



NOTICE
GLENPOOL INDUSTRIAL AUTHORITY
REGULAR MEETING

A Regular Session of the Glenpool Industrial Authority will be held at 6:00 p.m. on May 6, 2024, immediately following the Glenpool Utility Service Authority meeting on, at Glenpool City Hall, City Council Chambers, 12205 S. Yukon Ave., 3rd Floor, Glenpool, Oklahoma.

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

Join Zoom Meeting

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

Meeting ID: 897 5355 5435

Passcode: 974088

One tap mobile

+13462487799, US (Houston)

+14086380968, US (San Jose)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 897 5355 5435

Passcode: 974088

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

The GIA Board 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 MAY 6, 2024.**

AGENDA

Page

- A) **Call to Order - Joyce G. Calvert, Chair**
- B) **Roll Call, Declaration of Quorum – Lesli Smith, Secretary; Joyce G. Calvert, Chair**
- C) **Trustee Comments**
- D) **Public Comments**
- E) **Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the GIA Board to be routine and will be enacted by one motion. Any Trustee may, however, remove an item from the Consent Agenda by request. A motion to adopt the consent Agenda is non-debatable.)**

- 1) Minutes from April 1, 2024 meeting.

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- 2) Budget Amendment GIA-04 for FY23-24, increasing the GIA Fund revenue budget for Interest Income, and increasing the GIA Fund FY23-24 expenditure budget for Investment Expenses during FY23-24. 23 - 25

[FY24 Budget Amendment GIA-04 GIA Staff Report 05-06-24](#)

[FY24 Budget Amendment GIA-04](#)

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

G) **Scheduled Business**

- 1) Discussion and possible action to approve, deny or amend the employee benefit plan renewal for Fiscal Year 2024-2025. 26 - 33

(David Tillotson)

[Staff Report - Benefits Renewal](#)

- 2) Presentation of the proposed FY 2024-2025 Annual Budget. 34 - 35
(Josh Brannon, Finance Director)

[FY24-25 Proposed Budget Staff Report](#)

[FY24-25 Proposed Budget Summary](#)

H) **Adjournment**

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on May 3 at 11:30 am.

Signed: Lesli Smith

Secretary



MINUTES
GIA Meeting
Monday, April 1, 2024 Council Chambers 6:00 PM
Continued to Monday April 15, 2024

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

TRUSTEES ABSENT:

STAFF PRESENT: David Tillotson
Susan White
Lesli Smith

STAFF ABSENT:

Page

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

Chair Calvert called the meeting to order at 6:05 p.m. on April 1, 2024.

Chair Calvert requested a motion to continue the meeting until April 15, 2024 (SEE ITEM H BELOW)

The April 1, 2024, GUSA regular meeting was recessed at 6:05 p.m.

On April 15, 2024, Chair Calvert reconvened the April 1, 2024, continued meeting at 6:35 p.m. to conduct business on all remaining items.

B) Roll Call, Declaration of Quorum – Lesli Smith, Secretary; Joyce G. Calvert, Chair

Trustee Tim Fox was absent on April 1, 2024, but was in attendance at the continued meeting on April 15, 2024.

Scott Major, Attorney with Rosenstein, Fist & Ringold, and Melissa Westfall, and John David Wideman Attorneys with Hilborne & Weidman were also present at the continued meeting on April 15, 2024.

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C) Trustee Comments

There were no trustee comments.

D) Public Comments

There were no public comments.

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

- 1) Minutes from March 4 ,2024 meeting. 5 - 6
[GIA - 04 Mar 2024 - Minutes - Html](#)
- 2) Budget Amendment GIA-03 for FY23-24, increasing the GIA Fund revenue account 30-5-00-5409 (Transfer from Fund Balance) by \$16,965.00, and increasing the GIA Fund FY23-24 expenditure account 30-6-12-6202 (Operating Expenses) by \$16,965.00 for maintenance, utilities, and insurance for real property acquired during FY23-24. 7 - 8
[Staff Report 04-01-24FY24 Budget Amendment GIA FY24 Budget Amendment GIA-03](#)
- 3) Accept and file 2023 annual TIF reports for Increment District Number 1, South 75 Business Park and Increment District Number Two, Brookover Corner. 9 - 13

Moved by Jacqueline Triplett-Lund, seconded by Joyce Calvert

To approve the consent agenda.

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

CARRIED.

[Staff Report - TIF Annual Report GIA](#)

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

G) Scheduled Business

- 1) Discussion and possible action to approve, modify or deny Resolution No. 2024001, updating signatories of BankFirst accounts, tabled from March 4th meeting.

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Moved by Brandon Kearns, seconded by Jacqueline Triplett-Lund

To approve, modify or deny Resolution No. 2024001, updating signatories of BankFirst accounts, tabled from March 4th meeting.

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

CARRIED.

[Staff Report - Bank Account Signer](#)

[Resolution No.2024001 for GIA](#)

[Resolution No.2024002 updating signatories of Bancfirst accounts](#)

[GIA - 04 Mar 2024 - Minutes - Html](#)

H) Adjournment

At 6:05 p.m. the April 1, 2024, meeting was not adjourned but continued to April 15, 2024.

Chair Calvert declared the meeting adjourned at 6:39 p.m. on April 15, 2024.

- 1) A motion to continue and reconvene this meeting to April 15, 2024, at 6 p.m. at Glenpool City Hall, City Council Chambers, 12205 S, Yukon Avenue, 3rd Floor, Glenpool, Oklahoma, at which time the Council will take up all items on the agenda.

