



**NOTICE
GLENPOOL INDUSTRIAL AUTHORITY
REGULAR MEETING**

A Regular Session of the Glenpool Industrial Authority will be held at 6:00 p.m. on, October 7, 2024, immediately following the Glenpool Utility Service Authority meeting, 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 OCTOBER 7, 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) Approval of the Minutes from the September 3, 2024, meeting. 3 - 4
[GIA - 03 Sep 2024 - Minutes - Pdf](#)
- 2) Approval of the 2025 Meeting Schedule. 5
[2025 MEETING SCHEDULE](#)
- 3) Approval of annual TIF District reports and authorization of the City Manager and Finance Director to submit the annual reports. 6 - 10
[Approval and Submission of Annual TIF District Reports](#)
[FY 2023-2024 TIF 1 Annual Report](#)
[FY 2023-2024 TIF 2 Annual Report](#)
- 4) Approval of Resolution No.2024010, updating signatories of BancFirst accounts. 11 - 13
[Staff Report - Bank Account Signatories BancFirst](#)
[Resolution No. 2024010](#)

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

G) Scheduled Business

- 1) Discussion and possible action to elect Vice-Chair.
(Joyce G. Calvert, Chair)

H) Adjournment

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on October 4, 2024, at 11:30am.

Signed: Lesli Smith
City Clerk



MINUTES
GIA Meeting
Tuesday, September 3, 2024 Council Chambers 6:00 PM

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

TRUSTEES ABSENT:

STAFF PRESENT: Lesli Smith
Joe Wuest
Lea Ann Reed

STAFF ABSENT:

- A) Call to Order - Joyce G. Calvert, Chair**
Chair Calvert called the meeting to order at 6:53 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. Jana Burk, of Rosenstein, Fist & Ringold was also in attendance.
- 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) Approval of the minutes from the August 5, 2024, meeting.
- Moved by Tim Fox, seconded by Chris Brobst

To approve the consent agenda.

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

CARRIED.

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

No items removed from the consent agenda.

G) Scheduled Business

There were no items on scheduled business.

H) Adjournment

The meeting was adjourned at 6:54 p.m.

**2025 CALENDAR YEAR
SCHEDULE OF REGULAR MEETINGS
GLENPOOL, CITY COUNCIL
GLENPOOL, OKLAHOMA**

DATE	TIME	PLACE
JANUARY 6,2025	6:00 P.M.	GLENPOOL CITY HALL
JANUARY 21,2025*	6:00 P.M.	GLENPOOL CITY HALL
FEBRUARY 3,2025	6:00 P.M.	GLENPOOL CITY HALL
FEBRUARY 18,2025*	6:00 P.M.	GLENPOOL CITY HALL
MARCH 3,2025	6:00 P.M.	GLENPOOL CITY HALL
MARCH 17, 2025	6:00 P.M.	GLENPOOL CITY HALL
APRIL 7, 2025	6:00 P.M.	GLENPOOL CITY HALL
APRIL 21, 2025	6:00 P.M.	GLENPOOL CITY HALL
MAY 5,2025	6:00 P.M.	GLENPOOL CITY HALL
JUNE 2, 2025	6:00 P.M.	GLENPOOL CITY HALL
JUNE 16, 2025	6:00 P.M.	GLENPOOL CITY HALL
JULY 7, 2025	6:00 P.M.	GLENPOOL CITY HALL
JULY 21,2025	6:00 P.M.	GLENPOOL CITY HALL
AUGUST 4, 2025	6:00 P.M.	GLENPOOL CITY HALL
AUGUST 18,2025	6:00 P.M.	GLENPOOL CITY HALL
SEPTEMBER 2,2025*	6:00 P.M.	GLENPOOL CITY HALL
SEPTEMBER 15,2025	6:00 P.M.	GLENPOOL CITY HALL
OCTOBER 6,2025	6:00 P.M.	GLENPOOL CITY HALL
OCTOBER 20,2025	6:00 P.M.	GLENPOOL CITY HALL
NOVEMBER 3,2025	6:00 P.M.	GLENPOOL CITY HALL
DECEMBER 1, 2025	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 AVE

GLENPOOL, OK 74033

918-322-5409

Filed in the office of the City Clerk on the ____ day of October 2024.

Signed:_____



To: Honorable Chair & Trustees, Glenpool Industrial Authority

From: Joshua Brannon, Finance Director

Date: October 7, 2024

Re: Approval and Submission of Annual TIF District Reports

Background:

State law requires an annual report for Tax Increment Financing (TIF) Districts be submitted to the Oklahoma Department of Commerce and to the chief executive officer of each taxing entity that levies ad valorem taxes on property in an increment district following the conclusion of each fiscal year. The attached TIF annual reports have been prepared in accordance with the requirements set forth in 62 O.S., Section 860 and 62 O.S., Section 867.

Staff Recommendation:

Staff recommends approval of the attached TIF annual reports and authorization of City Manager David Tillotson and Finance Director Josh Brannon to submit the annual reports to the applicable entities.

