



NOTICE
GLENPOOL CITY COUNCIL
REGULAR MEETING

A Regular Session of the Glenpool City Council will be held at 6:00 p.m. on June 5, 2023, at Glenpool City Hall, City Council Chambers, 12205 S. Yukon Ave., 3rd Floor, Glenpool, Oklahoma.

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

Join Zoom Meeting

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

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

- Speakers attending in **PERSON** are required to complete the Request to Speak form located on the agenda table and return to the City Clerk **PRIOR TO THE CALL TO ORDER.**
- Speakers attending via **ZOOM** are required to complete the Request to Speak form located on our website: <https://glenpoolonline.civicweb.net/document/19057/Request%20to%20Speak%20Form.pdf> and email it to the City Clerk: Wknight@cityofglenpool.com **PRIOR TO 6:00 PM, JUNE 5, 2023 .**

AGENDA

	Page
A) Call to Order - Joyce G. Calvert, Mayor	
B) Roll Call, Declaration of Quorum – Wendy Knight, City Clerk; Joyce G. Calvert, Mayor	
C) Invocation – Jason Cowan, Faith Church	
D) Pledge of Allegiance – Joyce G. Calvert, Mayor	
E) Departmental Reports	
1) CM Report.06052023	4 - 6
2) Development Services Report - June 5 2023	7 - 11
3) 2023-05 Streets Parks Report	12 - 13
F) Mayor Report – Joyce G. Calvert, Mayor	
G) Council Comments	

- H) **Public Comments**
- I) **Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the City Council to be routine and will be enacted by one motion. Any Councilor may, however, remove an item from the Consent Agenda by request. A motion to adopt the consent Agenda is non-debatable.)**
- 1) Minutes from May 15, 2023 meeting. 14 - 20
[City Council Regular Meeting - 15 May 2023 - Minutes - Html](#)
 - 2) Resolution No. 2023007, a Resolution nominating Ed Tinker as a candidate for an open position on Oklahoma Municipal Retirement Fund Board of Trustees, representing District One. 21 - 23
[Resolution No. 2023007 OMRF Trustee Nomination](#)
 - 3) Engagement Letter from Hinkle & Company, CPA to conduct the fiscal year ending June 30, 2023 Annual Audit. 24 - 33
[Hinkle & Company Eng Ltr - Audit](#)
 - 4) Engagement Letter from Crawford & Associates, P.C. to prepare the financial statements for fiscal year ending June 30, 2023. 34 - 39
[Crawford Assoc. Eng Ltr - Fin Stmt Prep](#)
 - 5) Engagement Letter from Crawford & Associates, P.C. to perform monthly financial accounting for Fiscal Year 2023-2024. 40 - 43
[Crawford Assoc. Eng Ltr - Accounting services](#)
 - 6) FY23-24 Property, General Liability and Workers Compensation insurance renewals from Oklahoma Municipal Assurance Group. 44 - 47
[OMAG Insurance Renewals](#)
 - 7) Contract/Agreement Renewal form with Tulsa County BOCC to extend the FY21 CDBG Contract. 48 - 49
[Staff Report - CDBG Contract Renewal 2024FY.docx](#)
 - 8) Acceptance of 2022-2023 Annual Chamber report. 50 - 53
[052223 \(seventh\) year accomplishments for City Council](#)
- J) **Consideration and appropriate action relating to items removed from the Consent Agenda**
- K) **Scheduled Business**
- 1) Public Hearing for the purpose of receiving public comments, if any, on the proposed FY 2023-2024 Annual Budget. 54 - 90
 - a. Open Public Hearing – Joyce G. Calvert, Mayor
 - b. Presentation of Proposed Budget – David Tillotson, City Manager
 - c. Facilitate Public Comments – Joyce G. Calvert Mayor
 - d. Close Public Hearing – Joyce G. Calvert, Mayor[FY23-24 Proposed Budget](#)
 - 2) Discussion and possible action to approve, deny, or amend Resolution No. 2023006, 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 Fiscal Year 2023-2024 Annual Budget. 91 - 92

(David Tillotson, City Manager)

[Budget Resolution No 2023006](#)

- 3) Discussion and possible action to approve, deny or amend the Interlocal Agreement between City of Glenpool and Board of Tulsa County Commissioners for Elwood Ave from 131st St to 121st St S and 131st St S from Elwood Ave to Peoria Ave (Elm St) and 141st St S from Peoria Ave (Elm St) to Lewis Ave. 93 - 95
(David Tillotson, City Manager)
[Staff Report - Interlocal Agreement.TC and Jenks](#)
- 4) Discussion and possible action to approve, deny or amend the trial period for the alternate work schedule and office hours at City Hall and Utility Billing by making this schedule permanent. 96
(David Tillotson, City Manager)
[Staff Report - Alternate Work Schedule \(002\)](#)
- 5) Discussion and possible action to enter into Executive Session for the purposes of **(A)** conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to remain or to locate within the City of Glenpool because public disclosure of the matter discussed would interfere with the development of products or services and would violate the confidentiality of such business, pursuant to 25 O.S. § 307.C.11 of the Open Meeting Act; and **(B)** discussing the purchase or appraisal of certain real property, pursuant to Title 25, Section 307(B)(3) of the Oklahoma Statutes.
(David Tillotson, City Manager)
- 6) Discussion and possible action to reconvene in Regular Session.
(Joyce G. Calvert, Mayor)
- 7) Discussion and possible action to authorize the City Manager to negotiate a contract for the purchase of certain real property by the City on terms consistent with those discussed in executive session, subject to approval of the final contract terms by the City Council at a future meeting.
(David Tillotson, City Manager)

L) Adjournment

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on June 2, 2023, by 11:30 am.

Signed: Wendy Knight

City Clerk



To: Mayor and Council

From: David Tillotson

Date: May 31, 2023

Re: City Manager Report

Open Positions

We currently have 8 open positions.

I have noted positions below that are in the process.

- Public Works: 1 Position
 - Streets & Parks Laborer – Position advertised.
- Police Department: 4 Positions
 - Police Officer (3) – Interviews underway.
 - Dispatch – Applications currently being accepted.
- Development Services: 1 Position
 - Planner – Position advertised.
- Administration: 2 Positions
 - Finance Director – Position advertised.
 - IT Director

Capital Projects Update

- Kendalwood Park South – Phase 1 construction underway. The new sidewalks and parking areas have been installed. Construction is still moving forward with the fencing and other work in Phase 1. We are working with Tulsa County to extend the grant deadline beyond June 30th for Phase 1 work and to modify the grant to add additional funds for Phase 2. We anticipate having these documents to the Council for review at the next meeting.
- Sewer Plant Project – RFP for Engineering Design Services have been received and are currently being reviewed by staff.

- Kendalwood Park North – Finalizing contract details with vendor approved by Council at previous meeting.
- FYE2023 Streets Improvement Package – Finalizing contract details with vendor approved by Council at previous meeting.

Conference Center

One of the air conditioning units cooling the first-floor conference space experienced an electrical fire last week. Contractors are reviewing the problems and providing proposals for staff review.

The landscaping upgrades to the waterfall have been finalized. This site needed some significant work. The waterfall lighting is still inactive, but we are looking at that project as a possibility for the upcoming fiscal year.

City Events

- Summer Concert Series – The inaugural concert was held May 18th at the Conference Center. We experienced a good crowd for this first event and had good feedback from those in attendance. The next concert is scheduled for June 15th and will feature the BC & the Big Rig band.
- BlackGold Farmer's Market – We will be kicking off Glenpool's Farmer's Market on Saturday June 10th. This event will run every Saturday through October 7th from 8:00 a.m. to 12:00 p.m. We anticipate hosting approximately 20 vendors for June 10th and will limit the vendors to 30 throughout the summer to help us manage year one more effectively.
- Red, White and Boom Bash – Glenpool will once again be hosting our patriotic festivities with a concert featuring The Yacht Club and fireworks on Saturday, July 1st. We will have children's games and food trucks. Thank you to Glenpool Public Schools for allowing us to use the site just north of the football field again this year.

Miscellaneous

- Summer Concert Series – June 15th @ 6:30 p.m.
 - This event is set for the third Thursday of May, June, July and August this year at the Conference Center. We will be hosting a band each evening and offering food trucks and children's activities.
- Citywide Garage Sale – June 3rd
- Glenpool Farmer's Market – Begins June 10th

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

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

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

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

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- This event will be held monthly at BlackGold Park through the summer and into early fall.
- Red, White and Boom Bash – July 1st
- July 4th Holiday – City facilities will be closed on Tuesday, July 4th.

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To: Honorable Mayor and Glenpool City Council

From: Gerald S. Gilbert, Development Services Director

Date: June 5, 2023

RE: Development Services Monthly Report for May 2023

Listed below are current development related activities within the City of Glenpool **through the month of May 2023**. These activities listed include Projects Under Construction, Planning Applications Under Review, Approved Projects Not Under Construction, Building Permits and Inspections, and Code Enforcement Activity. The most recent activities are highlighted in **red**.

Commercial/Industrial Projects Under Construction:

1. **Wade's RV Service Center** - Commercial RV Sales, Service and Storage project located at 16059 S Us Hwy 75. **Estimated completion late August 2023**
2. **Mammoth Luxury Garage Condos** – Commercial storage with office space project located at 16571 S. Broadway St. **Estimated completion July 2023**
3. **Old School Bagel** – A 1,555 sf bagel restaurant located at 12165 Waco Avenue, adjacent to Sonic, within the Southwest Crossroads Shopping Center.
Estimated completion late July 2023
4. **King of Kings** – A 6,627sf church located at 15251 South Broadway Street.
Estimated completion mid-June 2023
5. **Arrowhead Mini Storage** – A Site Plan application for Phase II of the Arrowhead Mini Storage located at 14801 S. Elwood Ave. **Estimated completion August 2023**
6. **Beehive Phase II** – A Site Plan application for Phase II of the Beehive Care Facility located at 12570 Vancouver Ave. **Estimated completion March 2024**

Commercial/Industrial Projects Under Construction (Continued):

7. **17 Quincy, LLC Warehouse #2** - A Site Plan application for a proposed 16,000 sf warehouse office building on a 1.56-acre site in MonTapp Addition. **Estimated completion September 2023**
8. **Miller Tippens** – A Site Plan application for a 5,000sf addition to an existing building located at 437 E 141st St. S. **Estimated completion date October 2023**
9. **1st Oklahoma Credit Union** – A Site Plan application for a 5,900sf bank located at 14912 S. Broadway St. **Estimated completion date September 2023**
10. **Tropical Smoothie** – A Site Plan application for a 1,682sf fast-food restaurant located at 12134 S. Waco Avenue. **Estimated completion August 2023**

Certificate of Commercial/Industrial Occupancy Permits Issued in May:

1. **Harrison Hope** – Tenant Improvements for a professional office located at 15805 S Elwood Ave. Ste#106 (Park 151)
2. **Top Shelf Tattoo** – Tenant Improvements for a tattoo shop located 14060 S. Peoria Ave. Ste#108 (Elm Pointe).

Earth Change Permits Issued:

1. **Bahnmaeir Property** - Southwest corner of E 141st Street South and South Elwood Avenue (882 E 141st St. South)-. The owner is clearing dead trees, vegetation, dilapidated structures and trash and has indicated the clearing is being performed for future agricultural use (hay grass).
2. **Eagle I Investments (The Lakes at Twin Mounds Commercial)** – Southwest corner of W. 161st Street and US 75. The owner is clearing, grading and preparing the 11-acre site for future commercial uses.

Residential Projects Under Construction:

	Subdivision Name	Lots Approved	Under Construction	Completed	Lots Available
1	The Pines	31	3	28	0
2	Glen Hills I (Phase 1-6)	84	0	82	2
3	Glen Hills II (Phase 7-11)	78	25	20	33
4	Scissortail	88	14	22	52
5	Redbud Glen	74	0	16	58
6	Twin Ponds	25	1	1	23
	Totals	380	43	169	168

Planning Applications Under Review:

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

B. Zone Amendment(s): **No New Applications**

B. Subdivision Plat(s):

- 1. Redbud Glen II – A Preliminary Plat to subdivide a 25.729-acre site into sixty-seven (67) lots in eight (8) blocks and four (4) reserve areas. The subject site is generally located north of E. 149th Street S. and West of S. Elwood Ave.**
- 2. C & C Office Park – A Preliminary and Final Plat to subdivide a 1.26-acre site into two (2) lots located at 459 E 151st St. South**

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

Planning Applications Under Review:

D. Planned Unit Development (PUDs):

- 1. Carson Trails (PUD 43) - Major Amendment to PUD 43 (Carson Trails) for a reduction in lot sizes, frontyard setback and unit sizes.**

E. Site Plan Applications: **No New Applications**

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

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

Approved Projects Not Under Construction

- 1. Glenpool Retail – A proposed 6,095sf retail center located at 84 West 146th Street South.**
- 2. McGraw Winfield Realtors – A proposed 4,434sf office building located at 12189 South Yukon Avenue.**
- 3. By-Weld Industries - A proposed metal fabrication business located on a 6.81-acre lot within the S75 Business Park Phase III. The project consists of a 16,585sf building and related site improvements.**

Approved Projects Not Under Construction

4. **Carson Trails** – A 394-lot residential subdivision located north and east of the northeast corner of West 181st Street and South Union Avenue directly adjacent to Eden South neighborhood.
5. **Grandview Heights Apartments North Expansion** – A 120-unit apartment project on 6.8-acre site located at 12150 South Yukon Avenue. This is an expansion of the existing Grandview Heights Apartment project.
6. **Redbud Glen Major PUD Amendment** – Amendment to PUD 30C (Redbud Glen) to add approximately 31-acres to the approved PUD 30C boundaries for a total of 51.03-acres. The site is located generally on the northwest corner of S. Elwood Avenue and 151st Street.

Current Residential and Commercial Building Permit Statistics

New Residential Permits Issued May 2023	1
New Commercial Permits Issued May 2023	0
Current Active Residential Permits	47
Current Active Commercial Permits	17
Residential Permits thru May 2022	44
Residential Permits thru May 2023	17
Commercial Permits thru May 2022	4
Commercial Permits thru May 2023	0
Assessment Letters Issued in May 2023	3
Total Assessment Letters Issued in 2023	8

Code Enforcement Activity for 2023

ACTIVITY DESCRIPTION:	Totals			
Complaints received and investigated Year to Date	576			
Open public nuisance cases through May 2023	91			
CODE ENFORCEMENT CASES	Feb	Mar	Apr	May
	85	85	163	110
High grass:	2	1	4	18
Fire damaged structures:	-0-	-0-	-0-	-0-
Illegally parked vehicles:	5	5	16	8
Nuisance abatements (contractor):	-0-	-0-	-0-	-0-
Notices issued for residents with no water service:	-0-	1	1	-0-
Tulsa County Health Department citations:	-0-	-0-	-0-	-0-
Illegally placed signs:	56	105	78	40
Damage to public facilities citations:	-0-	-0-	-0-	-0-
Excessive trash & debris notices:	14	17	11	5
Dilapidated structures/property notices:	2	1	-0-	-0-
Trash can/receptacle placement notices:	-0-	-0-	-0-	-0-
Building demolition & removal:	-0-	-0-	-0-	-0-
Inoperable/abandoned vehicles:	2	4	5	4
Visual impairments caused by trees, shrubs, vehicles, basketball goals, etc. interfering with traffic flow:	0	0	46	30
Stagnant water causing mosquito issues:	-0-	2	1	3
Pest issue:	-0-	-0-	-0-	-0-
Dilapidated fencing:	2	2	1	2
Noxious odor:	-0-	1	-0-	-0-

/////
GSG/gsg



To: Mayor and Council

From: Jesse Hale, Public Works Director

Subject: May 2023 Street and Parks Monthly Report

The following details of all work completed between April 27, 2023 – May 30, 2023

- Streets
 - Crack sealed – none
 - Filled potholes
 - 135th & Fern (x5)
 - 148th & Birch
 - Fixed downed streets signs
 - 1227 E 146th ST – Stop sign fixed
 - Cleaned storm drains – ongoing
 - Picked up trash around town
 - County crew assisted in moving millings from WWTP to Morris Park drive and 156th water tower (to reclaim area that was, until recently, full of surplus inventory)
 - Unloaded and placed new concrete blocks at the WWTP to be used as walls to contain salt, sand, rocks, and fill dirt.
 - Crew took part in stop bar painting training provided by vendor
 - Painted stop bars at 141st and Peoria (all 4)
- Parks
 - Black Gold
 - Finished cleaning and mulching flower bed at Senior Center
 - Mowed and trimmed.
 - Turned splash pad on for the season
 - Kendalwood North
 - Mowed & trimmed.
 - Kendalwood South
 - Mowed & trimmed.
 - Lambert
 - Mowed & trimmed.
 - Cut low hanging branches and removed poison ivy vines from trees
 - Park Bridge is still closed.

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City Of Glenpool

Creating Opportunity

- Morris
 - Mowed & trimmed.
 - Baseball tournament was held on May 5th.
 - Upcoming baseball tournament on weekend of June 3rd and 4th.
- Rolling Meadows
 - Mowed & trimmed.
 - Several sections of rotted fence owned by Tailor's Pond II fell into the park. Boards were removed by park crew as boards and nails were a hazard.
- South County Soccer
 - Mowed & trimmed.
- Picked up trash and emptied trash cans daily at all city parks.
- Community
 - 2 crew worked to set up barricades for Senior parade at GPS.
 - 3 crew worked to set up barricades for VFW Memorial Day Ceremony
 - Cleaned and set trash cans at Conference Center for city concert
- Misc.
 - Mulched City welcome signs
 - Finished up mulching and cleaning Utility Billing flower beds.
 - Moved file cabinets from PD to Community Development
 - Inspected Kendalwood South Park rehab on a daily basis.

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

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MINUTES
City Council Regular Meeting
Monday, May 15, 2023 Council Chambers 6:00 PM

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

COUNCIL ABSENT: Chris Brobst

STAFF PRESENT: David Tillotson
Susan White
Wendy Knight
Sarah Cage
Gerald Gilbert
David Agbetunsin
Jeremy Plane

- A) Call to Order - Joyce G. Calvert, Mayor**
Mayor Calvert called the meeting to order at 6:00 p.m.
- B) Roll Call, Declaration of Quorum – Wendy Knight, City Clerk; Joyce G. Calvert, Mayor**
Wendy Knight called the roll, Mayor Calvert declared a quorum present.
Scott Major of Rosenstein, Fist & Ringold was also in attendance.
- C) Invocation – Brent McClure, Woodlake Church**
- D) Pledge of Allegiance – Joyce G. Calvert, Mayor**
- E) Departmental Reports**
- The Fire Department's new truck arrived today.
[CM Report.05152023](#)
- F) Mayor Report – Joyce G. Calvert, Mayor**
- Joe Wuest was able to help secure \$100,000.00 and \$80,000.00 in OIEP grant awards. She said it is wonderful that our Economic

Development department was able to do so.

