



**NOTICE
GLENPOOL CITY COUNCIL
SPECIAL MEETING**

A Special Session of the Glenpool City Council will be held at 6:00 p.m. on June 24, 2024, at Glenpool City Hall, City Council Chambers, 12205 S. Yukon Ave., 3rd Floor, Glenpool, Oklahoma.

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

Join Zoom Meeting

<https://us02web.zoom.us/j/89753555435?pwd=QzdFVjA1b0lKa1lSUFIKbUNrUUxtdz09>

Meeting ID: 897 5355 5435

Passcode: 974088

One tap mobile

+13462487799, US (Houston)

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Meeting ID: 897 5355 5435

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Find your local number: <https://us02web.zoom.us/j/89753555435?pwd=QzdFVjA1b0lKa1lSUFIKbUNrUUxtdz09>

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: lasmith@cityofglenpool.com **PRIOR TO 6:00 PM JUNE 24, 2024.**

AGENDA

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- A) **Call to Order - Joyce G. Calvert, Mayor**
- B) **Roll Call, Declaration of Quorum – Lesli Smith, City Clerk; Joyce G. Calvert, Mayor**
- C) **Invocation –**
- D) **Pledge of Allegiance – Joyce G. Calvert, Mayor**
- E) **Public Comments**
- F) **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) Approval of the Minutes from June 17, 2024, meeting.

[CITY COUNCIL MEETING Minutes 6-17-2024 pgs](#)

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

H) **Scheduled Business**

- 1) Discussion and possible action to enter into Executive Session for the purposes of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of David Tillotson, an individual salaried employee, in accordance with 25 O.S. § 307.B.1. (Open Meeting Act)
(Joyce G. Calvert, Mayor)
- 2) Discussion and possible action to reconvene in Regular Session.
(Joyce G. Calvert, Mayor)
- 3) Discussion and possible action to approve, modify or deny the Amended and Restated City Manager Employment Contract.
(Mayor Calvert)
- 4) Discussion and possible action to approve, modify or deny Budget Amendment CITY-19 for FY23-24, increasing the General Fund revenue account and increasing multiple General Fund expenditure accounts to encumber funds contemplated and approved by the Amended and Restated City Manager Employment Contract. 7 - 8
(David Tillotson, City Manager)
[Staff Report - Budget Amendment.City19.FYE24](#)
- 5) Discussion and possible action to approve, modify or deny Budget Amendment CITY-01 for FY24-25, increasing the General Fund Revenue Account and multiple General Fund expenditure accounts to encumber funds contemplated and approved by the Amended and Restate City Manager Employment Contract. 9 - 10
(David Tillotson, City Manager)
[Staff Report - Budget Amendment.City01.FYE25](#)

I) **Adjournment**

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on June 20, 2024, at 2:30 pm.

Signed: Lesli Smith

City Clerk



MINUTES
City Council Regular Meeting
Monday, June 17, 2024 Council Chambers 6:00 PM

COUNCIL PRESENT: Joyce Calvert
Brandon Kearns
Chris Brobst
Jacqueline Triplett-Lund

COUNCIL ABSENT: Tim Fox

STAFF PRESENT: David Tillotson
Susan White
Lesli Smith
David Agbetunsin
Lea Ann Reed
Jeremy Plane
Joshua Brannon
Paul Newton
Jesse Hale

STAFF ABSENT:

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- A) Call to Order - Joyce G. Calvert, Mayor**
Mayor Calvert called the meeting to order at 6:01 p.m.
- B) Roll Call, Declaration of Quorum – Lesli Smith, City Clerk; Joyce G. Calvert, Mayor**
Lesli Smith called the roll; Mayor Calvert declared a quorum present.
Scott Major Attorney, of Rosenstein, Fist & Ringold was also in attendance.
- C) Invocation –**
Invocation was led by Susan White, Assistant City Manager.
- D) Pledge of Allegiance – Joyce G. Calvert, Mayor**
- E) Management Report**
City Manager Tillotson, wanted to acknowledge that the HR Director was out this week after suffering a loss in her family and that he and the staff wanted to extend condolences. He then went on to congratulate Mayor Calvert on being elected VP at the recent Conference of Mayors.

