

**NOTICE
GLENPOOL UTILITY SERVICE AUTHORITY
REGULAR MEETING**

A Regular Session of the Glenpool Utility Service Authority will be held at 6:00 p.m. immediately following the Glenpool City Council Meeting on June 1, 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) Public Works Director Report - Rob Werley	
1) GUSA PW report May 2020	3 - 4
D) Scheduled Business	
1) Discussion and possible action to approve minutes from May 4, 2020, and May 18, 2020 meetings. (Wendy Knight, Secretary) GUSA - 04 May 2020 - Minutes - Html GUSA - 18 May 2020 - Minutes - Html	5 - 8
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 Utility Services Authority. (John Gonsalves, Finance Director) 2020-2021 Budget Adoption PROPOSED FY20-21 BUDGET	9 - 95
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) INSURANCE RENEWAL 2020-2021	96 - 104
4) Discussion and possible action to approve the Professional Services Agreement with Tetra Tech, Inc. in a total amount not to exceed \$224,000.00 to be funded from the FY 2019/2020 GUSA Budget Acct. No.02-6-16- 6244 Professional Services, and to authorize the City Manager to execute same. (Lynn Burrow, Community Development Director) GUSA Presentation 06 01 20 Tetra Tech Contract Addendum	105 - 151
5) Discussion and possible action to approve and authorize the Chairman of the Board of Trustees to sign the Agreed Upon Audit Procedures Engagement Letter for FY2020, Elfrink and Associates, PLLC, on behalf of the Glenpool Utility Service Authority. (Lowell Peterson, City Attorney) Staff Memo 060120 Audit	152 - 157

[Glenpool-Creek2 AUP Engagement Letter \(003\)](#)

- 6) Discussion and possible action to enter into Executive Session for the purpose of confidential communications between the GUSA Board of Trustees, as a public body, and its attorney concerning a pending claim upon its determination, with the advice of the Authority Counsel, that disclosure will seriously impair the ability of the Board to process the claim in the public interest, pursuant to 25 O.S. § 307.B.4. (Open Meeting Act); to wit, receipt of Amended Consent Order from the Oklahoma Department of Environmental Quality alleging wastewater treatment plant permit violations.
(Timothy Fox, Chairman)
- 7) Discussion and possible action to reconvene in Regular Session.
(Timothy Fox, Chairman)

E) **Adjournment**

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on May 29, 2020, by 4:00 pm.

Signed: Wendy Knight

Secretary



1 June 2020

To: Honorable Chairman and Trustee's, Glenpool Utility Service Authority

From: Rob Werley, Public Works Director

RE: May 2020 Public Works Operations Report

The following information is a summary of the work that is in progress or has been completed by Public Works crews for the month of May:

Wastewater:

- Turned in information to ODEQ regarding DMR-QA study 40
- WET test sampling was completed
- Pulled pumps at Eden South and Conway lift stations to have repaired

Water:

- Meter reading started on 4 May and ended on 7 May; 20 re-reads were completed
- There were no cutoff's done in May
- 137 service orders were completed for the Water Department
- 241 locates were completed
- Monthly bac-t samples were taken, all samples passed
- Repaired 4 water service line / meter leaks
- Made 12 new taps, ran service lines, set meters and meter boxes
- Replaced two RG3 registers with two new RG3 Tomahawk style registers, Tomahawk style has cable attached to the register running to an antenna that attaches to the outside of the meter lid. These two were swapped out due to the depth of the meters and having issues with remote reads due to the depth

Parks:

- Daily check of parks, pick up trash and empty trash cans
- Re-opened all parks, reinstalled basketball goals and removed tape from playground equipment
- Mow, weed eat at City Parks
- Service and clean mowers and weed eaters

Streets:

- Install / replace street signs at 146th & Vancouver and 125th Pl & Waco

12205 S. Yukon, Glenpool, OK 74033 OFFICE: 918-322-5409 FAX: 918-209-4641
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- Spray weeds along fence lines at Morris, Kendallwood S, and Rolling Meadows Parks
- Repair potholes on Warrior Rd in front of the sports arena
- Clear debris from storm inlets
- Mow, weed eat City right of ways
- Service and clean mowers and weed eaters
- Completed street / traffic sign inventory at shop, signs have been hung up on wall for easier access

Storm drain repairs have been completed at Fern and E 134th St

Solar school lights have been installed on 141st and Elwood for Glenpool Elementary School.

These signs have been tested and are ready for the upcoming school year.

Back to full crews on 18 May

MINUTES
GUSA Meeting
Monday, May 4, 2020 Zoom Video Conference 6:00 PM

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

TRUSTEES ABSENT: Brandon Kearns

STAFF PRESENT: David Tillotson
Susan White
Lowell Peterson
Wendy Knight
John Gonsalves
Lynn Burrow
Rob Werley

- A) Call to Order - Timothy Lee Fox, Chairman**
Chairman Fox called the meeting to order at 8:06 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) Public Works Director Report - Rob Werley**
[GUSA PW report April 2020](#)
[GUSA ODEQ Consent Order Response](#)
- D) Scheduled Business**
- 1) Discussion and possible action to approve minutes from April 6, 2020 meeting.
(Wendy Knight, Secretary)

Moved by Jacqueline Triplett-Lund, seconded by Momodou Ceesay

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
	4	0	0	1

CARRIED.

[GUSA - 06 Apr 2020 - Minutes - Html](#)

- 2) Discussion and possible action to approve the Employee Benefits Package for FYE 2021.
(David Tillotson, City Manager)

Mr. Tillotson presented and recommended Board approval of the Employee Benefits Package for FYE 2021. The Benefits Committee, made up of employees, met this year and voted to recommend the following comprehensive benefits package: Health – Community Care, Renewal; GAP – MedLink 6, Option 2; Teledoc – Employee Voluntary Plan, Renewal; Dental – Guardian J1 Choice, Renewal; Vision – The Standard; and Life – The Standard, Package Pricing Option.

Moved by Joyce Calvert, seconded by Jacqueline Triplett-Lund

To approve the Employee Benefits Package for FYE 2021.

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

CARRIED.

[Staff Report - Benefits Renewal
Benefit Renewal.Final.04222020](#)

- 3) Discussion and possible action to accept ownership of a public sanitary sewer extension serving **Park 151 Addition**, including the corresponding as-built construction documents and the required one-year maintenance bond.

(Lynn Burrow, Community Development Director)

Mr. Burrow presented and recommended Board acceptance of ownership of a public sanitary sewer extension serving **Park 151 Addition**, including the corresponding as-built construction documents and the required one-year maintenance bond. This sanitary sewer extension was permitted for construction by the Oklahoma Department of Environmental Quality (ODEQ) and was inspected by City staff during construction for compliance with the approved construction plans and State and City design criteria.

Moved by Jacqueline Triplett-Lund, seconded by Joyce Calvert

*To accept ownership of a public sanitary sewer extension serving **Park 151 Addition**, including the corresponding as-built construction documents and the required one-year maintenance bond.*

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

CARRIED.

[GUSA Presentation Acceptance of Sanitary Sewer Park 151](#)

E) Adjournment

Chairman Fox declared the meeting adjourned at 8:20 p.m.

MINUTES
GUSA Special Meeting
Monday, May 18, 2020 Council Chambers 6:00 PM

TRUSTEES PRESENT: Tim Fox
Jacqueline Triplett-Lund
Brandon Kearns

TRUSTEES ABSENT: Momodou Ceesay
Joyce Calvert

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

STAFF ABSENT: John Gonsalves

- A) Call to Order - Timothy Lee Fox, Chairman**
Chairman Fox called the meeting to order at 8:26 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) Presentation of FY20/21 proposed budget. No action will be taken.
(David Tillotson, City Manager)

Mr. Tillotson presented a draft of the FY20/21 proposed budget. No action was taken.
- D) Adjournment**
Chairman Fox declared the meeting adjourned at 8:32 p.m.



To: HONORABLE MAYOR, MEMBERS OF THE CITY COUNCIL
From: John Gonsalves, Finance Director
Date: June 1, 2020
Subject: FY2020-2021 Budget Adoption

Background:

The City Council intends to hold a public hearing on the proposed budget at the June 1, 2020 regular meeting. Following the public hearing, the Council may adopt the budget by approving the attached resolution, adopting the appropriations contained in the proposed budget.

Staff Recommendation:

Staff recommends approval of Resolution No. 2020005, a resolution of the City Council of Glenpool adopting the budget for Fiscal Year 2020-2021.

Attachments:

Resolution 2020005

RESOLUTION 2020005

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF GLENPOOL TO COMPLY WITH AND OPERATE IN ACCORDANCE WITH THE MUNICIPAL BUDGET ACT AND APPROVE THE 2020-2021 ANNUAL BUDGET.

WHEREAS, The Oklahoma State Statutes, Title 11, Section 201 authorizes a municipality to prepare and approve an annual budget, and

WHEREAS, The Glenpool City Council has met all requirements for publications and public input on the 2020-2021 budget, and

WHEREAS, the Council members of the City of Glenpool have reviewed the proposed budget and are aware of the operations and projects planned for 2020-2021;

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Glenpool:

- A. That the budget for fiscal year 2020-2021 be approved for the funds and amounts:

SEE EXHIBIT A

- B. That the Finance Director, with the approval of the City Manager, may make transfers between departments and accounts within a fund. Additional appropriations must be approved by the Council prior to implementation;
- C. That the Finance Director shall be given blanket authority and directed to invest and reinvest available funds on a continuing basis during the fiscal year ending June 30, 2021.

PASSED AND APPROVED this 1st day of June, 2020.

Name: Timothy Lee Fox
Title: Mayor

Attest:

Name: Wendy Knight
Title: City Clerk



FY 2020-2021 PROPOSED BUDGET

12205 S. Yukon, Glenpool, OK 74033 OFFICE: 918-322-5409 FAX: 918-209-4641
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City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Wendy Knight
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**CITY OF GLENPOOL, OKLAHOMA
FY2021 PROPOSED BUDGET**

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BUDGET DETAIL

SECTION 2

GENERAL FUND

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SPECIAL REVENUE FUNDS

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ENTERPRISE FUNDS

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CAPITAL PROJECTS

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DEBT SERVICE

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Budget Worksheets	



May 28, 2020

Honorable Mayor and Members of the City Council:

The proposed budget for 2020-2021 Fiscal Year is submitted for your review. This budget has been prepared and 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.

While we are on target to meet our projected FY19-20 budget revenues, the ongoing COVID-19 pandemic has caused some concern that we will see a financial impact to our revenues for FY20-21. With the national and state unemployment levels reaching highs we have not seen in years and businesses still struggling to open their doors, the timeline for economic recovery is unknown. I believe with the retail business mix we have in Glenpool that we will weather this economic downturn better than some communities. Additionally, I expect to see new sales tax due to additional businesses in our three ongoing developments. Given these factors, and despite the strong sales tax returns we saw in May, our goal was to remain conservative next year with our budget revenue projections. As we have discussed in the past, it is always my preference when budgeting to project revenues in the lower range of expectations and then match expenses to those revenues. With that in mind, we are predicting a 1.65% decline in sales tax over this fiscal year's projected totals. We are also planning for a 5.3% decline in use tax over this fiscal year's projected totals. These declines will be offset by growth in our permit and service fees due to construction related revenues. This results in gross revenues before transfers of \$9,670,717 in the General Fund, which is an increase of \$14,125...essentially a flat budget for the fiscal year.

My main goal coming into this year's budgeting process was to protect our employees and their jobs. Given the increases to benefit costs and the projected step raises for the police and fire departments that are expected as part of their collective bargaining agreements we find ourselves in a scenario that won't allow us to hold pat on expenses as compared to FY19-20. To protect our employees and their jobs we have cut all capital from the budget, except for some computer hardware and software upgrades needed to fix obsolete computer systems currently in our network. Additionally, we have cut some expenses where possible in various departmental budget accounts. The budget as presented **does not** require us to furlough or layoff any current employees.

As mentioned, this budget includes step raises for the Fire Department as required in their Collective Bargaining Agreement. It also includes step raises for the Police Department employees covered under their Collective Bargaining Agreement; however, negotiations with the Fraternal Order of Police have not been completed and additional funds may be needed depending on the final outcome of those negotiations and the approval of the new Collective Bargaining Agreement by the Council. This budget **does not** contain any raises or salary adjustments for non-union employees. Should revenues

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increase beyond budget projections, it is my intent to bring some form of additional compensation for these non-union employees to the Council for consideration in January.

The Glenpool Utility Services Authority (GUSA) revenue for FY20-21 has been increased by 2.6% to \$5,526,200. This increase can be attributed to an increase in refuse income and a slight increase in water/sewer collections. We have not included any increases to our water or sewer rates in these revenue numbers. The departmental expenses have increased almost 5% based on increases to benefit costs and the estimated costs to complete the requirements under a DEQ Consent Order on the wastewater treatment sewer plant. Even with this increase to expenses we still anticipate increasing our fund balance available at the end of the year.

We have added a new budget department to the Glenpool Industrial Authority (GIA) to better account for revenue and expenses from both of our Tax Increment Financing Districts. The departmental budget accounts for all the GIA revenue increase for FY20-21. Even though the Conference Center income will be down as compared to the budget for this year, that decrease is specifically attributable to the shutdown caused by the COVID-19 pandemic. We believe the Conference Center will rebound to projected FY19-20 levels and have therefore left its revenue even for FY20-21. We have also held expenses for the conference center relatively flat with the reduction coming mainly from capital spending.

The FY20-21 budget also continues to fund Move Glenpool Forward (MGF) projects. The available funding for Warrior Road included in the Move Glenpool Forward tax has been exhausted. All future expenses to complete Warrior Road will be required to come from the General Fund Designated Reserve. Fund 50 (MGF-Streets and Infrastructure) includes \$50,000 to begin work on the Vancouver Stormwater Project and \$278,782 to begin the traffic studies and engineering design necessary to widen Elwood from 151st north to 137th. The traffic studies and engineering design will include planning for signalization at 141st and Elwood and potentially at 151st and Elwood. Fund 51 (MGF-Public Safety Capital) does not include any new purchases this fiscal year. All the expected revenue has been allocated to pay debt service on prior year purchases. Finally, Fund 52 (MGF-Public Safety Personnel) does not include any new positions for police or fire this year. Due to the projected downturn in sales and use taxes we will be using available fund balance to pay current expenses.

I cannot commend our staff enough for their hard work and diligence this year. I am proud to have the opportunity to serve this great community alongside these employees.

Sincerely,



David Tillotson
City Manager

RESOLUTION 2020005

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- C. That the Finance Director shall be given blanket authority and directed to invest and reinvest available funds on a continuing basis during the fiscal year ending June 30, 2021.

PASSED AND APPROVED this 1st day of June, 2020.

Name: Timothy Lee Fox
Title: Mayor

Attest:

Name: Wendy Knight
Title: City Clerk

CITY OF GLENPOOL
FY21 PROPOSED BUDGET

	GOVERNMENTAL FUNDS							PROPRIETARY FUNDS	
		Public Safety	Capital	Park &		Streets &		Glenpool	Glenpool
	General Fund	Personnel Fund	Improvement Fund	Recreation Fund	Hotel/Motel Tax Fund	Infrastructure Capital Fund	Public Safety Capital Fund	Utility Service Authority	Industrial Authority
REVENUES									
Taxes	\$ 8,741,729	\$ 1,127,995	\$ -	\$ -	145,900	\$ 594,761	\$ 533,234	\$ -	\$ -
Licenses & Permits	60,700	-	-	-	-	-	-	-	-
Charges for Services	279,055	-	-	12,000	-	-	-	5,500,000	360,000
Intergovernmental	235,000	-	-	-	-	-	-	-	-
Fines & Forfeitures	279,000	-	-	-	-	-	-	-	-
Investment Income	50,000	6,000	1,200	1,800	4,500	4,000	2,000	26,300	10,000
Other Revenues	25,233	-	-	-	-	-	-	26,200	34,700
Transfers In	1,845,900	-	-	-	-	-	-	3,683,226	182,333
Tax Increment Financing	-	-	-	-	-	-	-	-	152,000
Use of Fund Balance	37,815	228,780	-	-	-	-	5,795	-	-
Total Revenues	\$ 11,554,432	\$ 1,362,775	\$ 1,200	\$ 13,800	\$ 150,400	\$ 598,761	\$ 541,029	\$ 9,235,726	\$ 739,033
EXPENDITURES									
General Government	\$ 767,746	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -
Animal Control	93,622	-	-	-	-	-	-	-	-
Police	2,002,866	467,743	-	-	-	-	-	-	-
Dispatch	417,886	-	-	-	-	-	-	-	-
Fire	2,263,894	895,032	-	-	-	-	-	-	-
Emergency Management	40,000	-	-	-	-	-	-	-	-
Community Development	615,277	-	-	-	-	-	-	-	-
Gen Gov't Administration	672,054	-	-	-	-	-	-	-	-
Streets & Parks	875,528	-	-	-	-	95,000	-	-	-
Water & Sewer	-	-	-	-	-	-	-	3,318,613	-
Utility Billing	-	-	-	-	-	-	-	354,257	-
Refuse	-	-	-	-	-	-	-	685,000	-
Stormwater	-	-	-	-	-	50,000	-	6,000	-
Conference Center Oper.	-	-	-	-	-	-	-	-	402,400
Tax Increment Financing	-	-	-	-	-	-	-	-	274,333
Economic Dev	-	-	-	-	90,400	-	-	-	2,000
Capital Outlay	-	-	-	13,800	-	-	-	-	-
Debt Service	-	-	-	-	-	174,979	541,029	3,071,312	-
Tsf to City	-	-	-	-	-	-	-	1,800,000	45,900
Tsf to GUSA	1,883,226	-	-	-	-	-	-	-	-
Tsf to GIA	122,333	-	-	-	60,000	-	-	-	-
Tsf to GUSA Bond Pledge	1,800,000	-	-	-	-	-	-	-	-
Transfer to Reserves	-	-	1,200	-	-	278,782	-	544	14,400
Total Expenditures	\$ 11,554,432	\$ 1,362,775	\$ 1,200	\$ 13,800	\$ 150,400	\$ 598,761	\$ 541,029	\$ 9,235,726	\$ 739,033

CITY OF GLENPOOL FY20-21 ADOPTED BUDGET

INTRODUCTION

BUDGET SUMMARY

Budget Process

The budget process for FY2021 began with estimating anticipated revenues. This largely involved reviewing revenue trends over the last several years, assessing current economic factors and future economic predictions, and determining expected growth in the overall population of the City. Sales Tax revenues are expected to decline during the first half of the FY2021. With grants and other one-time revenues excluded, the FY2021 budgeted revenues reflect a -2% decrease over the FY2020 budget, and a 0.2% decrease over FY2020 projections.

The expenditure budget process for FY2021 began with the current FY2020 spending budget. The one-time items built into the FY2020 budget were removed and increases in contracts and other expenditures were calculated to produce a base FY2021 budget. Workers' Comp insurance premiums were budgeted to increase 6%; health insurance premiums increased 5%; utilities and motor fuel are budgeted to remain even with prior year budget. No wage increase was included for non-contractual employees. A 1% wage increases was negotiated for union and other contractual employees.

Budget Overview

Revenues

Budgeted revenues are reported in the following categories: **Taxes** include sales tax, use tax, hotel/motel tax, franchise tax and E-911 fees. **License and Permits** include various business licenses and building permits. **Charges for Services** consists of development fees, zoning fees, inspection fees, animal adoption fees, water and sewer usage fees and reimbursement for services, such as the School Resource Officer and first responder fees charged to other organizations. **Intergovernmental** revenues include gasoline excise tax, tobacco tax, and E-911 fees and various grants. **Fines and Forfeitures** include adult and juvenile fines. **Other Revenues** consists of various miscellaneous revenues. Finally, **Investment income** includes earnings on investments and bank accounts and bond funds.

Sales Tax is the largest single revenue source for the General Fund and the City. The 5.1% sales tax levy is divided between various funds as authorized by voters as shown in the table below:

City Sales Tax Levy	Fund	Description
3.0%	General Fund	Permanent tax which funds general operations of the City
1.0%	Capital projects/Debt service	Temporary tax effective through March 31, 2021 for capital improvements and debt service.
0.55%	Public Safety Personnel	Permanent tax which funds some police and fire personnel
0.29%	Streets & Infrastructure	Temporary tax effective through December 31, 2036 for capital improvements and economic development.
0.26%	Public Safety Capital	Temporary tax effective through December 31, 2036 for public safety needs such as police vehicles, fire trucks, building improvements and other equipment.
5.10%	Total	

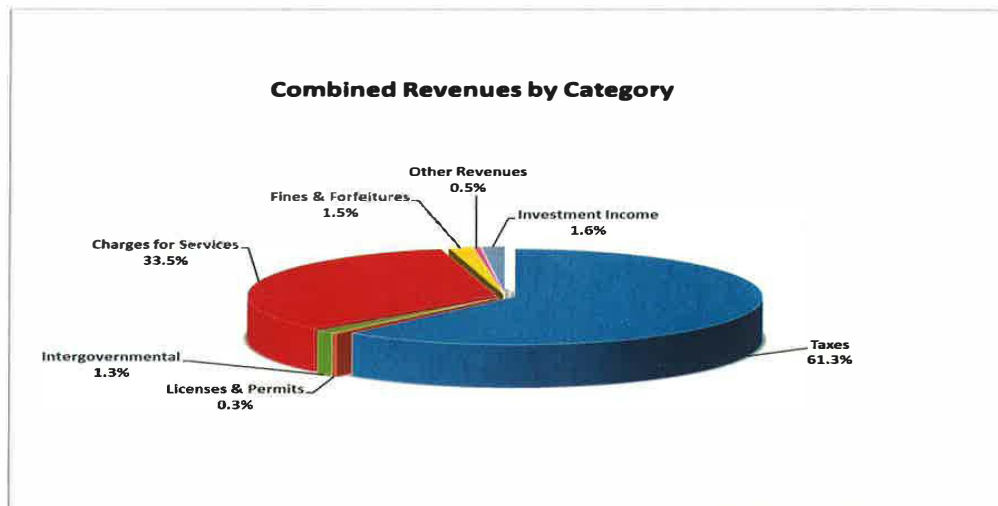
CITY OF GLENPOOL FY20-21 ADOPTED BUDGET

INTRODUCTION

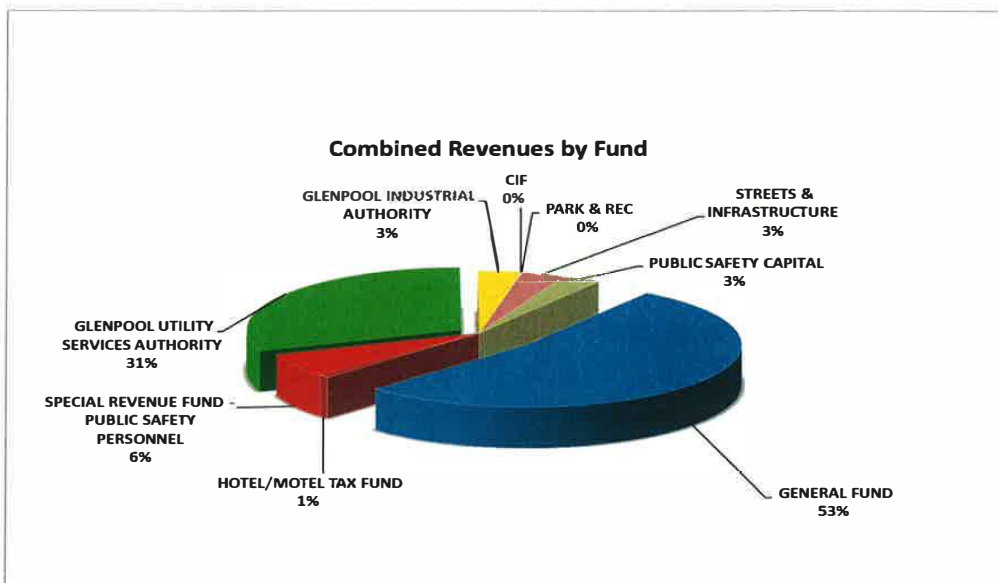
BUDGET SUMMARY

Total FY2021 combined revenues are budgeted to generate \$18,175,352. The charts below reflect the composition of operating revenues by category and fund:

Combined Revenues by Category



Combined Revenues by Fund



CITY OF GLENPOOL FY20-21 ADOPTED BUDGET

INTRODUCTION

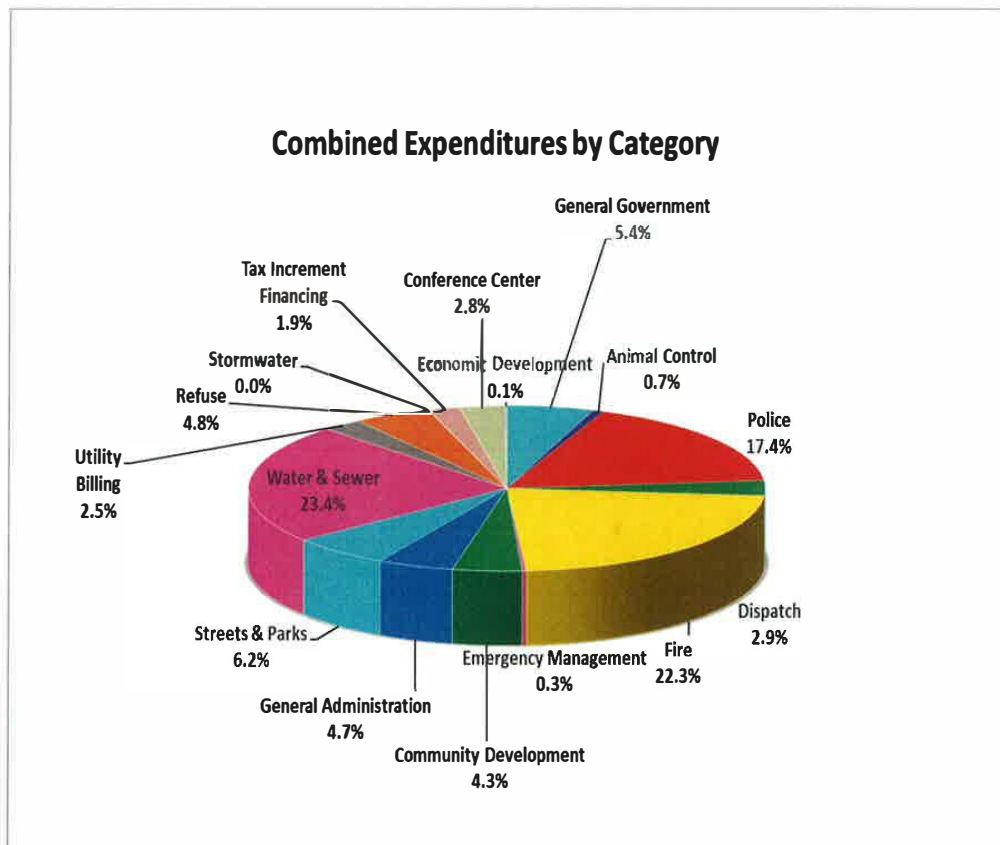
BUDGET SUMMARY

Expenditures

The FY2021 expenditure budget is divided into eight basic categories. **Personal Services** encompasses all expenditures related to employee costs, such as salaries, benefits, and uniforms. **Materials & Supplies** includes office supplies, motor fuel, minor tools and equipment. **Other Charges and Services** includes general property and liability insurance premiums, contract services, postage, and telephone and utilities. **Travel and training** includes employee training and travel expenses. **Repairs and Maintenance** includes equipment and building maintenance, vehicle repairs, street repairs, park maintenance and property maintenance. **Miscellaneous** includes sale of assets, rental income, refunds, and other miscellaneous revenues. **Capital Outlay** includes machinery and equipment, office equipment, vehicles, and building improvements. **Debt service** includes principal and interest payments on debt and fiscal agent fees.

