



**NOTICE  
GLENPOOL INDUSTRIAL AUTHORITY  
SPECIAL MEETING**

A Special Session of the Glenpool Industrial Authority will be held at 6:00 p.m. immediately following the Glenpool Utility Service Authority meeting on, April 21, 2025, 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/u/kdrY6w7ABX>

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](mailto:lasmith@cityofglenpool.com) **PRIOR TO 6:00 PM, APRIL 21, 2025.**

**AGENDA**

Page

- A) **Call to Order - Joyce G. Calvert, Chair**
- B) **Roll Call, Declaration of Quorum – Lesli Smith, Secretary; Joyce G. Calvert, Chair**
- C) **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) To approve the minutes from the April 7, 2025, meeting. 3 - 19  
[GIA - 07 Apr 2025 - Minutes - Pdf](#)

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

E) **Scheduled Business**

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

F) **Adjournment**

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on April 16, 2025, at 5:30 pm.

Signed: LesliSmith

Secretary



**MINUTES**  
**GIA Meeting**  
**Monday, April 7, 2025 Council Chambers 6:00 PM**

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

**TRUSTEES ABSENT:**

**STAFF PRESENT:** David Tillotson  
Lesli Smith  
Lea Ann Reed  
Joe Wuest

**STAFF ABSENT:**

Page

- A) Call to Order - Joyce G. Calvert, Chair**  
Chair Calvert called the meeting to order at 10:05 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. Eric Nelson Attorney, of Rosenstein, Fist & Ringold, were 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) To approve the minutes from the March 3,2025, and the special March 17,2025

meetings.

Moved by Jacqueline Triplett-Lund, seconded by Chris Brobst

*To approve the consent agenda.*

	<b>For</b>	<b>Against</b>	<b>Abstained</b>	<b>Absent</b>
Joyce Calvert	x			
Tim Fox	x			
Chris Brobst	x			
Jacqueline Triplett-Lund	x			
Shayne Buchanan	x			
	5	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**

- 1) Presentation of the proposed FY 2025-2026 Annual Budget.  
(Josh Brannon, Finance Director)

