



NOTICE
GLENPOOL CITY COUNCIL
REGULAR MEETING

A Regular Session of the Glenpool City Council will be held at 6:00 p.m. immediately following the Glenpool Industrial Authority Special meeting on October 16, 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=QzdFVjA1b0lKa1lSUFIKbUNrUUxtdz09>

Meeting ID: 897 5355 5435

Passcode: 974088

One tap mobile

+13462487799, US (Houston)

+14086380968, US (San Jose)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 897 5355 5435

Passcode: 974088

Find your local number: <https://us02web.zoom.us/u/kdrY6w7ABX>

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 16, 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) Management Report	
1) CM Report.10162023	3 - 4
D) Mayor Report – Joyce G. Calvert, Mayor	
E) Council Comments	
F) Public Comments	
G) 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 October 2, 2023 meeting. 5 - 7
[City Council Regular Meeting - 02 Oct 2023 - Minutes - Html](#)
- 2) Transfer of \$2,500,000.00 from the General Fund Undesignated fund balance to the Glenpool Industrial Development Authority for the purchase of land. 8
[231016 Transfer from GF to GIA \(003\)](#)
- 3) Budget Amendment CITY-04 for FY23-24, increasing the General Fund Revenue Budget for Transfer from Fund Balance by \$2,500,000.00, and increasing the General Fund Expenditure Budget for Transfer to GIA by \$2,500,000.00. 9 - 10
[Budget Amendment City-04](#)

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

I) Scheduled Business

- 1) Appeal of an abatement order for a fence built within the public right-of-way, located on and adjacent to 13472 S Fern St. 11 - 20
(Gerald Gilbert, Development Services Director)
A. Discussion and possible action to approve or deny the appeal.
[CC STAFF REPORT 13472 S FERN ST FENCE ABATEMENT](#)
- 2) Discussion and possible action to approve or deny Change Order No. 1 in an amount not to exceed \$74,480.00, for the 2023 Street Maintenance and Stormwater Structure Improvement projects, to be funded from the approved FY 2023/2024 Budget: 21 - 25
Account No. 01-6-14-6274 (Street Repairs)
(David Agbetunsin, City Engineer)
[Staff Report Change Order Request - Authorization.docx](#)

J) Adjournment

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on October 13, 2023, by 11:30 am.

Signed: Wendy Knight

City Clerk



To: Mayor and Council

From: David Tillotson

Date: October 16, 2023

Re: City Manager Report

Open Positions

We currently have 10 open positions. I have noted positions below that are in the process.

- Public Works: 5 Positions
 - Water & Sewer Laborer – Position advertised.
 - Streets & Parks Laborer – Position advertised.
 - Seasonal Streets and Parks Laborers (3) – Will open in March 2024.
- Police Department: 3 Positions
 - Police Officer (2) –
 - Four scheduled for OPPRS Board approval in September.
 - Two to be advertised.
 - Dispatch (1) –
 - One vacancy advertised and interviews ongoing.
- Development Services: 1 Position
 - Planner – Interviews ongoing.
- Administration: 1 Position
 - IT Director

Capital Projects Update

- Kendalwood Park South – Phase 1 of the project is now complete. The equipment needed for Phase 2 is on order. We do not have an installation date yet.
- Sewer Plant Project – Ongoing design meetings underway.
- Kendalwood Park North – Construction nearing completion. Preparing quotes for phase 2 of project.

- FYE2022 and 2023 Streets Improvement Packages – Construction underway Estimated completion end of October.
- Interlocal Agreement Overlays – Patching underway. Overlays are still tentatively scheduled for October 16th.

City Events

- BlackGold Farmer's Market –This event ended October 7th. We had a tremendous response to this event in year one and are evaluating improvements for year two this spring.
- BlackGold Car Show – October 14th
- Trunk or Treat – October 28th, 141st Street (business sponsored)
- Glenpool Spooktacular – October 29th

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



MINUTES
City Council Regular Meeting
Monday, October 2, 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
Julie Casteen
Gerald Gilbert
David Agbetunsin
Lea Ann Reed
Matthew Graves

STAFF ABSENT:

Wendy Knight
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

Susan White called the roll, Mayor Calvert declared a quorum present.

David Tillotson was in attendance via Zoom.

Scott Major of Rosenstein, Fist & Ringold was also in attendance.

C) Invocation – Sean Farver, Kirk Crossing

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

E) Management Report

[CM Report.10022023](#)

F) Mayor Report – Joyce G. Calvert, Mayor

- Thanked Councilor Brobst and Councilor Lund for opening BlackGold Days Thursday evening. Everyone said they did a fantastic job.
- Reminded everyone that the BlackGold Car Show will be October 14th, from 10:00 am - 2:00 pm at Faith Church.
- Also reminded everyone that Spooktacular will be October 29th, from 5:00 pm - 9:00 pm at the Conference Center.

G) Council Comments

Councilor Lund commented on how great BlackGold Days was. She enjoyed the bands, the food and the crowds were wonderful.