- **David Tillotson** added that Premier Steel was just removed from the current program to a separate program that has allowed them to bump up to better funding.

G) Council Comments

Councilor Lund reminded everyone that the senior parade will be on Friday at 7:00 p.m. with the route going around the school and ending at the football field; that graduation will be on Monday at 7:00 p.m. at the UMAC; and that the last day of school will be Friday, May 19th.

H) Public Comments

There were no public comments.

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

- 1) Minutes from May 1, 2023 meeting.
[City Council Regular Meeting - 01 May 2023 - Minutes - Html](#)
- 2) Renewal of the employee benefits package for Fiscal Year 2023-2024.
[Staff Report - Benefits Renewal](#)
- 3) Memorandum of Understanding with INCOG for 911 mapping and MSAG maintenance in the amount of \$2,427 for FY23-24.
[Staff Report - INCOG 911 Mapping MOU](#)
- 4) Approve Budget Amendment City-07 for Fiscal Year 22-23 allocating Community Development Block Grant Funds to improve Kendalwood Park South.

Moved by Jacqueline Triplett-Lund, seconded by Brandon Kearns

To approve the Consent Agenda.

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

CARRIED.

[Staff Report - Budget Amendment.City07.FYE23](#)

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

K) Scheduled Business

- 1) **459 E 151st St. South LLC** - Zone Amendment (GZA-306). An Ordinance to rezone a 1.26-acre site located at 459 E 151st St. South. The proposed Zone Amendment will change the zoning from AG (Agricultural) to CS (Commercial Shopping Center).
Applicant: 459 E 151st St. South LLC
Applicant Representative: Ryan McCarty, Select Design
(Gerald Gilbert, Development Service Director)

A. Public Hearing on the proposed Ordinance No. 813.

B. Discussion and possible action to approve, deny or amend the proposed Ordinance No. 813.

A. Mayor Calvert opened the Public Hearing at 6:06 p.m.

- Mr. Gilbert presented Ordinance No. 813.
- There were no public comments.
- Mayor Calvert closed the Public Hearing at 6:12 p.m.

B. Discussion and possible action to approve, deny or amend the proposed Ordinance No. 813.

- Mr. Gilbert recommended Council approval of Ordinance No. 813.

Moved by Jacqueline Triplett-Lund, seconded by Brandon Kearns

To approve Ordinance No. 813.

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

CARRIED.

[Ordinance No. 813](#)

- 2) An Ordinance amending Title 11 of the City Code of Ordinances (Zoning Regulations) by amending:

(i) Subchapter 2: Land Uses

11-3-9: Nonresidential Uses by Zoning District

TABLE 11-3-9 Nonresidential Uses by Zoning District

Land Use:

Outdoor Recreation, Commercial Intensive

Zoning Districts

CS, CG, IL, and IM

A. Public Hearing on the proposed Ordinance No. 814.

B. Discussion and possible action to approve, deny or amend the proposed Ordinance No. 814.

C. Discussion and possible action to approve or deny an Emergency Clause for Ordinance No. 814.

A. Mayor Calvert opened the Public Hearing at 6:13 p.m.

- Mr. Gilbert presented Ordinance No. 814, amending Title 11 of the City Code of Ordinances (Zoning Regulations).
- Alan Woodcock, Glenpool resident, spoke - asking if notice would be given to adjoining properties. Mr. Gilbert advised that notice would be given.
- Mayor Calvert closed the Public Hearing at 6:25 p.m.

B. Mr. Gilbert recommended Council approval of Ordinance No. 814.

C. Mr. Gilbert recommended Council approval of an Emergency Clause for Ordinance No. 814.

Moved by Brandon Kearns, seconded by Joyce Calvert

To approve Ordinance No. 814.

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

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

CARRIED.

Moved by Jacqueline Triplett-Lund, seconded by Brandon Kearns

To approve an Emergency Clause for Ordinance No. 814.

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

CARRIED.

[Ordinance No. 814 with Emergency Clause](#)

- 3) Discussion and possible action to approve or deny awarding Project Nos. 1, 2, 4, 5, 6, 10, 11 and 12 for the 2023 Street Maintenance and Stormwater Structure Improvement Project Phase 1 to the lowest responsible bidder, Dunham's Asphalt Services, Inc., in the amount of \$285,500.00, to be funded from the approved FY 22/23 Budget Item No. 01-6-14-6274: Street improvements, subject to required bonds and insurance and mutual execution of the contract, and to authorize the City Manager to execute the same on behalf of the City.
(David Agbetunsin, City Engineer)

Mr. Agbetunsin presented and recommended Council approval of awarding Project Nos. 1, 2, 4, 5, 6, 10, 11 and 12 for the 2023 Street Maintenance and Stormwater Structure Improvement Project Phase 1 to the lowest responsible bidder, Dunham's Asphalt Services, Inc., in the amount of \$285,500.00, to be funded from the approved FY 22/23 Budget Item No. 01-6-14-6274: Street improvements, subject to required bonds and insurance and mutual execution of the contract, and to authorize the City Manager to execute the same on behalf of the City. Staff has evaluated the problem areas within our public street system that require varying degrees of repair that are greater in scope than the City is able to accomplish with current staffing and equipment. Staff has prioritized these identified areas to be addressed as FY funding

becomes available.

Moved by Tim Fox, seconded by Jacqueline Triplett-Lund

To approve awarding Project Nos. 1, 2, 4, 5, 6, 10, 11 and 12 for the 2023 Street Maintenance and Stormwater Structure Improvement Project Phase 1 to the lowest responsible bidder, Dunham's Asphalt Services, Inc., in the amount of \$285,500.00, to be funded from the approved FY 22/23 Budget Item No. 01-6-14-6274: Street improvements, subject to required bonds and insurance and mutual execution of the contract, and to authorize the City Manager to execute the same on behalf of the City.

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

CARRIED.

[Staff Report - 2023 Street Repair and Stormwater Improvement Projects](#)

- 4) Presentation and discussion of FY23-24 annual budget. No action will be taken.
(David Tillotson, City Manager)

Mr. Tillotson presented a draft of the FY23-24 annual budget. No action was taken.

- 5) Discussion and possible action to enter into Executive Session for the purpose of 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, pursuant to 25 O.S. § 307(B)(2) (Open Meeting Act).
(Susan White, Assistant City Manager)

Moved by Jacqueline Triplett-Lund, seconded by Brandon Kearns

To enter into Executive Session at 6:34 p.m.

	For	Against	Abstained	Absent
Joyce Calvert	x			

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

CARRIED.

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

Moved by Brandon Kearns, seconded by Jacqueline Triplett-Lund

To reconvene in Regular Session at 7:14 p.m.

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

CARRIED.

L) Adjournment

Mayor Calvert declared the meeting adjourned at 7:14 p.m.



To: Mayor and Council

From: Wendy Knight, City Clerk

Date: June 5, 2023

Re: OMRF Board Nomination

Background:

The Oklahoma Municipal Retirement Fund (OMRF) Board has a Trustee position coming open for our district. Currently Ed Tinker, a plan retiree, sits in this seat. I have spoken with Mr. Tinker and he would like to continue in this position for another term. Given the complexity of the various retirement systems managed by OMRF and their accompanying IRS rules and regulations, I believe Board continuity is an added benefit at this time for Glenpool, our employees, and municipal employees across Oklahoma. Glenpool originally nominated Mr. Tinker for the open Board seat 10 years ago and I believe he would make an excellent nominee to continue in his role as an OMRF Board Trustee. This item is not the City's official vote in the election, but rather, the first step in the election process. Once nominations are in from participating municipalities in our district, OMRF will send an official ballot for action by the Council.

Staff Recommendation:

Staff recommends nominating Ed Tinker to continue in his role as an OMRF Board Trustee.

Attachments:

- OMRF Nomination Resolution

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

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

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

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

www.glenpoolonline.com



OFFICIAL NOTICE

May 5, 2023

TO: District 1 Members

FROM: Jodi S. Cox, Executive Director & CEO
Oklahoma Municipal Retirement Fund (OkMRF)

SUBJECT: Trustee Nomination for District 1

This is to notify you of the nomination and election process for the OkMRF District 1 Trustee position. The term is for five years and begins October 1, 2023. Hollis "Ed" Tinker, Sr., City of Glenpool Retiree, currently holds the trustee position.

As a member of District 1, your governing body shall have the right to nominate through its Authorized Agent one person to fill the expiring office in your district. Such nominations shall be by Resolution (resolution sample on back) and shall be mailed and filed with the OkMRF office no earlier than May 20, 2023 but no later than June 30, 2023. Nominations received after the close of business on June 30, 2023 will not be considered.

After we have received the nominations, OkMRF will then prepare a ballot listing the names and a brief statement of the background and experience of the nominees. We will then forward on or before, July 20, 2023, a certified copy of this ballot to each Authorized Agent in District 1. The governing body of each employer in District 1 shall be entitled to cast by resolution one vote. The ballot that will be furnished to you must be returned to OkMRF between July 20 and August 30, 2023.

According to the Plan's Trust Indenture, Article III, Paragraph 3.15, qualifications for such office are:

Each person nominated, elected or appointed to serve as Trustee of this Trust shall be at the time he is to take office, an officer of the employer, member of the governing body of the employer, or an active or retired participant in the system. (Active or retired participant shall mean an employee with an account balance or benefit remaining in the system). For the district offices the Trustee shall be an officer or member of the governing body of an employer located in the district represented by the Trustee, and in case of a retired or active participant the Trustee's participation must be with an employer located in the district for which the Trustee serves. Any Trustee shall immediately be disqualified upon failing to meet any criteria for qualification as set forth above.

If you have any questions concerning the nomination or election process, please feel free to call us at 1-888-394-6673, Ext. 102. Forward your nominations by June 30, 2023, to:

Oklahoma Municipal Retirement Fund
1001 NW 63rd Street, Suite 260
Oklahoma City, Oklahoma 73116

To ensure your nomination was received, it is best to call the OkMRF offices and confirm delivery.

District 1 Members

Adair, Afton, Bartlesville, Bixby CMO, Bristow, Broken Arrow, Catoosa CMO & COP, Chelsea, Chelsea Gas Authority, Chouteau, Claremore, Collinsville, Copan, Coweta, Dewey, Drumright, Glenpool, Hulbert, Inola, Jay, Jenks, Kansas, Kiefer, Mannford, Miami, Mounds, Nowata, Oilton, Owasso, Salina, Sand Springs, Sapulpa, Spavinaw, Stilwell, Verdigris, Vinita, West Siloam Springs & WSSMTA, Westville and Westville Utility Authority

1001 NW 63rd Street | Suite 260 | Oklahoma City, Oklahoma | 73116

Phone 1.888.394.6673 | Local 405.606.7880 | Fax 405.606.7879 | www.okmrf.org

RESOLUTION NO. 2023007

A RESOLUTION OF CITY OF GLENPOOL NOMINATING HOLLIS "ED" TINKER, SR., AS A CANDIDATE TO FILL AN OPEN POSITION ON THE BOARD OF TRUSTEES OF THE OKLAHOMA MUNICIPAL RETIREMENT FUND (OkMRF) REPRESENTING DISTRICT 1 FOR A FIVE YEAR TERM BEGINNING OCTOBER 1, 2023, THROUGH OCTOBER 1, 2028.

WHEREAS, The Oklahoma Municipal Retirement Fund Executive Director/CEO, Jodi Cox, has notified all participating employers of District 1 that a five year term on the Board of Trustees is expiring September 30, 2023; and

WHEREAS, OkMRF is governed by a Board of Trustees who are nominated and elected by member cities, towns and municipal agencies.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the participating employer City of Glenpool that they do hereby nominate Hollis "Ed" Tinker, Sr, for election to the OkMRF Board of Trustees.

*****END*****

The undersigned hereby certify that the foregoing Resolution was duly adopted and approved by the Mayor and City Council of the participating employer of City of Glenpool, on the 5th day of June, 2023.

Joyce G. Calvert, Mayor

Attest (Seal):

Wendy Knight, City Clerk

TO ENSURE DELIVERY, PLEASE CALL 1-888-394-6673 EXT. 102

*MAIL RESOLUTION TO:
OKLAHOMA MUNICIPAL RETIREMENT FUND
1001 NW 63RD STREET, SUITE 260
OKLAHOMA CITY, OK 73116*



STAFF REPORT

To: Honorable Mayor and City Council

From: Susan White, Asst. City Manager

Date: June 5, 2023

Re: Audit Engagement for FYE June 30, 2023, with Hinkle & Company

Background:

The City has engaged Hinkle & Company for the past two years to conduct the Financial and Compliance audit. Staff is pleased with the quality of their work and professionalism.

Attached is their Engagement Letter for the purpose of providing audit services for FYE June 30, 2023, at an estimated cost of \$28,500.

Staff Recommendation:

Staff recommends Council approval to engage Hinkle & Company at an estimated cost of \$28,500.

Attachments:

Hinkle & Company Engagement Letter

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

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

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

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

www.glenpoolonline.com



May 16, 2023

City of Glenpool
Sarah N. Cage, City Comptroller
12205 South Yukon Avenue
Glenpool, Oklahoma 74033

The following represents our understanding of the services we will provide City of Glenpool (The City).

You have requested that we audit the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of Glenpool, as of June 30, 2023 and for the year then ended and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and in accordance with Government Auditing Standards, will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Accounting principles generally accepted in the United States of America require that supplementary information (RSI), such as management's discussion and analysis (MD&A), budgetary comparison schedule for the General Fund, schedules of the City's proportionate share of the net pension liability and the City's contributions, be presented to supplement the City of Glenpool basic financial statements. Such information, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board* who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI.

5028 E. 101st Street

Tulsa, OK 74137

TEL: 918.492.3388

FAX: 918.492.4443

www.hinklecpas.com

The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

- Management's Discussions and Analysis
- Schedule of the City's proportionate share of the net pension liability and Other Post-employment Benefits
- Schedule of the City's contributions
- Budgetary Comparison Schedule
- Notes to the Budgetary Comparison Schedule

Auditor Responsibilities

We will conduct our audit in accordance with GAAS. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about City's ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.



Compliance with Laws and Regulations

As previously discussed, as part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we will perform tests of City's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Management Responsibilities

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the basic financial statements in accordance with accounting principles generally accepted in the United States of America.
- b. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements; and
- c. To provide us with:
 - i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the basic financial statements such as records, documentation, and other matters;
 - ii. Additional information that we may request from management for the purpose of the audit;
 - iii. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
 - iv. A written acknowledgement of all the documents that [management] expects to issue that will be included in the annual report and the planned timing and method of issuance of that annual report; and
 - v. A final version of the annual report (including all the documents that, together, comprise the annual report) in a timely manner prior to the date of the auditor's report.
- d. For including the auditor's report in any document containing basic financial statements that indicates that such basic financial statements have been audited by us;
- e. For identifying and ensuring that the entity complies with the laws and regulations applicable to its activities;
- f. For adjusting the basic financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the basic financial statements as a whole; and
- g. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
- h. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;



- i. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in internal control and others where fraud could have a material effect on the financials; and
- j. For the accuracy and completeness of all information provided.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility: (a) for the preparation of the supplementary information in accordance with the applicable criteria; (b) to provide us with the appropriate written representations regarding supplementary information; (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information; and (d) to present the supplementary information with the audited basic financial statements, or if the supplementary information will not be presented with the audited basic financial statements, to make the audited basic financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of our audit process, we will request from management, written confirmation concerning representations made to us in connection with the audit.

Reporting

We will issue a written report upon completion of our audit of the City's basic financial statements. Our report will be addressed to the Mayor and City Council of the City of Glenpool. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance will not be an objective of the audit and, therefore, no such opinion will be expressed



Other

We understand that your employees will prepare all confirmations we request and will locate any documents or support for any other transactions we select for testing.

If you intend to publish or otherwise reproduce the basic financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

Provisions of Engagement Administration, Timing and Fees

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

Kirk Vanderslice is the engagement partner for the audit services specified in this letter. His responsibilities include supervising the auditing services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report. *We will work with your staff to schedule the audit to meet the City's needs.*

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses. Invoices will be rendered every two weeks and are payable upon presentation. We estimate that our fee for the audit will be \$28,500. We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate. Whenever possible, we will attempt to use the City's personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit.



The audit documentation for this engagement is the property of Hinkle & Company, PC and constitutes confidential information. However, we may be requested to make certain audit documentation available to state and federal agencies and the U.S. Government Accountability Office pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Hinkle & Company, PC's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to these agencies and regulators. The regulators and agencies may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies. We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

During the course of the audit, we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

You agree to inform us of facts that may affect the financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

At the conclusion of our audit engagement, we will communicate to the Mayor and Audit Committee, the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.



In accordance with the requirements of *Government Auditing Standards*, we have attached a copy of our latest external peer review report of our firm for your consideration and files.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statement's compliance over major federal award programs including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Hill & Company, PC

This letter correctly sets forth our understanding of the City of Glenpool.

Mayor Joyce Calvert
City of Glenpool

Date





Report on the Firm's System of Quality Control

April 29, 2020

To the Members of
Hinkle & Company, PC
and the Peer Review Committee of the OSCPA

We have reviewed the system of quality control for the accounting and auditing practice of Hinkle & Company, PC (the firm) in effect for the year ended September 30, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

9905 N. May Avenue, Oklahoma City, Oklahoma 73120
Phone (405) 848-7797 Fax (405) 848-7840 Web address: www.hbc-cpas.com

To the Members of
Hinkle & Company, PC
and the Peer Review Committee of the OSCPA
Page 2

Opinion

In our opinion the system of quality control for the accounting and auditing practice Hinkle & Company, PC in effect for the year ended September 30, 2019 has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies), or fail. Hinkle & Company, PC has received a peer review rating of pass.

A handwritten signature in black ink that reads "HBC CPAs & Advisors". The signature is stylized and cursive.

HBC CPAs & Advisors
Oklahoma City, Oklahoma



STAFF REPORT

To: Honorable Mayor and City Council

From: Susan White, Asst. City Manager

Date: June 5, 2023

Re: Annual Financial Statements for FYE June 30, 2023

Background:

The City requested a proposal from Crawford & Associates to prepare the financial statements for the fiscal year ending June 30, 2023.

Attached is their Engagement Letter for preparation of the annual financial statements and scope of work. The estimated cost to complete the financial statements is \$37,000.

Staff Recommendation:

Staff recommends Council approval to engage Crawford & Associates for the preparation of the annual financial statements for the fiscal year ending June 30, 2023, at approximately \$37,000.

