.*
 - a. Meetings shall be held at the call of the Chair and at such other times as the Board may determine. The Chair, or in his absence, the Vice Chair or Acting Chair, may administer oaths and compel attendance of witnesses.
 - b. All meetings, deliberations, and voting of the Board shall be open to the public.
 - c. The Board shall keep minutes of its proceedings, showing the vote of each member upon each question, or if absent or failing to vote, indicating such fact, and shall keep records of its examinations and other official actions, in the Official Records of the City.
 - d. In all matters, the Board shall render a decision within 90 days after the filing of an application for Board consideration.

- e. The quorum, notice, filing and substantive requirements of the Board shall be as set forth in this Title concerning the Board's exercise of a particular power.

E. *Powers and Duties.*

1. The Board of Adjustment shall have the power to hear appeals from the determinations of the City Planner or Building Official in administering and enforcing this Title, grant special exceptions and variances, and make interpretations of the *Official Zoning Map* and text of this Title, in accordance with the substantive and procedural standards hereinafter set forth.
2. The Board shall have all the powers and duties prescribed therefor by Oklahoma Statutes Title 11, § 11-44101 through § 11-44110, and all other powers and duties now, or hereafter, prescribed therefor by any other provision of state law.

F. *Notice of Public Hearing.*

1. The Board of Adjustment shall give notice and conduct a public hearing before acting on any appeal from a determination of the City Planner or Building Official, and before granting any Special Exception or variance.
2. The Board may not conduct a public hearing or render a decision on any variance or Special Exception until public notice of the Board meeting is provided a minimum of 10 days prior to the public hearing and meeting in a newspaper of general circulation in the City and written notice has been provided to all owners of property within a 300 foot radius of the outer boundaries of the subject property. Appeals shall not require publication or written notice.
3. Required notice shall contain:
 - a. The legal description of the property and the street address or approximate location of the property.
 - b. The present zoning of the property and the nature of the relief sought.
 - c. The date, time and place of the hearing and the name and contact information of the City Planner to obtain addition information regarding the request.
4. Through a registered bonded abstract company or a licensed title insurance company, a list of property owners and their mailing addresses, within a 300-foot radius of the outer boundaries of the subject property, as well as addressed adhesive envelope labels for all such property owners. The costs of publication, mailing and related administrative expenses shall be billed to the applicant.

11-8-6: Technical Advisory Committee (TAC).

The Technical Advisory Committee, as established in Title 12 (Subdivision), Section 12-3-2, *Technical Advisory Committee*, may be convened by the City Planner, as necessary, to administrate any of the requirements of this Title. Section 12-3-2, in its entirety, is incorporated by reference into this Title.

11-8-7: City Planner.

- A. *Administration.* It shall be the duty of the City Planner, or in consultation with the TAC and Building Official, to administer all requirements set out in this Title.

- B. *Violations.* If the City Planner finds that any provision of this Title is being violated, the City Planner shall notify in writing the person responsible for such violation, indicating the nature of the violation and ordering the action(s) necessary to correct the violation and to take any additional action to ensure compliance with, or prevent violation of, its provisions as set out in Chapter 11, *Enforcement and Remedies*, of this Title.

11-8-8: Other City Officials.

City officials vested with the authority to issue any permit, license, service connection, or other approval shall comply with the requirements of this Title and withhold the issuance of any permit, license, service connection, or other approval for any use, purpose, excavation, construction, driveway, structure, building, or sign in conflict with the provisions of this Title.