Moved by Chris Brobst, seconded by Brandon Kearns

To continue and reconvene this meeting to April 15, 2024, at 6 p.m. at Glenpool City Hall, City Council Chambers, 12205 S, Yukon Avenue, 3rd Floor, Glenpool, Oklahoma, at which time the Council will take up all items on the agenda.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			

GIA
April 1, 2024

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

CARRIED.



MINUTES
GIA Meeting
Monday, March 4, 2024 Council Chambers 6:00 PM

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

TRUSTEES ABSENT:

STAFF PRESENT: David Tillotson
Susan White
Jesse Hale
Joe Wuest
Joshua Brannon
Lesli Smith

STAFF ABSENT:

- A) Call to Order - Joyce G. Calvert, Chair**
Chair Calvert called the meeting to order at 6:48 p.m.
- B) Roll Call, Declaration of Quorum – Lesli Smith, Secretary; Joyce G. Calvert, Chair**
Lesli Smith called the roll; Chair Calvert declared a quorum present.
Scott Major Attorney, of Rosenstein, Fist & Ringold was also in attendance.
- C) Trustee Comments**
Councilor Fox advised that there was not a "Consideration and appropriate action relating to items removed from the Consent Agenda" section on the agenda.
- D) Public Comments**
There were no public comments.
- E) Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the GIA Board to be routine and will be enacted by one motion. Any Trustee may, however, remove an item from the Consent Agenda by**

GIA - 01 Apr 2024 Minutes Attachment

GIA
March 4, 2024

request. A motion to adopt the consent Agenda is non-debatable.)

- 1) Minutes from February 5, 2024 meeting.
[GIA - 05 Feb 2024 - Minutes - Html](#)
- 2) Resolution No.2024001, updating signatories of Bancfirst accounts.

Moved by Tim Fox, seconded by Chris Brobst

To table all consent agenda items until next scheduled Glenpool Industrial Authority Meeting.

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

CARRIED.

[Staff Report - Bank Account Signer](#)

[Resolution No.2024001, updating signatories of Bancfirst accounts.](#)

[Resolution No.2024002 updating signatories of Bancfirst accounts](#)

F) Scheduled Business

No scheduled business.

G) Adjournment

Chair Calvert declared the meeting adjourned at 6:50 p.m.



To: Honorable Chairman and Trustees, Glenpool Industrial Development Authority

From: Josh Brannon, Finance Director

Date: April 1, 2024

Re: FY23-24 GIA Budget Amendment GIA-03

Background:

The requested budget amendment is to cover maintenance, utilities, and insurance for real property acquired during FY23-24.

Staff Recommendation:

Staff recommends approval of Budget Amendments GIA-03, increasing revenue account 30-5-00-5409 (Transfer from Fund Balance) by \$16,965.00, and increasing expenditure account 30-6-12-6202 (Operating Expenses) by \$16,965.00.

Attachments:

Budget Amendment Form GIA-03.

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 Triplett-Lund, Ward 4

City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Lesli Smith

www.glenpoolonline.com

GIA - 01 Apr 2024 Minutes Attachment

City of Glenpool
Budget Amendment

Fiscal Year: 2023 - 2024
Amendment No: GIA-03
Date Requested: 4/1/2024

	Revenue:					Expense:				
	Fund	Account Number	Acct Name	Increase / (Decrease)	New Budget Amount	Fund	Account Number	Acct Name	Increase / (Decrease)	New Budget Amount
1	30	5-00-5409	Transfer from Fund Balance	\$ 16,965	\$ 129,548	30	6-12-6202	Operating Expenses	\$ 16,965	\$ 17,965
2										
3										
4										
5										
6										
8										
9										
10										
11										
12										
13										
14										
			Total	\$ 16,965.00				Total	\$ 16,965.00	

Notes:
Lines 1: Maintenance, utilities, and insurance for real property acquired during FY 2024

Approved by the Glenpool Industrial Development Authority

Chair _____

Date _____



To: Chairman and Trustees

From: David Tillotson, City Manager

Date: March 26, 2024

Re: Annual TIF Reports

Background:

Title 62, Section 867 of the Local Development Act within the Oklahoma Statutes requires incentive districts to prepare an annual report on the revenues and expenses within the incentive district. These reports are required to be sent to each taxing authority affected by the incentive district. Additionally, the Act also requires a summary of the reports to be published in a local newspaper.

Attached are the annual reports for Increment District Number One, South 75 Business Park Increment District, and Increment District Number Two, Brookover Corner Increment District. These reports have been mailed to the taxing authorities and a notice was published in a local newspaper as required by law.

Staff Recommendation:

Staff Recommends the reports be accepted by the Board.

Attachments:

- South 75 Annual Report
- Brookover Corner Annual Report

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

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GIA - 01 Apr 2024 Minutes Attachment

GLENPOOL INDUSTRIAL AUTHORITY 12205 SOUTH YUKON AVE, GLENPOOL, OK 74033

INCREMENT DISTRICT NUMBER 1 OF THE CITY OF GLENPOOL "75 BUSINESS PARK INCREMENT DISTRICT" ANNUAL REPORT

Reporting Period: January - December 2023

Amount and Source of Revenue	Budget	Collected this Reporting Period	Collected to Date	Difference
1. Sales Tax (2/3 of \$.03 General Fund tax increment)		\$ 40,901	\$ 159,624	
2. Ad Valorem (50% of increment)		\$ 92,138	\$ 420,384	
TOTAL REVENUE	\$ 5,250,000	\$ 133,040	\$ 580,009	\$ 4,669,991