Councilor Lund also reminded everyone that this week is Homecoming Week for Glenpool High School - with spirit week, and a parade on Friday evening, beginning at 5:30. She encouraged everyone to attend the football game Friday night to fill the stands.

Councilor Brobst echoed **Councilor Lund's** comments about BlackGold Days.

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 September 18, 2023 meeting.
[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.

Moved by Chris Brobst, 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-	x			

Lund				
	5	0	0	0

CARRIED.

[Budget Amendment City-03](#)

- J) Consideration and appropriate action relating to items removed from the Consent Agenda**
- K) Scheduled Business**
- L) Adjournment**
Mayor Calvert declared the meeting adjourned at 6:04 p.m.



To: Honorable Mayor and City Council

From: Julie Casteen, Finance Director

Date: October 13, 2023

Re: Transfer of Undesignated Fund Balance to Glenpool Industrial Authority

Background:

The City has the desire to purchase property for future needs. Due to the nature of the anticipated uses, the property is to be titled to the Glenpool Industrial Authority (GIA).

The GIA does not have sufficient fund balance to complete the purchase. The City's General Fund has approximately \$5.1 million of Undesignated fund balance available.

Staff Recommendation:

Staff recommends the transfer of \$2,500,000.00 from the General Fund Undesignated fund balance to the Glenpool Industrial Authority.

Attachments:

None.

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



To: Honorable Mayor and City Council

From: Julie Casteen, Finance Director

Date: October 13, 2023

Re: FY23-24 City Budget Amendment CITY-04

Background:

The Glenpool Industrial Development Authority (GIA) does not have adequate fund balance to complete the purchase of land that has been identified for acquisition. The City's General Fund has approximately \$5.1 million of Undesignated fund balance available for appropriation.

Staff Recommendation:

Staff recommends approval of Budget Amendment CITY-04, increasing revenue account 01-5-00-5409 (Transfer from Fund Balance) by \$2,500,000.00, and increasing expenditure account 01-6-90-6740 (Transfer to GIA) by \$2,500,000.00.

Attachments:

Budget Amendment Form CITY-04.

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;

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

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City of Glenpool
Budget Amendment

Fiscal Year: 2023 - 2024
Amendment No: CITY-04
Date Requested: 10/16/2023

	Revenue:					Expense:				
	Fund	Account Number	Acct Name	Increase / (Decrease)	New Budget Amount	Fund	Account Number	Acct Name	Increase / (Decrease)	New Budget Amount
1	01	5-00-5409	Transfer from Fund Balance	\$ 2,500,000	\$ 3,528,689	01	6-90-6740	Transfer to GIA	\$ 2,500,000.00	\$ 2,700,000.00
2										
3										
4										
5										
6										
8										
9										
10										
11										
12										
13										
14										
			Total	\$ 2,500,000.00				Total	\$ 2,500,000.00	

Notes:
Line 1: Transfer for the purchase of property by the GIA

Approved by the City of Glenpool

Mayor

Date

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: GERALD S. GILBERT, DEVELOPMENT SERVICES DIRECTOR

DATE: OCTOBER 16, 2023

REQUEST: APPEAL OF AN ABATEMENT OF A FENCE BUILT WITHIN THE PUBLIC RIGHT-OF-WAY.

APPELLANT: DARREL CHRISTIAN

LOCATION: 13472 S FERN STREET

BACKGROUND

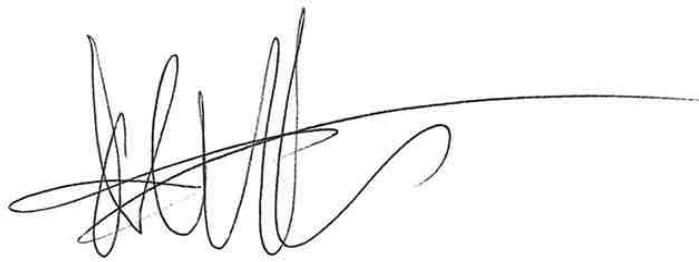
The owner of the residence located at 13472 S Fern Street (Brentwood Subdivision) constructed a fence within the right-of-way for E 133rd Ct, which is located on the northern property line of the residence. The right-of-way is 50-feet wide and is currently unimproved. In addition, there is sewer lift station located on the northwestern corner of the right-of-way which serves the area. The fence is six-feet tall and is constructed of wood and encroaches into the right-of-way approximately twenty-five (25) feet. Attached are aerial photos of the property, E 133rd Ct. right-of-way, lift station and approximate location of the fence as well as photos of the fence itself.

The owner has been cited to remove the fence and is requesting an appeal of the citation. The owner is requesting to be able to keep the fence at its current location.