Attachments:

FY 2023-2024 TIF 1 Annual Report

FY 2023-2024 TIF 2 Annual Report

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

Mayor Joyce Calvert, Ward 3; Vice-Mayor Jacqueline Lund, Ward 4

Tim Fox, Ward 1; Chris Brobst, Ward 2; Shayne Buchanan, At-Large

David Tillotson City Manager, LeaAnn Reed CAO, Joe Wuest COO, Lesli Smith City Clerk

www.glenpoolonline.com

**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: July 1, 2023 - June 30, 2024

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)		\$ 42,178	\$ 179,965	
2. Ad Valorem (50% of increment)		\$ 124,956	\$ 466,402	
TOTAL REVENUE	\$ 5,250,000	\$ 167,134	\$ 646,367	\$ 4,603,633

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	\$ 10,000	\$ 60,000	\$ 40,000
7. Financing Costs/Interest Costs	\$ 320,093	\$ -	\$ 1,001,428	\$ (681,335)
TOTAL EXPENDITURES	\$ 5,250,000	\$ 10,000	\$ 5,180,000	\$ 70,000

Reimbursement of QPC	Budget	Paid this Period	Paid to Date	Balance Remaining
1. Developer (Ford Development)	\$ 5,120,000	\$ 126,039	\$ 547,204	\$ 4,572,796
2. Glenpool Industrial Authority	\$ 130,000	\$ 10,000	\$ 60,000	\$ 70,000
TOTAL REIMBURSEMENTS PAID	\$ 5,250,000	\$ 136,039	\$ 607,204	\$ 4,642,796

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	1000
	Total Increment Tax Produced	\$ 248,443

Total Apportioned Revenue to Taxing Jurisdictions (50%)	\$ 124,222
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	<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
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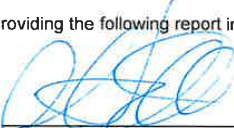
Additional Information

Amount of principal and interest due on outstanding bond indebtedness : N/A

Person currently in charge of the implementation of the plan : David Tillotson, City Manager - City of Glenpool / Glenpool Industrial Authority

Persons who have disclosed an interest required pursuant to Section 857 of this title and the interest disclosed : N/A

As the City Manager of the Glenpool Industrial Authority, I'm providing the following report in connection with Sections 860 and 867 of the Local Development Act.



City Manager



Date

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: July 1, 2023 - June 30, 2024

Amount and Source of Revenue	Budget	Collected this Reporting Period	Collected to Date	Difference
1. Sales Tax (50% of \$.03 General Fund tax increment)		\$ 169,381	\$ 509,708	
2. Ad Valorem (50% of increment)		\$ 96,341	\$ 244,503	
TOTAL REVENUE	\$ 3,250,000	\$ 265,722	\$ 754,211	\$ 2,495,789

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	\$ 60,000	\$ 40,000
8. Financing Costs/Interest Costs	\$ 572,840	\$ -	\$ 449,396	\$ 123,444
TOTAL EXPENDITURES	\$ 3,250,000	\$ 10,000	\$ 2,967,908	\$ 282,092

Reimbursement of QPC	Budget	Paid this Period	Paid to Date	Balance Remaining
1. MOAB Development	\$ 3,150,000	\$ 277,570	\$ 648,218	\$ 2,501,782
2. Glenpool Industrial Authority	\$ 100,000	\$ 10,000	\$ 60,000	\$ 40,000
TOTAL REIMBURSEMENTS PAID	\$ 3,250,000	\$ 287,570	\$ 708,218	\$ 2,541,782

Increment District Appraised Value

2023	Estimated Full Market Valuation	\$ 1,819,616
2018	Base Valuation (Less)	\$ 291,500
2023	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	178,820
	Total Increment Tax Produced	\$ 178,820

Total Apportioned Revenue to Taxing Jurisdictions (50%)	\$ 89,410
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	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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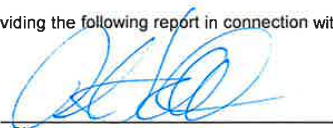
Additional Information

Amount of principal and interest due on outstanding bond indebtedness : N/A

Person currently in charge of the implementation of the plan : David Tillotson, City Manager - City of Glenpool / Glenpool Industrial Authority

Persons who have disclosed an interest required pursuant to Section 857 of this title and the interest disclosed : N/A

As the City Manager of the Glenpool Industrial Authority, I'm providing the following report in connection with Sections 860 and 867 of the Local Development Act.


City Manager

9/25/24
Date



To: Honorable Mayor and City Council, Chair and Trustees

From: Joshua Brannon, Finance Director

Date: October 7, 2024

Re: Authorizing Updated Signatories to BancFirst Accounts

Background:

The attached resolutions are required by BancFirst to update account signatories, adding Chief Administrative Officer Lea Ann Reed, Chief Operations Officer Joe Wuest, and Controller Cheryl Barnett to the City of Glenpool, GUSA, and GIA accounts, and removing signatories no longer employed by the City.

Staff Recommendation:

Staff recommends approval of Resolution No. 2024010.

Staff recommends approval of Resolution No. 2024003GUSA.

Staff recommends approval of Resolution No. 2024004GUSA.

Attachment:

Resolution No. 2024010

Resolution No. 2024003GUSA

Resolution No. 2024004GUSA

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

Mayor Joyce Calvert, Ward 3; Vice-Mayor Jacqueline Lund, Ward 4

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David Tillotson City Manager, LeaAnn Reed CAO, Joe Wuest COO, Lesli Smith City Clerk

www.glenpoolonline.com

RESOLUTION 2024010



Corporate Authorization Resolution

State of Incorporation: OK	Account Number: [REDACTED]
Date of Corporate Meeting: 9/12/2024	Corporate Name and Address:
Corporate Tax ID Number: 23-7196935	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.

BFAO005 (revised July 08)

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100

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)
CHERYL BARNETT	AUTHORIZED SIGNER	X
LEA ANN REED	AUTHORIZED SIGNER	X
JOSEPH NEIL WUEST JR	AUTHORIZED SIGNER	X
JOSHUA MICHAEL BRANNON	AUTHORIZED SIGNER	X
LESLI ANN SMITH	AUTHORIZED SIGNER	X
DAVID JAMES TILLOTSON	AUTHORIZED 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)

Name: X _____

The foregoing resolutions are hereby confirmed Title: _____ Secretary

Name: X _____

Title: _____ 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)