Total combined expenditures budgeted for FY2021 is \$14,419,450. The following charts reflect the distribution of operating expenditures by category and fund:

Combined Expenditures by Category

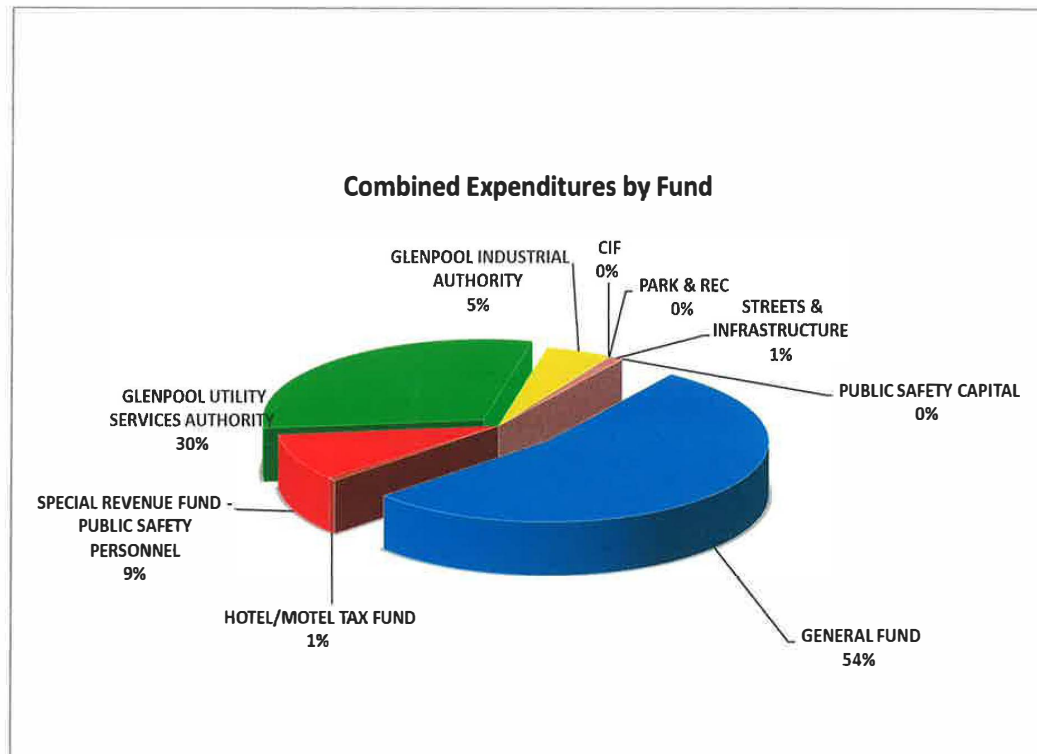


CITY OF GLENPOOL FY20-21 ADOPTED BUDGET

INTRODUCTION

BUDGET SUMMARY

Combined Expenditures by Fund



1.5A

CITY OF GLENPOOL FY2021 ADOPTED BUDGET

INTRODUCTION

BUDGETARY GUIDELINES

Budget Law

The City has adopted the provisions of the Municipal Budget Act (Title 11 O.S. §§ 17-201 through 17-216). In accordance with the Budget Act, the following process is used to adopt the annual budget:

- a. By June 1, the City Manager submits to the City Council a proposed operating budget for the fiscal year commencing the following July 1.
- b. Public hearings are conducted to obtain citizen comments. At least one public hearing must be held no later than 15 days prior to July 1.
- c. Subsequent to the public hearing but no later than seven days prior to July 1, the budget is adopted by resolution of the City Council.
- d. The adopted budget is filed with the Office of State Auditor and Inspector.

All funds of the City with revenues and expenditures are required to have annual budgets and all budgets must be balanced (i.e. estimated revenues + appropriated fund balance = appropriations). The legal level of expenditure and encumbrance control is department appropriation total within a fund. Accounting for expenditures must at least be at the object category level within each department as follows:

- Personal Services
- Materials and Supplies
- Other Services and Charges
- Travel & Training
- Repairs & Maintenance
- Miscellaneous
- Capital Expenditures
- Debt Service

All transfers of appropriations between funds and supplemental appropriations require City Council approval. The City Manager may transfer unexpended and unencumbered appropriations between departments within a fund without City Council approval. Supplemental appropriations must also be filed with the Office of State Auditor and Inspector.

In accordance with Title 60 of the Oklahoma State Statutes, the Glenpool Utility Services Authority and the Glenpool Industrial Development Authority are required to prepare an annual budget and submit a copy to the City as beneficiary. However, there are no further requirements such as form of budget, approval of the budget or definition of a legal level of control.

CITY OF GLENPOOL FY2021 ADOPTED BUDGET

INTRODUCTION

BUDGETARY GUIDELINES

Basis of Accounting

Basis of accounting refers to the time at which revenues and expenditures or expenses are recognized in the accounts and reported. Governmental funds are accounted for using the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when they become measurable and available as net current assets. Available means collectible within the current period or expected to be collected within 60 days after year end and be used to pay liabilities of the current period. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Exceptions to this general rule include unmatured principal and interest on general long-term obligations which are recognized when due. This exception is in conformity with Generally Accepted Accounting Principles.

Property tax revenues and sales tax receipts are considered measurable and available when collected and recognized as revenue at that time. Licenses and permits, fines and forfeits, and miscellaneous revenues are recorded as revenues when received in cash because they are generally not measurable until actually received. Investment earnings are recorded on the accrual basis in all funds.

Intergovernmental revenues are recorded on a basis applicable to the legal and contractual requirements of the various individual grant programs.

All proprietary funds are accounted for using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized in the accounting period in which they are earned and become measurable. Expenses are recorded in the accounting period incurred, if measurable.

Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of funds are recorded in order to reserve that portion of the applicable appropriation, is utilized in the governmental funds. Encumbrances outstanding at year-end are reported as reservations of fund balances and do not constitute expenditures or liabilities since the commitments will be honored during the subsequent year. For budgetary purposes, encumbrances outstanding at year end and the related appropriation are carried forward to the new fiscal year. Encumbrances constitute the equivalent of expenditures for budgetary purposes.

CITY OF GLENPOOL FY2021 PROPOSED BUDGET

INTRODUCTION

FUND DESCRIPTIONS

City of Glenpool Funds

The basic accounting and reporting entity for the City of Glenpool is a fund. A fund is defined as “an independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created”. Funds are established for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

Funds used in government are classified into three broad categories: governmental, proprietary and fiduciary. Governmental funds include activities usually associated with a typical local government’s operations (general government, public safety, parks activities, streets, etc.) Proprietary funds are used in governments to account for activities often found in the private sector (utilities, airports and golf courses are prime examples). Fiduciary funds are utilized in situations where the government is acting in a fiduciary capacity as a trustee or agent. The City currently has no Fiduciary funds. The various funds are grouped in fund types and categories as follows:

Governmental Funds

Include activities usually associated with the governmental entities’ operation (police, fire, and general governmental functions).

General Fund

The primary operating fund of the City. All general tax revenues and other receipts not allocated by law or some other contractual agreement to other funds are accounted for in the General Fund. Expenditures of this fund include the general operating expenses traditionally associated with governments such as administration, public safety, streets, and parks.

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally or administratively restricted to expenditures for certain purposes.

- **Hotel-Motel Tax Fund** – The sole source of revenue for this fund is the 5% hotel/motel occupancy tax received by the City in the General Fund. This tax revenue is for the purpose of encouraging, promoting and fostering economic development, culture and leisure in the City of Glenpool as specified in Ordinance # effective
- **Public Safety Personnel Fund** – budgets and accounts for specific revenues and expenditures pertaining to public safety personnel funded by a special 0.55% sales tax approved by Glenpool voters on April 5, 2016. This permanent tax became effective July 1, 2016.

Debt Service Funds

Debt Service Funds are used to account for the acquisition of resources and payment of principal and interest on general long-term debt. Typically, a Sinking Fund is used to budget and account for ad-valorem taxes levied by the City for use in retiring general obligation bonds, court-assessed judgments, and related interest and fiscal agent fees.

CITY OF GLENPOOL FY2021 PROPOSED BUDGET

INTRODUCTION

FUND DESCRIPTIONS

Capital Project Funds

Capital Project Funds are used to account for the acquisition, construction, and improvement of capital facilities other than those financed by proprietary funds.

- **Capital Improvement Fund** – budgets and accounts for capital improvements funded by a one penny sales tax approved by citizens in 2001 and effective through March 31, 2021. These funds may also be expended for retirement of debt as provided in the ordinance. In FY20-21, these funds are transferred to the GUSA for debt service.
- **Parks and Recreational Fund** – budgets and accounts for revenues from housing developers for park improvements.
- **Streets & Infrastructure Capital Fund** – budgets and accounts for streets and infrastructure improvements funded by a 0.29 percent sales tax approved by citizens on April 5, 2016. The tax is effective January 1, 2017 through December 31, 2036.
- **Public Safety Capital Fund** – budgets and accounts for public safety equipment and capital improvements funded by a 0.26 percent sales tax approved by citizens on April 5, 2016. The tax is effective January 1, 2017 through December 31, 2036.

Proprietary Funds

There are two classifications of Proprietary Funds: Enterprise Funds and Internal Service Funds. Internal Service Funds are used to account for goods or services provided to other funds, departments, or agencies of the City. The City currently has no Internal Service Funds.

Enterprise Funds

Enterprise Funds are used to account for activities that are operated in a manner similar to a private business enterprise, where the cost of the goods or services are to be financed or recovered primarily through user charges.

- **Glenpool Utility Services Authority Fund** – budgets and accounts for activities of the public trust in providing water services to citizens.
- **Glenpool Industrial Authority** – budgets and accounts for activities of the public trust in supporting economic development as well as the operation of the Glenpool Conference Center.

CITY OF GLENPOOL FY2021 PROPOSED BUDGET

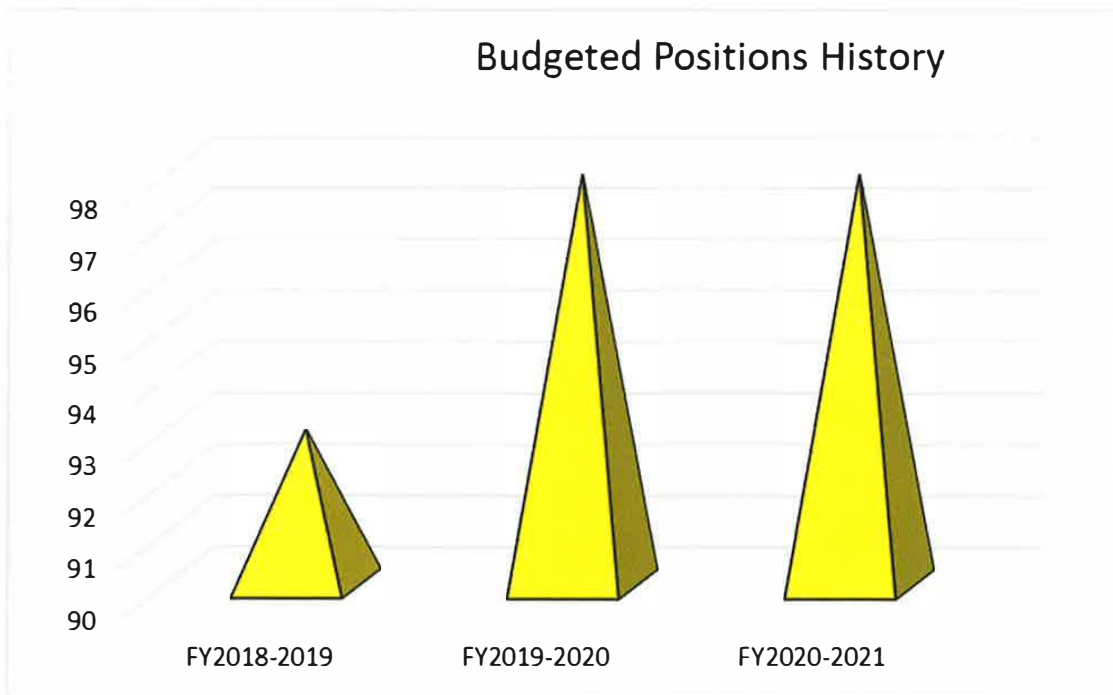
INTRODUCTION

BUDGETED POSITIONS

FY2021 Budgeted Positions

The City's workforce includes general, non-represented employees as well as public safety employees represented by the International Association of Firefighters (IAFF) and the Fraternal Order of Police (FOP).

The FY2021 Proposed Budget contains authorization for 98 positions throughout the City, including 94 full-time positions and 4 part-time positions.



CITY OF GLENPOOL FY2021 PROPOSED BUDGET

INTRODUCTION

BUDGETED POSITIONS

Budgeted Positions By Department			
FULL -TIME	FY2020-2021	FY2019-2020	FY2018-2019
General Government	4	4	4
Animal Control	2	2	1
Police	24	24	24
Dispatch	7	7	7
Fire	24	24	23
Community Development	7	7	7
General Administration	4	4	4
Streets & Parks	7	7	7
Water & Sewer	9	9	7
Utility Billing	3	3	3
Court	1	1	1
Conference Center	2	2	2
Total Full-Time	94	94	90
PART- TIME			
Animal Control	1	1	1
Utility	1	1	0
Conference Center	2	2	2
Total Part Time	4	4	3
Total Full Time	94	94	90
Total Part Time	4	4	3
Total Budgeted Positions	98	98	93
Budgeted Positions History	FY2020-2021	FY2019-2020	FY2018-2019
	98	98	93

BUDGET DETAIL - OPERATING FUNDS

GENERAL FUND

**CITY OF GLENPOOL
GENERAL FUND
FY 2020-2021 PROPOSED BUDGET**

	FY2019 ACTUAL 6/30/2019	FY2020 BUDGET (as amended)	FY2020 PROJECTED 06/30/2020	FY2021 BUDGET ESTIMATE	CHANGE OVER FY20 BUDGET AS AMENDED	
					\$	%
Gross Revenues:						
Taxes	\$ 8,495,336	\$ 8,719,566	\$ 8,917,733	\$ 8,741,729	\$ 22,163	0.3%
Licenses & Permits	55,380	54,300	62,426	60,700	6,400	11.8%
Charges for Services	239,151	234,000	205,667	279,055	45,055	19.3%
Intergovernmental	868,939	224,400	245,410	235,000	10,600	4.7%
Fines & Forfeitures	280,484	320,000	285,241	279,000	(41,000)	-12.8%
Investment Income	39,317	67,326	62,935	50,000	(17,326)	-25.7%
Other Revenues	856,352	37,000	167,524	25,233	(11,767)	-31.8%
Total Gross Revenues	\$ 10,834,959	\$ 9,656,592	\$ 9,946,936	\$ 9,670,717	\$ 14,125	0.1%
Expenditures:						
General Government	\$ 738,684	\$ 733,580	\$ 743,946	\$ 767,747	\$ 34,167	4.7%
Animal Control	72,982	93,410	76,301	93,621	211	0.2%
Police	2,105,184	2,095,090	1,852,345	2,002,866	(92,224)	-4.4%
Dispatch	392,023	411,048	424,034	417,886	6,838	
Fire	2,326,276	1,884,924	1,792,409	2,263,894	378,970	20.1%
Emergency Management	5,603	79,500	61,059	40,000	(39,500)	-49.7%
Community Development	540,189	657,274	559,917	615,277	(41,997)	-6.4%
General Administration	609,899	705,199	637,473	672,054	(33,145)	-4.7%
Streets & Parks	709,423	1,044,272	920,904	875,528	(168,744)	-16.2%
Total Expenditures	\$ 7,500,263	\$ 7,704,297	\$ 7,068,388	\$ 7,748,873	\$ 44,576	0.6%
Excess (deficiency) of Revenues over Expenditures	\$ 3,334,696	\$ 1,952,295	\$ 2,878,548	\$ 1,921,844	\$ (30,451)	-1.6%
Other Financing Sources (Uses):						
Transfers In	1,905,900	1,960,300	1,920,300	1,845,900	(114,400)	-5.8%
Transfers Out	(3,871,132)	(3,836,283)	(3,775,442)	(3,805,559)	30,704	-0.8%
Total Other Financing Sources (Uses)	\$ (1,965,232)	\$ (1,875,983)	\$ (1,855,142)	\$ (1,959,659)	\$ (83,696)	4.5%
Use of Fund Balance						
Beginning Fund Balance	\$ 6,226,677	\$ 7,596,141	\$ 7,596,141	\$ 8,619,547	\$ 1,023,406	13.5%
Additions/(Reductions) to Fund Balance	1,369,464	275,534	1,023,406	(37,815)	(313,349)	-13.7%
Ending Fund Balance	\$ 7,596,141	\$ 7,871,675	\$ 8,619,547	\$ 8,581,732	\$ 710,057	9.0%
Restricted:						
Police Forfeitures	10,271	10,275	10,275	10,275	-	0.0%
Warrior Road Project		700,000	140,578	300,000		
Animal Control Building		744,000	744,000	744,000		
Mini Court Bonds	333	333	333	333		
Safety program	13,909	13,909	13,909	13,909		
Juvenile Program	19,575	19,583	19,583	19,583		0.0%
Unassigned:						
Designated Emergency Reserve	-	-	-	-	-	NA
Undesignated	7,552,053	6,383,575	7,690,869	7,493,632	1,110,057	17.4%
Total Ending Fund Balance	\$ 7,596,141	\$ 7,871,675	\$ 8,619,547	\$ 8,581,732	\$ 1,110,057	14.1%
Transfer Detail:						
Operating Transfers In:						
GUSA Fund	\$ 1,860,000	\$ 1,900,000	\$ 1,860,000	\$ 1,800,000	\$ (100,000)	-5.3%
Capital Improvement Fund	-	-	-	-	-	NA
GIA Fund	45,900	60,300	60,300	45,900	(14,400)	-23.9%
Total Operating Transfers In	\$ 1,905,900	\$ 1,960,300	\$ 1,920,300	\$ 1,845,900	\$ (114,400)	-5.8%
Operating Transfers Out:						
Capital Impr Fund - 1 Pennysales tax	\$ 1,861,132	\$ 1,892,300	\$ 1,915,442	\$ 1,883,226	\$ (9,074)	-0.5%
GIA TIF District	-	-	-	69,000	69,000	
GIA Reimbursement TAPP	-	-	-	53,333	53,333	NA
Public Safety Capital Fund	150,000	143,963	-	-	(143,963)	-100.0%
GUSA - Bond pledge	1,880,000	1,800,000	1,880,000	1,800,000	-	0.0%
Total Operating Transfers Out	\$ 3,871,132	\$ 3,836,263	\$ 3,775,442	\$ 3,805,559	\$ (30,704)	-0.8%

BUDGET DETAIL - OPERATING FUNDS

GENERAL FUND

**CITY OF GLENPOOL
GENERAL FUND REVENUES
FY 2020-2021 PROPOSED BUDGET**

	FY2019 ACTUAL 6/30/2019	FY2020 BUDGET (as amended)	FY2020 PROJECTED 06/30/2020	FY2021 BUDGET ESTIMATE	CHANGE OVER FY20 BUDGET AS AMENDED	
					\$	%
TAXES:						
Sales Tax	\$ 5,556,095	\$ 5,732,693	\$ 5,737,878	\$ 5,643,170	\$ (89,523)	-1.6%
Dedicated Tax	1,852,347	1,911,223	1,915,442	1,883,226	(27,997)	-1.5%
Use Tax	521,060	483,107	706,661	669,333		0.0%
Ad Valorem Tax - Expired	-	-	-	-	-	NA
Hotel-Motel Tax	-	-	-	-	-	NA
Franchise Tax	455,980	486,543	441,118	440,000	(46,543)	-9.6%
E911 Fees	109,854	106,000	116,634	106,000	-	0.0%
LICENSES & PERMITS:						
Licenses	31,680	30,250	28,332	25,650	(4,600)	-15.2%
Permits	23,700	24,050	34,094	35,050	11,000	45.7%
CHARGES FOR SERVICES:						
Development Fees	8,714	8,000	10,004	9,000	1,000	12.5%
Zoning Fees	5,430	4,500	4,767	4,500	-	0.0%
Inspection Fees	36,166	50,000	60,354	50,000	-	0.0%
Dog Pound	7,536	7,000	4,256	4,000	(3,000)	-42.9%
Police Reports	550	500	533	500	-	0.0%
GEMS Reimbursement	106,755	90,000	71,020	132,055	42,055	46.7%
Police Special Services	74,000	74,000	49,333	74,000	-	0.0%
Abatement	-	-	5,400	5,000	5,000	NA
INTERGOVERNMENTAL:						
Taxes	636,413	224,400	245,410	235,000	10,600	4.7%
Grants	232,526	-	-	-	-	NA
FINES AND FORFEITURES:	280,484	320,000	285,241	279,000	(41,000)	-12.8%
INVESTMENT INCOME:						
Interest Earned	39,317	67,326	62,935	50,000	(17,326)	-25.7%
OTHER REVENUES:						
Sale of Assets	773,369	-	-	-	-	NA
Donations	500	-	4,976	-	-	NA
Refunds	591	-	2,293	-	-	NA
Miscellaneous/rtn ck fee	44,860	-	135,022	-	-	NA
Rental Income	37,032	37,000	25,233	25,233	(11,767)	-31.8%
TOTAL REVENUES	\$ 10,834,959	\$ 9,656,592	\$ 9,946,936	\$ 9,670,717	\$ 14,125	0.1%
NET REVENUES CALCULATION:						
Gross Revenues	\$ 10,834,959	\$ 9,656,592	\$ 9,946,936	\$ 9,670,717	\$ 14,125	0.1%
Add: Transfers In	\$ 1,905,900	\$ 1,960,300	\$ 1,920,300	\$ 1,845,900		
Add: Use of Fund Balance	\$ -	\$ -	\$ -	\$ 37,815		
Net Revenues	\$ 12,740,859	\$ 11,616,892	\$ 11,867,236	\$ 11,554,432	\$ (62,460)	-0.5%

BUDGET DETAIL - OPERATING FUNDS

GENERAL FUND

**CITY OF GLENPOOL
GENERAL FUND DEPARTMENTS
FY 2020-2021 PROPOSED BUDGET**

<u>DEPARTMENT</u>	<u>FY2019 ACTUAL</u> <u>6/30/2019</u>	<u>FY2020 BUDGET</u> <u>(as amended)</u>	<u>FY2020</u> <u>PROJECTED</u> <u>06/30/2020</u>	<u>FY2021 BUDGET</u> <u>ESTIMATE</u>	<u>CHANGE OVER FY20 BUDGET</u> <u>AS AMENDED</u>	
					<u>\$</u>	<u>%</u>
GENERAL GOVERNMENT						
Personal Services	\$ 294,603	\$ 282,745	\$ 276,225	\$ 297,911	\$ 21,686	7.9%
Materials & Supplies	49,572	46,500	58,497	46,500	(11,997)	-20.5%
Other Charges & Services	321,227	335,335	348,154	335,335	(12,819)	-3.7%
Travel & Training	2,925	5,000	2,301	4,000	1,699	73.8%
Repairs & Maintenance	14,746	19,000	8,531	16,000	7,469	87.6%
Miscellaneous	28,028	30,000	35,238	28,000	(7,238)	-20.5%
Capital Outlay	27,583	15,000	15,000	40,000	25,000	166.7%
Debt Service	-	-	-	-	-	NA
	\$ 738,684	\$ 733,580	\$ 743,946	\$ 767,746	\$ 23,800	3.2%
ANIMAL CONTROL						
Personal Services	\$ 61,353	\$ 75,935	\$ 64,440	\$ 76,146	\$ 11,706	18.2%
Materials & Supplies	9,862	13,100	9,183	13,100	3,917	42.7%
Other Charges & Services	72	1,000	1,107	1,000	(107)	-9.7%
Travel & Training	1,040	1,675	233	1,675	1,442	618.9%
Repairs & Maintenance	655	1,700	1,338	1,700	362	27.1%
Miscellaneous	-	-	-	-	-	NA
Capital Outlay	-	-	-	-	-	NA
Debt Service	-	-	-	-	-	NA
	\$ 72,982	\$ 93,410	\$ 76,301	\$ 93,621	\$ 17,320	22.7%
POLICE						
Personal Services	\$ 1,827,197	\$ 1,776,590	\$ 1,639,299	\$ 1,763,866	\$ 124,567	7.6%
Materials & Supplies	93,516	108,500	94,516	107,600	13,084	13.8%
Other Charges & Services	59,059	83,000	58,804	71,000	12,196	20.7%
Travel & Training	9,406	10,000	7,748	10,000	2,252	29.1%
Repairs & Maintenance	40,440	42,400	50,891	49,400	(1,491)	-2.9%
Miscellaneous	180	400	1,087	1,000	(87)	-8.0%
Capital Outlay	35,615	-	-	-	-	NA
Debt Service	39,771	74,200	-	-	-	NA
	\$ 2,105,184	\$ 2,095,090	\$ 1,852,345	\$ 2,002,866	\$ 150,521	8.1%
Dispatch						
Personal Services	\$ 318,779	\$ 330,548	\$ 346,167	\$ 336,386	\$ (9,781)	-2.8%
Materials & Supplies	9,981	11,000	9,195	11,000	1,805	19.6%
Other Charges & Services	62,713	68,500	67,539	68,500	961	1.4%
Travel & Training	550	1,000	1,133	2,000	867	76.5%
	\$ 392,023	\$ 411,048	\$ 424,034	\$ 417,886	\$ (6,148)	-1.4%
FIRE						
Personal Services	\$ 2,103,601	\$ 1,647,861	\$ 1,590,385	\$ 1,954,574	\$ 364,189	22.9%
Materials & Supplies	35,758	41,100	35,866	42,500	6,634	18.5%
Other Charges & Services	50,318	62,700	37,734	57,700	19,966	52.9%
Travel & Training	5,973	9,000	3,390	9,000	5,610	165.5%
Repairs & Maintenance	71,843	53,000	47,297	55,000	7,703	16.3%
Miscellaneous	2,520	3,000	2,720	3,500	780	28.7%
Capital Outlay	-	-	-	-	-	NA
Debt Service	56,263	68,263	75,017	141,620	66,603	88.8%
	\$ 2,326,276	\$ 1,884,924	\$ 1,792,409	\$ 2,263,894	\$ 471,485	26.3%