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F) Mayor Report – Joyce G. Calvert, Mayor

Mayor Calvert said she had a great time at the outstanding summer Conference of Mayors in Weatherford this past week. She stated that everyone who contributed to putting on that event went above and beyond to bring an outstanding conference to all attendees.

G) Council Comments

Councilor Lund wanted to formally extend well wishes to all the families from Liberty Mounds Public Schools who were affected by the accident in Savannah GA.

Councilor Brobst wanted to remind the public that tomorrow is a voting day and encouraged all to go out and vote.

H) Public Comments

There were no public comments.

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

- | | | |
|----|---|-----------|
| 1) | Approval of the Minutes from June 3, 2024, meeting.
City Council Regular Meeting - 03 Jun 2024 - Minutes - Pdf | 5 - 632 |
| 2) | Approval of the City's continued participation in the HOME Consortium program for FY 2025-2027.
Staff Report - HOME Consortium | 633 - 635 |
| 3) | Approval of Budget Amendment CITY-17 for FY23-24, increasing General Fund revenue account 5-00-5409 (Transfer from Fund Balance) by \$8,273.20, increasing expense account 6-90-6740 (Transfer to GIA) by \$8,273.20, to account for final cost, including closing costs, of acquiring the Dawe's property during the fiscal year.
FY24 Budget Amendment CITY-17 City Council Staff Report 06-17-24 updated
FY24 Budget Amendment City-17 updated | 636 - 637 |
| 4) | Approval of Budget Amendment CITY-18 for FY23-24, increasing General Fund revenue account 5-00-5002 (Dedicated Tax) by \$33,143.00, increasing expense account 6-90-6732 (Transfer to GUSA) by \$75,689.00 to align the accounts, increasing the GUSA Fund revenue account 5-00-5401 (Transfer from General Fund – Sales Tax) by \$75,689.00, and increasing GUSA expense account 6-90-6745 (Transfer to Reserves) by \$75,689.00, to account for Sales Tax received in excess of current budget.
FY24 Budget Amendment CITY-18 City Council Staff Report 06-17-24 | 638 - 639 |

[FY24 Budget Amendment City-18](#)

- 5) Approval of Fund Transfers-01, completing budgeted transfers between funds for FY23-24. 640 - 641

Moved by Brandon Kearns, seconded by Jacqueline Triplett-Lund

To approve the consent agenda.

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

CARRIED.

[FY24 Transfers between Funds Staff Report 06-17-24](#)

[FY24 Budget Amendment City-17 transfer](#)

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

No items removed from the consent agenda.

K) Scheduled Business

- 1) Discussion and possible action on the tabled motion from June 3, 2024, regarding the closure of city facilities on Friday, July 5th (David Tillotson, City Manager)

Moved by Jacqueline Triplett-Lund, seconded by Chris Brobst

To approve employees taking PTO or working their scheduled shift and closing non-emergency City facilities on July 5,2024.

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

	4	0	0	1
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CARRIED.

- 2) Discussion and possible action to approve, modify or deny the purchase contract with Axon Enterprises Inc for 25 Tasers. 642 - 662
(Jeremy Plane, Chief of Police)

Moved by Jacqueline Triplett-Lund, seconded by Joyce Calvert

To approve signing the contract with Axon Enterprises, Inc for 25 tasers at the non-taxed bid price of \$111,370.00.

Mayor Calvert recessed the City Council regular meeting at 6:17 p.m.

Mayor Calvert reconvened the City Council regular meeting at 6:34p.m.

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

CARRIED.

