



**NOTICE
GLENPOOL CITY COUNCIL
REGULAR MEETING**

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

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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, NOVEMBER 6, 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) **Swearing-In Ceremony and Public Safety Recognition – Jeremy Plane, Police Chief; George Miles, Municipal Judge**
 - Swearing in of new officers
 - Recognition of recent CLEET graduates
- F) **Flock Camera Presentation - Jeremy Plane, Police Chief**
- G) **Management Report**

1)	Final CM Report.11062023 FYE24.Q1 Expense Report (003)	4 - 107
H)	Mayor Report – Joyce G. Calvert, Mayor	
I)	Council Comments	
J)	Public Comments	
K)	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 16, 2023, and October 25, 2023 meetings. City Council Regular Meeting - 16 Oct 2023 - Minutes - Html City Council Special Meeting - 25 Oct 2023 - Minutes - Html	108 - 114
2)	2024 Meeting Schedule. 2024 Meeting Schedule	115 - 116
3)	Agreement between the Glenpool Chamber of Commerce, the Glenpool Industrial Authority and the City for Fiscal Year 2023-2024. Staff Report - Chamber Agreement	117 - 121
4)	Receipt and acceptance of FY22-23 Independent Accountant's Report on Applying Agreed-Upon Procedures as required by the Settlement Agreement between the City of Glenpool, Glenpool Utility Services Authority, and Creek County Rural Water District No. 2. Annual AUP Audit	122 - 128
5)	Agreed Upon Audit Procedures Engagement Letter for FY23-24, Elfrink and Associates, PLLC. AUP Audit Engagement Letter	129 - 138
6)	Surplus of police vehicles and miscellaneous equipment; waiving the requirement for soliciting competitive bidding pursuant to City Code 2-2-6.B.4 and approving the sale of said police vehicles and miscellaneous equipment. Tahoe Surplus	139 - 140
7)	Budget Amendment CITY-05 for FY23-24 for the purchase of a Flock Camera with a grant from Walmart, and a transfer from the General Fund to the Capital fund for the local funding match to an ODOT TAP grant for a Safe Routes to School Sidewalk project on Warrior Road. Budget Amendment City-05	141 - 142
L)	Consideration and appropriate action relating to items removed from the Consent Agenda	
M)	Scheduled Business	
1)	Discussion and possible action to approve or deny entering into an Urban Project Agreement – Transportation Alternatives Program JP No. 38028(04), Project No. TAP3-8028(004) TP, with a city match amount of \$119,920.00, to be funded from the approved FY 2023/2024 Budget: Account No. 03-6-01-6360; Capital Fund Streets and Maintenance. (David Agbetunsin, City Engineer) Staff Report - Agreement for Sidewalk on Warrior Road	143 - 163
2)	Discussion and possible action to determine which, if any, Council members attend the	

ICSC@Red River Conference in Dallas, January 31st through February 2nd, 2024.
(David Tillotson, City Manager)

- 3) Discussion and possible action to enter into Executive Session for the purpose of engaging in confidential communications between the City Council and its attorney concerning a pending claim or action against the City filed by Robert Palone filed with the Oklahoma Attorney General's Office of Civil Rights Enforcement (OCRE Complaint No. CR-23-0181-PA), the Council having been advised by its attorney that disclosure of the matter to be discussed would seriously impair the ability of the City to process the claim or conduct the pending action in the public interest, pursuant to Title 25, Section 307.B.4 of the Oklahoma Statutes.
(David Tillotson, City Manager)

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

N) **Adjournment**

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on November 3, 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.

- Public Works: 5 Positions
 - Water & Sewer Laborer – Advertised
 - Streets & Parks Laborer - Advertised
 - Seasonal Streets and Parks Laborers (3) – Will post in March 2024
- Police Department: 3 Positions
 - Police Officer (2)
 - Posting Closed 10/27/2023 – Testing scheduled for 11/18/2023
 - Dispatch (1) – Advertised
- Development Services: 1 Position
 - City Planner – Offer Accepted, Start date of 11/20/2023
- Administration: (1)
 - IT Director

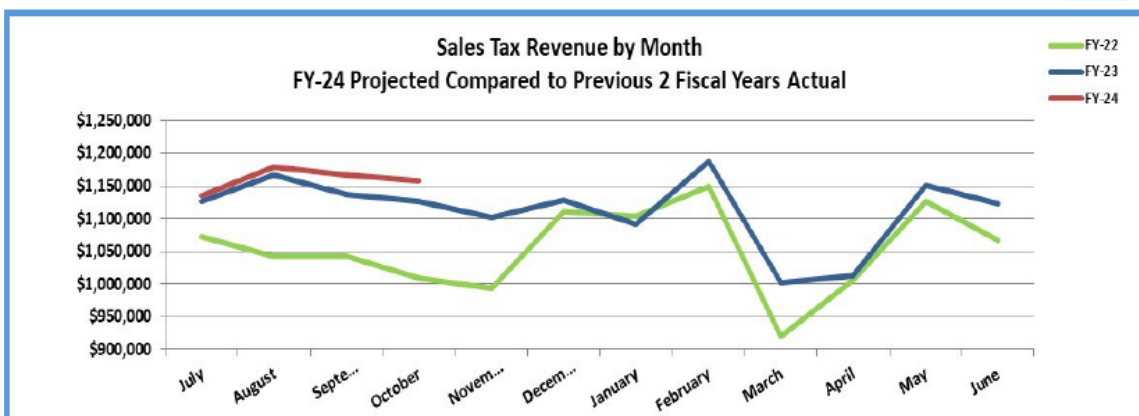
Projects and Training

- Participated in SHRM webinars
 - Supporting and Retaining Valuable Generalist Employees
 - From Training to Thriving: Keys to a Skilled Workforce
 - How to Invest in Your Workforce During a Slow Economy (Without Spending More Money)
- Tyler Tech webinar
 - HR Suite and Time & Attendance

Finance

SALES TAX

FY24 Combined Sales Tax for all funds in October totaled \$1,157,352, 2.7% higher than FY23 revenues for the same period. Further details on October financial results will be reported next month after the October accounting period is closed.



GENERAL FUND REVENUES

FY24 General Fund year-to-date revenues in September totaled \$4,330,012, approximately \$346,087 or 8.7% higher than FY23 revenues for the same period. The change is primarily due to a 282.1% increase in investment income combined with a 3.2% increase in total tax revenues compared to September FY23.



GENERAL FUND EXPENDITURES

FY24 General Fund year-to-date expenditures in September totaled \$3,574,752, approximately \$562,747 higher than FY23 expenditures YTD, an increase of 11.2% for the same period. Increased wage costs combined with capital expenditures in the Streets & Parks department contributed to the increase. However, overall spending is 13.6% 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 September were 1.7% above budget, and also 1.5% higher than FY23 collections for the same period.

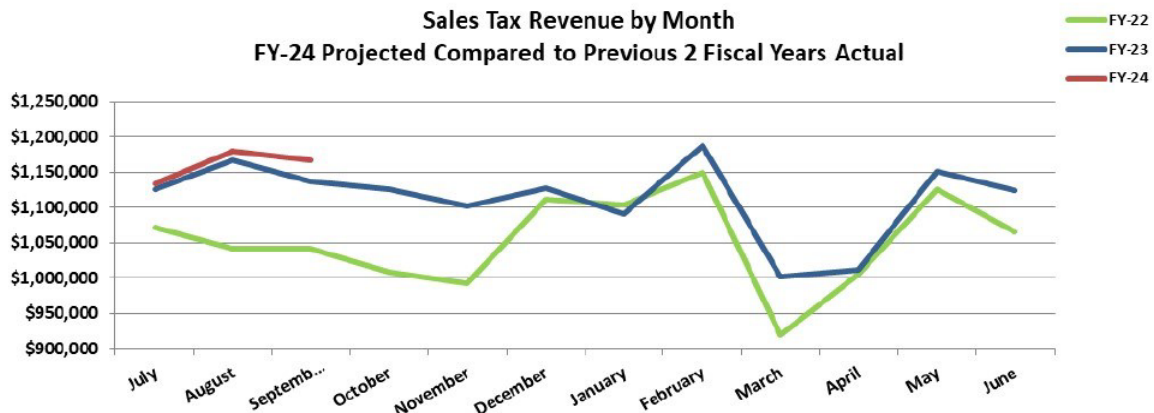
CITY OF GLENPOOL SCHEDULE OF SALES TAX REVENUE - ALL FUNDS Fiscal Year Ending June 30, 2024

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	INC(DEC) PRIOR YR
July	\$ 1,142,094	\$ 1,134,751	\$ (7,343)	\$ 1,134,751	\$ 1,125,530	\$ 9,221	-0.6%	0.8%
August	\$ 1,148,637	1,179,694	31,057	1,179,694	1,167,026	12,667	2.7%	1.1%
September	\$ 1,132,475	1,167,426	34,951	1,167,426	1,136,626	30,800	3.1%	2.7%
October	\$ 1,110,095			-	1,126,462			
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	\$ 3,481,870	\$ 58,665	\$ 3,481,870	\$ 13,355,155	\$ 52,688	1.7%	1.5%

Y-T-D Budget \$ 3,423,205
Y-T-D Actual 3,481,870
Y-T-D Variance 58,665
Y-T-D % Var 1.7%

Prior Year \$ 3,429,183
Y-T-D Actual 3,481,870
Y-T-D Variance 52,688
Y-T-D % Var 1.5%

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

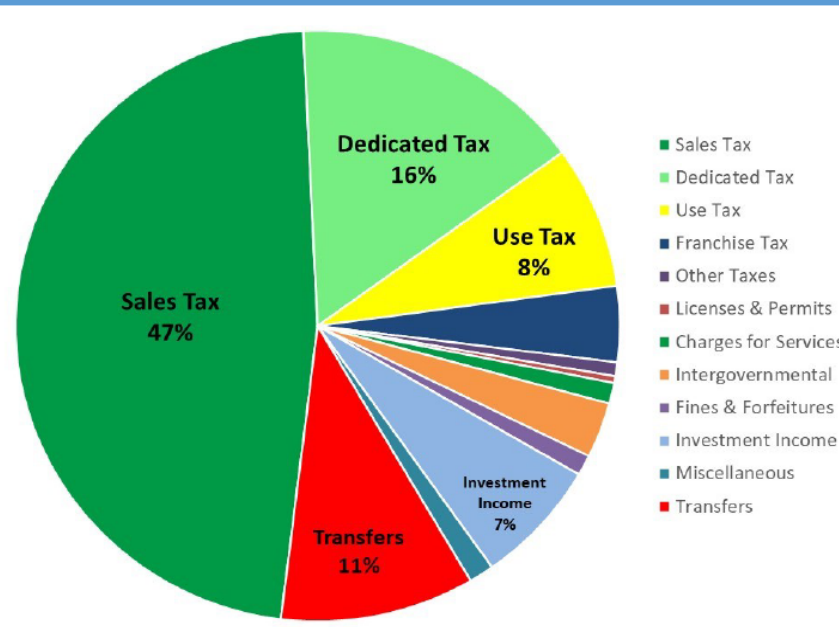


GENERAL FUND REVENUES

	YTD FY24 Budget	YTD FY24 Actual	Budget Over/(Under)	YTD FY23 Actual
Sales Tax	\$ 2,013,616	\$ 2,048,036	\$ 34,420	\$ 2,017,045
Dedicated Tax	671,205	\$ 682,795	11,590	672,463
Use Tax	308,612	\$ 338,436	29,824	278,370
Franchise Tax	150,000	\$ 179,411	29,411	180,924
Other Taxes	32,125	\$ 32,713	588	30,203
Licenses & Permits	16,825	\$ 15,817	(1,008)	25,215
Charges for Services	85,849	\$ 49,312	(36,537)	60,967
Intergovernmental	85,973	\$ 131,090	45,117	82,275
Fines & Forfeitures	52,750	\$ 48,640	(4,110)	42,729
Investment Income	25,000	\$ 295,593	270,593	77,369
Miscellaneous	10,095	\$ 58,169	48,074	62,045
Transfers	450,000	450,000	-	453,600
Totals	\$ 3,902,050	\$ 4,330,012	\$ 427,962	\$ 3,983,205

Over (Under) Budget year to date: 11.0%

Increase (Decrease) over prior year: 8.7%



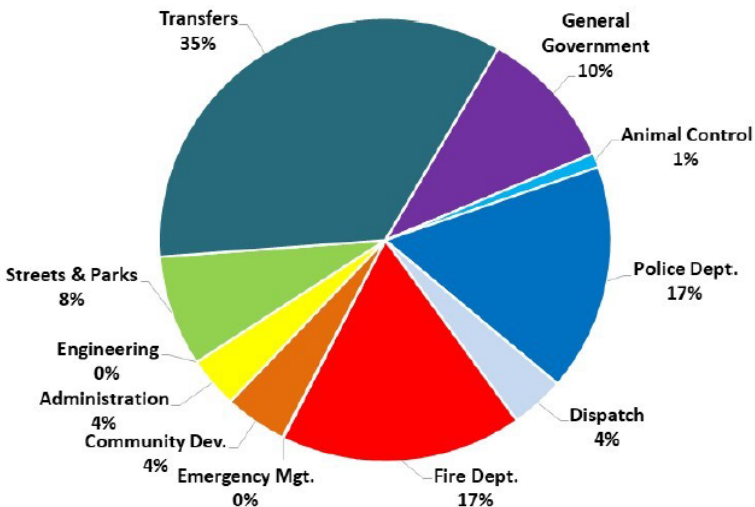
GENERAL FUND EXPENDITURES BY DEPARTMENT

DEPARTMENT	YTD FY24 Budget	YTD FY24 Actual	Budget Under/(Over)	YTD FY23 Actual
General Government	\$ 387,158	\$ 382,423	\$ 4,734	\$ 332,298
Animal Control	41,401	39,105	2,295	37,454
Police Dept.	694,455	618,119	76,335	488,913
Dispatch	154,730	145,660	9,069	127,011
Fire Dept.	763,890	646,473	117,417	562,824
Emergency Mgt.	19,874	3,125	16,748	152
Community Dev.	230,589	167,170	63,420	184,825
Administration	197,885	138,400	59,484	144,032
Engineering	53,575	-	53,575	-
Streets & Parks	442,092	301,481	140,611	214,674
Transfers	1,151,853	1,287,657	(135,804)	1,122,463
Totals	\$ 4,137,500	\$ 3,729,615	\$ 407,885	\$ 3,214,645

Under (Over) Budget year to date: 9.9%

Increase over prior year: 16.0%

**General Fund YTD Percent Expenditures by
Department**

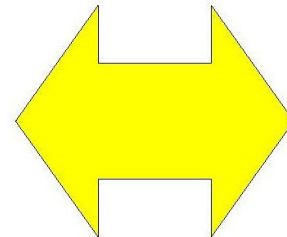
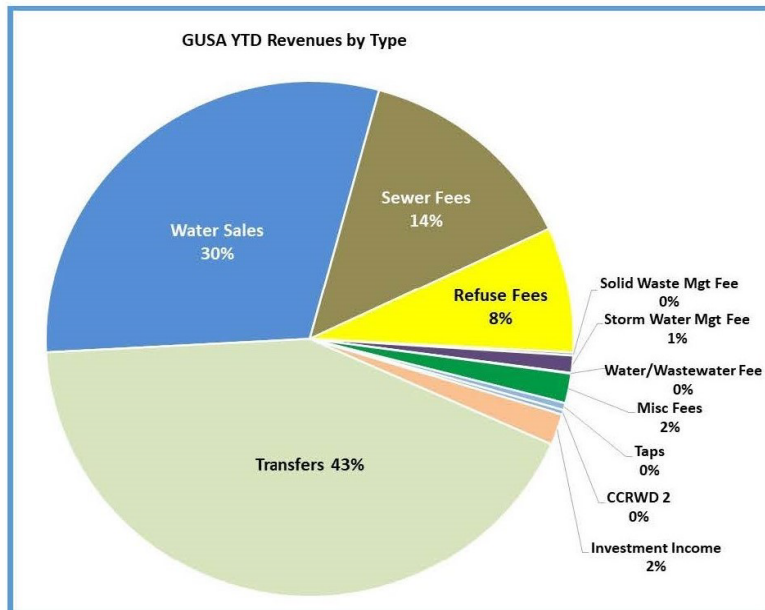


GLENPOOL UTILITY SERVICES AUTHORITY REVENUES YEAR-TO-DATE

	YTD FY24 Budget	YTD FY24 Actual	Budget Over/(Under)	YTD FY23 Actual
Water Sales	\$ 850,000	\$ 801,481	\$ (48,519)	\$ 885,268
Sewer Fees	400,000	366,081	(33,919)	397,826
Refuse Fees	231,250	210,412	(20,838)	205,728
Solid Waste Mgt Fee	5,500	5,005	(495)	4,919
Storm Water Mgt Fee	31,500	28,688	(2,812)	28,200
Water/Wastewater Fee	725	1,320	595	995
Misc Fees	35,625	49,233	13,608	36,434
Taps	13,750	11,800	(1,950)	14,550
CCRWD 2	7,875	7,948	73	6,629
Investment Income	26,250	51,935	25,685	12,923
Transfers	1,101,853	1,132,795	30,942	1,122,463
Totals	\$ 2,704,328	\$ 2,666,698	\$ (37,630)	\$ 2,715,936

Over (Under) Budget year to date: -1.4%

Decrease over prior year: -1.8%

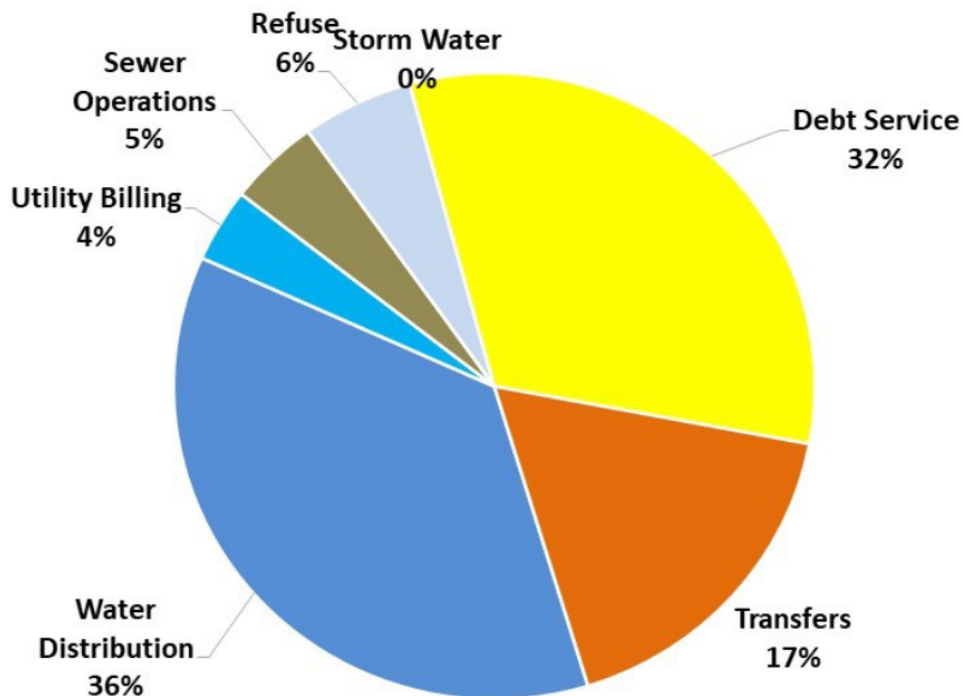


GLENPOOL UTILITY SERVICES AUTHORITY EXPENSES YEAR-TO-DATE

DEPARTMENT	YTD FY24 Budget	YTD FY24 Actual	Budget (Over)/Under	YTD FY23 Actual
Water Distribution	\$ 868,516	\$ 946,013	\$ (77,497)	\$ 653,607
Utility Billing	97,167	98,664	(1,497)	87,612
Sewer Operations	236,935	119,759	117,176	-
Refuse	194,000	145,926	48,074	130,931
Storm Water	140,500	-	140,500	-
Debt Service	733,466	835,715	(102,249)	737,112
Transfers	450,000	450,000	-	450,000
Totals	\$ 2,720,583	\$ 2,596,076	\$ 124,507	\$ 2,059,262

Under (Over) Budget year to date: 4.6%

GUSA YTD Percent Expenditures by Department



FUND DASHBOARD

FUND	REVENUES	EXPENDITURES	CHANGE IN FUND BALANCE
GENERAL FUND	\$4,330,012	\$3,729,615	\$600,397
GLENPOOL UTILITY SERVICES AUTHORITY FUND	\$2,666,698	\$2,596,076	\$76,022
GLENPOOL INDUSTRIAL AUTHORITY FUND	\$367,938	\$255,420	\$112,518
STREETS & INFRASTRUCTURE FUND	\$222,672	\$23,804	\$198,868
PUBLIC SAFETY CAPITAL FUND	\$539,785	\$583,245	<\$43,460>
PUBLIC SAFETY PERSONNEL FUND	\$421,863	\$371,722	\$50,141
CAPITAL FUND	-	-	-
ARPA FUND	-	748,313	<\$104,066>
PARKS AND RECREATION FUND	\$4,400	-	\$4,400
HOTEL FUND	\$71,444	\$71,444	-

Development Services

Listed below are current development related activities within the City of Glenpool **through the month of October 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

Commercial/Industrial Occupancy Permits Issued in September/October:

1. **Burdette Jui Jitsu (15065 S Elwood Ste# 105)** – Martial Arts School
2. **Super Donut (13601 US Hwy 75 Ste# B)** – Donut shop
3. **BTC (1400 W 161st St)** – Equipment Building
4. **Campbells Heating and Air (14060 S Peoria Ste#106 and 107)** – Mechanical Services
5. **First Oklahoma Credit Union (14912 S Broadway St.)** – Banking Services
6. **King of Kings (15251 S Broadway St.)** – Religious Services
7. **The Real Taco (14765 Casper St. Ste# A)** - Restaurant

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	0	31	0
2	Glen Hills I (Phase 1-6)	84	0	82	2
3	Glen Hills II (Phase 7-11)	78	33	26	19
4	Scissortail	88	8	36	44
5	Redbud Glen	74	0	16	58
6	Twin Ponds	25	1	1	23
	Totals	380	42	192	146

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):
 1. **Huntsman Property** – A Lot Split Application to consolidate two (2) lots into one (1). The subject site is located at 658 W 141ST St.
 2. **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:

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

H. Specific Use Permits: No New Applications

I. Variance(s):

- 1. Thompson Property Carport** – Variance request for a reduced frontyard and sideyard setback requirements for a proposed carport. The subject property is located at 423 E 137th St.

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 October 2023	2
New Commercial Permits Issued October 2023	0
Current Active Residential Permits	52
Current Active Commercial Permits	11
Residential Permits thru October 2022	67
Residential Permits thru October 2023	48
Commercial Permits thru October 2022	6
Commercial Permits thru October 2023	0

Assessment Letters Issued in October 2023	1
Total Assessment Letters Issued in 2023	13

Code Enforcement Activity for October 2023

ACTIVITY DESCRIPTION:	Totals			
Complaints received and investigated Year to Date	1,080			
Open public nuisance cases through October 2023	71			
CODE ENFORCEMENT CASES	Jul	Aug	Sept	Oct
	108	82	92	101
High grass:	32	16	33	31
Fire damaged structures:	-0-	-0-	-0-	-0-
Illegally parked vehicles:	6	1	7	4
Nuisance abatements (contractor):	-0-	1	1	-0-
Notices issued for residents with no water service:	-0-	-0-	-0-	2
Tulsa County Health Department citations:	-0-	-0-	-0-	-0-
Illegally placed signs:	42	46	29	44
Damage to public facilities citations:	-0-	-0-	-0-	-0-
Excessive trash & debris notices:	9	7	9	11
Dilapidated structures/property notices:	-0-	-0-	-0-	-0-
Trash can/receptacle placement notices:	-0-	-0-	-0-	1
Building demolition & removal:	-0-	-0-	-0-	-0-
Inoperable/abandoned vehicles:	3	4	1	2
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	-0-
Pest issue:	-0-	2	1	-0-
Dilapidated fencing:	2	1	3	-0-
Noxious odor:	-0-	1	-0-	-0-

Public Works

The following details of all work completed between September 27, 2023 – October 27, 2023

Streets

- Crack sealed – All around public safety building.
- Filled potholes around town – Eden South and other various other locations with over 4 tons asphalt used.
- Fixed downed streets signs - none
- Cleaned storm drains – lots of areas around town – 2 day effort
- Picked up trash around town.
- Weeded
 - Creek at 141st and 75, both north and south
 - Creek at Morris Park
 - Ditch at 121st near Yukon Ave
- Trimmed trees - none
- Cleaned East and West curbs on Broadway from 161st to 166th.
- Repaired road at 141st and Warrior Rd after water line repair.
 - SignalTek came out to repair the timing after sensors were ruined.
- Ongoing inspections for Road Projects
- Kendalwood North drainage project is complete.
- Capital Project Completion – 141st & US75 received a new battery backup for the controller.