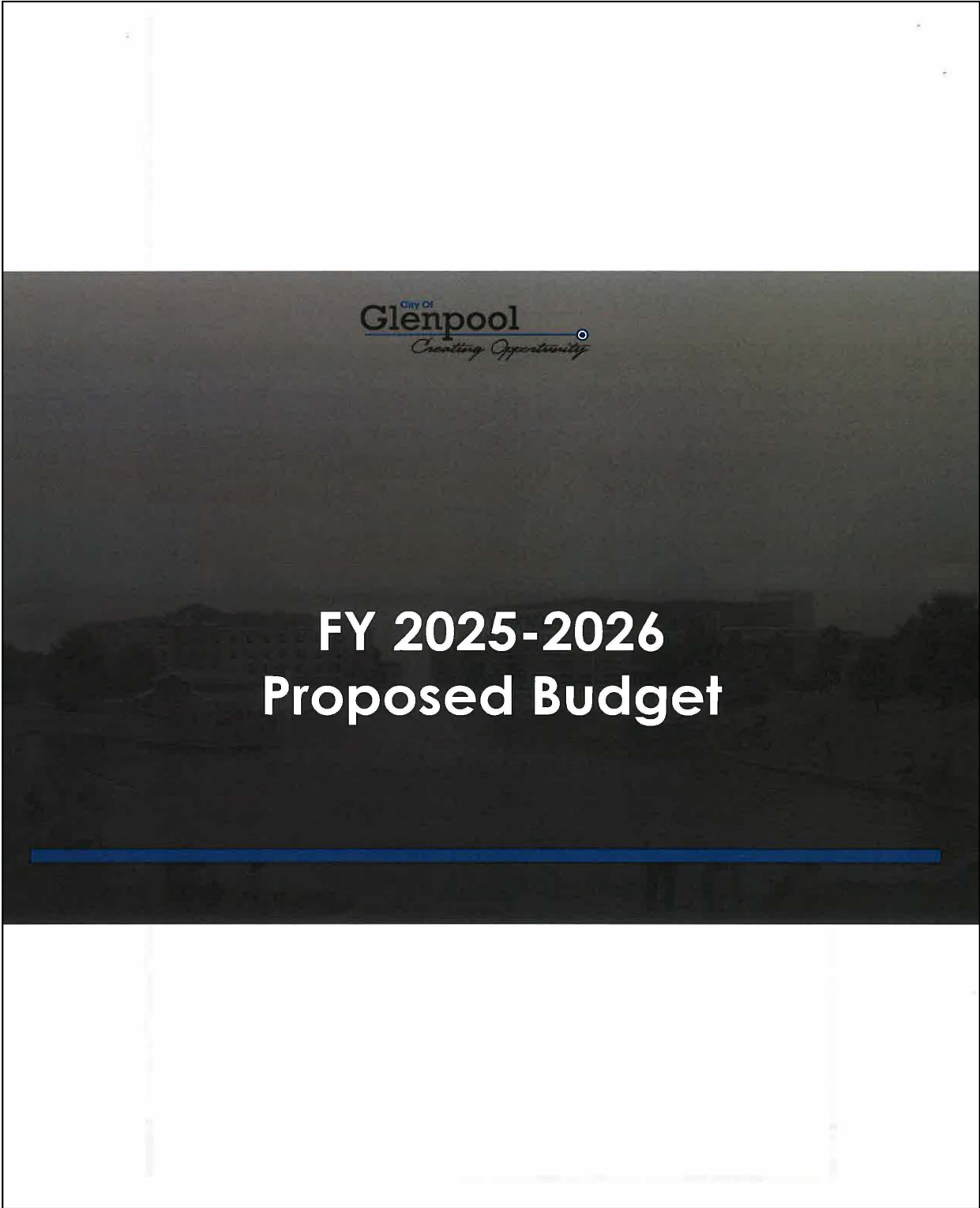
3 - 17

There was no motion or vote taken. This was a presentation only by Josh Brannon.

[MINUTES SUPPLEMENT PACKET City Budget](#)