BUDGET DETAIL - OPERATING FUNDS

GENERAL FUND

**CITY OF GLENPOOL
GENERAL FUND DEPARTMENTS
FY 2020-2021 PROPOSED BUDGET**

<u>DEPARTMENT</u>	<u>FY2019 ACTUAL</u> <u>6/30/2019</u>	<u>FY2020 BUDGET</u> <u>(as amended)</u>	<u>FY2020</u> <u>PROJECTED</u> <u>06/30/2020</u>	<u>FY2021 BUDGET</u> <u>ESTIMATE</u>	<u>CHANGE OVER FY20 BUDGET</u> <u>AS AMENDED</u>	
					<u>\$</u>	<u>%</u>
EMERGENCY MANAGEMENT						
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Materials & Supplies	564	3,500	885	4,000	3,115	352.0%
Other Charges & Services	1,494	13,000	8,579	13,000	4,421	51.5%
Travel & Training	-	-	-	-	-	NA
Repairs & Maintenance	3,545	46,446	51,595	23,000	(28,595)	-55.4%
Miscellaneous	-	-	-	-	-	NA
Capital Outlay	-	16,554	-	-	-	NA
Debt Service	-	-	-	-	-	NA
	\$ 5,603	\$ 79,500	\$ 61,059	\$ 40,000	\$ (21,059)	-34.5%
COMMUNITY DEVELOPMENT						
Personal Services	\$ 405,854	\$ 543,003	\$ 495,277	\$ 530,277	\$ 35,000	7.1%
Materials & Supplies	16,486	20,000	21,196	25,000	3,804	17.9%
Other Charges & Services	68,424	54,021	21,255	46,000	24,745	116.4%
Travel & Training	3,711	3,750	2,668	4,500	1,832	68.7%
Repairs & Maintenance	2,278	9,000	10,329	7,000	(3,329)	-32.2%
Miscellaneous	1,748	11,000	2,663	2,500	(163)	-6.1%
Capital Outlay	41,688	16,500	6,529	-	(6,529)	-100.0%
Debt Service	-	-	-	-	-	NA
	\$ 540,189	\$ 667,274	\$ 559,917	\$ 615,277	\$ 55,360	9.9%
GENERAL ADMINISTRATION						
Personal Services	\$ 535,593	\$ 601,399	\$ 567,219	\$ 576,254	\$ 9,035	1.6%
Materials & Supplies	5,383	13,800	5,503	9,800	4,297	78.1%
Other Charges & Services	40,780	56,000	41,458	55,000	13,542	32.7%
Travel & Training	22,517	21,000	19,928	21,000	1,072	5.4%
Repairs & Maintenance	-	-	-	-	-	NA
Miscellaneous	5,626	13,000	3,365	10,000	6,635	197.2%
Capital Outlay	-	-	-	-	-	NA
Debt Service	-	-	-	-	-	NA
	\$ 609,899	\$ 705,199	\$ 637,473	\$ 672,054	\$ 34,581	5.4%
STREETS AND PARKS						
Personal Services	\$ 310,057	\$ 351,872	\$ 318,614	\$ 356,128	\$ 37,514	11.8%
Materials & Supplies	30,553	36,100	31,171	35,500	4,329	13.9%
Other Charges & Services	120,660	126,400	113,975	126,500	12,525	11.0%
Travel & Training	-	500	269	1,500	1,231	457.6%
Repairs & Maintenance	164,547	450,000	450,488	353,500	(96,988)	-21.5%
Miscellaneous	-	-	-	-	-	NA
Capital Outlay	81,206	77,000	3,187	-	(3,187)	-100.0%
Debt Service	2,400	2,400	3,200	2,400	(800)	-25.0%
	\$ 709,423	\$ 1,044,272	\$ 920,904	\$ 875,528	\$ (45,376)	-4.9%
SUMMARY						
Personal Services	\$ 5,857,037	\$ 5,609,953	\$ 5,297,626	5,891,543	\$ 593,917	11.2%
Materials & Supplies	251,675	293,600	266,012	295,000	28,988	10.9%
Other Charges & Services	724,747	799,956	698,605	774,035	75,430	10.8%
Travel & Training	46,122	51,925	37,670	53,675	16,005	42.5%
Repairs & Maintenance	298,054	621,546	620,469	505,600	(114,869)	-18.5%
Miscellaneous	38,102	57,400	45,073	45,000	(73)	-0.2%
Capital Outlay	186,092	125,054	24,716	40,000	15,284	61.8%
Debt Service	98,434	144,863	78,217	144,020	65,803	84.1%
TOTAL	\$ 7,500,263	\$ 7,704,297	\$ 7,068,388	\$ 7,748,873	\$ 680,485	9.6%
Transfers Out	3,871,132	3,836,263	3,775,442	3,805,559	30,117	0.8%
Total General Fund Expenditures	\$ 11,371,395	\$ 11,540,560	\$ 10,843,830	\$ 11,554,432	710,602	6.6%

BUDGET DETAIL - OPERATING FUNDS

HOTEL/MOTEL TAX FUND

CITY OF GLENPOOL
HOTEL/MOTEL TAX FUND
FY 2020-2021 PROPOSED BUDGET

	FY2019 ACTUAL 6/30/2019	FY2020 BUDGET (as amended)	FY2020 PROJECTED 06/30/2020	FY2021 BUDGET ESTIMATE	CHANGE OVER FY20 BUDGET AS AMENDED	
					\$	%
Revenues:						
Taxes	\$ 209,604	\$ 200,000	\$ 182,373	\$ 145,900	\$ (54,100)	-27.1%
Total Operating Revenues	\$ 209,604	\$ 200,000	\$ 182,373	\$ 145,900	\$ (54,100)	-27.1%
Expenses:						
Economic Development	\$ 82,000	\$ 108,000	\$ 86,404	\$ 90,400		
Parks & Culture	\$ -	\$ 10,666	\$ -	\$ -	\$ (10,666)	-100.0%
Total Operating Expenses	\$ 82,000	\$ 118,666	\$ 86,404	\$ 90,400	\$ (10,666)	-9.0%
Operating Inc/(Loss) Before Trans	\$ 127,604	\$ 81,334	\$ 95,969	\$ 55,500	\$ (25,834)	-31.8%
Non-Operating Rev(Exp)						
Interest Income	\$ 3,849	\$ 6,666	\$ 6,353	\$ 4,500	\$ (2,166)	-32.5%
Interest , Fees, Amortization	-	-	-	-	-	NA
Loss on Disposal of Assets	-	-	-	-	-	NA
Total Non-Operating Rev(Exp)	\$ 3,849	\$ 6,666	\$ 6,353	\$ 4,500	\$ (2,166)	-32.5%
Net Income(Loss) Before Transfers	\$ 131,453	\$ 88,000	\$ 102,322	\$ 60,000	\$ (28,000)	-31.8%
Other Financing Sources (Uses):						
Capital Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers In	-	-	-	-	-	NA
Transfers Out	(65,000)	(60,000)	-	(60,000)	-	0.0%
Net Other Fin Sources (Uses)	\$ (65,000)	\$ (60,000)	\$ -	\$ (60,000)	\$ -	0.0%
Change in Net Assets	\$ 66,453	\$ 28,000	\$ 102,322	\$ -	\$ (28,000)	-100.0%
Restricted	\$ 409,662	\$ 476,115	\$ 476,115	\$ 578,437	\$ 102,322	21.5%
Unrestricted	-	-	-	-	-	NA
Beginning Net Assets	\$ 409,662	\$ 476,115	\$ 476,115	\$ 578,437	\$ 102,322	21.5%
Restricted	\$ 476,115	\$ 504,115	\$ 578,437	\$ 578,437	\$ 74,322	14.7%
Unrestricted	-	-	-	-	-	NA
Ending Net Assets	\$ 476,115	\$ 504,115	\$ 578,437	\$ 578,437	\$ 74,322	14.7%

BUDGET DETAIL - SPECIAL REVENUE FUNDS

PUBLIC SAFETY PERSONNEL FUND

**CITY OF GLENPOOL
SPECIAL REVENUE FUND - PUBLIC SAFETY PERSONNEL
FY 2020-2021 PROPOSED BUDGET**

	FY2019 ACTUAL 6/30/2019	FY2020 BUDGET (as amended)	FY2020 PROJECTED 06/30/2020	FY2021 BUDGET ESTIMATE	CHANGE OVER FY20 BUDGET AS AMENDED	
					\$	%
Revenues:						
Sales Tax	\$ 1,089,889	\$ 1,117,188	\$ 1,150,085	\$ 1,127,995	\$ 10,807	1.0%
Interest Earned	4,425	7,633	6,531	6,000	(1,633)	-21.4%
Total Revenues	\$ 1,094,314	\$ 1,124,821	\$ 1,156,616	\$ 1,133,995	\$ 9,174	0.8%
Expenditures:						
POLICE						
Personal Services	\$ 364,736	\$ 429,512	\$ 395,712	\$ 438,242	\$ 8,730	2.0%
Materials & Supplies	13,507	13,500	12,231	12,000	(1,500)	-11.1%
Other Charges & Services	3,676	8,500	9,079	6,500	(2,000)	-23.5%
Travel & Training	2,292	3,500	157	1,000	(2,500)	-71.4%
Repairs & Maintenance	11,450	15,800	5,596	10,000	(5,800)	-36.7%
Miscellaneous	-	-	-	-	-	NA
Capital Outlay	805	500	171	-	(500)	-100.0%
Debt Service	-	-	-	-	-	NA
	\$ 396,466	\$ 471,312	\$ 422,946	\$ 467,742	\$ (3,570)	-0.8%
FIRE						
Personal Services	\$ 646,858	\$ 788,091	\$ 745,329	\$ 887,032	\$ 98,941	12.6%
Materials & Supplies	3,018	6,200	8	1,500	(4,700)	-75.8%
Other Charges & Services	6,371	10,000	-	5,000	(5,000)	-50.0%
Travel & Training	-	3,800	-	1,500	(2,300)	-60.5%
Repairs & Maintenance	-	-	-	-	-	NA
Miscellaneous	-	-	-	-	-	NA
Capital Outlay	-	-	-	-	-	NA
Debt Service	-	-	-	-	-	NA
	\$ 656,247	\$ 808,091	\$ 745,337	\$ 895,032	\$ 86,941	10.8%
Total Expenditures	\$ 1,052,713	\$ 1,279,403	\$ 1,168,283	\$ 1,362,774	\$ 83,371	6.5%
Excess (deficiency) of revenues over expenditures	\$ 41,601	\$ (154,582)	\$ (11,667)	\$ (228,779)	\$ (74,197)	48.0%
Other Financing Sources (Uses):						
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Transfers Out	-	-	-	-	-	NA
Total Other Fin Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Net Change in Fund Balance	\$ 41,601	\$ (154,582)	\$ (11,667)	\$ (228,779)	\$ (74,197)	48.0%
Assigned:						
Police	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Fire	-	-	-	-	-	NA
Unassigned	607,444	649,045	649,045	637,378	-	-1.8%
Beginning Fund Balance	\$ 607,444	\$ 649,045	\$ 649,045	\$ 637,378	\$ -	-1.8%
Ending Fund Balance	\$ 649,045.00	\$ 494,463	\$ 637,378	\$ 408,599	\$ (74,197)	-17.4%
Assigned:						
Police	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Fire	-	-	-	-	-	NA
Unassigned	-	-	-	-	-	NA
Total Ending Fund Balance	\$ 649,045	\$ 494,463	\$ 637,378	\$ 408,599	\$ (74,197)	-17.4%

BUDGET DETAIL - OPERATING FUNDS

GLENPOOL UTILITY SERVICES FUND

CITY OF GLENPOOL
GLENPOOL UTILITY SERVICES AUTHORITY FUND
FY 2020-2021 PROPOSED BUDGET

	FY2019 ACTUAL 6/30/2019	FY2020 BUDGET (as amended)	FY2020 PROJECTED 06/30/2020	FY2021 BUDGET ESTIMATE	CHANGE OVER FY20 BUDGET AS AMENDED	
					\$	%
Operating Revenues:						
Water/Sewer	\$ 3,798,718	\$ 4,482,771	\$ 4,298,269	\$ 4,553,000	\$ 70,229	1.6%
Refuse	697,311	750,000	782,071	839,000	89,000	11.9%
Stormwater	97,978	106,000	107,021	108,000	2,000	1.9%
Other	46,928	46,600	2,877,625	26,200	(20,400)	-43.8%
Intergovernmental					-	NA
Total Operating Revenues	\$ 4,640,935	\$ 5,385,371	\$ 8,064,986	\$ 5,526,200	\$ 140,829	2.6%
Operating Expenses:						
Water/Sewer	\$ 2,354,904	\$ 3,099,137	\$ 2,908,282	\$ 3,321,471	\$ 222,334	7.2%
Utility Billing	352,913	372,315	355,038	354,257	(18,058)	-4.9%
Refuse	728,273	685,000	659,477	685,000	-	0.0%
Stormwater	4,250	6,000	-	6,000	-	0.0%
Depreciation	980,075	-	-	-	-	NA
Total Operating Expenses	\$ 4,420,415	\$ 4,162,452	\$ 3,922,797	\$ 4,366,728	\$ 204,276	4.9%
Operating Inc/(Loss) Before Trans	\$ 220,520	\$ 1,222,919	\$ 4,142,189	\$ 1,159,472	\$ (63,447)	-5.2%
Non-Operating Rev(Exp)						
Interest Income	\$ 38,847	\$ 26,286	\$ 32,459	\$ 29,158	\$ 2,872	10.9%
Interest , Fees, Amortization	(1,842,852)	(3,038,647)	(1,393,705)	(3,071,312)	(32,665)	1.1%
Total Non-Operating Rev(Exp)	\$ (1,804,005)	\$ (3,012,361)	\$ (1,361,246)	\$ (3,042,154)	\$ (29,793)	1.0%
Net Income(Loss) Before Transfers	\$ (1,583,485)	\$ (1,789,442)	\$ 2,780,943	\$ (1,882,682)	\$ (93,240)	5.2%
Other Financing Sources (Uses):						
Transfers In	\$ 3,721,132	\$ 3,692,300	\$ 3,775,442	\$ 3,683,226	\$ (9,074)	-0.2%
Transfers Out	(1,860,000)	(1,900,000)	(1,860,000)	(1,800,000)	100,000	-5.3%
Use of Restricted Fund Balance	-	-	-	-	-	NA
Net Other Fin Sources (Uses)	\$ 1,861,132	\$ 1,792,300	\$ 1,915,442	\$ 1,883,226	\$ 90,926	5.1%
Change in Net Assets	\$ 277,647	\$ 2,858	\$ 4,696,385	\$ 544	\$ (2,314)	-81.0%
Restricted						
Unrestricted:						
Designated Emergency Reserve	-	-	-	-	-	NA
Undesignated	(6,338,009)	(6,060,362)	(6,060,362)	(1,363,977)	4,696,385	-77.5%
Beginning Net Assets	\$ (6,338,009)	\$ (6,060,362)	\$ (6,060,362)	\$ (1,363,977)	\$ 4,696,385	-77.5%
Restricted						
Unrestricted:						
Designated Emergency Reserve	-	200,000	-	-	(200,000)	-100.0%
Undesignated	(6,060,362)	(6,257,504)	(1,363,977)	(1,363,433)	4,894,071	-78.2%
Ending Net Assets	\$ (6,060,362)	\$ (6,057,504)	\$ (1,363,977)	\$ (1,363,433)	\$ 4,694,071	-77.5%
Transfer Detail:						
Transfer In:						
CIF (1c Sales Tax)	\$ 1,861,132	\$ 1,892,300	\$ 1,915,442	\$ 1,883,226	\$ (9,074)	-0.5%
General Fund (Bond Pledge)	1,860,000	1,800,000	1,860,000	1,800,000	-	0.0%
GIA	-	-	-	-	-	NA
Total	\$ 3,721,132	\$ 3,692,300	\$ 3,775,442	\$ 3,683,226	\$ (9,074)	-0.2%
Transfer Out:						
General Fund	\$ 1,860,000	\$ 1,900,000	\$ 1,860,000	\$ 1,800,000	\$ (100,000)	-5.3%
Capital Improvement Fund	-	-	-	-	-	NA
Glenpool Industrial Authority	-	-	-	-	-	NA
Total	\$ 1,860,000	\$ 1,900,000	\$ 1,860,000	\$ 1,800,000	\$ (100,000)	-5.3%

BUDGET DETAIL - OPERATING FUNDS

GLENPOOL UTILITY SERVICES FUND

**CITY OF GLENPOOL
GLENPOOL UTILITY SERVICES AUTHORITY FUND DEPARTMENTS
FY 2020-2021 PROPOSED BUDGET**

DEPARTMENT	FY2019 ACTUAL 6/30/2019	FY2020 BUDGET (as amended)	FY2020 PROJECTED 06/30/2020	FY2021 BUDGET ESTIMATE	CHANGE OVER FY20 BUDGET AS AMENDED	
					\$	%
WATER & SEWER MAINT/OPERATIONS						
Personal Services	\$ 485,177	\$ 605,087	\$ 502,787	\$ 563,223	\$ 60,436	12.0%
Materials & Supplies	100,360	123,500	123,543	123,500	(43)	0.0%
Other Charges & Services	1,648,087	1,886,300	1,635,572	2,111,300	475,728	29.1%
Travel & Training	542	2,858	1,743	2,858		
Repairs & Maintenance	121,280	415,500	636,669	516,840		
Miscellaneous	-	1,250	-	1,250		
Capital Outlay	-	67,500	9,713	2,500	(7,213)	-74.3%
	\$ 2,355,446	\$ 3,101,995	\$ 2,910,027	\$ 3,321,471	\$ 528,908	18.2%
UTILITY BILLING						
Personal Services	\$ 222,914	\$ 238,515	\$ 207,089	\$ 219,557	\$ 12,468	6.0%
Materials & Supplies	55,873	52,500	55,129	52,500	(2,629)	-4.8%
Other Charges & Services	71,541	67,700	81,041	67,700	(13,341)	-16.5%
Travel & Training	-	1,500	105	1,500		
Repairs & Maintenance	2,585	10,500	11,674	10,500		
Miscellaneous	-	-	-	-		
Capital Outlay	-	1,600	-	2,500	2,500	NA
	\$ 352,913	\$ 372,315	\$ 355,038	\$ 354,257	\$ (1,002)	-0.3%
REFUSE						
Materials & Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Other Charges & Services	707,681	650,000	631,325	650,000	18,675	3.0%
Travel & Training	-	-	-	-	-	NA
Repairs & Maintenance	-	-	-	-	-	NA
Miscellaneous	20,592	35,000	28,152	35,000	6,848	24.3%
Capital Outlay	-	-	-	-	-	NA
	\$ 728,273	\$ 685,000	\$ 659,477	\$ 685,000	\$ 25,523	3.9%
STORMWATER						
Materials & Supplies	\$ 4,250	\$ 6,000	\$ -	\$ 6,000	\$ 6,000	NA
Other Charges & Services	-	-	-	-	-	NA
Travel & Training	-	-	-	-	-	
Repairs & Maintenance	-	-	-	-	-	
Miscellaneous	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
Debt Service	-	-	-	-	-	
Other Financing Uses	-	-	-	-	-	
	\$ 4,250	\$ 6,000	\$ -	\$ 6,000	\$ 6,000	NA
OPERATING EXPENSES SUMMARY						
Personal Services	\$ 708,091	\$ 843,602	\$ 709,876	\$ 782,780	\$ 72,904	10.3%
Materials & Supplies	160,483	182,000	178,672	182,000.00	3,328	1.9%
Other Charges & Services	2,427,309	2,604,000	2,347,938	2,829,000.00	481,062	20.5%
Travel & Training	542	4,358	1,848	4,358.00	2,510	135.8%
Repairs & Maintenance	123,865	426,000	648,343	527,340.00	(121,003)	-18.7%
Miscellaneous	20,592	36,250	28,152	36,250.00	8,098	28.8%
Capital Outlay	-	69,100	9,713	5,000.00	(4,713)	-48.5%
TOTAL OPERATING COSTS	\$ 3,440,882	\$ 4,165,310	\$ 3,924,542	\$ 4,366,728	\$ 442,186	11.3%
NON-OPERATING COSTS						
Debt Service	\$ 1,842,852	\$ 3,038,647	\$ 1,393,705	\$ 3,071,312	\$ 1,677,607	120.4%
Depreciation	980,075	-	-	-	-	NA
Transfers Out	1,860,000	1,900,000	1,860,000	1,800,000	(60,000)	-3.2%
Reserves	-	-	-	544	544	NA
TOTAL NON-OPERATING COSTS	\$ 4,682,927	\$ 4,938,647	\$ 3,253,705	\$ 4,871,856	\$ 1,618,151	49.7%
GRAND TOTAL COSTS	\$ 8,123,809	\$ 9,103,957	\$ 7,178,247	\$ 9,238,584	\$ 2,060,337	28.7%

BUDGET DETAIL - OPERATING FUNDS

GLENPOOL INDUSTRIAL AUTHORITY FUND

**CITY OF GLENPOOL
GLENPOOL INDUSTRIAL AUTHORITY FUND
FY 2020-2021 PROPOSED BUDGET**

	FY2019 ACTUAL 6/30/2019	FY2020 BUDGET (as amended)	FY2020 PROJECTED 06/30/2020	FY2021 BUDGET ESTIMATE	CHANGE OVER FY20 BUDGET AS AMENDED	
					\$	%
Operating Revenues:						
Conference Center	\$ 383,398	\$ 360,000	\$ 349,146	\$ 360,000	\$ -	0.0%
Lease Revenue	14,400	14,400	14,400	14,400	\$ -	
Tax increment financing			105,513	221,000	\$ 221,000	
Miscellaneous	(148,002)	40,200	22,004	20,300	(19,900)	-49.5%
Total Operating Revenues	\$ 249,796	\$ 414,600	\$ 491,063	\$ 615,700	\$ 201,100	48.5%
Operating Expenses:						
Conference Center	\$ 367,389	\$ 451,059	\$ 367,835	\$ 402,400	\$ (48,659)	-10.8%
Tax Increment Financing			\$ 17,471	\$ 274,333	\$ 274,333	
Economic Development	14,142	4,000	484	2,000	(2,000)	-50.0%
Capital Expenditures	-	-	-	-	-	NA
Total Operating Expenses	\$ 381,531	\$ 455,059	\$ 385,790	\$ 678,733	\$ 223,674	49.2%
Operating Inc/(Loss) Before Trans	\$ (131,735)	\$ (40,459)	\$ 105,273	\$ (63,033)	\$ (22,574)	55.8%
Non-Operating Rev(Exp)						
Interest Income	\$ 8,920	\$ 15,169	\$ 14,096	\$ 10,000	\$ (5,169)	-34.1%
Interest , Fees, Amortization	(11,116)	-	-	-	-	NA
Loss on Disposal of Assets	-	-	-	-	-	NA
Total Non-Operating Rev(Exp)	\$ (2,196)	\$ 15,169	\$ 14,096	\$ 10,000	\$ (5,169)	-34.1%
Net Income(Loss) Before Transfers	\$ (133,931)	\$ (25,290)	\$ 119,369	\$ (53,033)	\$ (27,743)	109.7%
Other Financing Sources (Uses):						
Capital Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers In	65,000	85,591	-	113,333	27,742	32.4%
Transfers Out	(45,900)	(60,300)	(47,500)	(60,300)	-	0.0%
Net Other Fin Sources (Uses)	\$ 19,100	\$ 25,291	\$ (47,500)	\$ 53,033	\$ 27,742	109.7%
Change in Net Assets	\$ (114,831)	\$ 1	\$ 71,869	\$ -	\$ (1)	-100.0%
Restricted	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Unrestricted	2,256,339	2,141,508	2,141,508	2,213,377	71,869	3.4%
Beginning Net Assets	\$ 2,256,339	\$ 2,141,508	\$ 2,141,508	\$ 2,213,377	\$ 71,869	3.4%
Restricted	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Unrestricted	2,141,508	2,141,509	2,213,377	2,213,377	71,868	3.4%
Ending Net Assets	\$ 2,141,508	\$ 2,141,509	\$ 2,213,377	\$ 2,213,377	\$ 71,868	3.4%
Transfer Detail:						
Transfer In:						
General Fund (Hotel Tax Incentive)	\$ 65,000	\$ 85,591	\$ -	\$ 113,333	\$ 27,742	32.4%
Total	\$ 65,000	\$ 85,591	\$ -	\$ 113,333	\$ 27,742	32.4%
Transfer Out:						
General Fund	\$ 45,900	\$ 60,300	\$ 47,500	\$ 60,300	\$ -	0.0%
GUSA	-	-	-	-	-	NA
Capital Improvement Fund	-	-	-	-	-	NA
Reserve Fund	-	32,515	-	-	(32,515)	-100.0%
Total	\$ 45,900	\$ 92,815	\$ 47,500	\$ 60,300	\$ (32,515)	-35.0%

BUDGET DETAIL - CAPITAL PROJECTS

CAPITAL IMPROVEMENT FUND

**CITY OF GLENPOOL
CAPITAL IMPROVEMENT FUND
FY 2020-2021 PROPOSED BUDGET**

	FY2019 ACTUAL 6/30/2019	FY2020 BUDGET (as amended)	FY2020 PROJECTED 06/30/2020	FY2021 BUDGET ESTIMATE	CHANGE OVER FY20 BUDGET AS AMENDED	
					\$	%
Revenues:						
Interest Income	\$ 953	\$ -	\$ 1,528	\$ 1,200	\$ 1,200	NA
Total Revenues	\$ 953	\$ -	\$ 1,528	\$ 1,200	\$ 1,200	NA
Expenditures						
Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Principal, Interest and Fees	-	-	-	-	-	NA
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Excess (deficiency) of revenue over expenditures	\$ 953	\$ -	\$ 1,528	\$ 1,200	\$ 1,200	NA
Other Financing Sources (Uses):						
Capital Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers In	-	-	-	-	-	NA
Transfers Out	-	-	-	-	-	NA
Net Other Fin Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Change in Net Assets	\$ 953	\$ -	\$ 1,528	\$ 1,200	\$ 1,200	NA
Restricted	\$ 119,153	\$ 120,106	\$ 120,106	\$ 121,634	\$ 1,528	1.3%
Unrestricted	-	-	-	-	-	NA
Beginning Net Assets	\$ 119,153	\$ 120,106	\$ 120,106	\$ 121,634	\$ 1,528	1.3%
Restricted	\$ 120,106	\$ 120,106	\$ 121,634	\$ 122,834	\$ 2,728	2.3%
Unrestricted	-	-	-	-	-	NA
Ending Net Assets	\$ 120,106	\$ 120,106	\$ 121,634	\$ 122,834	\$ 2,728	2.3%