ATTACHMENTS:

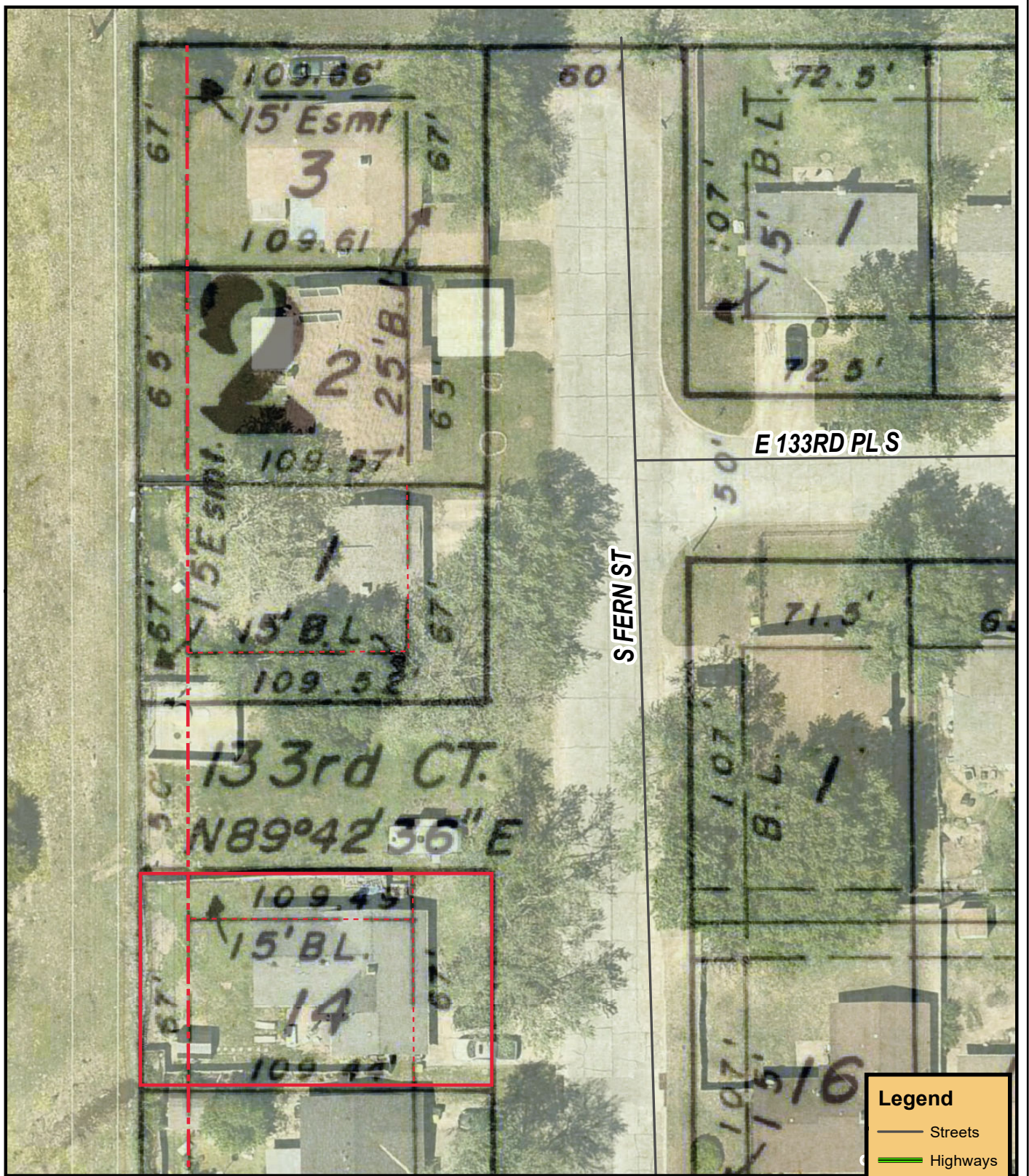
1. Appeal Letter
2. Aerial photo of property and fence
3. Photos of Fence
4. Citation
5. City Code Provisions for Abatement

I want a hearing with
city of Glenpool for fence
remodel

A handwritten signature in dark ink, appearing to read 'Darrel Christian', with a long horizontal stroke extending to the right.

