



**NOTICE
GLENPOOL CITY COUNCIL
REGULAR MEETING**

A Regular Session of the Glenpool City Council will be held at 6:00 p.m. on October 2, 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>

Meeting ID: 897 5355 5435

Passcode: 974088

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Find your local number: <https://us02web.zoom.us/j/89753555435?pwd=QzdFVjA1b0lKa1lSUFlKbUNrUUxtdz09>

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, OCTOBER 2, 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 – Sean Farver, Kirk Crossing | |
| D) Pledge of Allegiance – Joyce G. Calvert, Mayor | |
| E) Management Report | |
| 1) CM Report.10022023 | 3 - 28 |
| 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 September 18, 2023 meeting. 29 - 33
[City Council Regular Meeting - 18 Sep 2023 - Minutes - Html](#)
- 2) Approval of Budget Amendment CITY-03 for FY23-24 for encumbrances to be rolled forward from the FY22-23 Budget and minor corrections to the FY24 Sales Tax and Use Tax budgets. 34 - 36
[Budget Amendment City-03](#)
- J) **Consideration and appropriate action relating to items removed from the Consent Agenda**
- K) **Scheduled Business**
- L) **Adjournment**

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on September 29, 2023, by 11:30 am.

Signed: Wendy Knight
City Clerk

City Manager's Report

October 2, 2023



City Of
Glenpool
Creating Opportunity

Human Resources

Open Positions

We currently have 10 open positions. These vacancies include those new positions approved in the FY2023-2024 budget.

I have noted positions below that are in the process.

- Public Works: 5 Positions
 - Water & Sewer Laborer – Advertised & Interviewing
 - Seasonal Streets and Parks Laborers (3) – Will post in March 2024
 - Water Distribution Crew Leader – Advertised & Interviewing
- Police Department: 3 Positions
 - Police Officer (2)
 - 2 Positions will be readvertised soon.
 - Dispatch (1) – Position Advertised and interviews ongoing.
- Development Services: 1 Position
 - Planner – Position advertised.
- Administration: 1 Position
 - IT Director

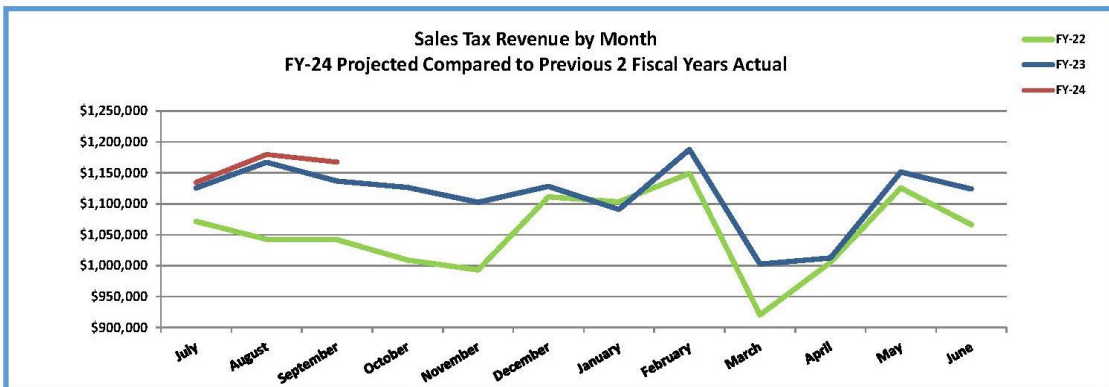
Projects and Training

- Attended multiple webinars on Proposed DOL OT Ruling
- Attended OML Conference

Finance

SALES TAX

FY24 Combined Sales Tax for all funds in September was \$1,167,426, 2.7% higher than FY23 revenues for the same period. Further details on September financial results will be reported next month after the September accounting period is closed.



GENERAL FUND REVENUES

FY24 General Fund year-to-date revenues in August were \$2,887,379, approximately \$128,909 or 4.7% higher than FY23 revenues for the same period. The change is primarily due to a 326.1% increase in investment income pared to August FY23.



GENERAL FUND EXPENDITURES

FY24 General Fund year-to-date expenditures in August were \$2,508,570, approximately \$534,172 higher than FY23 expenditures YTD, a variance of 27.1% for the same period. Increased wage costs combined with capital purchases contributed to the increase. However, overall spending is 6.2% under budget YTD.

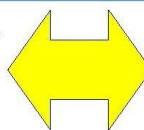


REPORT LEGEND

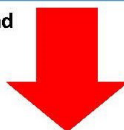
Better Than
Expected



Expected, or
Minor
Variance



Monitor and
Consider
Taking
Action



SALES TAX REVENUES—ALL FUNDS



FY24 Sales Tax collections year-to-date in August were 1.0% above budget, and also 1.0% higher than FY23 collections for the same period.

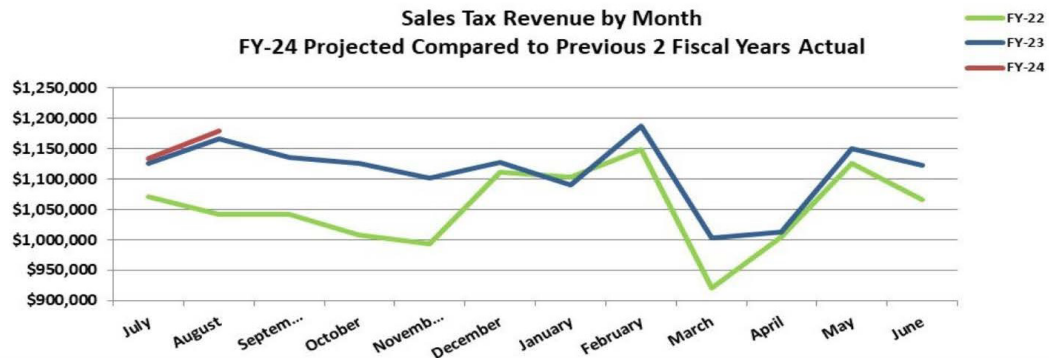
CITY OF GLENPOOL SCHEDULE OF SALES TAX REVENUE - ALL FUNDS Fiscal Year Ending June 30, 2024

MONTH	COMPARISON TO BUDGET			COMPARISON TO PRIOR YEAR			PERCENTAGE	
	REVISED BUDGET	FY2024 ACTUAL	AMT INC/(DEC)	FY2024 ACTUAL	FY2023 ACTUAL	AMT INC/(DEC)	INC(DEC) BUDGET	% PRIOR YR
July	\$ 1,142,094	\$1,134,751	\$ (7,343)	\$1,134,751	\$ 1,125,530	\$ 9,221	-0.6%	0.8%
August	\$ 1,148,637	\$1,179,694	31,057	1,179,694	1,167,026	\$ 12,667	2.7%	1.1%
September	\$ 1,132,475			-	1,136,626			
October	\$ 1,110,095			-	1,126,462			
November	\$ 1,089,369			-	1,102,424			
December	\$ 1,164,263			-	1,128,358			
January	\$ 1,140,534			-	1,090,804			
February	\$ 1,214,932			-	1,187,747			
March	\$ 999,718			-	1,002,690			
April	\$ 1,049,085			-	1,012,534			
May	\$ 1,183,624			-	1,151,247			
June	\$ 1,138,469			-	1,123,707			
TOTAL	\$13,513,295	\$2,314,444	\$ 23,714	\$2,314,444	\$13,355,155	\$ 21,888	1.0%	1.0%