Qualified Project Costs (QPC)	Budget	Expenses Submitted this Reporting Period	Expenses Submitted to Date	Balance
1. Infrastructure	\$ 3,399,512	\$ -	\$ 3,186,959	\$ 212,553
2. Highway improvements/adjustments	\$ 660,075	\$ -	\$ 63,313	\$ 596,762
3. Professional Fees	\$ 600,000	\$ -	\$ 868,300	\$ (268,300)
4. Landscaping	\$ 140,320	\$ -	\$ -	\$ 140,320
5. Legal Fees re: Establishment of TIF	\$ 30,000	\$ -	\$ -	\$ 30,000
6. Administrative Fees - Glenpool Industrial Authority	\$ 100,000	\$ -	\$ 40,000	\$ 60,000
7. Financing Costs/Interest Costs	\$ 320,093	\$ -	\$ 1,001,428	\$ (681,335)
TOTAL EXPENDITURES	\$ 5,250,000	\$ -	\$ 5,160,000	\$ 90,000

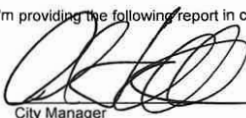
Reimbursement of QPC	Budget	Paid this Period	Paid to Date	Balance Remaining
1. Developer (Ford Development)	\$ 5,120,000	\$ 129,200	\$ 440,384	\$ 4,679,616
2. Glenpool Industrial Authority	\$ 130,000	\$ 10,000	\$ 50,000	\$ 80,000
TOTAL REIMBURSEMENTS PAID	\$ 5,250,000	\$ 139,200	\$ 490,384	\$ 4,759,616

Increment District Appraised Value		
2023	Estimated Full Market Valuation	\$ 2,126,097
2017	Base Valuation (Less)	\$ 3,016
2023	Increment Assessed Valuation	\$ 2,123,081
	Tax Rate Per 1000 Assessed	\$ 117.02
	Increment Assessed Valuation Multiplied by Rate	\$ 248,442,939
	Divided by 1000	248.443
	Total Increment Tax Produced	\$ 248,443
Total Apportioned Revenue to Taxing Jurisdictions (50%)		\$ 124,222

GIA - 01 Apr 2024 Minutes Attachment

	<u>Millage Rate</u>		
Glenpool ISD #13	117.07	\$	90,914
Tulsa Technology Center Vo Tech #18	13.33	\$	10,352
Tulsa County	11.36	\$	8,822
Tulsa Community College	7.21	\$	5,599
Glenpool EMSA	3.09	\$	2,400
City/County Health	2.58	\$	2,004
Tulsa City/County Library	<u>5.32</u>	<u>\$</u>	<u>4,131</u>
Total Millage	159.96	\$	124,222
Total Apportioned Revenue to Tax Increment Fund			\$ 124,221

As the City Manager of the Glenpool Industrial Authority, I'm providing the following report in connection with Section 867 of the Local Development Act.



City Manager

3/26/24

Date

GIA - 01 Apr 2024 Minutes Attachment

GLENPOOL INDUSTRIAL AUTHORITY 12205 SOUTH YUKON AVE, GLENPOOL, OK 74033 INCREMENT DISTRICT NUMBER 2 OF THE CITY OF GLENPOOL "BROOKOVER CORNER INCREMENT DISTRICT" ANNUAL REPORT

Reporting Period: January - December 2022

Amount and Source of Revenue	Budget	Collected this Reporting Period	Collected to Date	Difference
1. Sales Tax (50% of \$.03 General Fund tax increment)		\$ 160,175	\$ 424,335	
2. Ad Valorem (50% of increment)		\$ 48,243	\$ 155,054	
TOTAL REVENUE	\$ 3,250,000	\$ 208,418	\$ 579,388	\$ 2,670,612

Qualified Project Costs (QPC)	Budget	Expenses Submitted this Reporting Period	Expenses Submitted to Date	Balance
1. Engineering Cost Estimate	\$ 1,847,160	\$ -	\$ 2,030,766	\$ (183,606)
2. Permitting	\$ 40,000	\$ -	\$ 8,069	\$ 31,931
3. Shared Expenses of Broadway/Hwy 67	\$ 250,000	\$ -	\$ 4,299	\$ 245,701
4. Engineering/Surveying Fees	\$ 250,000	\$ -	\$ 262,875	\$ (12,875)
5. Landscaping/Signage	\$ 150,000	\$ -	\$ 122,503	\$ 27,497
6. Legal Fees re: Establishment of TIF	\$ 40,000	\$ -	\$ 30,000	\$ 10,000
7. Administrative Fees - Glenpool Industrial Authority	\$ 100,000	\$ 10,000	\$ 50,000	\$ 50,000
8. Financing Costs/Interest Costs	\$ 572,840	\$ -	\$ 449,396	\$ 123,444
TOTAL EXPENDITURES	\$ 3,250,000	\$ 10,000	\$ 2,957,908	\$ 292,092

Reimbursement of QPC	Budget	Paid this Period	Paid to Date	Balance Remaining
1. MOAB Development	\$ 3,150,000	\$ 223,897	\$ 482,871	\$ 2,667,129
2. Glenpool Industrial Authority	\$ 100,000	\$ 10,000	\$ 50,000	\$ 50,000
TOTAL REIMBURSEMENTS PAID	\$ 3,250,000	\$ 233,897	\$ 532,871	\$ 2,717,129

Increment District Appraised Value		
2022	Estimated Full Market Valuation	\$ 1,819,616
2018	Base Valuation (Less)	\$ 291,500
2022	Increment Assessed Valuation	\$ 1,528,116
	Tax Rate Per 1000 Assessed	117.02
	Increment Assessed Valuation Multiplied by Rate	\$ 178,820,134
	Divided by 1000	1000
	Total Increment Tax Produced	\$ 178,820
Total Apportioned Revenue to Taxing Jurisdictions (50%)		\$ 89,410

GIA - 01 Apr 2024 Minutes Attachment

	Millage Rate		
Glenpool ISD #13	117.07	\$	65,437
Tulsa Technology Center Vo Tech #18	13.33	\$	7,451
Tulsa County	11.36	\$	6,350
Tulsa Community College	7.21	\$	4,030
Glenpool EMSA	3.09	\$	1,727
City/County Health	2.58	\$	1,442
Tulsa City/County Library	<u>5.32</u>	<u>\$</u>	<u>2,974</u>
Total Millage	159.96	\$	89,410

Total Apportioned Revenue to Tax Increment Fund	\$	89,410
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As the City Manager of the Glenpool Industrial Authority, I'm providing the following report in connection with Section 867 of the Local Development Act.