[Staff Report - Tasers](#)

- 3) Presentation and discussion related to the creation of a Strategic Plan for the City of Glenpool.
(David Tillotson, City Manager)

No action taken on the presentations related to the creation of a Strategic Plan for the City of Glenpool discussion.

L) Adjournment

Mayor Calvert declared the meeting adjourned at 8:55 p.m.



To: Mayor and Council

From: David Tillotson, City Manager

Date: June 19, 2024

Re: FY23-24 City Budget Amendment CITY-19

Background:

The attached budget amendment adds funds to the Revenue account, Transfer from Fund Balance and to the Salaries, FICA and Retirement expenditure accounts to make the payment of PTO as contemplated under the Amended and Restated City Manager Employment Contract for Fiscal Year 2023-2024. This Budget Amendment is not needed should the employment contract not be approved.

Staff Recommendation:

- Staff recommends approval of Budget Amendments CITY-19.

Attachments:

- Budget Amendment Form CITY-19

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 Lesli Smith

www.glenpoolonline.com

City of Glenpool
Budget Amendment

Fiscal Year: 2023 - 2024
Amendment No: CITY-19
Date Requested: 6/24/2024

	Revenue:						Expense:					
	Fund	Account Number	Account Name	Current Budget	Increase / (Decrease)	Revised Budget	Fund	Account Number	Account Name	Current Budget	Increase / (Decrease)	Revised Budget
1	01	5-00-5409	Transfer from Fund Balance	\$ 3,588,603.00	\$ 51,834.00	\$ 3,640,437.00	01	6-11-6101	Salaries & Wages	\$ 466,373.00	\$39,979.00	\$ 506,352.00
2							01	6-11-6111	FICA	\$ 36,609.00	\$3,059.00	\$ 39,668.00
3							01	6-11-6115	Retirement	\$ 55,645.00	\$8,796.00	\$ 64,441.00
4												
5												
6												
7												
8												
9												
10												
			Total		\$ 51,834.00				Total		\$ 51,834.00	

Notes:
Lines 1-3: Increase in General Fund Administration Salaries & Benefits for payout (1 of 2) of half of City Manager PTO hours at current rate

Approved by the City of Glenpool

Mayor

Date



To: Mayor and Council

From: David Tillotson, City Manager

Date: June 19, 2024

Re: FY25-26 City Budget Amendment CITY-01

Background:

The attached budget amendment adds funds to the Revenue account, Transfer from Fund Balance and to the Salaries, FICA and Retirement expenditure accounts to make the payment of PTO as contemplated under the Amended and Restated City Manager Employment Contract for Fiscal Year 2024-2025. This Budget Amendment is not needed should the employment contract not be approved.

Staff Recommendation:

- Staff recommends approval of Budget Amendments CITY-01.

Attachments:

- Budget Amendment Form CITY-01

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 Lesli Smith

www.glenpoolonline.com

City of Glenpool
Budget Amendment

Fiscal Year: 2024-2025
Amendment No: CITY-01
Date Requested: 6/24/2024

	Revenue:					
	Fund	Account Number	Account Name	Current Budget	Increase / (Decrease)	Revised Budget
1	01	5-00-5409	Transfer from Fund Balance	\$ 4,379,264.00	\$ 53,905.00	\$ 4,433,169.00
2						
3						
4						
5						
6						
7						
8						
9						
10						
			Total		\$ 53,905.00	

Expense:					
Fund	Account Number	Account Name	Current Budget	Increase / (Decrease)	Revised Budget
01	6-11-6101	Salaries & Wages	\$ 445,809.00	\$41,577.00	\$ 487,386.00
01	6-11-6111	FICA	\$ 32,792.00	\$3,181.00	\$ 35,973.00
01	6-11-6115	Retirement	\$ 50,212.00	\$9,147.00	\$ 59,359.00

Notes:
Lines 1-3: Increase in General Fund Administration Salaries & Benefits for payout (2 of 2) of half of City Manager PTO hours at FY 2024-2025 rate

Approved by the City of Glenpool

Mayor

Date