Parks

- Black Gold
 - Mowed & trimmed.
 - Installed new gate to improve flow into and out of North Field
 - Added additional trash cans and tables for Black Gold Days
 - Clean up after Black Gold Days
 - Changed out Flag
 - Winterized splash pad
- Kendalwood North
 - Mowed & trimmed.
 - Watered new sod laid during drainage project.
- Kendalwood South
 - Mowed & trimmed.
- Lambert
 - Mowed & trimmed.
 - Park Bridge is still closed.
 - Sprayed and mowed to prep for seed.
 - Seeded park with wildflowers and native grasses to stabilize creek bank

- Morris
 - Mowed & trimmed.
 - Fixed broken locks
- Rolling Meadows
 - Mowed & trimmed.
- South County Soccer
 - Mowed & trimmed.
- Picked up trash and emptied trash cans daily at all city parks.
- Community
 - Cleaned and set trash cans for Farmer's Market.
 - Took tables and generator to GPS GIS APB for Spooktacular Fest
 - Boarded up house for Police Department

Facilities Maintenance

- Completed work on Oil Derrick monument. A single pane of glass was removed to investigate the internal working. The internal lights were fixed to illuminate the derrick before Black Gold Days.
- Completed - renovation of back bathroom at public works building.
- Touched up paint in Community Development for new employee.
- Completed biannual elevator safety inspection
- Outstanding Projects:
 - The north waterfall pump at city hall is out of service. Replacement pump is pending.
 - An RFQ for AC Maintenance program throughout the city has been issued. Three responses have been received.

Wastewater Treatment Plant:

- Daily calibration and testing performed (CL, DO, pH)
- Daily readings performed.
- Daily flow monitoring performed.
- Daily addition of chemicals to lagoon
- Weekly Biological Oxygen Demand and Total Suspended Solids samples to Green Co. Testing
- Mowed, weeded, and sprayed (where needed)
- Vehicle and equipment maintenance performed.
- Grinder shaft is in the shop.
- Blower #1 is down AGAIN and needs repaired. Automatic Engineering installed a new VFD but it blew up immediately upon powering it up. They are looking for replacement parts.
- Blower #3 VFD is down and needs repaired.
- Toured Bentonville, AR wastewater facility.

Lift Stations:

- Mowed, weeded, and sprayed (where needed)
- Lift Stations inspected
- Vac Trailer on loan from Key Equipment was used to clean out accessible stations.
- Installed odor abatement system at Newman LS. This will help keep odor down at Newman through the manhole at 137th and Union, into Shell LS, and then to the WWTP.

Distribution:

- 898 Utility locates
- 152 service orders completed for the utility office
- 0 turn offs for non-payment – Scheduled for 2023-10-31 Halloween.
- 0 lock outs for non-payment – Scheduled for 2023-11-02
- Performed monthly meter reads and with 19 bad registers
- 9 leaks repaired (2 repairs pending)
- 3 meters set (3 residential, 0 commercial)
- 22 pending meter sets (21 residential, 1 commercial)
- Monthly water samples taken and passed
- Mowed, weeded, and sprayed (where needed) at water towers and booster stations
- Cleaned and serviced vehicles and equipment
- Jetrodded 3 possible sewer backup(s)
- Sewer Manhole at FFCU raise 9 inches to grade
- Trained crew on HydroVac training with VacTrailer on loan from Key Equipment
- Diagnosed 12 hydrants, put 3 back in service and ordered parts for others.
- 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.

Misc:

- 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.
- Capital Expense Update – Vacuum Trailer from Key Equipment should be delivered November 6th.

Scent abatement pump and barrel installed at Newman Lift Station



The vacuum trailer on loan from Key Equipment has proven to be a very useful tool. We are excited to take ownership of our new one in a few weeks. The area of disturbance using this trailer is minimal and it can get into very tight spots.



Seeding at Lambert park



Seeding was completed by Jesse Hale and the following volunteers:

Jack Titchener – OK Conservation Commission, Urban Soil Conservationist

Cheryl Cheadle – OK Conservation Commission, Blue Thumb, Glenpool resident

Jeffery Jenkins – Blue Thumb, Glenpool resident

Several sunny areas were selected for seeding in hopes for a colorful growing season next year as well as areas by the creek to

grow grasses needed to stabilize the creek bank.



Status of Low Water Bridge at Lambert Park



Improvements/Repairs to Black Gold Park



Our beautiful Oil Derrick needed some attention. We replaced the lights within the derrick to give it some life.



In order to give proper access to the north grassy area of the park, a 16 foot fence was installed.

Storm Sewer Repair near Ron's on 141st

This broken storm drain was repaired as a part of our road maintenance program. Now that this is complete, the bump on 141st between Ron's and QuikTrip can be repaired.



Engineering

Introduction

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)

The City of Glenpool received direct award of the American Rescue Plan Act (ARPA) grant for a new mechanical wastewater treatment facility (WWTF). The City currently owns and operates a Lagoon System Wastewater Treatment Plant. The proposed project is a 3.0 MGD Sequencing Batch Reactor (SBR) Mechanical Wastewater Treatment Plant (WWTP). The project is in the SW1/4, NW1/4 of Section 11, T17N, R12E, Tulsa County.

Project Program Management Summary

Consultant/Project Program Manager (PPM)	S2E Engineering PLLC
Task	Progress (percentage)
Project Administration	9%
Design Consultant Selection Phase	100%
Regulatory Approval/Permits	2%
Public Communication Phase	2%
Detailed Design Phase	9%
Bidding Phase	0%
Construction Phase	0%
New Site Property and Topographic Survey	87%
Site Flood Plain Permitting NoRise Analysis	71%
Conditional Letter of Map Revisions (CLOMR), if needed	0%
Letter of Map Revisions (LOMR), if needed	0%
Environmental Information Document	66%
ARPA Grant Administration Coordination	1%

Professional Engineering Design

Engineering design is currently in progress. Representatives from the city, as well as personnel from PPM and Garver, conducted visits to three Wastewater Treatment Facilities in Del City, OK, Norman, OK, and Bentonville, AR. The objective of these visits was to gain firsthand knowledge of the technology and procedures employed at these facilities, which encompassed areas such as SCADA, Operations/Lab Building, Screening, Grit removal, Grit Pumps, SBR, UV Disinfection, Dewatering, and Odor Control, in order to obtain practical experience with this equipment.

Garver has presented two (2) Technical Memoranda (TM) for the Engineering Design covering Disinfection and Dewatering Alternatives. Based on the technical memoranda, city staff would be making final decisions on the disinfection and dewatering technologies to be used in the WWTP. The preliminary design is estimated to be completed in November 2023, with Final Design 90% and ODEQ Submittal scheduled for February 27th, 2023.

Consent Order:

The addendum-A to the Consent Order required the City to submit an approvable engineering report to DEQ by October 1, 2023. This report was updated and submitted to ODEQ on September 25, 2023. The Engineering report was received and approved on October 25, 2023, by ODEQ. This fulfills the task itemized in Consent Order 19-289 Addendum A.

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. This project has experienced delays, due to weather conditions, and the contractor's acquisition by another company. The engineering department is actively overseeing the project timeline and maintaining regular communication with the contractor to guarantee the project's successful completion. (Please see map for individual project status).

Project Summary

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

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 is a financial partner in this project via the interlocal agreement with Tulsa County and the City of Jenks. This project has experienced weather delays October 23rd - 29th, 2023.

Kendalwood North Park Drainage Improvement Project

This project involves addressing the drainage issues in the Kendalwood North Park. This project has been completed.

Project Summary

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

City staff is progressing with the Master Plan for this park.

Stormwater Program

FY2023 Community Assistance Visit: The Oklahoma Water Resources Board completed the 2023 community assistance visit. During the CAV the special flood hazard areas were inspected for new and recent floodplain development and no deficiencies were reported in the City of Glenpool. (please find attached "Glenpool CAV Close-out Letter")

Glenpool Safe Route To School Project

This project provides an ADA compliant sidewalk network from the Glenpool Public School to Black Gold Park. The City of Glenpool has entered into a contract with ODOT to fund this project under the TAP3-8104 DOT Agreement. Consultant selection is underway. The RFQ was sent out August 30th, 2023. The City interviewed 2 respondents to the RFQ and forwarding the selection to ODOT once the interviews are complete.

Total Project cost: \$1,202,760.00

Match fund: \$ 240,552.00

TAP Grant Sidewalk Improvement on Warrior Road from 146th Street to 141st Street.

The City has received the Urban Funding Agreement from Oklahoma Department of Transportation. This agreement has been reviewed by the legal team and placed on the November 6th, 2023, regular council meeting agenda for Council Consideration and possible approval.

SH67/151st Corridor Study

This is a progress update on the SH 67/151st St Corridor Study. The City of Glenpool in conjunction with Kimley-Horn, Oklahoma Department of Transportation, INCOG and the City of Bixby, held its 3rd Public Meeting on the SH 67/151st corridor on September 5, 2023. (*This project is on-going, no updates since the September Engineering Departmental Report*).

US 75/141st

The construction of the US-75 Grade Drain Bridge and Surface Project, designated as State JP # 35120(08), located at the intersection of US-75 and 141st Street, is currently underway. The Oklahoma Department of Transportation, in collaboration with the design consulting firm Poe and Associates and the City of Glenpool, will be organizing a public meeting on November 28, 2023. The engineering department has already received the final project plans and will be participating in a review meeting scheduled for November 3, 2023. As per the ODOT's 8-year plan, the anticipated date for the project to be put out for bids is February 2024.

Recommendation

This report is for information purposes only. Staff has no recommendations.

Attachment

- Project Map of Road Projects Within City Limits (last update October 27, 2023).
- CAV Close out letter.

JULIE CUNNINGHAM
EXECUTIVE DIRECTOR

KEVIN STITT
GOVERNOR



OKLAHOMA Water Resources Board

September 25, 2023

Honorable Mayor Joyce Calvert
City of Glenpool
12205 S Yukon Ave.
Glenpool, Oklahoma 73033

RE: FY2023 Community Assistance Visit

Dear Honorable Mayor Joyce Calvert,

On April 17, 2023, OWRB staff met with your staff regarding the City of Glenpool floodplain management program and participation in the National Flood Insurance Program (NFIP). I want to thank you for the courtesy extended to my staff during the visit.

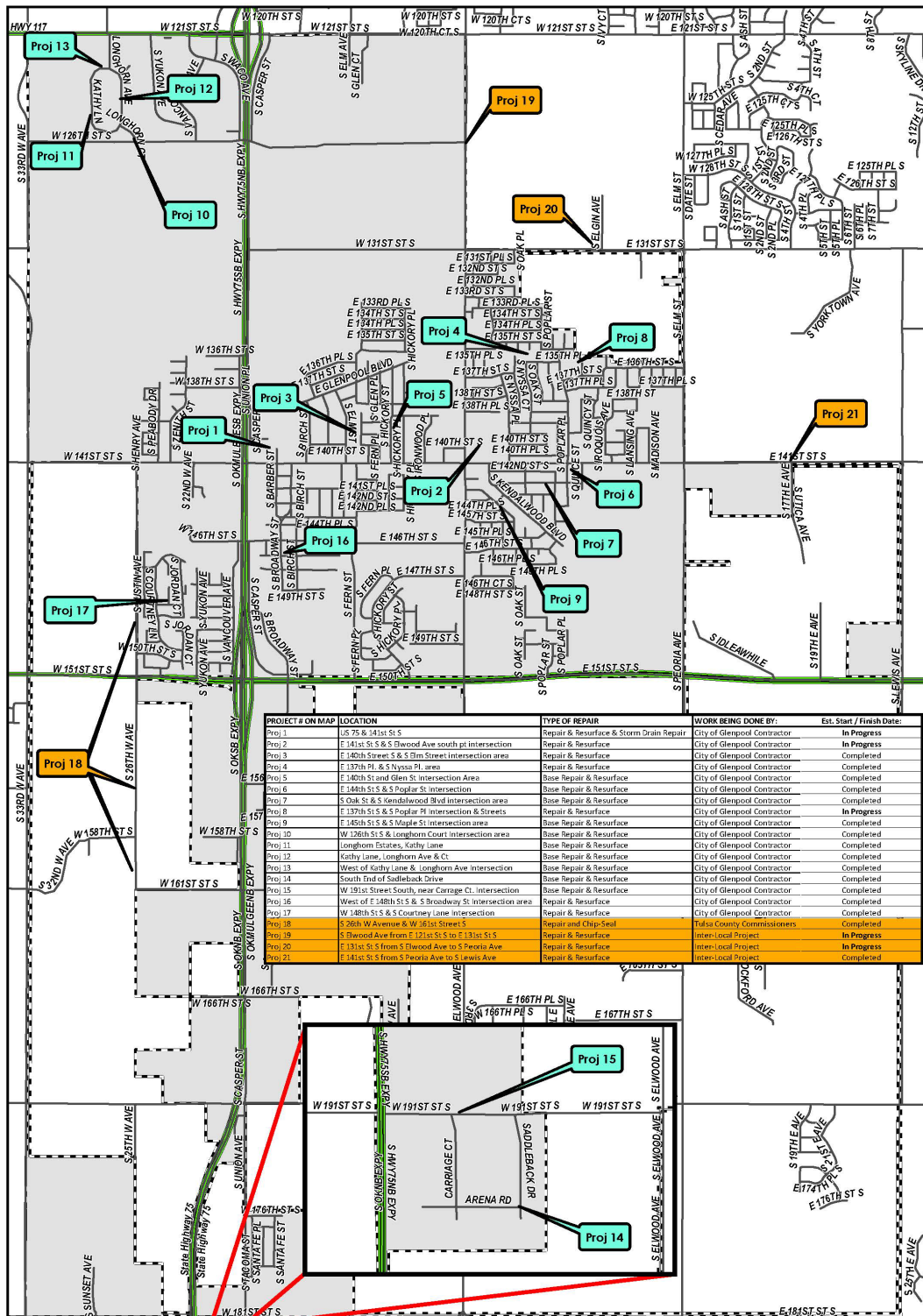
The OWRB coordinates the NFIP and assists communities each year with floodplain management activities as part of this program. This Community Assistance Visit (CAV) was performed under the 2023 OWRB Community Assistance Program funded in part by the Federal Emergency Management Agency (FEMA).

During the CAV, the special flood hazard area (SFHA) in your community was inspected for new and recent past floodplain development. Your community regulations and procedures for implementation of its floodplain management program were also evaluated. We found no deficiencies in your community.

Any items initially identified during the CAV have been resolved and the CAV is now closed. Overall, the City of Glenpool's program is effectively promoting and administering the floodplain management program. Thank you again for your cooperation in this matter. If you have any questions, please contact Mr. Jonathan Phillips at (405) 530-8902.

Best Regards,

Yohanes Sugeng, P.E., CFM, Division Chief
Engineering & Planning Division



Street Projects Map Glenpool Area

0 410 820 1640 2460 3280 Feet

1 inch = 2,083 feet

Date: 10/24/2023



Conference Center

GCC October 2023

During October, we hosted 21 events which included two large weddings, two Quincenearas, a significant fundraising event for Good Samaritan, a comic book swap, and a regional dental training. These events brought in nearly 2,000 attendees to Glenpool and \$17,465 in revenue for the month. Below are photos of some of the October events.



Community Relations

Completed 5 videos this month

- Glenpool at a Glance

- Conversations with the City

- National Fire Prevention Week

- National Walk to School Campaign (in collaboration with GPS and Tulsa Health Dept.)

- Halloween Safety Tips

Attended First Federal Credit Union ribbon cutting – October 10th

Coordinated Glenpool Black Gold Car Show – October 14th

Coordinated Glenpool Spooktacular Fest – October 29th

Fire Department

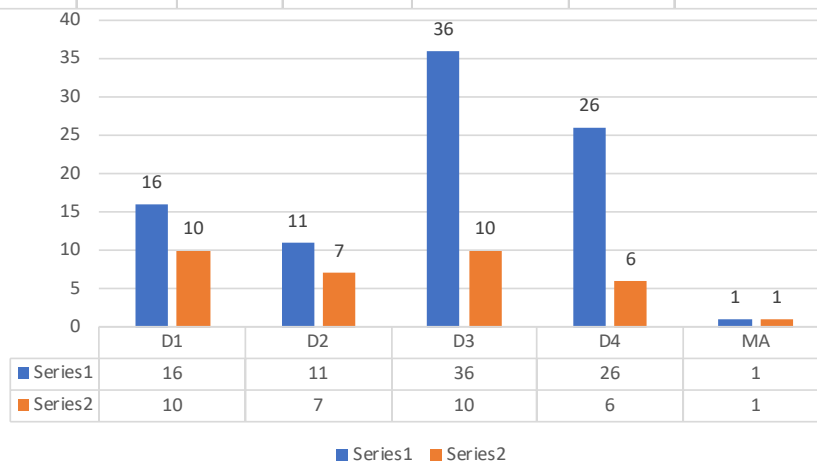
Glenpool Fire Department Operations October 2023

10/1/23-10/26/23

Run Type		# of Calls	Totals Calls	Average Time on Scene
EMS Runs		90	124	16:48
Fire Runs		34		
Overlapping		22		17.74%
				EMS Response
				3:38
				Fire Response
District	EMS	Fire	District Totals	3:20

By District:

District	EMS	Fire	District Totals	
D1	16	10	26	
D2	11	7	18	
D3	36	10	46	
D4	26	6	32	
MA	1	1	2	2 Given
Totals			124	



<u>District 1 Northwest of 141st & Elwood</u>	Incidents	% of Total	
311 - Medical assist, assist EMS crew	12	9.68%	
324 - Motor vehicle accident with no injuries.	4	3.23%	
440 - Electrical wiring/equipment problem, other	1	0.81%	
551 - Assist police or other governmental agency	2	1.61%	
561 - Unauthorized burning	1	0.81%	
622 - No incident found on arrival at dispatch address	1	0.81%	
651 - Smoke scare, odor of smoke	1	0.81%	
740 - Unintentional transmission of alarm, other	1	0.81%	
743 - Smoke detector activation, no fire - unintentional	3	2.42%	
	26		
<u>District 2 - Northeast of 141st & Elwood</u>			
311 - Medical assist, assist EMS crew	11	8.87%	
413 - Oil or other combustible liquid spill	1	0.81%	
511 - Lock-out	1	0.81%	
611 - Dispatched & cancelled en route	1	0.81%	
651 - Smoke scare, odor of smoke	1	0.81%	
736 - CO detector activation due to malfunction	1	0.81%	
743 - Smoke detector activation, no fire - unintentional	2	1.61%	
	18		
<u>District 3 - Southwest of 141st & Elwood</u>			
311 - Medical assist, assist EMS crew	23	18.55%	
322 - Motor vehicle accident with injuries	2	1.61%	
324 - Motor vehicle accident with no injuries.	11	8.87%	
444 - Power line down	1	0.81%	
511 - Lock-out	1	0.81%	
554 - Assist invalid	1	0.81%	
561 - Unauthorized burning	1	0.81%	
611 - Dispatched & cancelled en route	3	2.42%	
622 - No incident found on arrival at dispatch address	1	0.81%	
700 - False alarm or false call, other	2	1.61%	
	46		
<u>District 4 - Southeast of 141st & Elwood</u>			
311 - Medical assist, assist EMS crew	23	18.55%	
322 - Motor vehicle accident with injuries	2	1.61%	
324 - Motor vehicle accident with no injuries.	1	0.81%	
400 - Hazardous condition, other	1	0.81%	
412 - Gas leak (natural gas or LPG)	1	0.81%	
611 - Dispatched & cancelled en route	2	1.61%	
743 - Smoke detector activation, no fire - unintentional	1	0.81%	
900 - Special type of incident, other	1	0.81%	
	32		
<u>Mutual Aid</u>			
311 - Medical assist, assist EMS crew (Given)	1	0.81%	
611 - Dispatched & cancelled en route (Given)	1	0.81%	
	2		

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.
- Charlotte Howe, Northeast Rep from Oklahoma Department of Commerce was in Glenpool on Monday, October 16th to discuss upcoming incentives and programs that could benefit Glenpool businesses. Charlotte met with Sydney Bland and Joe Wuest.

Partnerships

- **Tulsa's Future (TF):** City of Glenpool is one of the featured communities highlighted on The [Tulsa's Future Website](#). The Director of Economic Development worked with staff from TF to complete this.
 - This helps boost the City of Glenpool's brand and positions us for discussions with site selectors.

New Business/Sites

- Director of Economic Development was provided access to the Department of Commerce's "Economic Development Project Portal."
 - This provides the ability to see current Request for Proposals (RFPS) by prospective businesses looking to relocate.
 - The Project Portal will be another tool that can be utilized to potentially recruit businesses into available sites down US 75 South.
- During Commerce's visit to Glenpool on October 16, Director of Economic Development showed Charlotte the available sites, including South 75 Business District, to begin to brainstorm what various businesses would be suitable for each site.
 - The potential exists to utilize Commerce programs in 2024 to help get sites "shovel ready." This is dependent on the programs being renewed for 2024 and Glenpool sites being selected.

Trainings/Workshops

- Director of Economic Development attended the "Dig into Economic Development" Workshop hosted by East Central Electric Cooperative in Okmulgee, OK on October 19.
 - Training centered around creating a successful BR&E program and utilizing free data around workforce and population through various sites such as Census.gov and "On the Map" in your RFP submissions and site visits.
- Director of Economic Development attended the Northeast Oklahoma Regional Alliance (NORA) Summit in Tahlequah, OK on Tuesday, October 24th.
 - Networking opportunities, training around workforce, creating a vibrant community, and learning from site selectors were the highlights of the Summit.

Police Department

Staffing

Currently the department has two open officer positions. We received 32 applications and six of them are currently certified through CLEET. We have one officer currently in CLEET and three officers in field training.

On October 4th the department had two officers graduate from CLEET. (Officer Matthew Blasé and Officer Michael Hendrickson) These officers have completed their FTO and currently assigned to patrol.

The communications division currently has one opening and so far, we have received 11 applications. We will be conducting interviews in the coming weeks.

Training

FBI LEEDA is a highly desirable leadership class that is conducted in three parts. All four of the department sergeants completed the first part of the trilogy this month. Administration will attend the class in June of 2024.

Due to an increase in fatality collisions this year, every officer attended a traffic death investigation class with the Oklahoma Highway Patrol.

The State of Oklahoma requires all CLEET certified officers to complete a standard amount of continuing education each year by the end of December. At this time, every officer within the department has met this requirement.

Projects

FLOCK cameras were approved through Capital spending this year. Two of the three FLOCK cameras have been installed and are operational. The department has already benefited from the addition of FLOCK cameras, making multiple felony arrests, recovering a stolen vehicle, removed two firearms from a convicted felon and assisted in a string of armed robberies.

Text to 911 is a new project the state has been working on. The department has completed all of our obligations for the new system. We have been advised the system will go live within the next couple of months.

Equipment

During budget proposals for this year, the department was approved for the purchase of five new patrol vehicles. Those vehicles have been ordered and are currently at the outfitter where they are installing the emergency equipment.



Date: October 30, 2023

To: City of Glenpool Employees

From: David Tillotson, City Manager 

Subj: 2024 Holiday Schedule

New Year's Day (01/01/2024)	Monday, January 1, 2024
Martin Luther King Day	Monday, January 15 th
President's Day	Monday, February 19 th
Good Friday	Friday, March 29 th
Memorial Day	Monday, May 27 th
Independence Day (July 4 th)	Thursday, July 4 th
Labor Day	Monday, September 2 nd
Veteran's Day	Monday, November 11 th
Thanksgiving Day	Thursday, November 28 th
Friday after Thanksgiving	Friday, November 29 th
Christmas Eve (December 24 th)	Tuesday, December 24 th
Christmas Day (December 25 th)	Wednesday, December 25 th

- When an authorized holiday falls on Sunday, the following Monday shall be observed as the official holiday.
- When an authorized holiday falls on Saturday, the previous Friday shall be observed as the official 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**





To: Mayor and Council

From: David Tillotson, City Manager

Date: October 31, 2023

Re: Quarterly Expense Report

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

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

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

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

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

www.glenpoolonline.com

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

CITY OF GLENPOOL, OK

Email invoices: AP@cityofglenpool.com

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

PURCHASE ORDER # 24-16850

07/27/2023

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

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

I HEREBY APPROVE THE ISSUANCE OF THIS PURCHASE ORDER.