City Manager

3/26/24
Date



To: HONORABLE MAYOR AND CITY COUNCIL
From: Susan White, Assistant City Manager
Date: March 4, 2024
Subject: Approval of BancFirst account signatories

Background:

The attached resolutions are required by BancFirst to update account signatories, adding Joshua Brannon to the City of Glenpool, GUSA, and GIA accounts.

Staff Recommendation:

Staff recommends approval of the Resolution No.2024001.
Staff recommends approval of the Resolution No.2024002.

Attachments:

Resolution No. 2024001
Resolution No. 2024002

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

RESOLUTION 2024001



Corporate Authorization Resolution

State of Incorporation: OK	Account Number: *****
Date of Corporate Meeting: 2/19/2024	Corporate Name and Address:
Corporate Tax ID Number: **--6935	CITY OF GLENPOOL
Business Telephone Number: 918-322-5409	12205 S YUKON AVE
Trade name (if different than Corporate Name):	GLENPOOL, OK 74033-6635

I, the undersigned, Secretary, custodian of the books and records of the above named corporation (the "Corporation") do hereby certify to **BancFirst**, an Oklahoma State Bank ("BancFirst") as follows:

A. That I am the Secretary of the Corporation. That the Corporation is duly organized, validly existing, and in good standing under the laws of the state of incorporation as stated above, and doing business at the address shown above under the tradename identified above, if different than the corporate name.

B. That on the date shown above, the following resolutions were unanimously passed and adopted by the Corporation's Board of Directors at a meeting thereof, duly and legally called and participated in by a quorum of such Board:

RESOLVED that **BancFirst** is designated as a depository for the funds of this Corporation for the above referenced account with authority to accept at any time from whatever source and in whatever form, and if not endorsed to supply any missing endorsements thereto, and to pay or otherwise honor checks, drafts, bills, acceptances, and other instruments or orders for the payment, transfer, or withdrawal of money without inquiry, without regard to the application of the proceeds, and without regard to whether an overdraft results therefrom, all in accordance with the terms and provisions of the deposit agreement or contract as may from time to time be in force and effect.

RESOLVED FURTHER that all transactions, if any, with **BancFirst** with respect to deposits, withdrawals, rediscounts, and borrowings by or on behalf of this Corporation prior to the adoption of these resolutions are hereby expressly ratified, confirmed, and approved in all respects. Any and all prior resolutions adopted by the Board of Directors of this Corporation and certified to **BancFirst** as governing the operation of all accounts of this Corporation maintained at **BancFirst**, are in full force and effect, except as amended, modified and/or supplemented by these resolutions. To an extent these resolutions vary or are inconsistent with any prior resolutions for the above reference account, said prior resolutions are hereby declared to be null and void as of the date hereof.

RESOLVED FURTHER that this Corporation agrees and hereby authorized **BancFirst**, at any time and from time to time, to charge this Corporation for the above reference account for all checks, drafts, bills, acceptances, undertakings or other instruments or orders for the payment, transfer, or withdrawal of money, that are drawn on **BancFirst**, regardless of by whom or by what means the facsimile signature(s) may have been affixed so long as they reasonably resemble the facsimile signature specimens set forth below, or the facsimile specimens that this Corporation has on file with **BancFirst** from time to time, and contain the required number of signatures, if applicable, for renting, leasing, and maintaining a safe deposit box as provided below.

RESOLVED FURTHER that,

1. These resolutions shall be continuing and in full force and effect unless and until written notice of its rescission or modification has been received by **BancFirst's** Customer Service Officer at the location where the account is maintained and thereafter acknowledged and recorded by **BancFirst** on its books and records.

2. That the following authorized agents of this Corporation named below, are authorized to make any and all other contracts, agreements, stipulations, and orders which they may deem advisable for the effective exercise of the powers indicated below, from time to time with **BancFirst**, concerning funds deposited in **BancFirst**, monies borrowed from **BancFirst** or any other commercial transaction entered into between this Corporation and **BancFirst**.

3. That the following authorized agents of this Corporation named below are hereby authorized on behalf of this Corporation in connection to the above reference account to: (i) open and close said account; (ii) order any form, document, or check; (iii) change the corporate address specified above; (iv) draw and endorse checks, drafts, bills, notes, acceptances, understandings, and other instruments or orders for the payment, transfer or withdrawal of money payable to or belonging to this Corporation; (v) accept for this Corporation any and all checks, drafts, bills, notes, acceptances, understandings, and other instruments or orders for the payment of money drawn on the Corporation and receive for this Corporation any instruments, documents, securities, or other papers accompanying them; (vi) stop payment of any item drawn on the above referenced account, whether such item is signed by such person or by any other person authorized to sign, and that any stop payment order so given may be revoked only by the person so authorized in the deposit agreement or contract, then in force and effect between this Corporation and **BancFirst**; and (vii) establish preauthorized transactions.