Darrel Christian

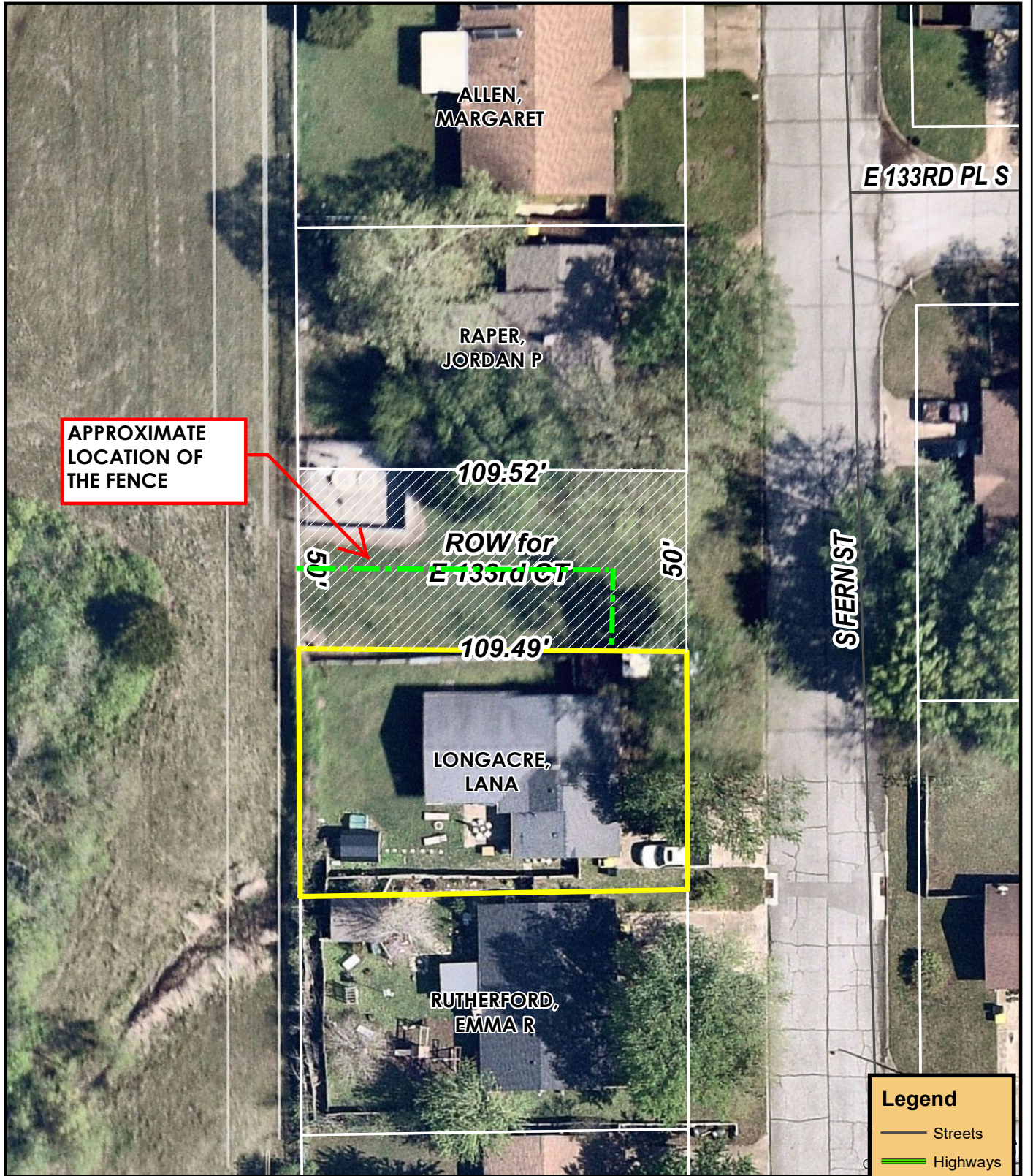
918-346-2614



Legend

- Streets
- Highways





Legend

- Streets
- Highways

City Of
Glenpool
Creating Opportunity

Brentwood II Addition & 133rd Ct (Right of Way)

0 5 10 20 30 40 Feet

1 inch = 33 feet

Aerial Photo Date:
April 18, 2022

Date: 10/9/2023





Violation Letter

9/29/2023

Lana Longacre
13472 S Fern St
Glenpool, OK 74033

Address of Violation: **13472 S Fern St, Glenpool, OK 74033** property is currently in violation of City Code. This letter is notice that your property needs your attention. The following violations have been reported/observed on your property.

Please resolve the following MARKED violations:

☐ **8-1-3: OBSTRUCTING PUBLIC WAYS:**

A. It is unlawful for any person to use or obstruct the sidewalks of the city in any manner so as to interfere unduly with pedestrian traffic thereon, or to use or obstruct the streets or alleys of the city in any manner so as to interfere unduly with lawful traffic and parking thereon. (2002 Code § 12.16.020)

B. It is unlawful for any person, firm, or corporation to place upon or permit to be placed upon the streets or alleys of the city any goods, wares, articles of merchandise, or any other obstruction, and leave the same thereon. (2002 Code § 12.16.010)

If the public nuisance condition(s) cited above is not corrected within **10** days from the date of this notice, the City of Glenpool shall act to abate the existing nuisance on the property by any procedure necessary. A bill for all costs along with citations and expenses associated with the abatement of the property will be assessed and if left unpaid will result in a lien being placed on the property.

**** If notice is given by the city to a property owner ordering the property within the municipal limits to be cleaned of trash and weeds or grass to be cut or mowed, any subsequent accumulations of trash or excessive weed or grass growth on the property occurring within a six-month period may be declared to be a nuisance and may be summarily abated without further prior notice to the property owner.** At the time of each such summary abatement the municipality shall notify the property owner of the abatement and the costs thereof. The notice shall state that the property owner may request a hearing within ten days after the date of mailing the notice.