07/27/2023

PURCHASING OFFICER

DATE

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



07/27/2023

ENCUMBERING OFFICER

DATE

UNITS	DESCRIPTION	INV PART NUMBER	REQUEST	G/L ACCOUNT	PROJ	PRICE	AMOUNT
0.00	LANDL.COM		00032882	01 -6-11-6235		0.00	35.89 *
0.00	APPLE.COM		00032882	01 -6-11-6235		0.00	0.99 *
0.00	APPLE.COM	ICLOUD MONTHLY RENEWAL	00032882	01 -6-11-6235		0.00	104.99 *
0.00	CITY MANAGER VEH OIL CHANGE	EVERNOTE- NOTE ORGANIZER ANNUAL SUB	00032882	01 -6-01-6271		0.00	98.74 *
0.00	CMAO 2023 SUMMER CONFERENCE	ROBERTSON TIRE	00032882	01 -6-11-6262		0.00	345.00 *
0.00	GODADDY.COM	\$395 CHARGE, \$50 CREDIT	00032882	01 -6-11-6235		0.00	323.64 *
0.00	GODADDY.COM	GODADDY.COM ULTM LINUX HOST, MICROSOFT 365 EMAIL ESSENTIALS, ESSENTIAL WEBSITE BACKUP 5 GB	00032882	01 -6-11-6235		0.00	66.51 *
0.00	MEALS	GODADDY.COM DOMAIN RENEWAL	00032882	01 -6-11-6262		0.00	132.04 *
0.00	MEALS	DAVID & CHRIS MAMADOUS	00032882	01 -6-11-6262		0.00	30.81 *
		** CONTINUED **					

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

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

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

CITY OF GLENPOOL, OK

Email invoices: AP@cityofglenpool.com

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

PURCHASE ORDER # 24-16850

07/27/2023

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

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

I HEREBY APPROVE THE ISSUANCE OF THIS PURCHASE ORDER.

07/27/2023

I HEREBY CERTIFY THAT THE AMOUNT OF THIS ENCUMBRANCE HAS BEEN
ENTERED AGAINST THE DESIGNATED APPROPRIATION ACCOUNTS AND THAT
THIS ENCUMBRANCE IS WITHIN THE AUTHORIZED AVAILABLE BALANCE OF
SAID APPROPRIATION. 07/27/2023

PURCHASING OFFICER

DATE

ENCUMBERING OFFICER

DATE

UNITS	DESCRIPTION	INV PART NUMBER	REQUEST	G/L ACCOUNT	PROJ	PRICE	AMOUNT
0.00	MEALS	MAYOR, VICE MAYOR	00032882	01 -6-11-6262		0.00	16.83 *
0.00	MEALS	DAVID- DISCUSSION OF FD	00032882	01 -6-11-6262		0.00	52.31 *
0.00	PARKING SVC	CHRIS & DAVID - CITY COUNCIL LUNCH	00032882	01 -6-11-6262		0.00	2.00 *
0.00	PARKING SVC		00032882	01 -6-11-6262		0.00	2.00 *
0.00	WALMART- RED WHITE & BOOM BASH		00032882	01 -6-01-6202		0.00	78.01 *
	RED WHITE & BOOM BASH, PER LEA ANN & DARRELL USE G/L 01-6-01-6202						
	JP CHGS JUNE - D TILLOTSON						

** TOTAL ** 1,289.76

*** APPROVAL FOR PURCHASE ***

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

OFFICER OR DEPARTMENT HEAD IN CHARGE

DATE

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

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

J.P.Morgan

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

Reg# 32882

MEMO STATEMENT THIS IS NOT A BILL

ACCOUNT NUMBER 5405-0169-0573-0756

STATEMENT DATE 07-04-23

NET CHARGES \$1,289.76

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

**T0000795

FOR RECONCILIATION PURPOSES ONLY. DO NOT SEND PAYMENT.

NAME: DAVID TILLOTSON

CYCLE LIMIT: \$15,000

ACCOUNTING CODE:

CARDHOLDER ACTIVITY

Purchasing Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-05	06-02	75418233153175324089697	DNH*GODADDY.COM TEMPE AZ	66.51 ✓
06-12	06-09	75306373160175800905473	CMAO 844-2602626 OK	395.00 ✓
06-13	06-12	75306373163174300602372	CMAO 844-2602626 OK	50.00CR ✓
06-16	06-15	55432863166207954569491	DNH*GODADDY.COM 480-505-8855 AZ	323.64 ✓
07-03	07-01	05416013182141006186573	WAL-MART #4615 GLENPOOL OK	78.01 ✓
07-03	06-30	55546503182047770227162	WWW.1AND1.COM CHESTERBROOK PA	35.89
Total Purchasing Activity				849.05

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

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

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

ACCOUNT NUMBER

XXXX-XX69-0573-0756

STATEMENT DATE:

07/04/23

ACCOUNT SUMMARY

PURCHASES & OTHER CHARGES	1,339.76
CASH ADVANCES	.00
CREDITS	50.00
CASH ADVANCE FEE	.00
NET CHARGES	\$1,289.76
DISPUTE AMOUNT	.00

SEND BILLING INQUIRIES TO:

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

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

ACCOUNT NUMBER
5405-0169-0573-0756

STATEMENT DATE: 07/04/23

CARDHOLDER ACTIVITY				
Travel Activity				
Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-05	06-02	55432863153203948609555	PARKMOBILE 770-818-9036 GA P.O.S.: 701730809 SALES TAX: 0.00	2.00 ✓
06-07	06-05	25247803157000462511088	MAMADOUS RESTAURANT GLENPOOL OK	35.87 ✓
06-09	06-08	05227023160500252220630	SANTA FE CATTLE COMPAN SAPULPA OK	96.17 ✓
06-12	06-10	52704873162968390414318	IHOP #3282 SAPULPA OK	30.81 ✓
06-14	06-14	55432863165207350231416	PARKMOBILE 770-818-9036 GA P.O.S.: 706113255 SALES TAX: 0.00	2.00 ✓
06-22	06-20	25247803172001613231940	MAMADOUS RESTAURANT GLENPOOL OK	16.83 ✓
07-04	07-03	55457373184200188400425	WATERFRONT GRILL JENKS OK	52.31 ✓
Total Travel Activity				235.99
Fleet Activity				
Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-19	06-16	72301823167900010500023	ROBERTSON TIRE 12 GLENPOOL OK	98.74 ✓
Total Fleet Activity				98.74
Miscellaneous Activity				
Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-15	06-15	55432863166207738979834	APPLE.COM/BILL 866-712-7753 CA	0.99
07-03	07-02	55432863183202919142285	APPLE.COM/BILL 866-712-7753 CA	104.99
Total Miscellaneous Activity				105.98

David Tillotson

From: GoDaddy <donotreply@godaddy.com>
Sent: Friday, June 2, 2023 9:34 AM
To: David Tillotson
Subject: Renewal receipt for order #2596542341.



Need help? [Contact us.](#)
Customer Number: 282135073

✓ **Renewal Success!**

Sign in to see what's new.

Product	Quantity	Term	Price
.COM Domain Renewal keepglenpoolmoving.com	1 Domain	3 Years	\$66.51
Subtotal:			\$66.51
Tax:			\$0.00
Total:			\$66.51

[View My Orders →](#)

We have billed your MasterCard card ending with the last two digits: 56 for the amount of \$66.51.

To review all your products and services, [sign in to your account.](#)

If your products are on a 1 month subscription term, they will automatically renew next month at the same price listed here, unless otherwise indicated.

Thank you for registering for CMAO 2023 Summer Conference
(<https://web.okmms.org/events/CMAO-2023-Summer-Conference-1022/details>)

7/19/2023 - 7/21/2023 9:00 AM - 12:00 Noon
Stoney Creek Hotel
200 W Albany
Broken Arrow, OK 74012

Thank you for registering for the CMAO 2023 Summer Conference. More information will be provided closer to the date of the event.

Below are the details of your registration.

Sign Up Date: 6/9/2023
Sign Up Information: David Tillotson
City Manager
City of Glenpool
12205 S. Yukon Ave.
Glenpool, OK 74033
9183225409
dtillotson@cityofglenpool.com

Registration Item	Confirmation #	Quantity	Price
Individual Conference Registration	12911	1	\$345.00
Attendees: David Tillotson dtillotson@cityofglenpool.com			
First Time Attendee?: No			
Are you bringing a Community Basket?: No			
Additional Dinner Ticket (Thursday night)	12912	1	\$50.00
Attendees: Amy Tillotson dtillotson@cityofglenpool.com			
Sub-Total			\$395.00
Taxes			\$0.00
Total			\$395.00
Amount Paid			\$395.00
Amount Due			\$0.00

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Assistance, Development, Encouragement

CONTACT US Æ Æ Æ Æ Æ™
([HTTP://WWW.OKMMS.ORG/CONTA](http://www.okmms.org/contact)

By using this website, you agree to
our use of cookies. We use cookies
to provide you with a great
experience and to help our website
run effectively.

Merchant: CMAO

3650 S BOULEVARD
EDMOND, OK 73013
US

844-260-2626

Order Information

Description:

Order Number:

Customer ID:

P.O. Number:

Invoice Number:

Billing Information

David Tillotson
12205 S. Yukon Ave.
Glenpool, OK 74033

Shipping Information

Shipping: 0.00

Tax: 0.00

Total: USD (50.00) ✓**Payment Information**

Date/Time: 12-Jun-2023 07:12:50 PDT

Transaction ID: 44148808905

Reference Transaction ID: 44146078736

Transaction Type: Refund

Transaction Status: Refund/Pending Settlement

Authorization Code:

Payment Method: MasterCard XXXX0756

David Tillotson

From: GoDaddy <donotreply@godaddy.com>
Sent: Thursday, June 15, 2023 9:50 AM
To: David Tillotson
Subject: Renewal receipt for order #2611876007.



Need help? [Contact us.](#)
Customer Number: 282135073

✓ **Renewal Success!**

Sign in to see what's new.

Product	Quantity	Term	Price
Ultimate Linux Hosting with cPanel Renewal keepglenpoolmoving.com	1 Month	1 Year	\$215.88
Microsoft 365 Email Essentials From GoDaddy Renewal info@keepglenpoolmoving.com	1 User	1 Year	\$71.88
Essential Website Backup 5GB - Renewal New Account	1 Plan	1 Year	\$35.88
Subtotal:			\$323.64
Tax:			\$0.00
Total:			\$323.64

[View My Orders →](#)

We have billed your MasterCard card ending with the last two digits: 56 for the amount of \$323.64.

Red, White & Blue
Give us feedback @ survey.walmart.com
Thank you! ID #: SJTYWTLZDL1

Walmart *

918-299-8030 Mgr: DARLA
12200 S. WACO

GLENPOOL OK 74033

SI# 04615	OP# 000019	TE# 68	TR# 08350
SOCCER BALL	697229139259		11.94 X
SQUARE CRDR	081704402291		59.00 X
	SUBTOTAL		70.94
TAX 1	9.967 %		7.07
	TOTAL		78.01
	NCARD TEND		78.01

NO SIGNATURE REQUIRED
07/01/23 18:35:21
CHANGE DUE 0.00
ITEMS SOLD 2
TC# 1813 9630 6793 0026 567



Walmart *

Become a member
Scan for free 30-day trial!



07/01/23 18:35:22

CUSTOMER COPY

**IONOS Inc.**

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

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

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

Invoice: 202044460587
Invoice Date: 06/28/2023
Customer ID: 20288230
Contract ID: 22279993

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

Your IONOS Personal Consultant:

Ruby Jane Parinsora

 2673666020

Invoice

Billing period starting: 06/27/2023

Item	Service	Charges	Usage	Taxable Portion	Total
Contract: 22279993 - Web Hosting Premium					
Basic fee (\$19.00)					
1	Basic Fee	\$20.00 a month	1 mo.	\$0.00	\$20.00
	06/27/2023-07/27/2023 glenpoolonline.com				
2	Special Offer	Special Offer		\$0.00	\$-1.00
	Discount for line-item 1				
Additional services (\$16.89)					
3	PHP 4.0 Extended Support	\$16.89 a month	1 mo.	\$0.00	\$16.89
	06/14/2023-07/14/2023				
Net Total					\$35.89
Net (non-taxable portion)					\$35.89
Net (taxable portion)					\$0.00
Tax					\$0.00
Total amount due					\$35.89
Please DO NOT send cash, check or money order					

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

Do you have questions regarding this invoice?

Please refer to your [Help Center](https://ionos.com/help) or log in to my.ionos.com for further information.

David Tillotson

From: ParkMobile <noreply@alerts.parkmobile.io>
Sent: Friday, June 2, 2023 9:51 AM
To: David Tillotson
Subject: Your Parking Receipt



You're all set!

Payment processed.

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

Parking Session Details

Payment Date	06/02/2023 09:51 AM Central Standard Time
Auth ID	861893083
Description	ParkingAction
Payment Method	MASTERCARD ending in 0756

DAVID T CARES

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

6/5/23 2:04 PM Ticket: C2
Server: Mamie C
Dine In Table 13
Seat 1 TILLOTSON/DAVID
Invoice: 230605-05-2

Credit Sale
Status: 000000 - Approved

Card Type: M/C
Card Number: XXXXXXXXXXXX0756
Card Owner: TILLOTSON/DAVID
Entry Method: Chip
Auth Code: 057610
APPLAB: MASTERCARD
AID: A0000000041010
TC: 3C00F7A4FE2D6F0C

AMOUNT 29.87
TIP 6
TOTAL 35.87

Sign X

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

Suggested Tips
10%=2.72 15%=4.08 20%=5.44

Duplicate Copy

Thanks and visit us at
mamadous.com !!!

Mamadou's
Restaurant

Welcome to Mamadou's !!!
918.322.1014

6/5/23, 2:04 PM Ticket: C2
Server: Mamie C
Dine In Table 13
Seat 1
Invoice: 230605-05-2

1 Dr Pepper 2.59
1 Dr Pepper 2.59
1 Grilled Chicken Sandwich 10.99
1 Cheeseburger 10.99

Subtotal 27.16
Sales Tax 2.71
Total 29.87

Tax included .00

Suggested Tips
10%=2.72 15%=4.08 20%=5.44

Thanks and visit us at
mamadous.com !!!

David, Susan, Jesse, David,
+ SPIN!
RPO EVALUATIONS

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

12:49 PM
Table 21/1
4/40022

SALE

M/C 4194311

Card #XXXXXXXXXX0756

Magnetic card present: TILLOTSON DAVID

Card Entry Method: S

Approval: 079874

+ Tip: 16-

= Total: 96.17

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

X

Suggested Tip

20% Tip = 14.58

18% Tip = 13.12

15% Tip = 10.94

Customer Copy

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

Server: Amy

Table 21/1

Guests: 5

06/08/2023

12:10 PM

40022

Dr Pepper (2 @2.99)	5.98
Minute Maid Lemonade (2 @2.99)	5.98
LM Gr Chk Sand	10.99
Broccoli	
Lunch Chopped Sirloin	11.99
Baked Potato	
Lunch 6oz Sirloin	12.99
Baked Potato	
LOADED	0.99
LM Gr Chk Sand	10.99
Fries	
Lunch 6oz Sirloin	12.99
Cole Slaw	

Subtotal 72.90
Tax 7.27

Total 80.17

Balance Due 80.17

Suggested Tip

20% Tip = 14.58

18% Tip = 13.12

15% Tip = 10.94

David Tillotson

From: ParkMobile <noreply@alerts.parkmobile.io>
Sent: Tuesday, June 13, 2023 1:25 PM
To: David Tillotson
Subject: Your Parking Receipt



You're all set!

Payment processed.

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

Parking Session Details

Payment Date	06/13/2023 01:24 PM Central Standard Time
Auth ID	867779783
Description	ParkingAction
Payment Method	MASTERCARD ending in 0756

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

Description	Parking CI40489 in 3230 @ On Street - City of Tulsa at 6/13/2023 1:24:52 PM
Space	NA
Number	
Parking Ref	706113255
End Time	NA
Parking Fee	\$2.00
Total	\$2.00

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



[Terms of Use](#) | [Contact Us](#)

© 2023 ParkMobile, LLC 1100 Spring St. NW, Suite 200, Atlanta, GA 30309



DAVID - DISCUSSION OF FD

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

6/20/23, 1:20 PM Ticket: C9
Server: Mamie C
Dine In Table 13
Seat 1
Invoice: 230620-05-9

1 Dr Pepper	2.59
1 Hamburger	9.99
Subtotal	12.58
Sales Tax	1.25
Total	13.83
Tax included	.00

Suggested Tips
10%=1.26 15%=1.89 20%=2.52

Thanks and visit us at
mamadous.com !!!

© 2023 Mamadou's Restaurant

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

6/20/23, 1:20 PM Ticket: C9
Server: Mamie C
Dine In Table 13
Seat 1 TILLOTSON/DAVID
Invoice: 230620-05-9

Credit Sale
Status: 000000 - Approved

Card Type: M/C
Card Number: XXXXXXXXXXXX0756
Card Owner: TILLOTSON/DAVID
Entry Method: Chip
Auth Code: 036401
APPLAB: MASTERCARD
AID: A00000000041010
IC: 9E886AD18D3D8277

AMOUNT 13.83
TIP 3-
TOTAL 16.83

Sign X 

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

Suggested Tips
10%=1.26 15%=1.89 20%=2.52

Merchant Copy

Thanks and visit us at
mamadous.com !!!

© 2023 Mamadou's Restaurant

CURTIS + DAVID
CITY COUNTRY LUNCH

=====

**** Customer Copy ****
Waterfront Grill SVP
Tab: 32
KK 7/3/2023 1:07 PM

MasterCard

Amount \$43.31

TIP: 9 —
TOTAL: 52.31

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

Table #32

Trans: 29322 Serv: KK
7/3/23 1:58 PM # Cust:2

QTY	Descript	Cost
1	PEPSI	\$3.99
1	DR PEPPER	\$3.99
1	LUNCH HICKORY BURGER	\$12.99
1	LUNCH STIR FRY	\$12.99
1	\$ W/ CHICKEN	\$5.99

Net Total: \$

Sales Tax \$

TOTAL: \$43.31

Amount Due: \$43.31

Food: \$31.97

Beverage: \$7.98

Join us for the Holidays
Book your party now!

ROBER' SON TIRE CO., INC. # 12
12590 S. WACO AVE. GLENPOOL, OK
PO BOX 472287
TULSA, OK

INVOICE #: 120193289

PAGE: 1

TIME STARTED: 08:38:49

TIME CLOSED: 09:04:37

74147-2287
918/298-1188
CUSTOMER: CITY OF GLENPOOL
12205 S YUKON AVE
101916

GLENPOOL OK
74033-
BUSINESS: 918/322-5409 0
PRIMARY: 918/322-5409 0
SALESMAN: 01006

PO NUMBER: OIL
VEHICLE: 2021 CHEVROLET TAHOE LT
LICENSE: CI40489 OK MILEAGE: 42611
VIN: 1GNSKNKD0MR438977

INVOICE DATE: 06/16/23

TERMS: NET 10TH

PRODUCT	MECHANIC	QUANTITY	PRICE	F.E.T.	EXTENSION
CASTROL EDGE PREMIUM SYNTH OIL C	535	1	74.99		74.99
XXOILSYNTHETIC					
OIL DISPOSAL FEE - OIL & FILTER		1	1.50		1.50
ZOD					
00W20 HOUSE QT CASTROL EDGE PREM		3.00	10.75		32.25
00W20CASTRSYHS					
SFI 2100255 0W20 8.0 QTS					
DISCOUNT - GROUP - MDSE	1006	-1	10.00		-10.00
DISCGROUPMDSE					
ROTATION	1186	1			0.00
ZR					

MERCHANDISE: 97.24
LABOR: 1.50
INVOICE TOTAL: 98.74

VISA / MASTERCARD / DISCOVER

98.74

ROBERTSON TIRE 12
12590 S WACO AVE
GLENPOOL, OK 74033

appreciate you & your business!!
12590 S Waco Ave., Glenpool, OK 74033 (918)298-1188

SALE

Store: 0001

REF#: 00000002

Batch #: 005 RRN: 316714003149

06/16/23 09:05:02

Trans ID: 0616MCPICY112

APPR CODE: 061929

MASTERCARD Chip
*****0756 **/**

AMOUNT \$98.74

APPROVED

MASTERCARD
AID: A0000000041010
TVR: 00 00 00 80 00
TS: E8 00

THANK YOU!

CUSTOMER COPY

David Tillotson

From: David Tillotson <david.tillotson@yahoo.com>
Sent: Monday, July 17, 2023 11:57 AM
To: David Tillotson
Subject: Fwd: Your receipt from Apple.

Sent from the road

Begin forwarded message:

From: Apple <no_reply@email.apple.com>
Date: July 14, 2023 at 7:18:23 PM CDT
To: david.tillotson@yahoo.com
Subject: Your receipt from Apple.



Receipt

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

APPLE ID
david.tillotson@yahoo.com

DATE
Jul 14, 2023

ORDER ID
[MMQDDYKBJY](#)

DOCUMENT NO.
124684186433

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

iCloud+



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

\$0.99

TOTAL \$0.99



Receipt

Save 3% on all your Apple purchases with Apple Card.¹

[Apply and use in minutes²](#)

APPLE ID

david.tillotson@yahoo.com

ORDER ID

MMQDDYKBJY

DOCUMENT NO.

124684186433

DATE

Jul 14, 2023

BILLED TO

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

iCloud+



iCloud+ with 50 GB of Storage

Monthly
Renews Aug 14, 2023

\$0.99

TOTAL

\$0.99



Save 3% on all your Apple purchases.



[Apply and use in minutes](#)

1. 3% savings is earned as Daily Cash and is transferred to your Apple Cash card when transactions post to your Apple Card account. If you do not have an Apple Cash card, Daily Cash can be applied by you as a credit on your statement

David Tillotson

From: David Tillotson <david.tillotson@yahoo.com>
Sent: Monday, July 17, 2023 11:58 AM
To: David Tillotson
Subject: Fwd: Your receipt from Apple.

Sent from the road

Begin forwarded message:

From: Apple <no_reply@email.apple.com>
Date: July 1, 2023 at 1:59:07 PM CDT
To: david.tillotson@yahoo.com
Subject: Your receipt from Apple.



Receipt

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

APPLE ID
david.tillotson@yahoo.com

DATE
Jun 30, 2023

ORDER ID
[MMQDD5N400](#)

DOCUMENT NO.
146679848442

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

App Store



Evernote - Notes Organizer
Evernote Personal Annual (Yearly)
Renews Jul 1, 2024
[Report a Problem](#)

\$104.99

TOTAL \$104.99

Save 3% on all your Apple purchases with Apple Card.¹

[Apply and use in minutes](#)²

APPLE ID
david.tillotson@yahoo.com

ORDER ID
MMQDD5N400

DOCUMENT NO.
146679848442

DATE
Jun 30, 2023

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

App Store



Evernote - Notes Organizer

Evernote Personal Annual (Yearly)

Renews Jul 1, 2024

[Report a Problem](#)

\$104.99

TOTAL

\$104.99



Save 3% on all your Apple purchases.



[Apply and use in minutes](#)

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

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

CITY OF GLENPOOL, OK

Email invoices: AP@cityofglenpool.com

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

PURCHASE ORDER # 24-17077

08/17/2023

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

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

I HEREBY APPROVE THE ISSUANCE OF THIS PURCHASE ORDER.