Attachments:

Crawford & Associates Engagement Letter

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

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

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

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

www.glenpoolonline.com



April 14, 2023

Ms. Susan White, Assistant City Manager
City of Glenpool
12205 S. Yukon Ave.
Glenpool, OK 74033

Dear Ms. White:

Crawford & Associates, P.C. is pleased that the City of Glenpool (the City) continues to express its confidence in our firm and our state and local government expertise. We look forward to a successful relationship as an integral financial management resource to the City of Glenpool management and governing body.

We are prepared to provide a full range of accounting and consulting services to the City of Glenpool contingent upon approval of your management and/or governing body. The purpose of this engagement letter is to identify the scope of available services from Crawford & Associates, the specific initial services requested at this time, and to confirm the terms, objectives, and limitations of our engagement services.

Scope of Services

The scope of professional services that are available and can be provided to the City of Glenpool are outlined below under the heading *Scope of Available Services*. While this listing includes a range of services available from Crawford & Associates, the specific initial services requested to be provided at the current time are separately identified under the heading *Initial Services Requested*. Any additional services that are available from Crawford & Associates beyond these initially requested services can be provided upon subsequent specific request and agreement.

Scope of Available Services

- Preparation of Annual Financial Statements
- General Accounting and Advisory Assistance
- Budget Preparation and Amendment Assistance
- Capital Asset Records and Accounting Assistance
- Information Technology System Assistance
- Internal Control Policies and Procedures Assistance
- Labor Relations Consulting
- Laws and Regulations Compliance Assistance
- Investigation of Allegations or Concerns
- Tax and Other Regulatory Report Assistance

Initial Services Requested

- Preparation of Annual Financial Statements for the fiscal year ended June 30, 2023

Services Related to the Preparation of Annual Financial Statements

You have requested that we prepare the annual financial statements of the financial reporting entity of the City of Glenpool, Oklahoma as of and for the year ended June 30, 2023. Such financial statements will include:

- a. Basic Financial Statements, including notes to the financial statements
- b. Required Supplementary Information
- c. Supplementary Information (to the extent management elects to include)
- d. Other Information (to the extent management elects to include)

Crawford & Associates' Responsibilities

The objective of our engagement is to prepare the annual financial statements in accordance with accounting principles generally accepted in the United States of America based on information provided by you. We will conduct our engagement in accordance with Statements on Standards for Accounting and Review Services (SSARs) promulgated by the Accounting and Review Services Committee of the AICPA and comply with the AICPA's Code of Professional Conduct, including the ethical principles of integrity, objectivity, professional competence, and due care.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion or provide any assurance on the financial statements.

Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations.

Management Responsibilities

The engagement to be performed is conducted on the basis that management acknowledges and understands that our role is to prepare financial statements in accordance with accounting principles generally accepted in the United States of America. Management has the following overall responsibilities that are fundamental to our undertaking the engagement to prepare your financial statements in accordance with SSARs:

- a. The selection of accounting principles generally accepted in the United States of America as the financial reporting framework to be applied in the preparation of the financial statements
- b. The prevention and detection of fraud
- c. To ensure that the entity complies with the laws and regulations applicable to its activities
- d. The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement to prepare financial statements

e. To provide us with:

- i. Documentation, and other related information that is relevant to the preparation and presentation of the financial statements,
- ii. Additional information that may be requested for the purpose of the preparation of the financial statements, and
- iii. Unrestricted access to persons within the City of Glenpool, Oklahoma, of whom we determine necessary to communicate.

The financial statements will not be accompanied by a report. However, you agree that the financial statements will clearly indicate that no assurance is provided on them.

Other Requested and Available Services

In conjunction with the other requested and available services (other than the preparation of the annual financial statements) as identified in the Scope of Services section of this letter, Crawford & Associates will be responsible for providing such services upon request in accordance with the applicable professional standards of the AICPA. It is anticipated that most if not all of these other services will be performed in accordance with the standards applicable to consulting services as prescribed by the AICPA.

Crawford & Associates, is not obligated to, but will report or otherwise communicate to management any recommendations, it determines necessary, resulting from the professional services provided.

Management and the governing body will be responsible for establishing the scope of our other professional services to be provided and for providing the necessary resources allocated to the work; such responsibility includes determining the nature, scope, and extent of the services to be performed, providing sufficient appropriation for the estimated cost of these services, providing overall direction and oversight for each service, and reviewing and accepting the results of the work.

Access to Working Papers and Reports

Any working papers prepared by Crawford & Associates in connection with performing the compilation and other professional services are the property of Crawford & Associates. Upon request, copies of any or all working papers and reports that we consider to be nonproprietary will be provided to management. Management may make such copies available to its external auditors and to certain regulators in the exercise of their statutory oversight responsibilities. Such copies may not be made available to any other third party without the prior written consent from Crawford & Associates.

Fees and Costs

Fees and out-of-pocket expenses for this engagement will be billed as the work progresses and payable upon receipt of our invoices. Out-of-pocket expenses include such costs incurred by Crawford & Associates in providing the services including travel, lodging, telecommunications, printing, document reproduction, and the like. Our fees for these services will be billed at our standard hourly rates, as follows, for the individual performing such services based on the actual number of hours of work, including travel time, performed by that individual.

Standard Hourly Rates:

- Firm President \$265
- Shareholders \$180
- Senior Managers \$160
- Managers \$140
- Senior Professional Staff \$120
- Professional Staff \$80
- Clerical Staff \$50

Because Crawford & Associates has no direct control over the type and amount of services requested by the management or the governing body during the term of this engagement, nor does Crawford & Associates have direct control over the quality of your accounting system or records, potential turnover of your staff, or your staffing levels, resources, or capabilities, it is impractical for us to provide an accurate amount of hours that will be required for the services requested or a not-to-exceed limit on fees and expenses charged. We will rely on you to provide us with a copy of approved purchase orders, containing estimated fees and expenses, monitor the cumulative fees and expenses charged, and notify us if and when the cumulative amount approaches the total appropriated level estimated. You also agree to provide sufficient appropriation for all services requested prior to the services being performed. For purposes of purchase order preparation, we estimate the fees for the services anticipated at this time, as defined in the Scope of Services section of this letter, will approximate \$37,000, unless the City requests additional services outside the scope of this agreement, or substantial changes are made to the City's reporting entity or annual activity, or turnover of key staff at the City occurs, at which we will approach management and possibly the governing body at that time about possible adjustments to our fee range. In the event we complete FY 2023 prior to the end of FY 2024, we may begin interim preparations in the spring of 2024 to facilitate a more timely issuance of FY 2024's financial statements.

The term of this engagement is a period from July 1, 2023 through the June 30, 2024. Crawford & Associates may perform additional services upon receipt of a formal request from management or the governing body with terms and conditions that are acceptable to both parties.

The agreements and undertakings contained in this engagement letter, shall survive the completion or termination of this engagement.

Acceptance

Please indicate your acceptance of this agreement by signing in the space provided below and returning this engagement letter to us. A duplicate copy of this engagement letter is provided for your records. We look forward to continuing our professional relationship with the City of Glenpool.

Respectfully submitted and agreed to by,



Frank Crawford
Crawford and Associates, P.C.

Accepted and agreed to for the City of Glenpool:

By: _____

Title: _____

Date: _____



STAFF REPORT

To: Honorable Mayor and City Council

From: Susan White, Asst. City Manager

Date: June 5, 2023

Re: Accounting Services

Background:

Crawford & Associates have provided excellent accounting services and staff recommends continuing their services for FY 2024 to maintain the financial records until the time a new Finance Director is in place.

Attached is their Engagement Letter for the purpose of providing accounting services on a monthly basis at approximately \$5,000 per month.

Staff Recommendation:

Staff recommends Council approval to engage Crawford & Associates for monthly accounting services, at an approximate cost of \$5,000 a month.

Attachments:

Crawford & Associates Engagement Letter

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

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

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

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

www.glenpoolonline.com



April 14, 2023

Ms. Susan White, Assistant City Manager
City of Glenpool
12205 S. Yukon Ave.
Glenpool, OK 74033

Dear Ms. White:

Crawford & Associates, P.C. is pleased that the City of Glenpool (the City) continues to express its confidence in our firm and our state and local government expertise. We look forward to a continued successful relationship as an integral financial management resource to the City of Glenpool management and governing body.

We are prepared to provide a full range of accounting and consulting services to the City of Glenpool contingent upon approval of your management and/or governing body. The purpose of this engagement letter is to identify the scope of available services from Crawford & Associates, the specific initial services requested at this time, and to confirm the terms, objectives, and limitations of our engagement services.

Scope of Services

The scope of professional services that are available and can be provided to the City of Glenpool are outlined below under the heading *Scope of Available Services*. While this listing includes a range of services available from Crawford & Associates, the specific initial services requested to be provided at the current time are separately identified under the heading *Initial Services Requested*. Any additional services that are available from Crawford & Associates beyond these initially requested services can be provided upon subsequent specific request and agreement.

Scope of Available Services

- Preparation of Annual Financial Statements
- General Accounting and Advisory Assistance
- Budget Preparation and Amendment Assistance
- Capital Asset Records and Accounting Assistance
- Information Technology System Assistance
- Internal Control Policies and Procedures Assistance
- Labor Relations Consulting
- Laws and Regulations Compliance Assistance
- Investigation of Allegations or Concerns
- Tax and Other Regulatory Report Assistance

Initial Services Requested

General Accounting, Balancing and Advisory Services for internal accounting records, month-to-month, as requested by City Management

Requested and Available Services

In conjunction with the requested and available services as identified in the Scope of Services section of this letter, Crawford & Associates will be responsible for providing such services upon request in accordance with the applicable professional standards of the AICPA. It is anticipated that all of these services will be performed in accordance with the standards applicable to consulting services as prescribed by the AICPA.

Crawford & Associates, is not obligated to, but will report or otherwise communicate to management any recommendations it determines necessary, resulting from the professional services provided.

Management and the governing body will be responsible for establishing the scope of our other professional services to be provided and for providing the necessary resources allocated to the work; such responsibility includes determining the nature, scope, and extent of the services to be performed, providing sufficient appropriation for the estimated cost of these services, providing overall direction and oversight for each service, and reviewing and accepting the results of the work.

Access to Working Papers and Reports

Any working papers prepared by Crawford & Associates in connection with performing the compilation and other professional services are the property of Crawford & Associates. Upon request, copies of any or all working papers and reports that we consider to be nonproprietary will be provided to management. Management may make such copies available to its external auditors and to certain regulators in the exercise of their statutory oversight responsibilities. Such copies may not be made available to any other third party without the prior written consent from Crawford & Associates.

Fees and Costs

Fees and out-of-pocket expenses for this engagement will be billed as the work progresses and payable upon receipt of our invoices. Out-of-pocket expenses include such costs incurred by Crawford & Associates in providing the services including travel, lodging, telecommunications, printing, document reproduction, and the like. Our fees for these services will be billed at our standard hourly rates, as follows, for the individual performing such services based on the actual number of hours of work, including travel time, performed by that individual.

Standard Hourly Rates:

- Firm President \$265
- Shareholders \$180
- Senior Managers \$160
- Managers \$140
- Senior Professional Staff \$120
- Professional Staff \$80
- Clerical Staff \$50

Because Crawford & Associates has no direct control over the type and amount of services requested by the management or the governing body during the term of this engagement, nor does Crawford & Associates have direct control over the quality of your accounting system or records, potential turnover of your staff, or your staffing levels, resources, or capabilities, it is impractical for us to provide an accurate amount of hours that will be required for the services requested or a not-to-exceed limit on fees and expenses charged. We will rely on you to provide us with a copy of approved purchase orders, containing

estimated fees and expenses, monitor the cumulative fees and expenses charged, and notify us if and when the cumulative amount approaches the total appropriated level estimated. You also agree to provide sufficient appropriation for all services requested prior to the services being performed. For purposes of purchase order preparation, we estimate the fees for the services anticipated at this time, as defined in the Scope of Services section of this letter, will approximate \$5,000 per month.

The term of this engagement is for services to be provided monthly, beginning July 1, 2023 and continuing monthly through June 30, 2024, unless City Management decides at their discretion to cease the monthly assistance with a one week notice prior to the first day of the subsequent month. Otherwise, the monthly contract will renew on the first of each month, up through the month of June 2024. Crawford & Associates may perform additional services upon receipt of a formal request from management or the governing body with terms and conditions that are acceptable to both parties.

The agreements and undertakings contained in this engagement letter, shall survive the completion or termination of this engagement.

Acceptance

Please indicate your acceptance of this agreement by signing in the space provided below and returning this engagement letter to us. A duplicate copy of this engagement letter is provided for your records. We look forward to continuing our professional relationship with the City of Glenpool.

Respectfully submitted and agreed to by,



Frank Crawford
Crawford and Associates, P.C.

Accepted and agreed to for the City of Glenpool:

By: _____

Title: _____

Date: _____



Date: June 5, 2023

To: Honorable Mayor and Council/ Chair and Trustees

From: Wendy Knight, City Clerk

Re: Renewal of Property, General Liability, and Workers Compensation Insurance for FY 23-24

Background:

The current policies for Property, General Liability, and Workers Compensation insurance expires at midnight on June 30, 2023. Oklahoma Municipal Assurance Group (OMAG) is asking renewal for the following:

Plan	FY23-24 Renewal	FY22-23 Premium	% Change	Comments
Municipal Property Protection	\$113,711.	\$103,170.	10%	*Standard rate increase
Municipal Liability Protection	\$96,122.	\$92,262.	4%	*Standard rate increase + expenditures from State Auditor website, updated every 2-4 years
Worker's Compensation	\$223,151.	\$248,924.	- 10%	**DECREASE

* Standard rate increase due to loss trends and general market conditions

Staff Recommendation:

Staff recommends renewal of all OMAG insurance policies for FY2023-2024

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

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

www.glenpoolonline.com



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

Date of Invoice: 5/10/2023

INVOICE

Mail To:

City of Glenpool
12205 S. Yukon Ave.
Glenpool, Oklahoma 74033

Insured: City of Glenpool
Policy No.: PRO140044407
Policy Type: **Property**
Effective Date: 7/1/2023
Expiration Date: 7/1/2024

Inst. No.	Date	Transaction Type	Amount	Running Total
1	7/1/2023	Renewal	\$28,427.75	\$28,427.75
Total Policy Balance Before Payment: \$113,711.00			Current Amount Due	\$28,427.75
			Payment Due By	7/1/2023

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

If not paid within 45 days of due date, policy will be cancelled.

If you are interested in being able to make this payment via ACH, please contact Matt Jacobson at (405) 657-1429.

Detach along the perforation above. Keep top portion for your records. Return bottom portion with your remittance.

Policy No.: PRO140044407
Insured: City of Glenpool

Amount Due: \$28,427.75
Payment Due By: 7/1/2023

PLEASE REMIT PAYMENT TO:

OMAG
P.O. Box 3091
Edmond, OK 73083



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

Date of Invoice: 5/10/2023

INVOICE

Mail To: City of Glenpool 12205 S. Yukon Ave. Glenpool, Oklahoma 74033	Insured: City of Glenpool Policy No.: GLA140047307 Policy Type: General Liability/Auto Effective Date: 7/1/2023 Expiration Date: 7/1/2024
---	---

Inst. No.	Date	Transaction Type	Amount	Running Total
1	7/1/2023	Renewal	\$24,030.50	\$24,030.50
Total Policy Balance Before Payment: \$96,122.00			Current Amount Due	\$24,030.50
			Payment Due By	7/1/2023

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

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If you are interested in being able to make this payment via ACH, please contact Matt Jacobson at (405) 657-1429.

Detach along the perforation above. Keep top portion for your records. Return bottom portion with your remittance.

Policy No.: GLA140047307 Insured: City of Glenpool	Amount Due: \$24,030.50 Payment Due By: 7/1/2023
---	---

PLEASE REMIT PAYMENT TO:

OMAG
P.O. Box 3091
Edmond, OK 73083



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

Date of Invoice: 5/30/2023

INVOICE-Workers' Compensation Standard Plan

Mail To: Glenpool 12205 S. Yukon Ave. Glenpool, OK 74033	Insured: City of Glenpool Policy No.: WCV140012407 Effective Date: 7/1/2023 Expiration Date: 7/1/2024
---	--

Inst. No.	Date	Transaction Type	Amount
1	7/1/2023	Renewal	\$55,787.75

Standard Plan Premium: 201,218.00 OMAG Admin. Fee: 21,933.00 Total Premium: 223,151.00 Total Policy Balance Before Payment: \$223,151.00	Current Amount Due: \$55,787.75 Payment Due By: 7/1/2023
--	---

**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 top portion for your records.

Return bottom portion with your remittance.

Policy Number: WCV140012407 Insured Name: City of Glenpool Invoice Number: 14555	Amount Due: \$55,787.75 Payment Due By: 7/1/2023
--	---

PLEASE REMIT PAYMENT TO:
OMAG
P. O. Box 3091
Edmond, OK 73083



To: Mayor and Council

From: David Agbetunsin, City Engineer

Date: June 5, 2023

Re: CDBG Contract Renewal

Background:

The City's Community Development Block Grant Agreement with Tulsa County expires June 30, 2023. This contract needs to be extended into the next fiscal year so we can have access to these funds for their intended purpose of improvements to Kendalwood South park. This grant provided \$123,701 in federal funds with a required match of \$799 (total project funds of \$124,500).

Staff Recommendation:

Staff recommends approval of the Contract/Agreement Renewal with Tulsa County for the Community Development Block Grant Program.

Attachments:

- Contract/Agreement Renewal

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

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

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CONTRACT/AGREEMENT RENEWAL

Department: Tulsa County BOCC

Vendor: City of Glenpool

Describe Product/Service provided by this contract: Extension of the FY 21 Contract for Kendalwood South Community Park Rehabilitation using Tulsa County Urban County CDBG Funds.

Original CMF # 20212283

Dated: 10/11/2021

Current CMF # 20221145

Dated: 06/21/2022

The Board of County Commissioners, on behalf of the department above, by this renewal adopts and ratifies all the provisions and terms in the original or the most recent renewal of the contract/agreement, without amendments or addendums, as if the terms and provisions were set out in full herein.

The terms of this contract/agreement shall be in full force and effect from July 1, 2023 - June 30, 2024 and shall be effective upon full execution of this contract/agreement renewal.

Vendor Signature: _____

Printed Name: _____

Date: _____

Approved by the Board of County Commissioners this ____ day of _____, 20____.

ATTEST:

Michael Willis
Tulsa County Clerk

Chairman, Board of County Commissioners
Tulsa County

NOTE: Original to County Clerk for placement on Board of County Commissioners' Meeting Agenda



July 2022 – June 2023 Chamber Report

For your consideration:

The Glenpool Chamber of Commerce . . .