Y-T-D Budget \$2,290,731
Y-T-D Actual 2,314,444
Y-T-D Variance 23,714
Y-T-D % Var 1.0%

Prior Year \$2,292,556
Y-T-D Actual 2,314,444
Y-T-D Variance 21,888
Y-T-D % Var 1.0%

Sales Tax Revenue by Month
FY-24 Projected Compared to Previous 2 Fiscal Years Actual

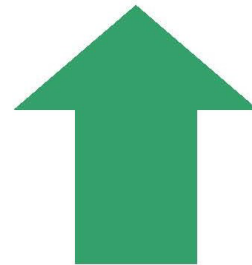
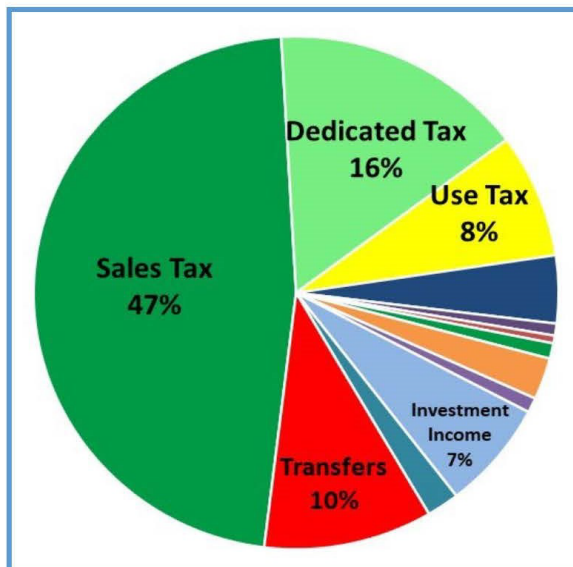


GENERAL FUND REVENUES

	YTD FY24 Budget	YTD FY24 Actual	Budget Over/(Under)	YTD FY23 Actual
Sales Tax	\$ 1,347,539	\$ 1,361,356	\$ 13,817	\$ 1,348,482
Dedicated Tax	449,180	\$ 453,863	4,683	449,570
Use Tax	206,006	\$ 226,349	20,343	182,332
Franchise Tax	100,000	\$ 123,206	23,206	125,580
Other Taxes	21,417	\$ 21,873	456	20,021
Licenses & Permits	11,217	\$ 14,152	2,935	22,564
Charges for Services	57,233	\$ 27,896	(29,337)	40,546
Intergovernmental	57,315	\$ 75,958	18,643	58,495
Fines & Forfeitures	35,167	\$ 27,030	(8,137)	23,775
Investment Income	16,667	\$ 197,783	181,116	46,414
Miscellaneous	6,730	\$ 57,913	51,183	15,522
Transfers	300,000	300,000	-	302,400
Totals	\$ 2,608,470	\$ 2,887,379	\$ 278,909	\$ 2,635,701

Over (Under) Budget year to date: 10.7%

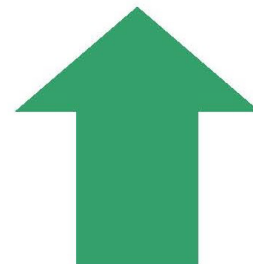
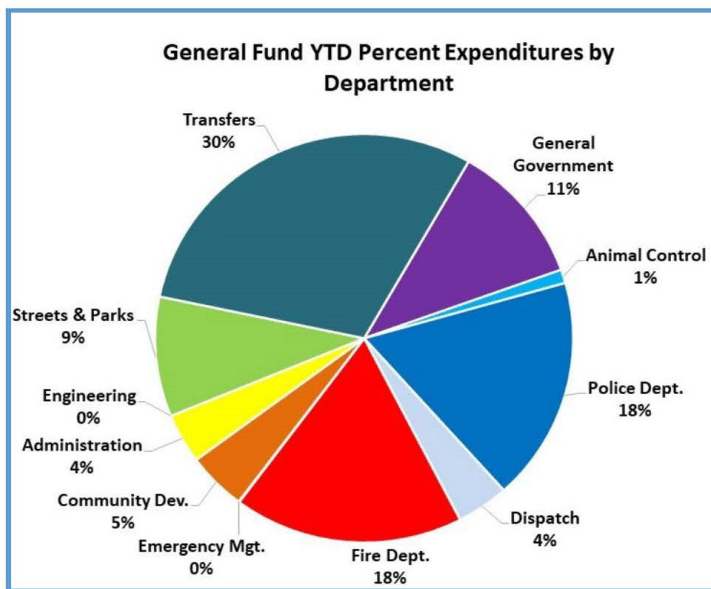
Increase (Decrease) over prior year: 9.5%



GENERAL FUND EXPENDITURES BY DEPARTMENT

DEPARTMENT	YTD FY24 Budget	YTD FY24 Actual	Budget Under/(Over)	YTD FY23 Actual
General Government	\$ 258,051	\$ 281,561	\$ (23,510)	\$ 218,006
Animal Control	27,600	26,902	698	22,229
Police Dept.	455,115	444,759	10,357	293,679
Dispatch	102,876	101,643	1,233	76,310
Fire Dept.	496,994	446,150	50,844	332,294
Emergency Mgt.	12,583	1,371	11,213	98
Community Dev.	153,726	115,449	38,277	101,509
Administration	131,891	98,722	33,168	86,315
Engineering	35,717	-	35,717	-
Streets & Parks	230,680	238,150	(7,470)	94,388
Transfers	767,902	753,863	14,039	749,570
Totals	\$ 2,673,135	\$ 2,508,570	\$ 164,565	\$ 1,974,398

Under (Over) Budget year to date: 6.2%

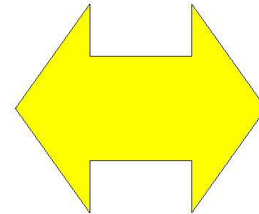
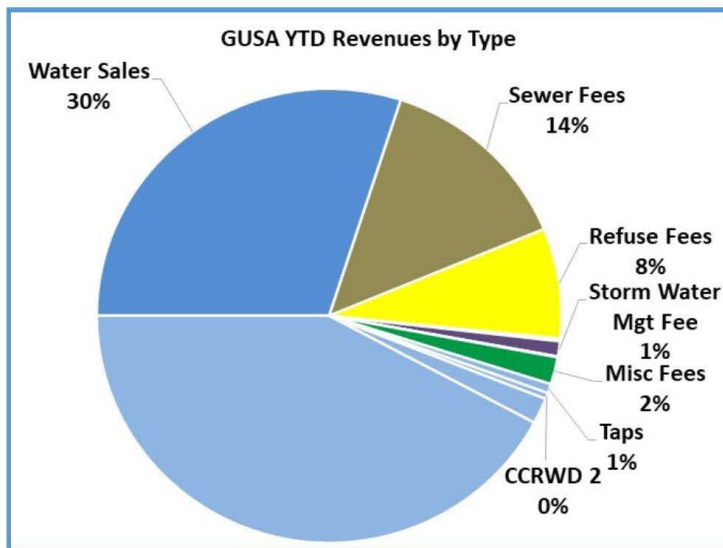