08/17/2023

PURCHASING OFFICER

DATE

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

08/17/2023

ENCUMBERING OFFICER

DATE

UNITS	DESCRIPTION	INV PART NUMBER	REQUEST	G/L ACCOUNT	PROJ	PRICE	AMOUNT
0.00	APPLE.COM		00033122	01 -6-11-6235		0.00	0.99 *
	50GB ICLLOUD STORAGE						
0.00	MEALS		00033122	01 -6-11-6262		0.00	49.84 *
	DAVID, SUSAN, JOE ECO DEV MEETING						
0.00	MEALS		00033122	01 -6-11-6262		0.00	30.70 *
	DAVID AND JACI CITY ISSUES						
0.00	MEALS		00033122	01 -6-11-6262		0.00	25.68 *
	SUSAN AND DAVID CITY BUSINESS						
0.00	MEALS		00033122	01 -6-11-6262		0.00	56.94 *
	DAVID AND SUSAN CMAO CONFERENCE						
0.00	MEALS		00033122	01 -6-11-6262		0.00	40.58 *
	DAVID AND SUSAN SAME PAGE MEETING						
0.00	MEALS		00033122	01 -6-11-6262		0.00	54.92 *
	DAVID, SUSAN, JOE DEPT HEAD MEETING						
0.00	MEALS		00033122	01 -6-11-6289		0.00	37.52 *
	DAVID AND COUNCILOR FOX ON THE BORDER						
0.00	MEALS		00033122	01 -6-11-6262		0.00	53.80 *
	** CONTINUED **						

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

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

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

CITY OF GLENPOOL, OK

Email invoices: AP@cityofglenpool.com

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

PURCHASE ORDER # 24-17077

08/17/2023

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

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

I HEREBY APPROVE THE ISSUANCE OF THIS PURCHASE ORDER.

08/17/2023

I HEREBY CERTIFY THAT THE AMOUNT OF THIS ENCUMBRANCE HAS BEEN
ENTERED AGAINST THE DESIGNATED APPROPRIATION ACCOUNTS AND THAT
THIS ENCUMBRANCE IS WITHIN THE AUTHORIZED AVAILABLE BALANCE OF
SAID APPROPRIATION. 08/17/2023

PURCHASING OFFICER

DATE

ENCUMBERING OFFICER

DATE

UNITS	DESCRIPTION	INV PART NUMBER	REQUEST	G/L ACCOUNT	PROJ	PRICE	AMOUNT
0.00	MEALS	DAVID, SUSAN, JULIE	00033122	01 -6-11-6262		0.00	61.96 *
0.00	MONITORS FOR FIN DIR	DAVID, SUSAN, DAVID A. ENG DEPT MEETING	00033122	01 -6-11-6201		0.00	217.01 *
0.00	QML CONFERENCE	MONITORS FOR NEW FINANCE DIRECTOR MS. CASTEEN	00033122	01 -6-11-6262		0.00	380.00 *
0.00	PARKING SVC		00033122	01 -6-11-6262		0.00	2.00 *
0.00	PARKING SVC	PARKING ON 7-11-2023	00033122	01 -6-11-6262		0.00	2.00 *
0.00	WEB HOSTING	PARKING 07-27-2023	00033122	01 -6-11-6235		0.00	35.89 *
		JP CHGS JULY - D TILLOTSON					

** TOTAL ** 1,049.83

*** APPROVAL FOR PURCHASE ***

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

OFFICER OR DEPARTMENT HEAD IN CHARGE

DATE

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

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

J.P.Morgan

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

Req#33122

MEMO STATEMENT THIS IS NOT A BILL

ACCOUNT NUMBER 5405-0169-0573-0756

STATEMENT DATE 08-04-23

NET CHARGES \$1,049.83

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

**T0000968

FOR RECONCILIATION PURPOSES ONLY. DO NOT SEND PAYMENT.

NAME: DAVID TILLOTSON

CYCLE LIMIT: \$15,000

ACCOUNTING CODE:

CARDHOLDER ACTIVITY

Purchasing Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-27	07-26	05410193207295040098124	BEST BUY 00014993 TULSA OK	217.01 ✓
07-28	07-27	55506293209690713996834	OKLAHOMA MUNICIPAL LEA OKC OK P.O.S.: 200371399683 SALES TAX: 30.18	380.00 ✓
07-31	07-30	55546503212047783766143	WWW.1AND1.COM CHESTERBROOK PA	35.89 ✓
Total Purchasing Activity				632.90

Travel Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-12	07-10	25247803192000813086662	MAMADOUS RESTAURANT GLENPOOL OK	49.84 ✓
07-12	07-12	55432863193202888756857	PARKMOBILE 770-818-9036 GA P.O.S.: 716959455 SALES TAX: 0.00	2.00 ✓

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

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

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

ACCOUNT NUMBER

XXXX-XX69-0573-0756

STATEMENT DATE:

08/04/23

ACCOUNT SUMMARY

PURCHASES & OTHER CHARGES	1,049.83
CASH ADVANCES	.00
CREDITS	.00
CASH ADVANCE FEE	.00
NET CHARGES	\$1,049.83
DISPUTE AMOUNT	.00

SEND BILLING INQUIRIES TO:

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

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

ACCOUNT NUMBER
5405-0169-0573-0756

STATEMENT DATE: 08/04/23

CARDHOLDER ACTIVITY				
Travel Activity				
Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-19	07-17	52704873199968915326317	IHOP #3282 SAPULPA OK	30.70 ✓
07-19	07-19	62712913200000000524778	LOS MARIACHIS MEXICAN JENKS OK	25.68 ✓
07-21	07-19	55457373201200288202175	LOS CABOS BROKEN ARROW BROKEN ARROW OK	56.94 ✓
07-25	07-24	55457373205200188400362	WATERFRONT GRILL JENKS OK	40.58 ✓
07-27	07-26	05227023208500238997487	SANTA FE CATTLE COMPAN SAPULPA OK	54.92 ✓
07-28	07-27	55432863208207816771723	PARKMOBILE 770-818-9036 GA P.O.S.: 723523817 SALES TAX: 0.00	2.00 ✓
07-31	07-28	15449853210015600583937	ON THE BORDER PROMENAD TULSA OK P.O.S.: 000000104763481027 SALES TAX: 2.25	37.52 ✓
08-02	07-31	25247803213000029542552	MAMADOUS RESTAURANT GLENPOOL OK	53.80 ✓
08-03	08-02	05227023215500244539332	SANTA FE CATTLE COMPAN SAPULPA OK	61.96 ✓
Total Travel Activity				415.94
Miscellaneous Activity				
Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-17	07-15	55432863196204032789443	APPLE.COM/BILL 866-712-7753 CA	0.99 ✓
Total Miscellaneous Activity				0.99

Gaby Julie C. ~~Monitors~~

Welcome to Best Buy #1499
7308 S OLYMPIA AVE
TULSA, OK 74132



Val 100000-966713-954729-747023-967792-53487

1499 040 9812 07/26/23 10:04

6362423 24ML44B-B 99.99

LG 24" FULL HD IPS MONITOR

129.99 Was Price

30.00- Sale Discount

Sales Tax 8.52

6420623 MTHLY MBRSH 0.00

MTHLY BBP STANDARD \$50-\$99

0.49 Was Price

0.49- TTECH BBYPRO BNDL 1

Plan ID 7418777300

SKU# 6362423

Sales Tax 0.00

6362423 24ML44B-B 99.99

LG 24" FULL HD IPS MONITOR

129.99 Was Price

30.00- Sale Discount

Sales Tax 8.51

6420623 MTHLY MBRSH 0.00

MTHLY BBP STANDARD \$50-\$99

0.49 Was Price

0.49- TTECH BBYPRO BNDL 2

Plan ID 7418777423

SKU# 6362423

Sales Tax 0.00

Subtotal 199.98

Sales Tax 17.03

Total 217.01

*****0756 ChipRead USD\$ 217.01

MASTERCARD - MASTERCARD

FILLOTSON/DAVID

Approval 096984

CARD ENTRY: Chip MODE: Issuer

AID: A0000000041010

Today's Member Savings: 0.98

Other Savings: 60.00

Total Savings: 60.98

My Best Buy

Member ID 2821299472

Service plan Terms & Conditions

are available at BestBuy.com/PlanTerms

As a My Best Buy Total member, the

Device is covered by Best Buy

Protection, which will continue on a

monthly basis for up to 24 months

if your membership remains active

This is a value of \$0.49 per month!

There is a limit of two claims per 12-month

period and a service fee of \$9 will apply

to claims outside of the manufacturer

warranty period as outlined at

BestBuy.com/BestBuyProtection.

If you cancel Best Buy Total, your Best Buy

Protection plan will automatically be

7/27/23, 11:13 AM

Invoice No. 200001952 - Oklahoma Municipal League - OML



INVOICE

201 NE 23rd St - Physical
PO Box 268984 - for Payments
Oklahoma City OK 73126-8984

Date	PO	Invoice #
7/27/2023		200001952

Bill To
David Tillotson City of Glenpool 12205 S. Yukon Ave. Glenpool, OK 74033 United States

Ship To
David Tillotson City of Glenpool 12205 S. Yukon Ave. Glenpool, OK 74033 United States

Terms	Due Date
Due in 30 days	8/26/2023

Date	Qty	Description	Price	Totals
7/27/2023	1	2023 Full Delegate Registration - David Tillotson	\$400.00	\$400.00
7/27/2023	1	↳ Discount (Early Bird Discount)	(\$50.00)	(\$50.00)
7/27/2023	1	2023 Business Meeting Breakfast - David Tillotson		
7/27/2023	1	2023 City Managers Breakfast - David Tillotson	\$30.00	\$30.00
7/27/2023	1	2023 Reception in the Exhibit Hall - David Tillotson		
7/27/2023	1	2023 Thursday Reception & Banquet - David Tillotson		
Sub-Total				\$380.00
Total				\$380.00

PAYMENTS/REFUNDS

Date	Qty	Description	Price	Totals
7/27/2023	1	Payment via Credit Card (using card xxxxxxxxxxxx0756) Applied to invoice on 7/27/2023 12:12:55 PM	(\$380.00)	(\$380.00)
Total Payments/Refunds				(\$380.00)
Balance Due				\$0.00

**IONOS Inc.**

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

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

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

Invoice: 202044986644
Invoice Date: 07/28/2023
Customer ID: 20288230
Contract ID: 22279993

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

Your IONOS Personal Consultant:

Rona Mae Argones

 2673666039

Invoice

Billing period starting: 07/27/2023

Item	Service	Charges	Usage	Taxable Portion	Total
Contract: 22279993 - Web Hosting Premium					
Basic fee (\$19.00)					
1	Basic Fee	\$20.00 a month	1 mo.	\$0.00	\$20.00
	07/27/2023-08/27/2023 glenpoolonline.com				
2	Special Offer	Special Offer		\$0.00	\$-1.00
	Discount for line-item 1				
Additional services (\$16.89)					
3	PHP 4.0 Extended Support	\$16.89 a month	1 mo.	\$0.00	\$16.89
	07/14/2023-08/14/2023				
Net Total					\$35.89
Net (non-taxable portion)					\$35.89
Net (taxable portion)					\$0.00
Tax					\$0.00
Total amount due					\$35.89
Please DO NOT send cash, check or money order					

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

Do you have questions regarding this invoice?

Please refer to your [Help Center](https://ionos.com/help) or log in to my.ionos.com for further information.

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

7/10/23, 12:52 PM Ticket: C5
Server: Sophie O
Dine In Table 12
Seat 1 TILLOTSON/DAVID
Invoice: 230710-05-5

1 Grilled Chicken Sandwich 10.99
1 Half Pound Chicken Chunks 10.99
1 Grilled Chicken Sandwich 10.99
1 Dr Pepper 2.09
1 Water .00
1 Lemonade 2.49

Subtotal 38.05
Sales Tax 3.79

Total 41.84

Tax included .00

P/C - xxxx0756 41.84

Suggested Tips
10%=3.81 15%=5.71 20%=7.61

Thanks and visit us at
mamadous.com !!!

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Susan David + Joe
Evel DOR

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

7/10/23, 12:52 PM Ticket: C5
Server: Sophie O
Dine In Table 12
Seat 1 TILLOTSON/DAVID
Invoice: 230710-05-5

Credit Sale
Status: 000000 - Approved

Card Type: M/C
Card Number: XXXXXXXXXXXX0756
Card Owner: TILLOTSON/DAVID
Entry Method: Chip
Auth Code: 030000
APPLAB: MASTERCARD
AID: A0000000041010
IC: FC3A82F28E5804C8

AMOUNT 41.84

TIP 8-

TOTAL 49.84

Sign X 

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

Suggested Tips
10%=3.81 15%=5.71 20%=7.61

Duplicate Copy

Thanks and visit us at
mamadous.com !!!

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David Tillotson

From: ParkMobile <noreply@alerts.parkmobile.io>
Sent: Tuesday, July 11, 2023 1:25 PM
To: David Tillotson
Subject: Your Parking Receipt



You're all set!

Payment processed.

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

Parking Session Details

Payment Date	07/11/2023 01:25 PM Central Standard Time
Auth ID	882330271
Description	ParkingAction
Payment Method	MASTERCARD ending in 0756

Amount Paid

\$2.00

Description	Parking CI40489 in 3230 @ On Street - City of Tulsa at 7/11/2023 1:25:15 PM
Space	NA
Number	
Parking Ref	716959455
End Time	NA
Parking Fee	\$2.00
Total	\$2.00

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



David + Jaci
Crm ISSUES
IHOP

IHOP #3282

12101 South Waco Ave.
SAPULPA, OK 74066-6949

(918) 296-9625

TILLOTSON/DAVID

DATE: 04/17/2023 09:11 AM

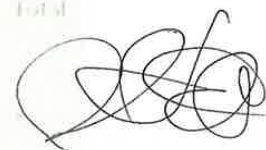
PAID TO: 56

DEBIT: 19kimberly f Check #39761917

Subtotal 25.70

TIP 5-

Total 30.70



TILLOTSON/DAVID's MASTERCARD ending
****0756

Cardholder: AID: A0000000041010

CVN: 000000000000

MASTERCARD TS: 0000

AID: 011060700 0120000000000000000000000000000000

Credit

Pay w/ IHOP App

Open the IHOP Mobile App to scan the QR code and pay your bill from your phone

Merchant Copy

International Bank of Pancakes



2680945306337

Welcome to IHOP Rewards!

You earned free pancakes with today's purchase. Log in on IHOP.com or IHOP app and enter or scan the barcode to collect pancake coins. Receipt code valid for 7 days.



IHOP #3282

12101 South Waco Ave.
SAPULPA, OK 74066-6949

(918) 296-9625

Mon Jul 17, 2023

09:06 AM CDT

Eat In **56**

0052819 kimberly f Check #39761912

Water 0.00

Water 0.00

2 x 2 x 2 8.19

Over Medium x2

2 BAC

Original Buttermilk

Slice of Ham 3.69

Hickory Smoked Bacon Strips 0.00

4 BAC 3.69

Belgian Waffle 7.49

Base **23.36**

Tax 2.34

Subtotal **25.70**

Pay w/ IHOP App

Open the IHOP Mobile App to scan the
QR Code and pay your bill from your
phone



International Bank of Pancakes



2680945306337

Welcome to IHOP Rewards!

You earned free pancakes with today's
purchase. Log in on IHOP.com or IHOP app
and enter or scan the barcode to collect
pancakes. Expiry code valid for 7 days.

Los Mariachis Mexican

Restaurant Jenks
11476 S Union Ave
Jenks, OK 74037
918-296-5352

Printer: M
07/15/2023
6:19:2 PM

Table: 16
Waiter:
25993

1 Pollo Arroz Lunch	8.99
1 Build Your Own Lunch	7.25
Chile Relleno	
Shredded Cheese	
Queso Sauce	
Enchilada	
Ground Beef	
Queso Sauce	
1 Water	.00
1 Pepsi	2.99

SubTotal: 19.23
Sales: 1.62

Cash Total: 20.85

Credit Card Fee: .83

Credit Card Fee Total: 21.68

Tip Guide
15%: 3.46
20%: 4.85
25%: 4.81

Thank you for dining with us!
Follow us on Facebook!

David & Susan
ON BUSINESS

Los Mariachis Mexican

Restaurant Jenks
11476 S Union Ave
Jenks, OK 74037
918-296-5352

25993

Table: 16
Waiter: 2

Printer: M
07/15/2023
6:19:2 PM

Order Num: 31116 Trans ID: 22419
Chip Label: TRANSFERCARD
EMV YR: 000000000
EMV MID: A00000000041010
EMV ISI: E800

Card Type: MC
Acct No: xxxxxxxx0756
Auth No: 016660
Source: Chip

Total \$ 21.68

Tip \$ 4.00

Total \$ 25.68

I AGREE TO PAY ABOVE TOTAL AMOUNT
ACCORDING TO CARD ISSUER AGREEMENT
(MERCHANT AGREEMENT IF CREDIT VOUCHERED)

X 

Guest Copy

Thank You!

Los Cabos Broken Arrow
151 East Bass Pro Drive
Broken Arrow, OK 74012
(918) 355-8877
(918) 355-7220 (fax)
Table #35

Trans #: 3747511 Serv: Nathan
7/19/2023 6:11 PM # Cust:1

Quan	Descript	Cost
1	Iced Tea	\$3.25
1	Queso Cup	\$6.99
1	GRIL Pollo Con Chorizo	\$19.49
1	BUR Cheeseburger Burrit	\$14.49

Net Total: \$44.22
Sales Tax: \$3.72

TOTAL: \$47.94

Amount Due: \$47.94

Food: \$40.97

Beverage: \$3.25

Take a quick survey

For a chance to win a \$50 Gift Card

www.is.gd/sixbs

Follow @LosCabosok and Fan Los Cabos

www.loscabosok.com

David & Susan
CMAA CONFERENCE

**** Customer Copy ****
Los Cabos Broken Arrow
Tab: 35

Nathan 7/19/2023 6:50 PM

Transac: 3747511
MasterCard

Amount \$47.94

TIP: 9.00

TOTAL: 56.94

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

Table #22

Trans #: 1136167 Serv: Damien
7/24/2023 1:02 PM # Cust:2

Quan	Descript	Cost
1	DR PEPPER	\$3.99
1	LUNCH STRAWBERRY SALAD	\$13.99
1	LUNCH TENDERS	\$12.99

Net Total: \$30.97
Sales Tax: \$2.61

TOTAL: \$33.58
Amount Due: \$33.58
Food: \$26.98
Beverage: \$3.99

Join us for the Holidays
Book your party now!

DAVID + SUSAN
SOME PLEASING

**** Customer Copy ****
Waterfront Grill SVP
Tab: 22

Damien 7/24/2023 1:28 PM

Transaction #: 1136167
MasterCard

Amount \$33.58

TIP:

TOTAL:

7—
40.58

DAVID, SUSAN, & JOE
DEER HEAD MEETING

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

Server: David DOB: 07/26/2023
01:14 PM 07/26/2023
Table 90/1 4/40014

SALE

M/C 4194884
Card #XXXXXXXXXXXX0756
Magnetic card present: TILLOTSON DAVID
Card Entry Method: S

Approval: 021215

Amount: \$45.92
+ Tip: 9-
= Total: 54.92

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

Suggested Tip
20% Tip = 8.35
18% Tip = 7.52
15% Tip = 6.26

Restaurant Copy

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

Server: David 07/26/2023
Table 90/1 12:53 PM
Guests: 3 40014

Dr Pepper 2.99
Lunch 6oz Sirloin 12.99
Baked Potato
LUNCH Fried Shrimp 12.99
ChickTaco Salad 12.79

Subtotal 41.76
Tax 4.16

Total 45.92

Balance Due 45.92

Suggested Tip
20% Tip = 8.35
18% Tip = 7.52
15% Tip = 6.26

David Tillotson

From: ParkMobile <noreply@alerts.parkmobile.io>
Sent: Thursday, July 27, 2023 11:54 AM
To: David Tillotson
Subject: Your Parking Receipt



You're all set!

Payment processed.

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

Parking Session Details

Payment Date	07/27/2023 11:53 AM Central Standard Time
Auth ID	891258577
Description	ParkingAction
Payment Method	MASTERCARD ending in 0756

Amount Paid

\$2.00

Description	Parking CI40489 in 3230 @ On Street - City of Tulsa at 7/27/2023 11:53:40 AM
Space	NA
Number	
Parking Ref	723523817
End Time	NA
Parking Fee	\$2.00
Total	\$2.00

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

**ParkMobile™**
PART OF EASYPARK GROUP

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1100 Spring St. NW, Suite 200, Atlanta, GA 30309
[Terms of Use](#) | [Contact Us](#)

EXPENSE AFFIDAVIT CITY OF GLENPOOL

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

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

Date: 07/31/2023

Vendor: On the Border (JP Morgan)

Amount: 37.52

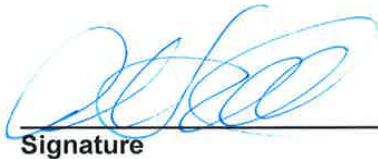
Description of goods/services: Lunch with
Councilor Fox

Date: _____

Vendor: _____

Amount: _____

Description of goods/services: _____


Signature

08/09/2023

Date

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

Rev. 1/20/2016

David, Susan + Julie



Welcome to Mamadou's !!!
918.322.1014

7/31/23, 2:02 PM Ticket: W1
Server: Sophie O
Dine In Table 12
Seat 1 TILLOTSON/DAVID
Invoice: 230731-04-1

Credit Sale
Status: 000000 - Approved
Card Type: M/C
Card Number: XXXXXXXXXXXX0756
Card Owner: TILLOTSON/DAVID
Entry Method: Chip
Auth Code: 031914
APPLAB: MASTERCARD
AID: A0000000041010
EC: 93F7E4D21103F22B

AMOUNT 44.80
TIP 9-
TOTAL 53.80

Sign X 

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

Suggested Tips
10%=4.08 15%=6.12 20%=8.15

Duplicate Copy

Thanks and visit us at
mamadous.com !!!

© 2023 Heartland Payment Systems



Welcome to Mamadou's !!!
918.322.1014

7/31/23, 2:02 PM Ticket: W1
Server: Sophie O
Dine In Table 12
Seat 1 TILLOTSON/DAVID
Invoice: 230731-04-1

1. Grilled Chicken Sandwich	10.99
1. Grilled Chicken Sandwich	10.99
1. Turkey Club Melt	10.99
1. Ice Tea	2.59
1. Ice Tea	2.59
1. Dr Pepper	2.59

Subtotal	40.74
Sales Tax	4.06

Total	44.80
-------	-------

Tax included	.00
--------------	-----

M/C - xxxx0756	44.80
----------------	-------

Suggested Tips
10%=4.08 15%=6.12 20%=8.15

Thanks and visit us at
mamadous.com !!!

© 2023 Heartland Payment Systems

DAVID, SUSAN + DAVID A.
ENG DEPT MEETING

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

08/02/2023
17 PM
Table 13/1

08/02/2023
4/4

SALE

4194754

Card #XXXXXXXXXXXX0756
Card present: TILLOTSON DAVID
Card Entry Method: S

Approval: 022847

+ Tip: 10-

= Total: 61.96

I agree to pay the above
total amount according to the
cardholder agreement.

Suggested Tip

20% Tip = 9.45

18% Tip = 8.51

15% Tip = 7.09

Customer Copy

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

Server: Michele
Table 13/1
Guests: 3

08/02/2023
12:51 PM
4/4

Pepper (2 @2.99) 5.98
Western Philly 13.49
Fries
Big "A" Salad 12.79
Southwest Chicken Pasta 14.99

Subtotal 47.25
Tax 4.71

Total 51.96

Balance Due 51.96

Suggested Tip

20% Tip = 9.45

18% Tip = 8.51

15% Tip = 7.09

David Tillotson

From: David Tillotson <david.tillotson@yahoo.com>
Sent: Monday, July 17, 2023 11:59 AM
To: David Tillotson
Subject: Fwd: Your receipt from Apple.

Sent from the road

Begin forwarded message:

From: Apple <no_reply@email.apple.com>
Date: June 14, 2023 at 5:23:10 PM CDT
To: david.tillotson@yahoo.com
Subject: Your receipt from Apple.



Receipt

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

APPLE ID
david.tillotson@yahoo.com

DATE
Jun 14, 2023

ORDER ID
[MMQDB8QFMH](#)

DOCUMENT NO.
210674025143

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

iCloud+



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

\$0.99

TOTAL

\$0.99



Receipt

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

APPLE ID
david.tillotson@yahoo.com

ORDER ID
[MMQDB8QFMH](#)

DOCUMENT NO.
210674025143

DATE
Jun 14, 2023

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

iCloud+



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

\$0.99

TOTAL

\$0.99



Save 3% on all your Apple purchases.



[Apply and use in minutes](#)

1. 3% savings is earned as Daily Cash and is transferred to your Apple Cash card when transactions post to your Apple Card account. If you do not have an Apple Cash card, Daily Cash can be applied by you as a credit on your statement

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

CITY OF GLENPOOL, OK

Email invoices: AP@cityofglenpool.com

Subject line must include PO and Vendor name or emails will be rejected
 PURCHASE ORDER # 24-17348 09/26/2023

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

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

I HEREBY APPROVE THE ISSUANCE OF THIS PURCHASE ORDER.