- Has added 36 new chamber members as of June 1, 2022
 - Nine more than last year
 - Same Day Auto Repair
 - Glenpool Ridge
 - Maui Wowi Tulsa
 - Aila's Catering
 - Bee Happy Bar & Grill
 - Jacob's Bridge to Learning
 - Tom Sprunger
 - Rep. Logan Phillips
 - SONS of Mvskoke
 - The MET
 - Sunshine Care
 - Teena's Bookkeeping Service
 - Fyzical Therapy and Balance Center
 - The Wooden Spoon Bakery
 - Sugar Booger

- First Oklahoma Federal Credit Union
 - InHouse Advertising, LLC
 - Kim Hanson-Mercier
 - Rep. Lonnie Sims
 - Medicare Enroll USA
 - Paceset
 - Santa Claus
 - Attic Storage Sapulpa
 - FirstTitle & Smith Brothers Abstract
 - Okie Bin Cleaners
 - Glenwood Healthcare
 - Garrett Hardesty Photography
 - Impppact Healthcare
 - Muskogee Creek Nation
 - Rose Rock Pharmacy
 - Tses Shays Compassionate Care
 - Align Sport & Spine
 - SelserSchaefer Architects
 - Eclipse Smiles
 - Two Men and a Truck
 - Stout Computer Service
-
- Has lost several businesses, however, mostly due to economy/Covid-related issues . . .
 - Has federally mandated protocols in place
 - Continues to run as a business and is operating in the “black”
 - Has an executive/finance committee in place to review finances on a quarterly basis as mandated by the IRS
 - Has exceeded ALL earnings ratios in programming, events and membership collections

- Ended 2022 with all dues collected and a clean aging report
- Doubled its net revenues as compared to 2021
- Works within an organized, online Quickbooks environment
- Has sustainability and maintains at least six-months' worth of working capital in case of an emergency
- Continually follows checks and balances systems
- 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, OSUIT, SCORE, OCAST, Oklahoma Department of Commerce, OneVoice, East Central Electric, Mercy Mission II, Oklahoma Chamber of Commerce Executives, the Oklahoma State Chamber of Commerce, the US Chamber of Commerce and other clubs/nonprofits toward the improvement of the community and individual members
- Coordinated the fifth "BlackGold Christmas," which promoted businesses throughout the community. This event had approximately 50 trees and helped delight Glenpool citizens and Highway 75 passers-by throughout the month of December. Businesses near BlackGold Park reported 33-50 percent increase in sales during the kick-off event.
- Hosted a successful fourth annual Sport Clay Shoot
- Maintains an up-to-date website, which is being used as a spotlight site for other chambers and companies
- Maintains a Facebook page and Twitter feed for current information and member highlights
- 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, tornadoes and ice storms
- Has held no-charge Medicare workshops in collaboration with USA Medicare
- Has held no-charge Business Basics workshops in collaboration with SCORE

- Maintains relationships with Glenpool business people
- Plans and carries out successful BlackGold Days festivals and annual banquets
- Acts as a conduit between individual business people and the City of Glenpool in promoting economic development
- Has initiated conversations with area manufacturers, one of which began in early 2022 and resulted in an award of \$80,000 (with the possibility of \$100,000 more) from the State Department of Commerce.
- Has coordinated visits with tech-related entities for Glenpool businesses with workforce issues
- Meets with state and national legislators to voice the needs of the Glenpool community
- Promotes Glenpool businesses and the municipality through specific state legislation
- Holds monthly luncheons with stimulating and high-profile speakers
- Maintains an active membership with the Regional Tulsa Coalition chamber executives, the Oklahoma State Chamber and the US Chamber of Commerce
- Hosts ribbon cuttings for new businesses
- Plans, recruits and facilitates Leadership Glenpool. Will graduate eight attendees during the chamber's next awards banquet.
- Carries on positive relationships and shares information with the other Oklahoma chambers as well as chambers in Kansas, Missouri and Arkansas
- Awarded \$1,500 scholarships to two students of the month from Glenpool High School.
- Is completely transparent, has a terrific board of directors and is being run like a business.



June 5, 2023

Honorable Mayor and Members of the City Council:

The proposed budget for Fiscal Year 2023-2024 is submitted for your review and consideration. 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.

Over the last year we have continued to experience sales and use tax growth within the City (through May we have increased 5.68%); however, this growth began to slow during the second half of the year. Additionally, both residential and commercial building permits decreased in calendar year 2022 as compared to calendar year 2021. We believe residential growth will remain weak through the first half of this fiscal year with the potential for growth in early 2024. We also expect that commercial growth will begin to increase later this calendar year or early in 2024.

Given the uncertainty in the economy nationally and regionally, we have chosen to budget sales and use taxes conservatively for the upcoming fiscal year. While the trending shows us that we should be able to expect some level of increase in sales and use tax for this new budget, we believe it is prudent to limit that increase for this budget year. As such, this year's sales tax budget was based on an increase of one-quarter percent over the FY2022-2023 actuals. Our total General Fund revenues have increased by 8.3% this year as compared to last year, primarily from increased tax collections.

Across our other two major funds, we expect to see a 11.3% increase in GUSA, mainly due to a slight increase in water and sewer sales (based on current year actuals) and an increase in sales tax pass through for bond payments. Within GIA we are budgeting a 23.6% increase. Although we are projecting an 18.3% increase in conference center fees for next year, the majority of this increase is due to transfers from the Hotel/Motel Fund and increases in TIF-related income. We made the decision to fund the economic development activities of the City within the industrial authority as opposed to a municipal department. This allows us greater flexibility when working with regional, statewide, and national organizations to attract quality businesses to Glenpool.

This growth in revenue across our major funds will allow us to add several new positions in the budget. These new positions include: one new firefighter; 1 new police officer; one new property room clerk within the Police Department; one new water distribution crew leader; one new streets and parks laborer; three part-time seasonal positions to assist with summer mowing; and a part-time conference center position to help with night and weekend events. This year's budget also includes step raises for

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the Fire Department as required in their Collective Bargaining Agreements, raises for police officers as part of their new Collective Bargaining Agreement and a 4% raise for non-union employees.

Finally, thanks to the increases experienced this year in sales and use taxes and our staff's ability to hold costs in check when appropriate, we are again budgeting our one-time capital needs from the growth in fund balance instead of planned revenue this year. I believe this is an appropriate use of the anticipated increases we expect to see in our fund balance. Additionally, we will continue to grow our designated fund balances to help pay for future expenditures. This allows us to specify designated savings accounts to fund future capital needs such as street expansions and new facilities. One final non-capital note on the budget, but one which is important to our ongoing street improvement program: we increased the annual appropriation for street repairs from \$350,000 last year to \$400,000 this year. This represents a 33% increase (\$100,000) to our road repair budget over the last two fiscal years.

I cannot commend our staff enough for their hard work and diligence this year. While we recognize that we continue to have work to do to achieve our mission of **DEVELOPING A CULTURE OF TRUST TO BETTER SERVE OUR COMMUNITY**, I am excited to see our employees routinely exhibiting our Core Values in their interactions with each other and their service to this community. I am proud to have the opportunity to serve this great community alongside these employees.

Sincerely,



David Tillotson
City Manager

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**CITY OF GLENPOOL
GENERAL FUND
FY 2023-2024 PROPOSED BUDGET**

	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
					\$	%
Gross Revenues:						
Taxes	\$ 11,684,002	\$ 11,677,950	\$ 12,463,083	\$ 12,609,680	\$ 931,730	8.0%
Licenses & Permits	96,543	81,120	56,060	67,300	(13,820)	-17.0%
Charges for Services	387,879	334,740	353,377	343,395	8,655	2.6%
Intergovernmental	308,736	279,210	287,395	250,000	(29,210)	-10.5%
Fines & Forfeitures	163,037	166,060	225,097	211,000	44,940	27.1%
Investment Income	16,087	770	233,488	100,000	99,230	12887.0%
Other Revenues	179,632	35,680	119,616	35,630	(50)	-0.1%
Total Gross Revenues	\$ 12,835,916	\$ 12,575,530	\$ 13,738,116	\$ 13,617,005	\$ 1,041,475	8.3%
Expenditures:						
General Government	\$ 1,025,253	\$ 1,281,460	\$ 759,235	\$ 1,548,303	\$ 266,843	20.8%
Animal Control	81,469	136,930	97,483	165,602	28,672	20.9%
Police	2,348,045	2,237,300	1,256,916	2,700,000	462,700	20.7%
Dispatch	474,179	583,080	328,526	617,255		
Fire	1,935,694	2,599,890	1,436,602	2,981,965	382,075	14.7%
Emergency Management	12,055	70,500	1,500	75,500	5,000	7.1%
Community Development	646,900	829,360	695,492	922,357	92,997	11.2%
General Administration	658,251	662,970	580,633	791,344	128,374	19.4%
Engineering	-	-	-	214,300	214,300	NA
Streets & Parks	1,333,792	1,119,140	606,747	1,310,468	191,328	17.1%
Total Expenditures	\$ 8,515,638	\$ 9,520,630	\$ 5,763,134	\$ 11,327,094	\$ 1,806,464	19.0%
Excess (deficiency) of Revenues over Expenditures	\$ 4,320,278	\$ 3,054,900	\$ 7,974,982	\$ 2,289,911	\$ (764,989)	-25.0%
Other Financing Sources (Uses):						
Capital Lease Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	-
Transfers In	907,200	1,814,400	1,814,400	1,800,000	(14,400)	-0.8%
Transfers Out	(4,545,280)	(4,800,996)	(4,407,411)	(4,607,411)	193,585	-4.0%
Total Other Financing Sources (Uses)	\$ (3,638,080)	\$ (2,986,596)	\$ (2,593,011)	\$ (2,807,411)	\$ 179,185	-6.0%
Use of Fund Balance						
Beginning Fund Balance	\$ 10,904,769	\$ 11,586,967	\$ 11,586,967	\$ 16,968,938	\$ 5,381,971	46.4%
Additions/(Reductions) to Fund Balance	682,198	275,534	5,381,971	(517,500)	(793,034)	-287.8%
Ending Fund Balance	\$ 11,586,967	\$ 11,862,501	\$ 16,968,938	\$ 16,451,438	\$ 4,588,937	38.7%
Restricted:						
Police Forfeitures	10,275	10,275	10,275	10,275	-	0.0%
Warrior Road Project	700,000	300,000	-	-	(300,000)	-100.0%
Animal Control Building	744,000	744,000	744,000	744,000	-	0.0%
Muni Court Bonds	333	333	333	333	-	0.0%
Safety Program	34,778	34,778	58,373	58,373	23,595	67.8%
CARES Funds	-	-	1,184,416	1,184,416	1,184,416	NA
Juvenile Program	19,853	19,853	19,583	19,853	-	0.0%
CDBG Match	-	-	-	799	799	NA
STP Elwood Widening	-	-	-	225,720	225,720	NA
ODOT Safe Routes to School Grant	-	-	-	119,920	119,920	NA
INCOG Safe Routes to School Grant	-	-	-	240,552	240,552	NA
Unassigned:						
Designated Emergency Reserve	-	4,500,000	4,500,000	6,808,503	2,308,503	51.3%
Undesignated	10,077,728	6,253,262	10,451,958	7,038,695	785,432	12.6%
Total Ending Fund Balance	\$ 11,586,967	\$ 11,862,501	\$ 16,968,938	\$ 16,451,438	\$ 3,093,935	26.1%
Transfer Detail:						
Operating Transfers In:						
GUSA Fund	\$ 900,000	\$ 1,800,000	\$ 1,800,000	\$ 1,800,000	\$ -	0.0%
Capital Improvement Fund	-	-	-	-	-	NA
GIA Fund	7,200	14,400	14,400		(14,400)	-100.0%
Total Operating Transfers In	\$ 907,200	\$ 1,814,400	\$ 1,814,400	\$ 1,800,000	\$ (14,400)	-0.8%

**CITY OF GLENPOOL
GENERAL FUND
FY 2023-2024 PROPOSED BUDGET**

	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
					\$	%
Operating Transfers Out:						
Capital Impr Fund	\$ -	\$ 16,436		\$ -	\$ (16,436)	-100.0%
GUSA - 1 Penny Sales Tax	2,478,734	2,476,100	2,607,411	2,607,411	131,311	5.3%
GIA - ED Incentives	266,546	508,460	-	200,000	(308,460)	-60.7%
GUSA - Bond pledge	1,800,000	1,800,000	1,800,000	1,800,000	-	0.0%
Total Operating Transfers Out	\$ 4,545,280	\$ 4,800,996	\$ 4,407,411	\$ 4,607,411	\$ (193,585)	-4.0%

**CITY OF GLENPOOL
GENERAL FUND REVENUES
FY 2023-2024 PROPOSED BUDGET**

	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
					\$	%
TAXES:						
Sales Tax	\$ 7,434,938	\$ 7,480,740	\$ 7,822,232	\$ 8,037,732	\$ 556,992	7.4%
Dedicated Tax	2,478,734	2,476,100	2,607,411	2,607,411	\$ 131,311	5.3%
Use Tax	1,125,752	1,126,590	1,228,773	1,236,037	\$ 109,447	9.7%
Franchise Tax	525,901	487,820	670,526	600,000	\$ 112,180	23.0%
E911 Prepaid Wireless Fees	5,180	4,730	3,911	3,500	\$ (1,230)	-26.0%
E911 Fees	113,497	101,970	130,230	125,000	\$ 23,030	22.6%
LICENSES & PERMITS:						
Solicitors License	2,350	1,890	767	1,000	(890)	-47.1%
Building Permits	36,996	40,000	19,092	25,000	(15,000)	-37.5%
Occupation Tax/ABLE License	22,048	8,460	7,347	8,000	(460)	-5.4%
Plumbing License	6,700	6,360	6,400	6,500	140	2.2%
Electrical License	14,900	14,160	13,333	15,000	840	5.9%
Mechanical License	4,800	3,600	3,733	5,000	1,400	38.9%
Pet License	48	40	147	100	60	150.0%
Assessment Letters	375	450	267	400	(50)	-11.1%
Fireworks Permits	6,995	5,000	3,727	5,000	-	0.0%
Sign Permits	1,060	970	867	1,000	30	3.1%
State Permit Fees	271	190	380	300	110	57.9%
CHARGES FOR SERVICES:						
Development Fees	5,766	5,820	3,555	5,000	(820)	-14.1%
Zoning Fees	8,775	8,250	6,049	5,000	(3,250)	-39.4%
Inspection Fees	84,046	83,540	62,045	68,000	(15,540)	-18.6%
Dog Pound	1,995	2,000	4,433	3,000	1,000	50.0%
Police Reports	492	470	513	500	30	6.4%
GEMS Reimbursement	187,993	135,850	179,592	163,205	27,355	20.1%
Police Special Services	97,190	97,190	97,190	97,190	-	0.0%
Abatement	1,622	1,620	-	1,500	(120)	-7.4%
INTERGOVERNMENTAL:						
Excise Tax	34,278	34,220	26,277	25,000	(9,220)	-26.9%
Cigarette Tax	100,881	91,900	101,468	95,000	3,100	3.4%
Alcoholic Beverage Tax	41,004	37,280	39,321	40,000	2,720	7.3%
Commercial Vehicle Tax	108,889	99,810	86,299	90,000	(9,810)	-9.8%
Property Resale Tulsa County	23,684	-	28,001	-	-	-
DEA OT Grant	-	-	6,029	-	-	-
Cares Grant	-	16,000	-	-	(16,000)	-100.0%
FINES AND FORFEITURES:	163,037	166,060	225,097	211,000	44,940	27.1%
INVESTMENT INCOME:						
Interest Earned	16,087	770	233,488	100,000	99,230	12887.0%
OTHER REVENUES:						
Sale of Assets	-	-	35,025	-	-	NA
Donations	2,220	10,000	12,015	10,000	-	0.0%
Refunds	109,400	-	44,001	-	-	NA
Miscellaneous	1,283	420	(6,784)	400	(20)	-4.8%
Rental Income	25,233	25,230	25,230	25,230	-	0.0%
Returned Check Fee	30	30	-	-	(30)	-100.0%
Insurance Reimbursements	41,466	-	10,129	-	-	NA
TOTAL REVENUES	\$ 12,835,916	\$ 12,575,530	\$ 13,738,116	\$ 13,617,005	\$ 1,041,475	8.3%
NET REVENUES CALCULATION:						
Gross Revenues	\$ 12,835,916	\$ 12,575,530	\$ 13,738,116	\$ 13,617,005	\$ 1,041,475	8.3%
Add: Transfers In	907,200	1,814,400	1,816,000	1,800,000	(14,400)	-0.8%
Add: Use of Fund Balance	-	25,564	13,051	517,500	491,936	1924.3%
Net Revenues	\$ 13,743,116	\$ 14,415,494	\$ 15,567,167	\$ 15,934,505	\$ 1,519,011	10.5%