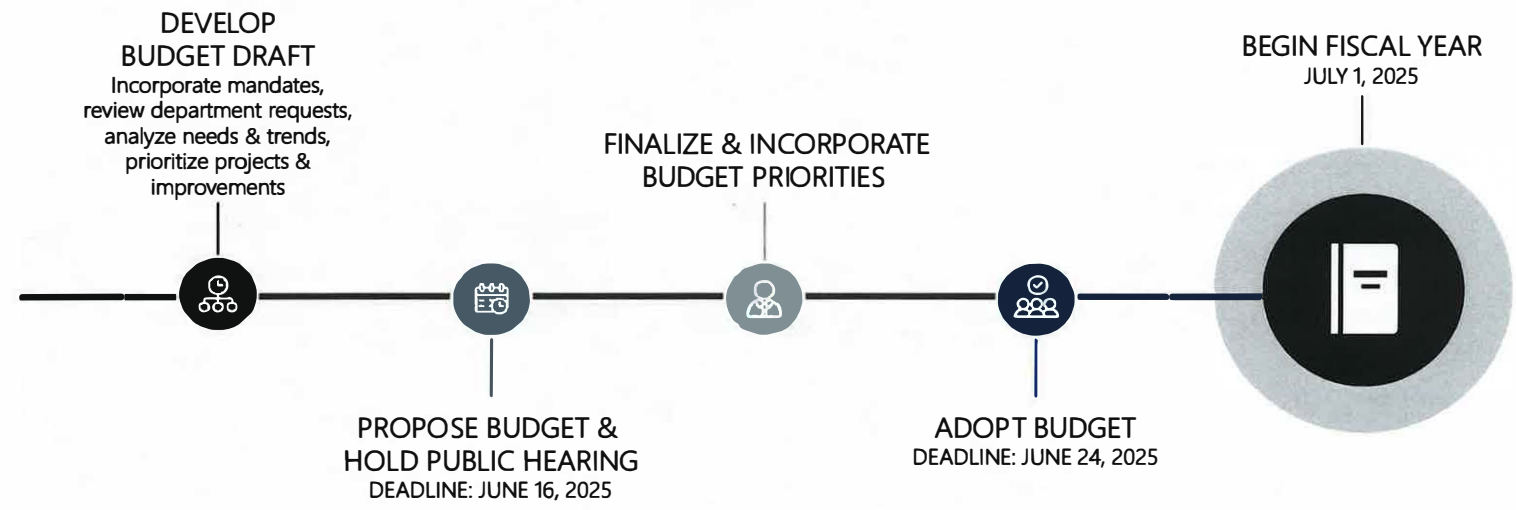
**H) Adjournment**

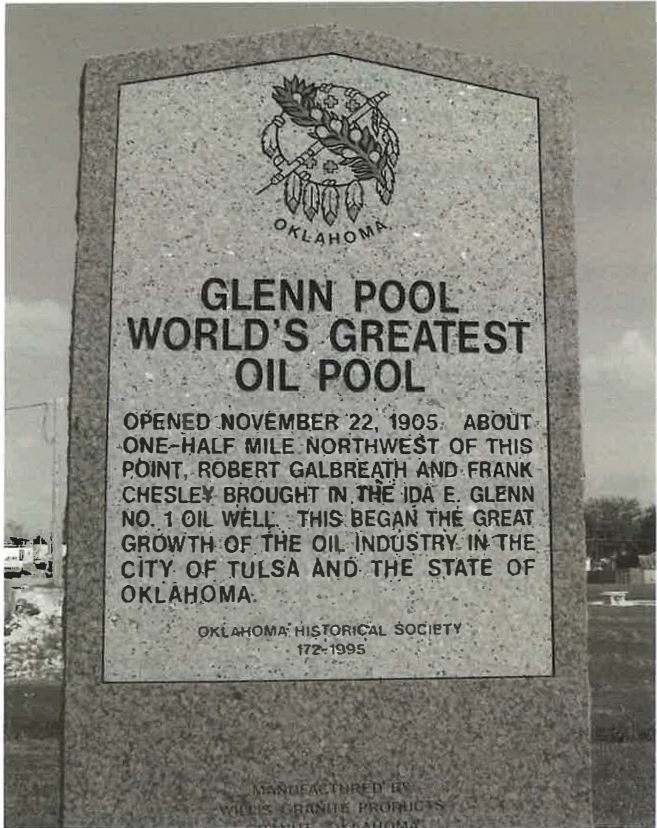
The meeting was adjourned at 10:07 p.m.



# BUDGET PROCESS

(Municipal Budget Act)





**Fund Balances**

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**Sales Tax Trends**

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**Revenue Assumptions**

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**Expenditure Assumptions**

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**Budget Summary**

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- Positions
- Personnel Requests
- Capital Funding
- Debt Service

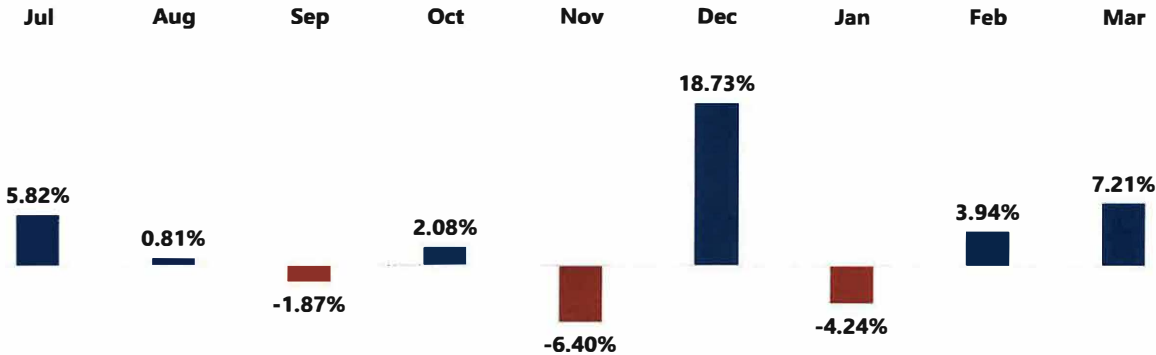
**Next Steps**

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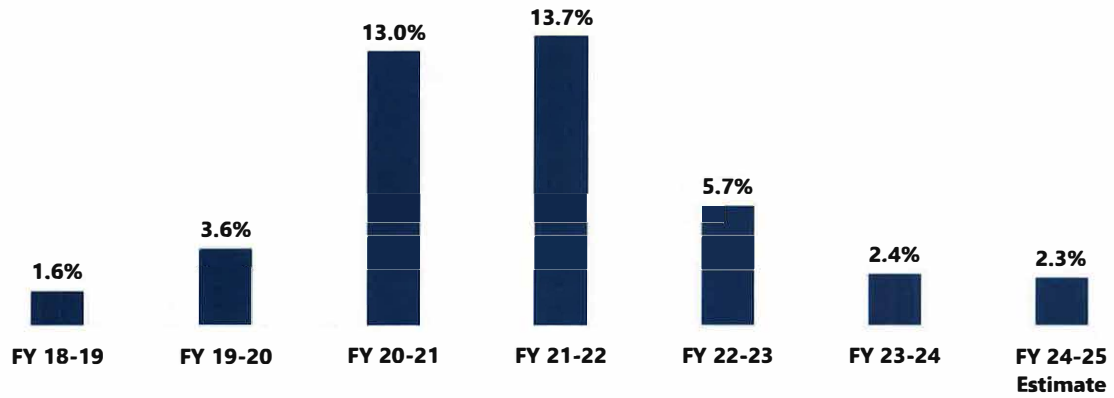
## FUND BALANCES (THROUGH CURRENT FISCAL YEAR)