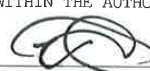


09/26/2023

PURCHASING OFFICER

DATE

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



09/26/2023

ENCUMBERING OFFICER

DATE

UNITS	DESCRIPTION	INV PART NUMBER	REQUEST	G/L ACCOUNT	PROJ	PRICE	AMOUNT
0.00	APPLE.COM		00033456	01 -6-11-6235		0.00	0.99 *
	ICLOUD STORAGE						
0.00	CM VEHICLE DETAIL		00033456	01 -6-11-6271		0.00	85.95 *
0.00	MEALS		00033456	01 -6-11-6289		0.00	35.75 *
	JOYCE, BRANDON, DAVID, MAYOR/VICE MAYOR BREAKFAST						
0.00	MEALS		00033456	01 -6-11-6289		0.00	41.43 *
	CHRIS AND DAVID CITY COUNCIL LUNCH						
0.00	MEALS		00033456	01 -6-11-6262		0.00	48.75 *
	SUSAN, DAVID, LEA ANN- DEPT HEAD MEETING						
0.00	MEALS		00033456	01 -6-11-6289		0.00	34.34 *
	MAYOR AND DAVID CITIES UNITED						
0.00	MEALS		00033456	01 -6-11-6289		0.00	67.86 *
	JOYCE, SUSAN, DAVID						
0.00	MEALS		00033456	01 -6-11-6262		0.00	51.05 *
	DAVID, SUSAN, DEBBIE- DEPT HEAD MEETING						
0.00	OIL CHANGE CM VEHICLE		00033456	01 -6-11-6271		0.00	98.74 *
0.00	PARKING SVC		00033456	01 -6-11-6262		0.00	2.00 *
	** CONTINUED **						

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

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

P U R C H A S E O R D E R
CITY OF GLENPOOL, OK

Email invoices: AP@cityofglenpool.com

Subject line must include PO and Vendor name or emails will be rejected
PURCHASE ORDER # 24-17348 09/26/2023

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

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

I HEREBY APPROVE THE ISSUANCE OF THIS PURCHASE ORDER.

09/26/2023

PURCHASING OFFICER

DATE

I HEREBY CERTIFY THAT THE AMOUNT OF THIS ENCUMBRANCE HAS BEEN
ENTERED AGAINST THE DESIGNATED APPROPRIATION ACCOUNTS AND THAT
THIS ENCUMBRANCE IS WITHIN THE AUTHORIZED AVAILABLE BALANCE OF
SAID APPROPRIATION. 09/26/2023

ENCUMBERING OFFICER

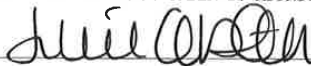
DATE

UNITS	DESCRIPTION	INV PART NUMBER	REQUEST	G/L ACCOUNT	PROJ	PRICE	AMOUNT
0.00	PARKING SVC	08-08-2023					
			00033456	01 -6-11-6262		0.00	2.00 *
0.00	PARKING SVC	08-30-2023					
			00033456	01 -6-11-6262		0.00	2.00 *
		09-01-2023					
		D TILLOTSON JP MORGAN AUGUST					

** TOTAL ** 470.86

*** APPROVAL FOR PURCHASE ***

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



OFFICER OR DEPARTMENT HEAD IN CHARGE

9/27/23

DATE

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

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

J.P.Morgan

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

Reg # 33456

MEMO STATEMENT THIS IS NOT A BILL

ACCOUNT NUMBER 5405-0169-0573-0756

STATEMENT DATE 09-04-23

NET CHARGES \$470.86

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

**T0000783

FOR RECONCILIATION PURPOSES ONLY. DO NOT SEND PAYMENT.

NAME: DAVID TILLOTSON

CYCLE LIMIT: \$15,000

ACCOUNTING CODE:

CARDHOLDER ACTIVITY

Travel Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-07	08-05	52704873218968878513593	IHOP #3282 SAPULPA OK	35.75
08-08	08-07	05227023220500229974770	SANTA FE CATTLE COMPAN SAPULPA OK	41.43
08-09	08-09	55432863221201626961338	PARKMOBILE 770-818-9036 GA P.O.S.: 728435630 SALES TAX: 0.00	2.00
08-17	08-15	25247803228001057628282	MAMADOUS RESTAURANT GLENPOOL OK	48.75
08-21	08-17	25247803230001196935669	NAPOLIS ITALIAN RESTAU SAND SPRINGS OK	34.34
08-22	08-21	55457373233200188400244	WATERFRONT GRILL JENKS OK	67.86
08-25	08-23	25247803236001614424050	MAMADOUS RESTAURANT GLENPOOL OK	51.05
08-31	08-30	55432863242208149273906	PARKMOBILE 770-818-9036 GA P.O.S.: 737562536 SALES TAX: 0.16	2.00

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

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

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

ACCOUNT NUMBER

XXXX-XX69-0573-0756

STATEMENT DATE:

09/04/23

ACCOUNT SUMMARY

PURCHASES & OTHER CHARGES	470.86
CASH ADVANCES	.00
CREDITS	.00
CASH ADVANCE FEE	.00
NET CHARGES	\$470.86
DISPUTE AMOUNT	.00

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

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

ACCOUNT NUMBER
5405-0169-0573-0756

STATEMENT DATE: 09/04/23

CARDHOLDER ACTIVITY					
Travel Activity					
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
09-04	09-01	55432863244208771771175	PARKMOBILE 770-818-9036 GA P.O.S.: 738454711 SALES TAX: 0.16	2.00	✓
Total Travel Activity				285.18	
Fleet Activity					
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
08-29	08-28	72301823240900011400125	ROBERTSON TIRE 12 GLENPOOL OK	98.74	✓
09-04	09-01	72301823244900012100209	HOOR GLASS AUTO SPA TULSA OK	85.95	✓
Total Fleet Activity				184.69	
Miscellaneous Activity					
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
08-16	08-15	55432863227203593768203	APPLE.COM/BILL 866-712-7753 CA	0.99	✓
Total Miscellaneous Activity				0.99	

Thank You!

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

Server: Emma Z 08/07/2023
Table 11/1 12:29 PM
Guests: 2 400

Dr Pepper 2.99
Coke 2.99
Blacken Sirl Salad 13.79
Grill Chicken Sandwich 11.99
Fries

Subtotal 31.76
Tax 3.17

Total 34.93

Balance Due 34.93

Suggested Tip
20% Tip = 6.35
18% Tip = 5.72
15% Tip = 4.76

CHARIS + DAVID
City Council Lunch

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

Server: Emma Z DOB: 08/07/2003
12:58 PM 08/07/2023
Table 11/1 400

SALE

Card #XXXXXXXXXX0756
Magnetic card present: TILLOTSON DAVID
Card Entry Method: S

Approval: 058207

Amount: \$34.93
+ Tip: 6.50
= Total: 41.43

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



Suggested Tip
20% Tip = 6.35
18% Tip = 5.72
15% Tip = 4.76

Restaurant Copy

David Tillotson

From: ParkMobile <noreply@alerts.parkmobile.io>
Sent: Tuesday, August 8, 2023 1:27 PM
To: David Tillotson
Subject: Your Parking Receipt



You're all set!

Payment processed.

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

Parking Session Details

Payment Date	08/08/2023 01:27 PM Central Standard Time
Auth ID	897948510
Description	ParkingAction
Payment Method	MASTERCARD ending in 0756

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

Description	Parking CI40489 in 3230 @ On Street - City of Tulsa at 8/8/2023 1:27:04 PM
Space	NA
Number	
Parking Ref	728435630
End Time	NA
Parking Fee	\$2.00
Total	\$2.00

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



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

8/15/23, 12:54 PM Ticket: C6
Server: Jennifer W
Dine In Table 13
Seat 1
Invoice: 230815-05-6

1 Dr Pepper	2.59
1 Water	.00
1 Water	.00
1 Turkey Club Melt	10.99
SUB Sweet Potato Fries	1.50
1 Catfish Fillet	10.99
1 Half Pound Chicken Chunks	10.99
Subtotal	37.06
Sales Tax	3.69
Total	40.75
Tax included	.00

Suggested Tips
10%=3.71 15%=5.56 20%=7.42

Thanks and visit us at
mamadous.com !!!

© 2023 Heartland Payment Systems

Susan, David, + Leo Ann
DEPT. MEETING

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

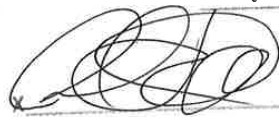
8/15/23, 1:54 PM Ticket: C6
Server: Jennifer W

Seat 1 TILLOTS, DAVID
Voice: 230815-05-6

Credit Sale
Status: #000000 - Approved

Card Type:	M/C
Card Number:	XXXXXXXXXXXX0756
Card Owner:	TILLOTSON/DAVID
Entry Method:	Chip
Auth Code:	060565
APPLAB:	MASTERCARD
AID:	A00000000041010
TC:	E977C80A55AA1111

AMOUNT	40.75
TIP	8.00
TOTAL	48.75

Sign 

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

Suggested Tips
10%=3.71 15%=5.56 20%=7.42

Duplicate Copy

Thanks and visit us at
mamadous.com !!!

© 2023 Heartland Payment Systems



8/17/23, 12:51 PM Ticket: K5-3
 Server: Brittany
 Line In Table 40
 Invoice: 230817-06-5

Dr Pepper	2.75
Adult	
Lasagna	10.99
Oil & Vinegar	.00
Sweet Tea	2.75
Adult	
Spaghetti Meat Sauce	9.99
No Dressing	.00
Subtotal	26.48
Sales Tax	2.36
Total	28.84

Thank you for visiting us!

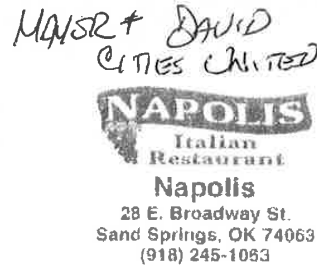
Scan to Pay



Download Our Guest App



© 2023 Heartland Payment Systems



8/17/23, 1:01 PM Ticket: K5-3
 Server: Brittany
 Line In Table 40
 Invoice: 230817-06-5

Credit Sale
 Status: 000000 - Approved
 Card Type: M/C
 Card Number: XXXXXXXXXXXX0756
 Entry Method: Contactless
 Auth Code: 013086
 BIN/PLAB: MASTERCARD
 AID: A0000000041010
 TI: 38660C70864C9513

AMOUNT 28.84
 TIP 5.50
 TOTAL 34.34

Sign

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

Duplicate Copy

Thank you for visiting us!

© 2023 Heartland Payment Systems



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

www.waterfrontgrilljenks.com

Table #56

Trans #: 1144882 Serv: Brock
8/21/2023 12:53 PM # Cust:3

Quan	Descript	Cost
1	DR PEPPER	\$3.99
1	LUNCH FRIED CHK	\$13.49
1	LUNCH SALMON	\$15.99
1	LUNCH STIR FRY	\$12.99
1	\$ W/ CHICKEN	\$5.99

Net Total: \$52.45
SalTax \$4.41

TOTAL: \$56.86

Amount Due: \$56.86

Food: \$48.48
Beverage: \$3.99

Join us for the Holidays
Book your party now!

JOYCE, SUSAN +
DAVID

*** Customer Copy ***
Waterfront Grill SVP
Tab: 56

Brock 8/21/2023 12:57 PM

Transaction # 1144882
MasterCard

Amount \$56.86

TIP: 11.00

TOTAL: 67.86

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

8/23/23, 1:20 PM Ticket: C11
Server: Jennifer W
Dine In Table 34
Seat 1, 2, & 3
Invoice: 230823-05-11

1 Dr Pepper	2.59
1 Ice Tea	2.59
1 Water	.00
1 Grilled Chicken Sandwich	10.99
1 English Dip	11.99
1 That's A Wrap	10.99

Subtotal	39.15
Sales Tax	3.90

Total	43.05
-------	-------

Tax included	.00
--------------	-----

Suggested Tips
10%=3.92 15%=5.88 20%=7.83

Thanks and visit us at
mamadous.com !!!

DAVID, SUSAN, & JEBRE
HR DEPT CONV
Mamadou's
Restaurant
Welcome to Mamadou's !!!
918.322.1014

8/23/23 1:29 PM Ticket: C11
Server: Jennifer W
Dine In Table 34
Seat 1, 2, & 3 TILLOTSON/DAVID
Invoice: 230823-05-11

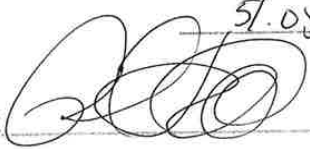
Credit Sale
Status: 000000 - Approved

Card Type:	M/C
Card Number:	XXXXXXXXXX 0756
Card Owner:	TILLOTSON/DAVID
Entry Method:	Chip
Auth Code:	040817
APPLAB:	MASTERCARD
AID:	A0000000041010
IC:	EF1B1624A4965AD6

AMOUNT	43.05
--------	-------

TIP	8.00
-----	------

TOTAL	51.05
-------	-------

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

Suggested Tips
10%=3.92 15%=5.88 20%=7.83

Duplicate Copy

Thanks and visit us at
mamadous.com !!!

David Tillotson

From: ParkMobile <noreply@alerts.parkmobile.io>
Sent: Wednesday, August 30, 2023 10:29 AM
To: David Tillotson
Subject: Your Parking Receipt



You're all set!

Payment processed.

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

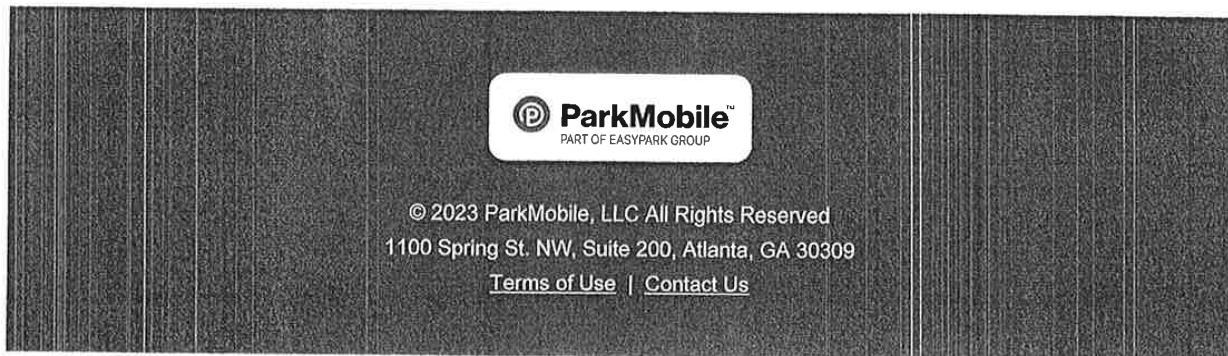
Parking Session Details

Payment Date	08/30/2023 10:29 AM Central Standard Time
Auth ID	910384785
Description	ParkingAction
Payment Method	MASTERCARD ending in 0756

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

Description	Parking CI40489 in 3210 @ On Street - City of Tulsa at 8/30/2023 10:29:00 AM
Space Number	NA
Parking Ref	737562536
End Time	08/30/2023 12:29 PM
Parking Fee	\$2.00
Non Parking Fee	\$0.00
Transaction Fee	\$0.00
Discounts	\$0.00
Taxes	\$0.00
Total	\$2.00

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



David Tillotson

From: ParkMobile <noreply@alerts.parkmobile.io>
Sent: Friday, September 1, 2023 9:57 AM
To: David Tillotson
Subject: Your Parking Receipt



You're all set!

Payment processed.

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

Parking Session Details

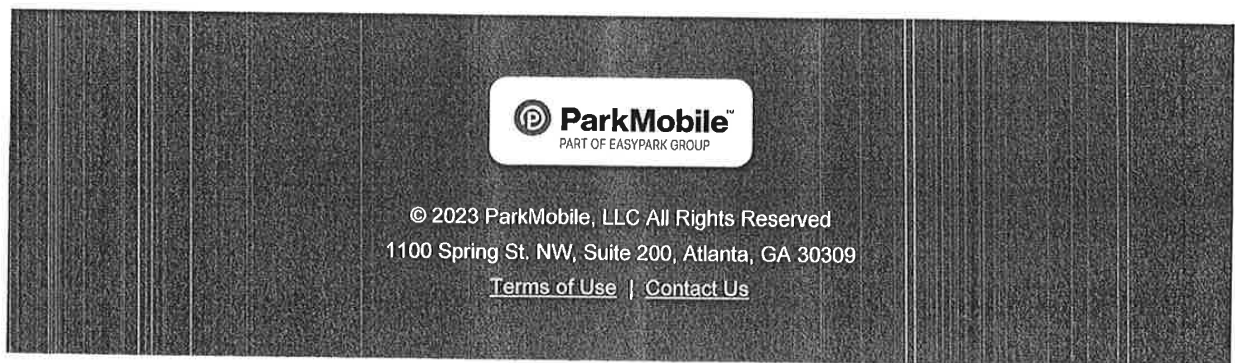
Payment Date	09/01/2023 09:56 AM Central Standard Time
Auth ID	911634149
Description	ParkingAction
Payment Method	MASTERCARD ending in 0756

Amount Paid

\$2.00

Description	Parking CI40489 in 3230 @ On Street - City of Tulsa at 9/1/2023 9:56:33 AM
Space Number	NA
Parking Ref	738454711
End Time	09/01/2023 11:56 AM
Parking Fee	\$2.00
Non Parking Fee	\$0.00
Transaction Fee	\$0.00
Discounts	\$0.00
Taxes	\$0.00
Total	\$2.00

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



ROBERTSON TIRE CO., INC. # 12
12590 S. WACO AVE. GLENPOOL, OK
PO BOX 472287
TULSA, OK

INVOICE #: 120196891

PAGE: 1

TIME STARTED: 08:35:20
TIME CLOSED: 12:29:03

74147-2287
918/298-1188

CUSTOMER: CITY OF GLENPOOL
12205 S YUKON AVE
101916

GLENPOOL OK
74033-

BUSINESS: 918/322-5409 0
PRIMARY: 918/322-5409 0
SALESMAN: 01225

PO NUMBER: DAVID

VEHICLE: 2021 CHEVROLET TAHOE LT
LICENSE: CI40489 OK MILEAGE: 50878

VIN: 1GNSKNKD0MR438977

INVOICE DATE: 08/28/23

TERMS: NET 10TH

PRODUCT	MECHANIC	QUANTITY	PRICE	F.E.T.	EXTENSION
CASTROL EDGE PREMIUM SYNTH OIL C	1186	1	74.99		74.99
XXOILSYNTHETIC					
OIL DISPOSAL FEE - OIL & FILTER		1	1.50		1.50
ZOD					
00W20 HOUSE QT CASTROL EDGE PREM		3.00	10.75		32.25
00W20CASTRSYHS					
DISCOUNT - GROUP - MDSE	1225	-1	10.00		-10.00
DISCGROUPMDSE					
SFI 2100255	0W20	8.0 QTS			
ROTATION	1202	1			0.00
ZR					
MERCHANDISE:					97.24
LABOR:					1.50
INVOICE TOTAL:					98.74
VISA / MASTERCARD / DISCOVER					98.74

We appreciate you & your business!!
Robertson Tire Co., 12590 S Waco Ave., Glenpool, OK 74033 (918)298-1188

OIL CHANGE ON CM VEHICLE

ROBERTSON TIRE 12
12590 S WACO AVE
GLENPOOL, OK 74033

SALE

Store: 0001

REF#: 00000012

Batch #: 014 RRN: 324017832657

08/28/23 12:29:16

Trans ID: 0828MCPYM9ELM

APPR CODE: 040719

MASTERCARD

Chip

*****0756

AMOUNT \$98.74

APPROVED

MASTERCARD

AID: A0000000041010

TVR: 00 00 00 80 00

TSI: E8 00

THANK YOU!

CUSTOMER COPY

ROBERTSON TIRE CO., INC. # 12
12590 S. WACO AVE. GLENPOOL, OK
PO BOX 472287
TULSA, OK

74147-2287

918/298-1188

CUSTOMER: CITY OF GLENPOOL
12205 S YUKON AVE

101916

GLENPOOL OK

74033-

BUSINESS: 918/322-5409 0

PRIMARY: 918/322-5409 0

SALESMAN: 01225

PO NUMBER: DAVID

VEHICLE: 2021 CHEVROLET TAHOE LT

LICENSE: CI40489 OK MILEAGE: 50878

VIN: 1GNSKNKD0MR438977

INVOICE DATE: 08/28/23

TERMS: NET 10TH

INVOICE #: 120196891

PAGE: 1

TIME STARTED: 08:35:20

TIME CLOSED: 12:29:03

PRODUCT	MECHANIC	QUANTITY	PRICE	F.E.T.	EXTENSION
CASTROL EDGE PREMIUM SYNTH OIL C	1186	1	74.99		74.99
XXOILSYNTHETIC					
OIL DISPOSAL FEE - OIL & FILTER		1	1.50		1.50
ZOD					
00W20 HOUSE QT CASTROL EDGE PREM		3.00	10.75		32.25
00W20CASTRSYHS					
DISCOUNT - GROUP - MDSE	1225	-1	10.00		-10.00
DISCGROUPMDSE					
SFI 2100255	0W20	8.0 QTS			
ROTATION	1202	1			0.00
ZR					

MERCHANDISE: 97.24
LABOR: 1.50
INVOICE TOTAL: 98.74

VISA / MASTERCARD / DISCOVER 98.74

We appreciate you & your business!!

Robertson Tire Co., 12590 S Waco Ave., Glenpool, OK 74033 (918)298-1188

HOURLASS AUTO SPA
9330 S. MEMORIAL
TULSA, OK 74133
9184819274

SALE

Store: 0001

REF#: 00000020

Batch #: 021 RRN: 324416666332
09/01/23 11:41:32

Trans ID: 0901MCPSHAORR

APPR CODE: 027664

MASTERCARD
*****0756

Chip

AMOUNT \$85.95

APPROVED

MASTERCARD

AID: A0000000041010

TVR: 00 00 00 80 00

TSI: E8 00

THANK YOU

CUSTOMER COPY

ON VEHICLE DETAIL

HOURLASS AUTO SPA
"WE MAKE IT LOOK LIKE NEW"
9330 S. Memorial Dr.
Tulsa, OK 74133

09/01/2023 Fri 11:43 AM
at: Def: Default Cn: 767839

EXCLUSIVE SPA BATH 85.95

\$85.95 5

85.95
0.00

MASTERCARD CREDIT

MASTERCARD : Visa MC

THANK YOU FOR YOUR BUSINESS
ALL PACKAGES AVAILABLE
918.481.9274

9/6/23, 3:48 PM

Yahoo Mail - Your receipt from Apple.

Your receipt from Apple.

From: Apple (no_reply@email.apple.com)
To: david.tillotson@yahoo.com
Date: Monday, August 14, 2023 at 10:03 PM CDT



Receipt

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

APPLE ID
david.tillotson@yahoo.com

DATE
Aug 14, 2023

ORDER ID
MMQDGM04DD

DOCUMENT NO
165695573473

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

iCloud+



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

\$0.99

TOTAL **\$0.99**



Save 3% on all your Apple purchases.



[Apply and use in minutes](#)

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

2. Subject to credit approval.

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

Available for qualifying applicants in the United States.

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

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



MINUTES
City Council Regular Meeting
Monday, October 16, 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 Gilbert
David Agbetunsin
Robert Glasby

- A) Call to Order - Joyce G. Calvert, Mayor**
Mayor Calvert called the meeting to order at 6:05 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) Management Report**
- As of today, an offer has been accepted for the City Planner position.
[CM Report.10162023](#)
- D) Mayor Report – Joyce G. Calvert, Mayor**
- Reminded everyone that Trunk or Treat - sponsored by the Glenpool businesses - will be on October 28th, on 141st street; and Spooktacular will be on October 29th, at the Conference Center.

E) Council Comments

There were no Council comments.

F) Public Comments

There were no 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.
[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.
[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.

Staff requested removal of item #2 and item #3 from the Consent Agenda.

Moved by Jacqueline Triplett-Lund, seconded by Chris Brobst

To remove item #2 and item #3 from the Consent Agenda - and approve item #1 of the Consent Agenda.

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

CARRIED.

