

**NOTICE
GLENPOOL INDUSTRIAL AUTHORITY
REGULAR MEETING**

A Regular Session of the Glenpool Industrial Authority will be held at 6:00 p.m. immediately following the Glenpool Utility Service Authority meeting on July 6, 2020, at Glenpool City Hall, City Council Chambers, 12205 S. Yukon Ave., 3rd Floor, Glenpool, Oklahoma.

AGENDA

	Page
A) Call to Order - Timothy Lee Fox, Chairman	
B) Roll Call, Declaration of Quorum – Wendy Knight, Secretary; Timothy Lee Fox, Chairman	
C) Scheduled Business	
1) Discussion and possible action to approve minutes from June 1, 2020 meeting. (WendyKnight, Secretary) GIA - 01 Jun 2020 - Minutes - Html	2 - 5
2) Discussion and possible action to approve Budget Amendment GIA-1 for FY19-20. (David Tillotson, City Manager) Staff Report - Budget Amendment.GIA.FYE20 Budget Amendment GIA1.FYE20	6 - 7

D) **Adjournment**

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on July 2, 2020, by 4:00 pm.

Signed: Wendy Knight

Secretary

MINUTES
GIA Meeting
Monday, June 1, 2020 Council Chambers 6:00 PM

TRUSTEES PRESENT: Tim Fox
Momodou Ceesay
Joyce Calvert
Jacqueline Triplett-Lund
Brandon Kearns

STAFF PRESENT: David Tillotson
Susan White
Lowell Peterson
Wendy Knight
John Gonsalves
Lynn Burrow
Jim Martin

- A) Call to Order - Timothy Lee Fox, Chairman**
Chairman Fox called the meeting to order at 9:11 p.m.
- B) Roll Call, Declaration of Quorum – Wendy Knight, Secretary; Timothy Lee Fox, Chairman**
Wendy Knight called the roll, Chairman Fox declared a quorum present.
- C) Scheduled Business**
- 1) Discussion and possible action to approve minutes from May 4, 2020, and May 18, 2020 meetings.
(Wendy Knight, Secretary)
- Moved by Momodou Ceesay, seconded by Jacqueline Triplett-Lund
- To approve the minutes as presented.*
- | | For | Against | Abstained | Absent |
|---------|------------|----------------|------------------|---------------|
| Tim Fox | x | | | |

Momodou Ceesay	x				
Joyce Calvert	x				
Jacqueline Triplett-Lund	x				
Brandon Kearns	x				
	5	0	0	0	

CARRIED.

[GIA - 04 May 2020 - Minutes - Html](#)

[GIA - 18 May 2020 - Minutes - Html](#)

- 2) Discussion and possible action to ratify action taken by the Glenpool City Council to adopt Resolution No. 2020005, as it pertains to the FY2020-2021 Annual Budget of the Glenpool Industrial Authority.
(John Gonsalves, Finance Director)

Mr. Gonsalves recommended Board action to ratify action taken by the Glenpool City Council to adopt Resolution No. 2020005, as it pertains to the FY2020-2021 Annual Budget of the Glenpool Industrial Authority.

Moved by Momodou Ceesay, seconded by Jacqueline Triplett-Lund

To ratify action taken by the Glenpool City Council to adopt Resolution No. 2020005, as it pertains to the FY2020-2021 Annual Budget of the Glenpool Industrial Authority.

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

CARRIED.

[2020-2021 Budget Adoption](#)

[PROPOSED FY20-21 BUDGET](#)

- 3) Discussion and possible action to approve FY20-21 Property, General Liability and Workers Compensation insurance renewals from Oklahoma Municipal Assurance Group.
(John Gonsalves, Finance Director)

Mr. Gonsalves recommended Board approval of FY20-21 Property,

General Liability and Workers Compensation insurance renewals from Oklahoma Municipal Assurance Group.

Moved by Jacqueline Triplett-Lund, seconded by Brandon Kearns

To approve FY20-21 Property, General Liability and Workers Compensation insurance renewals from Oklahoma Municipal Assurance Group.

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

CARRIED.

[INSURANCE RENEWAL 2020-2021](#)

- 4) Discussion and possible action to approve the Custodial Services Contract with Elite Cleaning of Tulsa, FY 2020-2021, for cleaning services at the Glenpool Conference Center.
(Lowell Peterson, City Attorney)

Mr. Peterson presented and recommended Board approval of the Custodial Services Contract with Elite Cleaning of Tulsa, FY 2020-2021, for cleaning services at the Glenpool Conference Center. The contract provides the same terms and conditions as those agreed to by the Trustees for cleaning services to be provided by Elite for FY 2019-2020. Elite has provided satisfactory cleaning services for the conference center since December of 2017 and we would like to continue their services for FY 2020-2021.

Moved by Brandon Kearns, seconded by Jacqueline Triplett-Lund

To approve the Custodial Services Contract with Elite Cleaning of Tulsa, FY 2020-2021, for cleaning services at the Glenpool Conference Center.

	For	Against	Abstained	Absent
Tim Fox	x			
Momodou Ceesay	x			
Joyce Calvert	x			
Jacqueline Triplett-Lund	x			

GIA
June 1, 2020

Brandon Kearns	x			
	5	0	0	0

CARRIED.

[2020-2021 Elite Cleaning Staff Memo](#)
[GCC 2020 contract](#)

D) Adjournment

Chairman Fox declared the meeting adjourned at 9:16 p.m.



To: Chairman and Trustees

From: David Tillotson, City Manager

Date: July 2, 2020

Re: FY19-20 GIA Budget Amendment

Background:

As part of the end of the year tasks on the budget we have several budget amendments and transfers that need to be completed in various funds. The attached budget amendment is needed to cover the costs associated with paying TIF funds received for FY19-20. Sales taxes are received by the City and are then required to be transferred to the Industrial Authority before they can be paid to the developer or other entities. This amendment increases the revenue accounts for TIF 1 and TIF 2 by a total of \$39,148.77, which is half of the sales taxes received by the two TIF Districts. It also increases the expenditure accounts needed to reimburse the developer their allowable costs and pay GIA for their Admin fees as authorized under each TIF.

Staff Recommendation:

- Staff recommends approval of Budget Amendment Form GIA-1.

Attachments:

- Budget Amendment Form GIA-1

City of Glenpool
Budget Amendment

Fiscal Year: 2019-2020
Amendment No: GIA-1
Date Requested: 30-Jun-20

Revenue:					Expense:				
Fund	Account Number	Acct Name	Amount	New Budget Amount	Fund	Account Number	Acct Name	Amount	New Budget Amount
30	30-5-15-5366	S75 Business Park TIF 1	\$ 23,749.63	\$ 23,749.63	30	30-5-15-5370	TIF 1 Sales Tax	\$ 17,936.45	\$ 17,936.45
30	30-5-15-5367	Brookover Corner TIF 2	\$ 15,399.14	\$ 15,399.34	30	30-5-15-5368	TIF 1 Admin Fees	\$ 5,813.18	\$ 5,813.18
					30	30-5-15-5371	TIF 2 Sales Tax	\$ 7,499.09	7499.09
					30	30-5-15-5369	TIF 2 Admin Fees	\$ 7,900.05	7900.05

Approved by the Glenpool Industrial Authority:

Chair

Date