GLENPOOL UTILITY SERVICES AUTHORITY REVENUES YEAR-TO-DATE

	YTD FY24 Budget	YTD FY24 Actual	Budget Over/(Under)	YTD FY23 Actual
Water Sales	\$ 566,667	\$ 535,788	\$ (30,879)	\$ 595,369
Sewer Fees	266,667	246,063	(20,603)	267,879
Refuse Fees	154,167	140,188	(13,979)	136,789
Solid Waste Mgt Fee	3,667	3,336	(331)	3,273
Storm Water Mgt Fee	21,000	19,120	(1,880)	18,764
Water/Wastewater Fee	483	1,125	642	995
Misc Fees	23,750	34,461	10,711	24,411
Taps	9,167	11,800	2,633	14,550
CCRWD 2	5,250	7,834	2,584	3,899
Investment Income	17,500	32,875	15,375	6,255
Transfers	734,569	753,863	19,294	749,570
Totals	\$ 1,802,885	\$ 1,786,452	\$ (16,433)	\$ 1,821,754

Over (Under) Budget year to date: -0.9%

Decrease over prior year: -1.9%

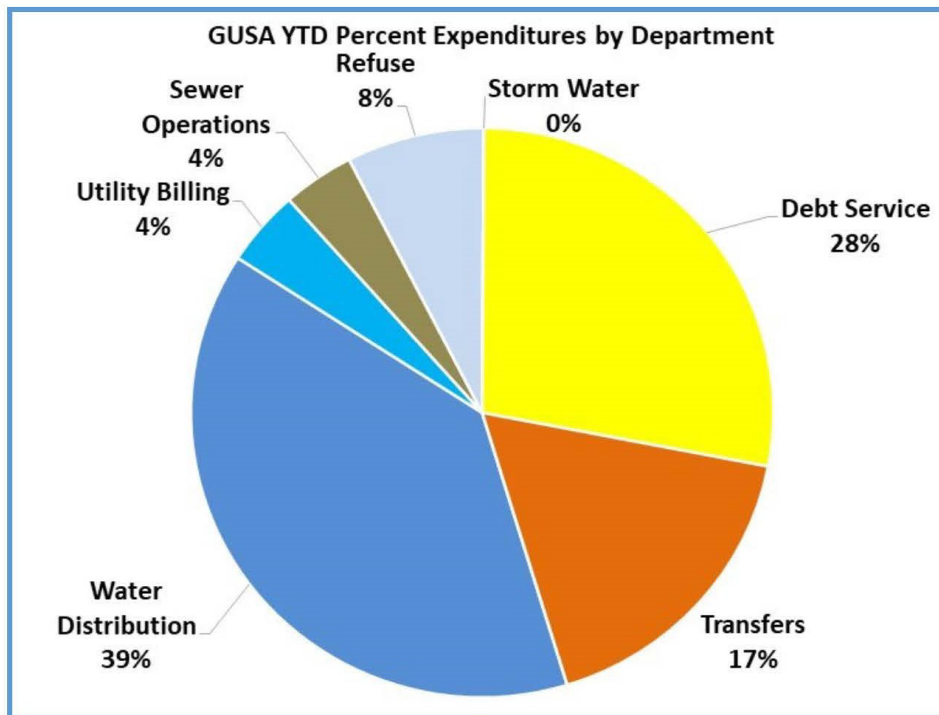


GLENPOOL UTILITY SERVICES AUTHORITY EXPENSES YEAR-TO-DATE

DEPARTMENT	YTD FY24 Budget	YTD FY24 Actual	Budget (Over)/Under	YTD FY23 Actual
Water Distribution	\$ 559,867	\$ 675,827	\$ (115,961)	\$ 384,076
Utility Billing	64,778	74,912	(10,134)	49,487
Sewer Operations	123,593	69,382	54,211	-
Refuse	129,333	133,157	(3,824)	65,659
Storm Water	93,667	-	93,667	-
Debt Service	488,977	485,299	3,678	491,408
Transfers	300,000	300,000	-	300,000
Totals	\$ 1,760,215	\$ 1,738,577	\$ 21,638	\$ 1,290,630

Under (Over) Budget year to date:

1.2%



FUND DASHBOARD

FUND	REVENUES	EXPENDITURES	CHANGE IN FUND BALANCE
GENERAL FUND	\$2,887,379	\$2,508,570	\$378,809
GLENPOOL UTILITY SERVICES AUTHORITY FUND	\$1,786,452	\$1,738,577	\$46,250
GLENPOOL INDUSTRIAL AUTHORITY FUND	\$98,760	\$205,139	<\$106,379>
STREETS & INFRASTRUCTURE FUND	\$148,113	-	\$148,113
PUBLIC SAFETY CAPITAL FUND	\$472,958	\$505,163	<\$32,205>
PUBLIC SAFETY PERSONNEL FUND	\$280,608	\$256,992	\$23,616
CAPITAL FUND	-	-	-
ARPA FUND	-	104,066	<\$104,066>
PARKS AND RECREATION FUND	\$3,800	-	\$3,800
HOTEL FUND	\$51,891	-	\$51,891

Development Services

Listed below are current development related activities within the City of Glenpool **through the month of September 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. **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
4. **Beehive Phase II** – A Site Plan application for Phase II of the Beehive Care Facility located at 12570 Vancouver Ave. Estimated completion March 2024
5. **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
6. **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
7. **1st Oklahoma Credit Union** – A Site Plan application for a 5,900sf bank located at 14912 S. Broadway St. Estimated completion date September 2023

Commercial/Industrial Occupancy Permits Issued in September:

No new Occupancy Permits Issued

Earth Change Permits Issued:

1. **Eagle I Investments (The Lakes at Twin Mounds Commercial)** – Southwest corner of W. 161st Street and US 75. The owner is clearing, grading and preparing the 11-acre site for future commercial uses.
2. **Phillips Corner** – 5.5 acres site adjacent to Crystal Pools on North Casper Street. The owner is clearing, grading and preparing the site for future commercial uses.

- 3. South 75 Business Park** – 2.5-acre site near northwest and northeast corner of 166th Street South and South Broadway Street. The owner is clearing, grading and installing drainage improvements to serve the area.

Residential Projects Under Construction:

	Subdivision Name	Lots Approved	Under Construction	Completed	Lots Available
1	The Pines	31	2	29	0
2	Glen Hills I (Phase 1-6)	84	0	82	2
3	Glen Hills II (Phase 7-11)	78	33	24	21
4	Scissortail	88	12	32	44
5	Redbud Glen	74	0	16	58
6	Twin Ponds	25	1	1	23
	Totals	380	48	184	148

Planning Applications Under Review:

A. Annexation(s): No New Applications

B. Comprehensive Plan Amendment(s): No New Applications

C. Zone Amendment(s): No New Applications

D. Planned Unit Development (PUD): No New Applications

E. Subdivision Plat(s): No New Applications

F. Lot Split Application(s):

- South 75 Business Park II A** – A Lot Split of a 20.554-acre parcel into 3 (three) lots. The subject site is generally located on the southwest corner of S. Broadway St. and E. 161st St S.