[Budget Amendment City-04](#)

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

Consent Agenda

- 1) Item #2 on Consent Agenda. Transfer of \$2,500,000.00 from the General Fund Undesignated fund balance to the Glenpool Industrial Development Authority for the purchase of land.

Moved by Chris Brobst, seconded by Joyce Calvert

To table this item.

	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.

- 2) Item #3 on Consent Agenda. 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.

Moved by Chris Brobst, seconded by Joyce Calvert

To table this item.

	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.

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.
(Gerald Gilbert, Development Services Director)

A. Discussion and possible action to approve or deny the appeal.

This item was removed from the agenda.

[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: Account No. 01-6-14-6274 (Street Repairs).
(David Agbetunsin, City Engineer)

Mr. Agbetunsin presented and recommended Council approval of 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: Account No. 01-6-14-6274 (Street Repairs). Since the project's initial scoping for road maintenance work within the city, the following locations have experienced pavement distress and failure: E 134th PI S approximately 314 LF East of the cul-de-sac; and 13409 S Poplar, approximately 122 ft from the cul-de-sac.

Moved by Chris Brobst, seconded by Tim Fox

To approve 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: Account No. 01-6-14-6274 (Street Repairs).

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

CARRIED.

[Staff Report Change Order Request - Authorization.docx](#)

J) Adjournment

Mayor Calvert declared the meeting adjourned at 6:17 p.m.



MINUTES
City Council Special Meeting
Wednesday, October 25, 2023 Council Chambers 6:00 PM

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

COUNCIL ABSENT: Brandon Kearns

STAFF PRESENT: David Tillotson
Susan White
Wendy Knight
Julie Casteen
Jeremy Plane

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

Mayor Calvert called the meeting to order at 6:35 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.
Eric Wade of Rosenstein, Fist & Ringold was also in attendance.

C) Scheduled Business

- 1) Transfer of \$2,550,000.00 from the General Fund Undesignated fund balance to the Glenpool Industrial Development Authority for the purchase of land.
(Julie Casteen, Finance Director)

Ms. Casteen presented and recommended Council approval of a transfer of \$2,550,000.00 from the General Fund Undesignated fund balance to the Glenpool Industrial Development Authority for the purchase of land.

Moved by Jacqueline Triplett-Lund, seconded by Chris Brobst

To approve a transfer of \$2,550,000.00 from the General Fund

Undesignated fund balance to the Glenpool Industrial Development Authority for the purchase of land.

	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.

[231023 Transfer from GF to GIA](#)

- 2) Budget Amendment CITY-04 for FY23-24, increasing the General Fund Revenue Budget for transfer from Fund Balance by \$2,550,000.00, and increasing the General Fund Expenditure Budget for transfer to GIA by \$2,550,000.00.
(Julie Casteen, Finance Director)

Ms. Casteen presented and recommended Council approval of Budget Amendment CITY-04 for FY23-24, increasing the General Fund Revenue Budget for transfer from Fund Balance by \$2,550,000.00, and increasing the General Fund Expenditure Budget for transfer to GIA by \$2,550,000.00.

Moved by Chris Brobst, seconded by Joyce Calvert

To approve Budget Amendment CITY-04 for FY23-24, increasing the General Fund Revenue Budget for transfer from Fund Balance by \$2,550,000.00, and increasing the General Fund Expenditure Budget for transfer to GIA by \$2,550,000.00

	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.

[231023 FY24 Budget Amendment CITY-04 City Council Staff Report](#)

[\(002\)](#)

[FY24 Budget Amendment City-04 \(002\)](#)

D) Adjournment

Mayor Calvert declared the meeting adjourned at 6:37 p.m.



Date: November 6, 2023

To: Honorable Mayor/Chairman and City Council/Trustees

From: Wendy Knight, City Clerk/GEMS District Clerk

Re: 2024 Meeting Schedule

Background

Per Oklahoma Open Meetings Act O.S.25 § 311(A)(1), all public bodies shall give notice in writing by December 15 of each calendar year of the schedule of the regularly scheduled meetings for the following year.

Meeting schedules have been prepared separately for City Council meetings, each Trust Authority and GEMS. They are similar to 2023 in frequency and convening time for each public body.

Attached

- 2024 Meeting Schedule

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

**2024 CALENDAR YEAR
SCHEDULE OF REGULAR MEETINGS
GLENPOOL CITY COUNCIL
GLENPOOL, OKLAHOMA**

DATE	TIME	PLACE
JANUARY 2, 2024*	6:00 P.M.	GLENPOOL CITY HALL
JANUARY 16, 2024 *	6:00 P.M.	GLENPOOL CITY HALL
FEBRUARY 5, 2024	6:00 P.M.	GLENPOOL CITY HALL
FEBRUARY 20, 2024 *	6:00 P.M.	GLENPOOL CITY HALL
MARCH 4, 2024	6:00 P.M.	GLENPOOL CITY HALL
MARCH 18, 2024	6:00 P.M.	GLENPOOL CITY HALL
APRIL 1, 2024	6:00 P.M.	GLENPOOL CITY HALL
APRIL 15, 2024	6:00 P.M.	GLENPOOL CITY HALL
MAY 6, 2024	6:00 P.M.	GLENPOOL CITY HALL
MAY 20, 2024	6:00 P.M.	GLENPOOL CITY HALL
JUNE 3, 2024	6:00 P.M.	GLENPOOL CITY HALL
JUNE 17, 2024	6:00 P.M.	GLENPOOL CITY HALL
JULY 1, 2024	6:00 P.M.	GLENPOOL CITY HALL
JULY 15, 2024	6:00 P.M.	GLENPOOL CITY HALL
AUGUST 5, 2024	6:00 P.M.	GLENPOOL CITY HALL
AUGUST 19, 2024	6:00 P.M.	GLENPOOL CITY HALL
SEPTEMBER 3, 2024 *	6:00 P.M.	GLENPOOL CITY HALL
SEPTEMBER 16, 2024	6:00 P.M.	GLENPOOL CITY HALL
OCTOBER 7, 2024	6:00 P.M.	GLENPOOL CITY HALL
OCTOBER 21, 2024	6:00 P.M.	GLENPOOL CITY HALL
NOVEMBER 4, 2024	6:00 P.M.	GLENPOOL CITY HALL
DECEMBER 2, 2024	6:00 P.M.	GLENPOOL CITY HALL

* Denotes Tuesday Meeting

Meetings held at GLENPOOL CITY HALL, City Council Chambers, 12205 S Yukon Ave., Glenpool Oklahoma

APPROVED BY:
GLENPOOL CITY COUNCIL
12205 S. YUKON
GLENPOOL, OK 74033
918-322-5409

Filed in the office of the City Clerk on the ____ day of November 2023

Signed: _____



To: Mayor, Council, Chair and Trustees

From: David Tillotson, City Manager

Date: October 31, 2023

Re: Chamber Agreement

Background:

The Chamber Contract is submitted for your approval. There are no monetary modifications from the previous contract, which calls for \$32,000 to be paid annually to the Chamber, plus \$5,000 for BlackGold Days. The only changes to the Agreement this year is the changing of the Chamber's hours of operation for the front desk and some minor typographical and grammar cleanup.

Staff Recommendation:

Staff recommends approval of the Agreement between the Glenpool Chamber of Commerce, the Glenpool Industrial Authority and the City for FY2023-2024.

Attachments:

- Chamber of Commerce 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

Glenpool Industrial Authority/ Glenpool Chamber of Commerce Agreement

This agreement ("Agreement") is effective as of July 1, 2023, without regard to the date signed by either party, by and between the City of Glenpool, Oklahoma, a municipal corporation (the "City"); the Glenpool Industrial Authority, an Oklahoma public trust of which the City of Glenpool is beneficiary, ("GIA"); and the Glenpool Chamber of Commerce, a not-for-profit corporation ("Chamber").

I. GIA agrees to provide the following:

- A. GIA will continue to provide space consisting of two offices, a storage room and a reception area on the first floor of the City Hall/Conference Center to be occupied by the Chamber for its exclusive use.
- B. GIA, based upon availability and in its sole discretion, will provide use of the Conference Center meeting space for periodic use by Chamber at no cost; provided Chamber furnishes reasonable notice to, and coordinates with the Conference Center Director. Chamber will be responsible for closing and locking the facility in the event their meeting concludes after City Hall business hours unless alternate arrangements are made with the Conference Center Director.
- C. GIA will provide the most appropriate meeting space, as determined by the Conference Center Director, for eleven monthly business luncheons hosted by Chamber, with reasonable notice to GIA, at no cost to Chamber.
- D. GIA will also provide, at no cost to Chamber, use of Conference Center space for the annual banquet hosted by Chamber. Chamber shall be responsible for reserving said space at least six months in advance to avoid potential conflicts with other leases at the Conference Center.
- E. GIA or City will provide and pay for all electricity, natural gas and City or Glenpool Utility Services Authority-owned or -managed utilities for the spaces described in subsections A., B., C. and D.
- F. City will provide Chamber Two Thousand Six Hundred Sixty-Six Dollars and Sixty-Six Cents monthly (\$2,666.66 monthly; aggregate of \$32,000 annually) as consideration for Chamber services that are of community-wide benefit to City and enumerated in Section II of this Agreement.
- G. GIA will provide personnel to supplement the front desk support otherwise provided by Chamber as required under Section II, for up to one day per week. Such supplemental support shall only be required when existing Chamber personnel are needed to assist with an event being sponsored or promoted under the requirements of Section II of this Agreement. Routine requests for support will be submitted to the City Manager, or his designee, at least 48 hours in advance or risk

that such personnel will not be available. GIA shall not be required to provide such supplemental support for more than 15 days during any fiscal year that this Agreement is in force.

- H. GIA will support the economic development goals of the annual BlackGold Days event by contributing \$5,000 subject to such reasonable restrictions on its use as GIA or City deems appropriate; provided that Chamber, or its vendors, will be responsible for the cost of making arrangements for additional trash service and portable restrooms. Costs for electrical work, park improvements requested by Chamber for BlackGold Days and labor for City or GIA personnel provided to Chamber for the performance, without limitation, of maintenance, set-up assistance and/or security will be negotiated annually by the Chamber Director and City Manager. Neither the City nor GIA will be obligated to any monetary commitment for this event beyond the \$5,000 contributed under this subsection H.

II. Chamber agrees to provide the following:

- A. At any time Chamber personnel are the last to leave the premises, it will be Chamber's responsibility to ensure the Premises are closed and secured. Specifically, it is the responsibility of Chamber to ensure the Conference Center is closed and secured properly at the end of any event hosted by the Chamber.
- B. Chamber will be responsible to pay: (i) annual rent to GIA for specified office, storage and conference room space in an amount not to exceed one hundred dollars (\$100) annually for the term of this Agreement; (ii) its own phone and Internet services, and (iii) signage pre-approved by City or GIA staff.
- C. Chamber shall work on business retention and expansion (BR&E) efforts with businesses residing within the City of Glenpool and shall continue to serve as a local business advocate addressing the concerns of local businesses. As such, Chamber will:
 - a. Develop a workable system for handling BR&E issues;
 - b. Will organize meetings as needed between the City Manager, or his designee, and business leader to improve communications and address areas of concerns within the business community; and
 - c. Periodically report significant areas of concern within the business community to the City Manager.
- D. Chamber shall provide front desk support for the City Hall/Conference Center for the hours from 8 a.m. through 5:30 p.m. Monday through Thursday and 8 a.m. through 11:30 a.m. on Fridays. No such services shall be required on days that are official holidays of City. As provided by Section I(G), Chamber shall notify the City Manager, or his/her designee, at least 48 hours in advance of non-emergent situations where supplemental personnel are needed by Chamber to fulfill the requirements of this section. In emergency situations (i.e. unexpected absences), Chamber shall

immediately notify the City Manager, or designee, of the need for supplemental personnel.

- E. Chamber will provide an Annual Activity Report, in a format agreed upon between the parties, to be submitted to the City Manager by the 10th day of June of each fiscal year this Agreement is in effect.
- F. Chamber agrees to provide one scholarship on behalf of City to a Glenpool resident to attend Leadership Glenpool. The City Manager and Chamber Director will jointly approve the scholarship recipient.

III. Term, Renewal and Termination

- A. The term of this Agreement shall be one year, to be measured on City's fiscal year (July 1, 2023 - June 30, 2024) basis ("Term"), with any payments to the Chamber provided as consideration for services to GIA or City, but not issued as of the effective date of this Agreement, being payable retroactively to July 1, 2023.
- B. Although GIA, City and Chamber, by appropriate action of their respective governing bodies, may opt to extend this Agreement or negotiate a new agreement upon expiration of the term set forth in subsection III. A., GIA, City and Chamber understand and acknowledge that neither City, GIA nor Chamber intend this Agreement as a representation, nor should it be read to represent, that either party has any obligation either to extend or replace this Agreement. Under no circumstance will this Agreement automatically renew.
- C. Either party may terminate this Agreement by providing written 60 days' notice to the other party, provided that either party may immediately terminate this Agreement upon the breach of a material term by the other.

IV. Force Majeure

Neither GIA, City nor Chamber shall be responsible or liable for failure to perform any obligation under this Agreement if such failure is caused by or is due to acts or regulations of public authorities, civil unrest, epidemic or outbreak of infectious disease, interruption or delay of transportation service, acts of God, or any cause beyond the control of such party.

V. Entire Agreement

It is understood that this Agreement is a complete understanding of all terms and conditions governed by this Agreement during the stated term, and that said terms and conditions cannot be altered in any manner other than by written agreement of both parties.

IN WITNESS WHEREOF, the parties have hereto set their hands this ____ day of November 2023.

THE CITY OF GLENPOOL, OKLAHOMA
A Municipal Corporation

By: _____
Joyce G. Calvert, Mayor

THE GLENPOOL INDUSTRIAL AUTHORITY,
An Oklahoma Trust Authority

By: _____
Joyce G. Calvert, Chairman

Attest:

Wendy Knight, City Clerk /Trust Authority Secretary

Approved as to form:

City Attorney/Trust Authority Attorney

THE GLENPOOL CHAMBER OF COMMERCE

By: _____

Name: _____

Title: _____

Attest:

Secretary, Board of Directors

Approved as to form:

Chamber Attorney



Date: November 6, 2023

To: Honorable Mayor/Chairman and City Council/Trustees

From: Wendy Knight, City Clerk

Re: Annual Audit of Compliance with Agreement of Settlement, Compromise and Release ("Settlement Agreement"); and Reconciliation Agreement (Sec. 10[f] of Settlement Agreement)

Background

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

Sec. 10 (a) and (b) of the Agreement require the Independent Accountant's Audit Report to be completed within 90 days following the close of the Auditable Period. The Audit Report for FY 2022-2023 was dated and issued to the parties August 31, 2023.

Historical Perspective

The Council/Trustees may recall that performance under the Settlement Agreement has been an arduous task. Keeping up with all the procedures and protocols includes staff from: the Development Services Department (issuance of building permits and assessment of connection fees), Utility Department (allocating monthly royalty payments correctly with different rules for whether the customer's property is in the Permissive Area, the Released Area and/or is a "Reserved Creek-2 Water Customer", monthly reporting requirements and keeping track of the issuance of "construction meters" for temporary connection to fire hydrants on work sites); and City/GUSA Clerk who oversees the entire ordeal.

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



This year, the auditor has noted a finding where a property was mis-identified as being in the "Permissive" area - meaning that a meter fee and royalty payment was made to Creek-2 in error, because the property is actually located in the "Released" area (no payment due). Creek-2 has refunded that payment amount to Glenpool.

Reconciliation of Records

If the Audit Report discloses any non-compliance by either party, the other party is allowed 90 days following the date of issuance of the Audit in which to put the non-compliant party on notice of a potential default. Any such notice, to be effective, must be communicated by no later than 90 days following issuance of the Agreed Upon Procedures Audit Report. The Settlement Agreement also requires that, upon expiration of the 90-day notice period without notice of default, the Auditable Period under audit is deemed compliant and the parties are required to sign a written agreement establishing the parties' accounts are reconciled and all real or potential claims are forever waived. "The resulting reconciliation agreement shall be binding on both parties as a definitive statement of compliance with this Agreement [the Settlement Agreement] as of the date of such reconciliation agreement." Settlement Agreement § 10(g). Glenpool and Creek-2 will each be requested to enter such reconciliation agreement following expiration of the 90-day deadline without notice of default by either party.

Recommendation

City Council, and the Glenpool Utilities Services Authority's Board of Trustees formally receive and approve the final Independent Accountant's Report on Applying Agreed-Upon Procedures, for FY 2022-2023.

Attached

Independent Accountants Report on Applying Agreed-Upon Procedures

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



Elfrink and Associates, PLLC

Certified Public Accountants

City of Glenpool
Glenpool Utility Service Authority
12205 So. Yukon Ave
Glenpool, OK 74033

Creek County Rural Water District No. 2
2425 West 121st Street South
Jenks, OK 74037

Independent Accountant's Report on Applying Agreed-Upon Procedures

We have performed the procedures enumerated below, which were requested by and agreed to by the specified users of the report as identified above, as required by that certain Agreement of Compromise, Settlement and Release (the "Agreement") entered into between the users, effective May 15, 2015 (the "Effective Date"). Management of the City of Glenpool ("City"), Glenpool Utility Service Authority ("Authority") (collectively, "Glenpool") and the Creek County Rural Water District No. 2 ("Creek-2") are responsible for their entities' financial accountability and its compliance with applicable legal and contractual requirements. The audit period covered by this report is July 1, 2022 through June 30, 2023 ("Audit Period"). This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants ("AICPA") and *Generally Accepted Government Auditing Standards*. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

We have performed the procedures enumerated below, which were agreed to by Glenpool and Creek-2 to assist you in evaluating and monitoring the Agreement.

The procedures that we performed, and our results are as follows:

With respect to Glenpool's Records

1. We will update our understanding of the policies, procedures, and methodologies used by Glenpool to create, maintain, bill, and terminate water utility customers, particularly those existing within the Permissive Area, as that term is defined in the Agreement. Such understanding shall be documented by us in writing.

All Glenpool Building Permit applications are sent to the Glenpool Community Development Department, to ensure compliance with the Agreement. This Agreement defines the "Glenpool Territory" as comprised of the "Permissive Area" and the "Released Area" for water service. The City Planner maintains the Glenpool Territory map referenced in the Agreement marking the boundaries of the Released Area and the Permissive Area. The Released Area includes the city limits and land annexed into the City as of March 2, 2012 and will not change during the term of the Agreement. The "Permissive Area" is defined as all parts of Glenpool Territory within the colloquial "Fenceline" that were unincorporated as of March 2, 2012 (even if annexed in later) and as to which Glenpool is obligated by the Agreement to pay meter connection fees and monthly royalties. Six areas were annexed into the City in prior audit periods as designated by City Ordinances 695, 701, 719, 790, 804, and 805.

8905 South Yale Avenue, Suite 102
Tulsa, OK, 74137
Members of the AICPA and OSCP



539-664-4662
anne.elfrink@CPA.com
Government Accounting and Auditing

The Planner reviews all building permit applications that will include new meter connections for water or sewer service. For properties in the city limits, but also in the Permissive Area (that is, annexed after March 2, 2012), applicants for water service are given the choice to receive service from Glenpool or from Creek-2. Those customers choosing service from Creek-2 are referred directly to Creek-2 to establish water service.

If a property requesting water service in the Released Area has never had Glenpool water service and is or becomes an active or inactive Creek-2 water customer at any time before or after the Effective Date, it is defined as a "Reserved Creek-2 Water Customer". (All Reserved Creek-2 Water Customers as of the Effective Date were to be identified on the baseline customer count, as defined in the Agreement.) In that case, the Planner refers the customer to Creek-2. If water service is anticipated for a development on property that is classified as a Reserved Creek-2 Water Customer such that Glenpool fire suppression service will be required, Glenpool and Creek-2 have arranged for a mechanism to bifurcate the water requirements, however Creek-2 is now installing waterlines sufficient to provide fire suppression services for most locations. If the property is within the Released Area and is requesting water service and does not have an active or an inactive Creek-2 water meter, the Planner approves the water service request and notes that the service address is in the Released area. The Community Development Administrative Assistant sends the 'Notice Concerning Applications for Water Service in Glenpool Territory' ("notice") to Creek-2 and to the City's utility billing office to establish an account.

If Glenpool management decides to provide additional water service in the Permissive Area, this notice is also sent to Creek-2 and the City's utility billing office. Such water service requires the payment to Creek-2 of a one-time connection fee and a monthly royalty provided by the Agreement. The connection fee and monthly royalty payments are calculated by the City's utility billing department. Customers in the permissive area are identified by the "class" of "SP2" on the INCODE billing system and the "service code" of "305 – CCRD2 Royalty".

The Third Amendment to the Agreement of Compromise, Settlement and Release was executed by Glenpool and Creek-2 on December 12, 2018. This amendment requires that Glenpool track construction meter connections and terminations of the connections in the permissive area, such that five or more such iterations in a fiscal year will trigger the requirement to remit a meter connection fee to Creek-2. Glenpool has established a new procedure that went into effect in the 2019-2020 audit period to track construction meters in the permissive area. After successful application for a construction meter, the contractor will meet a Glenpool public works foreman at the fire hydrant location who then verifies with the public works supervisor as to the classification of the location as either Permissive or Released. The utility department then creates a service order using a "job code" that will show the location designation of the construction meter. Once a construction meter is flagged in the permissive area, it will be tracked sufficiently to determine if 5 iterations as described above have occurred in a fiscal period at which time a meter connection fee will be remitted to Creek-2. We requested a report of the construction meter service orders during the Audit Period and reviewed for potential permissive activity, noting only one meter in the permissive area.

There were no new meters identified in the Permissive Area in the current audit period and one temporary construction meter at Floyds RV. The City reported the meter at Floyd's in October sending the 'Monthly Reporting Form for Glenpool' to the Creek-2 District office. Glenpool sent the required monthly reports for each month in the current Audit Period, remitting the monthly royalty fees for all meters.

We obtained a customer history file for all active Glenpool utility customers and compared the service addresses to the service addresses in the original baseline customer count file and the building permit files provided in the current and prior years.

Findings: We noted 15 notices sent by Glenpool during the year that were not found in the Creek records at the time of fieldwork. Evidence the applications were sent was obtained from Glenpool.

Suggestions: Creek-2 management should assure that desk procedures are followed, and a complete file of all notices received from Glenpool are made available to the auditors at the time of fieldwork.

2. We will obtain building permit records for all new construction within the Permissive Area during the Audit Period and compare such records to records maintained within Glenpool's utility billing system pertaining to the installation of new water meters at the physical addresses on the building permits to ensure that information regarding new meter installations reported to Creek-2 is timely and accurate.

We obtained a listing of building permits issued by Glenpool during the Audit Period and determined that there were 45 properties that had a permit type of "BLD-RES" or "BLD-COM". We compared these permits to the "Notice Concerning Applications" reports that were received by Creek-2. We noted that out of 45 permits issued, 8 of the applications were not in the records provided to us by Creek-2. Glenpool provided documentation indicating no meter had been set for the 8 properties with no application.

Finding: We noted no new connections in the permissive area requiring payment of meter connection fees. However, we noted one meter fee paid in April of 2023 and the royalty count increased for a property located at 1400 W 161st St S. This property is located in the "Released" area and no meter fee or royalty should have been paid.

Recommendation: Glenpool should designate an individual to perform a secondary review of all property locations to ensure properties are correctly located in either the "Released" or "Permissive" areas.

3. We will examine Glenpool's records (including, but not limited to raw computer billing data, customer reports, software billing programs) to determine whether amounts paid to Creek-2 for Royalty Fees due on Active Water Connections in the Permissive Area during the Audit Period are correct. We will reconcile any differences noted and determine the correct amount due to Creek-2 during the Audit Period.

Finding: We noted no exceptions. Receipt of the fees was confirmed by a review of Creek-2's records.

4. We will obtain documentation of the CPI-U adjustments made to Meter Connection Fees and Royalty Fees paid by Glenpool to Creek-2 during the Audit Period and determine whether such adjustments were accurate and made in a timely manner.

The Agreement requires that the CPI-U adjustment shall be the percentage change of the year-end CPI-U from December 31 of the immediate past calendar year and the year-end CPI-U from December 31 of the second immediate past calendar year, as published by the Bureau of Labor Statistics annually. The CPI-U for December 2021 was 278.802. The CPI-U for December 2022 was 296.797 which is an 17.995 index point change. This index point change is then divided by the earlier index of 278.802 for an adjustment of 6.45%. This increase percentage exceeds the maximum annual increase indicated in the original agreement of a 5% increase for royalty fees and 4% increase for meter connection fees. As such, the increase percentages for the year were limited to the maximum annual increase allowed.