BUDGET DETAIL - CAPITAL PROJECTS

PARKS AND RECREATION FUND

CITY OF GLENPOOL
PARKS AND RECREATION CAPITAL FUND
FY 2020-2021 PROPOSED BUDGET

	FY2019 ACTUAL 6/30/2019	FY2020 BUDGET (as amended)	FY2020 PROJECTED 06/30/2020	FY2021 BUDGET ESTIMATE	CHANGE OVER FY20 BUDGET AS AMENDED	
					\$	%
Revenues:						
Development Fees	\$ 5,575	\$ 5,000	\$ 13,067	\$ 12,000	\$ 7,000	140.0%
Total Operating Revenues	\$ 5,575	\$ 5,000	\$ 13,067	\$ 12,000	\$ 7,000	140.0%
Expenses:						
Park Improvements	\$ 4,968	\$ 7,596	\$ -	\$ 13,800	\$ 6,204	81.7%
Total Operating Expenses	\$ 4,968	\$ 7,596	\$ -	\$ 13,800	\$ 6,204	81.7%
Operating Inc/(Loss) Before Trans	\$ 607	\$ (2,596)	\$ 13,067	\$ (1,800)	\$ 796	-30.7%
Non-Operating Rev(Exp)						
Interest Income	\$ 1,515	\$ 2,596	\$ 2,500	\$ 1,800	\$ (796)	-30.7%
Interest , Fees, Amortization	-	-	-	-	-	NA
Loss on Disposal of Assets	-	-	-	-	-	NA
Total Non-Operating Rev(Exp)	\$ 1,515	\$ 2,596	\$ 2,500	\$ 1,800	\$ (796)	-30.7%
Net Income(Loss) Before Transfers	\$ 2,122	\$ -	\$ 15,567	\$ -	\$ -	NA
Other Financing Sources (Uses):						
Capital Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Transfers In	-	-	-	-	-	NA
Transfers Out	-	-	-	-	-	NA
Net Other Fin Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Change in Net Assets	\$ 2,122	\$ -	\$ 15,567	\$ -	\$ -	NA
Restricted	\$ 191,095	\$ 193,217	\$ 193,217	\$ 208,784	\$ 15,567	8.1%
Unrestricted	-	-	-	-	-	NA
Beginning Net Assets	\$ 191,095	\$ 193,217	\$ 193,217	\$ 208,784	\$ 15,567	8.1%
Restricted	\$ 193,217	\$ 193,217	\$ 208,784	\$ 208,784	\$ 15,567	8.1%
Unrestricted	-	-	-	-	-	NA
Ending Net Assets	\$ 193,217	\$ 193,217	\$ 208,784	\$ 208,784	\$ 15,567	8.1%

BUDGET DETAIL - CAPITAL PROJECTS

STREETS AND INFRASTRUCTURE FUND

**CITY OF GLENPOOL
STREETS & INFRASTRUCTURE CAPITAL FUND
FY 2020-2021 PROPOSED BUDGET**

	FY2019 ACTUAL 6/30/2019	FY2020 BUDGET (as amended)	FY2020 PROJECTED 06/30/2020	FY2021 BUDGET ESTIMATE	CHANGE OVER FY20 BUDGET AS AMENDED	
					\$	%
Revenues:						
Sales Tax	\$ 575,275	\$ 587,953	\$ 607,048	\$ 594,761	\$ 6,808	1.2%
Interest Earned	5,322	9,258	5,605	4,000	(5,258)	-56.8%
Total Revenues	\$ 580,597	\$ 597,211	\$ 612,653	\$ 598,761	\$ 1,550	0.3%
Expenditures:						
Streets & Park Improvements	\$ 477,089	\$ 447,716	\$ 65,752	\$ 373,782	\$ (73,934)	-16.5%
Water/Sewer Improvements	14,747	205,000	130,738	-	(205,000)	-100.0%
Stormwater Improvements	-	50,000	-	50,000	-	0.0%
Economic Development	-	-	-	-	-	-
Debt Service	174,979	175,457	401,633	174,979	(478)	-0.3%
	\$ 666,815	\$ 878,173	\$ 598,123	\$ 598,761	\$ (279,412)	-31.8%
Excess (deficiency) of revenues over expenditures	\$ (86,218)	\$ (280,962)	\$ 14,530	\$ -	\$ 280,962	-100.0%
Other Financing Sources (Uses):						
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Transfers Out	-	-	-	-	-	NA
Total Other Fin Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Net Change in Fund Balance	\$ (86,218)	\$ (280,962)	\$ 14,530	\$ -	\$ 280,962	-100.0%
Restricted For:						
Park Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Streets Improvements	-	-	-	-	-	NA
Water/Sewer Improvements	-	-	-	-	-	NA
Stormwater Improvements	-	-	-	-	-	NA
Economic Development	-	-	-	-	-	NA
Unassigned	641,148	554,930	554,930	569,460	-	2.6%
Beginning Fund Balance	\$ 641,148	\$ 554,930	\$ 554,930	\$ 569,460	\$ -	2.6%
Ending Fund Balance	\$ 554,930	\$ 273,968	\$ 569,460	\$ 569,460	\$ 280,962	107.9%
Restricted For:						
Park Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Streets Improvements	-	-	-	-	-	NA
Water/Sewer Improvements	-	-	-	-	-	NA
Stormwater Improvements	-	-	-	-	-	NA
Economic Development	-	-	-	-	-	NA
Unassigned	-	-	-	569,460	-	NA
Total Ending Fund Balance	\$ 554,930	\$ 273,968	\$ 569,460	\$ 569,460	\$ 280,962	107.9%

BUDGET DETAIL - CAPITAL PROJECTS

PUBLIC SAFETY CAPITAL FUND

**CITY OF GLENPOOL
PUBLIC SAFETY CAPITAL FUND
FY 2020-2021 PROPOSED BUDGET**

	FY2019 ACTUAL 6/30/2019	FY2020 BUDGET (as amended)	FY2020 PROJECTED 06/30/2020	FY2021 BUDGET ESTIMATE	CHANGE OVER FY20 BUDGET AS AMENDED	
					\$	%
Revenues:						
Sales Tax	\$ 515,624	\$ 528,540	\$ 544,103	\$ 533,234	\$ 4,694	0.9%
Interest Earned	826	566	3,053	2,000	1,434	253.4%
Lease Proceeds						
Total Revenues	\$ 516,450	\$ 529,106	\$ 547,156	\$ 535,234	\$ 6,128	1.2%
Expenditures:						
Police Equipment	\$ 212,126	\$ 211,000	\$ 48,771	\$ -	\$ (211,000)	-100.0%
Fire Equipment	14,024	74,300	479	-	(74,300)	-100.0%
Capital Expenditures						
Emergency Management	-		87,275			
Debt Service	422,721	546,850	373,830	541,029		
	\$ 648,871	\$ 831,950	\$ 510,355	\$ 541,029	\$ (285,300)	-34.3%
Excess (deficiency) of revenues over expenditures	\$ (132,421)	\$ (302,844)	\$ 36,801	\$ (5,795)	\$ 291,428	-98.1%
Other Financing Sources (Uses):						
Transfers In	\$ 150,000	\$ 355,000	\$ -	\$ -	\$ -	-100.0%
Transfers Out	-	-	-	-	-	NA
Total Other Fin Sources (Uses)	\$ 150,000	\$ 355,000	\$ -	\$ -	\$ -	-100.0%
Net Change in Fund Balance	\$ 17,579	\$ 52,156	\$ 36,801	\$ (5,795)	\$ 291,428	-111.1%
Restricted:						
Police Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Fire Equipment	-	-	-	-	-	NA
Unassigned	244,215	261,794	261,794	298,595	-	14.1%
Beginning Fund Balance	\$ 244,215	\$ 261,794	\$ 261,794	\$ 298,595	\$ -	14.1%
Ending Fund Balance	\$ 261,794.00	\$ 313,950.00	\$ 298,595.00	\$ 292,800	\$ 291,428	-6.7%
Restricted:						
Police Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	NA
Fire Equipment	-	-	-	-	-	NA
Unassigned	-	-	-	292,800	-	NA
Total Ending Fund Balance	\$ 261,794	\$ 313,950	\$ 298,595	\$ 292,800	\$ 291,428	-6.7%

BUDGET DETAIL - DEBT SERVICE

DEBT SERVICE SUMMARY

**CITY OF GLENPOOL
DEBT SERVICE
FY2020-2021 PROPOSED BUDGET**

CITY OF GLENPOOL (Governmental) (01)	Original Amount	Annual Prin Payment	Balance 7/1/2020	Maturity	Annual Interest	Admin
<u>FY11 Fire Engine Pumper Lease</u>	472,765	135,220	141,620	Oct. 2020	\$ 6,400	
<u>Department of Transportation Note 5/18/87</u>	56,761	1,200	20,761	Jun. 2028	\$ -	
<u>Department of Transportation Note 10/24/91</u>	63,571	1,200	14,325	Jun. 2034	\$ -	
<u>FY 18 Police Teasers</u>	45,057	9,424	18,848	Dec 2022	\$ -	
TOTAL CITY	\$ 638,154	\$ 147,044	\$ 195,554		\$ 6,400	
STREETS AND INFRASTRUCTURE FUND (50)						
FY17 Automated Water Meter System	\$ 804,229	\$ 165,481	\$ 495,232	Feb 2022	\$ 9,976	
TOTAL	\$ 804,229	\$ 165,481	\$ 495,232		\$ 9,976	
PUBLIC SAFETY CAPITAL (51)						
FY17 Animal Control Truck	\$ 26,320	\$ 5,095	\$ 5,137	Mar 2021	\$ 42	
FY17 Police Vehicle (5)	\$ 203,539	\$ 48,071	\$ 48,071	May 2021	\$ 480	
FY17 Fire Engine Pumper Lease	\$ 788,967	\$ 88,850	\$ 379,390	May 2021	\$ 10,813	
FY18 Self Contained Breathing Apparatus	\$ 227,647	\$ 57,562	\$ 116,508	Jun 2021	\$ 2,792	
FY18 Police Vehicles (2)	\$ 84,796	\$ 21,746	\$ 31,520	Jun 2021	\$ 503	
FY17 Public Safety Communications System Mobile Units	\$ 580,870	\$ 119,445	\$ 202,133	Dec 2021	\$ 7,028	
FY17 Public Saefty Communications System Infrastructure	\$ 521,003	\$ 39,393	\$ 433,224	Nov 2029	\$ 15,000	
FY19 2009 Pierce Velocity 100 Aerial Platform	\$ 562,977	\$ 108,829	\$ 454,148	Sep 2024	\$ 15,379	
TOTAL	\$ 2,996,119	\$ 488,991	\$ 1,670,131		\$ 52,038	
GLENPOOL UTILITY SERVICES AUTHORITY						
<u>2001 OWRB Loan (ORF-01-0006-CW)</u>	1,361,388	68,069	102,104	May 2021	\$ 260	
<u>2011 OWRB Loan (ORF-11-0002-CW)</u>	3,137,186	155,968	2,361,116	Sep. 2032	\$ 49,194	\$ 11,387
<u>2019 Series Utility Revenue Bond</u>	40,485,000	1,470,000	39,015,000	Dec. 2040	\$ 1,218,521	
TOTAL MUNICIPAL AUTHORITY	\$ 44,983,575	\$ 1,694,037	\$ 41,478,220		\$ 1,267,975	\$ 11,387
GRAND TOTAL	\$ 49,422,077	\$ 2,495,553	\$ 43,839,137		\$ 1,336,388	\$ 11,387

**City of Glenpool
Salaries
FY2020-2021**

Last Name	First Name	Department	Position	Annual Base pay
Stonecypher	Michelle	Animal Control	Animal Control Officer	\$ 33,446.40
Williams	Justin	Animal Control	Animal Control Officer	\$ 18,457.92
Burrow	Lynn	Commuity Development	Comm Development Director	\$ 91,695.29
McHendry	James	Commuity Development	City Planner	\$ 66,300.00
Prescott	Carl	Commuity Development	Technical Assistant	\$ 56,000.10
Staires	Johnathan	Commuity Development	Building Official	\$ 60,593.00
Landrith	Gregory	Commuity Development	Code Enforcement Officer	\$ 41,017.60
Brungardt	Mandy	Commuity Development	Admin Asst	\$ 31,200.00
Wallen	Charles	Commuity Development	Building Maintenance Supr.	\$ 36,441.60
Reed	Lea Ann	Conference Center	Comm Relations/Conf Ctr Dir	\$ 76,865.57
Goltra	Pete	Conference Center	Operations Coordinator	\$ 36,899.20
Yarbrough	Katlyn	Conference Center	PT Event Coordinator	\$ 21,685.04
Holt	Rylie	Conference Center	PT Event Coordinator	\$ 18,096.00
Shaw	Abigail	Dispatch	Dispatch/Jailer	\$ 36,275.20
Adams	Austin	Dispatch	Dispatch/Jailer	\$ 31,678.40
Bartlett	Margret	Dispatch	Dispatch/Jailer	\$ 30,160.00
Spence	Jess	Dispatch	Dispatch/Jailer	\$ 30,160.00
Mcdonald	Ellen	Dispatch	Dispatch/Jailer	\$ 27,580.80
Whetzel	Andrew	Dispatch	Dispatch/Jailer	\$ 26,104.00
Stout	Wendy	Dispatch	Dispatch/Jailer	\$ 26,707.20
Newton	Paul	Fire	Fire Chief	\$ 92,225.90
Ogilvie	Terrell	Fire	Deputy Fire Chief	\$ 82,014.40
Shanks	Sam	Fire	Captain	\$ 76,570.31
Radford	Troy	Fire	Captain	\$ 76,570.31
Reed	Brandon	Fire	Captain	\$ 76,570.31
Tennell	Robert	Fire	Captain	\$ 74,924.93
Hunter	Ronald	Fire	Captain	\$ 74,924.93
Dykes	Kendall	Fire	Lieutenant/Training Officer	\$ 69,541.81
Calmus	Lance	Fire	Driver	\$ 65,564.94
Aston	Jeremy	Fire	Lieutenant	\$ 67,667.99
Gorton	Tom	Fire	Lieutenant	\$ 67,654.50
Hackler	Paul	Fire	Corporal	\$ 60,715.78
Hutchinson	Dustin	Fire	Corporal	\$ 60,715.78
Baker	Scott	Fire	Driver	\$ 59,045.42
Zickefoose	Wade	Fire	Firefighter	\$ 46,200.26
Tanner	Chad	Fire 52	Firefighter	\$ 75,000.00
Wilson	Max	Fire 52	Firefighter	\$ 56,068.15
Bargas	John	Fire 52	Firefighter	\$ 60,263.42
Groom	Darrin	Fire 52	Firefighter	\$ 56,068.15
Jackson	Steven	Fire 52	Firefighter	\$ 56,068.15
Marshall	Clayton	Fire 52	Firefighter	\$ 47,686.93
McMurrian	Kyle	Fire 52	Firefighter	\$ 56,068.15
Todd	Dusty	Fire 52	Firefighter	\$ 56,068.15

**City of Glenpool
Salaries
FY2020-2021**

Last Name	First Name	Department	Position	Annual Base pay
Whitney	David	Fire 52	Firefighter	\$ 56,068.15
Tillotson	David	General Administration	City Manager	\$ 125,256.04
Peterson	Lowell	General Administration	City Attorney	\$ 114,103.08
White	Susan	General Administration	Asst City Manager	\$ 107,100.24
Pengelly	Debbie	General Administration	HR Director	\$ 74,517.22
Gonsalves	John	General Government	Finance Director	\$ 76,469.38
Knight	Wendy	General Government	City Clerk	\$ 69,200.04
Colbert	Darrell	General Government	Finance Clerk/Purchasing	\$ 37,980.80
Bell	Michele	General Government	Finance Clerk/Payroll	\$ 32,468.80
Martin	James	Police	Police Chief	\$ 87,006.40
Harris	Bart	Police	Assistant Police Chief	\$ 82,014.40
Powell	Tracey	Police	Detective	\$ 70,345.60
VACANT	VACANT	Police (CS)	Sergeant	\$ 70,345.60
Ward	Scott	Police	Sergeant	\$ 70,345.60
Plane	Jeremy	Police	Sergeant	\$ 70,345.60
Fair	Shelton	Police	Corporal	\$ 63,086.40
Sheldon	Chris	Police	Corporal	\$ 63,086.40
Glasby	Robert	Police	Corporal	\$ 63,086.40
Graham	Charles	Police	Police Officer	\$ 62,425.60
Haney	Dan	Police	Master Patrolman	\$ 62,425.00
McLellan	Scott	Police	Master Patrolman	\$ 62,425.60
Graves	Matt	Police	Master Patrolman	\$ 55,120.00
Mobley	JW	Police	Master Patrolman	\$ 55,120.00
Rains	Randy	Police	Master Patrolman	\$ 55,120.00
Winders	Steve	Police	Master Patrolman	\$ 55,120.00
Duque	Sebastian	Police	Police Officer	\$ 43,981.60
Weygand	Jordan	Police	Police Officer	\$ 47,948.00
VACANT	VACANT	Police 52 (FU)	Police Officer	\$ 41,408.00
Johnson	Wesley	Police 52	Police Officer	\$ 47,878.40
Pollett	Daniel	Police 52	Police Officer	\$ 47,948.00
Wind	Anthony	Police 52	Police Officer	\$ 48,156.80
Mitchell	Taylor	Police 52	Police Officer	\$ 43,981.60
Ossman	Benjamin	Police 52	Police Officer	\$ 45,063.20
Berryhill	Charles	Streets & Parks	Supervisor	\$ 53,518.40
Pickering	Johnathan	Streets & Parks	Laborer	\$ 29,182.40
Talley	Brian	Streets & Parks	Laborer	\$ 28,392.00
Cude III	Elton	Streets & Parks	Laborer	\$ 27,559.58
Weston	Eaton	Streets & Parks	Laborer	\$ 24,960.00
Campbell	Cody	Streets & Parks	Laborer	\$ 24,960.00
Washington	Joseph	Streets & Parks	Laborer	\$ 24,960.00
Babbitt	Tyler	Utility Billing	Utility Billing Supervisor	\$ 48,963.20
Burgund	Wendi	Utility Billing	Court Clerk	\$ 35,360.00
Luttrell	Bea	Utility Billing	Utility Billing Clerk	\$ 35,214.40

**City of Glenpool
Salaries
FY2020-2021**

Last Name	First Name	Department	Position	Annual Base pay
Martinex	Amy	Utility Billing	Utility Billing Clerk	\$ 24,960.00
Factor	Allison	Utility Billing	Utility Billing Clerk	\$ 6,240.00
Werley	Rob	Water & Sewer	Public Works Director	\$ 77,500.80
McCool	Jeremy	Water & Sewer	Utilities Superintendant	\$ 61,547.62
Tsosie	Larry	Water & Sewer	Plant Supervisor	\$ 53,643.20
Adams	Danny	Water & Sewer	Heavy Equip Operator	\$ 44,782.40
Campbell	Cody	Water & Sewer	Laborer	\$ 24,960.00
Murray	Eric	Water & Sewer	Laborer	\$ 25,459.20
Deere	David	Water & Sewer	Meter Reader	\$ 30,388.80
Henley	Joshua	Water & Sewer	Laborer	\$ 29,494.40
Roesch	Joshua	Water & Sewer	Laborer	\$ 25,459.20

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CITY OF GLENPOOL
APPROVED BUDGET
AS OF: JUNE 30TH, 2020

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01 -GENERAL FUND
REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
<u>GENERAL REVENUES</u>							
=====							
<u>TAXES</u>							
01-5-00-5001 SALES TAX	5,552,329	5,556,095	5,732,693	5,254,028	5,737,878	5,643,170	5,643,170
01-5-00-5002 DEDICATED TAX	1,851,091	1,852,347	1,911,223	1,753,509	1,915,442	1,883,226	1,883,226
01-5-00-5003 USE TAX	423,893	521,060	483,107	637,242	706,661	669,333	669,333
01-5-00-5009 HOTEL MOTEL TAX	(31,191)	0	0	0	0	0	0
01-5-00-5010 FRANCHISE	531,536	455,980	486,543	367,410	441,118	440,000	440,000
01-5-00-5011 E911 PREPAID WIRELESS FEES	6,074	7,644	6,000	6,099	6,802	6,000	6,000
01-5-00-5012 E911 FEES	106,057	102,210	100,000	101,980	109,832	100,000	100,000
TOTAL TAXES	8,439,789	8,495,336	8,719,566	8,120,268	8,917,733	8,741,729	8,741,729
5-00-5009 HOTEL MOTEL TAX							
PERMANENT NOTES:							
SPECIAL REVENUE FUND 05 CREATED FY17 FOR HOTEL MOTEL TAX							
<u>LICENSES & PERMITS</u>							
01-5-00-5150 SOLICITORS LICENSE	950	1,200	1,000	775	866	900	900
01-5-00-5151 BUILDING PERMITS	22,658	16,368	18,000	23,523	28,544	30,000	30,000
01-5-00-5152 OCCUPATION TAX/AL BEV LICE	2,410	15,955	8,550	7,525	10,033	8,000	8,000
01-5-00-5153 PLUMBING LICENSE	5,700	3,900	5,000	5,900	7,067	7,000	7,000
01-5-00-5154 ELECTRICAL LICENSE	6,000	4,825	7,000	4,300	5,067	5,000	5,000
01-5-00-5155 MECHANICAL LICENSE	4,100	2,700	3,000	3,400	4,400	4,000	4,000
01-5-00-5156 PET LICENSE	150	115	100	57	39	50	50
01-5-00-5159 ASSESSMENT LETTERS	5,400	2,685	5,000	660	860	700	700
01-5-00-5160 FIREWORKS PERMITS	6,525	6,250	5,000	4,540	4,053	4,000	4,000
01-5-00-5162 SIGN PERMITS	1,280	1,050	1,000	1,130	1,413	1,000	1,000
01-5-00-5165 STATE PERMIT FEES	41	32	50	75	84	50	50
01-5-00-5166 LIQUOR LICENSE	0	300	600	0	0	0	0
TOTAL LICENSES & PERMITS	55,214	55,380	54,300	51,884	62,426	60,700	60,700
<u>CHARGES FOR SERVICES</u>							
01-5-00-5200 DEVELOPMENT FEES	8,439	8,714	8,000	8,126	10,004	9,000	9,000
01-5-00-5201 ZONING FEES	5,475	5,430	4,500	4,175	4,767	4,500	4,500
01-5-00-5202 INSPECTION FEES	47,821	36,166	50,000	49,212	60,354	50,000	50,000
01-5-00-5204 DOG POUND	8,372	7,536	7,000	3,849	4,256	4,000	4,000
01-5-00-5206 POLICE REPORTS	459	550	500	430	533	500	500
01-5-00-5208 GEMS REIMBURSEMENT	89,988	106,755	90,000	88,403	71,020	90,000	132,055
01-5-00-5209 POLICE SPECIAL SERVICES	37,000	74,000	74,000	74,000	49,333	74,000	74,000
01-5-00-5210 ABATEMENT	0	0	0	4,050	5,400	5,000	5,000
TOTAL CHARGES FOR SERVICES	197,553	239,150	234,000	232,245	205,667	237,000	279,055
<u>INTERGOVERNMENTAL</u>							
01-5-00-5240 EXCISE TAX	33,059	25,372	24,200	23,289	25,657	25,000	25,000
01-5-00-5241 CIGARETTE TAX	108,453	83,052	80,200	81,898	88,083	85,000	85,000
01-5-00-5242 ALCOHOLIC BEVERAGE TAX	20,809	26,202	25,000	29,062	32,159	30,000	30,000
01-5-00-5243 COMMERCIAL VEHICLE TAX	93,671	97,900	95,000	90,724	99,510	95,000	95,000
01-5-00-5253 CDBG	0	(1,092)	0	0	0	0	0
01-5-00-5255 STATE ON-BEHALF POLICE PEN	137,166	165,270	0	0	0	0	0

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CITY OF GLENPOOL
APPROVED BUDGET
AS OF: JUNE 30TH, 2020

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01 -GENERAL FUND
REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
01-5-00-5256 STATE ON-BEHALF FIRE PENSI	374,292	472,235	0	0	0	0	0
TOTAL INTERGOVERNMENTAL	767,450	868,939	224,400	224,973	245,409	235,000	235,000
FINES AND FORFEITURES							
01-5-00-5260 MUNICIPAL COURT FINES	173,584	189,795	225,000	167,655	204,624	200,000	200,000
01-5-00-5263 COURT COSTS	90,141	85,437	90,000	60,048	76,464	75,000	75,000
01-5-00-5265 JUVENILE FINES	3,936	5,252	5,000	3,265	4,153	4,000	4,000
TOTAL FINES AND FORFEITURES	267,661	280,485	320,000	230,967	285,241	279,000	279,000
INVESTMENT INCOME							
01-5-00-5301 INTEREST INCOME	19	39,317	67,326	48,217	62,935	50,000	50,000
TOTAL INVESTMENT INCOME	19	39,317	67,326	48,217	62,935	50,000	50,000
MISCELLANEOUS/OTHER							
01-5-00-5350 SALE OF ASSETS	0	773,369	0	0	0	0	0
01-5-00-5351 DONATIONS	0	500	0	3,732	4,976	0	0
01-5-00-5353 REFUNDS	14,017	591	0	1,729	2,293	0	0
01-5-00-5355 MISCELLANEOUS	48,089	44,800	0	106,970	135,022	0	0
01-5-00-5356 RENTAL INCOME	58,598	37,032	37,000	23,130	25,233	25,233	25,233
01-5-00-5359 RETURNED CHECK FEE	85	60	0	0	0	0	0
01-5-00-5362 INSURANCE REIMBURSEMENTS	4,546	0	0	0	0	0	0
TOTAL MISCELLANEOUS/OTHER	125,335	856,352	37,000	135,561	167,524	25,233	25,233
OTHER FINANCING SOURCES							
01-5-00-5403 TSF FROM GUSA - CAP PROJEC	237,558	0	0	0	0	0	0
01-5-00-5404 TRANSFER FROM GUSA	1,860,000	1,860,000	1,900,000	1,705,000	1,860,000	1,800,000	1,800,000
01-5-00-5406 TRANSFER FROM GIA	45,900	45,900	60,300	43,275	60,300	45,900	45,900
01-5-00-5409 TRANSFER FROM FUND BALANCE	0	0	825,422	0	0	79,870	37,815
TOTAL OTHER FINANCING SOURCES	2,143,458	1,905,900	2,785,722	1,748,275	1,920,300	1,925,770	1,883,715
TOTAL GENERAL REVENUES	11,996,479	12,740,858	12,442,314	10,792,389	11,867,235	11,554,432	11,554,432
TOTAL REVENUES	11,996,479	12,740,858	12,442,314	10,792,389	11,867,235	11,554,432	11,554,432