**CITY OF GLENPOOL
GENERAL FUND DEPARTMENTS
FY 2023-2024 PROPOSED BUDGET**

DEPARTMENT	FY22-23			FY23-24 BUDGET ESTIMATE	CHANGE OVER FY20-21 BUDGET AS AMENDED		
	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	PROJECTED 06/30/2023		\$	%	
GENERAL GOVERNMENT							
Personal Services	\$ 377,503	\$ 542,770	\$ 280,526	\$ 752,303	\$ 209,533	38.6%	
Materials & Supplies	80,049	66,740	34,288	66,900	\$ 160	0.2%	
Other Charges & Services	486,416	576,450	369,906	659,600	\$ 83,150	14.4%	
Travel & Training	6,362	5,000	2,304	5,000	\$ -	0.0%	
Repairs & Maintenance	8,825	14,500	9,245	14,500	\$ -	0.0%	
Miscellaneous	33,334	40,000	36,571	40,000	\$ -	0.0%	
Capital Outlay	32,764	36,000	26,395	10,000	\$ (26,000)	-72.2%	
Debt Service	-	-	-	-	\$ -	NA	
	\$ 1,025,253	\$ 1,281,460	\$ 759,235	\$ 1,548,303	\$ 266,843	20.8%	
ANIMAL CONTROL							
Personal Services	\$ 68,049	\$ 116,680	\$ 80,298	\$ 135,152	\$ 18,472	15.8%	
Materials & Supplies	10,355	14,250	14,051	15,250	\$ 1,000	7.0%	
Other Charges & Services	1,088	2,500	316	5,700	\$ 3,200	128.0%	
Travel & Training	1,133	1,500	1,409	2,500	\$ 1,000	66.7%	
Repairs & Maintenance	844	2,000	1,409	7,000	\$ 5,000	250.0%	
Miscellaneous	-	-	-	-	\$ -	NA	
Capital Outlay	-	-	-	-	\$ -	NA	
Debt Service	-	-	-	-	\$ -	NA	
	\$ 81,469	\$ 136,930	\$ 97,483	\$ 165,602	\$ 28,672	20.9%	
POLICE							
Personal Services	\$ 1,802,610	\$ 1,814,130	\$ 1,012,466	\$ 2,179,720	\$ 365,590	20.2%	
Materials & Supplies	130,458	152,000	81,416	152,000	\$ -	0.0%	
Other Charges & Services	212,749	100,000	63,766	155,380	\$ 55,380	55.4%	
Travel & Training	7,424	12,000	13,060	20,000	\$ 8,000	66.7%	
Repairs & Maintenance	51,968	98,700	55,926	106,900	\$ 8,200	8.3%	
Miscellaneous	555	1,000	507	1,000	\$ -	0.0%	
Capital Outlay	142,281	59,470	29,775	85,000	\$ 25,530	42.9%	
Debt Service	-	-	-	-	\$ -	NA	
	\$ 2,348,045	\$ 2,237,300	\$ 1,256,916	\$ 2,700,000	\$ 462,700	20.7%	
DISPATCH							
Personal Services	\$ 375,517	\$ 498,270	\$ 298,879	\$ 530,445	\$ 32,175	6.5%	
Materials & Supplies	7,528	8,000	2,114	8,000	\$ -	0.0%	
Other Charges & Services	58,301	74,810	26,654	76,810	\$ 2,000	2.7%	
Travel & Training	1,754	2,000	879	2,000	\$ -	0.0%	
Repairs & Maintenance	-	-	-	-	\$ -	NA	
Miscellaneous	-	-	-	-	\$ -	NA	
Capital Outlay	31,079	-	-	-	\$ -	NA	
Debt Service	-	-	-	-	\$ -	NA	
	\$ 474,179	\$ 583,080	\$ 328,526	\$ 617,255	\$ 34,175	5.9%	
FIRE							
Personal Services	\$ 1,746,160	\$ 2,189,800	\$ 1,277,453	\$ 2,454,665	\$ 264,865	12.1%	
Materials & Supplies	45,574	72,690	35,416	69,900	\$ (2,790)	-3.8%	
Other Charges & Services	43,014	46,500	39,963	64,900	\$ 18,400	39.6%	
Travel & Training	4,734	17,400	3,332	17,500	\$ 100	0.6%	
Repairs & Maintenance	72,670	82,000	49,544	73,000	\$ (9,000)	-11.0%	
Miscellaneous	2,070	3,500	3,227	3,500	\$ -	0.0%	
Capital Outlay	21,472	188,000	27,667	298,500	\$ 110,500	58.8%	
Debt Service	-	-	-	-	\$ -	NA	
	\$ 1,935,694	\$ 2,599,890	\$ 1,436,602	\$ 2,981,965	\$ 382,075	14.7%	

**CITY OF GLENPOOL
GENERAL FUND DEPARTMENTS
FY 2023-2024 PROPOSED BUDGET**

<u>DEPARTMENT</u>	<u>FY21-22 ACTUAL</u>	<u>FY22-23 BUDGET (as amended)</u>	<u>FY22-23 PROJECTED 06/30/2023</u>	<u>FY23-24 BUDGET ESTIMATE</u>	<u>CHANGE OVER FY20-21 BUDGET AS AMENDED</u>	
					\$	%
EMERGENCY MANAGEMENT						
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Materials & Supplies	119	4,000	-	4,000	\$ -	0.0%
Other Charges & Services	7,120	13,000	2,532	13,000	\$ -	0.0%
Travel & Training	-	-	-	-	\$ -	NA
Repairs & Maintenance	4,816	28,500	(1,032)	28,500	\$ -	0.0%
Miscellaneous	-	-	-	-	\$ -	NA
Capital Outlay	-	25,000	-	30,000	\$ 5,000	20.0%
Debt Service	-	-	-	-	\$ -	NA
	\$ 12,055	\$ 70,500	\$ 1,500	\$ 75,500	\$ 5,000	7.1%
COMMUNITY DEVELOPMENT						
Personal Services	\$ 584,757	\$ 688,860	\$ 659,600	\$ 801,357	\$ 112,497	16.3%
Materials & Supplies	24,735	31,500	7,675	29,000	\$ (2,500)	-7.9%
Other Charges & Services	20,374	87,000	24,924	52,000	\$ (35,000)	-40.2%
Travel & Training	2,725	5,500	1,473	5,500	\$ -	0.0%
Repairs & Maintenance	9,378	10,500	1,541	6,500	\$ (4,000)	-38.1%
Miscellaneous	1,129	1,000	133	1,000	\$ -	0.0%
Capital Outlay	3,802	5,000	146	27,000	\$ 22,000	440.0%
Debt Service	-	-	-	-	\$ -	NA
	\$ 646,900	\$ 829,360	\$ 695,492	\$ 922,357	\$ 92,997	11.2%
GENERAL ADMINISTRATION						
Personal Services	\$ 583,238	\$ 572,970	\$ 532,240	\$ 687,657	\$ 114,687	20.0%
Materials & Supplies	7,052	10,000	4,011	10,000	\$ -	0.0%
Other Charges & Services	49,484	55,000	32,512	63,187	\$ 8,187	14.9%
Travel & Training	13,829	18,000	7,256	21,500	\$ 3,500	19.4%
Repairs & Maintenance	-	-	-	-	\$ -	NA
Miscellaneous	4,648	7,000	4,614	9,000	\$ 2,000	28.6%
Capital Outlay	-	-	-	-	\$ -	NA
Debt Service	-	-	-	-	\$ -	NA
	\$ 658,251	\$ 662,970	\$ 580,633	\$ 791,344	\$ 128,374	19.4%
ENGINEERING						
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Materials & Supplies	-	-	-	16,500	\$ 16,500	NA
Other Charges & Services	-	-	-	182,300	\$ 182,300	NA
Travel & Training	-	-	-	11,000	\$ 11,000	NA
Repairs & Maintenance	-	-	-	2,500	\$ 2,500	NA
Miscellaneous	-	-	-	2,000	\$ 2,000	NA
Capital Outlay	-	-	-	-	\$ -	NA
Debt Service	-	-	-	-	\$ -	NA
	\$ -	\$ -	\$ -	\$ 214,300	\$ 214,300	NA

**CITY OF GLENPOOL
GENERAL FUND DEPARTMENTS
FY 2023-2024 PROPOSED BUDGET**

DEPARTMENT	FY22-23			FY23-24 BUDGET ESTIMATE	CHANGE OVER FY20-21 BUDGET AS AMENDED	
	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	PROJECTED 06/30/2023		\$	%
STREETS AND PARKS						
Personal Services	\$ 354,389	\$ 394,420	\$ 357,385	\$ 519,068	\$ 124,648	31.6%
Materials & Supplies	59,584	51,000	29,084	54,000	\$ 3,000	5.9%
Other Charges & Services	168,005	134,500	86,254	144,500	\$ 10,000	7.4%
Travel & Training	28	1,250	271	2,000	\$ 750	60.0%
Repairs & Maintenance	688,710	471,500	68,311	521,500	\$ 50,000	10.6%
Miscellaneous	-	-	-	-	\$ -	NA
Capital Outlay	60,676	64,070	63,042	67,000	\$ 2,930	4.6%
Debt Service	2,400	2,400	2,400	2,400	\$ -	0.0%
	\$ 1,333,792	\$ 1,119,140	\$ 606,747	\$ 1,310,468	\$ 191,328	17.1%
SUMMARY						
Personal Services	\$ 5,892,223	\$ 6,817,900	\$ 4,498,847	\$ 8,060,367	\$ 1,242,467	18.2%
Materials & Supplies	\$ 365,454	\$ 410,180	\$ 208,055	\$ 425,550	\$ 15,370	3.7%
Other Charges & Services	\$ 1,046,551	\$ 1,089,760	\$ 646,827	\$ 1,417,377	\$ 327,617	30.1%
Travel & Training	\$ 37,989	\$ 62,650	\$ 29,984	\$ 87,000	\$ 24,350	38.9%
Repairs & Maintenance	\$ 837,211	\$ 707,700	\$ 184,944	\$ 760,400	\$ 52,700	7.4%
Miscellaneous	\$ 41,736	\$ 52,500	\$ 45,052	\$ 56,500	\$ 4,000	7.6%
Capital Outlay	\$ 292,074	\$ 377,540	\$ 147,025	\$ 517,500	\$ 139,960	37.1%
Debt Service	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ -	0.0%
Transfers Out	\$ 4,545,280.00	\$ 4,800,996.00	\$ 4,407,411.00	\$ 4,607,411.00	\$ (193,585)	-4.0%
TOTAL GENERAL FUND	\$ 13,060,918	\$ 14,321,626	\$ 10,170,545	\$ 15,934,505	\$ 1,612,879	11.3%

CITY OF GLENPOOL
GLENPOOL UTILITY SERVICES AUTHORITY FUND
FY 2023-2024

	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
					\$	%
Operating Revenues:						
Water/Sewer	\$ 4,470,963	\$ 4,795,130	\$ 5,155,254	\$ 5,197,900	\$ 402,770	8.4%
Refuse	\$ 835,110	\$ 834,150	\$ 945,121	\$ 947,000	\$ 112,850	13.5%
Stormwater	\$ 111,562	\$ 111,430	\$ 126,302	\$ 126,000	\$ 14,570	13.1%
Other	\$ 13,918	\$ 13,730	\$ 29,031	\$ 31,500	\$ 17,770	129.4%
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Total Operating Revenues	\$ 5,431,553	\$ 5,754,440	\$ 6,255,708	\$ 6,302,400	\$ 547,960	9.5%
Operating Expenses:						
Water/Sewer	\$ 2,990,671	\$ 3,509,560	\$ 1,923,364	\$ 4,100,759	\$ 591,199	16.8%
Utility Billing	353,084	377,580	272,952	388,666	11,086	2.9%
Refuse	758,572	776,000	435,925	776,000	-	0.0%
Stormwater	758,572	787,930	435,925	562,000	(225,930)	-28.7%
Total Operating Expenses	\$ 4,860,899	\$ 5,451,070	\$ 3,068,166	\$ 5,827,425	\$ 376,355	6.9%
Operating Inc/(Loss) Before Trans	\$ 570,654	\$ 303,370	\$ 3,187,542	\$ 474,975	\$ 171,605	56.6%
Non-Operating Rev(Exp)						
Interest Income	\$ 2,129	\$ 950	\$ 115,515	\$ 105,000	\$ 104,050	10952.6%
Other Income	44,141	2,900	43,670	2,500	(400)	-13.8%
Interest , Fees, Amortization	(2,902,242)	(3,006,400)	(2,969,690)	(2,933,862)	72,538	-2.4%
Total Non-Operating Rev(Exp)	\$ (2,855,972)	\$ (3,002,550)	\$ (2,810,505)	\$ (2,826,362)	\$ 176,188	-5.9%
Net Income(Loss) Before Transfers	\$ (2,285,318)	\$ (2,699,180)	\$ 377,037	\$ (2,351,387)	\$ 347,793	-12.9%
Other Financing Sources (Uses):						
Transfers In	\$ 4,278,734	\$ 4,276,100	\$ 4,697,103	\$ 4,407,411	\$ 131,311	3.1%
Transfers Out	(1,800,000)	(1,800,000)	(1,800,000)	(1,800,000)	-	0.0%
Capital Lease Proceeds	-	-	-	-	-	NA
Total Other Fin Sources (Uses)	\$ 2,478,734	\$ 2,476,100	\$ 2,897,103	\$ 2,607,411	\$ 131,311	5.3%
Change in Net Assets	\$ 193,416	\$ (223,080)	\$ 3,274,140	\$ 256,024	\$ 479,104	-214.8%
Use of Fund Balance						
Beginning Fund Balance	\$ 1,015,527	\$ 1,208,943	\$ 1,208,943	\$ 4,483,083	\$ 3,274,140	270.8%
Additions/(Reductions) to Fund Balance	193,416	(223,080)	3,274,140	256,024	479,104	-214.8%
Ending Fund Balance	\$ 1,208,943	\$ 985,863	\$ 4,483,083	\$ 4,739,107	\$ 3,753,244	380.7%
Restricted	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Unrestricted:						
Designated Emergency Reserve	-	-	-	-	-	NA
Undesignated	1,208,943	985,863	4,483,083	4,739,107	3,753,244	380.7%
Total Ending Fund Balance	\$ 1,208,943	\$ 985,863	\$ 4,483,083	\$ 4,739,107	\$ 3,753,244	380.7%
Transfer Detail:						
Transfer In:						
General Fund (1 Penny)	\$ 2,478,734	\$ 2,476,100	\$ 2,897,103	\$ 2,607,411	\$ 131,311	5.3%
General Fund (Bond Pledge)	1,800,000	1,800,000	1,800,000	1,800,000	-	0.0%
GIA	-	-	-	-	-	NA
Total	\$ 4,278,734	\$ 4,276,100	\$ 4,697,103	\$ 4,407,411	\$ 131,311	3.1%
Transfer Out:						
General Fund	\$ 1,800,000	\$ 1,800,000	\$ 1,800,000	\$ 1,800,000	\$ -	0.0%
Capital Improvement Fund	-	-	-	-	-	NA
Glenpool Industrial Authority	-	-	-	-	-	NA
Total	\$ 1,800,000	\$ 1,800,000	\$ 1,800,000	\$ 1,800,000	\$ -	0.0%

CITY OF GLENPOOL
GLENPOOL UTILITY SERVICES AUTHORITY REVENUE
FY 2023-2024 PROPOSED BUDGET

	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
					\$	%
SERVICES:						
Water Sales	\$ 2,870,166	\$ 3,100,000	\$ 3,378,602	\$ 3,400,000	\$ 300,000	9.7%
Sewer Sales	1,371,519	1,470,000	1,581,933	1,600,000	\$ 130,000	8.8%
Refuse Sales	815,656	814,720	923,091	925,000	\$ 110,280	13.5%
Solid Waste Mgmt Fees	19,454	19,430	22,030	22,000	\$ 2,570	13.2%
Storm Water Mgmt Fees	111,562	111,430	126,302	126,000	\$ 14,570	13.1%
Water/Wastewater Fees	6,706	7,170	2,891	2,900	\$ (4,270)	-59.6%
Delinquent Fees	89,962	90,520	106,216	100,000	\$ 9,480	10.5%
Connect/Transfer Fees	6,960	6,740	7,167	7,000	\$ 260	3.9%
Reconnect Fees	40,700	41,020	34,080	33,000	\$ (8,020)	-19.6%
Water Taps	67,200	61,560	34,800	45,000	\$ (16,560)	-26.9%
Sewer Taps	17,750	18,120	9,565	10,000	\$ (8,120)	-44.8%
CCRWD 2 Royalties	976	930	1,326	1,500	\$ 570	61.3%
CCRWD 2 Sewer	12,942	12,800	27,705	30,000	\$ 17,200	134.4%
INVESTMENT INCOME:						
Interest Earned	2,129	950	115,515	105,000	104,050	10952.6%
OTHER REVENUES:						
Donations	-	-	38,267	-	-	NA
Refunds	-	-	3,643	-	-	NA
Miscellaneous	41,281	1,710	(310)	1,000	(710)	-41.5%
Online Payment Fees	1,436	-	-	-	-	NA
Returned Check Fees	1,410	1,190	2,040	1,500	310	26.1%
Copies	14	-	30	-	-	NA
TOTAL REVENUES	\$ 5,477,823	\$ 5,758,290	\$ 6,414,893	\$ 6,409,900	\$ 651,610	11.3%
NET REVENUES CALCULATION:						
Gross Revenues	\$ 5,477,823	\$ 5,758,290	\$ 6,414,893	\$ 6,409,900	\$ 651,610	11.3%
Add: Transfers In	4,278,734	4,276,100	4,697,103	4,407,411	131,311	3.1%
Add: Use of Fund Balance	-	-	-	-	-	NA
Net Revenues	\$ 9,756,557	\$ 10,034,390	\$ 11,111,996	\$ 10,817,311	\$ 782,921	7.8%

CITY OF GLENPOOL
GLENPOOL UTILITY SERVICES AUTHORITY EXPENSES
FY 2023-2024 PROPOSED BUDGET

DEPARTMENT	FY22-23 BUDGET PROJECTED 06/30/2023			FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
	FY21-22 ACTUAL	(as amended)			\$	%
WATER & SEWER MAINT/OPERATIONS						
Personal Services	\$ 486,907	\$ 792,760	\$ 333,861	\$ 876,009	\$ 83,249	10.5%
Materials & Supplies	171,931	147,000	119,901	151,500	\$ 4,500	3.1%
Other Charges & Services	1,885,727	2,145,650	1,318,717	2,324,000	\$ 178,350	8.3%
Travel & Training	1,823	400	3,102	6,000	\$ 5,600	1400.0%
Repairs & Maintenance	343,017	422,500	147,783	475,000	\$ 52,500	12.4%
Miscellaneous	100	1,250	-	2,250	\$ 1,000	80.0%
Capital Outlay	101,166	-	-	266,000	\$ 266,000	NA
	\$ 2,990,671	\$ 3,509,560	\$ 1,923,364	\$ 4,100,759	\$ 591,199	16.8%
UTILITY BILLING						
Personal Services	\$ 190,059	\$ 215,080	\$ 128,128	\$ 201,666	\$ (13,414)	-6.2%
Materials & Supplies	65,527	69,000	45,270	69,000	\$ -	0.0%
Other Charges & Services	96,958	83,500	99,554	103,500	\$ 20,000	24.0%
Travel & Training	73	1,500	-	1,000	\$ (500)	-33.3%
Repairs & Maintenance	467	8,500	-	8,500	\$ -	0.0%
Miscellaneous	-	-	-	-	\$ -	NA
Capital Outlay	-	-	-	5,000	\$ 5,000	NA
	\$ 353,084	\$ 377,580	\$ 272,952	\$ 388,666	\$ 11,086	2.9%
REFUSE						
Materials & Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Other Charges & Services	738,565	752,000	435,925	752,000	\$ -	0.0%
Travel & Training	-	-	-	-	\$ -	NA
Repairs & Maintenance	-	-	-	-	\$ -	NA
Miscellaneous	20,007	24,000	-	24,000	\$ -	0.0%
Capital Outlay	-	-	-	-	\$ -	NA
	\$ 758,572	\$ 776,000	\$ 435,925	\$ 776,000	\$ -	0.0%
STORMWATER						
Materials & Supplies	\$ -	\$ 11,930	\$ -	\$ 12,000	\$ 70	0.6%
Other Charges & Services	738,565	752,000	435,925	550,000	\$ (202,000)	-26.9%
Travel & Training	-	-	-	-	\$ -	NA
Repairs & Maintenance	-	-	-	-	\$ -	NA
Miscellaneous	20,007	24,000	-	-	\$ (24,000)	-100.0%
Capital Outlay	-	-	-	-	\$ -	NA
	\$ 758,572	\$ 787,930	\$ 435,925	\$ 562,000	\$ (225,930)	-28.7%
OPERATING EXPENSES SUMMARY						
Personal Services	\$ 676,966	\$ 1,007,840	\$ 461,989	\$ 1,077,675	\$ 69,835	6.9%
Materials & Supplies	237,458	227,930	165,171	232,500	\$ 4,570	2.0%
Other Charges & Services	3,459,815	3,733,150	2,290,121	3,729,500	\$ (3,650)	-0.1%
Travel & Training	1,896	1,900	3,102	7,000	\$ 5,100	268.4%
Repairs & Maintenance	343,484	431,000	147,783	483,500	\$ 52,500	12.2%
Miscellaneous	40,114	49,250	-	26,250	\$ (23,000)	-46.7%
Capital Outlay	101,166	-	-	271,000	\$ 271,000	NA
TOTAL OPERATING COSTS	\$ 4,860,899	\$ 5,451,070	\$ 3,068,166	\$ 5,827,425	\$ 376,355	6.9%
NON-OPERATING COSTS						
Debt Service	\$ 2,902,242	\$ 3,006,400	\$ 2,969,690	\$ 2,933,862	\$ (72,538)	-2.4%
Transfers Out	1,800,000	2,349,320	1,800,000	1,800,000	\$ (549,320)	-23.4%
TOTAL NON-OPERATING COSTS	\$ 4,702,242	\$ 5,355,720	\$ 4,769,690	\$ 4,733,862	\$ (621,858)	-11.6%
TOTAL UTILITY SERVICES AUTHORITY	\$ 9,563,141	\$ 10,806,790	\$ 7,837,856	\$ 10,561,287	\$ (245,503)	-2.3%