After the CPI-U adjustment, the meter connection fee increased by \$36.92 to \$959.85 for connection less than 1" in diameter and by \$55.38 to \$1439.76 for connections greater than or equal to 1" in diameter. The monthly royalty fee increased by \$0.45 to \$9.49 which was the rate paid by Glenpool from the February billing cycle forward.

Finding: The CPI-U adjustment was calculated and applied properly in the current year.

With Respect to Creek-2's Records

1. We will update our understanding of the policies, procedures, and methodologies used by Creek-2 to create, maintain, bill, and terminate Shared Utility Customers. Such understanding shall be documented by the Auditor in writing.

Shared Utility Customers receive water service from Creek-2 and wastewater sewer service from Glenpool. Because there is no separate mechanism for measuring wastewater usage without metering potable water, Glenpool has provided Creek-2 with its rate structure for calculating sewer service based on water usage. This is billed to the Shared Utility Customers by Creek-2 and remitted to the City on a monthly basis, whether or not billing is paid to Creek-2. During the Audit Period, Creek-2 billed 82 shared utility customers and remitted payment to Glenpool.

We reviewed the billing and collection records for all 82 active Shared Utility Customers. All Shared Utility Customers were billed a base charge of \$14.00 which includes the first 1,000 gallons, and an additional \$2.75 for each additional 1,000 gallons of water usage. The rates were confirmed by the City of Glenpool and were unchanged from the prior audit period. The Shared Utility Customers are noted in the Creek-2 utility billing system as "Secondary Status G" and service type "SwrGP". Creek-2 reports total water consumption for each sewer tap and remits the total billed for all sewer charges to Glenpool by the 20th of the month, whether or not such billing has been collected by Creek-2.

Findings: We noted no exceptions.

2. We will obtain and compare records maintained by Glenpool pertaining to wastewater taps made or maintained at addresses served by Creek-2's domestic water and compare such records to Creek-2's billing records for Shared Utility Customers.

Glenpool provided a list of 49 customers with sewer connections established during the audit period. Of these, 14 were listed on the Creek-2 shared customer report. The remainder were either Glenpool water customers or had no sewer service yet.

Findings: We noted no exceptions.

3. We will examine Creek-2's records (including but not limited to raw computer billing data, customer reports, software billing programs) regarding water consumption by Shared Utility Customers and calculate the amounts due Glenpool for wastewater collection services for those customers. The Auditor shall compare the calculation above to the actual amounts paid to Glenpool for the Audit Period and reconcile any differences noted.

We reviewed the billing and collection records for all 82 active Shared Utility Customers. The rates billed were consistent with the rate schedule provided by Glenpool. Creek-2 remits the total billed for all sewer charges to Glenpool by the 20th of each month. Glenpool confirmed receipt of all the payments.

Finding: We identified two customer remittances that were exactly \$14 more than the calculated billing. Management indicated that the customer billing had to be manually adjusted for these two billings and the original \$14 charge was not removed when the amount was adjusted.

Recommendation: Creek-2 should review all manually calculated billings to ensure they were properly calculated. Documentation of the overpayment should be provided to Glenpool and the overages should be refunded.

Procedures Applicable to Creek-2 and Glenpool

1. We will apply the following agreed-upon procedures, as specified in the Agreement provided that we may implement the Audit Sampling standards set forth in AU Section 350, Audit Sampling, implementing Statements on Auditing Standards No. 39, 43, 45 and 111, promulgated by the Auditing Standards Board of the American Institute of Certified Public Accountants, as such AU 350 may be amended or superseded.

Finding: Sampling Standards as set forth in AICPA AU Section 350, Audit Sampling were followed as indicated in the descriptions of procedures performed above.

2. We will perform any other procedures we deem reasonable and necessary to ensure that the purpose and intent of the Agreement has been met by both Creek-2 and Glenpool.

We obtained a customer listing from the City of Glenpool's Utility Billing Department and cross-checked the service addresses with a listing that included the addresses of the Glenpool Baseline Customer Count and the relevant building permit lists obtained in the audit procedures for the period ended June 30 2016, and years ended June 30, 2017-2023. This list has been updated to include any previously omitted addresses and will be maintained and built upon in the future.

Finding: Based on the agreed-upon procedures performed, we find that the purpose and intent of the Agreement has been substantially met by both Creek-2 and Glenpool for the Audit Period.

3. The above agreed-upon procedures will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants ("AICPA") and the Government Accountability Office ("GAO").

Finding: The procedures described above were conducted in accordance with attestation standards established by the AICPA and GAO.

We were not engaged to and did not conduct an examination, the objective of which would be the expression of an opinion on the accompanying review of transactions. Accordingly, we do not express such an opinion. Had we performed additional procedures; other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the specified users, as identified above, and is not intended to be and should not be used by anyone other than these specified parties

Elfrink and Associates, PLLC

Elfrink and Associates, PLLC
August 31, 2023



Date: November 6, 2023

To: Honorable Mayor/Chairman and City Council/Trustees

From: Wendy Knight, City Clerk

Re: Reaffirmation of Agreed Upon Procedures Engagement Letter with Elfrink and Associates, PLLC, for FY 2023-2024 Annual Audit of Compliance with Glenpool/Creek II Settlement Agreement of May 2015

Background

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

Essential terms of the Settlement Agreement that are audited include:

- Whether Glenpool has accurately reported all new water customer connections within the "Permissive Area" and paid to Creek-2 the corresponding Meter Connection Fees in the initial amount of \$800 per tap of less than 1-inch and \$1,200 per tap for lines of 1-inch or more diameter, as adjusted annually in accordance with the CPI-U.
- Whether Glenpool has accurately reported all Active Water Connections maintained by Glenpool within the Permissive Area and paid to Creek-2 a monthly Royalty in the initial amount of \$7.75 per month for each such connection, as adjusted annually in accordance with the CPI-U. [This now also includes "Construction Meters."]

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

www.glenpoolonline.com



- Confirm that no Meter Connection Fees and no Royalty payments have been paid to Creek-2 for Glenpool water customers situated in the Released Area, defined as the Glenpool city limits as of March 2, 2012.
- Whether Creek-2 has charged its water customers who choose to connect to the Glenpool sanitary sewer system the applicable sewer rate, based on water usage, and remitted the corresponding amount to Glenpool on a monthly basis (whether or not the customer pays Creek-2 the amount of the bill).

Creek-2 and Glenpool have used the services of Elfrink and Associates, PLLC, (Anne Elfrink) for the past seven fiscal year annual audits. She recently confirmed with both parties that they would like to use her services again. In response she sent the attached engagement letter, representing that she is prepared to do the FY23-24 Annual Audit in accordance with the same agreed-upon procedures used for the last seven fiscal years.

Attached

- Agreed Upon Audit Procedures Engagement Letter for FY 2023-2024

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

Elfrink and Associates, PLLC

Member of the AICPA, OSCP, and GFOA

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Tulsa, Oklahoma 74137

Anne.Elfrink@CPA.com

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

September 8, 2023

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

We are pleased to confirm our understanding of the nature and limitations of the services we are to provide for the City of Glenpool/Glenpool Utility Service Authority ("Glenpool") and Creek County Rural Water District No. 2 ("Creek-2" for the audit period of July 1, 2023 through June 30, 2024 ("Auditable Period").

SCOPE OF SERVICES

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

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

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

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

The specific procedures to be performed are:

With respect to Glenpool's Records

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

With Respect to Creek-2's Records

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

Procedures Applicable to Creek-2 and Glenpool

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

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

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

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

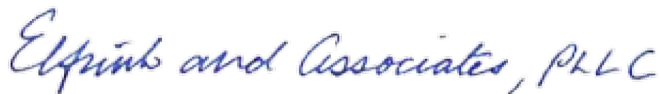
Our fee for these services will be a flat baseline fee of \$11,900 for the audit period covering July 1, 2023 through June 30, 2024 plus \$20 per meter for each active water connection maintained by the City of Glenpool/Glenpool Utility Service Authority in the permissive area and each shared utility customer.

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

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2022 peer review letter accompanies this letter.

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

Very truly yours,

A handwritten signature in blue ink that reads "Elfrink and Associates, PLLC".

Elfrink and Associates, PLLC

AFFIRMATION:

This letter correctly sets forth the understanding of the City of Glenpool/Glenpool Utility Service Authority and Creek County Rural Water District No 2 for the Auditable Period of July 1, 2023 through June 30, 2024.

FOR THE CITY OF GLENPOOL:

By: _____

Title: _____

Date: _____

FOR THE GLENPOOL UTILITY SERVICE AUTHORITY:

By: _____

Title: _____

Date: _____

FOR THE CREEK COUNTY RURAL WATER DISTRICT NO. 2:

By: _____

Title: _____

Date: _____

*Member of the American Institute
of Certified Public Accountants*

*Member of the Oklahoma Society
of Certified Public Accountants*

Steven F. Cundiff
Certified Public Accountant, Inc.
205 West Seventh, Suite 201-A, P.O. Box 187
Stillwater, Oklahoma 74076
(405) 372-4822 FAX (405) 372-4828

Report on the Firm's System of Quality Control

August 10, 2022

To the Owner of Elfrink and Associates, PLLC
And the Peer Review Committee of the OSCPA

We have reviewed the system of quality control for the accounting and auditing practice of Elfrink and Associates, PLLC (the firm) in effect for the year ended May 31, 2022. 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 on 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 and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of 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 on in conformity with the requirements of applicable 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 and compliance with the firm's system of quality control 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.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Elfrink and Associates, PLLC in effect for the year ended May 31, 2022, 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*. Elfrink and Associates, PLLC has received a peer review rating of *pass*.

A handwritten signature in black ink that reads "Steven F. Cundiff, CPA, Inc." The signature is written in a cursive, flowing style.

Steven F. Cundiff, CPA, Inc.

September 22, 2022

Anne Elfrink
Elfrink and Associates, PLLC
3119 E 87th St
Tulsa, OK 74137-2524

Dear Anne Elfrink:

It is my pleasure to notify you that on September 22, 2022, the Oklahoma Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is November 30, 2025. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

Oscpa Peer Review Committee

Peer Review Committee

1-800-522-8261 ext. 3805

cc: Steven Cundiff

Firm Number: 900005220629

Review Number: 593540

RANDALL A. ROSS, CPA
EXECUTIVE DIRECTOR



J. KEVIN STITT
GOVERNOR

**STATE OF OKLAHOMA
OKLAHOMA ACCOUNTANCY BOARD**

October 13, 2022

ELFRINK AND ASSOCIATES, PLLC, #13760
8905 S YALE AVE., SUITE 102
TULSA, OK 74137

RE: 5/31/2022 peer review report

This is to notify you that the Oklahoma Accountancy Board Peer Review Oversight Committee met October 11, 2022 and accepted your firm's PASS peer review report for the year ended 5/31/2022.

Board records reflect your firm is compliant with the peer review requirements as set forth in 10:15-33-4 of the Oklahoma Administrative Code.

Should you have any questions, please do not hesitate to contact me at (405) 522-2443 or joseph.wash@oab.ok.gov.

Respectfully,

Joey Wash
Peer Review Coordinator



MEMORANDUM
November 6th, 2023

To: Honorable Mayor and City Council

From: Jeremy Plane
Chief of Police

Re: Surplus of Police vehicles and equipment

Background:

This item is for Council consideration and action regarding the approval to surplus vehicles and equipment assigned to the police department which is no longer in service or useable. The police department currently has two 2012 Chevrolet Tahoes with miscellaneous equipment. This equipment includes push bars, lighting, and siren control boxes. Both vehicles were replaced in 2023 and are no longer in service. All of the listed equipment is out of date and is no longer useful to the police department.

Under City Code 2-2-6: Sale of Surplus Property, Subsections B.1-3 requires that the City Manager advertise all surplus property, which is defined in Subsection A as, "property of any description with a value of more than one thousand five hundred dollars (\$1,500.00)" and accept sealed bids for said property. Subsection B.4 provides that the "City Council, by motion, may waive the requirement for soliciting competitive bids for the sale of surplus personal property". Previously the department used a company that specializes in buying, repairing, and selling police vehicles and related equipment from and to police departments. As such, the staff is recommending the Council, by motion, vote to waive competitive bidding for these surplus vehicles and miscellaneous equipment.

Staff Recommendation:

Staff recommends approval to surplus the listed vehicles and emergency equipment.

Staff recommends Council, pursuant to City Code 2-2-6.B.4, waive the requirement for soliciting competitive bidding for the sale of the law enforcement vehicles and miscellaneous equipment

Attachments:

- A. Itemized spread sheet listing all equipment.

GLENPOOL POLICE SURPLUS

UNIT#	MAKE	YEAR	MODEL	VIN	MILEAGE	EQUIPMENT	CONDITION
PD137	Chevrolet	2012	Tahoe	1GNSK2E04CR243857	108,000	Emergency lights, Siren, Siren box, Push bar	Motor is good, Frontend needs rebuilt
PD138	Chevrolet	2012	Tahoe	1GNSK2E04CR247424	125,000	Emergency lights, Siren, Siren box, Push bar	Motor is good, Frontend needs rebuilt



To: Honorable Mayor and City Council

From: Julie Casteen, Finance Director

Date: November 6, 2023

Re: FY23-24 City Budget Amendment CITY-05

Background:

Line 1 of the attached budget amendment requests an increase to the General Fund FY23-24 revenue budget for Police Grants and an increase the General Fund FY23-24 expenditure budget in the Police Capital Purchases line item to appropriate a grant received from Walmart for the purchase of a Flock camera.

Lines 2 through 4 of the budget amendment are related to an ODOT TAP grant for the Warrior Road Safe Routes to Schools Sidewalk project. The local match was budgeted in the FY23-24 General Fund budget as Restricted Fund Balance. However, staff recommends a transfer of the Restricted Fund Balance to the Capital Fund, combined with an increase to the Capital Fund FY23-24 revenue budget for ODOT Grants, and an increase in the Capital Fund FY23-24 Capital - Streets & Maintenance budget line item for the total expenditure amount of the project.

Staff Recommendation:

Staff recommends approval of Budget Amendments CITY-05.

Attachments:

Budget Amendment Form CITY-05

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-05
Date Requested: 11/6/2023

	Revenue:					Expense:				
	Fund	Account Number	Acct Name	Increase / (Decrease)	New Budget Amount	Fund	Account Number	Acct Name	Increase / (Decrease)	New Budget Amount
1	01	5-00-5252	Police Grants	\$ 3,750.00	\$ 34,442	01	6-03-6333	Capital Purchases	\$ 3,750.00	\$ 58,750.00
2	01	5-00-5409	Transfer from Fund Balance	\$ 119,920	\$ 3,698,609	01	6-90-6731	TSF to Capital Fund	\$ 119,920.00	\$ 119,920.00
3	03	5-00-5400	Transfer from GF - Other	\$ 119,920	\$ 119,920	03	6-01-6360	Capital - Streets & Maint	\$ 599,600.00	\$ 737,313.00
4	03	5-00-5249	ODOT Grant	\$ 479,680	\$ 479,680					
5										
6										
8										
9										
10										
11										
12										
13										
14										
			Total	\$ 723,270.00				Total	\$ 723,270.00	

Notes:
Line 1: Purchase of Flock Camera with Walmart Grant
Line 2: Transfer Out from General Fund Restricted Fund Balance to Capital Fund
Line 3 and 4: Transfer In to Capital Fund from General Fund Restricted Fund Balance and appropriation for ODOT TAP grant for Warrior Road Safe Routes to School Sidewalk Project

Approved by the City of Glenpool

Mayor

Date



To: Mayor and Council

From: David Agbetunsin, City Engineer

Date: November 6th, 2023

Re: Urban Project Agreement – Transportation Alternatives Program JP No. 38028(04)
Project No. TAP3-8028(004) TP

Background:

The City of Glenpool (“the City”) applied for Transportation Alternatives Program (TAP) funds in December 2022 for sidewalk improvements within the City. The City has been selected to receive TAP grant to fund a sidewalk improvement project in Glenpool on Warrior Road from 146th street to 141st street. The State Job Piece Number is 38028(04) and project number is TAP3-8028(004) TP. The total estimated project cost is \$599,600. The City would provide a match fund of \$119,920.00, being 20% of the total project cost. The City’s match fund would be funded from the City Capital Fund balance GL 03-6-01-6360.

Please find attached the Urban Project Agreement, Resolution No. 2022010, and Project location map. The attached Urban Project Agreement between the City of Glenpool and the Department of Transportation of the State of Oklahoma is for Council consideration and approval.

Staff Recommendation:

Staff recommends the approval of the agreement between the City of Glenpool and the Department of Transportation of the State of Oklahoma for the TAP Project State Job Number 38028(04) with a City match fund of \$119,920.00 to be paid out of the city’s Capital Fund account.

Attachments:

- Urban Project Agreement – TAP JP No. 38028(04)
- Resolution 2022010 City Council
- Project Location Map

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

**STATE OF OKLAHOMA
DEPARTMENT OF TRANSPORTATION
PROJECT MAINTENANCE, FINANCING, AND RIGHT-OF-WAY AGREEMENT**

GLENPOOL: SIDEWALK ON WARRIOR ROAD FROM 146TH STREET TO 141ST
STREET

Project No.: TAP3-8028(004)TP

State Job No.: 38028(04)

This Agreement, made the day and year last written below, by and between the City of **GLENPOOL**, hereinafter referred to as the Sponsor, and the Department of Transportation of the State of Oklahoma, hereinafter referred to as the Department, for the following intents and purposes and subject to the following terms and conditions, to wit:

WITNESSETH

WHEREAS, The Sponsor requested that certain street improvements be approved by the Oklahoma Transportation Commission, as were previously programmed by the Sponsor and described as follows:

Project Type	Div.	County	JP No	Project No.	Work Type	Description
Enhancement	01	Tulsa	38028(04)	TAP3-8028(004)TP	TAP	GLENPOOL: SIDEWALK ON WARRIOR ROAD FROM 146TH STREET TO 141ST STREET

WHEREAS, the Department is charged under the laws of the State of Oklahoma with construction and maintenance of State Highways; and,

WHEREAS, the Department is, by terms of agreements with the Federal Highway Administration, responsible for the management and construction of certain federally funded projects within the corporate limits of cities within the State of Oklahoma; and,

WHEREAS, the Sponsor has been identified as the beneficiary and sub-recipient of such federally funded project; and,

WHEREAS, receipt of the benefits of this project will require that the Sponsor assume certain financial responsibilities; and,

WHEREAS, the Sponsor is a municipal corporation created and existing under the constitution and laws of the State of Oklahoma; and

WHEREAS, the laws and constitution of the State of Oklahoma impose financial restrictions on the Sponsor and its ability to ensure financial obligations; and,

WHEREAS, the Parties hereto recognize those financial limitations and agree that the financial obligations assumed by the Sponsor, by the terms of this Agreement, are enforceable only to the extent as may be allowed by law or as may be determined by a court of competent jurisdiction; and,

WHEREAS, it is understood that, by virtue of the Article 10, Section 26 of the Oklahoma Constitution, the payment of Sponsor funds in the future will be limited to appropriations and available funds in the then current Sponsor fiscal year.

NOW, THEREFORE: the Department and the Sponsor, in consideration of the mutual covenants and stipulations as set forth herein, do mutually promise and agree as follows:

SECTION 1: PROJECT AGREEMENT

1.1 If applicable, the Department will recommend approval of the project by the Federal Highway Administration.

1.2 The Sponsor agrees to comply with Title VI of the Civil Rights Act of 1964, 78 Stat. § 252, 42 U.S.C. § 2000d et seq., and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Part 21 - "Nondiscrimination in federally assisted programs of the Department of Transportation - effectuation of Title VI of the Civil Rights Act 1964".

1.3 The DEPARTMENT and SPONSOR mutually recognize that each party is a governmental entity subject to the provisions of the Governmental Tort Claims Act (51 O.S. § 151 et seq.). The DEPARTMENT and SPONSOR hereby mutually agree that each is and may be held severally liable for any and all claims, demands, and suits in law or equity, of any nature whatsoever, paying for damages or otherwise, arising from any negligent act or omission of any of their respective employees, agents or contractors which may occur during the prosecution or performance of this Agreement to the extent provided in the Governmental Tort Claims Act. Each party agrees to severally bear all costs of investigation and defense of claims arising under the Governmental Tort Claims Act and any judgments which may be rendered in such cause to the limits provided by law. Nothing in this section shall be interpreted or construed to waive any legal defense which may be available to a party or any exemption, limitation or exception which may be provided by the Governmental Tort Claims Act.

1.4 The Sponsor understands that should it fail to fulfill its responsibilities under this Agreement, such a failure will disqualify the Sponsor from future Federal-aid funding participation on any proposed project. Federal-aid funds are to be withheld until such a time as an engineering staff, satisfactory to the Department has been properly established and functioning, the deficiencies in regulations have been corrected or the improvements to be constructed under this Agreement are brought to a satisfactory condition of maintenance.

SECTION 2: ENGINEERING RESPONSIBILITIES

2.1 The Sponsor shall provide professional engineering services for the development of the Plans, Specifications and Estimates (PS&E) for this project. Design engineering for this project will be performed under the supervision of the Sponsor. Sponsor warrants to the Department that they will review the plans and will certify that the plans are acceptable to the Sponsor and are in full compliance with current standards and specifications.

2.2 Progress payments will be made to the consultant by the DEPARTMENT upon receipt of a properly executed claim form, approved by the SPONSOR, accompanied by suitable evidence of the completion of the work claimed, as detailed in the engineering contract.

2.3 The Department and Sponsor mutually recognize that each party is a governmental entity subject to the provisions of the Governmental Tort Claims Act (51 O.S. § 151 et seq.). The Department and Sponsor hereby mutually agree that each is and may be held severally liable for any and all claims, demands, and suits in law or equity, of any nature whatsoever, paying for damages or otherwise, arising from any negligent act or omission of any of their respective employees, agents or officers which may occur during the prosecution or performance of this Agreement to the extent provided in the Governmental Tort Claims Act. Each party agrees to severally bear all costs of investigation and defense of claims arising under the Governmental Tort Claims Act and any judgments which may be rendered in such cause to the limits provided by law. Nothing in this section shall be interpreted or construed to waive any legal defense which may be available to a party or any exemption, limitation or exception which may be provided by the Governmental Tort Claims Act.

2.4 The Sponsor agrees to the location of the subject project and agrees to adopt the final plans for said project as the official plans of the Sponsor for the streets, boulevards, arterial highways and/or other improvements contained therein; and further, the Sponsor affirmatively states that it has or shall fully and completely examine the

plans and shall hereby warrant to the Department, the Sponsor's complete satisfaction with these plans and the fitness of the plans to construct aforesaid project.

2.5 The Sponsor certifies that the project design plans shall comply, and the project when completed will comply, with the requirements of the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. §§ 12101 – 12213), 49 CFR Parts 27, 37 and 38 and 28 CFR parts 35 and 36. The Sponsor shall be exclusively responsible for integrated ADA compliance planning for all Sponsor streets, sidewalks and other facilities provided for public administration, use and accommodation, which is required of recipients and sub-recipients by 49 CFR § 27.11. State highways continued through corporate limits of the Sponsor shall be included in the Sponsor's comprehensive compliance plans.

2.6 To the extent permitted by law, all data prepared under this Agreement shall be made available to the Department without restriction or limitation on their further use, with exception of any documents or information that would be considered attorney/client privileged by the Sponsor.

2.7 The Department will conduct the environmental studies and prepare the National Environmental Protection Act documents as required for federally funded projects.

2.8 The Department will forward the environmental documents to FHWA for approval if applicable.

SECTION 3: LAND ACQUISITION AND UTILITY RELOCATION

3.1 The Sponsor warrants to the Department that, they have or will acquire all land, property, or rights-of-way needed for complete implementation of said project, free and clear of all obstructions and encumbrances and in full accordance with the Department's guidelines for Right-of-Way Acquisition on Federal-Aid Projects, the Uniform Relocation Act, the National Environmental Protection Act and all other applicable local, state and federal regulations.

3.2 The Sponsor shall be responsible for ensuring all proper tax documentation is filed and issued to recipients of funds paid on behalf of the Sponsor for Right-of-Way acquisition for this project.

3.3 The Sponsor warrants to the Department that it is knowledgeable of and will comply with the provisions of 42 U.S.C.A., Section 4601-4655 and 23 U.S.C.A., Section 323 (as amended) and 49 C.F.R. Part 24 in the acquisition of all right-of-way and the relocation of any displacees.