G. Site Plan Applications:

- Beeline Motors** – Site Plan review of an automobile sales lot located at 14733 S. Casper St.

H. Specific Use Permits: No New Applications

I. Variance(s): No New Applications

Approved Projects Not Under Construction

1. **McGraw Winfield Realtors** – A proposed 4,434sf office building located at 12189 South Yukon Avenue.
2. **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.
3. **Carson Trails** – A 497-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.
4. **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.
5. **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.
6. **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
7. **Twin Ponds Phase II** – Preliminary Plat of a 12.29-acre site. The plat proposes to subdivide the site into ten (10) lots and four (4) reserve areas. The subject site is generally located north of West 181st Street South – ½ mile west of Highway 75.

Current Residential and Commercial Building Permit Statistics

New Residential Permits Issued September 2023	4
New Commercial Permits Issued September 2023	0
Current Active Residential Permits	56
Current Active Commercial Permits	12
Residential Permits thru September 2022	67
Residential Permits thru September 2023	43
Commercial Permits thru September 2022	6
Commercial Permits thru September 2023	0
Assessment Letters Issued in September 2023	1
Total Assessment Letters Issued in 2023	12

Code Enforcement Activity for 2023

ACTIVITY DESCRIPTION:	Totals			
Complaints received and investigated Year to Date	979			
Open public nuisance cases through September 2023	77			
CODE ENFORCEMENT CASES	Jun	Jul	Aug	Sept
	121	108	82	92
High grass:	16	32	16	33
Fire damaged structures:	-0-	-0-	-0-	-0-
Illegally parked vehicles:	4	6	1	7
Nuisance abatements (contractor):	-0-	-0-	1	1
Notices issued for residents with no water service:	-0-	-0-	-0-	-0-
Tulsa County Health Department citations:	-0-	-0-	-0-	-0-
Illegally placed signs:	68	42	46	29
Damage to public facilities citations:	-0-	-0-	-0-	-0-
Excessive trash & debris notices:	10	9	7	9
Dilapidated structures/property notices:	-0-	-0-	-0-	-0-
Trash can/receptacle placement notices:	-0-	-0-	-0-	-0-
Building demolition & removal:	-0-	-0-	-0-	-0-
Inoperable/abandoned vehicles:	3	4	1	5
Visual impairments caused by trees, shrubs, vehicles, basketball goals, etc. interfering with traffic flow:	16	10	4	6
Stagnant water causing mosquito issues:	2	1	2	1
Pest issue:	-0-	2	1	-0-
Dilapidated fencing:	2	1	3	3
Noxious odor:	-0-	1	-0-	-0-

Public Works

The following details of all work completed between August 28, 2023 – September 22, 2023

Streets

- Crack sealed – none
- Filled potholes around town – 12 locations with over 4 tons asphalt used
- Fixed downed streets signs
 - 136th & Lansing – Stop Sign
- Cleaned storm drains – around town
- Picked up trash around town
- Weeded
 - corner of Casper & 126th ditch
 - 146th & Vancouver next to US75
- Trimmed trees
 - Bridges at 126th and Casper
 - 143rd & Glen – trees blocking stop sign
- Cleaned North and South curbs on 141st from Hwy 75 to Elwood
- Cleaned concrete ditch in Rolling Meadows
- Poured concrete around north and south ends of culvert at 191st in Saddleback
- Cleared metal and cable from culvert at 148th and Broadway
- Ongoing inspections for Road Projects and Kendalwood North project

Parks

- Black Gold
 - Mowed & trimmed.
 - Lowered flag for 9/11
- Kendalwood North
 - Mowed & trimmed.
- Kendalwood South
 - Mowed & trimmed.
- Lambert
 - Mowed & trimmed.
 - Park Bridge is still closed.
- Morris
 - Mowed & trimmed.
 - Cleaned up dead fish dumped in park
- Rolling Meadows
 - Mowed & trimmed.
- South County Soccer

- Mowed & trimmed.
 - Replaced barrel trash cans with poly carts supplied by American Waste
- Picked up trash and emptied trash cans daily at all city parks.
- Community
 - Cleaned and set trash cans for Farmer's Market.

Facilities Maintenance

- Work on Oil Derrick Monument. Single pane of glass removed to investigate the internal working. The goal is to have the derrick lit up for Black Gold Days.
- Added Solar panels to trickle charge all vehicles waiting to be sent to surplus
- Cleaned carpet at Senior Center/VFW
- Repaired lock at concession stand
- Partially completed renovation of back bathroom at public works building
- Outstanding Projects:
 - The north waterfall pump is out of service. Replacement pump is pending.
 - An RFQ for AC Maintenance program throughout the city has been issued. Three responses have been received.

Wastewater Treatment Plant

- Daily calibration and testing performed (CL, DO, pH)
- Daily readings performed
- Daily flow monitoring performed
- Daily addition of chemicals to lagoon
- Weekly Biological Oxygen Demand and Total Suspended Solids samples to Green Co. Testing
- Mowed, weeded, and sprayed (where needed) at lift stations
- Vehicle and equipment maintenance performed
- Grinder shaft is in the shop
- Blower #1 is down and needs repaired.
- Blower #3 VFD is down and needs repaired. Parts Ordered
- Aeration is back in proper working order after an aeration hose failed Labor Day weekend

Lift Stations

- Mowed, weeded, and sprayed (where needed) at lift stations
- Lift Stations inspected

Distribution

- Over 900 Utility locates
- 128 service orders completed for the utility office
- 21 turn offs for non-payment
- 0 lock outs for non-payment
- Performed monthly meter reads and with 16 bad registers
- 8 leaks repaired (1 repairs pending)

- 8 meters set (8 residential, 0 commercial)
- 24 pending meter sets (22 residential, 2 commercial)
- Monthly water samples taken and passed
- Mowed, weeded, and sprayed (where needed) at water towers and booster stations
- Cleaned and serviced vehicles and equipment
- Jetrodded 0 possible sewer backup(s)
- 2 manholes and lid repaired
- Booster Pump station on US75 at 131st has had it's pin hole leak temporarily repaired. The station is now mostly isolated from distribution. Awaiting further instruction from city engineer on path forward.

Miscellaneous

- One service truck is still at Arrowhead Truck Equipment in Bixby for utility bed installation.
- A vendor has been chosen for the Lead Copper Inventory. This inventory needs to be completed by October 2024.

Engineering

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

Wastewater Treatment Plant (WWTP)

This is a progress report on the Glenpool Wastewater Treatment Plant project. The contract between Garver LLC and City of Glenpool was finalized August 18, 2023. Project kick off meeting with the Design Consultant occurred on August 24th, 2023. Garver LLC has commenced on the engineering design of the new facility. On Monday September 11, 2023, Garver LLC, PPM (S2Engineering PLLC) and City Staff concluded plant tours of 2 WWTF in Del City and Norman. The first design workshop held on September 18, 2023.