**CITY OF GLENPOOL
GLENPOOL INDUSTRIAL AUTHORITY
FY 2023-2024**

	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
					\$	%
Operating Revenues:						
Conference Center	\$ 305,350	\$ 320,200	\$ 389,411	\$ 375,107	\$ 54,907	17.1%
TIF Income	\$ 128,208	\$ 118,000	\$ 160,706	\$ 170,000	\$ 52,000	44.1%
Economic Development	\$ 13,580	\$ 14,400	\$ 14,400	\$ 14,400	\$ -	0.0%
Total Operating Revenues	\$ 447,138	\$ 452,600	\$ 564,517	\$ 559,507	\$ 106,907	23.6%
Operating Expenses:						
Conference Center	\$ 396,358	\$ 430,250	\$ 307,766	\$ 486,201	\$ 55,951	13.0%
TIF Expense	395,999	584,000	382,822	350,000	(234,000)	-40.1%
Economic Development	465	22,410	15,224	247,306	224,896	1003.6%
Total Operating Expenses	\$ 792,822	\$ 1,036,660	\$ 705,812	\$ 1,083,507	\$ 46,847	4.5%
Operating Inc/(Loss) Before Trans	\$ (345,684)	\$ (584,060)	\$ (141,295)	\$ (524,000)	\$ 60,060	-10.3%
Non-Operating Rev(Exp)						
Interest Income	\$ -	\$ -	\$ 200	\$ -	\$ -	NA
Total Non-Operating Rev(Exp)	\$ -	\$ -	\$ 200	\$ -	\$ -	NA
Net Income(Loss) Before Transfers	\$ (345,684)	\$ (584,060)	\$ (141,095)	\$ (524,000)	\$ 60,060	-10.3%
Other Financing Sources (Uses):						
Transfers In	\$ 336,546	\$ 588,460	\$ 588,460	\$ 450,000	\$ (138,460)	-23.5%
Transfers Out	(14,400)	(14,400)	(14,400)	-	14,400	-100.0%
Capital Lease Proceeds	-	-	-	-	-	NA
Total Other Fin Sources (Uses)	\$ 322,146	\$ 574,060	\$ 574,060	\$ 450,000	\$ (124,060)	-21.6%
Change in Net Assets	\$ (23,538)	\$ (10,000)	\$ 432,965	\$ (74,000)	\$ (64,000)	640.0%
Use of Fund Balance						
Beginning Fund Balance	\$ 1,042,015	\$ 1,018,477	\$ 1,018,477	\$ 1,451,442	\$ 432,965	42.5%
Additions/(Reductions) to Fund Balance	(23,538)	(10,000)	432,965	(74,000)	(64,000)	640.0%
Ending Fund Balance	\$ 1,018,477	\$ 1,008,477	\$ 1,451,442	\$ 1,377,442	\$ 368,965	36.6%
Restricted	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Unrestricted:						
Designated Emergency Reserve	-	-	-	-	-	NA
Undesignated	1,018,477	1,008,477	1,451,442	1,377,442	368,965	36.6%
Total Ending Fund Balance	\$ 1,018,477	\$ 1,008,477	\$ 1,451,442	\$ 1,377,442	\$ 368,965	36.6%
Transfer Detail:						
Transfer In:						
General Fund	\$ 266,546	\$ 508,460	\$ 508,460	\$ 200,000	\$ (308,460)	-60.7%
Hotel/Motel	70,000	80,000	80,000	250,000	170,000	212.5%
Total	\$ 336,546	\$ 588,460	\$ 588,460	\$ 450,000	\$ (138,460)	-23.5%
Transfer Out:						
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	NA
General Fund - Lease Pmt	14,400	14,400	14,400	-	(14,400)	-100.0%
Total	\$ 14,400	\$ 14,400	\$ 14,400	\$ -	\$ (14,400)	-100.0%

**CITY OF GLENPOOL
GLENPOOL INDUSTRIAL AUTHORITY REVENUES
FY 2023-2024 PROPOSED BUDGET**

	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
					\$	%
CONFERENCE CENTER:						
Conference Center Fees	\$ 305,279	\$ 300,000	\$ 389,342	\$ 355,000	\$ 55,000	18.3%
Sale of Assets	-	-	-	-	\$ -	NA
Vending Commissions	71	200	69	107	\$ (93)	-46.5%
Miscellaneous	-	-	-	-	\$ -	NA
Insurance Reimbursement	-	-	-	-	\$ -	NA
Landscape Revenue	-	20,000	-	20,000	\$ -	0.0%
INVESTMENT INCOME:						
Donations	-	-	200	-	-	NA
TIF INCOME:						
S75 TIF 1 Ad Valorem	81,184	80,000	114,138	100,000	20,000	25.0%
Brookover TIF 2 Ad Valorem	47,024	38,000	46,568	50,000	12,000	31.6%
TIF Admin Fees	-	-	-	20,000	20,000	NA
ECONOMIC DEVELOPMENT:						
Rental Income	13,580	14,400	14,400	14,400	-	0.0%
TOTAL REVENUES	\$ 447,138	\$ 452,600	\$ 564,717	\$ 559,507	\$ 106,907	23.6%
NET REVENUES CALCULATION:						
Gross Revenues	\$ 447,138	\$ 452,600	\$ 564,717	\$ 559,507	\$ 106,907	23.6%
Add: Transfers In	336,546	588,460	588,460	450,000	(138,460)	-23.5%
Add: Use of Fund Balance	-	-	-	74,000	74,000	NA
Net Revenues	\$ 783,684	\$ 1,041,060	\$ 1,153,177	\$ 1,083,507	\$ 42,447	4.1%

CITY OF GLENPOOL
GLENPOOL INDUSTRIAL AUTHORITY EXPENSES
FY 2023-2024 PROPOSED BUDGET

DEPARTMENT	FY22-23 BUDGET		FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED		
	FY21-22 ACTUAL	(as amended)			\$	%	
CONFERENCE CENTER							
Personal Services	\$ 220,338	\$ 213,510	\$ 152,757	\$ 260,201	\$ 46,691	21.9%	
Materials & Supplies	32,611	70,740	33,765	45,000	\$ (25,740)	-36.4%	
Other Charges & Services	86,346	65,200	51,507	70,000	\$ 4,800	7.4%	
Travel & Training	-	-	-	-	\$ -	NA	
Repairs & Maintenance	57,063	39,800	39,054	45,000	\$ 5,200	13.1%	
Miscellaneous	-	-	-	-	\$ -	NA	
Capital Outlay	-	41,000	30,683	66,000	\$ 25,000	61.0%	
	\$ 396,358	\$ 430,250	\$ 307,766	\$ 486,201	\$ 55,951	13.0%	
TAX INCREMENT FINANCING							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	NA	
Materials & Supplies	-	-	-	-	\$ -	NA	
Other Charges & Services	-	-	-	-	\$ -	NA	
Travel & Training	-	-	-	-	\$ -	NA	
Repairs & Maintenance	-	-	-	-	\$ -	NA	
Miscellaneous	395,999	584,000	382,822	350,000	\$ (234,000)	-40.1%	
Capital Outlay	-	-	-	-	\$ -	NA	
	\$ 395,999	\$ 584,000	\$ 382,822	\$ 350,000	\$ (234,000)	-40.1%	
ECONOMIC DEVELOPMENT							
Personal Services	\$ -	\$ -	\$ -	\$ 152,306	\$ 152,306	NA	
Materials & Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	NA	
Other Charges & Services	465	12,410	8,667	79,000	\$ 66,590	536.6%	
Travel & Training	-	10,000	6,557	16,000	\$ 6,000	60.0%	
Repairs & Maintenance	-	-	-	-	\$ -	NA	
Miscellaneous	-	-	-	-	\$ -	NA	
Capital Outlay	-	-	-	-	\$ -	NA	
	\$ 465	\$ 22,410	\$ 15,224	\$ 247,306	\$ 72,590	323.9%	
OPERATING EXPENSES SUMMARY							
Personal Services	\$ 220,338	\$ 213,510	\$ 152,757	\$ 412,507	\$ 198,997	93.2%	
Materials & Supplies	32,611	70,740	33,765	45,000	\$ (25,740)	-36.4%	
Other Charges & Services	86,811	77,610	60,174	149,000	\$ 71,390	92.0%	
Travel & Training	-	10,000	6,557	16,000	\$ 6,000	60.0%	
Repairs & Maintenance	57,063	39,800	39,054	45,000	\$ 5,200	13.1%	
Miscellaneous	395,999	584,000	382,822	350,000	\$ (234,000)	-40.1%	
Capital Outlay	-	41,000	30,683	66,000	\$ 25,000	61.0%	
TOTAL OPERATING COSTS	\$ 792,822	\$ 1,036,660	\$ 705,812	\$ 1,083,507	\$ 46,847	4.5%	
NON-OPERATING COSTS							
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	NA	
Transfers Out	14,400	14,400	14,400	-	\$ (14,400)	-100.0%	
TOTAL NON-OPERATING COSTS	\$ 14,400	\$ 14,400	\$ 14,400	\$ -	\$ (14,400)	-100.0%	
TOTAL GLENPOOL INDUSTRIAL AUTHORITY	\$ 807,222	\$ 1,051,060	\$ 720,212	\$ 1,083,507	\$ 32,447	3.1%	

**CITY OF GLENPOOL
STREETS AND INFRASTRUCTURE
FY 2023-2024 PROPOSED BUDGET**

	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
					\$	%
Gross Revenues:						
Dedicated Tax	\$ 719,225	\$ 718,460	\$ 840,618	\$ 756,149	\$ 37,689	5.2%
Use Tax	81,650	81,730	97,893	89,086	7,356	9.0%
Investment Income	-	-	-	-	-	NA
Total Gross Revenues	\$ 800,875	\$ 800,190	\$ 938,511	\$ 845,235	\$ 45,045	5.6%
Expenditures:						
Capital Expenditure	\$ 390,636	\$ 254,500	\$ -	\$ 200,000	\$ (54,500)	-21.4%
Water and Sewer	-	95,500	63,476	550,000	454,500	475.9%
Streets and Infrastructure	-	50,000	-	350,000	300,000	600.0%
Economic Development	-	-	-	95,500	-	-
Debt Service	174,979	174,978	233,305	95,214	(79,764)	-45.6%
Total Expenditures	\$ 565,615	\$ 574,978	\$ 296,781	\$ 1,290,714	\$ 715,736	124.5%
Excess (deficiency) of Revenues over Expenditures	\$ 235,260	\$ 225,212	\$ 641,730	\$ (445,479)	\$ (670,691)	-297.8%
Other Financing Sources (Uses):						
Capital Lease Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	-
Transfers In	-	-	-	-	-	NA
Transfers Out	-	-	-	-	-	NA
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Use of Fund Balance						
Beginning Fund Balance	\$ 614,217	\$ 849,477	\$ 849,477	\$ 1,491,207	\$ 641,730	75.5%
Additions/(Reductions) to Fund Balance	235,260	225,212	641,730	(445,479)	(670,691)	-297.8%
Ending Fund Balance	\$ 849,477	\$ 1,074,689	\$ 1,491,207	\$ 1,045,728	\$ (28,961)	-2.7%
Restricted:						
Restricted:	-	-	-	-	-	NA
Unassigned:						
Designated Emergency Reserve	-	-	-	-	-	NA
Undesignated	849,477	1,074,689	1,491,207	1,045,728	(28,961)	-2.7%
Total Ending Fund Balance	\$ 849,477	\$ 1,074,689	\$ 1,491,207	\$ 1,045,728	\$ (28,961)	-2.7%
Transfer Detail:						
Operating Transfers In:						
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Total Operating Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Operating Transfers Out:						
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Total Operating Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -	NA

**CITY OF GLENPOOL
STREETS AND INFRASTRUCTURE FUND REVENUES
FY 2023-2024 PROPOSED BUDGET**

	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
					\$	%
TAXES:						
Dedicated Tax	719,225	718,460	840,618	756,149	\$ 37,689	5.2%
Use Tax	81,650	81,730	97,893	89,086	\$ 7,356	9.0%
INVESTMENT INCOME:						
Interest Earned	-	-	-	-	-	NA
TOTAL REVENUES	\$ 800,875	\$ 800,190	\$ 938,511	\$ 845,235	\$ 45,045	5.6%
NET REVENUES CALCULATION:						
Gross Revenues	\$ 800,875	\$ 800,190	\$ 938,511	\$ 845,235	\$ 45,045	5.6%
Add: Transfers In	-	-	-	-	-	NA
Add: Use of Fund Balance	-	74,910	-	445,479	370,569	494.7%
Net Revenues	\$ 800,875	\$ 875,100	\$ 938,511	\$ 1,290,714	\$ 415,614	47.5%

CITY OF GLENPOOL
STREETS AND INFRASTRUCTURE FUND EXPENSES
FY 2023-2024 PROPOSED BUDGET

<u>DEPARTMENT</u>	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
					\$	%
CAPITAL EXPENDITURES						
Equipment/Streets & Parks	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Vehicles/Streets & Parks	-	-	-	-	\$ -	NA
Park Improvements	-	254,500	-	200,000	\$ (54,500)	-21.4%
Street Improvements	390,636	-	-	-	\$ -	NA
	\$ 390,636	\$ 254,500	\$ -	\$ 200,000	\$ (54,500)	-21.4%
WATER AND SEWER						
Water/Sewer Improvements	\$ -	\$ 95,500	\$ 63,476	\$ 550,000	\$ 454,500	475.9%
	\$ -	\$ 95,500	\$ 63,476	\$ 550,000	\$ 454,500	475.9%
STREETS AND INFRASTRUCTURE						
Stormwater	\$ -	\$ 50,000	\$ -	\$ 350,000	\$ 550,000	1100.0%
	\$ -	\$ 50,000	\$ -	\$ 350,000	\$ 550,000	1100.0%
ECONOMIC DEVELOPMENT						
Economic Development	\$ -	\$ -	\$ -	\$ 95,500	\$ 95,500	NA
	\$ -	\$ -	\$ -	\$ 95,500	\$ 95,500	NA
DEBT SERVICE						
Principal - Capital Lease	\$ 153,349	\$ 165,030	\$ 204,465	\$ 95,214	\$ (69,816)	-42.3%
Interest - Capital Lease	21,630	9,948	28,840	-	\$ (9,948)	-100.0%
	\$ 174,979	\$ 174,978	\$ 233,305	\$ 95,214	\$ (79,764)	-45.6%
SUMMARY						
Capital Outlay	\$ 390,636	\$ 254,500	\$ -	\$ 200,000	\$ (54,500)	-21.4%
Water and Sewer	\$ -	\$ 95,500	\$ 63,476	\$ 550,000	\$ 454,500	475.9%
Streets and Infrastructure	\$ -	\$ 50,000	\$ -	\$ 350,000	\$ 300,000	600.0%
Economic Development	\$ -	\$ -	\$ -	\$ 95,500	\$ 95,500	NA
Debt Service	\$ 174,979	\$ 174,978	\$ 233,305	\$ 95,214	\$ (79,764)	-45.6%
Transfers Out	-	-	-	-	\$ -	NA
TOTAL STREETS & INFRASTRUCTURE	\$ 565,615	\$ 574,978	\$ 296,781	\$ 1,290,714	\$ 715,736	124.5%

**CITY OF GLENPOOL
PUBLIC SAFETY CAPITAL
FY 2023-2024 PROPOSED BUDGET**

	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
					\$	%
Gross Revenues:						
Dedicated Tax	\$ 644,648	\$ 643,960	\$ 753,454	\$ 677,927	\$ 33,967	5.3%
Use Tax	73,184	73,260	87,743	79,870	6,610	9.0%
Investment Income	-	-	-	-	-	NA
Total Gross Revenues	\$ 717,832	\$ 717,220	\$ 841,197	\$ 757,797	\$ 40,577	5.7%
Expenditures:						
Police Department	\$ 5,770	\$ 258,760	\$ 120,184	\$ 377,898	\$ 119,138	46.0%
Fire Department	69,985	-	-	1,000,000	1,000,000	NA
Debt Service	395,413	512,240	360,590	395,826	(116,414)	-22.7%
Total Expenditures	\$ 471,168	\$ 771,000	\$ 480,774	\$ 1,773,724	\$ 1,002,724	130.1%
Excess (deficiency) of Revenues over Expenditures	\$ 246,664	\$ (53,780)	\$ 360,423	\$ (1,015,927)	\$ (962,147)	1789.0%
Other Financing Sources (Uses):						
Capital Lease Proceeds	\$ -	\$ -	\$ -	\$ 1,177,898	\$ 1,177,898	-
Transfers In	-	-	-	-	-	NA
Transfers Out	-	-	-	-	-	NA
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ 1,177,898	\$ 1,177,898	NA
Use of Fund Balance						
Beginning Fund Balance	\$ 275,242	\$ 521,906	\$ 521,906	\$ 882,329	\$ 360,423	69.1%
Additions/(Reductions) to Fund Balance	246,664	(53,780)	360,423	161,971	215,751	-401.2%
Ending Fund Balance	\$ 521,906	\$ 468,126	\$ 882,329	\$ 1,044,300	\$ 576,174	123.1%
Restricted:						
Restricted:	-	-	-	-	-	NA
Unassigned:						
Designated Emergency Reserve	-	-	-	-	-	NA
Undesignated	521,906	468,126	882,329	1,044,300	576,174	123.1%
Total Ending Fund Balance	\$ 521,906	\$ 468,126	\$ 882,329	\$ 1,044,300	\$ 576,174	123.1%
Transfer Detail:						
Operating Transfers In:						
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Total Operating Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Operating Transfers Out:						
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Total Operating Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -	NA