BFA0005 (revised July 08)

GIA - 01 Apr 2024 Minutes Attachment

RESOLVED FURTHER that any one person listed below is authorized to:

- 1) Open and close the above referenced account in the name of this Corporation.
- 2) Endorse checks, drafts, bills, and other orders for the payment of money and withdraw cash and funds on deposit with **BancFirst**, and make deposits to the above referenced account on behalf of the Corporation.
- 3) Stop payment of any check, draft, bill, or other order for payment of money on behalf of this Corporation.
- 4) Enter into one or more written lease agreement(s) for the purpose of renting, leasing, and maintaining a Safe Deposit Box at one or more locations at **BancFirst**. Number of authorized signatures required for this purpose: 1.

Name	Title	Signature or Facsimile Signature (if applicable)
JOSHUA BRANNON	AUTH SIGNER	X
LESLI ANN SMITH	AUTH SIGNER	X
DAVID JAMES TILLOTSON	AUTH SIGNER	X
SARAH CAGE	AUTH SIGNER	X
SUSAN MAY WHITE	AUTH SIGNER	X

C. I further certify that: (i) none of the foregoing resolutions have been amended, modified, or rescinded, and each of such resolutions is in full force and effect on the date hereof; and (ii) there is no provision in the certificate of incorporation, corporate charter, or bylaws of this Corporation limiting the power of the Board of Directors to make the foregoing resolutions, and that the same are in conformity with the provisions of said certificate of incorporation, corporate charter and bylaws of this Corporation; (iii) the genuine signature set opposite the respective name of each of the persons named above is true and correct in all respects; and (iv) the above and foregoing resolutions contained herein are made a permanent part of the books and records of this Corporation.

IN WITNESS WHEREOF, I have hereto signed my name and caused the seal of this Corporation to be hereunto affixed effective this _____ day of _____, _____.

(CORPORATE SEAL)

The foregoing resolutions are hereby confirmed Name: X Lesli Smith
Title: City Clerk Secretary

Name: X
Title: City Manager ~~President~~

ACKNOWLEDGEMENT

STATE OF _____)
COUNTY OF _____)

SS:

The foregoing instrument was acknowledged before me on this _____ day of _____,
by _____, Secretary of _____, a corporation,
on behalf of said corporation.

My Commission Expires:

Notary Public

Commission Number: _____

(SEAL)

RESOLUTION 2024002

CONFIDENTIAL THIS DOCUMENT CONTAINS INFORMATION THAT MAY BE LEGALLY PRIVILEGED OR OTHERWISE PROTECTED BY LAW. IT IS TO BE KEPT SECRET AND NOT DISCLOSED TO ANY OTHER PERSONS WITHOUT THE WRITTEN AUTHORIZATION OF THE BOARD OF DIRECTORS OF THE CORPORATION.

BancFirst Corporate Authorization Resolution

State of Incorporation: OK	Account Number: *****
Date of Corporate Meeting: 2/20/2024 Corporate	Corporate Name and Address:
Tax ID Number: **-***0967	CITY OF GLENPOOL
Business Telephone Number: 918-322-5409	12205 S YUKON AVE
Trade name (if different than Corporate Name):	GLENPOOL, OK 74033-6635

I, the undersigned, Secretary, custodian of the books and records of the above named corporation (the "Corporation") do hereby certify to **BancFirst**, an Oklahoma State Bank ("BancFirst") as follows:

A. That I am the Secretary of the Corporation. That the Corporation is duly organized, validly existing, and in good standing under the laws of the state of incorporation as stated above, and doing business at the address shown above under the tradename identified above, if different than the corporate name.

B. That on the date shown above, the following resolutions were unanimously passed and adopted by the Corporation's Board of Directors at a meeting thereof, duly and legally called and participated in by a quorum of such Board:

RESOLVED that **BancFirst** is designated as a depository for the funds of this Corporation for the above referenced account with authority to accept at any time from whatever source and in whatever form, and if not endorsed to supply any missing endorsements thereto, and to pay or otherwise honor checks, drafts, bills, acceptances, and other instruments or orders for the payment, transfer, or withdrawal of money without inquiry, without regard to the application of the proceeds, and without regard to whether an overdraft results therefrom, all in accordance with the terms and provisions of the deposit agreement or contract as may from time to time be in force and effect.

RESOLVED FURTHER that all transactions, if any, with **BancFirst** with respect to deposits, withdrawals, rediscouts, and borrowings by or on behalf of this Corporation prior to the adoption of these resolutions are hereby expressly ratified, confirmed, and approved in all respects. Any and all prior resolutions adopted by the Board of Directors of this Corporation and certified to **BancFirst** as governing the operation of all accounts of this Corporation maintained at **BancFirst**, are in full force and effect, except as amended, modified and/or supplemented by these resolutions. To an extent these resolutions vary or are inconsistent with any prior resolutions for the above reference account, said prior resolutions are hereby declared to be null and void as of the date hereof.

RESOLVED FURTHER that this Corporation agrees and hereby authorized **BancFirst**, at any time and from time to time, to charge this Corporation for the above reference account for all checks, drafts, bills, acceptances, undertakings or other instruments or orders for the payment, transfer, or withdrawal of money, that are drawn on **BancFirst**, regardless of by whom or by what means the facsimile signature(s) may have been affixed so long as they reasonably resemble the facsimile signature specimens set forth below, or the facsimile specimens that this Corporation has on file with **BancFirst** from time to time, and contain the required number of signatures, if applicable, for renting, leasing, and maintaining a safe deposit box as provided below.

RESOLVED FURTHER that,

1. These resolutions shall be continuing and in full force and effect unless and until written notice of its rescission or modification has been received by **BancFirst's** Customer Service Officer at the location where the account is maintained and thereafter acknowledged and recorded by **BancFirst** on its books and records.