2023 Street Maintenance and Stormwater Structure Improvement Project

This project is the 2023 Street maintenance and stormwater structure improvements project involving street paving repairs, overlays, and stormwater structure improvements within the city of Glenpool. This project consists of two phases. Phase I was approved by the council on May 15, 2023, with a total of 285,500. Phase II was approved by the council on July 17, 2023, with a total of 318,700. Attached to this report is a map of the street projects within the City of Glenpool.

Project Summary

Contractor	Dunham Asphalt Services
Advertised For Bid	April 1 2023
Notice to Proceed	August 8 2023
Estimated Final Completion	October 14 2023
Total Project Cost (Phase I&II)	\$604,200

The interlocal street overlay project is a joint effort by the City of Glenpool, the City of Jenks, and Tulsa County. The project is located on Elwood from 121st street to 131st street, 131st street from Elwood St to Peoria St, and 141st street from Peoria St. to Lewis St. This overlay project is estimated to be complete by the end of October 2023. This project is carried out by Tulsa County Crew. The City of Glenpool partners financially in this project through the interlocal agreement with Tulsa County and the City of Jenks.

Kendalwood North Park Drainage Improvement Project

This project involves addressing the drainage issues in the Kendalwood North Park. This project is estimated at 75% complete. Tasks remaining to complete include laying storm drain pipe, grading, and site stabilization.

Project Summary

Contractor	L.A.M Construction LLC
Advertised For Bid	March 9, 2023
Notice to Proceed	August 24 2023
Estimated Final Completion	October 16 2023
Total Project Cost (Phase I&II)	\$91,000

Stormwater Program and GIS Management

Staff is exploring options to improve the City's GIS system and migrate GIS information to Arc GIS Online. This would make GIS information accessible to the public via the Glenpool website. Staff would provide updates on this endeavor in subsequent reports.

The Certified Floodplain Manager of the City of Glenpool attended the Annual Oklahoma Floodplain Managers Conference on September 18-20, 2023.

Glenpool Safe Route to School Project

This project provides ADA compliant sidewalk network from the Glenpool Public School to Black Gold Park. The City of Glenpool has entered a contract with ODOT to fund this project under the TAP3-8104 DOT Agreement. The Request for Qualification for design consultants was sent out on September 6, 2023. The deadline for submission of a letter of interest is September 28, 2023.

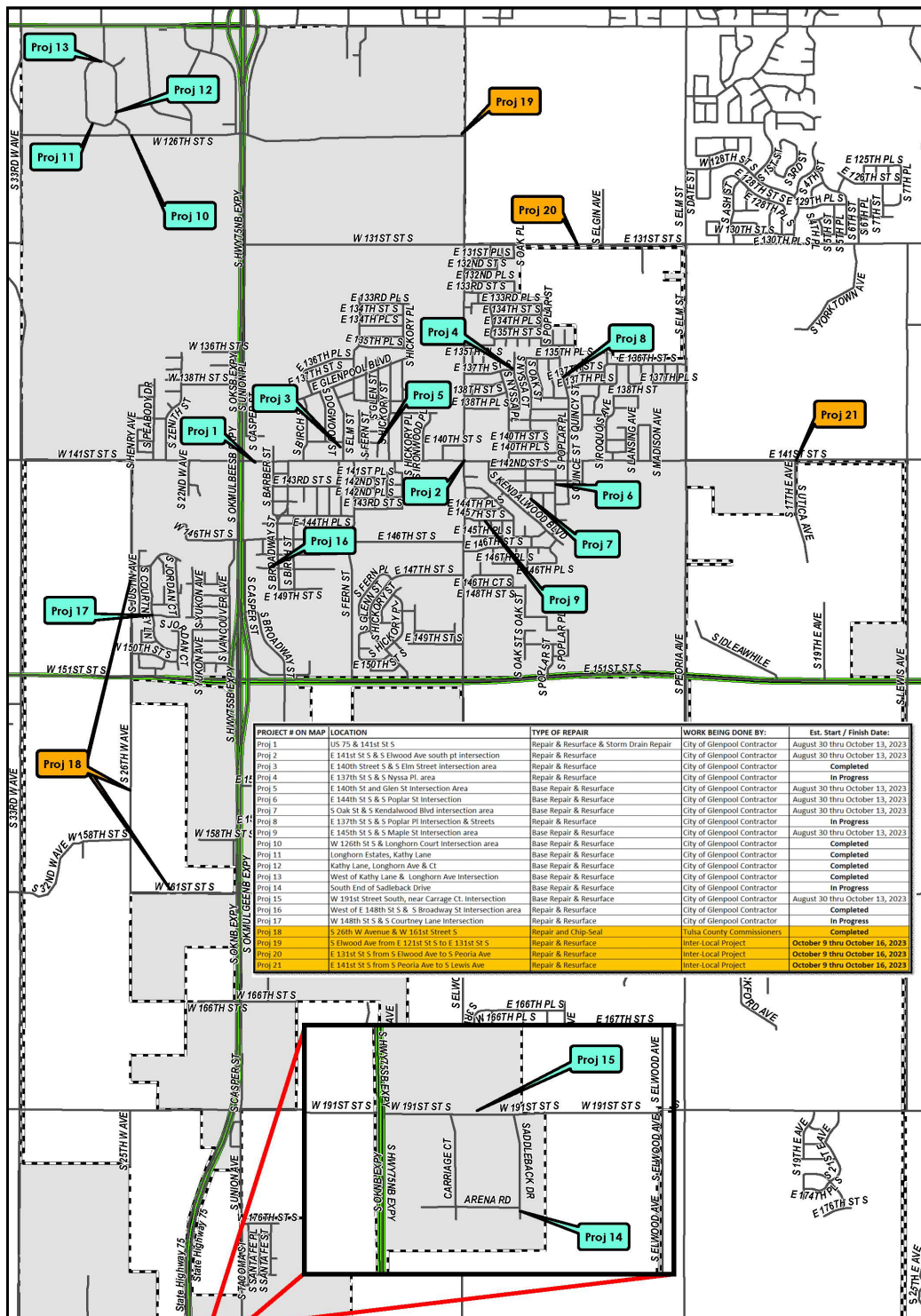
Total Project cost: \$1,202,760.00
Match fund: \$ 240,552.00

SH67/151s5 Corridor Study

This is a progress update on the SH 67/151st St Corridor Study. The City of Glenpool in conjunction with Kimley-Horn, Oklahoma Department of Transportation, INCOG and the City of Bixby, held its 3rd Public Meeting on the SH 67/151st corridor on September 5, 2023.

Attachment

Project Map of Road Projects Within City Limits (last update September 19, 2023).