Sarah Griffin
918-209-4615
Code Enforcement Officer

12205 S. Yukon, Glenpool, OK 74033 OFFICE: 918-209-4615 FAX: 918-209-4611

E-MAIL: Code@CityofGlenpool.com

www.glenpoolonline.com

6-5-9: ENFORCEMENT OFFICIALS:

A. The city council has the power and the duty to enforce the laws and ordinances pertaining to nuisances. The fact that any administrative officer, other public official, board, commission or agency may be delegated certain powers to abate nuisances shall not be construed as denying or abrogating the power of the city council to act on its own motion in all such matters.

B. The city council may, and by this chapter does, to the fullest extent permitted by statute, delegate to the administrative officer of the city the power to enforce the laws and ordinances pertaining to nuisances. The administrative officer may, to the fullest extent necessary and appropriate, rely upon the resources and powers of such other public official, board, commission or agency as may, within the scope of its lawful authority, provide assistance for the abatement of nuisances. (Ord. 646, 3-21-2011)

6-5-10: ABATEMENT PROCEDURES:**6-5-10-1: GENERALLY:**

A. Abatement Required: In all cases in which:

1. A nuisance is determined to exist; and
 2. The condemnation, removal, prevention or abatement of same is necessary; and
 3. In the doing of such condemnation, removal, prevention or abatement, the demolition or other change in the physical condition of any real property, any building, structure or edifice shall occur; or the discontinuation of a condition which exists from day to day shall occur; or the discontinuation of all or part of any trade or occupation that creates the nuisance shall occur; and
 4. Where other procedures are not specially provided for by subsequent sections of this chapter,
- such nuisance shall be abated as provided herein.

B. First Notice To Property Owner: Unless a condition of emergency necessitates otherwise, and upon determination by the administrative officer that a nuisance exists on any property within the city, the administrative officer shall send the subject property owner an advance notice advising him or her that his or her property contains a condition that is subject to these procedures and giving such property owner a minimum of ten (10) days in which to either abate the condition or contact the administrative officer to propose an abatement plan that is satisfactory to both parties. If the administrative officer agrees to an abatement plan, he or she shall monitor compliance according to its terms.

C. Second Notice To Property Owner: Upon either of disregard by the property owner of the advance notice prescribed by subsection B of this section or noncompliance of the property owner with an approved abatement plan, the administrative officer shall cause a second notice to be delivered to the property owner

by certified mail directing the property owner to abate the nuisance and shall cause a copy of the notice to be posted in a conspicuous place on the subject premises. The notice shall identify the subject property of the alleged nuisance, identify the record owner or occupant of said property, describe the conditions creating the nuisance in a manner sufficient to allow a reasonable person to identify the nuisance, advise the property owner what must be done in order to abate the nuisance and, to avoid further liability, set a deadline for compliance of no fewer than fifteen (15) days from certified receipt of the notice or, if certified delivery is declined, no fewer than fifteen (15) days from posting of such notice, and advise the property owner that failure to comply with such notice shall result in referral of the matter to the city council for its consideration and possible action in no fewer than fifteen (15) days from such receipt of the notice.

D. Third Notice; Direction To Appear Before City Council: If the property owner or occupant disregards the notice prescribed by subsection C of this section and has not abated the nuisance within the time period stated therein, a third written notice shall be served on the person or persons who maintain, operate or permit the nuisance, which notice shall fully set forth the name of the party, if known, the date of such nuisance, the general character of the nuisance, its location, and shall require the owner and/or occupant to appear before the city council on a day named therein, in not fewer than ten (10) days after service thereof, to show cause why the nuisance should not be abated, prevented and removed. All such notices shall be signed by the administrative officer or other officer designated by the city manager and shall be served by the administrative officer or other officer designated by the city manager by delivering in hand to the person a written copy of such notice if he or she can be found or, in case he or she cannot be found, then by leaving a copy with some occupant on the premises above the age of fourteen (14) years or by posting a copy on the door or other convenient or conspicuous place on the premises. In any case where personal delivery to the responsible party is not possible, any form of alternate delivery shall also be supplemented by certified mail, return receipt requested.

E. Hearing Before City Council: On the date designated in the notice prescribed by subsection D of this section, the city council shall convene a public hearing to determine whether the conditions alleged to create a nuisance do create a nuisance and, if so, whether the nuisance is to be abated. The property owner/occupant/other responsible party, the administrative officer or other officer designated by the city manager and any witnesses called by either of the foregoing shall be permitted to present evidence and testimony regarding these questions. If the property owner/occupant/other responsible party does not appear at the hearing, then, upon demonstration by the administrative officer or other officer designated by the city manager of compliance with the notice requirements, the city council shall deem such property owner/occupant/other responsible party to be in default for failure to appear, and the alleged nuisance shall be conclusively deemed to exist. (Ord. 646, 3-21-2011)