2. That the following authorized agents of this Corporation named below, are authorized to make any and all other contracts, agreements, stipulations, and orders which they may deem advisable for the effective exercise of the powers indicated below, from time to time with **BancFirst**, concerning funds deposited in **BancFirst**, monies borrowed from **BancFirst** or any other commercial transaction entered into between this Corporation and **BancFirst**.

3. That the following authorized agents of this Corporation named below are hereby authorized on behalf of this Corporation in connection to the above reference account to: (i) open and close said account; (ii) order any form, document, or check; (iii) change the corporate address specified above; (iv) draw and endorse checks, drafts, bills, notes, acceptances, understandings, and other instruments or orders for the payment, transfer or withdrawal of money payable to or belonging to this Corporation; (v) accept for this Corporation any and all checks, drafts, bills, notes, acceptances, understandings, and other instruments or orders for the payment of money drawn on the Corporation and receive for this Corporation any instruments, documents, securities, or other papers accompanying them; (vi) stop payment of any item drawn on the above referenced account, whether such item is signed by such person or by any other person authorized to sign, and that any stop payment order so given may be revoked only by the person so authorized in the deposit agreement or contract, then in force and effect between this Corporation and **BancFirst**; and (vii) establish preauthorized transactions.

BFA0005 (revised July 08)



MINUTES
GIA Meeting
Monday, March 4, 2024 Council Chambers 6:00 PM

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

TRUSTEES ABSENT:

STAFF PRESENT: David Tillotson
Susan White
Jesse Hale
Joe Wuest
Joshua Brannon
Lesli Smith

STAFF ABSENT:

- A) Call to Order - Joyce G. Calvert, Chair**
Chair Calvert called the meeting to order at 6:48 p.m.
- B) Roll Call, Declaration of Quorum – Lesli Smith, Secretary; Joyce G. Calvert, Chair**
Lesli Smith called the roll; Chair Calvert declared a quorum present.
Scott Major Attorney, of Rosenstein, Fist & Ringold was also in attendance.
- C) Trustee Comments**
Councilor Fox advised that there was not a "Consideration and appropriate action relating to items removed from the Consent Agenda" section on the agenda.
- D) Public Comments**
There were no public comments.
- E) Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the GIA Board to be routine and will be enacted by one motion. Any Trustee may, however, remove an item from the Consent Agenda by**

GIA - 01 Apr 2024 Minutes Attachment

GIA
March 4, 2024

request. A motion to adopt the consent Agenda is non-debatable.)

- 1) Minutes from February 5, 2024 meeting.
[GIA - 05 Feb 2024 - Minutes - Html](#)
- 2) Resolution No.2024001, updating signatories of Bancfirst accounts.

Moved by Tim Fox, seconded by Chris Brobst

To table all consent agenda items until next scheduled Glenpool Industrial Authority Meeting.

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

CARRIED.

[Staff Report - Bank Account Signer](#)

[Resolution No.2024001, updating signatories of Bancfirst accounts.](#)

[Resolution No.2024002 updating signatories of Bancfirst accounts](#)

F) Scheduled Business

No scheduled business.

G) Adjournment

Chair Calvert declared the meeting adjourned at 6:50 p.m.



To: Honorable Chair and Trustees, Glenpool Industrial Authority

From: Josh Brannon, Finance Director

Date: May 6, 2024

Re: FY23-24 GIA Budget Amendment GIA-04

Background:

The requested budget amendment is to appropriate a portion of interest income to account for investment expenses incurred in generating such income during FY23-24.

Staff Recommendation:

Staff recommends approval of Budget Amendments GIA-04, increasing revenue account 30-5-00-5301 (Interest Income) by \$1,995.00, and increasing expenditure account 30-6-01-6283 (Investment Expenses) by \$1,995.00.

Attachments:

Budget Amendment Form GIA-04.

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

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

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City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Lesli Smith

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Glenpool Industrial Authority
Budget Amendment

Fiscal Year: 2023 - 2024
Amendment No: GIA-04
Date Requested: 5/6/2024

	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	30	5-00-5301	Interest Income	\$ -	\$ 1,995	\$ 1,995	30	6-01-6283	Investment Expenses	\$ -	\$ 1,995	\$ 1,995
2												
3												
4												
5												
6												
8												
9												
10												
11												
12												
13												
14												
			Total		\$ 1,995.00				Total		\$ 1,995.00	

Notes:
Lines 1: Appropriation of a portion of Interest Income to account for Investment Expenses incurred in generating such income

Approved by the Glenpool Industrial Authority

Chair

Date



To: Mayor and Council

From: David Tillotson, City Manager

Date: April 30, 2024

Re: Benefits Renewal for FY24-25

Background:

The City continues to utilize an Employee Benefits Committee whose purpose is threefold: 1) to annually review the City's benefits package and make recommendations to me regarding any changes they would like to see in the benefit offered; 2) annually review the benefit pricing packages presented by our brokers, Relation Insurance, and make recommendations on the plans being considered; and 3) to act as another level of communication with the larger employee body regarding the benefit options available and those being considered. After meeting with Relation Insurance, the Benefits Committee voted to recommend the comprehensive benefits package you see before you. I agree with their recommendation and believe it represents a good choice for our employees.

I want to commend the employees who served on this committee for the time, effort, and professionalism they exhibited during this process.