Street Projects Map Glenpool Area

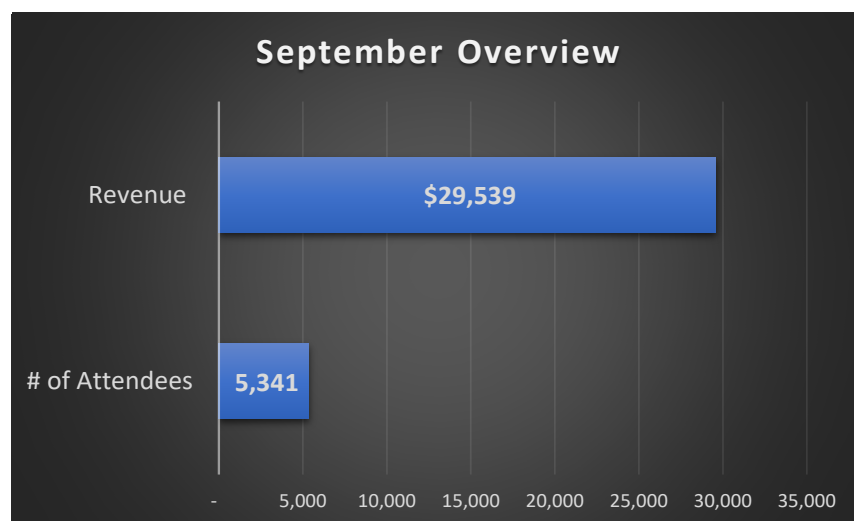
0 405 810 1,620 2,430 3,240 Feet
1 inch = 2,083 feet

Date: 9/15/2023



Conference Center

During September, we hosted a total of 35 events. Some being large events. Those included FCCLA, FFA, a Two-day Trading Card Show, and two events organized by the Muscogee Creek Nation. One event featured Joy Harjo, a renowned American poet, musician, playwright, and author. These events drew in approximately 2,000 attendees to the Conference Center. Additionally, September saw two successful fundraising dinners, five Quinceaneras, a wedding celebration, as well as various training sessions and meetings.



Fire Department

Glenpool Fire Department Operations August 2023

Data is from 8/1/23-8/28/23

Run Type	# of Calls	Totals Calls
EMS Runs	147	185
Fire Runs	38	
Overlapping	45	24.46%

Average Time on Scene

18:21

EMS Response

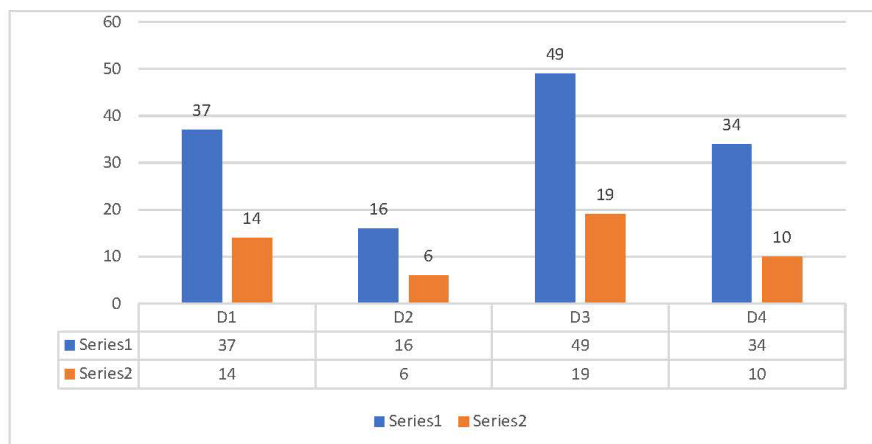
3:42

Fire Response

3:56

By District:

District	EMS	Fire	District Totals
D1	37	14	51
D2	16	6	22
D3	49	19	68
D4	34	10	44
MA	0	0	0
Totals			185



District 1 Northwest of 141st & Elwood

	<u>Incidents</u>	
130 - Mobile property (vehicle) fire, other	1	
311 - Medical assist, assist EMS crew	9	
321 - EMS call, excluding vehicle accident with injury	1	
322 - Motor vehicle accident with injuries	4	
324 - Motor vehicle accident with no injuries	10	
510 - Person in distress, other	1	
511 - Lock-out	1	
531 - Smoke or odor removal	2	
540 - Animal problem, other	1	
600 - Good intent call, other	1	
611 - Dispatched & cancelled en route	1	
	<u>32</u>	28.32%

District 2 - Northeast of 141st & Elwood

100 - Fire, other	1	
311 - Medical assist, assist EMS crew	6	
561 - Unauthorized burning	1	
733 - Smoke detector activation due to malfunction	1	
	<u>9</u>	7.96%

District 3 - Southwest of 141st & Elwood

113 - Cooking fire, confined to container	1	
311 - Medical assist, assist EMS crew	25	
322 - Motor vehicle accident with injuries	2	
324 - Motor vehicle accident with no injuries.	4	
412 - Gas leak (natural gas or LPG)	1	
554 - Assist invalid	1	
611 - Dispatched & cancelled en route	2	
731 - Sprinkler activation due to malfunction	1	
733 - Smoke detector activation due to malfunction	3	
741 - Sprinkler activation, no fire - unintentional	1	
743 - Smoke detector activation, no fire - unintentional	2	
	<u>43</u>	38.05%

District 4 - Southeast of 141st & Elwood

311 - Medical assist, assist EMS crew	17	
322 - Motor vehicle accident with injuries	3	
551 - Assist police or other governmental agency	2	
600 - Good intent call, other	1	
611 - Dispatched & cancelled en route	1	
651 - Smoke scare, odor of smoke	1	
700 - False alarm or false call, other	1	
733 - Smoke detector activation due to malfunction	1	
743 - Smoke detector activation, no fire - unintentional	1	
	<u>28</u>	24.78%

Mutual Aid

111 - Building fire (assisted Jenks)	1	0.88%
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Economic Development

Business, Retention, & Expansion (BR&E)

- Chamber & City Collaboration: Monthly meetings are occurring between Sydney Bland (Chamber Director) and Joe Wuest (City Economic Development Director) to discuss BR&E strategies and support for local businesses.
- Oklahoma Dept. of Commerce (ODOC) Visit: The NE Rep for ODOC will be visiting with the Joe & Sydney to collaborate on how best to serve local businesses. A few highlights:
 - Workforce & "Quality Jobs" program
 - Oklahoma Innovation Expansion & Business Expansion Incentive Programs
 - Tactics to create a successful BR&E strategy
 - Strategizing ways to attract new businesses in developed sites

Partnerships

- Tulsa's Future (TF): City of Glenpool is now one of the featured communities highlighted on The Tulsa's Future Website
 - This helps boost the City of Glenpool's brand and positions us for discussions with site selectors.
- TF was named Economic Development Organization of the Year at recent International Economic Development Council (IEDC) Annual Conference ([Link](#)).



[Tulsa Regional Chamber - Chamber named Economic Development Organization of the Year by global group](#)

/

tulsachamber.com

- This prestigious award demonstrates that the Tulsa region (including communities such as Glenpool) are serious about business development.

New Business/Sites

- South 75 Business District: Director of Economic Development collaborating with Keller Williams, Department of Commerce, and Tulsa's Future on attracting businesses to developed sites.

Trainings/Workshops

- OU EDI: Director continues work on certification through the University of Oklahoma's Economic Development Institute.
 - Planned completion: November 2023
- Oklahoma Municipal League: Director was in attendance for the OML Annual Conference in Oklahoma City on September 21, 2023

Community Relations

The City's Events Committee continues to look at options for new community events. Given the success of the Farmer's Market and Summer Concert Series, we believe there is an appetite for more family events for our residents.