**CITY OF GLENPOOL
PUBLIC SAFETY CAPITAL FUND REVENUE
FY 2023-2024 PROPOSED BUDGET**

	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
					\$	%
TAXES:						
Dedicated Tax	644,648	643,960	753,454	677,927	\$ 33,967	5.3%
Use Tax	73,184	73,260	87,743	79,870	\$ 6,610	9.0%
INVESTMENT INCOME:						
Interest Earned	-	-	-	-	-	NA
TOTAL REVENUES	\$ 717,832	\$ 717,220	\$ 841,197	\$ 757,797	\$ 40,577	5.7%
NET REVENUES CALCULATION:						
Gross Revenues	\$ 717,832	\$ 717,220	\$ 841,197	\$ 757,797	\$ 40,577	5.7%
Add: Transfers In	-	-	-	-	-	NA
Add: Use of Fund Balance	-	53,780	-	-	(53,780)	-100.0%
Add: Capital Lease Proceeds	-	-	-	1,177,898	1,177,898	NA
Net Revenues	\$ 717,832	\$ 771,000	\$ 841,197	\$ 1,935,695	\$ 1,164,695	151.1%

**CITY OF GLENPOOL
PUBLIC SAFETY CAPITAL FUND EXPENSES
FY 2023-2024 PROPOSED BUDGET**

<u>DEPARTMENT</u>				FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023		\$	%
POLICE DEPARTMENT						
Capital Equipment	\$ -	\$ -	\$ 97,847	\$ -	\$ -	NA
Vehicles	5,770	258,760	22,337	377,898	\$ 119,138	46.0%
Police Equipment	-	-	-	-	\$ -	NA
	\$ 5,770	\$ 258,760	\$ 120,184	\$ 377,898	\$ 119,138	46.0%
FIRE DEPARTMENT						
Capital Equipment	\$ 5,519	\$ -	\$ -	\$ -	\$ -	NA
Fire Vehicles	64,466	-	-	800,000	\$ 800,000	NA
Fire Equipment	-	-	-	200,000	\$ 200,000	NA
	\$ 69,985	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000	NA
DEBT SERVICE						
Principal - Capital Lease	\$ 374,071	\$ 410,100	\$ 312,876	\$ 366,631	\$ (43,469)	-10.6%
Interest - Capital Lease	21,342	102,140	47,714	29,195	\$ (72,945)	-71.4%
	\$ 395,413	\$ 512,240	\$ 360,590	\$ 395,826	\$ (116,414)	-22.7%
SUMMARY						
Police Department	\$ 5,770	\$ 258,760	\$ 120,184	\$ 377,898	\$ 119,138	46.0%
Fire Department	\$ 69,985	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000	NA
Debt Service	\$ 395,413	\$ 512,240	\$ 360,590	\$ 395,826	\$ (116,414)	-22.7%
Transfers Out	-	-	-	-	\$ -	NA
TOTAL PUBLIC SAFETY CAPITAL	\$ 471,168	\$ 771,000	\$ 480,774	\$ 1,773,724	\$ 1,002,724	130.1%

**CITY OF GLENPOOL
PUBLIC SAFETY PERSONNEL
FY 2023-2024 PROPOSED BUDGET**

	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
					\$	%
Gross Revenues:						
Dedicated Tax	\$ 1,362,609	\$ 1,361,160	\$ 1,592,594	\$ 1,434,076	\$ 72,916	5.4%
Use Tax	154,690	154,850	185,464	168,956	14,106	9.1%
Investment Income	-	-	-	-	-	NA
Total Gross Revenues	\$ 1,517,299	\$ 1,516,010	\$ 1,778,058	\$ 1,603,032	\$ 87,022	5.7%
Expenditures:						
Police Department	\$ 439,101	\$ 556,930	\$ 342,562	\$ 527,511	\$ (29,419)	-5.3%
Fire Department	860,595	1,054,320	617,360	1,117,074	62,754	6.0%
Total Expenditures	\$ 1,299,696	\$ 1,611,250	\$ 959,922	\$ 1,644,585	\$ 33,335	2.1%
Excess (deficiency) of Revenues over Expenditures	\$ 217,603	\$ (95,240)	\$ 818,136	\$ (41,553)	\$ 53,687	-56.4%
Other Financing Sources (Uses):						
Transfers In	-	-	-	-	-	NA
Transfers Out	-	-	-	-	-	NA
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Use of Fund Balance						
Beginning Fund Balance	\$ 763,890	\$ 981,493	\$ 981,493	\$ 1,799,629	\$ 818,136	83.4%
Additions/(Reductions) to Fund Balance	217,603	(95,240)	818,136	(41,553)	53,687	-56.4%
Ending Fund Balance	\$ 981,493	\$ 886,253	\$ 1,799,629	\$ 1,758,076	\$ 871,823	98.4%
Restricted:						
Restricted:	-	-	-	-	-	NA
Unassigned:						
Designated Emergency Reserve	-	-	-	-	-	NA
Undesignated	981,493	886,253	1,799,629	1,758,076	871,823	98.4%
Total Ending Fund Balance	\$ 981,493	\$ 886,253	\$ 1,799,629	\$ 1,758,076	\$ 871,823	98.4%
Transfer Detail:						
Operating Transfers In:						
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Total Operating Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Operating Transfers Out:						
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Total Operating Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -	NA

**CITY OF GLENPOOL
PUBLIC SAFETY PERSONNEL FUND REVENUE
FY 2023-2024 PROPOSED BUDGET**

	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
					\$	%
TAXES:						
Dedicated Tax	1,362,609	1,361,160	1,592,594	1,434,076	\$ 72,916	5.4%
Use Tax	154,690	154,850	185,464	168,956	\$ 14,106	9.1%
INVESTMENT INCOME:						
Interest Earned	-	-	-	-	-	NA
TOTAL REVENUES	\$ 1,517,299	\$ 1,516,010	\$ 1,778,058	\$ 1,603,032	\$ 87,022	5.7%
NET REVENUES CALCULATION:						
Gross Revenues	\$ 1,517,299	\$ 1,516,010	\$ 1,778,058	\$ 1,603,032	\$ 87,022	5.7%
Add: Transfers In	-	-	-	-	-	NA
Add: Use of Fund Balance	-	95,240	95,240	41,553	(53,687)	-56.4%
Net Revenues	\$ 1,517,299	\$ 1,611,250	\$ 1,873,298	\$ 1,644,585	\$ 33,335	2.1%

**CITY OF GLENPOOL
PUBLIC SAFETY PERSONNEL FUND EXPENSES
FY 2023-2024 PROPOSED BUDGET**

<u>DEPARTMENT</u>	FY22-23 BUDGET		FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
	FY21-22 ACTUAL	(as amended)			\$	%
POLICE						
Personal Services	\$ 397,916	\$ 509,140	\$ 309,197	\$ 473,511	\$ (35,629)	-7.0%
Materials & Supplies	16,119	19,000	12,021	19,000	\$ -	0.0%
Other Charges & Services	11,683	12,860	11,832	19,500	\$ 6,640	51.6%
Travel & Training	-	-	-	-	\$ -	NA
Repairs & Maintenance	13,383	15,930	9,512	15,500	\$ (430)	-2.7%
Miscellaneous	-	-	-	-	\$ -	NA
Capital Outlay	-	-	-	-	\$ -	NA
Debt Service	-	-	-	-	\$ -	NA
	\$ 439,101	\$ 556,930	\$ 342,562	\$ 527,511	\$ (29,419)	-5.3%
FIRE						
Personal Services	\$ 860,595	\$ 1,035,420	\$ 612,751	\$ 1,104,574	\$ 69,154	6.7%
Materials & Supplies	-	2,500	1,014	2,500	\$ -	0.0%
Other Charges & Services	-	7,500	1,595	5,000	\$ (2,500)	-33.3%
Travel & Training	-	8,900	2,000	5,000	\$ (3,900)	-43.8%
Repairs & Maintenance	-	-	-	-	\$ -	NA
Miscellaneous	-	-	-	-	\$ -	NA
Capital Outlay	-	-	-	-	\$ -	NA
Debt Service	-	-	-	-	\$ -	NA
	\$ 860,595	\$ 1,054,320	\$ 617,360	\$ 1,117,074	\$ 62,754	6.0%
SUMMARY						
Personal Services	\$ 1,258,511	\$ 1,544,560	\$ 921,948	\$ 1,578,085	\$ 33,525	2.2%
Materials & Supplies	\$ 16,119	\$ 21,500	\$ 13,035	\$ 21,500	\$ -	0.0%
Other Charges & Services	\$ 11,683	\$ 20,360	\$ 13,427	\$ 24,500	\$ 4,140	20.3%
Travel & Training	\$ -	\$ 8,900	\$ 2,000	\$ 5,000	\$ (3,900)	-43.8%
Repairs & Maintenance	\$ 13,383	\$ 15,930	\$ 9,512	\$ 15,500	\$ (430)	-2.7%
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -	NA
TOTAL PUBLIC SAFETY PERSONNEL	\$ 1,299,696	\$ 1,611,250	\$ 959,922	\$ 1,644,585	\$ 33,335	2.1%

**CITY OF GLENPOOL
CAPITAL FUND
FY 2021-2022 PROPOSED BUDGET**

	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
					\$	%
Gross Revenues:						
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Investment Income	-	-	-	-	-	NA
Total Gross Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Expenditures:						
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Capital Expenditures	-	137,713	-	137,713	-	0.0%
Debt Service	-	-	-	-	-	NA
Total Expenditures	\$ -	\$ 137,713	\$ -	\$ 137,713	\$ -	0.0%
Excess (deficiency) of Revenues over Expenditures	\$ -	\$ (137,713)	\$ -	\$ (137,713)	\$ -	0.0%
Other Financing Sources (Uses):						
Capital Lease Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	-
Transfers In	-	16,436	16,436	-	(16,436)	-100.0%
Transfers Out	-	-	-	-	-	NA
Total Other Financing Sources (Uses)	\$ -	\$ 16,436	\$ 16,436	\$ -	\$ (16,436)	-100.0%
Use of Fund Balance						
Beginning Fund Balance	\$ 121,277	\$ 121,277	\$ 121,277	\$ 137,713	\$ 16,436	13.6%
Additions/(Reductions) to Fund Balance	-	(121,277)	16,436	(137,713)	(16,436)	13.6%
Ending Fund Balance	\$ 121,277	\$ -	\$ 137,713	\$ -	\$ -	NA
Restricted:						
Sidewalk Grant	-	-	137,713	137,713	137,713	NA
Unassigned:						
Designated Emergency Reserve	-	-	-	-	-	NA
Undesignated	121,277	-	-	(137,713)	(137,713)	NA
Total Ending Fund Balance	\$ 121,277	\$ -	\$ 137,713	\$ -	\$ (137,713)	NA
Transfer Detail:						
Operating Transfers In:						
General Fund	\$ -	\$ 16,436	\$ 16,436	\$ -	\$ (16,436)	-100.0%
Total Operating Transfers In	\$ -	\$ 16,436	\$ 16,436	\$ -	\$ (16,436)	-100.0%
Operating Transfers Out:						
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Total Operating Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -	NA

**CITY OF GLENPOOL
CAPITAL FUND
FY 2023-2024 PROPOSED BUDGET**

	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
					\$	%
OTHER:						
Miscellaneous	-	-	-	-	\$ -	NA
INVESTMENT INCOME:						
Interest Earned	-	-	-	-	-	NA
TOTAL REVENUES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	NA
NET REVENUES CALCULATION:						
Gross Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Add: Transfers In	-	16,436	16,436	-	(16,436)	-100.0%
Add: Use of Fund Balance	-	121,277	-	137,713	16,436	13.6%
Net Revenues	<u>\$ -</u>	<u>\$ 137,713</u>	<u>\$ 16,436</u>	<u>\$ 137,713</u>	<u>\$ -</u>	0.0%

**CITY OF GLENPOOL
CAPITAL FUND
FY 2023-2024 PROPOSED BUDGET**

<u>DEPARTMENT</u>	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY20-21 BUDGET AS AMENDED	
					\$	%
MISCELLANEOUS						
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	NA
	\$ -	\$ -	\$ -	\$ -	\$ -	NA
CAPITAL EXPENDITURES						
Streets & Maintenance	\$ -	\$ 137,713	\$ -	\$ 137,713	\$ -	0.0%
	\$ -	\$ 137,713	\$ -	\$ 137,713	\$ -	0.0%
DEBT SERVICE						
Principal - Capital Lease	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Interest - Capital Lease	-	-	-	-	-	NA
	\$ -	\$ -	\$ -	\$ -	\$ -	NA
SUMMARY						
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Capital Outlay	\$ -	\$ 137,713	\$ -	\$ 137,713	\$ -	0.0%
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Transfers Out	-	-	-	-	-	NA
TOTAL CAPITAL FUND	\$ -	\$ 137,713	\$ -	\$ 137,713	\$ -	0.0%

**CITY OF GLENPOOL
ARPA FUND
FY 2023-2024 PROPOSED BUDGET**

	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
					\$	%
Gross Revenues:						
ARPA Grant	\$ -	\$ 1,216,998	\$ 1,228,536	\$ -	\$ (1,216,998)	-100.0%
Investment Income	-	-	-	-	-	NA
Total Gross Revenues	\$ -	\$ 1,216,998	\$ 1,228,536	\$ -	\$ (1,216,998)	-100.0%
Expenditures:						
Contract Services	-	1,216,998	5,940	1,200,000	(16,998)	-1.4%
Capital Purchases	-	-	-	-	-	NA
Total Expenditures	\$ -	\$ 1,216,998	\$ 5,940	\$ 1,200,000	\$ (16,998)	-1.4%
Excess (deficiency) of Revenues over Expenditures	\$ -	\$ -	\$ 1,222,596	\$ (1,200,000)	\$ (1,200,000)	NA
Other Financing Sources (Uses):						
Capital Lease Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	-
Transfers In	-	-	-	-	-	NA
Transfers Out	-	-	-	-	-	NA
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Use of Fund Balance						
Beginning Fund Balance	\$ 1,216,998	\$ 1,216,998	\$ 1,216,998	\$ 2,439,594	\$ 1,222,596	100.5%
Additions/(Reductions) to Fund Balance	-	-	1,222,596	(1,200,000)	(1,200,000)	NA
Ending Fund Balance	\$ 1,216,998	\$ 1,216,998	\$ 2,439,594	\$ 1,239,594	\$ 22,596	1.9%
Restricted:						
Restricted:	1,216,998	1,216,998	1,216,998	2,439,594	1,222,596	100.5%
Unassigned:						
Designated Emergency Reserve	-	-	-	-	-	NA
Undesignated	-	-	1,222,596	(1,200,000)	(1,200,000)	NA
Total Ending Fund Balance	\$ 1,216,998	\$ 1,216,998	\$ 2,439,594	\$ 1,239,594	\$ (1,200,000)	-98.6%
Transfer Detail:						
Operating Transfers In:						
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Total Operating Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Operating Transfers Out:						
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Total Operating Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -	NA

**CITY OF GLENPOOL
ARPA FUND
FY 2023-2024 PROPOSED BUDGET**

	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
					\$	%
GRANTS:						
ARPA Grant	-	1,216,998	1,228,536	-	\$ (1,216,998)	-100.0%
INVESTMENT INCOME:						
Interest Earned	-	-	-	-	-	NA
TOTAL REVENUES	\$ -	\$ 1,216,998	\$ 1,228,536	\$ -	\$ (1,216,998)	-100.0%
NET REVENUES CALCULATION:						
Gross Revenues	\$ -	\$ 1,216,998	\$ 1,228,536	\$ -	\$ (1,216,998)	-100.0%
Add: Transfers In	-	-	-	-	-	NA
Add: Use of Fund Balance	-	-	-	1,200,000	1,200,000	NA
Net Revenues	\$ -	\$ 1,216,998	\$ 1,228,536	\$ 1,200,000	\$ (16,998)	-1.4%

**CITY OF GLENPOOL
ARPA FUND
FY 2023-2024 PROPOSED BUDGET**

<u>DEPARTMENT</u>	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY20-21 BUDGET AS AMENDED	
					\$	%
OTHER CHARGES & SERVICES						
Contract Services	\$ -	\$ 1,216,998	\$ 5,940	\$ 1,200,000	\$ (16,998)	-1.4%
	\$ -	\$ 1,216,998	\$ 5,940	\$ 1,200,000	\$ (16,998)	-1.4%
DEBT SERVICE						
Principal - Capital Lease	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Interest - Capital Lease	-	-	-	-	-	NA
	\$ -	\$ -	\$ -	\$ -	\$ -	NA
SUMMARY						
Capital Outlay	\$ -	\$ 1,216,998	\$ 5,940	\$ 1,200,000	\$ (16,998)	-1.4%
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Transfers Out	-	-	-	-	-	NA
TOTAL PARKS & RECREATION	\$ -	\$ 1,216,998	\$ 5,940	\$ 1,200,000	\$ (16,998)	-1.4%