Staff Recommendation:

Staff recommends the following benefits:

- Health – Community Care, Renewal at 6% increase
- GAP – American Public Life, Renewal at 0% increase
- Teledoc – Employee Voluntary Plan, Renew with 0% increase
- Dental – Guardian J1 Choice, Renewal at 0% increase
- Vision – BEAM, Renewal at 9% increase
- Life – Standard Life, Renewal at 0% increase

Attachments:

- Relation Insurance Rate Sheets

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Employee Benefits Marketing Analysis

City of Glenpool

Proposed effective date July 01, 2024

City of Glenpool

Medical Plan Analysis

July 1, 2024

Carrier Plan Name	Current / Renewal		Revised Renewal	
	CommunityCare IP8 CR17		CommunityCare IP8 CR17	
Benefits	In-Network	Out-of-Network	In-Network	Out-of-Network
Network	CCOK Select HMO		CCOK Select HMO	
Deductible		Emergency Only		Emergency Only
Individual	\$5,000		\$5,000	
Family	\$10,000		\$10,000	
Coinsurance	100%		100%	
Out-of-Pocket Maximum				
Individual	\$6,250		\$6,250	
Family	\$12,500		\$12,500	
Professional Services				
Office Visit				
PCP	\$35		\$35	
Specialist	\$60		\$60	
Lab & X-Ray	10%		10%	
Diagnostic Imaging	\$750		\$750	
Hospital Services		Emergency Only		Emergency Only
Inpatient Hospital	\$250/day, to max of \$1,000 AD		\$250/day, to max of \$1,000 AD	
Outpatient Hospital	\$200 AD		\$200 AD	
Emergency Services				
Urgent Care	\$50		\$50	
Emergency Room	\$150 AD		\$150 AD	
Prescription Drugs				
Pharmacy Copays	\$0 / \$15 / \$40 / \$70 / \$160		\$0 / \$15 / \$40 / \$70 / \$160	
Mail-Order	2 X Retail		2 X Retail	
Additional Information				
Rates	Current	Renewal		
Employee Only 46	\$479.60	\$525.16	\$508.38	
Employee + Spouse 12	\$1,007.25	\$1,102.94	\$1,067.69	
Employee + Child(ren) 13	\$863.86	\$945.93	\$915.69	
Family 28	\$1,439.68	\$1,576.45	\$1,526.06	
Estimated Monthly Premium	\$85,689.82	\$93,830.33	\$90,831.41	
Estimated Annual Premium	\$1,028,277.84	\$1,125,963.96	\$1,089,976.92	
% Change from Current		9.5%	6.0%	
\$ Change from Current		\$97,686	\$61,699	

City of Glenpool

GAP Plan Analysis

July 1, 2024

Carrier		Current / Renewal	
Plan Name		MedLink 6	
Inpatient Benefit		\$5,000 GAP Plan	
Individual		\$5,000	
Family		\$10,000	
Outpatient Benefit		Combined benefit \$5,000/\$10,000	
Individual		\$4,500	
Family		\$9,000	
Benefit Notes		\$500 OP deductible	
Additional Outpatient Riders			
Cancer Outpatient		Included	
Independent Lab		Included	
Durable Medical Equipment		Included	
Rates <55			
Employee Only	32	\$76.52	
Employee + Spouse	11	\$153.03	
Employee + Child(ren)	12	\$155.44	
Family	28	\$231.97	
Rates 55+			
Employee Only	14	\$114.77	
Employee + Spouse	1	\$229.54	
Employee + Child(ren)	1	\$193.70	
Family	0	\$308.47	
Estimated Monthly Premium		\$14,522.43	
Estimated Annual Premium		\$174,269.16	

City of Glenpool

Telemedicine Proposal

July 1, 2024

Current / Renewal

Carrier		Teladoc	
Plan Name		Consults included Telemedicine	
Basic Information		Voluntary or Employer Paid	
Plan Type		All Employees	
Eligibility		None - Consults included in PEPM Fee	
Copays			
Additional Information			
Rate		Current	Renewal
Employee / Family 89		\$8.95	\$8.95
Estimated Monthly Premium		\$796.55	\$796.55
Estimated Annual Premium		\$9,558.60	\$9,558.60
% Change from Current		0.0%	
\$ Change from Current		\$0.00	

City of Glenpool

Dental Plan Analysis

July 1, 2024

Carrier	
Plan Name	
Benefits	
Network	
Annual Deductible	
Individual	
Family	
Annual Plan Maximum	
Coinsurance	
Diagnostic & Preventive	
Basic Services	
Major Services	
Services	
Perio	
Endo	
Oral Surgery	
Implants	
Orthodontic Services	
Lifetime Maximum	
Coinsurance	
Age Limitation	
Reasonable & Customary	
Dependent Limiting Age	
Additional Information	
Rates	
Employee Only	66
Employee + Spouse	7
Employee + Child(ren)	10
Family	12
Estimated Monthly Premium	
Estimated Annual Premium	
% Change from Current	
\$ Change from Current	

Current / Renewal

Guardian J1 Choice		Network Access Plan (NAP)	
Value Plan		Network Access Plan (NAP)	
In-Network	Out-of-Network	In-Network	Out-of-Network
DentalGuard Preferred		DentalGuard Preferred	
Waived for Preventive		Waived for Preventive	
\$100		\$100	
\$300		\$300	
\$5,000 plus Max Rollover		\$5,000 plus Max Rollover	
100%	100%	100%	100%
100%	100%	80%	80%
60%	60%	50%	50%
Major		Major	
Major		Major	
Major		Major	
Major		Major	
N/A		N/A	
N/A		N/A	
N/A		N/A	
Negotiated	MAC	Negotiated	UCR 90th
Age 26		Age 26	
Current		Renewal	
\$35.88		\$35.88	
\$75.19		\$75.19	
\$77.99		\$77.99	
\$125.09		\$125.09	
\$5,175.39		\$5,175.39	
\$62,104.68		\$62,104.68	
0.0%		0.0%	
\$0.00		\$0.00	