City Events

- BlackGold Farmer's Market – The final Farmer's Market of the season will be Saturday, October 7th from 8:00 a.m. to 12:00 p.m. This has been a great first year for the event with a tremendous response from the public and from vendors. Thank you to our Grants/Special Projects Coordinator, Beth Miller, for her work on this and to all the other Glenpool Team Members who assisted Beth on this project.
- BlackGold Days – Being held Sept 29th – Oct 1st at BlackGold Park. This year the Chamber has made a few adjustments to the layout of the event. Glenpool Team Members have worked with the Chamber throughout the planning stages to do everything we can to ensure a successful event for the Chamber and the community.
- BlackGold Car Show – October 14th from 10:00 AM to 2:00 PM at Faith Church
- Halloween Trunk or Treat – October 28th from 6:00-8:00 PM along the north side of 141st St.
- Spooktacular – October 29th from 5:00-9:00 PM at the Conference Center
- Veteran's Day, November 10th – City Holiday
- Thanksgiving Holiday, November 23rd & 24th – City Holiday

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

OUR CORE Savor the journey. VALUES

Show that you **care**.

Create **WOW** moments.

Make learning a **habit**.

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





MINUTES
City Council Regular Meeting
Monday, September 18, 2023 Council Chambers 6:00 PM

COUNCIL PRESENT:

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

STAFF PRESENT:

David Tillotson
Susan White
Wendy Knight
Julie Casteen
Gerald S. Gilbert
Jeremy Plane

- A) Call to Order - Joyce G. Calvert, Mayor**
Mayor Calvert called the meeting to order at 6:04 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 – Jason Cowan, Faith Church**
- D) Pledge of Allegiance – Joyce G. Calvert, Mayor**
- E) Departmental Reports**
- There has not been a timeline given by ODOT for the restriping on 121st street.
[CM Report.09182023](#)
- F) Mayor Report – Joyce G. Calvert, Mayor**
- Reminder of BlackGold Days, Sept 28-Oct 1.

- Reminder of BlackGold Car Show, Oct 14.
- Saturday's Farmer's Market was spectacular - with several produce vendors.

G) Council Comments

Councilor Lund said she and Mayor Calvert attended the last School Board meeting, and the City of Glenpool was honored as the first recipient of the "Friends of Education" award.

Councilor Brobst said he wanted to give a "shout out" to the streets and parks mowing crew. On Friday, he saw a crew member that was mowing, get off his tractor and pick up trash instead of mowing over it - which is something he doesn't see happen in other places.

Councilor Lund announced a fund raising event for the wrestling team on Saturday, Sept 23, at the Sports Arena. There will be a car show during the day and bingo during the evening.

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 September 5, 2023 meeting.
[City Council Regular Meeting - 05 Sep 2023 - Minutes - Html](#)
- 2) Approve Resolution No. 2023012, a Resolution Authorizing a Letter of Intent for the Oklahoma Attorney General's Political Subdivision Opioid Abatement Grant.

Moved by Chris Brobst, seconded by Jacqueline Triplett-Lund

To approve the Consent Agenda.

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

CARRIED.

[Staff Report - Opioid Grant Resolution](#)

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

K) Scheduled Business

- 1) **PUD 43 – (Carson Trails) – Major Amendment No. 1.** The subject site is generally located north and east of the northeast corner of West 181st Street and South Union Avenue. The amendment to PUD 43 (Carson Trails) proposes to modify setbacks in Area A and B; reduce the minimum lot width, lot area and minimum unit size in Area B; increase the maximum number of lots allowed and redistribute the number of lots within the PUD boundaries; and gate and privatize the internal streets. Applicant: Carson Trails Land Fund, LLC - C/O Ideal Homes
Applicant Representative: Erik Enyart, Tanner Consulting LLC
(Gerald Gilbert, Development Service Director)

A. Public Hearing on the proposed Major Amendment No. 1 - Ordinance No. 815.

B. Discussion and possible action to approve, deny or amend the proposed Major Amendment No. 1 - Ordinance No. 815.

A. Mayor Calvert opened the Public Hearing at 6:12 p.m.

- Mr. Gilbert presented Major Amendment No. 1 – Ordinance No. 815.
- Hayden Welch, Acquisition Manager, IDEAL Homes & Neighborhoods, made a presentation of Carson Trails, and answered questions from Council.
- Zack Roach, VP of Development, IDEAL Homes & Neighborhoods, also answered questions from Council.
- There were no public comments.
- Mayor Calvert closed the Public Hearing at 6:53 p.m.

B. Mr. Gilbert recommended Council approval of Major Amendment No. 1 - Ordinance No. 815.

Moved by Jacqueline Triplett-Lund, seconded by Chris Brobst

To approve Major Amendment No. 1 - Ordinance No. 815.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			

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

CARRIED.

[CC STAFF REPORT CARSON TRAILS \(PUD 43\) MAJOR AMENDMENT NO. 1 - SEPT 18 2023](#)
[CC STAFF REPORT CARSON TRAILS \(PUD 43\) MAJOR AMENDMENT NO. 1 ATTACHMENTS - SEPT 18 2023 Final](#)

- 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, Public

Zoning Districts

CS, CG, IL, and IM

Applicant: City of Glenpool
(Gerald Gilbert, Development Services Director)

A. Public Hearing on the proposed Ordinance No. 816.

B. Discussion and possible action to approve, deny or amend the proposed Ordinance No. 816.

A. Public Hearing on the proposed Ordinance No. 816.

- Gerald Gilbert presented Ordinance No. 816.
- There were no public comments.
- Mayor Calvert Closed the Public Hearing at 6:59 p.m.

B. Mr. Gilbert recommended Council approval of Ordinance No. 816.

Moved by Brandon Kearns, seconded by Joyce Calvert

To approve Ordinance No. 816.

	For	Against	Abstained	Absent
Joyce Calvert	x			

City Council Regular Meeting
September 18, 2023

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

CARRIED.

[CC STAFF REPORT \(GZA-308\) - SEPT 18 2023](#)

[CC STAFF REPORT \(GZA-308\) ATTACHMENTS - SEPT 18 2023](#)

L) Adjournment

Mayor Calvert declared the meeting adjourned at 6:59 p.m.



To: Honorable Mayor and City Council

From: Julie Casteen, Finance Director

Date: September 29, 2023

Re: FY23-24 City Budget Amendment CITY-03

Background:

The City has projects that were encumbered in Fiscal Year 22-23 that were not complete by June 30, 2023. Under the provisions of the Oklahoma Municipal Budget Act, 11 O.S. § 17-201 through § 17-218, the City may lapse unexpended appropriations at fiscal year-end, and reapprove outstanding encumbrances in the immediately following fiscal year.

In addition, the allocation of Sales Tax and Use Tax budgets for various funds needs minor corrections.

Staff Recommendation:

Staff recommends approval of Budget Amendments CITY-03.

Attachments:

Budget Amendment Form CITY-03 with Exhibit A.