F. Order Of Abatement: In all cases where the city council has determined, based upon all evidence presented in the public hearing prescribed by subsection E of this section or upon default by the property owner/occupant/other responsible party for failure to appear at such hearing, that a nuisance does exist, upon close of the public hearing, the city council shall decide by vote whether to abate the nuisance. When the

city council has determined that any nuisance shall be abated, it shall be the duty of the city council to direct the administrative officer or other officer designated by the city manager to issue a written order requiring the abatement, prevention and removal of the nuisance by the property owner/occupant/other responsible party within a time named therein, which shall in all cases be no fewer than ten (10) days and may be greater if the circumstances reasonably require. This notice shall also advise the property owner of all potential consequences of failure to comply with the order, including, without limitation, the issuance of a municipal citation that may result in fines provided in section [1-4-1](#) of this code and as set forth in the municipal bond schedule adopted by the governing body as provided in section [1-11-19](#) of this code for each offense, each day being a separate offense; the costs of abatement by the city; the filing of a lien against the subject property; and foreclosure of the lien. The administrative officer or other officer designated by the city manager shall issue a written order reciting the order of the city council, and certified by the city clerk, directing to the property owner/occupant/other responsible party the terms and conditions of abatement. All such notices shall be signed by the administrative officer or other officer designated by the city manager and shall be served by the administrative officer or other officer designated by the city manager by delivering in hand to the person a written copy of such notice if he or she can be found or, in case he or she cannot be found, then by leaving a copy with some occupant on the premises above the age of fourteen (14) years or by posting a copy on the door or other convenient or conspicuous place on the premises. In any case where personal delivery to the responsible party is not possible, any form of alternate delivery shall also be supplemented by certified mail, return receipt requested. (Ord. 646, 3-21-2011; amd. 2013 Code)

G. Abatement By City: In the event the property owner/occupant/other responsible party disregards the foregoing order and the nuisance is not otherwise abated within the time provided therein, a city employee or officer designated by the city manager shall forthwith abate the nuisance by condemning, removing, destroying, filling up, locking up, moving, or by any other such procedures as is necessary to comply with the abatement order to the greatest possible extent.

H. Certification Of Costs [1](#) : It shall be the duty of the foregoing designee of the city manager abating such nuisance to create or cause to be created a bill of costs to document and include all expenses incurred by the city in the removal and abatement of such nuisance and to deliver the same to the city clerk. The city clerk shall add any other costs related to the abatement that are not included in the bill of costs presented by such designee. The city clerk shall cause these costs to be certified and submitted to the county treasurer in the same manner as and coequal with the lien of ad valorem taxes and all other taxes and special assessments and prior and superior to all other titles and liens against such property.

I. Lien Provisions; Civil Damages; Misdemeanor Complaint:

1. Any person who fails to remove and abate any nuisance, after proper notice and opportunity to be heard and proper orders of the city council, shall be liable to the city for all expenses incurred in the removal and abatement of the nuisance, as declared by the itemized bill of costs signed by the city clerk and submitted to the county treasurer in

the same manner as and coequal with the lien of ad valorem taxes and all other taxes and special assessments, as provided by subsection H of this section. Such costs and the interest thereon shall be a lien against the property from the date the costs are certified to the county treasurer, and such lien shall continue until such costs shall be fully paid. The property owner shall be served notice by the city attorney of such property owner's opportunity to satisfy the lien prior to the commencement of foreclosure proceedings. This notice shall be served by delivery in hand to such property owner if he or she can be found or, in case he or she cannot be found, then by leaving a copy with some occupant on the premises above the age of fourteen (14) years or by posting a copy on the door or other convenient or conspicuous place on the premises. In any case where personal delivery to the property owner is not possible, any form of alternate delivery shall also be supplemented by certified mail, return receipt requested. If the property owner satisfies the lien, a release shall be filed of record.

2. The foregoing lien may be enforced by foreclosure against the subject property in the same manner as other liens. In the event the city manager or his/her designee determines to proceed with foreclosure, the city attorney shall ensure that the city observes all lawful requirements, including publication of notice, to afford the property owner such rights of due process as he or she would enjoy in the foreclosure of a tax lien.

3. The fact that the city has abated and removed a nuisance, or may have commenced foreclosure proceedings, shall not excuse the party responsible for the nuisance condition from any civil damages to person or property that may have been caused by the nuisance condition prior to abatement. The city or any private person, in the case of a private nuisance, may bring a civil action to recover such damages in the Tulsa district court.

4. When damages to person or property result from a nuisance, as defined in this chapter, the responsible party may also be liable for the prosecution of a misdemeanor offense as otherwise provided by this code, notwithstanding any abatement actions undertaken by the city. (Ord. 646, 3-21-2011)



To: The Mayor and Council, City of Glenpool
From: David Agbetunsin, City Engineer
Date: October 16, 2023
Re: 2023 Street Maintenance and Stormwater Structure Improvement Projects – Change Order 001

Background:

This is a request for Council's consideration and action regarding the 2023 Street Maintenance and Stormwater Structure Improvement Projects hereafter referred to as 'the project'. Since the project's initial scoping for road maintenance work within the city, the following locations have experienced pavement distress and failure:

1. E 134th Pl S approximately 314 LF East of the cul-de-sac
2. 134 09 S Poplar, approximately 122 ft from the cul-de-sac

We propose the approval of the change order to incorporate these additional tasks. Attached to this report, you will find the location map, scope of work details, and change order request for the work. The total cost for this additional work is \$74,480.00, and the funding for this project will be allocated from the FY2024 annual budget ledger #01-6-14-6274.