**CITY OF GLENPOOL
PARKS AND RECREATION FUND
FY 2023-2024 PROPOSED BUDGET**

	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
					\$	%
Gross Revenues:						
Development Fees	\$ 18,575	\$ 19,140	\$ 8,733	\$ 10,000	\$ (9,140)	-47.8%
Investment Income	-	-	-	-	-	NA
Total Gross Revenues	\$ 18,575	\$ 19,140	\$ 8,733	\$ 10,000	\$ (9,140)	-47.8%
Expenditures:						
Capital Expenditures	-	19,140	-	10,000	(9,140)	-47.8%
Debt Service	-	-	-	-	-	NA
Total Expenditures	\$ -	\$ 19,140	\$ -	\$ 10,000	\$ (9,140)	-47.8%
Excess (deficiency) of Revenues over Expenditures	\$ 18,575	\$ -	\$ 8,733	\$ -	\$ -	NA
Other Financing Sources (Uses):						
Capital Lease Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	-
Transfers In	-	-	-	-	-	NA
Transfers Out	-	-	-	-	-	NA
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Use of Fund Balance						
Beginning Fund Balance	\$ 209,499	\$ 228,074	\$ 228,074	\$ 236,807	\$ 8,733	3.8%
Additions/(Reductions) to Fund Balance	18,575	-	8,733	-	-	NA
Ending Fund Balance	\$ 228,074	\$ 228,074	\$ 236,807	\$ 236,807	\$ 8,733	3.8%
Restricted:						
Restricted:	-	-	-	-	-	NA
Unassigned:						
Designated Emergency Reserve	-	-	-	-	-	NA
Undesignated	228,074	228,074	236,807	236,807	8,733	3.8%
Total Ending Fund Balance	\$ 228,074	\$ 228,074	\$ 236,807	\$ 236,807	\$ 8,733	3.8%
Transfer Detail:						
Operating Transfers In:						
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Total Operating Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Operating Transfers Out:						
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Total Operating Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -	NA

**CITY OF GLENPOOL
PARKS AND RECREATION FUND
FY 2023-2024 PROPOSED BUDGET**

	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
					\$	%
FEES:						
Development Fees	18,575	19,140	8,733	10,000	\$ (9,140)	-47.8%
INVESTMENT INCOME:						
Interest Earned	-	-	-	-	-	NA
TOTAL REVENUES	\$ 18,575	\$ 19,140	\$ 8,733	\$ 10,000	\$ (9,140)	-47.8%
NET REVENUES CALCULATION:						
Gross Revenues	\$ 18,575	\$ 19,140	\$ 8,733	\$ 10,000	\$ (9,140)	-47.8%
Add: Transfers In	-	-	-	-	-	NA
Add: Use of Fund Balance	-	-	-	-	-	NA
Net Revenues	\$ 18,575	\$ 19,140	\$ 8,733	\$ 10,000	\$ (9,140)	-47.8%

**CITY OF GLENPOOL
PARKS AND RECREATION FUND
FY 2023-2024 PROPOSED BUDGET**

<u>DEPARTMENT</u>	FY22-23 BUDGET		FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY20-21 BUDGET AS AMENDED	
	FY21-22 ACTUAL	(as amended)			\$	%
CAPITAL EXPENDITURES						
Park Improvements	\$ -	\$ 19,140	\$ -	\$ 10,000	\$ (9,140)	-47.8%
	\$ -	\$ 19,140	\$ -	\$ 10,000	\$ (9,140)	-47.8%
DEBT SERVICE						
Principal - Capital Lease	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Interest - Capital Lease	-	-	-	-	-	NA
	\$ -	\$ -	\$ -	\$ -	\$ -	NA
SUMMARY						
Capital Outlay	\$ -	\$ 19,140	\$ -	\$ 10,000	\$ (9,140)	-47.8%
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Transfers Out	-	-	-	-	-	NA
TOTAL PARKS & RECREATION	\$ -	\$ 19,140	\$ -	\$ 10,000	\$ (9,140)	-47.8%

**CITY OF GLENPOOL
HOTEL MOTEL FUND
FY 2023-2024 PROPOSED BUDGET**

	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
					\$	%
Gross Revenues:						
Hotel Motel Tax	\$ 266,463	\$ 253,660	\$ 254,432	\$ 250,000	\$ (3,660)	-1.4%
Investment Income	-	-	-	-	-	NA
Total Gross Revenues	\$ 266,463	\$ 253,660	\$ 254,432	\$ 250,000	\$ (3,660)	-1.4%
Expenditures:						
Economic Development	68,900	228,200	194,453	-	(228,200)	-100.0%
Parks and Culture	-	43,000	-	-	-	-
Total Expenditures	\$ 68,900	\$ 271,200	\$ 194,453	\$ -	\$ (271,200)	-100.0%
Excess (deficiency) of Revenues over Expenditures	\$ 197,563	\$ (17,540)	\$ 59,979	\$ 250,000	\$ 267,540	-1525.3%
Other Financing Sources (Uses):						
Capital Lease Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	-
Transfers In	-	-	-	-	-	NA
Transfers Out	(70,000)	(80,000)	(80,000)	(250,000)	(170,000)	212.5%
Total Other Financing Sources (Uses)	\$ (70,000)	\$ (80,000)	\$ (80,000)	\$ (250,000)	\$ (170,000)	212.5%
Use of Fund Balance						
Beginning Fund Balance	\$ 634,524	\$ 762,087	\$ 762,087	\$ 742,066	\$ (20,021)	-2.6%
Additions/(Reductions) to Fund Balance	127,563	(97,540)	(20,021)	-	97,540	-100.0%
Ending Fund Balance	\$ 762,087	\$ 664,547	\$ 742,066	\$ 742,066	\$ 77,519	11.7%
Restricted:						
Restricted:	-	-	-	-	-	NA
Unassigned:						
Designated Emergency Reserve	-	-	-	-	-	NA
Undesignated	762,087	664,547	742,066	742,066	77,519	11.7%
Total Ending Fund Balance	\$ 762,087	\$ 664,547	\$ 742,066	\$ 742,066	\$ 77,519	11.7%
Transfer Detail:						
Operating Transfers In:						
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Total Operating Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Operating Transfers Out:						
GIA	\$ 70,000	\$ 80,000	\$ 80,000	\$ 250,000	\$ 170,000	212.5%
Total Operating Transfers Out	\$ 70,000	\$ 80,000	\$ 80,000	\$ 250,000	\$ 170,000	212.5%

**CITY OF GLENPOOL
HOTEL MOTEL FUND
FY 2023-2024 PROPOSED BUDGET**

	FY21-22 ACTUAL	FY22-23 BUDGET (as amended)	FY22-23 PROJECTED 06/30/2023	FY23-24 BUDGET ESTIMATE	CHANGE OVER FY22-23 BUDGET AS AMENDED	
					\$	%
TAXES:						
Hotel Motel Tax	266,463	253,660	254,432	250,000	\$ (3,660)	-1.4%
INVESTMENT INCOME:						
Interest Earned	-	-	-	-	-	NA
TOTAL REVENUES	\$ 266,463	\$ 253,660	\$ 254,432	\$ 250,000	\$ (3,660)	-1.4%
NET REVENUES CALCULATION:						
Gross Revenues	\$ 266,463	\$ 253,660	\$ 254,432	\$ 250,000	\$ (3,660)	-1.4%
Add: Transfers In	-	-	-	-	-	NA
Add: Use of Fund Balance	-	136,800	136,800	-	(136,800)	-100.0%
Net Revenues	\$ 266,463	\$ 390,460	\$ 391,232	\$ 250,000	\$ (140,460)	-36.0%

**CITY OF GLENPOOL
HOTEL MOTEL FUND
FY 2023-2024 PROPOSED BUDGET**

<u>DEPARTMENT</u>	FY22-23 BUDGET		FY22-23	FY23-24 BUDGET	CHANGE OVER FY20-21	
	FY21-22 ACTUAL	(as amended)	PROJECTED 06/30/2023		BUDGET AS AMENDED	
				ESTIMATE	\$	%
ECONOMIC DEVELOPMENT						
Personnel Services	\$	-	\$ 115,800	\$ 93,484	\$ -	\$ (115,800) -100.0%
Other Charges and Services	\$	68,900	\$ 100,000	\$ 85,312	\$ -	\$ (100,000) -100.0%
Travel and Training	\$	-	\$ 3,400	\$ 6,657	\$ -	\$ (3,400) -100.0%
Miscellaneous	\$	-	\$ 9,000	\$ 9,000	\$ -	\$ (9,000) -100.0%
	\$ 68,900	\$ 228,200	\$ 194,453	\$ -	\$ (228,200)	-100.0%
PARKS AND CULTURE						
Park Improvements	\$	-	\$ 43,000	\$ -	\$ -	\$ (43,000) -100.0%
	\$ -	\$ 43,000	\$ -	\$ -	\$ (43,000)	-100.0%
SUMMARY						
Economic Development	\$	68,900	\$ 228,200	\$ 194,453	\$ -	\$ (228,200) -100.0%
Park Improvements	\$	-	\$ 43,000	\$ -	\$ -	\$ (43,000) -100.0%
Transfers Out		70,000	80,000	80,000	250,000	\$ 170,000 212.5%
TOTAL HOTEL MOTEL	\$ 138,900	\$ 351,200	\$ 274,453	\$ 250,000	\$ (101,200)	-28.8%

**CITY OF GLENPOOL
DEBT SERVICE
FY2023-2024 PROPOSED BUDGET**

CITY OF GLENPOOL (Governmental) (01)	Original Amount	Annual Payment	Balance 7/1/2023	Annual Interest	Trustee Admin Fees	Maturity
<u>Department of Transportation Note 5/18/87</u>	56,761	1,200	12,361	-	-	Jun. 2028
<u>Department of Transportation Note 10/24/91</u>	63,571	1,200	5,925	-	-	Jun. 2034
TOTAL CITY	\$ 120,332	\$ 2,400	\$ 18,286	\$ -	\$ -	
STREETS AND INFRASTRUCTURE FUND (50)						
St. Francis Reimbursement Agreement	\$ 952,142	\$ 95,214	\$ 380,857	\$ -	\$ -	Oct 2028
TOTAL	\$ 952,142	\$ 95,214	\$ 380,857	\$ -	\$ -	
PUBLIC SAFETY CAPITAL (51)						
FY17 Public Safety Communications System Infrastructure	\$ 521,003	\$ 43,866	\$ 244,545	\$ 10,527	\$ -	Nov 2028
FY19 2009 Pierce Velocity 100 Aerial Platform	\$ 562,977	\$ 120,160	\$ 120,160	\$ 4,048	\$ -	Apr 2024
FY22 PD Vehicles (5)	\$ 243,658	\$ 47,575	\$ 197,188	\$ 4,691	\$ -	Sept 2026
FY23 2023 Pierce Velocity Pumper	\$ 780,000	\$ 155,031	\$ 632,055	\$ 9,929	\$ -	Sept 2026
TOTAL	\$ 2,107,638	\$ 366,631	\$ 1,193,948	\$ 29,195	\$ -	
GLENPOOL UTILITY SERVICES AUTHORITY						
<u>2011 QWRB Loan (ORF-11-0002-CW)</u>	3,740,625	164,553	1,803,868	42,223	9,774	Sep. 2032
<u>2019 Series Utility Revenue Bond</u>	40,485,000	1,552,000	35,980,000	1,165,312	-	Dec. 2040
TOTAL MUNICIPAL AUTHORITY	\$ 44,225,625	\$ 1,716,553	\$ 37,783,868	\$ 1,207,535	\$ 9,774	
GRAND TOTAL	\$ 47,405,737	\$ 2,180,798	\$ 39,376,959	\$ 1,236,730	\$ 9,774	

CITY OF GLENPOOL
Budgeted Positions by Department

<u>FULL TIME</u>	<u>FY23-24</u>	<u>FY22-23</u>	<u>FY21-22</u>	<u>FY20-21</u>
General Government	9	9	5	4
Animal Control	2	2	1	1
Police	28	26	24	24
Disptatch	9	9	7	7
Fire	29	28	24	24
Community Development	8	8	8	7
General Administration	3	3	4	4
Streets & Parks	8	7	7	7
Water & Sewer	11	10	11	9
Utility Billing	4	4	3	4
Conference Center	3	3	2	2
Total Full Time	114	109	96	93
<u>PART TIME</u>				
General Government	0	0	1	0
Animal Control	0	0	1	1
Utility Billing	1	1	1	0
Streets and Parks	3	0	0	0
Conference Center	1	0	2	0
Total Part Time	5	1	5	1
Total Positions	119	110	101	94

RESOLUTION NO. 2023006

**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
FISCAL YEAR 2023-2024 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 Fiscal Year 2023-2024 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 Fiscal Year 2023-2024.

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

1. The budget for Fiscal Year 2023-2024 be approved for the funds and amounts as listed in Exhibit A.
2. The Finance Director, with the approval of the City Manager, may make transfers between departments and accounts within a fund. Additional appropriations and transfers between funds must be approved by the City Council prior to implementation.
3. The Finance Director, with the approval of the City Manager, shall be directed to invest and reinvest available funds on a continuing basis during the fiscal year ending June 30, 2024.

PASSED AND APPROVED this 5th day of June 2023.

Joyce G. Calvert, Mayor

Attest:

Wendy Knight, City Clerk

EXHIBIT A

CITY OF GLENPOOL

PROPOSED FY2023-2024 BUDGET

OPERATING FUND BUDGET			
	<u>Revenues</u>	<u>Expenditures</u>	<u>Transfers In (Out)</u>
General Fund	14,134,505		(2,807,411)
General Government		1,548,303	
Animal Control		165,602	
Police		2,700,000	
Dispatch		617,255	
Fire		2,981,965	
Emergency Management		75,500	
Community Development		922,357	
General Administration		791,344	
Engineering		214,300	
Streets & Parks		1,308,068	
Capital Improvement Fund	137,713	137,713	-
Park & Rec Fund	10,000	10,000	-
Hotel/Motel Fund	250,000	-	(250,000)
Streets & Infrastructure Fund	1,290,714		-
Capital Expenditures		200,000	
Water and Sewer		550,000	
Streets and Infrastructure		350,000	
Economic Development		95,500	
Public Safety Capital Fund	1,935,695		-
Police		377,898	
Fire		1,000,000	
Public Safety Personnel Fund	1,644,585		-
Police		527,511	
Fire		1,117,074	
Glenpool Utility Services Authority:	6,409,900		2,607,411
Water & Sewer		4,100,759	
Utility Billing		388,666	
Refuse		776,000	
Stormwater		562,000	
Glenpool Industrial Development Authority:	633,507		450,000
Conference Center		486,201	
Tax Increment Financing		350,000	
Economic Development		247,306	
Debt Service		3,427,303	
Total Operating Fund Budget	\$ 26,446,619	\$ 26,028,625	\$ -



To: Mayor and Council

From: David Tillotson, City Manager

Date: May 31, 2023

Re: Interlocal Agreement for Roadwork

Background:

Tulsa County has offered to partner with the City of Glenpool and the City of Jenks to conduct overlays to: Elwood Ave. between 121st St. South and 131st St. South; 131st St. South between Elwood Ave. and Peoria Ave.; and 141st St. South between Peoria Ave and Lewis Ave. The estimated cost to overlay per road segment is \$100,000. Tulsa County has proposed that Glenpool and Jenks split 50% over the cost of the overlay. This means that Glenpool would pay \$25,000 for each mile at a total cost of \$75,000 under this agreement. Funds for this overlay project would be taken from the General Fund Reserve Account if approved.

Staff Recommendation:

Staff recommends approval of the Interlocal Agreement with Tulsa County.

Attachments:

- Interlocal Agreement

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

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

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

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

www.glenpoolonline.com

**INTERLOCAL AGREEMENT BETWEEN CITY OF GLENPOOL AND BOARD OF TULSA COUNTY
COMMISSIONERS FOR ELWOOD AVE FROM 131ST ST TO 121ST ST S AND 131ST ST S FROM ELWOOD
AVE TO PEORIA AVE (ELM ST) AND 141ST ST S FROM PEORIA AVE (ELM ST) TO LEWIS AVE**

THIS AGREEMENT, by and between the Board of County Commissioners of Tulsa County, Oklahoma, hereinafter called "County" and the City of Glenpool, Oklahoma, hereinafter called "City".

WITNESSETH:

WHEREAS, by virtue of Okla. Stat. tit. 69, § 1903, the County and the City are authorized to enter into agreements with one another to construct, improve, and repair any of the streets of such municipality;

WHEREAS, by virtue of Okla. Stat. tit. 74, § 1008, the County and the City are authorized to enter into contracts for governmental services; and

WHEREAS, the County and the City are desirous of participating in projects and the provision of services mutually advantageous to the County and the City.

THEREFORE, in consideration of the covenants and conditions hereinafter contained, the parties hereto agree as follows:

1. The duration of this Agreement shall be from the date of execution of this Agreement until the project is complete.
2. The purpose of this Agreement shall be to provide an asphalt overlay for the roadways:
 - a) ELWOOD AVE FROM 131ST ST TO 121ST ST S;
 - b) 131ST ST S FROM ELWOOD AVE TO PEORIA AVE (ELM ST); AND
 - c) 141ST ST S FROM PEORIA AVE (ELM ST) TO LEWIS AVE
3. The County shall provide the necessary materials, easements, traffic control, labor, and equipment to prepare (patch) and complete the project.
4. The City shall reimburse the County \$75,000 to offset one-quarter of the anticipated cost of \$300,000 (\$100,000 per roadway segment in #2) for the entire project.
5. This Agreement shall be effective from and after the date of execution hereof and is intended only for the purpose described in Section 2 above. The parties agree that they are both prohibited by the Oklahoma Constitution from committing to spend future fiscal year revenues, and nothing contained in this Agreement is intended to obligate either party to make expenditures of future fiscal year funds without properly authorizing such expenditures.
6. The rights, duties, and obligations under or arising from this Agreement shall not be assigned by either party hereto without the express written consent of the other.

Approved by the Glenpool City Council on the _____ day of _____, 2023.

CITY OF GLENPOOL, OKLAHOMA

BY: _____
Joyce G. Calvert, Mayor

ATTEST:

BY: _____
Wendy Knight, City Clerk

APPROVED AS TO FORM:

BY: _____
City Attorney

Approved by the Board of County Commissioners of Tulsa County, Oklahoma on the _____ day of _____, 2023.

TULSA COUNTY
BOARD OF COUNTY COMMISSIONERS

By: _____
Kelly Dunkerley, Chairman

ATTEST:

BY: _____
Michael Willis, County Clerk

APPROVED AS TO FORM:

BY: _____
District Attorney



To: Mayor and Council

From: David Tillotson, City Manager

Date: June 1, 2023

Re: Alternate Work Schedule

Background:

In June of 2022, the Council approved an alternate work schedule for employees on a one-year trial basis. Public Safety, Public Works and the Conference Center did not implement the alternate work schedule for various reasons. All other departments, including Utility Billing implemented the schedule. Currently, City Hall and Utility Billing are open Monday through Thursday from 7:30-5:30 and from 7:30-11:30 on Friday.

Our employees who work under the alternate schedule are happy with the schedule and find that it makes scheduling doctor's appointments or other tasks easier given the half-day on Fridays. We do occasionally have individuals who come to the Conference Center on Friday afternoon looking for Development Services, but I have not had any complaints reach my office from the public or developers about the alternate schedule.

Staff Recommendation:

Staff recommends Council keep the alternate work schedule in place, including City Hall and Utility Billing office hours of:

- Monday through Thursday: 7:30 am – 5:30 pm
- Friday: 7:30 am – 11:30 pm

Attachments:

- None

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