City of Glenpool

Vision Plan Analysis

July 1, 2024

Carrier	
Plan Name	
Benefits	
Network	
Rate Guarantee	
Copay	
Exams	
Materials	
Frequency of Services	
Eye Exams	
Lenses Benefit	
Contact Lenses	
Frames	
Frames Allowance	
Contact Lens Allowance	
Additional Information	
Rates	
Employee Only	52
Employee + Spouse	14
Employee + Child(ren)	6
Family	13
Estimated Monthly Premium	
Estimated Annual Premium	
% Change from Current	
\$ Change from Current	

Current / Renewal

BEAM	
Vision	
In-Network	Out-of-Network
VSP	
Until July 2024	
\$10	
\$25	
12 Months	
12 Months	
12 Months	
24 Months	
\$150 Retail Allowance + 20% off balance	
\$150 Allowance	
Current	Renewal
\$6.11	\$6.66
\$12.23	\$13.33
\$10.78	\$11.75
\$16.90	\$18.42
\$773.32	\$842.90
\$9,279.84	\$10,114.80
9.00%	
\$834.96	

City of Glenpool

Basic Life Plan Analysis

July 1, 2024

Current / Renewal

Carrier			The Standard	
Plan Name			\$200,000 - \$280,000 Basic Life	
Basic Information				
Class / Eligibility			Class 1: City Managers	
Rate Guarantee Period			Class 2: All other Members	
Employee Coverage			Until July 2024	
Benefit Amount			Class 1: \$280,000	
Guarantee Issue			Class 2: \$200,000	
Dependent Coverage			All amounts are GI	
Spouse Benefit Amount			\$45,000	
Child Benefit Amount			Birth to age 26: \$15,000	
Reduction Schedule			50% at age 70	
Additional Information				
Rates	Exposures	Volume	Current / Renewal	
Life Rate			\$0.190	
AD&D Rate			\$0.035	
Combined Rate per \$1,000		\$18,300,000	\$0.225	
Spouse Rate per Unit	59	\$2,542,500	\$0.17	
Child Rate per Unit		\$885,000	\$0.20	
Estimated Monthly Premium			\$4,564.07	
Estimated Annual Premium			\$54,768.81	



May 6, 2024

Honorable Mayor and Members of the City Council,

The proposed budget for Fiscal Year 2024-2025 is submitted for your review and consideration. This budget has been prepared and is presented in accordance with the Oklahoma Municipal Budget Act and includes the required budgets for all funds under the control of the City of Glenpool and its trust authorities.

Over the last year we have continued to experience sales and use tax growth within the City, but at a lower rate of increase than in recent years. Year-to-date sales tax has increased 2.57% from the same period last year. Given the continued uncertainty in the national and regional economy, we have chosen to budget sales and use tax conservatively for the upcoming fiscal year. As such, the proposed sales tax budget is based on an increase of one percent over projected current year actuals. This growth in revenue, as well as our staff's ability to effectively manage costs across our major funds will allow us to add several positions in the budget. These new positions include: one Police Corporal, one Police Officer, two Firefighters, one Public Works Project Manager, one Streets and Parks Laborer, and one Human Resources Generalist.

This year's budget also includes step raises for the Police Department as required in the Collective Bargaining Agreement, raises for the Fire Department in anticipation of a new Collective Bargaining Agreement, and a 4% raise for non-union employees. Additionally, as in recent years, we are again budgeting for one-time capital needs in FY 2024-2025 from the projected growth in fund balance from the current fiscal year. Lastly, the proposed budget strategically aims to enhance infrastructure throughout the City by including \$1,000,000 in stormwater projects, an increase in street repairs from \$400,000 to \$550,000, and the provision of matching funds for grants obtained for the addition of sidewalks.

Sincerely,

Josh Brannon
Finance Director

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**CITY OF GLENPOOL, OKLAHOMA
PROPOSED FY2024-2025 BUDGET**

The following is a preliminary summary of the proposed budget for Fiscal Year 2024-2025.

OPERATING FUND BUDGET			
	<u>Revenues</u>	<u>Expenditures</u>	<u>Transfers In (Out)</u>
General Fund	14,300,163		(6,840,591)
General Government		1,785,427	
Animal Control		180,133	
Police		2,744,681	
Dispatch		714,848	
Fire		2,834,581	
Emergency Management		113,500	
Development Services		587,743	
Engineering		360,980	
General Administration		728,622	
Streets & Parks		1,858,332	
Capital Improvement Fund	3,932,715	840,398	3,929,968
ARPA Fund	23,144,950	23,145,049	-
Park & Rec Fund	25,895	25,185	-
Hotel/Motel Fund	264,502	2,184	(262,318)
Streets & Infrastructure Fund	947,702		-
Capital Expenditures		225,720	
Water and Sewer		95,215	
Streets and Infrastructure		1,000,000	
Economic Development		-	
Public Safety Capital Fund	1,977,104		-
Police		425,265	
Fire		920,000	
Public Safety Personnel Fund	1,722,701		-
Police		762,951	
Fire		1,145,453	
Glenpool Utility Services Authority:	5,880,948		2,710,623
Water Distribution		3,824,727	
Utility Billing		433,621	
Sewer Operations		732,593	
Refuse		829,000	
Stormwater		187,000	
Glenpool Industrial Development Authority:	610,215		462,318
Conference Center		461,085	
Tax Increment Financing		350,000	
Economic Development		275,112	
Debt Service		3,567,654	
Total Operating Fund Budget	\$ 52,806,895	\$ 51,157,059	\$ -