Staff Recommendation:

Staff recommends approving the change order request to the existing contract "2023 Street Maintenance and Stormwater Structure Improvement Projects – phase II". Funding for this work will be allocated from the FY 2023/2024 annual budget under Item No. 01-6-14-6274.

Attachments:

1. Change Order Request 001
2. Location Map
3. Scope of Work

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;

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

www.glenpoolonline.com



Dunham's Asphalt Services, Inc.

CHANGE ORDER REQUEST	1	COR DATE:	10.02.2023
PROJECT NAME/NUMBER:	2023 Glenpool Streets	REQUESTED BY:	Tim Quattrocchi
SUBMITTED TO:	City of Glenpool	ATTENTION:	David

Dunham's Asphalt Services, Inc. would like to submit for your approval Change Order Request # 001

This change order has been occasioned by:
additional asphalt paving

Scope of Work

134th place
approx 314 lf x 23 lf 2" Mill & Overlay
18 x 70 full depth
excavation
agg base
asphalt base course
tack
Saw Cut

{add} \$ 44,490.00

* See attached itemised Scope of work

134 09 S Poplar
approx 122 x 23lf x 2" Mill & Overlay -
48 x 14 full depth
6 x 23 full depth
11 x 11 full depth
Excavation
agg base
asphalt base course
tack
saw cut

{add} \$ 29,990.00

* See attached itemised Scope of work

Total Change Order Request # 001	Add	\$	74,480.00
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Additional Days Requested	3
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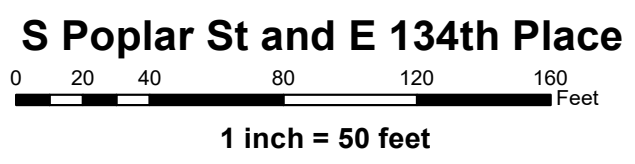
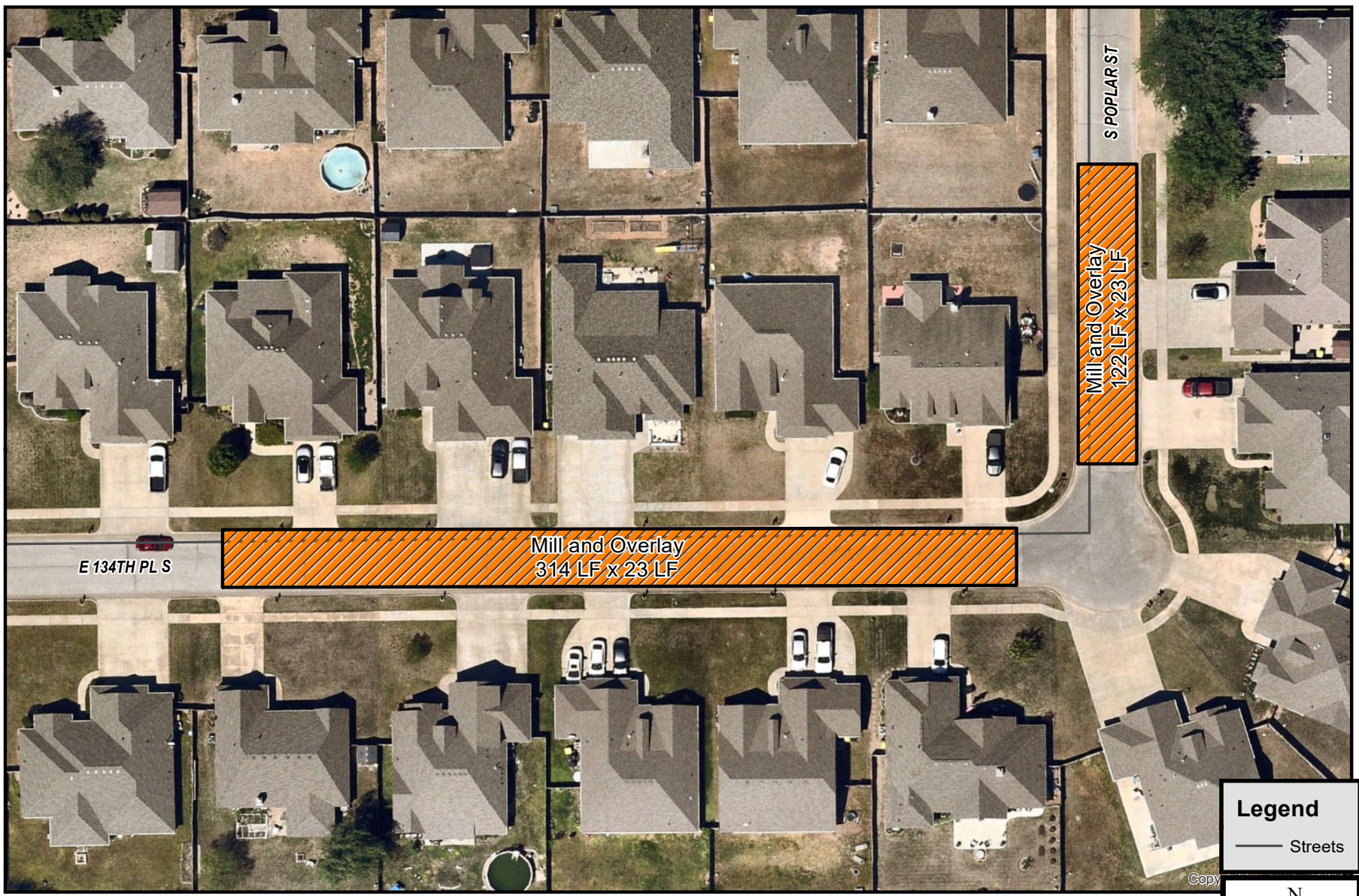
Sincerely,