Fund	FY22-23 Actual	FY23-24 Actual	FY24-25 Projected
General Fund	\$ 15,661,819	\$ 14,157,426	\$ 10,565,752
Glenpool Utility Services Authority Fund	\$ 3,712,170	\$ 3,980,843	\$ 4,212,403
Glenpool Industrial Authority Fund	\$ 504,264	\$ 505,019	\$ 637,506
MGF-Streets and Infrastructure Fund	\$ 1,758,706	\$ 2,449,674	\$ 1,797,308
MGF-Public Safety Capital Fund	\$ 539,336	\$ 704,666	\$ 689,473
MGF-Public Safety Personnel Fund	\$ 1,036,923	\$ 1,242,266	\$ 1,250,522
ARPA Grant Fund	\$ 2,300,195	\$ 2,061,605	\$ 276,747
Capital Improvement Fund	\$ 121,277	\$ 247,150	\$ 3,511,473
Parks & Recreation Fund	\$ 244,933	\$ 277,681	\$ 281,303
Hotel/Motel Fund	\$ 810,432	\$ 840,494	\$ 840,494

# SALES TAX – MONTHLY COMPARISONS (%) FY 2025 vs FY 2024



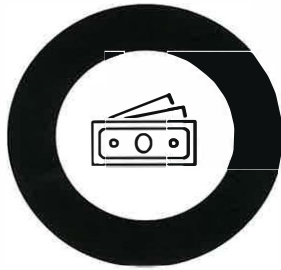
## ANNUAL SALES TAX INCREASE (%)



Year-to-Date Sales Tax across the Tulsa metro (12 municipalities) is up \$5.2M, or 1.14%

## FY 2025-2026 REVENUE ASSUMPTIONS

### SALES TAX



1%  
Increase

### WATER & SEWER



2%  
Increase

- Revenues conservatively projected based on historical actuals and trends
- Infrequent revenues (e.g., donations, insurance reimbursements) not budgeted
- Grants budgeted when awarded

## **FY 2025-2026 EXPENDITURE ASSUMPTIONS**

- Contractual raise for union employees
- 1% Police pension increase
- Raise for non-union employees (under consideration)
- Insurance increases – Medical (15%), Vision/Dental/GAP
- Capital expenditures (all funds) funded from excess FY 24-25 revenue
- Expenditure of \$2.45M and \$44M ARPA awards on construction of WWTF



## BUDGETED POSITIONS BY DEPARTMENT

<u>FULL-TIME</u>	<u>FY25-26</u>	<u>FY24-25</u>	<u>FY23-24</u>	<u>FY22-23</u>
General Government	10	9	9	9
Animal Control	2	2	2	2
Police	30	30	28	26
Dispatch	9	9	9	9
Fire	31	31	29	28
Development Services	5	5	7	8
Engineering	2	2	1	0
General Administration	4	5	3	3
Streets & Parks	10	10	8	7
Water & Sewer	12	12	11	10
Utility Billing	3	3	3	4
Conference Center	2	2	3	3
Economic Development	1	1	1	0
<b>Total Full-Time</b>	<b>121</b>	<b>121</b>	<b>114</b>	<b>109</b>
<u>PART-TIME</u>				
General Government	0	0	0	0
Animal Control	0	0	0	0
Utility Billing	1	1	1	1
Streets and Parks	3	3	3	0
Conference Center	2	2	1	0
<b>Total Part-Time</b>	<b>6</b>	<b>6</b>	<b>5</b>	<b>1</b>
<b>Total Positions</b>	<b>127</b>	<b>127</b>	<b>119</b>	<b>110</b>