3.4 The Sponsor shall remove, at its own expense, or cause the removal of, all encroachments on existing streets as shown on said plans, including all buildings, porches, fences, gasoline pumps, islands, and tanks, and any other such private installations and shall further remove or remediate any existing environmental contamination of soil and water from any source, known or unknown.

3.5 If the acquisition of right-of-way for this project causes the displacement of any person, business or non-profit organization, the Sponsor warrants it will provide and be responsible for the Relocation Assistance Program and all costs associated with the Relocation Assistance Program. The Department, upon request, will provide a list of service providers who have been prequalified to administer the Relocation Assistance Program. The Sponsor agrees to employ a service provider from the prequalified list provided by the Department. Prior to any relocation assistance payments to the Sponsor, all files with parcels requiring relocation assistance shall be submitted to the Department for audit and compliance review. The Sponsor shall notify the Department within seven (7) days of the date of an offer to acquire being provided to a property owner(s) on any parcel which will require relocation assistance. Written notifications regarding service providers, in-house personnel, appeals, offers to acquire or other related correspondence shall be properly addressed and remitted as follows:

Oklahoma Department of Transportation
Local Government Division
200 N.E. 21st Street
Oklahoma City, Oklahoma 73105-3204

3.6 The Sponsor warrants that any procurement, using federal funds, of property, goods or professional and personal services required for this project will be acquired by the Sponsor in compliance with the federal procurement Regulations at 40 USC 1101- 1104 (Brooks Act) and the Regulations for Administration of Engineering and Design Related Service Contracts at 23 C.F.R. Part 172, as well as provisions of State purchasing laws applicable to the Sponsor.

3.7 The Sponsor will certify to the Department prior to establishing a letting date that all existing utility facilities (if any) have been properly adjusted in full accordance with the Department's Right-of-Way and Utilities Division policies and procedures to accommodate the construction of said project; and will be solely responsible for payment of any and all contractor expenses, claims, suits and/or judgments directly resultant from any actual utility relocation delays.

3.8 The Sponsor shall have the authority pursuant to 69 O.S. § 1001 and 69 O.S. § 1004 to sell any lands, or interest therein, which were acquired for highway purposes as long as such sale is conducted in accordance with the above cited statutes.

3.9 The Sponsor agrees that if any property acquired utilizing Federal funding is disposed of or is no longer used in the public interest the Sponsor shall reimburse the Department at the current fair market value.

3.10 The Sponsor agrees to;

- Transmit copies of the instruments, including all deeds and easements, to the Department prior to the advertisement of bids for construction.
- Comply with the provisions of 42 U.S.C.A. § 4601-4655 and 23 U.S.C.A. § 323 (as amended) and, further comply with 49 C.F.R. Part 24 in the acquisition of all necessary right-of-way and relocation of all displacees.
- Convey title to the State of Oklahoma on all tracts of land acquired in the name of the Sponsor if the project is located on the State Highway System.

SECTION 4: FUNDING SUMMARY

4.1 The Department and the Sponsor agree that the project will be financed at a **not- to-exceed**, TAP total estimated cost of **\$599,600.00**, as described below:

FUNDING SOURCE =>			TAP		Sponsor	
STATE JOB PIECE NO.	DESCRIPTION	TOTAL ESTIMATED COST	SHARE (%)	AMOUNT	SHARE (%)	AMOUNT
38028(04)	Construction - (With 6% Inspection)	\$599,600.00	80 up to a limit of	\$479,680.00	Remainder	\$119,920.00
Total		\$599,600.00	Total=>	\$479,680.00	Total=>	\$119,920.00

4.2 Furthermore, the Department and the Sponsor agree that actual TAP costs incurred by project phases **JP 38028(04)** may exceed initial estimates. Costs between these project phases will be administratively adjusted based on actual cost of each phase, within the total cost of this Agreement, without formal supplemental Agreement, in so far as the total project agreement is not exceeded.

4.3 It is understood by the Sponsor and the Department that the funding participation stipulated herein may be altered due to bid prices, actual construction supervision costs and non-participating costs incurred during construction. The Sponsor will be responsible for payment of any estimated local funding prior to advertising the project for bid. Upon final acceptance of this project, the total project cost will be determined, and the final amount of local funds (if any) will be determined by the Department's Comptroller per the terms of this Agreement. A refund will then be made by the Department to the Sponsor or additional funding will be requested. The Sponsor agrees to make arrangements for payment of any Department invoice within 45 days of receipt.

SECTION 5: CONSTRUCTION RESPONSIBILITIES

5.1 The Sponsor agrees to comply with all applicable laws and regulations necessary to meet the Oklahoma Department of Environmental Quality (ODEQ) requirements for pollution prevention including discharges from storm water runoff during the planning and design of this project. Further, the Sponsor agrees and stipulates as stated in the ODEQ's *General Permit OKR10*, dated September 13, 2017 or latest revision, to secure a storm water permit with the ODEQ for utility relocations, when required. It is also agreed that the storm water management plan for the project previously described in the document includes project plans and specifications, required schedules for accomplishing the temporary and permanent erosion control work, the site specific storm water pollution prevention plan and the appropriate location map contained in the utility relocation plans.

5.2 The Sponsor's responsibility for environmental cleanup will be a continuing responsibility to remediate any and all known and unknown environmental damage throughout the duration of this agreement with the Department in compliance with State and federal regulations.

5.3 The roadway improvements and all devices specified herein shall not be altered, removed, or cease to be operative without mutual written consent of the Department and the Sponsor.

5.4 Upon approval of this agreement and the plans, specifications, and estimates by the Sponsor, the Department, and the Federal Highway Administration (if applicable), the Department will advertise and let the construction contract for this project in the usual and customary legal manner. It is agreed that the projects herein contemplated are proposed to be financed as previously described, and that this Agreement, all plans, specifications, estimate of costs, acceptance of work, payments, and procedure in general hereunder are subject in all things at all times to all local, state and federal laws, regulations, orders, approvals as may be applicable hereto.

5.5 The Department shall provide a copy of the executed construction contract to the Sponsor, upon receipt of a written request.

5.6 The Department will notify the Sponsor of pre-bid dates, bid opening dates, and Transportation Commission award dates in writing upon receipt of a written request.

5.7 The Sponsor agrees that prior to the Department's advertising of the project for bids (as to that part of the project lying within the present corporate limits) it will:

- Grant to the Department and its contractors, the right-of-entry to all existing streets, alleys, and Sponsor owned property when required, and other rights-of-way shown on said plans.
- Remove at its own expense, or cause the removal of, all encroachments on existing streets as shown on said plans, including all signs, buildings, porches, awnings, porticos, fences, gasoline pumps and islands, and any other such private installations.
- Prohibit parking on that portion of the project within the corporate limits of the Sponsor, except as may be indicated in the plans or hereafter approved by agreement with the Department. The Sponsor further agrees not to install, or permit to be installed, any signs, signals or markings not in conformance with the standards approved by the Federal Highway Administration and Manual on Uniform Traffic Control Devices (MUTCD).
- Comply with the Department's standards for construction of driveway entrances from private property to the highway, in accordance with the Department's manual entitled "Policy on Driveway Regulation for Oklahoma Highways", Rev. 5/96, 69 O.S. (2001) § 1210.
- Maintain all right-of-way acquired for the construction of this project, as shown on said plans, in a manner consistent with applicable statutes, codes, ordinances and regulations of the Department and the State of Oklahoma.
- Have the authority pursuant to 69 O.S. 2001 § 1001 and 69 O.S. 2001 § 1004 to sell any lands, or interest therein, which were acquired for highway purposes as long as such sale is conducted in accordance with the above cited statutes. Prior written approval by the Chief, Right-of-Way Division for the Department shall be required before any sale is made.

5.8 The Sponsor further agrees and warrants to the Department that, subsequent to the construction of said project, the Sponsor will:

- 1) Erect, maintain and operate traffic control devices, including signals, signs and pavement markings only in accordance with 47 O.S. 2011 §§ 15-104- 15-106, and subject to agreement of the Department:
 - a) In the event that any traffic signal installed hereunder is no longer needed for the purposes designated herein, then the traffic signal installed hereunder shall not be moved by the Sponsor to any other point other than that which is approved by the Department prior to such removal.
 - b) In the event there is no mutually agreed location for the reinstallation, the Sponsor will assume complete ownership of the equipment following removal, if the installation is ten (10) years old or older. If the installation is less than ten (10) years old and:
 - 1) In the event the Sponsor desires total ownership of the equipment, the Sponsor shall reimburse the Department the original federal funding percentage share for the original equipment cost only, amortized for a ten(10) year service life, interest ignored, and assuming straight line depreciation.
 - 2) In the event the Sponsor does not desire total ownership of the equipment, the Sponsor shall sell the equipment at public auction to the highest bidder. The Sponsor shall reimburse the Department the original federal funding percentage share of the proceeds of such sale.
- 2) Subject to agreement with the Department, regulate and control traffic on said project, including but not limited to, the speed of vehicles, parking, stopping and turns only in accordance with 47 O.S. 2011 §§ 15-104- 15-106, and to make no changes in the provisions thereof without the approval of the Department. It shall be the responsibility of the Sponsor to notify the Department of any changes necessary to ensure safety to the traveling public.
- 3) Maintain all drainage systems and facilities constructed, installed, modified or repaired in conjunction with this project or as may be otherwise necessary to ensure proper drainage for road surfaces constructed under the terms of this agreement.

- 4) Maintain all curbs and driveways abutting road surfaces constructed under the terms of this Agreement and all sidewalks adjacent thereto.
 - 5) Maintain all right-of-way areas adjacent to road surfaces, including erosion control and periodic mowing of vegetation, in a manner consistent with applicable codes, ordinances and regulations.
 - 6) For any portion of the project encompassed under this Agreement that is part of the State Highway System, the Sponsor shall maintain all that part of said project within the corporate limits of the Sponsor between the gutter lines and the right-of-way lines, and if no gutter exists, between the shoulder lines and the right-of-way lines, including storm sewers, all underground facilities, curbs and mowing, all in accordance with 69 O.S. Supp. 1994 §901 and all other applicable law.
 - 7) On limited access highways where county roads or city streets extend over or under the highway or public roads are constructed on state rights-of-way but there is no immediate ingress and egress from the highway, responsibility shall be as follows:
 - a. The public roads as defined in OAC 730:35-1-2 shall be maintained by the city or county and shall be included in their roadway mileage inventory.
 - b. Where county roads or city streets extend over the highway, the roadway, approaches and bridge surfaces, including the deck, shall be maintained by the city or county. The approach guardrail, bridge structure, and highest clearance posting on the structure shall be maintained by the Department.
 - c. Where county roads or city streets extend under the highway, the roadway approaches and advance signing shall be maintained by the city or county. The Department shall maintain the approach guardrail, bridge structure and surface, and the height clearance posting on the structure.
- 5.9 The Sponsor further agrees and warrants to the Department concerning any sign and highway facility lighting included as part of this project:
- 1) The Sponsor will, upon notice from the Department Engineer, provide at its own expense all required electrical energy necessary for all preliminary and operational tests of the highway lighting facilities.

- 2) Upon completion of the construction of said project, the Sponsor will be responsible for the maintenance and cost of operation of these highway lighting facilities, including all appurtenances thereto and including the sign lighting facilities.
- 3) It is specifically understood and agreed that the highway lighting and sign lighting facilities specified hereunder shall be continuously operated during the hours of darkness, between sunset and sunrise, and shall not be altered, removed or be allowed to cease operation without the mutual written consent of the Department and the Sponsor.
- 4) The Sponsor agrees to provide, on a periodic schedule, an inspection, cleaning and re-lamping maintenance program to assure the maximum efficiency of the highway lighting facilities.
- 5) In the event that the highway lighting facilities installed hereunder are no longer needed for the purposes designated herein, then the highway lighting facilities installed hereunder shall not be moved by the Sponsor to any point other than which is approved by the Department prior to such removal.
- 6) In the event there is no mutually agreed location for reinstallation, the Sponsor will assume complete ownership of the equipment following removal if the installation is twenty (20) years old or older. If the installation is less than twenty years old and:
 - a) In the event the Sponsor desires total ownership of the equipment, the Sponsor shall reimburse the Department the original federal funding percentage share of the original equipment costs only, amortized for a twenty (20) year service life, interest ignored, and assuming straight line depreciation.
 - b) In the event the Sponsor does not desire total ownership of the equipment, the Sponsor shall sell the equipment at public auction to the highest bidder. The Sponsor shall reimburse the Department the original federal funding percentage share of the proceeds of such sale.

5.10 The Department will appoint competent supervision and inspection of the construction work performed by the construction contractor and will provide such engineering, inspection and testing services as may be required to ensure that the construction of the project is accomplished in accordance with the approved Plans,

Specifications and Estimates. The Department reserves the right to make such changes in said plans as may be necessary for the proper construction of said project.

- 1) The Sponsor agrees to provide such competent supervision as the Sponsor deems necessary during times that the work is in progress to ensure the completion of the project to the Sponsor's satisfaction and the Sponsor's representatives and the Department's representatives will cooperate fully to the end of obtaining work strictly in accordance with the plans and specifications.
- 2) The Sponsor will make ample provisions annually for the proper maintenance of said project, including the provision of competent personnel and adequate equipment, specifically, to provide all required maintenance of the project during the critical period immediately following construction and to keep the facility in good and safe condition for the benefit of the traveling public.
- 3) The Sponsor warrants to the Department that it will periodically review the adequacy of the aforesaid project to ensure the safety of the traveling public and should the Sponsor determine that further modifications or improvements be required, the Sponsor shall take such actions as are necessary to make such modifications or improvement. When operation modifications are required which in the opinion of the Department exceed the capability of the Sponsor's staff, the Sponsor agrees to retain, at the sole expense of the Sponsor, competent personnel for the purpose of bringing the improvement up to the proper standard of operation.
- 4) The Sponsor warrants and agrees that upon completion of the aforesaid project, the Sponsor assumes any and all financial obligations for the operation, use, and maintenance of the aforesaid project.

SECTION 6: NON-DISCRIMINATION CLAUSE

1. During the performance of this agreement, the Sponsor, for itself, its assignees and successors in interest, agrees as follows:

- 1) **Compliance with Regulations:**

- The Sponsor shall comply with the regulations relative to nondiscrimination in federally-assisted programs of the Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this agreement.

2) **Nondiscrimination:**

The Sponsor, with regard to the work performed by it during the agreement, shall not discriminate on the grounds of race, color, sex, age, national origin, disability/handicap, or income status, in the selection and retention of contractors or subcontractors, including procurements of materials and leases of equipment. The Sponsor shall not participate either directly or indirectly, in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in appendix B of the Regulations.

3) **Solicitations for Subcontracts, Including Procurement of Materials and Equipment:**

In all solicitations, either by competitive bidding or negotiation, made by the Sponsor for work to be performed under a contract or subcontract, including procurements of materials or leases of equipment, each potential contractor or subcontractor or supplier shall be notified by the Sponsor of the Sponsor's obligations under this agreement and the Regulations relative to nondiscrimination on the grounds of race, color, sex, age, national origin, disability/handicap, or income status.

4) **Information and Reports:**

The Sponsor shall provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information and its facilities as may be determined by the State Department of Transportation or the Federal Highway Administration to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of a Sponsor is in the exclusive possession of another who fails or refuses to furnish this information, the Sponsor shall so certify to the State Department of Transportation, or the Federal Highway Administration, as appropriate, and shall set forth what efforts it has made to obtain the information.

5) **Sanctions for Noncompliance:**

In the event of the Sponsor's noncompliance with the nondiscrimination provisions of this agreement, the State Department of Transportation shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including but not limited to:

- a. Withholding of payments to the Sponsor under the agreement until the Sponsor complies and/or
- b. Cancellation, termination, or suspension of the agreement in whole or in part.

6) **Incorporation of Provisions:**

The Sponsor shall include the provisions of sub paragraphs 1) through 5) in every contract or subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The Sponsor shall take such action with respect to any contract or subcontract or procurement as the State Department of Transportation or the Federal Highway Administration may direct as a means of enforcing such provisions, including sanctions for noncompliance provided, however, that in the event a Sponsor becomes involved in, or is threatened with, litigation by a subcontractor or supplier as a result of such direction, the Sponsor may request the State Department of Transportation to enter into such litigation to protect the interests of the State; and, in addition, the Sponsor may request the United States to enter into such litigation to protect the interests of the United States.

SECTION 7: TERMINATION

7.1 This Agreement may be terminated by any of the following conditions:

- a) By mutual agreement and consent, in writing of both parties.
- b) By the Department by written notice to the Sponsor as a consequence of failure by the Sponsor to perform the services set forth herein in a satisfactory manner.
- c) By either party, upon the failure of the other party to fulfill its obligations as set forth herein.
- d) By the Department for reasons of its own and not subject to the mutual consent of the Sponsor upon five (5) days written notice to the Sponsor.
- e) By satisfactory completion of all services and obligations described herein.

7.2 The termination of this Agreement shall extinguish all rights, duties, obligations and liabilities of the Department and the Sponsor under this agreement. If the potential termination of this Agreement is due to the failure of either the Department or the Sponsor to fulfill their obligation as set forth herein, the non-breaching party will notify the party alleged to be in breach that possible breach of agreement has occurred. The party alleged to be in breach should make a good faith effort to remedy that breach as outlined by non-breaching party within a period mutually agreed by each party in writing.

SECTION 8: GOVERNING LAW AND VENUE

- 8.1 Any claims, disputes or litigation relating to the solicitation, execution, interpretation, performance, or enforcement of this Agreement shall be governed by the laws of the State of Oklahoma and the applicable rules, regulations, policies and procedures of the Oklahoma Transportation Commission. Venue for any action, claim, dispute or litigation, mediation or arbitration shall be in Oklahoma County, Oklahoma.

SECTION 9: DISPUTE RESOLUTION

- 9.1 The parties hereto have entered into this agreement in the State of Oklahoma and the laws of the State of Oklahoma shall apply. The parties agree to bargain in good faith in direct negotiation to achieve resolutions of any dispute and, if such efforts are unsuccessful, to retain a neutral mediation service to mediate the dispute prior to the filing of any court action. Mediation shall be conducted in the Oklahoma City area and the costs of such mediation shall be borne equally by the parties. If mediation is not successful, venue for any action brought to enforce the terms of this agreement shall be in Oklahoma County, State of Oklahoma. Each party shall bear any cost and attorney fees incurred by the party in such litigation.

SECTION 10: PRIOR UNDERSTANDINGS

- 10.1 This agreement incorporates and reduces to writing all prior understandings, promises, agreements, commitments, covenants or conditions and constitutes the full and complete understanding and contractual relationship of the parties.

SECTION 11: AMENDMENTS OR MODIFICATIONS OF AGREEMENT

- 11.1 No changes, revisions, amendments or alterations in the manner, scope of type of work or compensation to be paid by the DEPARTMENT shall be effective unless reduced to writing and executed by the parties with the same formalities as are observed in the execution of this Agreement.

SECTION 12: RECORDS

12.1 The Sponsor is to maintain all books, documents, papers, accounting records and other evidence pertaining to costs incurred and to make such materials available at its respective offices at all reasonable times, during the agreement period and for three (3) years from the date of final payment under the agreement for inspection by the DEPARTMENT and the State Auditor and Inspector, and copies thereof shall be furnished to the DEPARTMENT, if requested.

SECTION 13: HEADINGS

13.1 Article headings used in this Agreement are inserted for convenience of reference only and shall not be deemed a part of this agreement for any purpose.

SECTION 14: BINDING EFFECTS

14.1 This Agreement shall be binding upon and inure to the benefit of the ODOT and the Sponsor and shall be binding upon their successors and assigns subject to the limitations of Oklahoma law.

SECTION 15: SEVERABILITY

15.1 If any provision, clause or paragraph of this Agreement or any document incorporated by reference shall be determined invalid by a court of competent jurisdiction, such determination shall not affect the other provisions, clauses or paragraphs of this Agreement which are not affected by the determination. The provisions, clauses or paragraphs of this Agreement and any documents incorporated by reference are declared severable.

SECTION 16: EFFECTIVE DATE

16.1 This Agreement shall become effective on the date of execution by the Department's Director or his designee.

IN WITNESS WHEREOF, the Director of the Department of Transportation, pursuant to authority vested in him by the State Transportation Commission, has hereunto subscribed his name as Director of the Department of Transportation and the Sponsor has executed same pursuant to authority prescribed by law for the Sponsor.

The Sponsor, _____ on this ____ of _____, 20_____, and the Department on the _____ day of _____, 20_____.

THE CITY OF GLENPOOL

APPROVED AS TO FORM
AND LEGALITY

By _____
City Attorney

By _____
Mayor

By _____
Attest: City Clerk

(SEAL): Approved – THE CITY OF GLENPOOL

STATE OF OKLAHOMA
DEPARTMENT OF TRANSPORTATION

Recommended for Approval

Local Government Division Engineer Date

Director of Project Delivery Date

APPROVED AS TO FORM
AND LEGALITY

APPROVED

General Counsel Date

Deputy Director Date

RESOLUTION 2022010 CITY COUNCIL

**RESOLUTION OF PROJECT SPONSORSHIP
FOR A
TRANSPORTATION ALTERNATIVES PROGRAM APPLICATION
AND
MAINTENANCE COMMITMENT**

A RESOLUTION DECLARING THE ELIGIBILITY OF THE CITY OF GLENPOOL TO SUBMIT AN APPLICATION TO THE OKLAHOMA DEPARTMENT OF TRANSPORTATION FOR USE OF TRANSPORTATION ALTERNATIVES PROGRAM FUNDS SET FORTH BY IIJA FOR THE WARRIOR ROAD SAFE ROUTE TO SCHOOL PROJECT IN THE CITY OF GLENPOOL AND AUTHORIZING THE MAYOR OF THE CITY OF GLENPOOL TO SIGN THIS APPLICATION.

Whereas, the City of Glenpool, Oklahoma, is submitting an application to the Oklahoma Department of Transportation for transportation alternatives program funds in the amount of \$599,600.00 set forth by MAP-21 and as outlined in ODOT's transportation alternatives program guidance & application packet for 2017 and 2018; and

Whereas, the City of Glenpool, Oklahoma, is participating as an eligible project sponsor in the Oklahoma Department of Transportation's transportation alternatives program set forth by IIJA; and

Whereas, federal monies are available under a transportation alternatives program set forth by IIJA, administered by the state of Oklahoma, Department of Transportation, for the purpose of creating and promoting the planning and development of active transportation facilities and programs in Oklahoma; and

Whereas, the City of Glenpool, Oklahoma, acknowledges availability of the required local match of no less than 20%; and,

Whereas, after appropriate public input and due consideration, the governing body of City of Glenpool, Oklahoma, has recommended that an application be submitted to the state of Oklahoma for the Warrior Road Safe Route to School Project (the Project).

Now, therefore, be it resolved by the governing body of the City of Glenpool, Oklahoma:

Section 1. That the City of Glenpool, Oklahoma, does hereby authorize the Indian Nations Council of Governments (INCOG) to submit an application to the Oklahoma Department of Transportation for transportation alternatives program funds set forth by IIJA on behalf of the citizens of City of Glenpool, Oklahoma.

Section 2. That the City of Glenpool, Oklahoma, hereby assures the Oklahoma Department of Transportation that sufficient funding for the Project is available.

Section 3. That the City of Glenpool, Oklahoma, hereby assures the Oklahoma Department of Transportation that sufficient funding for the operation and maintenance of the Project will be available for the life of the project.

Section 4. That the City of Glenpool, Oklahoma, hereby assures the Oklahoma Department of Transportation that the City of Glenpool, Oklahoma, will have title or permanent easement to the Project by the time of project letting, if necessary.

Section 5. That the chief project sponsor of City of Glenpool, Oklahoma, is authorized to sign the application to the Oklahoma Department of Transportation for transportation alternatives program funds set forth by IIJA on behalf of the citizens of City of Glenpool, Oklahoma. The chief project sponsor is also authorized to submit additional information as may be required and act as the official representative of the City of Glenpool in this and subsequent related activities.

Adopted and passed by the governing body of the City of Glenpool, Oklahoma, this 5th of December, 2022.

Chief Project Sponsor: Yoyce G. Calvert (print)

Yoyce G. Calvert (sign)

ATTEST: <Seal>



WARRIOR ROAD SAFE ROUTE TO SCHOOL PROJECT