Tim Quattrocchi

Approved By: _____

Title: _____

Date: _____



Legend

— Streets

Date: 10/11/2023

Additional Work

Project 20

Location and Description

134th Place: Existing Pavement Surface Removal and Replacement Located on the intersection of E 134th Pl and S Poplar Street – Beginning Approximately at the cul-de-sac, 314 Ft easterly.

- Mill approximately 7,222 SF. of existing asphaltic surfacing, 2 inches deep, the full width of street paving from face of gutter to face of gutter within the limits marked in orange at the site – the Project Area.
- Remove and dispose of millings from the Project Area in a manner approved by the City Engineer.
- Saw cut, remove, and dispose of 1,260 SF of existing asphaltic paving base and a minimum of 10" of existing sub-grade material at all locations of existing paving base and subgrade failure within the Project Area.
- Compact exposed paving subgrade in the excavated base and subgrade areas to within 95% of standard density.
- Re-fill excavated paving subgrade material with 3/4" diameter Class "A" crushed limestone aggregate material level with the existing paving base grade.
- Compact placed aggregate in the excavated areas to 95% of standard density.
- Place a minimum of 3" of Superpave Type S3 (PG 64-22 OK) in the excavated areas compacted to within 95% of Standard Density.
- Sweep and clean all milled paving surfacing within the Project Area as necessary to remove all loose material.
- Seal all existing cracking of the exposed paving base material within the Project Area with an ODOT approved bituminous sealer.
- Apply an ODOT approved bituminous tack coat to all milled and excavated surfaces within the Project Area.
- Place 2" of Superpave Type S4 (PG 64-22 OK) wearing surface in the project area, compacted to 95% of Standard Density, continuous from face of gutter to face of gutter - maintaining proper drainage through the Project Area.
- Match final finished surface grade in the Project Area with existing paving grade at all perimeter points connecting with and transitioning to undisturbed existing paving surfacing.

Additional Work

Project 21

Location and Description

S Poplar Street: Existing Pavement Surface Removal and Replacement Located on the intersection of E 134th Pl and S Poplar Street – Beginning Approximately at the cul-de-sac, 122 Ft Northerly.

- Mill approximately 2,806 SF. of existing asphaltic surfacing, 2 inches deep, the full width of street paving from face of gutter to face of gutter within the limits marked in orange at the site – the Project Area.
- Remove and dispose of millings from the Project Area in a manner approved by the City Engineer.
- Saw cut, remove, and dispose of 672 SF of existing asphaltic paving base and a minimum of 10” of existing sub-grade material at all locations of existing paving base and subgrade failure within the Project Area.
- Compact exposed paving subgrade in the excavated base and subgrade areas to within 95% of standard density.
- Re-fill excavated paving subgrade material with 3/4” diameter Class “A” crushed limestone aggregate material level with the existing paving base grade.
- Compact placed aggregate in the excavated areas to 95% of standard density.
- Place a minimum of 3” of Superpave Type S3 (PG 64-22 OK) in the excavated areas compacted to within 95% of Standard Density.
- Sweep and clean all milled paving surfacing within the Project Area as necessary to remove all loose material.
- Seal all existing cracking of the exposed paving base material within the Project Area with an ODOT approved bituminous sealer.
- Apply an ODOT approved bituminous tack coat to all milled and excavated surfaces within the Project Area.
- Place 2” of Superpave Type S4 (PG 64-22 OK) wearing surface in the project area, compacted to 95% of Standard Density, continuous from face of gutter to face of gutter - maintaining proper drainage through the Project Area.
- Match final finished surface grade in the Project Area with existing paving grade at all perimeter points connecting with and transitioning to undisturbed existing paving surfacing.