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

City of Glenpool
Budget Amendment

Fiscal Year: 2023 - 2024
Amendment No: CITY-03
Date Requested: 10/2/2023

Revenue:						Expense:				
	Fund	Account Number	Acct Name	Increase / (Decrease)	New Budget Amount	Fund	Account Number	Acct Name	Increase / (Decrease)	New Budget Amount
1	01	5-00-5001	Sales Tax	\$ (89,211)	\$ 7,948,521					
2	01	5-00-5002	Dedicated Sales Tax	\$ 42,546	\$ 2,649,957					
3	50	5-00-5002	Dedicated Sales Tax	\$ 12,757	\$ 768,906					
4	51	5-00-5002	Dedicated Sales Tax	\$ 11,251	\$ 689,178					
5	52	5-00-5002	Dedicated Sales Tax	\$ 22,657	\$ 1,456,733					
6	01	5-00-5003	Use Tax	\$ (1,589)	\$ 1,234,448					
8	50	5-00-5003	Dedicated Sales Tax	\$ 472	\$ 89,558					
9	51	5-00-5003	Dedicated Sales Tax	\$ 401	\$ 80,271					
10	52	5-00-5003	Dedicated Sales Tax	\$ 716	\$ 169,672					
11	01	See Attached Exhibit A		\$ 511,189	\$ 16,544,336	01	See Attached Exhibit A		\$ 511,189	\$ 16,549,999
12	05	See Attached Exhibit A		\$ 39	\$ 250,039	05	See Attached Exhibit A		\$ 39	\$ 250,039
13	51	See Attached Exhibit A		\$ 66,146	\$ 2,095,082	51	See Attached Exhibit A		\$ 66,146	\$ 2,095,082
14	52	See Attached Exhibit A		\$ 150	\$ 1,644,735	52	See Attached Exhibit A		\$ 150	\$ 1,644,735
			Total	\$ 577,524.00				Total	\$ 577,524.00	

Notes:
Lines 1 through 10: To Correct allocation of Sales Tax budgets and Use Tax budgets
Lines 11-14: Budget Rollovers from FY23 to FY24 for prior year encumbrances

Approved by the City of Glenpool

Mayor

Date

**EXHIBIT A
BUDGET ROLLOVERS FROM FY23 TO FY24**

10/02/2023

						FUND		
FUND	ACCOUNT #	DESCRIPTION	AMOUNT	REASON FOR EXPENDITURE	FUNDING SOURCE	BALANCE AMOUNT	ITEM TO BE REENCUMBERD	
General Fund	01-6-01-6202	Operating Expenses	\$ 151.00	Roll over FY23 PO	Fund Balance	\$151.00	POs 23-16395, 23-16522, 23-16731	
	01-6-01-6262	Travel & Training	\$ 121.00	Roll over FY23 PO	Fund Balance	\$121.00	PO 23-16690	
	01-6-01-6281	Membership Dues	\$ 55.00	Roll over FY23 PO	Fund Balance	\$55.00	PO 23-15736	
	01-6-03-6202	Operating Expenses	\$ 67.00	Roll over FY23 PO	Fund Balance	\$67.00	PO 23-16735	
	01-6-03-6207	Misc Supplies	\$ 36.00	Roll over FY23 PO	Fund Balance	\$36.00	PO 23-16735	
	01-6-03-6224	Uniforms &	\$ 11,917.00	Roll over FY23 PO	Fund Balance	\$11,917.00	POs 23-16608, 23-16689,	
	01-6-03-6235	Contract Services	\$ 22,385.00	Roll over FY23 PO	Fund Balance	\$22,385.00	POs 23-16597, 23-16707	
	01-6-03-6262	Travel & Training	\$ 200.00	Roll over FY23 PO	Fund Balance	\$200.00	POs 23-16735, 23-16745	
	01-6-03-6271	Vehicle Repairs &	\$ 12,521.00	Roll over FY23 PO	Fund Balance	\$12,521.00	PO 23-16718	
	01-6-04-6203	Jail Supplies	\$ 1,664.00	Roll over FY23 PO	Fund Balance	\$1,664.00	PO 23-16735	
	01-6-06-6201	Office Supplies	\$ 100.00	Roll over FY23 PO	Fund Balance	\$100.00	PO 23-15788	
	01-6-06-6202	Operating Expenses	\$ 1,836.00	Roll over FY23 PO	Fund Balance	\$1,836.00	PO 23-16293	
	01-6-06-6206	Small Tools & Equip	\$ 22.00	Roll over FY23 PO	Fund Balance	\$22.00	PO 23-16732	
	01-6-06-6262	Travel & Training	\$ 35.00	Roll over FY23 PO	Fund Balance	\$35.00	PO 23-15982	
	01-6-06-6272	Equipment Repairs	\$ 747.00	Roll over FY23 PO	Fund Balance	\$747.00	PO 23-16410	
	01-6-06-6273	Building Repairs	\$ 93.00	Roll over FY23 PO	Fund Balance	\$93.00	PO 23-16732	
	01-6-06-6333	Capital Purchases	\$ 5,232.00	Roll over FY23 PO	Fund Balance	\$5,232.00	PO 23-16673	
	01-6-06-6350	Vehicles	\$ 65,531.00	Roll over FY23 PO	Fund Balance	\$65,531.00	PO 23-16349, 23-16354,	
	01-6-07-6276	Radio Maintenance	\$ 3,994.00	Roll over FY23 PO	Fund Balance	\$3,994.00	PO 23-15118, 23-16692, 23-16693, 23-16728	
	01-6-11-6201	Office Supplies	\$ 62.00	Roll over FY23 PO	Fund Balance	\$62.00	PO 23-16731	
	01-6-11-6281	Membership Dues	\$ 132.00	Roll over FY23 PO	Fund Balance	\$132.00	PO 23-16082	
	01-6-14-6235	Contract Services	\$ 1,715.00	Roll over FY23 PO	Fund Balance	\$1,715.00	PO 23-16612	
	01-6-14-6272	Equipment Repairs	\$ 605.00	Roll over FY23 PO	Fund Balance	\$605.00	PO 23-16612	
	01-6-14-6273	Repair & Maint	\$ 130.00	Roll over FY23 PO	Fund Balance	\$130.00	PO 23-15263, 23-15918	
	01-6-14-6274	Street Repairs	\$317,123.00	Roll over FY23 PO	Fund Balance	\$317,123.00	PO 23-16621, 23-16645, 23-16648,23-16722	
	01-6-14-6275	Park Improvements	\$ 64,715.00	Roll over FY23 PO	Fund Balance	\$64,715.00	PO 23-16107, 23-16722, 23-16736, 23-19728	
	Total General Fund			\$511,189.00			\$ 511,189.00	
	Hotel-Motel Tax Fund	05-6-12-6262	Travel & Training	\$ 39.00	Roll over FY23 PO	Fund Balance	\$39.00	PO 23-16731
		Total Hotel-Motel Tax Fund Fund			\$ 39.00			\$ 39.00
	Public Safety Capital Fund	51-6-03-6350	Vehicles	\$ 66,146.00	Roll over FY23 PO	Fund Balance	\$66,146.00	PO 23-15338, 23-15379, 23-15384
Total Public Safety Capital Fund			\$ 66,146.00			\$ 66,146.00		
Public Safety Personnel Fund	52-6-03-6271	Vehicle Repairs & Maintenance	\$ 150.00	Roll over FY23 PO	Fund Balance	\$150.00	PO 23-15798	
	Total Public Safety Personnel			\$ 150.00			\$150.00	
TOTAL ALL GOVERNMENTAL FUNDS			\$577,524.00			\$ 577,524.00		