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CITY OF GLENPOOL
APPROVED BUDGET
AS OF: JUNE 30TH, 2020

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01 -GENERAL FUND
GENERAL GOVERNMENT
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
<u>PERSONAL SERVICES</u>							
01-6-01-6101 SALARIES	256,602	224,703	213,848	199,900	210,948	222,255	222,255
01-6-01-6102 HEALTH INSURANCE	29,991	34,697	33,503	27,361	32,796	38,931	38,931
01-6-01-6111 FICA	20,953	17,347	16,559	15,242	16,100	17,301	17,301
01-6-01-6113 WORKERS COMP	0	0	1,189	635	847	1,189	1,189
01-6-01-6114 UNEMPLOYMENT	712	1,050	920	750	326	720	720
01-6-01-6115 RETIREMENT	16,360	16,324	15,097	14,086	14,890	15,686	15,686
01-6-01-6118 OVERTIME	2,408	482	1,629	240	320	1,829	1,829
TOTAL PERSONAL SERVICES	327,025	294,603	282,746	258,213	276,227	297,911	297,911
<u>SUPPLIES</u>							
01-6-01-6201 OFFICE SUPPLIES	2,583	2,696	3,000	1,599	2,055	3,000	3,000
01-6-01-6202 OPERATING EXPENSES	25,077	45,924	48,200	48,695	55,821	41,000	41,000
01-6-01-6204 FUEL	1,040	952	2,500	542	620	2,500	2,500
TOTAL SUPPLIES	28,700	49,572	53,700	50,836	58,496	46,500	46,500
<u>OTHER CHARGES & SERVICES</u>							
01-6-01-6211 TELEPHONE	33,781	44,420	40,000	39,678	44,270	35,000	35,000
01-6-01-6223 INSURANCE	109,304	111,929	124,000	108,808	145,077	140,000	140,000
01-6-01-6234 POSTAGE	4,712	4,558	5,000	3,423	3,563	5,000	5,000
01-6-01-6235 CONTRACT SERVICES	141,671	121,780	124,835	123,077	135,477	120,335	120,335
01-6-01-6236 AUDIT FEES	11,700	23,540	20,000	16,825	4,767	20,000	20,000
01-6-01-6238 MUNICIPAL JUDGE	15,000	15,000	15,000	13,750	15,000	15,000	15,000
01-6-01-6245 LEGAL SERVICES	0	0	0	4,181	0	0	0
TOTAL OTHER CHARGES & SERVICES	316,168	321,227	328,835	309,741	348,154	335,335	335,335
<u>TRAVEL & TRAINING</u>							
01-6-01-6262 TRAVEL & TRAINING	5,869	2,925	5,000	2,607	2,301	4,000	4,000
TOTAL TRAVEL & TRAINING	5,869	2,925	5,000	2,607	2,301	4,000	4,000
<u>REPAIRS & MAINTENANCE</u>							
01-6-01-6271 VEHICLE REPAIRS & MAINTANE	2,595	3,505	6,000	4,893	6,524	6,000	6,000
01-6-01-6273 REPAIRS & MAINTENANCE	13,026	11,241	12,300	2,821	2,007	10,000	10,000
TOTAL REPAIRS & MAINTENANCE	15,621	14,747	18,300	7,714	8,531	16,000	16,000
<u>MISCELLANEOUS</u>							
01-6-01-6281 MEMBERSHIP DUES	25,390	28,028	30,000	29,668	35,238	28,000	28,000
TOTAL MISCELLANEOUS	25,390	28,028	30,000	29,668	35,238	28,000	28,000
<u>CAPITAL EXPENDITURES</u>							
01-6-01-6355 CAPITAL - COMPUTERS	37,365	27,583	15,000	0	15,000	40,000	40,000
TOTAL CAPITAL EXPENDITURES	37,365	27,583	15,000	0	15,000	40,000	40,000
6-01-6333 CAPITAL PURCHASES							
PERMANENT NOTES: COMPUTERS							
TOTAL GENERAL GOVERNMENT	756,137	738,685	733,581	658,778	743,947	767,746	767,746

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01 -GENERAL FUND
ANIMAL CONTROL
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- 2020-2021 ----- PROPOSED BUDGET	APPROVED BUDGET
<u>PERSONAL SERVICES</u>							
01-6-02-6101 SALARIES & WAGES	39,319	45,635	53,117	45,848	48,813	53,368	53,368
01-6-02-6102 HEALTH INSURANCE	7,239	8,271	8,494	7,037	8,233	8,424	8,424
01-6-02-6111 FICA	3,211	3,855	4,468	3,472	3,682	4,481	4,481
01-6-02-6113 WORKMANS COMP	469	549	1,727	758	1,011	1,727	1,727
01-6-02-6114 UNEMPLOYMENT	172	298	360	330	292	360	360
01-6-02-6115 RETIREMENT	2,176	2,745	2,769	2,234	2,377	2,787	2,787
01-6-02-6118 OVERTIME	3,111	3,310	5,000	30	32	5,000	5,000
TOTAL PERSONAL SERVICES	55,697	64,663	75,935	59,709	64,440	76,147	76,147
<u>SUPPLIES</u>							
01-6-02-6201 OFFICE SUPPLIES	0	0	500	0	0	500	500
01-6-02-6202 OPERATING EXP	13,628	7,821	9,200	5,938	7,251	9,200	9,200
01-6-02-6204 FUEL	2,220	2,041	3,400	1,581	1,932	3,400	3,400
TOTAL SUPPLIES	15,848	9,862	13,100	7,519	9,183	13,100	13,100
<u>OTHER CHARGES & SERVICES</u>							
01-6-02-6224 UNIFORMS & ACCESSORIES	214	72	1,000	830	1,107	1,000	1,000
TOTAL OTHER CHARGES & SERVICES	214	72	1,000	830	1,107	1,000	1,000
<u>TRAVEL & TRAINING</u>							
01-6-02-6262 TRAVEL & TRAINING	763	1,040	1,675	175	233	1,675	1,675
TOTAL TRAVEL & TRAINING	763	1,040	1,675	175	233	1,675	1,675
<u>REPAIRS & MAINTENANCE</u>							
01-6-02-6271 VEHICLE REPAIRS & MAINTANE	980	655	1,700	1,016	1,338	1,700	1,700
TOTAL REPAIRS & MAINTENANCE	980	655	1,700	1,016	1,338	1,700	1,700
<u>MISCELLANEOUS</u>							
TOTAL ANIMAL CONTROL	73,502	76,293	93,410	69,248	76,301	93,622	93,622

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CITY OF GLENPOOL
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01 -GENERAL FUND
POLICE DEPARTMENT
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
<u>PERSONAL SERVICES</u>							
01-6-03-6101 SALARIES & WAGES	1,183,232	1,239,990	1,315,582	1,114,559	1,196,717	1,314,521	1,314,521
01-6-03-6102 HEALTH INSURANCE	125,079	131,246	143,032	116,537	136,194	143,246	143,246
01-6-03-6111 FICA	17,420	22,532	21,660	22,065	23,843	19,524	19,524
01-6-03-6113 WORKMANS COMP	40,665	45,648	60,460	49,771	66,361	62,461	62,461
01-6-03-6114 UNEMPLOYMENT	2,745	3,322	3,239	3,183	503	3,240	3,240
01-6-03-6115 RETIREMENT	0	6,210	10,800	10,795	11,475	8,084	8,084
01-6-03-6116 STATE PENSION	283,738	316,118	172,430	128,512	137,088	170,888	170,888
01-6-03-6118 OVERTIME	17,571	24,331	34,287	34,199	44,885	23,902	23,902
01-6-03-6122 CLOTHING	29,000	37,800	18,000	18,375	22,233	18,000	18,000
TOTAL PERSONAL SERVICES	1,699,451	1,827,196	1,779,490	1,497,995	1,639,299	1,763,866	1,763,866
<u>SUPPLIES</u>							
01-6-03-6201 OFFICE SUPPLIES	3,017	2,541	3,900	1,993	2,202	3,000	3,000
01-6-03-6202 OPERATING EXPENSES	49,838	42,349	51,700	38,768	45,482	54,000	54,000
01-6-03-6204 FUEL	48,636	43,618	40,100	35,609	41,305	42,100	42,100
01-6-03-6206 SMALL TOOLS & MINOR EQUIP	120	8	500	0	0	500	500
01-6-03-6207 MISC SUPPLIES	2,359	5,000	8,900	4,146	5,528	8,000	8,000
TOTAL SUPPLIES	103,970	93,516	105,100	80,517	94,517	107,600	107,600
<u>OTHER CHARGES & SERVICES</u>							
01-6-03-6211 TELEPHONE	38,892	28,332	43,000	27,586	30,261	35,000	35,000
01-6-03-6224 UNIFORMS & ACCESSORIES	3,329	5,416	10,000	1,748	2,331	10,000	10,000
01-6-03-6235 CONTRACT SERVICES	9,238	25,311	26,000	22,051	26,213	26,000	26,000
TOTAL OTHER CHARGES & SERVICES	51,459	59,059	79,000	51,385	58,805	71,000	71,000
<u>TRAVEL & TRAINING</u>							
01-6-03-6262 TRAVEL & TRAINING	5,097	9,406	10,000	5,834	7,748	10,000	10,000
TOTAL TRAVEL & TRAINING	5,097	9,406	10,000	5,834	7,748	10,000	10,000
<u>REPAIRS & MAINTENANCE</u>							
01-6-03-6271 VEHICLE REPAIRS & MAINTANE	27,437	32,163	35,400	34,214	40,533	35,400	35,400
01-6-03-6273 BUILDING REPAIRS	14,363	8,277	11,000	9,939	10,358	14,000	14,000
TOTAL REPAIRS & MAINTENANCE	41,800	40,440	46,400	44,153	50,891	49,400	49,400
<u>MISCELLANEOUS</u>							
01-6-03-6281 MEMBERSHIP DUES	163	180	900	815	1,087	1,000	1,000
TOTAL MISCELLANEOUS	163	180	900	815	1,087	1,000	1,000
<u>CAPITAL EXPENDITURES</u>							
01-6-03-6333 CAPITAL PURCHASES	45,057	35,615	0	0	0	0	0
01-6-03-6357 POLICE EQUIPMENT	7,693	0	0	0	0	0	0
01-6-03-6359 CAPITAL LEASE PROCEEDS	(45,057)	0	0	0	0	0	0
TOTAL CAPITAL EXPENDITURES	7,693	35,615	0	0	0	0	0

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POLICE DEPARTMENT
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
<u>DEBT SERVICE</u>							
01-6-03-6570 PRINCIPAL CAPITAL LEASE	57,193	39,759	73,000	0	0	0	0
01-6-03-6571 INTEREST ON CAPITAL LEASE	<u>5,921</u>	<u>12</u>	<u>1,200</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL DEBT SERVICE	63,114	39,771	74,200	0	0	0	0
 TOTAL POLICE DEPARTMENT	 1,972,746	 2,105,184	 2,095,090	 1,680,699	 1,852,347	 2,002,866	 2,002,866

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01 -GENERAL FUND

DISPATCH

DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
<u>PERSONAL SERVICES</u>							
01-6-04-6101 SALARIES & WAGES	180,295	210,805	213,338	207,170	222,719	215,078	215,078
01-6-04-6102 HEALTH INSURANCE	42,909	50,963	58,045	47,815	57,179	58,169	58,169
01-6-04-6111 FICA	14,278	16,884	16,578	16,316	17,609	17,087	17,087
01-6-04-6113 WORKMANS COMP	13,410	15,510	20,783	16,578	22,104	20,783	20,783
01-6-04-6114 UNEMPLOYMENT	751	1,312	1,461	1,342	1,060	1,261	1,261
01-6-04-6115 RETIREMENT	13,177	15,811	15,170	14,955	16,192	15,635	15,635
01-6-04-6118 OVERTIME	10,556	7,494	7,473	7,602	9,304	8,373	8,373
TOTAL PERSONAL SERVICES	275,375	318,780	332,848	311,777	346,167	336,386	336,386
<u>SUPPLIES</u>							
01-6-04-6203 JAIL SUPPLIES	7,788	9,981	10,400	6,925	9,195	11,000	11,000
TOTAL SUPPLIES	7,788	9,981	10,400	6,925	9,195	11,000	11,000
<u>OTHER CHARGES & SERVICES</u>							
01-6-04-6211 TELEPHONE	14,098	19,980	18,300	17,973	19,625	20,000	20,000
01-6-04-6214 E-911	38,340	38,862	41,000	35,513	39,565	41,000	41,000
01-6-04-6224 UNIFORMS & ACCESSORIES	1,210	0	3,100	2,187	2,916	4,000	4,000
01-6-04-6235 CONTRACT SERVICES	708	3,871	4,400	4,283	5,433	3,500	3,500
TOTAL OTHER CHARGES & SERVICES	54,356	62,713	66,800	59,955	67,539	68,500	68,500
<u>TRAVEL & TRAINING</u>							
01-6-04-6262 TRAVEL & TRAINING	81	550	1,000	850	1,133	2,000	2,000
TOTAL TRAVEL & TRAINING	81	550	1,000	850	1,133	2,000	2,000
TOTAL DISPATCH	337,600	392,024	411,048	379,507	424,034	417,886	417,886

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01 -GENERAL FUND
FIRE DEPARTMENT
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
<u>PERSONAL SERVICES</u>							
01-6-06-6101 SALARIES & WAGES	973,654	1,040,240	1,019,537	959,391	1,013,595	1,318,838	1,318,838
01-6-06-6102 HEALTH INSURANCE	109,150	117,430	133,905	107,251	125,345	141,052	141,052
01-6-06-6111 FICA	16,715	18,991	18,038	15,860	16,728	19,264	19,264
01-6-06-6113 WORKMANS COMP	66,525	70,200	75,413	75,413	100,551	70,209	70,209
01-6-06-6114 UNEMPLOYMENT	2,443	2,848	3,000	2,880	366	2,700	2,700
01-6-06-6115	0	1,127	0	0	0	0	0
01-6-06-6116 STATE PENSION	520,182	629,398	173,111	146,692	155,208	184,637	184,637
01-6-06-6118 OVERTIME	206,766	201,804	205,707	147,574	158,640	200,000	200,000
01-6-06-6122 CLOTHING	14,835	14,835	14,550	15,005	18,793	12,875	12,875
01-6-06-6125 CONTRACT TRAINING	6,032	6,728	5,000	869	1,158	5,000	5,000
TOTAL PERSONAL SERVICES	1,916,301	2,103,601	1,648,260	1,470,934	1,590,384	1,954,575	1,954,575
<u>SUPPLIES</u>							
01-6-06-6201 OFFICE SUPPLIES	583	612	2,000	1,001	818	2,000	2,000
01-6-06-6202 OPERATING EXPENSES	11,932	16,689	17,200	16,070	15,118	18,000	18,000
01-6-06-6204 FUEL	14,794	15,313	15,000	11,637	13,445	15,000	15,000
01-6-06-6206 SMALL TOOLS & MINOR EQUIP	2,035	2,619	4,500	3,088	4,062	5,000	5,000
01-6-06-6207 MISC SUPPLIES	434	525	2,000	1,914	2,422	2,500	2,500
TOTAL SUPPLIES	29,778	35,758	40,700	33,709	35,865	42,500	42,500
<u>OTHER CHARGES & SERVICES</u>							
01-6-06-6211 TELEPHONE	37,439	33,862	35,000	17,472	20,097	30,000	30,000
01-6-06-6224 UNIFORMS & ACCESSORIES	9,257	6,197	10,000	5,733	6,602	10,000	10,000
01-6-06-6235 CONTRACT SERVICES	3,784	10,259	17,700	8,992	11,035	17,700	17,700
TOTAL OTHER CHARGES & SERVICES	50,480	50,318	62,700	32,196	37,734	57,700	57,700
<u>TRAVEL & TRAINING</u>							
01-6-06-6261 SAFETY TRAINING & EQUIP	1,975	1,550	4,000	1,131	1,509	4,000	4,000
01-6-06-6262 TRAVEL & TRAINING	4,623	4,423	5,000	1,415	1,882	5,000	5,000
TOTAL TRAVEL & TRAINING	6,598	5,973	9,000	2,546	3,391	9,000	9,000
<u>REPAIRS & MAINTENANCE</u>							
01-6-06-6271 VEHICLE REPAIRS & MAINTANE	27,314	51,573	30,000	18,673	24,684	35,000	35,000
01-6-06-6272 EQUIPMENT REPAIRS	4,126	10,133	7,500	13,637	5,785	8,000	8,000
01-6-06-6273 BUILDING REPAIRS	8,927	10,137	15,500	16,968	16,828	12,000	12,000
TOTAL REPAIRS & MAINTENANCE	40,366	71,843	53,000	49,279	47,297	55,000	55,000
<u>MISCELLANEOUS</u>							
01-6-06-6281 MEMBERSHIP DUES	1,744	2,520	3,000	2,040	2,720	3,500	3,500
TOTAL MISCELLANEOUS	1,744	2,520	3,000	2,040	2,720	3,500	3,500
<u>DEBT SERVICE</u>							
01-6-06-6570 PRINCIPAL CAPITAL LEASE	50,893	56,263	56,263	56,263	75,017	135,220	135,220
01-6-06-6571 INTEREST ON CAPITAL LEASE	12,293	0	12,000	0	0	6,400	6,400
TOTAL DEBT SERVICE	63,186	56,263	68,263	56,263	75,017	141,620	141,620
TOTAL FIRE DEPARTMENT	2,108,454	2,326,275	1,884,923	1,646,966	1,792,408	2,263,895	2,263,895

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01 -GENERAL FUND
EMERGENCY MGMT
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
<u>SUPPLIES</u>							
01-6-07-6202 OPERATING SUPPLIES	0	564	2,000	773	885	2,000	2,000
01-6-07-6209 EOC SUPPLIES	0	0	1,500	0	0	2,000	2,000
TOTAL SUPPLIES	0	564	3,500	773	885	4,000	4,000
<u>OTHER CHARGES & SERVICES</u>							
01-6-07-6212 ELECTRIC	2,497	1,494	3,000	1,410	1,319	3,000	3,000
01-6-07-6235 CONTRACT SERVICES	5,444	0	10,000	5,445	7,260	10,000	10,000
TOTAL OTHER CHARGES & SERVICES	7,941	1,494	13,000	6,855	8,579	13,000	13,000
<u>REPAIRS & MAINTENANCE</u>							
01-6-07-6276 RADIO MAINTENANCE	1,968	3,010	39,446	38,696	51,595	15,000	15,000
01-6-07-6277 SIREN MAINTENANCE	13,272	535	7,000	0	0	8,000	8,000
TOTAL REPAIRS & MAINTENANCE	15,240	3,545	46,446	38,696	51,595	23,000	23,000
<u>CAPITAL EXPENDITURES</u>							
01-6-07-6333 CAPITAL PURCHASES	24,964	0	16,554	0	0	0	0
TOTAL CAPITAL EXPENDITURES	24,964	0	16,554	0	0	0	0
TOTAL EMERGENCY MGMT	48,144	5,603	79,500	46,324	61,059	40,000	40,000

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COMMUNITY DEVELOPMENT
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- PROPOSED BUDGET	(----- 2020-2021 APPROVED BUDGET
<u>PERSONAL SERVICES</u>							
01-6-10-6101 SALARIES & WAGES	280,823	308,846	405,968	359,513	380,644	398,058	398,058
01-6-10-6102 HEALTH INSURANCE	43,027	41,253	61,998	40,841	46,937	60,090	60,090
01-6-10-6111 FICA	20,878	23,921	32,511	27,701	29,339	31,039	31,039
01-6-10-6113 WORKMANS COMP	4,620	5,720	9,893	6,880	9,173	9,893	9,893
01-6-10-6114 UNEMPLOYMENT	705	1,180	1,750	1,616	968	1,655	1,655
01-6-10-6115 RETIREMENT	19,786	22,948	29,048	25,648	27,195	27,864	27,864
01-6-10-6118 OVERTIME	2,627	1,986	1,835	766	1,021	1,679	1,679
TOTAL PERSONAL SERVICES	372,466	405,854	543,002	462,964	495,277	530,278	530,278
<u>SUPPLIES</u>							
01-6-10-6201 OFFICE SUPPLIES	0	1,022	3,000	2,900	3,514	4,000	4,000
01-6-10-6202 OPERATING EXPENSES	0	4,175	7,300	6,423	7,822	9,000	9,000
01-6-10-6204 FUEL	5,876	5,873	6,000	4,684	5,448	6,000	6,000
01-6-10-6206 EQUIPMENT EXPENSES & TOOLS	0	386	1,500	560	534	2,000	2,000
01-6-10-6207 MISC SUPPLIES	8,306	5,030	4,000	3,422	3,878	4,000	4,000
TOTAL SUPPLIES	14,182	16,486	21,800	17,989	21,196	25,000	25,000
<u>OTHER CHARGES & SERVICES</u>							
01-6-10-6224 UNIFORMS & ACCESORIES	0	172	1,000	462	616	1,000	1,000
01-6-10-6235 CONTRACT SERVICES	46,460	52,637	43,700	15,491	16,205	30,000	30,000
01-6-10-6244 ENGINEERING FEES	450	15,104	7,521	4,375	4,433	15,000	15,000
01-6-10-6250 ECONOMIC DEVELOPMENT	434	511	0	0	0	0	0
TOTAL OTHER CHARGES & SERVICES	47,344	68,424	52,221	20,328	21,254	46,000	46,000
<u>TRAVEL & TRAINING</u>							
01-6-10-6261 LICENSE RENEWAL	595	225	750	25	33	1,500	1,500
01-6-10-6262 TRAVEL & TRAINING	2,387	3,486	3,000	2,155	2,634	3,000	3,000
TOTAL TRAVEL & TRAINING	2,982	3,711	3,750	2,180	2,667	4,500	4,500
<u>REPAIRS & MAINTENANCE</u>							
01-6-10-6271 VEHICLE MAINTENANCE	5,052	2,259	7,300	6,548	8,118	5,000	5,000
01-6-10-6272 EQUIPMENT REPAIR & REPLACE	0	19	1,900	1,658	2,211	2,000	2,000
TOTAL REPAIRS & MAINTENANCE	5,052	2,279	9,200	8,207	10,329	7,000	7,000
<u>MISCELLANEOUS</u>							
01-6-10-6281 MEMBERSHIP DUES	900	1,748	10,800	1,997	2,663	2,500	2,500
TOTAL MISCELLANEOUS	900	1,748	10,800	1,997	2,663	2,500	2,500
<u>CAPITAL EXPENDITURES</u>							
01-6-10-6350 VEHICLES	0	41,688	0	0	0	0	0
01-6-10-6355 CAPITAL - COMPUTERS	0	0	16,500	4,897	6,529	0	0
TOTAL CAPITAL EXPENDITURES	0	41,688	16,500	4,897	6,529	0	0
TOTAL COMMUNITY DEVELOPMENT	442,927	540,190	657,273	518,561	559,915	615,278	615,278

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01 -GENERAL FUND
ADMINISTRATION
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT YEAR-TO-DATE BUDGET ACTUAL	PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
<u>PERSONAL SERVICES</u>						
01-6-11-6101 SALARIES & WAGES	242,453	405,599	437,892	403,375	428,997	438,372
01-6-11-6102 HEALTH INSURANCE	36,027	54,895	62,447	49,733	58,191	61,119
01-6-11-6111 FICA	17,051	30,600	58,116	30,277	32,182	33,784
01-6-11-6113 WORKMANS COMP	975	1,375	2,550	1,571	2,095	2,550
01-6-11-6114 UNEMPLOYMENT	526	721	921	811	99	721
01-6-11-6115 RETIREMENT	22,980	42,403	39,673	42,885	45,656	39,707
TOTAL PERSONAL SERVICES	320,012	535,593	601,599	528,653	567,220	576,253
<u>SUPPLIES</u>						
01-6-11-6201 OFFICE SUPPLIES	3,454	1,937	8,800	1,360	1,773	5,000
01-6-11-6204 FUEL	2,811	3,446	4,800	3,087	3,730	4,800
TOTAL SUPPLIES	6,265	5,383	13,600	4,447	5,503	9,800
<u>OTHER CHARGES & SERVICES</u>						
01-6-11-6235 CONTRACT SERVICES	56,208	40,780	56,000	36,980	41,458	55,000
TOTAL OTHER CHARGES & SERVICES	56,208	40,780	56,000	36,980	41,458	55,000
<u>TRAVEL & TRAINING</u>						
01-6-11-6262 ADMIN TRAVEL & TRAINING	10,803	21,548	16,000	13,411	17,279	16,000
01-6-11-6263 COUNCIL TRAVEL & TRAINING	2,195	969	5,000	1,986	2,648	5,000
TOTAL TRAVEL & TRAINING	12,999	22,517	21,000	15,398	19,927	21,000
<u>MISCELLANEOUS</u>						
01-6-11-6281 MEMBERSHIP DUES	1,623	3,106	3,000	1,590	2,120	3,000
01-6-11-6289 COUNCIL CONTINGENCY	649	2,520	10,000	2,084	1,245	7,000
TOTAL MISCELLANEOUS	2,272	5,627	13,000	3,674	3,365	10,000
TOTAL ADMINISTRATION	397,756	609,900	705,199	589,151	637,473	672,053

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CITY OF GLENPOOL
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01 -GENERAL FUND
STREETS & PARKS
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- PROPOSED BUDGET	(----- 2020-2021 APPROVED BUDGET
<u>PERSONAL SERVICES</u>							
01-6-14-6101 SALARIES	143,432	194,735	223,179	191,534	204,570	226,864	226,864
01-6-14-6102 HEALTH INSURANCE	35,386	41,886	55,391	41,256	48,274	54,089	54,089
01-6-14-6111 FICA	12,173	16,866	15,606	15,157	16,216	17,355	17,355
01-6-14-6113 WORKERS COMP	18,760	19,980	24,221	23,720	31,627	24,221	24,221
01-6-14-6114 UNEMPLOYMENT	730	1,181	1,260	1,207	946	1,260	1,260
01-6-14-6115 RETIREMENT	11,115	15,559	16,708	13,777	14,756	16,632	16,632
01-6-14-6118 OVERTIME	12,974	19,850	15,507	1,765	2,225	15,707	15,707
TOTAL PERSONAL SERVICES	234,571	310,057	351,872	288,416	318,614	356,128	356,128
<u>SUPPLIES</u>							
01-6-14-6201 OFFICE SUPPLIES	38	49	600	126	141	500	500
01-6-14-6202 OPERATING EXPENSES	6,720	7,279	9,500	10,261	9,171	8,000	8,000
01-6-14-6204 FUEL	8,590	9,532	11,000	7,386	7,663	10,000	10,000
01-6-14-6206 EQUIPMENT AND TOOLS	7,349	6,607	7,276	5,352	5,715	9,000	9,000
01-6-14-6208 STREET SIGNS	4,034	7,086	8,824	8,824	8,480	8,000	8,000
TOTAL SUPPLIES	26,730	30,553	37,200	31,948	31,170	35,500	35,500
<u>OTHER CHARGES & SERVICES</u>							
01-6-14-6212 ELECTRIC	99,325	94,934	93,543	81,170	83,632	97,000	97,000
01-6-14-6224 UNIFORMS & ACCESSORIES	1,803	2,177	3,725	3,778	4,805	4,500	4,500
01-6-14-6230 EQUIPMENT RENTAL	479	1,029	2,500	2,326	3,036	2,500	2,500
01-6-14-6235 CONTRACT SERVICES	14,551	22,520	25,532	21,505	22,502	22,500	22,500
TOTAL OTHER CHARGES & SERVICES	116,158	120,660	125,300	108,779	113,975	126,500	126,500
<u>TRAVEL & TRAINING</u>							
01-6-14-6262 TRAVEL & TRAINING	0	0	500	208	269	1,500	1,500
TOTAL TRAVEL & TRAINING	0	0	500	208	269	1,500	1,500
<u>REPAIRS & MAINTENANCE</u>							
01-6-14-6271 VEHICLE REPAIRS & MAINTANE	11,845	9,519	14,900	8,405	10,424	13,500	13,500
01-6-14-6272 EQUIPMENT REPAIRS	15,863	23,383	25,108	21,479	26,029	22,500	22,500
01-6-14-6273 REPAIR & MAINT SUPPLIES	11,346	9,308	14,992	12,685	16,674	17,500	17,500
01-6-14-6274 STREET REPAIRS	137,037	83,806	616,000	563,969	386,567	300,000	300,000
01-6-14-6275 PARK IMPROVEMENTS	30,089	38,531	45,000	10,676	10,795	0	0
TOTAL REPAIRS & MAINTENANCE	206,180	164,546	716,000	617,213	450,489	353,500	353,500
<u>CAPITAL EXPENDITURES</u>							
01-6-14-6333 CAPITAL PURCHASES	253,941	81,206	77,000	2,390	3,187	0	0
TOTAL CAPITAL EXPENDITURES	253,941	81,206	77,000	2,390	3,187	0	0
<u>DEBT SERVICE</u>							
01-6-14-6575 LEASE PAYMENTS	2,400	2,400	2,400	2,400	3,200	2,400	2,400
TOTAL DEBT SERVICE	2,400	2,400	2,400	2,400	3,200	2,400	2,400
TOTAL STREETS & PARKS	839,981	709,422	1,310,272	1,051,354	920,904	875,528	875,528