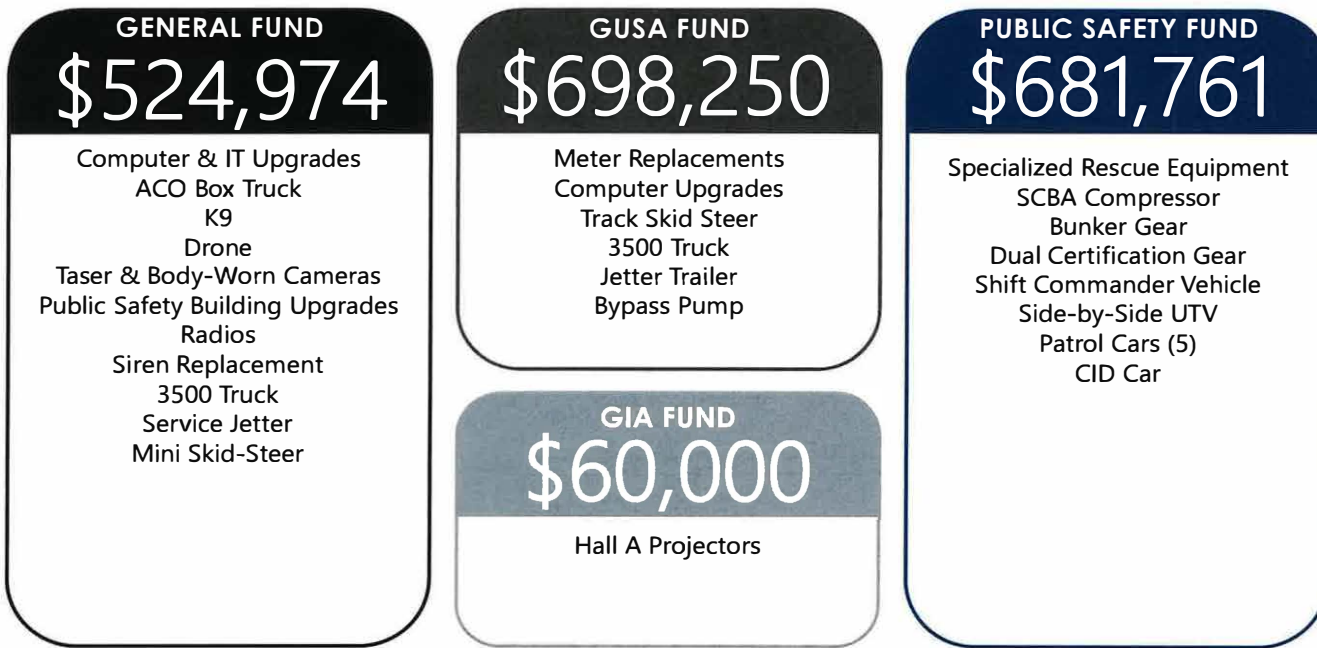
**FY 2025-2026 PERSONNEL REQUESTS**  
**(UNDER CONSIDERATION)**

**FIRE**  
**\$170,898**  
Firefighter (2)  
Increase Shift Staffing  
to 10/10/10

**POLICE**  
**\$176,863**  
Officer (2)  
Dedicated Traffic Unit

**WATER & SEWER**  
**\$107,549**  
WWTF Operator  
WWTF Maintenance  
(Budgeted 6 mo.)

## FY 2025-2026 CAPITAL REQUESTS (UNDER CONSIDERATION)



# FY 2025-2026 DEBT SERVICE

	Original Amount	Principal Payments	Interest Payments	Admin Fees	Balance as of 6/30/2025	Maturity
<b>GENERAL FUND (01)</b>						
Department of Transportation Note 5/18/87	\$ 56,761	\$ 1,200	\$ -	\$ -	\$ 11,161	Jun 2028
Department of Transportation Note 10/24/91	63,571	1,200	-	-	4,725	Jun 2034
<b>TOTAL</b>	<b>\$ 120,332</b>	<b>\$ 2,400</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,886</b>	
<b>PUBLIC SAFETY CAPITAL FUND (51)</b>						
FY17 Public Safety Communications System Infrastructure	\$ 521,003	\$ 47,127	\$ 7,267	\$ -	\$ 199,472	Nov 2028
FY21 PD Vehicles (6)	273,446	56,999	1,203	-	56,999	Mar 2026
FY22 PD Vehicles (5)	243,658	49,866	2,401	-	100,917	Sep 2026
FY23 2023 Pierce Velocity Pumper	780,000	158,990	5,971	-	320,938	Sep 2026
FY24 PD Vehicles (5)	340,203	85,948	6,910	-	176,084	May 2027
FY24 Fire Truck Refurb (2)	615,400	116,263	29,712	-	516,224	Apr 2029
FY25 PD Vehicles (5)	361,931	85,647	13,023	-	341,090	Mar 2029
FY26 PD Vehicles (6)	\$ 365,570	\$ 51,295	\$ 8,125			
<b>TOTAL</b>	<b>\$ 3,501,210</b>	<b>\$ 652,135</b>	<b>\$ 74,612</b>	<b>\$ -</b>	<b>\$ 1,711,724</b>	
<b>GLENPOOL UTILITY SERVICES AUTHORITY FUND (02)</b>						
2011 OWRB Loan (ORF-11-0002-CW)	\$ 3,137,186	\$ 178,321	\$ 31,044	\$ 7,187	\$ 1,461,368	Sep 2032
2019 Series Utility Revenue Bond	40,485,000	1,645,000	1,033,919	-	32,800,000	Dec 2040
2024 OWRB Loan (ORF-23-0055-CW)			\$ 150,000		\$ 262,500	Mar 2057
<b>TOTAL</b>	<b>\$ 43,622,186</b>	<b>\$ 1,823,321</b>	<b>\$ 1,214,963</b>	<b>\$ 7,187</b>	<b>\$ 34,523,868</b>	
<b>GRAND TOTAL</b>	<b>\$ 47,243,728</b>	<b>\$ 2,477,856</b>	<b>\$ 1,289,575</b>	<b>\$ 7,187</b>	<b>\$ 36,251,478</b>	