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CITY OF GLENPOOL
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01 -GENERAL FUND
NON-DEPARTMENTAL
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
<u>DEBT SERVICE</u>							
01-6-90-6550 PRINCIPAL - CAPITAL LEASE	0	0	68,086	0	0	0	0
01-6-90-6555 INTEREST ON CAP LEASE	0	0	8,246	0	0	0	0
TOTAL DEBT SERVICE	0	0	76,333	0	0	0	0
<u>OTHER FINANCING USES</u>							
01-6-90-6732 TSF TO GUSA	1,832,512	1,861,132	1,892,300	1,753,509	1,915,442	1,883,226	1,883,226
01-6-90-6734 TSF TO GIA	0	0	0	0	0	122,333	122,333
01-6-90-6737 TSF TO GUSA BOND PLEDGE	1,860,000	1,860,000	1,800,000	1,705,000	1,860,000	1,800,000	1,800,000
01-6-90-6738 TSF TO HOTEL-MOTEL TAX FUN	232,685	0	0	0	0	0	0
01-6-90-6741 TSF TO ST&INFRASTRUCTURE	103,468	0	559,422	559,422	0	0	0
01-6-90-6742 TSF TO PUBLIC SAFETY CAP F	25,000	150,000	143,963	143,963	0	0	0
TOTAL OTHER FINANCING USES	4,053,665	3,871,132	4,395,685	4,161,894	3,775,442	3,805,559	3,805,559
TOTAL NON-DEPARTMENTAL	4,053,665	3,871,132	4,472,018	4,161,894	3,775,442	3,805,559	3,805,559
TOTAL EXPENDITURES	11,030,912	11,374,708	12,442,314	10,802,482	10,843,830	11,554,433	11,554,433
REVENUE OVER/ (UNDER) EXPENDITURES	965,566	1,366,150	(0)	(10,093)	1,023,405	(1)	(1)

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CITY OF GLENPOOL
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02 -GUSA
REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
<u>GENERAL REVENUES</u>							
<u>CHARGES FOR SERVICES</u>							
02-5-00-5210 WATER SALES	2,717,996	2,648,839	2,900,000	2,506,660	2,734,794	2,900,000	2,900,000
02-5-00-5211 SEWER FEES	1,298,584	1,262,384	1,324,581	1,210,622	1,317,141	1,400,000	1,400,000
02-5-00-5212 REFUSE FEES	734,301	762,452	750,000	717,465	782,071	820,000	820,000
02-5-00-5213 SOLID WASTE MGT FEE	18,336	18,628	20,000	17,109	18,651	19,000	19,000
02-5-00-5214 STORM WATER MANAGEMENT FEE	105,244	106,900	106,000	98,174	107,021	108,000	108,000
02-5-00-5215 WATER/WASTEWATER FEE	3,036	1,515	3,000	4,173	4,530	4,000	4,000
02-5-00-5216 DELINQUENT FEES	121,368	112,850	120,000	85,451	113,935	115,000	115,000
02-5-00-5217 CONNECT/TRANSFER FEE	8,175	7,212	7,000	6,402	7,030	7,000	7,000
02-5-00-5218 RECONNECT FEE	44,904	45,050	43,000	26,550	35,253	35,000	35,000
02-5-00-5220 WATER TAPS	71,621	30,500	70,000	55,200	65,067	70,000	70,000
02-5-00-5221 SEWER TAPS	10,472	7,650	10,000	13,900	16,133	17,000	17,000
02-5-00-5222 CCRD 2 ROYALTIES	773	724	1,190	722	781	1,000	1,000
02-5-00-5223 CCRWD 2 SEWER PASSTHROUGH	3,622	4,065	4,000	4,068	3,605	4,000	4,000
TOTAL CHARGES FOR SERVICES	5,138,434	5,008,770	5,358,771	4,746,497	5,206,012	5,500,000	5,500,000
<u>INTERGOVERNMENTAL</u>							
<u>INVESTMENT INCOME</u>							
02-5-00-5301 INTEREST INCOME	6,246	8,207	12,786	8,662	11,108	11,000	11,000
02-5-00-5303 INTEREST - BOND FUNDS	10,670	30,293	12,000	15,819	21,092	17,858	17,858
02-5-00-5305 INTEREST - C D	1,033	347	1,500	216	260	300	300
TOTAL INVESTMENT INCOME	17,949	38,847	26,286	24,697	32,460	29,158	29,158
<u>MISCELLANEOUS/OTHER</u>							
02-5-00-5353 REFUNDS	548	0	0	0	0	0	0
02-5-00-5355 MISCELLANEOUS	1,591	2,775	500	2,122,793	2,830,391	500	500
02-5-00-5358 ONLINE PAYMENT FEES	22,508	25,160	24,000	20,133	26,830	24,000	24,000
02-5-00-5359 RETURNED CHECK FEE	3,810	1,920	2,000	1,435	1,753	1,700	1,700
02-5-00-5360 COPIES	154	0	100	0	0	0	0
TOTAL MISCELLANEOUS/OTHER	28,610	29,855	26,600	2,144,360	2,858,974	26,200	26,200
<u>OTHER FINANCING SOURCES</u>							
02-5-00-5401 TSF FROM GEN FUND - SALES	1,832,512	1,861,132	1,892,300	1,753,509	1,915,442	1,883,226	1,883,226
02-5-00-5402 TSF FR GF - BOND PLEDGE	1,860,000	1,860,000	1,800,000	1,705,000	1,860,000	1,800,000	1,800,000
02-5-00-5409 TRANSFER FROM FUND BALANCE	0	0	48,426	0	0	0	0
TOTAL OTHER FINANCING SOURCES	3,692,512	3,721,132	3,740,726	3,458,509	3,775,442	3,683,226	3,683,226
TOTAL GENERAL REVENUES	8,877,505	8,798,604	9,152,383	10,374,063	11,872,888	9,238,584	9,238,584
TOTAL REVENUES	8,877,505	8,798,604	9,152,383	10,374,063	11,872,888	9,238,584	9,238,584

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WATER & SEWER

DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	(----- 2019-2020 -----) YEAR-TO-DATE ACTUAL	(----- 2019-2020 -----) PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	(----- 2020-2021 -----) APPROVED BUDGET
<u>PERSONAL SERVICES</u>							
02-6-16-6101 SALARIES & WAGES	263,406	349,477	412,877	342,004	359,128	391,574	391,574
02-6-16-6102 HEALTH INSURANCE	47,184	51,615	89,431	57,603	66,330	76,496	76,496
02-6-16-6111 FICA	21,124	25,691	32,756	26,028	27,371	29,955	29,955
02-6-16-6113 WORKSMAN COMP	22,499	22,614	29,076	13,118	17,491	29,076	29,076
02-6-16-6114 UNEMPLOYMENT	941	1,314	1,730	1,716	1,131	1,530	1,530
02-6-16-6115 RETIREMENT	20,084	24,457	29,417	23,779	24,906	27,593	27,593
02-6-16-6118 OVERTIME	13,852	10,009	9,800	5,026	6,431	6,998	6,998
TOTAL PERSONAL SERVICES	389,089	485,176	605,088	469,275	502,788	563,222	563,222
<u>SUPPLIES</u>							
02-6-16-6201 OFFICE SUPPLIES	50	23	500	230	307	500	500
02-6-16-6202 OPERATING EXPENSES	133,045	81,075	98,628	89,040	104,020	100,000	100,000
02-6-16-6204 FUEL	12,631	16,301	20,000	15,321	16,799	20,000	20,000
02-6-16-6206 SMALL TOOLS & MINOR EQUIP	3,305	2,961	3,000	1,863	2,416	3,000	3,000
TOTAL SUPPLIES	149,031	100,359	122,128	106,454	123,542	123,500	123,500
<u>OTHER CHARGES & SERVICES</u>							
02-6-16-6210 CHEMICALS	99,369	84,453	95,000	80,404	82,714	100,000	100,000
02-6-16-6211 TELEPHONES	9,579	9,377	11,000	7,703	8,399	11,000	11,000
02-6-16-6212 ELECTRIC	205,833	189,551	220,000	175,295	193,155	220,000	220,000
02-6-16-6213 GAS	18,310	19,118	20,000	14,595	16,085	20,000	20,000
02-6-16-6221 WATER PURCHASES	1,333,171	1,219,627	1,345,947	1,052,581	1,168,421	1,382,000	1,382,000
02-6-16-6223 INSURANCE	49,674	53,931	63,800	56,054	74,739	63,800	63,800
02-6-16-6224 UNIFORMS & ACCESSORIES	2,631	2,508	5,000	4,829	6,265	5,000	5,000
02-6-16-6230 EQUIPMENT RENTAL	0	0	2,000	787	1,049	2,000	2,000
02-6-16-6235 CONTRACT SERVICES	51,965	48,878	55,000	57,945	64,525	55,000	55,000
02-6-16-6236 AUDIT FEES	16,650	18,190	18,290	18,290	6,720	18,000	18,000
02-6-16-6242 ADMINISTRATIVE SERVICES	688	376	1,710	125	167	2,500	2,500
02-6-16-6244 ENGINEERING FEES	0	0	10,000	10,000	13,333	230,000	230,000
02-6-16-6245 LEGAL SERVICES	0	2,078	2,000	0	0	2,000	2,000
TOTAL OTHER CHARGES & SERVICES	1,787,870	1,648,087	1,849,747	1,478,608	1,635,572	2,111,300	2,111,300
<u>TRAVEL & TRAINING</u>							
02-6-16-6261 SAFETY TRAINING & EQUIP	0	0	1,000	147	196	1,000	1,000
02-6-16-6262 TRAVEL & TRAINING	202	542	1,858	1,632	1,547	1,858	1,858
TOTAL TRAVEL & TRAINING	202	542	2,858	1,779	1,743	2,858	2,858
<u>REPAIRS & MAINTENANCE</u>							
02-6-16-6271 VEHICLE REPAIRS & MAINTANE	7,814	5,725	9,000	7,236	9,365	9,000	9,000
02-6-16-6272 EQUIPMENT REPAIRS	48,819	45,942	62,553	62,678	64,491	34,500	34,500
02-6-16-6273 REPAIR & MAINTENANCE	12,974	20,342	78,926	74,092	94,317	22,000	22,000
02-6-16-6278 SEWER IMPROVEMENTS	37,916	49,271	351,372	351,372	468,496	350,000	350,000
02-6-16-6279 SEP PROJECT	0	0	0	0	0	101,340	101,340
TOTAL REPAIRS & MAINTENANCE	107,522	121,281	501,851	495,377	636,669	516,840	516,840

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WATER & SEWER
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- 2020-2021 ----- PROPOSED BUDGET	APPROVED BUDGET
<u>MISCELLANEOUS</u>							
02-6-16-6281 MEMBERSHIP DUES	0	0	1,250	0	0	1,250	1,250
TOTAL MISCELLANEOUS	0	0	1,250	0	0	1,250	1,250
<u>CAPITAL EXPENDITURES</u>							
02-6-16-6333 CAPITAL PURCHASES	0	0	65,000	7,284	9,713	0	0
02-6-16-6355 CAPITAL - COMPUTERS	0	0	2,500	0	0	2,500	2,500
TOTAL CAPITAL EXPENDITURES	0	0	67,500	7,284	9,713	2,500	2,500
TOTAL WATER & SEWER	2,433,715	2,355,444	3,150,422	2,558,777	2,910,027	3,321,470	3,321,470

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CITY OF GLENPOOL
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UTILITY BILLING

DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
<u>PERSONAL SERVICES</u>							
02-6-17-6101 SALARIES & WAGES	124,928	164,975	171,492	145,867	155,439	158,134	158,134
02-6-17-6102 HEALTH INSURANCE	25,912	28,965	33,608	23,782	27,332	30,364	30,364
02-6-17-6111 FICA	10,084	11,470	13,119	10,240	10,875	12,097	12,097
02-6-17-6113 WORKMANS COMP	543	630	1,486	1,102	1,469	1,486	1,486
02-6-17-6114 UNEMPLOYMENT	547	812	1,100	1,032	882	900	900
02-6-17-6115 RETIREMENT	9,206	10,871	12,210	9,530	10,070	10,876	10,876
02-6-17-6118 OVERTIME	8,164	5,191	5,500	767	1,023	5,700	5,700
TOTAL PERSONAL SERVICES	179,385	222,914	238,515	192,320	207,090	219,557	219,557
<u>SUPPLIES</u>							
02-6-17-6201 OFFICE SUPPLIES	1,809	1,720	3,000	2,465	3,162	3,000	3,000
02-6-17-6202 OPERATING EXPENSES	61,319	54,153	44,400	45,888	51,967	49,500	49,500
TOTAL SUPPLIES	63,128	55,873	47,400	48,353	55,129	52,500	52,500
<u>OTHER CHARGES & SERVICES</u>							
02-6-17-6211 TELEPHONES	4,829	4,950	7,700	4,988	5,303	7,700	7,700
02-6-17-6234 POSTAGE	26,482	26,606	20,100	21,954	23,782	20,000	20,000
02-6-17-6235 CONTRACT SERVICES	50,122	39,985	45,000	45,835	51,957	40,000	40,000
TOTAL OTHER CHARGES & SERVICES	81,433	71,542	72,800	72,777	81,042	67,700	67,700
<u>TRAVEL & TRAINING</u>							
02-6-17-6262 TRAVEL & TRAINING	2,027	0	1,500	79	105	1,500	1,500
TOTAL TRAVEL & TRAINING	2,027	0	1,500	79	105	1,500	1,500
<u>REPAIRS & MAINTENANCE</u>							
02-6-17-6273 BUILDING REPAIRS	4,105	2,585	10,500	8,831	11,674	10,500	10,500
TOTAL REPAIRS & MAINTENANCE	4,105	2,585	10,500	8,831	11,674	10,500	10,500
<u>CAPITAL EXPENDITURES</u>							
02-6-17-6355 COMPUTER EQUIPMENT	0	0	1,600	0	0	2,500	2,500
TOTAL CAPITAL EXPENDITURES	0	0	1,600	0	0	2,500	2,500
TOTAL UTILITY BILLING	330,079	352,914	372,315	322,359	355,040	354,257	354,257

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02 -GUSA
REFUSE

DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- 2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
<u>SUPPLIES</u>							
<u>OTHER CHARGES & SERVICES</u>							
02-6-19-6252 REFUSE PICKUP FEES	655,403	707,681	650,000	591,877	631,325	650,000	650,000
TOTAL OTHER CHARGES & SERVICES	655,403	707,681	650,000	591,877	631,325	650,000	650,000
<u>MISCELLANEOUS</u>							
02-6-19-6281 RECYCLE PROGRAM FEES	19,899	20,592	35,000	21,114	28,152	35,000	35,000
TOTAL MISCELLANEOUS	19,899	20,592	35,000	21,114	28,152	35,000	35,000
TOTAL REFUSE	675,302	728,273	685,000	612,991	659,477	685,000	685,000

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02 -GUSA
STORM WATER
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- PROPOSED BUDGET	(----- APPROVED BUDGET
<u>PERSONAL SERVICES</u>							
02-6-20-6101 SALARIES & WAGES	9,203	0	0	0	0	0	0
02-6-20-6102 INSURANCE	1,351	0	0	0	0	0	0
02-6-20-6111 FICA	603	0	0	0	0	0	0
02-6-20-6115 RETIREMENT	<u>636</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL PERSONAL SERVICES	11,793	0	0	0	0	0	0
<u>SUPPLIES</u>							
02-6-20-6202 OPERATING EXPENSES	<u>4,000</u>	<u>4,250</u>	<u>6,000</u>	<u>0</u>	<u>0</u>	<u>6,000</u>	<u>6,000</u>
TOTAL SUPPLIES	4,000	4,250	6,000	0	0	6,000	6,000
TOTAL STORM WATER	15,793	4,250	6,000	0	0	6,000	6,000

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02 -GUSA

NON-DEPARTMENTAL

DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
<u>OTHER</u>							
02-6-90-6401 DEPRECIATION	954,234	980,075	0	0	0	0	0
TOTAL OTHER	954,234	980,075	0	0	0	0	0
<u>DEBT SERVICE</u>							
02-6-90-6555 INTEREST ON DEBT	959,209	1,806,664	1,776,000	1,076,804	1,157,383	1,336,388	1,336,388
02-6-90-6556 2001 OWRB LOAN PAYMENTS	0	0	68,069	68,069	90,759	68,069	68,069
02-6-90-6560 LOAN ADMIN FEES	15,238	14,893	16,000	9,751	10,407	11,387	11,387
02-6-90-6563 2010A/B BOND SF PMT	721,721	0	795,000	362,359	163,023	1,470,000	1,470,000
02-6-90-6564 2011 BOND SF PMT	157,315	0	180,000	(64,064)	(85,418)	0	0
02-6-90-6565 2011 OWRB SF PAYMENTS (	(125)	0	151,676	56,402	40,886	155,968	155,968
02-6-90-6570 FISCAL AGENT FEES	30,125	20,500	29,500	13,500	15,833	29,500	29,500
02-6-90-6597 LOAN REPAYMENT GF	0	0	21,202	0	0	0	0
02-6-90-6599 CREEK II SETTLEMENT	7,800	795	1,200	761	832	0	0
TOTAL DEBT SERVICE	1,891,284	1,842,852	3,038,647	1,523,583	1,393,705	3,071,312	3,071,312
<u>OTHER FINANCING USES</u>							
02-6-90-6730 TSF TO GENERAL FUND	1,860,000	1,860,000	1,900,000	1,705,000	1,860,000	1,800,000	1,800,000
02-6-90-6733 TSF TO GF - CAPITAL PROJEC	237,558	0	0	0	0	0	0
02-6-90-6745 TSF TO RESERVES	0	0	0	0	0	544	544
TOTAL OTHER FINANCING USES	2,097,558	1,860,000	1,900,000	1,705,000	1,860,000	1,800,544	1,800,544
<u>TOTAL NON-DEPARTMENTAL</u>	4,943,076	4,682,926	4,938,647	3,228,583	3,253,705	4,871,856	4,871,856
<u>TOTAL EXPENDITURES</u>	8,397,965	8,123,808	9,152,383	6,722,709	7,178,249	9,238,583	9,238,583
REVENUE OVER/(UNDER) EXPENDITURES	479,540	674,796	(0)	3,651,354	4,694,639	1	1

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03 -CAPITAL FUND
REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- 2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
NON-DEPARTMENTAL =====							
INVESTMENT INCOME							
03-5-00-5301 INTEREST INCOME	0	953	0	1,170	1,528	1,200	1,200
TOTAL INVESTMENT INCOME	0	953	0	1,170	1,528	1,200	1,200
MISCELLANEOUS/OTHER							
OTHER FINANCING SOURCES							
03-5-00-5409 TRANSFER FROM FUND BALANCE	0	0	119,153	0	0	0	0
TOTAL OTHER FINANCING SOURCES	0	0	119,153	0	0	0	0
TOTAL NON-DEPARTMENTAL	0	953	119,153	1,170	1,528	1,200	1,200
TOTAL REVENUES	0	953	119,153	1,170	1,528	1,200	1,200

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03 -CAPITAL FUND
CAPITAL IMPROVEMENTS
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
<u>MISCELLANEOUS</u>							
<u>CAPITAL EXPENDITURES</u>							
03-6-01-6360 CAPITAL - STREETS & MAINT	0	0	119,153	0	0	0	0
TOTAL CAPITAL EXPENDITURES	0	0	119,153	0	0	0	0
<u>DEBT SERVICE</u>							
TOTAL CAPITAL IMPROVEMENTS	0	0	119,153	0	0	0	0

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03 -CAPITAL FUND
NON-DEPARTMENTAL
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- 2020-2021 ----- PROPOSED BUDGET	APPROVED BUDGET
OTHER FINANCING USES							
03-6-90-6745 TSF TO RESERVES	0	0	0	0	0	1,200	1,200
TOTAL OTHER FINANCING USES	0	0	0	0	0	1,200	1,200
TOTAL NON-DEPARTMENTAL	0	0	0	0	0	1,200	1,200
TOTAL EXPENDITURES	0	0	119,153	0	0	1,200	1,200
REVENUE OVER/ (UNDER) EXPENDITURES	0	953	0	1,170	1,528	0	0

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04 -PARKS & RECREATION FUND
REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- 2020-2021 ----- PROPOSED BUDGET	APPROVED BUDGET
NON-DEPARTMENTAL							
=====							
CHARGES FOR SERVICES							
04-5-00-5200 DEVELOPMENT FEES	9,800	5,575	5,000	11,875	13,067	12,000	12,000
TOTAL CHARGES FOR SERVICES	9,800	5,575	5,000	11,875	13,067	12,000	12,000
INVESTMENT INCOME							
04-5-00-5301 INTEREST INCOME	0	1,515	2,596	1,915	2,500	1,800	1,800
TOTAL INVESTMENT INCOME	0	1,515	2,596	1,915	2,500	1,800	1,800
OTHER FINANCING SOURCES							
TOTAL NON-DEPARTMENTAL	9,800	7,090	7,596	13,790	15,567	13,800	13,800
TOTAL REVENUES	9,800	7,090	7,596	13,790	15,567	13,800	13,800

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04 -PARKS & RECREATION FUND
STREETS & PARKS
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- PROPOSED BUDGET	(----- 2020-2021 APPROVED BUDGET
<u>CAPITAL EXPENDITURES</u>							
04-6-14-6359 CAPITAL - PARKS IMPROVEMEN	0	4,968	7,596	0	0	13,800	13,800
TOTAL CAPITAL EXPENDITURES	0	4,968	7,596	0	0	13,800	13,800
 TOTAL STREETS & PARKS	 0	 4,968	 7,596	 0	 0	 13,800	 13,800
 TOTAL EXPENDITURES	 0	 4,968	 7,596	 0	 0	 13,800	 13,800
 REVENUE OVER/(UNDER) EXPENDITURES	 9,800	 2,122	 0	 13,790	 15,567	 0	 0

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05 -HOTEL-MOTEL TAX FUND
REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	YEAR-TO-DATE ACTUAL	(----- 2019-2020 -----) PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
NON-DEPARTMENTAL =====							
TAXES							
05-5-00-5009 HOTEL MOTEL TAX	183,174	209,604	200,000	167,877	(182,373)	145,900	145,900
TOTAL TAXES	183,174	209,604	200,000	167,877	(182,373)	145,900	145,900
INVESTMENT INCOME							
05-5-00-5301 INTEREST INCOME	0	3,849	6,666	4,871	(6,353)	4,500	4,500
TOTAL INVESTMENT INCOME	0	3,849	6,666	4,871	(6,353)	4,500	4,500
OTHER FINANCING SOURCES							
05-5-00-5400 TSF FROM GENERAL FUND	232,685	0	0	0	0	0	0
TOTAL OTHER FINANCING SOURCES	232,685	0	0	0	0	0	0
TOTAL NON-DEPARTMENTAL	415,859	213,453	206,666	172,748	(188,726)	150,400	150,400
TOTAL REVENUES	415,859	213,453	206,666	172,748	(188,726)	150,400	150,400

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05 -HOTEL-MOTEL TAX FUND
ECONOMIC DEVELOPMENT
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
<u>OTHER CHARGES & SERVICES</u>							
05-6-12-6235 CONTRACT SERVICES	3,325	0	7,000	0	5,719	0	0
05-6-12-6250 ECONOMIC DEVELOPMENT	4,500	4,000	10,000	4,289	0	6,000	6,000
05-6-12-6259 PE/ED CONTRACTS	<u>59,850</u>	<u>72,000</u>	<u>72,000</u>	<u>66,514</u>	<u>72,685</u>	<u>72,000</u>	<u>72,000</u>
TOTAL OTHER CHARGES & SERVICES	67,675	76,000	89,000	70,803	78,404	78,000	78,000
<u>TRAVEL & TRAINING</u>							
05-6-12-6262 TRAVEL AND TRAINING	<u>0</u>	<u>0</u>	<u>10,000</u>	<u>0</u>	<u>0</u>	<u>3,400</u>	<u>3,400</u>
TOTAL TRAVEL & TRAINING	0	0	10,000	0	0	3,400	3,400
<u>MISCELLANEOUS</u>							
05-6-12-6281 MEMBERSHIP DUES	<u>6,000</u>	<u>6,000</u>	<u>9,000</u>	<u>6,000</u>	<u>8,000</u>	<u>9,000</u>	<u>9,000</u>
TOTAL MISCELLANEOUS	6,000	6,000	9,000	6,000	8,000	9,000	9,000
TOTAL ECONOMIC DEVELOPMENT	73,675	82,000	108,000	76,803	86,404	90,400	90,400

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05 -HOTEL-MOTEL TAX FUND
PARKS & CULTURE
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- PROPOSED BUDGET	2020-2021 APPROVED BUDGET
REPAIRS & MAINTENANCE							
05-6-14-6275 PARK IMPROVEMENTS	0	0	10,666	0	0	0	0
TOTAL REPAIRS & MAINTENANCE	0	0	10,666	0	0	0	0
TOTAL PARKS & CULTURE	0	0	10,666	0	0	0	0

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05 -HOTEL-MOTEL TAX FUND
NON-DEPARTMENTAL
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- 2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
OTHER FINANCING USES							
05-6-90-6740 TSF TO GIA	0	65,000	60,000	60,000	0	60,000	60,000
05-6-90-6745 TSF TO RESERVES	0	0	28,000	0	0	0	0
TOTAL OTHER FINANCING USES	0	65,000	88,000	60,000	0	60,000	60,000
TOTAL NON-DEPARTMENTAL	0	65,000	88,000	60,000	0	60,000	60,000
TOTAL EXPENDITURES	73,675	147,000	206,666	136,803	86,404	150,400	150,400
REVENUE OVER/(UNDER) EXPENDITURES	342,184	66,453	0	35,945	(275,130)	0	0

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08 -MUNICIPAL COURTS
REVENUES

	2017-2018	2018-2019	(----- 2019-2020 -----)		(----- 2020-2021 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	PROPOSED BUDGET	APPROVED BUDGET
NON-DEPARTMENTAL							
=====							
FINES AND FORFEITURES							
INVESTMENT INCOME							
MISCELLANEOUS/OTHER							
	=====	=====	=====	=====	=====	=====	=====

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CITY OF GLENPOOL
APPROVED BUDGET
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08 -MUNICIPAL COURTS
NON-DEPARTMENTAL
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	(----- 2019-2020 -----) YEAR-TO-DATE ACTUAL	(----- 2019-2020 -----) PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	(----- 2020-2021 -----) APPROVED BUDGET
OTHER CHARGES & SERVICES							
OTHER							
OTHER FINANCING USES							

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30 -INDUSTRIAL AUTHORITY
REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
<u>NON-DEPARTMENTAL</u>							
<u>INVESTMENT INCOME</u>							
30-5-00-5301 INTEREST INCOME	0	8,920	15,169	10,774	14,096	10,000	10,000
TOTAL INVESTMENT INCOME	0	8,920	15,169	10,774	14,096	10,000	10,000
<u>MISCELLANEOUS/OTHER</u>							
30-5-00-5351 DONATIONS	135	0	0	0	0	0	0
TOTAL MISCELLANEOUS/OTHER	135	0	0	0	0	0	0
<u>OTHER FINANCING SOURCES</u>							
30-5-00-5400 TRANSFER FROM GENERAL FUND	0	0	0	0	0	53,333	53,333
30-5-00-5409 TSF FROM FUND BALANCE	0	0	25,591	0	0	0	0
30-5-00-5410 TSF FROM HOTEL- MOTEL	0	65,000	60,000	60,000	0	60,000	60,000
TOTAL OTHER FINANCING SOURCES	0	65,000	85,591	60,000	0	113,333	113,333
TOTAL NON-DEPARTMENTAL	135	73,920	100,760	70,774	14,096	123,333	123,333
<u>CONFERENCE CENTER</u>							
<u>CHARGES FOR SERVICES</u>							
30-5-01-5207 CONFERENCE CENTER FEES	343,539	383,398	360,000	258,955	349,146	360,000	360,000
TOTAL CHARGES FOR SERVICES	343,539	383,398	360,000	258,955	349,146	360,000	360,000
<u>MISCELLANEOUS/OTHER</u>							
30-5-01-5354 VENDING COMMISSIONS	138	396	200	476	634	300	300
30-5-01-5355 MISCELLANEOUS	0	(170,643)	0	0	0	0	0
30-5-01-5365 LANDSCAPE REVENUE	56,030	22,245	40,000	23,567	21,370	20,000	20,000
TOTAL MISCELLANEOUS/OTHER	56,168	(148,003)	40,200	24,043	22,004	20,300	20,300
TOTAL CONFERENCE CENTER	399,707	235,395	400,200	282,997	371,150	380,300	380,300
<u>TAX INCREMENT FINANCING</u>							
<u>MISCELLANEOUS/OTHER</u>							
30-5-15-5366 S 75 BUSINESS PARK TIF 1	0	0	0	80,513	80,513	142,000	142,000
30-5-15-5367 BROOKOVER CORNER TIF 2	0	0	0	0	0	10,000	10,000
30-5-15-5370 75 SOUTH BUSINESS PARK TIF	0	0	0	5,604	25,000	33,000	33,000
30-5-15-5371 BROOKOVER CORNER TIF	0	0	0	0	0	36,000	36,000
TOTAL MISCELLANEOUS/OTHER	0	0	0	86,118	105,513	221,000	221,000
TOTAL TAX INCREMENT FINANCING	0	0	0	86,118	105,513	221,000	221,000

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30 -INDUSTRIAL AUTHORITY
REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
ECONOMIC DEVELOPMENT =====							
INVESTMENT INCCME							
MISCELLANEOUS/OTHER							
30-5-12-5356 RENTAL INCOME	14,400	14,400	14,400	14,400	14,400	14,400	14,400
TOTAL MISCELLANEOUS/OTHER	14,400	14,400	14,400	14,400	14,400	14,400	14,400
TOTAL ECONOMIC DEVELOPMENT	14,400	14,400	14,400	14,400	14,400	14,400	14,400
TOTAL REVENUES	414,242	323,715	515,360	454,289	505,159	739,033	739,033

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30 -INDUSTRIAL AUTHORITY
CONFERENCE CENTER
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- PROPOSED BUDGET	(----- APPROVED BUDGET
<u>PERSONAL SERVICES</u>							
30-6-01-6101 SALARIES & WAGES	94,312	139,915	160,234	135,711	143,940	165,629	165,629
30-6-01-6102 INSURANCE	11,276	13,403	22,111	14,235	16,666	16,948	16,948
30-6-01-6111 FICA	7,539	9,968	12,742	10,463	11,103	12,747	12,747
30-6-01-6113 WORKER'S COMP INSURANCE	2,575	3,675	8,265	7,411	9,881	4,765	4,765
30-6-01-6114 UNEMPLOYMENT	258	634	1,387	714	492	1,386	1,386
30-6-01-6115 RETIREMENT	5,042	6,843	8,421	7,635	8,120	8,455	8,455
30-6-01-6118 OVERTIME	328	209	1,044	379	506	1,002	1,002
TOTAL PERSONAL SERVICES	121,328	174,647	214,205	176,549	190,708	210,932	210,932
<u>SUPPLIES</u>							
30-6-01-6202 CC M&O EXPENSES	32,394	36,548	42,000	26,572	33,002	39,468	39,468
TOTAL SUPPLIES	32,394	36,548	42,000	26,572	33,002	39,468	39,468
<u>OTHER CHARGES & SERVICES</u>							
30-6-01-6235 CONTRACT SERVICES	97,434	69,980	69,000	64,490	75,734	75,000	75,000
30-6-01-6239 MARKETING	16,703	22,873	25,855	18,337	21,668	25,000	25,000
30-6-01-6254 MISCELLANEOUS	33	0	0	0	0	0	0
TOTAL OTHER CHARGES & SERVICES	114,170	92,853	94,855	82,827	97,402	100,000	100,000
<u>REPAIRS & MAINTENANCE</u>							
30-6-01-6273 MAINTENANCE & REPAIRS	81,072	63,341	50,000	36,846	46,722	50,000	50,000
TOTAL REPAIRS & MAINTENANCE	81,072	63,341	50,000	36,846	46,722	50,000	50,000
<u>MISCELLANEOUS</u>							
<u>CAPITAL EXPENDITURES</u>							
30-6-01-6333 CAPITAL PURCHASES	0	0	50,000	0	0	0	0
30-6-01-6355 CAPITAL - COMPUTERS	0	0	0	0	0	2,000	2,000
TOTAL CAPITAL EXPENDITURES	0	0	50,000	0	0	2,000	2,000
TOTAL CONFERENCE CENTER	348,965	367,389	451,060	322,793	367,834	402,400	402,400

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30 -INDUSTRIAL AUTHORITY
TAX INCREMENT FINANCING
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
<u>MISCELLANEOUS</u>							
30-6-15-6291 S 75 BUSINESS PARK TIF	0	0	0	86,118	7,472	175,000	175,000
30-6-15-6292 BROOKOVER CORNER TIF 2	0	0	0	7,499	9,999	46,000	46,000
30-6-15-6293 SALES TAX REIMBURSEMENT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>53,333</u>	<u>53,333</u>
TOTAL MISCELLANEOUS	0	0	0	93,617	17,471	274,333	274,333
 TOTAL TAX INCREMENT FINANCING	 0	 0	 0	 93,617	 17,471	 274,333	 274,333

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30 -INDUSTRIAL AUTHORITY
ECONOMIC DEVELOPMENT
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- 2020-2021 ----- PROPOSED BUDGET	APPROVED BUDGET
<u>SUPPLIES</u>							
<u>OTHER CHARGES & SERVICES</u>							
30-6-12-6235 CONTRACT SERVICES	2,550	357	3,900	363	484	1,900	1,900
30-6-12-6239 MARKETING	0	0	100	0	0	100	100
30-6-12-6254 MISCELLANEOUS	0	35	0	0	0	0	0
TOTAL OTHER CHARGES & SERVICES	2,550	392	4,000	363	484	2,000	2,000
<u>REPAIRS & MAINTENANCE</u>							
30-6-12-6273 BUILDING REPAIRS	0	13,750	0	0	0	0	0
TOTAL REPAIRS & MAINTENANCE	0	13,750	0	0	0	0	0
<u>OTHER</u>							
TOTAL ECONOMIC DEVELOPMENT	2,550	14,142	4,000	363	484	2,000	2,000

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30 -INDUSTRIAL AUTHORITY
NON-DEPARTMENTAL
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- 2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
<u>OTHER</u>							
30-6-90-6401 DEPRECIATION	6,500	11,116	0	0	0	0	0
TOTAL OTHER	6,500	11,116	0	0	0	0	0
<u>OTHER FINANCING USES</u>							
30-6-90-6730 TSF TO GENERAL FUND	31,500	31,500	45,900	28,875	31,500	45,900	45,900
30-6-90-6734 TSF TO GF - LEASE PMT	14,400	14,400	14,400	14,400	16,000	14,400	14,400
TOTAL OTHER FINANCING USES	45,900	45,900	60,300	43,275	47,500	60,300	60,300
 TOTAL NON-DEPARTMENTAL	 52,400	 57,016	 60,300	 43,275	 47,500	 60,300	 60,300
 TOTAL EXPENDITURES	 403,915	 438,546	 515,360	 460,048	 433,289	 739,033	 739,033
 REVENUE OVER/(UNDER) EXPENDITURES	 10,327	 (114,831)	 0	 (5,759)	 71,870	 0	 0

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CITY OF GLENPOOL
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50 -STREETS & INFRASTRUCTURE
REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- 2020-2021 ----- PROPOSED BUDGET	APPROVED BUDGET
NON-DEPARTMENTAL =====							
TAXES							
50-5-00-5002 DEDICATED TAX	537,109	537,473	554,557	508,795	555,781	545,506	545,506
50-5-00-5003 USE TAX	30,753	37,802	33,396	46,231	51,267	49,255	49,255
TOTAL TAXES	567,862	575,276	587,953	555,026	607,048	594,761	594,761
INVESTMENT INCOME							
50-5-00-5301 INTEREST INCOME	0	5,322	9,258	4,287	5,605	4,000	4,000
TOTAL INVESTMENT INCOME	0	5,322	9,258	4,287	5,605	4,000	4,000
OTHER FINANCING SOURCES							
50-5-00-5400 TSF FROM GENERAL FUND	103,468	0	559,422	559,422	0	0	0
50-5-00-5409 TSF FROM FUND BALANCE	0	0	489,738	0	0	0	0
TOTAL OTHER FINANCING SOURCES	103,468	0	1,049,160	559,422	0	0	0
TOTAL NON-DEPARTMENTAL	671,330	580,598	1,646,371	1,118,735	612,653	598,761	598,761
TOTAL REVENUES	671,330	580,598	1,646,371	1,118,735	612,653	598,761	598,761

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50 -STREETS & INFRASTRUCTURE
STREETS & PARKS
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
<u>CAPITAL EXPENDITURES</u>							
50-6-14-6333 CAPITAL EQUIP - STREETS/PA	0	23,667	50,000	0	0	0	0
50-6-14-6350 VEHICLES - STREETS/PARKS	204,039	0	0	0	0	0	0
50-6-14-6360 STREETS IMPROVEMENTS	<u>0</u>	<u>453,422</u>	<u>1,165,914</u>	<u>282,020</u>	<u>65,752</u>	<u>373,783</u>	<u>373,783</u>
TOTAL CAPITAL EXPENDITURES	204,039	477,089	1,215,914	282,020	65,752	373,783	373,783
TOTAL STREETS & PARKS	204,039	477,089	1,215,914	282,020	65,752	373,783	373,783

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50 -STREETS & INFRASTRUCTURE
WATER & SEWER
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- PROPOSED BUDGET	2020-2021 APPROVED BUDGET
<u>CAPITAL EXPENDITURES</u>							
50-6-16-6333 CAPITAL EQUIP-WATER/SEWER	6,547	0	0	0	0	0	0
50-6-16-6361 WATER/SEWER IMPROVEMENTS	0	14,747	205,000	98,373	130,738	0	0
TOTAL CAPITAL EXPENDITURES	6,547	14,747	205,000	98,373	130,738	0	0
TOTAL WATER & SEWER	6,547	14,747	205,000	98,373	130,738	0	0

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CITY OF GLENPOOL
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50 -STREETS & INFRASTRUCTURE
STORMWATER

DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
CAPITAL EXPENDITURES							
50-6-20-6363 STORMWATER IMPROVEMENTS	0	0	50,000	0	0	50,000	50,000
TOTAL CAPITAL EXPENDITURES	0	0	50,000	0	0	50,000	50,000
TOTAL STORMWATER	0	0	50,000	0	0	50,000	50,000

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50 -STREETS & INFRASTRUCTURE
ECONOMIC DEVELOPMENT
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- PROPOSED BUDGET	(----- APPROVED BUDGET
CAPITAL EXPENDITURES							

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CITY OF GLENPOOL
APPROVED BUDGET
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50 -STREETS & INFRASTRUCTURE
NON-DEPARTMENTAL
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- 2020-2021 ----- PROPOSED BUDGET	(----- APPROVED BUDGET
<u>DEBT SERVICE</u>							
50-6-90-6550 PRINCIPAL - CAPITAL LEASE	153,349	153,349	153,708	153,349	358,959	165,030	165,030
50-6-90-6555 INTEREST ON CAP LEASE	21,630	21,630	21,749	21,630	42,675	9,948	9,948
TOTAL DEBT SERVICE	174,979	174,979	175,457	174,979	401,634	174,978	174,978
<u>OTHER FINANCING USES</u>							
TOTAL NON-DEPARTMENTAL	174,979	174,979	175,457	174,979	401,634	174,978	174,978
TOTAL EXPENDITURES	385,565	666,815	1,646,371	555,372	598,124	598,761	598,761
REVENUE OVER/(UNDER) EXPENDITURES	285,765	(86,217)	0	563,364	14,529	0	0

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CITY OF GLENPOOL
APPROVED BUDGET
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51 -PUBLIC SAFETY CAPITAL
REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
NON-DEPARTMENTAL =====							
<u>TAXES</u>							
51-5-00-5002 DEDICATED TAX	481,416	481,742	497,054	456,037	498,152	489,075	489,075
51-5-00-5003 USE TAX	27,564	33,882	31,486	41,437	45,951	44,159	44,159
TOTAL TAXES	508,980	515,625	528,540	497,475	544,103	533,234	533,234
<u>INVESTMENT INCOME</u>							
51-5-00-5301 INTEREST INCOME	0	826	566	2,291	3,053	2,000	2,000
TOTAL INVESTMENT INCOME	0	826	566	2,291	3,053	2,000	2,000
<u>OTHER FINANCING SOURCES</u>							
51-5-00-5400 TSF FROM GF - LOAN	25,000	150,000	355,000	143,963	0	0	0
51-5-00-5409 TSF FROM FUND BALANCE	0	0	0	0	0	5,795	5,795
51-5-00-5450 CAPITAL LEASE PROCEEDS	0	562,977	0	0	0	0	0
TOTAL OTHER FINANCING SOURCES	25,000	712,977	355,000	143,963	0	5,795	5,795
TOTAL NON-DEPARTMENTAL	533,980	1,229,428	884,106	643,728	547,156	541,029	541,029
TOTAL REVENUES	533,980	1,229,428	884,106	643,728	547,156	541,029	541,029

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APPROVED BUDGET
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51 -PUBLIC SAFETY CAPITAL
POLICE
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- 2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
<u>CAPITAL EXPENDITURES</u>							
51-6-03-6333 CAPITAL EQUIPMENT	0	(99)	211,000	102,034	48,771	0	0
51-6-03-6350 VEHICLES	0	212,225	0	0	0	0	0
TOTAL CAPITAL EXPENDITURES	0	212,126	211,000	102,034	48,771	0	0
TOTAL POLICE	0	212,126	211,000	102,034	48,771	0	0

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CITY OF GLENPOOL
APPROVED BUDGET
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51 -PUBLIC SAFETY CAPITAL
FIRE
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- PROPOSED BUDGET	2020-2021 APPROVED BUDGET
CAPITAL EXPENDITURES							
51-6-06-6333 CAPITAL EQUIPMENT	0	14,024	0	0	0	0	0
51-6-06-6350 FIRE VEHICLES	0	507,000	1,000	359	479	0	0
51-6-06-6358 FIRE EQUIPMENT	829,713	55,977	72,649	0	0	0	0
TOTAL CAPITAL EXPENDITURES	829,713	577,001	73,649	359	479	0	0
TOTAL FIRE	829,713	577,001	73,649	359	479	0	0

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CITY OF GLENPOOL
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51 -PUBLIC SAFETY CAPITAL
EMERGENCY MANAGEMENT
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
CAPITAL EXPENDITURES							
51-6-07-6364 COMMUNICATIONS EQUIPMENT	14,387	0	0	0	87,275	0	0
TOTAL CAPITAL EXPENDITURES	14,387	0	0	0	87,275	0	0
TOTAL EMERGENCY MANAGEMENT	14,387	0	0	0	87,275	0	0

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CITY OF GLENPOOL
APPROVED BUDGET
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51 -PUBLIC SAFETY CAPITAL
NON-DEPARTMENTAL
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- 2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
<u>CAPITAL EXPENDITURES</u>							
51-6-90-6333	515,982	0	0	0	0	0	0
51-6-90-6359	(515,982)	0	0	0	0	0	0
<u>DEBT SERVICE</u>							
51-6-90-6550 PRINCIPAL - CAPITAL LEASE	331,188	365,415	441,330	442,580	274,497	488,991	488,991
51-6-90-6555 INTEREST ON CAP LEASE	53,970	57,306	105,971	104,349	99,334	52,038	52,038
TOTAL DEBT SERVICE	385,158	422,721	547,301	546,929	373,831	541,029	541,029
<u>OTHER FINANCING USES</u>							
51-6-90-6745 TSF TO RESERVE	0	0	52,156	0	0	0	0
TOTAL OTHER FINANCING USES	0	0	52,156	0	0	0	0
 TOTAL NON-DEPARTMENTAL	 385,158	 422,721	 599,457	 546,929	 373,831	 541,029	 541,029
 TOTAL EXPENDITURES	 1,229,258	 1,211,848	 884,106	 649,322	 510,356	 541,029	 541,029
 REVENUE OVER/ (UNDER) EXPENDITURES	 (695,278)	 17,581	 (0)	 (5,593)	 36,800	 0	 0

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CITY OF GLENPOOL
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52 -PUBLIC SAFETY PERSONNEL
REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- 2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
NON-DEPARTMENTAL =====							
<u>TAXES</u>							
52-5-00-5002 DEDICATED TAX	1,017,581	1,018,271	1,050,636	963,938	1,052,956	1,034,581	1,034,581
52-5-00-5003 USE TAX	58,263	71,618	66,552	87,587	97,129	93,414	93,414
TOTAL TAXES	1,075,844	1,089,889	1,117,188	1,051,525	1,150,085	1,127,995	1,127,995
<u>INTERGOVERNMENTAL</u>							
<u>INVESTMENT INCOME</u>							
52-5-00-5301 INTEREST INCOME	0	4,425	7,633	4,993	6,531	6,000	6,000
TOTAL INVESTMENT INCOME	0	4,425	7,633	4,993	6,531	6,000	6,000
<u>OTHER FINANCING SOURCES</u>							
52-5-00-5409 TSF FROM FUND BALANCE	0	0	154,582	0	0	228,780	228,780
TOTAL OTHER FINANCING SOURCES	0	0	154,582	0	0	228,780	228,780
TOTAL NON-DEPARTMENTAL	1,075,844	1,094,314	1,279,403	1,056,518	1,156,616	1,362,775	1,362,775
TOTAL REVENUES	1,075,844	1,094,314	1,279,403	1,056,518	1,156,616	1,362,775	1,362,775

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CITY OF GLENPOOL
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52 -PUBLIC SAFETY PERSONNEL
POLICE
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
PERSONAL SERVICES							
52-6-03-6101 SALARIES & WAGES	181,645	255,831	305,250	246,420	269,186	310,684	310,684
52-6-03-6102 HEALTH INSURANCE	25,103	38,013	43,550	35,514	41,959	45,652	45,652
52-6-03-6111 FICA	2,511	4,144	4,532	3,760	4,145	4,623	4,623
52-6-03-6113 WORKMANS COMP	11,175	12,916	17,814	16,950	22,600	17,814	17,814
52-6-03-6114 UNEMPLOYMENT	438	1,150	1,080	1,060	521	1,081	1,081
52-6-03-6116 STATE PENSION	22,904	35,288	38,182	31,014	33,701	40,280	40,280
52-6-03-6118 OVERTIME	2,311	6,094	13,104	12,356	16,132	12,109	12,109
52-6-03-6122 CLOTHING	6,400	11,300	6,000	6,100	7,467	6,000	6,000
TOTAL PERSONAL SERVICES	252,487	364,736	429,513	353,175	395,711	438,243	438,243
SUPPLIES							
52-6-03-6202 OPERATING EXPENSES	637	2,802	3,500	938	550	1,000	1,000
52-6-03-6204 FUEL	9,527	10,705	10,000	10,179	11,681	11,000	11,000
TOTAL SUPPLIES	10,164	13,507	13,500	11,118	12,231	12,000	12,000
OTHER CHARGES & SERVICES							
52-6-03-6223 INSURANCE	1,177	2,776	5,576	5,576	7,435	4,500	4,500
52-6-03-6224 UNIFORMS & ACCESSORIES	145	0	1,924	261	348	1,000	1,000
52-6-03-6235 CONTRACT SERVICES	395	900	1,500	1,192	1,296	1,000	1,000
TOTAL OTHER CHARGES & SERVICES	1,717	3,676	9,000	7,029	9,079	6,500	6,500
TRAVEL & TRAINING							
52-6-03-6262 TRAVEL & TRAINING	733	2,292	3,000	118	157	1,000	1,000
TOTAL TRAVEL & TRAINING	733	2,292	3,000	118	157	1,000	1,000
REPAIRS & MAINTENANCE							
52-6-03-6271 VEHICLE REPAIRS & MAINT	20,789	11,450	15,800	4,881	5,596	10,000	10,000
TOTAL REPAIRS & MAINTENANCE	20,789	11,450	15,800	4,881	5,596	10,000	10,000
MISCELLANEOUS							
CAPITAL EXPENDITURES							
52-6-03-6357 POLICE EQUIPMENT	0	805	500	128	171	0	0
TOTAL CAPITAL EXPENDITURES	0	805	500	128	171	0	0
DEBT SERVICE							
TOTAL POLICE	285,889	396,466	471,313	376,449	422,945	467,743	467,743

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52 -PUBLIC SAFETY PERSONNEL
FIRE

DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- 2019-2020 -----) CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	(----- 2020-2021 -----) PROPOSED BUDGET	APPROVED BUDGET
<u>PERSONAL SERVICES</u>							
52-6-06-6101 SALARIES & WAGES	308,255	386,185	461,815	440,569	465,470	609,100	609,100
52-6-06-6102 HEALTH INSURANCE	49,910	61,398	84,379	63,730	74,514	84,719	84,719
52-6-06-6111 FICA	5,547	7,249	8,288	7,063	7,502	8,882	8,882
52-6-06-6113 WORKMANS COMP	30,625	32,225	42,125	33,825	45,100	42,125	42,125
52-6-06-6114 UNEMPLOYMENT	820	1,633	1,920	1,808	747	1,620	1,620
52-6-06-6116 STATE PENSION	47,566	61,072	79,294	68,034	71,855	85,016	85,016
52-6-06-6118 OVERTIME	76,333	83,193	95,000	59,527	64,811	40,000	40,000
52-6-06-6122 CLOTHING	7,315	7,630	9,570	8,080	10,027	9,570	9,570
52-6-06-6125 CONTRACT TRAINING	4,944	6,273	6,000	3,978	5,304	6,000	6,000
TOTAL PERSONAL SERVICES	531,316	646,858	788,390	686,613	745,330	887,032	887,032
<u>SUPPLIES</u>							
52-6-06-6202 OPERATING EXPENSES	0	3,018	4,700	6	8	1,000	1,000
52-6-06-6207 MISC SUPPLIES	0	0	1,200	0	0	500	500
TOTAL SUPPLIES	0	3,018	5,900	6	8	1,500	1,500
<u>OTHER CHARGES & SERVICES</u>							
52-6-06-6224 UNIFORMS & ACCESSORIES	0	6,371	10,000	0	0	5,000	5,000
52-6-06-6235 CONTRACT SERVICES	625	0	0	0	0	0	0
TOTAL OTHER CHARGES & SERVICES	625	6,371	10,000	0	0	5,000	5,000
<u>TRAVEL & TRAINING</u>							
52-6-06-6262 TRAVEL & TRAINING	2,475	0	3,800	0	0	1,500	1,500
TOTAL TRAVEL & TRAINING	2,475	0	3,800	0	0	1,500	1,500
<u>REPAIRS & MAINTENANCE</u>							
<u>MISCELLANEOUS</u>							
<u>DEBT SERVICE</u>							
TOTAL FIRE	534,416	656,248	808,090	686,619	745,338	895,032	895,032

5-29-2020 11:57 AM

CITY OF GLENPOOL
APPROVED BUDGET
AS OF: JUNE 30TH, 2020

PAGE: 4

52 -PUBLIC SAFETY PERSONNEL
NON-DEPARTMENTAL
DEPARTMENTAL EXPENDITURES

	2017-2018 ACTUAL	2018-2019 ACTUAL	(----- CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	(----- PROJECTED YEAR END	(----- 2020-2021 PROPOSED BUDGET	(----- APPROVED BUDGET
OTHER FINANCING USES							
TOTAL EXPENDITURES	820,305	1,052,713	1,279,403	1,063,067	1,168,283	1,362,775	1,362,775
REVENUE OVER/(UNDER) EXPENDITURES	255,539	41,601	0	(6,549)	(11,667)	0	0



To: HONORABLE MAYOR, MEMBERS OF THE CITY COUNCIL
From: John Gonsalves, Finance Director/Treasurer
Date: June 1, 2020
Subject: Renewal of Workers Comp, Property and Liability Insurance for FY 2020-21

Background:

The City's current policies for Workers Comp, Property and Liability insurance expires at midnight on June 30, 2020. Oklahoma Municipal Assurance Group (OMAG) is asking renewal for the following:

Plan	FY21 Renewal	FY20 Premium	% Change	Comments
Municipal Property Protection	\$103,136	\$100,448	3%	Standard rate increase
Municipal Liability Protection	\$71,104	\$68,215	5%	Standard rate increase
Worker's Compensation	\$262,654	\$247,732	6%	Salary increase and standard rate increase

Most property and liability claims incur a \$1,000 deductible. Auto and most equipment claims incur a \$500 deductible.