# TOTAL OPERATING BUDGET

OPERATING FUND BUDGET			
	<u>Revenues</u>	<u>Expenditures</u>	<u>Transfers In (Out)</u>
General Fund	15,028,989		(2,995,235)
General Government		1,826,257	
Animal Control		176,189	
Police		2,890,078	
Dispatch		705,124	
Fire		2,934,213	
Emergency Management		81,300	
Development Services		564,546	
Engineering		379,737	
General Administration		764,249	
Streets & Parks		1,712,061	
Capital Improvement Fund	66,864	7,600	92,316
ARPA Fund	31,703,164	31,703,164	-
Park & Rec Fund	23,570	720	-
Hotel/Motel Fund	271,658	2,150	(269,508)
Streets & Infrastructure Fund	974,967		-
Capital Expenditures		-	
Water and Sewer		-	
Streets and Infrastructure		500,000	
General Administration		6,486	
Public Safety Capital Fund	1,198,975		-
Police		392,135	
Fire		134,500	
Public Safety Personnel Fund	1,760,946		-
Police		763,483	
Fire		1,232,970	
Glenpool Utility Services Authority:	6,852,464		2,678,919
Water Distribution		4,325,206	
Utility Billing		461,781	
Sewer Operations		587,925	
Refuse		930,500	
Stormwater		187,000	
Glenpool Industrial Development Authority:	713,102		493,508
Conference Center		438,760	
Tax Increment Financing		491,000	
Economic Development		222,333	
Debt Service		3,774,618	
<b>Total Operating Fund Budget</b>	<b>\$ 58,594,699</b>	<b>\$ 58,196,085</b>	<b>\$ -</b>

## FUND BALANCES

Fund	FY23-24 Actual	FY24-25 Projected	FY25-26 Proposed	Difference \$	Difference %
General Fund	\$ 14,157,426	\$ 10,565,752	\$ 10,084,269	\$ (481,483)	-4.56%
Glenpool Utility Services Authority Fund	\$ 3,980,843	\$ 4,212,403	\$ 3,724,090	\$ (488,313)	-11.59%
Glenpool Industrial Authority Fund	\$ 505,019	\$ 637,506	\$ 641,623	\$ 4,117	0.65%
MGF-Streets and Infrastructure Fund	\$ 2,449,674	\$ 1,797,308	\$ 2,170,574	\$ 373,266	20.77%
MGF-Public Safety Capital Fund	\$ 704,666	\$ 689,473	\$ 635,066	\$ (54,407)	-7.89%
MGF-Public Safety Personnel Fund	\$ 1,242,266	\$ 1,250,522	\$ 1,015,015	\$ (235,507)	-18.83%
ARPA Grant Fund	\$ 2,061,605	\$ 276,747	\$ 18,981	\$ (257,766)	-93.14%
Capital Improvement Fund	\$ 247,150	\$ 3,511,473	\$ 3,663,053	\$ 151,580	4.32%
Parks & Recreation Fund	\$ 277,681	\$ 281,303	\$ 304,153	\$ 22,850	8.12%
Hotel/Motel Fund	\$ 840,494	\$ 840,494	\$ 840,494	\$ -	0.00%

# BUDGET PROCESS

(Municipal Budget Act)