Staff Recommendation:

Staff recommends renewal of all OMAG insurance policies for FY 2020-2021

Attachments:

Insurance Renewal Invoices

1. Property
2. Liability
3. Worker's Comp

CERTIFICATE OF COVERAGE

PRODUCER
OMAG
3650 S. BOULEVARD
EDMOND OK 73013

COMPANIES AFFORDING COVERAGE

OMAG

ADDITIONAL NAMED PARTICIPANT
GLENPOOL UTILITY SERVICES AUTH

NAMED PARTICIPANT
CITY OF GLENPOOL
12205 S. YUKON AVE.
GLENPOOL OK 74033

COVERAGES

This is to certify that coverage documents listed herein have been issue to the Named Participant herein for the Coverage period indicated. Not withstanding any requirement, term or condition of any contract or other document with respect to which the certificate may be issued or may pertain, the coverage afforded by the coverage documents listed herein is subject to all terms, conditions and exclusions of such coverage documents.

TYPE OF COVERAGE	POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMITS	
GENERAL LIABILITY				General Aggregate	None
☐ Commercial General Liability				Each Occurrence	\$1,000,000
☐ Personal Injury				Aggregate: C,D	\$2,000,000
☐ Errors & Omissions				Each Occurrence	\$1,000,000
AUTOMOBILE LIABILITY				General Aggregate	None
☐ SCHEDULED AUTOS				Each Occurrence	\$1,000,000
☐ HIRED & NON-OWNED AUTOS					
AUTOMOBILE PHYSICAL DAMAGE				Per Schedule	
☐ SCHEDULED AUTOS					
☐ NON-OWNED AUTOS					
☐ Auto Liability, General Liability, Personal Injury, Errors & Omissions		Losses subject to the OKLAHOMA GOVERNMENTAL TORT CLAIMS ACT: \$25,000 Each Property Damage Loss Per Occurrence, including Fire Legal \$125,000 Each Other Loss Per Occurrence \$1,000,000 Aggregate Per Occurrence			
☐ Property				Value Deductible Cause of Loss Valuation	\$ \$ Special Form Replacement Cost Included
☐ Equipment Breakdown					
☐ Mobile Equipment				Value	\$
☐ Miscellaneous and/or Vehicle Equipment				Value	\$
☐ Contractors Equipment Leased or Rented				Value	\$
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	WCV 1400124 04	07/01/2020	07/01/2021	☒ WC STATUTORY LIMITS ☒ OTHER	
THE PROPRIETOR/ PARTNERS/EXECUTIVE OFFICERS ARE: ☐ INCL ☐ EXCL				EL EACH ACCIDENT	\$ 100,000
				EL DISEASE - POLICY LIMIT	\$ 500,000
				EL DISEASE - EA EMPLOYEE	\$ 100,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS

CERTIFICATE HOLDER
OKLAHOMA WATER RESOURCES BOARD
3800 N. CLASSEN BLVD.
OKLAHOMA CITY OK 73118

CANCELLATION: Should any of the coverage documents herein be cancelled before the expiration date thereof, OMAG will endeavor to provide 30 days written notice to the certificate holder named herein, but failure to mail such notice shall impose no obligation or liability of any kind upon OMAG, its agents or representatives, or the issuer of this certificate.

AUTHORIZED REPRESENTATIVE



05-25-20

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES ABOVE.

GL/PR COC (1.5)



3650 S. Boulevard • Edmond, OK 73013 • omag.org
405.657.1400 • 800.234.9461 • FAX 405.657.1401

WORKERS' COMPENSATION DECLARATION

Policy Number: WCV 1400124 04

Policy Period: From 07/01/2020 To 07/01/2021

12:01 A.M. Standard Time at the Named Insured's Address

Transaction: Renewal

Company: CompSource Mutual Insurance Co.

Pay Plan: Quarterly

Policy Number:

Named Insured and Address:
CITY OF GLENPOOL
12205 S. YUKON AVE.
GLENPOOL OK 74033

Agent
OMAG
3650 S. BOULEVARD
EDMOND OK 73013

Telephone: 405-657-1400

Business Description:
STANDARD PLAN

000

Type of Business:
MUNICIPALITY

This notice is to inform you that CompSource Mutual Insurance Company has accepted coverage for you for workers' compensation and employers' liability as a member of OMAG in accordance with the general coverage limits below. This notice is issued as a matter of information only and does not represent all the terms and conditions of coverage under this policy. Please see your enclosed policy for all Terms and Conditions of coverage.

COVERAGES:

WORKERS' COMPENSATION INSURANCE

Includes Part One of the attached policy and applies to the workers' compensation law of the State of Oklahoma.

EMPLOYERS' LIABILITY INSURANCE

Includes Part Two of the attached policy and applies to work in the State of Oklahoma.

Limits of liability under Part Two:

- Bodily Injury by Accident: \$100,000 Each Accident
- Bodily Injury by Disease: \$100,000 Each Employee
- Bodily Injury by Disease: \$500,000 Policy Limit

PREMIUM

Estimated Annual Premium: \$ 236,839.00

OMAG Administration Fee: \$ 25,815.00

Invoiced Premium: \$ **262,654.00**

As a member of OMAG Workers' Compensation Plan, you are entitled to claims processing services for losses occurring during the policy period, per the terms of the "Application and Agreement" entered into with OMAG.

Date 05/25/2020


Chief Executive Officer
OMAG



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405.657.1400 • 800.234.9461 • FAX 405.657.1401

**WORKERS' COMPENSATION
ADDITIONAL NAMED PLAN MEMBERS SCHEDULE**

State OK Site 1
GLENPOOL UTILITY SERVICES AUTHORITY
12205 S. YUKON AVE.
GLENPOOL OK 74033

Issued Date: 05/25/2020
WCV DEC PAGE (00/00)



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Workers' Compensation Standard Plan

MEMBER: CITY OF GLENPOOL

Policy Number: WCV 1400124 04

Policy Period: 07/01/2020 To 07/01/2021

ADDRESS: CITY OF GLENPOOL
12205 S. YUKON AVE.
GLENPOOL OK 74033

Class Code	DESCRIPTION	Payroll	Employee No	Volunteer No	RATE	Premium
5611-S		263,489	10	0	9.450	24,900
7520-S		307,494	9	0	4.850	14,913
7710-S		1,795,254	25	0	5.440	97,662
7711AS		1,237	0	6	5.440	67
7720-S		1,861,082	31	0	5.030	93,612
8601-S		96,718	1	0	0.430	416
8810-S		855,797	22	0	0.230	1,968
8820-S		119,802	1	0	0.320	383
8831-S		49,469	2	0	1.530	757
9015-S		80,933	2	0	4.090	3,310
9410-S		172,359	3	0	2.810	4,843
Sum		5,603,634	106.0	6.0		

STANDARD PREMIUM: 242,831

EXPERIENCE MODIFICATION APPLIED: 1.0000 -5,992

05/25/2020

Standard Plan Worksheet



3650 S. Boulevard • Edmond, OK 73013 • omag.org
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Workers' Compensation Standard Plan

MEMBER: CITY OF GLENPOOL

Policy Number: WCV 1400124 04

Policy Period: 07/01/2020 To 07/01/2021

ADDRESS: CITY OF GLENPOOL
12205 S. YUKON AVE.
GLENPOOL OK 74033

STANDARD PLAN SUB-TOTAL:		236,839
OMAG ADMIN FEE:	10.9%	25,815
TOTAL PREMIUM:		262,654



3650 S. Boulevard • Edmond, OK 73013 • omag.org
405.657.1400 • 800.234.9461 • FAX 405.657.1401

Date of Invoice: 05/25/2020

DIRECT BILL INVOICE

Mail To
CITY OF GLENPOOL
12205 S. YUKON AVE.
GLENPOOL OK 74033

Insured: CITY OF GLENPOOL

Policy Reference Nbr: WCV 1400124 04
Effective: 07/01/2020 Expiration: 07/01/2021
WORKERS' COMPENSATION

Agent: OMAG
Telephone: 405-657-1400 0 0000000

INST	DATE	TRANSACTION		AMOUNT
01	05/25/2020	DEPOSIT PREMIUM	\$	65,663.50

	AMOUNT DUE	\$	65,663.50
	PAYMENT DUE BY	07/01/2020	
POLICY BALANCE	\$	262,654.00	

Thank you for your business. If you have questions about your account, please call 1-800-234-9461 or 405-657-1400.

Detach along the perforation below - Keep this part for your records.

RETURN THIS PORTION WITH YOUR REMITTANCE

Policy Number WCV 1400124 04
Insured Name CITY OF GLENPOOL

Amount Due \$ 65,663.50
Payment Due By 07/01/2020

PLEASE REMIT PAYMENT TO:

OMAG
3650 South Boulevard
Edmond, OK 73013-5581

DIRECT BILL INVOICE (N1) (00/00)



3650 S. Boulevard • Edmond, OK 73013 • omag.org
405.657.1400 • 800.234.9461 • FAX 405.657.1401

Date of Invoice: 05/12/2020

DIRECT BILL INVOICE

Mail To
CITY OF GLENPOOL
12205 S. YUKON AVE.
GLENPOOL OK 74033

Insured: CITY OF GLENPOOL

Policy Reference Nbr: PRO 1400444 04
Effective: 07/01/2020 Expiration: 07/01/2021
PROPERTY

Agent: OMAG
Telephone: 405-657-1400 0 0000000

INST	DATE	TRANSACTION		AMOUNT
01	05/12/2020	RENEWAL	\$	25,784.00

	AMOUNT DUE	\$	25,784.00
	PAYMENT DUE BY	07/01/2020	
POLICY BALANCE	\$	103,136.00	

Thank you for your business. If you have questions about your account, please call 1-800-234-9461 or 405-657-1400.

Detach along the perforation below - Keep this part for your records.

RETURN THIS PORTION WITH YOUR REMITTANCE

Policy Number PRO 1400444 04
Insured Name CITY OF GLENPOOL

Amount Due \$ 25,784.00
Payment Due By 07/01/2020

PLEASE REMIT PAYMENT TO:

OMAG
3650 South Boulevard
Edmond, OK 73013-5581

DIRECT BILL INVOICE (N1) (00/00)



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405.657.1400 • 800.234.9461 • FAX 405.657.1401

Date of Invoice: 05/13/2020

DIRECT BILL INVOICE

Mail To
CITY OF GLENPOOL
12205 S. YUKON AVE.
GLENPOOL OK 74033

Insured: CITY OF GLENPOOL

Policy Reference Nbr: GLA 1400473 04
Effective: 07/01/2020 Expiration: 07/01/2021
GENERAL LIABILITY AND AUTO

Agent: OMAG
Telephone: 405-657-1400 0 0000000

INST	DATE	TRANSACTION		AMOUNT
01	05/13/2020	RENEWAL	\$	17,776.00

	AMOUNT DUE	\$	17,776.00
	PAYMENT DUE BY		07/01/2020
POLICY BALANCE	\$	71,104.00	

Thank you for your business. If you have questions about your account, please call 1-800-234-9461 or 405-657-1400.

Detach along the perforation below - Keep this part for your records.

RETURN THIS PORTION WITH YOUR REMITTANCE

Policy Number GLA 1400473 04
Insured Name CITY OF GLENPOOL

Amount Due \$ 17,776.00
Payment Due By 07/01/2020

PLEASE REMIT PAYMENT TO:

OMAG
3650 South Boulevard
Edmond, OK 73013-5581

DIRECT BILL INVOICE (N1) (00/00)



MEMORANDUM

**TO: CHAIRMAN TIM FOX
GLENPOOL UTILITY SERVICES AUTHORITY**

**FROM: LYNN BURROW, PE
COMMUNITY DEVELOPMENT DIRECTOR**

**RE: ACCEPTANCE OF AN AMENDMENT TO A PROFESSIONAL
SERVICES AGREEMENT FOR ENGINEERING SERVICES**

DATE: JUNE 1, 2020

BACKGROUND

This item is for Council consideration and action regarding the approval and acceptance of an amendment to the existing Professional Services Agreement between the Glenpool Utility Services Authority (GUSA) and Tetra Tech, Inc. The attached copy of the proposed Attachment A1 to the Base Professional Services Agreement is in the total amount of \$224,000.00. This amendment covers the various research and coordination tasks involved with the development of a formal engineering study to be issued to ODEQ as specified in the attached Amended Consent Order that covers a series of sanitary sewer treatment plant Discharge Permit violations that have occurred over the winter months from approximately fall of 2015 to February, 2020.

The specific items listed in the Scope of Services and resulting Work Products being proposed by Tetra Tech, Inc. and itemized in Attachment "A1" are being treated as an addition to the Base Agreement that was previously approved at the April 6th GUSA meeting. As you may recall, the services covered in the Base Agreement were those involved with the initial response to the original Consent Order issued to the City in February. The listed initial services were those research and documentation activities necessary to assist the City's effort to develop a plan of action in preparation for a settlement hearing with ODEQ. Those initial professional services have now been completed resulting in the Amended Consent Order document from ODEQ (attached). Note that the Amended Consent Order accepts the City's Supplemental Environmental Project (SEP) that was presented as a partial settlement by offering several City improvement projects to off-set the monetary fine listed in the original Consent Order. The attached copy of this initial response to ODEQ is attached for your information.

As you will note, one of the SEP projects offered is the partial rehabilitation of inadequate stormwater drainage existing in the southern portion of Kendalwood North Park and a second project that addresses similar storm drainage issues in areas of Morris Park located between several baseball playing fields..

Generally, the services listed in the A1 Attachment outline the research and development of a formal Engineering Study designed to evaluate the existing operation and function of the wastewater treatment facility as it exists currently and to make recommendations as to what will be needed to address current facility or operational deficiencies. The study will also expand into what the City will need to consider as the community grows regarding treatment plant expansion, changes to the type of treatment process, and the potential to move and/or add a second treatment facility in the future. The report will likely predict timeframes and costs for these types of future considerations. Note that the amended ODEQ Consent Order lists a mandatory completion date for this Engineering Study and to be issued to this agency by December 1st, 2020.

Staff Recommendation:

Staff has reviewed the various described services and work products listed in the original Base Professional Services Agreement with Tetra Tech, Inc. along with those listed in Attachment A1 and recommends Board approval of the proposed scope of services in a total amount not to exceed \$224,000.00 to be funded from the FY 2019/2020 GUSA Budget under Item No.02-6-16-6244 Professional Services, and to authorize the City Manager to execute same.

Attachments:

- A. Base Professional Services Agreement
- B. Attachment A1
- C. Initial Consent Order Response
- D. Amended ODEQ Consent Order

GLENPOOL UTILITY SERVICE AUTHORITY

AGREEMENT FOR CONSENT ORDER COORDINATION SERVICES

THIS AGREEMENT ("Agreement") is made and entered into as of the date last executed below ("Effective Date"), by and between The Glenpool Utility Services Authority (GUSA), Oklahoma and Tetra Tech, Inc., (the "Consultant").

RECITALS

WHEREAS, GUSA intends to **Consent Order Coordination** (the "**Project**"); and

WHEREAS, GUSA requires certain **Engineering Services** to be performed in connection with the Project (the "**Services**" [or "**Work**"]); and

WHEREAS, the Consultant has been selected as the most qualified consultant, and approved and authorized by the GUSA Board of Trustees, to perform such Services and is prepared to perform such Services in accordance with the terms and conditions stated in this Agreement.

NOW THEREFORE, GUSA and the Consultant, in consideration of the foregoing and as further set forth in this Agreement, hereby agree as follows:

I. Definitions

Unless otherwise defined herein, capitalized words in this Agreement have the following meaning:

N/A – Not Used

II. General Conditions

2.1 Effective Date; Commencement Date; Target Date(s)

The Effective Date of this Agreement shall be the date last executed by either party. Consultant shall begin Services set out in this Agreement on or about **April 7th, 2020** (the "Commencement Date"). Project "Target Date(s)" shall be that date, or those dates, by which defined tasks or all of Consultant Services shall be completed and shall be determined by separate negotiations and agreement between the parties, provided that all such dates shall conform to provisions of the Consent Order and/or settlement hearing that are the subject of this Agreement. Such agreement as to the setting of Target Dates shall not require an amendment or supplement to this Agreement and shall be treated as incorporated herein.

2.2 Term

The initial Term of this Agreement shall be for a period of **1** year, beginning on the Effective Date and subject to annual review and ratification by GUSA. Following expiration of the

initial Term, one supplemental term of 1 year may be authorized by the GUSA Board of Trustees in its sole discretion, together with such reasonable increased compensation for the Consultant as may be reviewed and approved by the GUSA Board of Trustees. In determining whether to extend this Agreement, or to increase compensation, the GUSA Board of Trustees shall take into consideration the quality and affordability of Service during the initial Term.

2.3 Exclusivity

GUSA grants the Consultant the right, during the Initial or any supplemental Term of this Agreement and for so long as the Consultant is not in default of the performance requirements set forth herein, to be the sole and exclusive provider of the Services comprehended by this Agreement. GUSA covenants that, in such case, it will not engage other individuals or companies to perform the same or substantially similar Services. GUSA warrants and represents that it has the authority to grant such an exclusive right as described in this Section 2.3.

2.4 Compliance with Applicable Laws

The Consultant agrees to perform the Services in compliance with all applicable federal, state, and local regulations and laws. Failure to comply with this Section 2.4 shall be deemed a material breach of this Agreement.

2.5 Material Breach of Agreement; Termination

GUSA or Consultant may terminate services on the Project upon seven (7) days written notice without cause or immediately with notice as promptly as practicable in the event of substantial failure by the other party to fulfill its obligations of the terms hereunder. Consultant shall submit an invoice for services performed up to the effective date of termination and GUSA shall pay Consultant all outstanding invoices for such performed services within fourteen (14) days after receipt. GUSA may withhold an amount for services that may be in dispute provided that GUSA furnishes a written notice of the basis for their dispute and that the amount withheld represents a reasonable value.

Upon substantial failure of the Consultant to perform in a satisfactory manner under the terms of this Agreement, such substantiality to be determined in good faith by GUSA, or upon the Consultant's failure to perform in accordance with applicable laws and regulations as set out in Section 2.4, GUSA may immediately terminate this Agreement (and take such other actions or pursue such other remedies that it deems appropriate or necessary) if GUSA deems such action to be in the public interest. Alternatively, GUSA may submit a written demand for assurances. Upon receipt of such written demand, the Consultant shall immediately suspend its performance of Services until it returns a written response to the Glenpool City Manager verifying that corrective action has already been taken or explaining the reasons for the non-performance, sub-standard performance, delayed performance, or non-compliance and explaining the steps that have been taken or will be taken to correct the problem. Except under conditions of *force majeure*, the City Manager may fully reinstate the terms of this Agreement, reinstate the Agreement with supplemental written conditions intended to ensure continued compliance or terminate this Agreement. Failure of the Consultant to respond as provided in this Section 2.5 to any demand for assurances shall be deemed an abandonment and termination of the Agreement.

by the Consultant. Any such finding by GUSA of termination of the Agreement by the Consultant may be in addition to any other remedy available to GUSA at law or in equity.

2.6 Force Majeure

Neither the Consultant nor GUSA shall be liable for any failure to perform their respective duties under this Agreement, nor for any resulting damages or loss, if such failure is caused by a catastrophe, riot, war, governmental order or regulation, strike, act of God or other similar contingency beyond the reasonable control of the Consultant or GUSA, except to the extent that either party fails to exercise reasonable measures to mitigate such damages or loss. If such circumstances persist for more than seven days or if, after their cessation either party is rendered substantially unable to perform such duties for a period of seven days, written notice may be given to the other party and the Agreement may be cancelled without liability to either party.

2.7 Insurance Requirement; Indemnification

The Consultant shall secure and maintain such insurance as will protect it from claims under any Workers' Compensation Act and from claims for bodily injury, death or property damage that may arise from the performance of its Services under this Agreement, in minimum limits as referenced below:

<u>Coverage</u>	<u>Minimum Limits of Liability</u>
Workers Compensation	Statutory
Comprehensive General Liability	\$1,000,000 combined single limit
Professional Liability	\$1,000,000 combined single limit

All insurance shall be by insurers acceptable to GUSA and authorized to do business in the State of Oklahoma. Prior to the Commencement Date, the Consultant shall furnish GUSA with certificates of insurance or other satisfactory evidence that such insurance has been produced and is in force. Said policies shall not thereafter be canceled, permitted to expire, or be changed without 30 days advance written notice to GUSA and GUSA's approval. GUSA shall be listed on such policies as an "Additional Insured."

During the Term of this Agreement, Consultant shall indemnify and hold harmless GUSA against any and all liability for claims, damages, costs, losses and expenses, including reasonable attorney's fees, whether such claims, damages, losses, and liabilities are brought directly by GUSA or asserted by any third party, and whether for bodily injury and/or property damage, but only to the extent directly attributable to and caused by the intentional or negligent acts or omissions of the Consultant, or its agents or employees. Consultant shall not be held liable, nor required to defend, indemnify and hold harmless against acts or omissions of any third party Consultant, subConsultant or supplier, or agents or employees of any third person, or for acts or omissions directly attributable to GUSA or its agents, employees, directors or officers.

2.8 Notice

A letter or other postal communication, properly addressed and sent by first class mail, certified mail, or registered mail, to either party at the address provided below shall constitute sufficient notice whenever written notice is required for any purpose of this Agreement. Other

forms of notice, such as email or fax, are acceptable but shall be effective to meet a notice requirement only if receipt is acknowledged by the receiving party. Notice is deemed to have been given as required when actually received or five days after verified delivery, whichever is earlier.

Address for notices to GUSA:

Glenpool Utility Services Authority
Office of the City Manager
12205 South Yukon Avenue
Glenpool, OK 74033

Address for notice to Consultant:

Tetra Tech, Inc.
7645 East 63rd Street
Tulsa, OK 74133

2.9 Confidentiality Requirements

Consultant acknowledges that, during the Term of this Agreement, it may or will have access to and receive information, records, files, data, formulae, drawings, models, equipment, specifications, trade secrets, contracts and other materials of any description without limitation (individually or collectively, "Confidential Information") relating to business of GUSA or that GUSA considers and treats as confidential or proprietary in nature. Consultant therefore agrees that it will not directly or indirectly disclose any such Confidential Information owned by or in the possession control of GUSA to any unauthorized person, or use any such Confidential Information for any unauthorized purpose, except pursuant to court order or as a result of valid government order. All Confidential Information that Consultant has used, prepared or come in contact with during the Term of this Agreement shall be and remain the sole property of GUSA and shall not be removed from the premises of the City of Glenpool or GUSA, or communicated to any third person without GUSA's written consent. Consultant shall return to GUSA the originals and all copies of any Confidential Information of GUSA that is now or shall ever be subject to Consultant's custody or control, regardless of the source(s) from which such Confidential Information was obtained.

All work product created by the Consultant in the performance of Services to GUSA performed pursuant to this Agreement shall be deemed Confidential Information for purposes of this Section 2.9. Consultant shall not be held liable for reuse of documents or modifications thereof by GUSA or its representatives for any purpose other than the original intent of this Agreement, without written authorization of Consultant.

2.10 Records and Audits

Consultant shall assist GUSA by retaining in Consultant's own records all books, documents, papers, records and other materials prepared by Consultant or provided by GUSA to Consultant in conjunction with or related to this Agreement for at least three years following termination of this Agreement. Consultant shall, as often as GUSA reasonably deems necessary, permit authorized representatives of the City of Glenpool, GUSA, State or federal government, to include without limitation, the Oklahoma Department of Environmental Quality, the Oklahoma State Auditor's and Inspector's Office, the Oklahoma Department of Commerce, the U.S. Department of Labor and the U.S. Comptroller General, to have full access to and the right to

fully examine all materials in the possession or under the control of the Consultant to the extent related to this Agreement.

2.11 Non-Discrimination

Consultant shall not, with respect to any work performed by it or by any subconsultant, practice, or permit to be practiced, any form of unlawful discrimination because of race, creed, sex, age, color, national origin, sexual orientation or any other forbidden or non-performance related basis, and shall, in all its dealings with GUSA, comply with all federal, State and City mandates, whether law, regulation or executive order, pertaining to equal employment opportunity and affirmative action requirements, to include without limitation: Executive Order No. 11246 of September 24, 1965; Titles VI and VII of the Civil Rights Act of 1964; Section 109 of the Housing and Development Act of 1974; Section 3 of the Housing and Urban Development Act of 1968; the Age Discrimination Act of 1975; the Rehabilitation Act of 1973, Section 504; the Americans with Disabilities Act of 1990; Section 181 of the Civil Rights Act of 1866; the Age Discrimination in Employment Act of 1967; the Older Workers Benefit Protection Act of 1990; the Employee Retirement Income Security Act of 1974; the Family and Medical Leave Act of 1993, all as any of the foregoing may be amended, replaced or superseded.

2.12 Consultant Relationship

The relationship between GUSA and the Consultant shall be exclusively that of independent Consultant and no relationship of employment, agency, partnership or joint venture shall be deemed to exist between GUSA and the Consultant or any of its subconsultants. Consultant shall be solely and independently responsible for all employment purposes with respect to personnel of the Consultant that Consultant utilizes in the performance of Services under this Agreement.

2.13 Standard of Care

Services provided by Consultant under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. Consultant makes no other warranty or guaranty, either express or implied. Consultant will not be liable for the cost of any omission that adds value to the Project.

2.14 Dispute Resolution

Except to the extent otherwise provided by Section 2.5 of this Agreement, GUSA and Consultant agree that they shall diligently pursue resolution of all disagreements within 45 days of either party's written notice using a mutually acceptable form of mediated dispute resolution prior to exercising their rights under law. Consultant shall continue to perform services for the Project and GUSA shall pay for such services during the dispute resolution process unless GUSA issues a written notice to suspend work. Causes of action between the parties to this Agreement shall be deemed to have accrued and the applicable statutes of repose and/or limitation shall commence not later than the date of the event giving rise to such dispute.

2.15 Limitation of Liability

In recognition of the relative risks and benefits of the Project to both GUSA and Consultant, the risks have been allocated such that GUSA agrees, to the fullest extent permitted by law, to limit the liability of Consultant and its subconsultants to GUSA and to all construction contractors and subcontractors on the project for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, so that the total aggregate liability of Consultant and its subconsultants to all those named shall not exceed \$50,000 or the amount of Consultant's total fee paid by GUSA for services under this Agreement, whichever is the greater. Such claims and causes include but are not limited to negligence, professional errors or omissions, strict liability, breach of contract or warranty.

2.16 Safety

Consultant shall be responsible solely for the safety precautions or programs of its employees and no other party.

2.17 Warranty

Consultant warrants that it will deliver services under the Agreement within the Standard of Care as provided by Section 2.13 of this Agreement. No other expressed or implied warranty is provided by Consultant.

III. Services

Refer to the attached Schedule A for Scope of Services

IV. Compensation

Refer to the attached Schedule B for Compensation

V. MISCELLANEOUS

Refer to the attached Schedule C for Owner Responsibilities and Special Conditions

Refer to the attached Schedule D for Rate Schedule

Refer to the attached Schedule E for Project Schedule

5.1 Construction

In construing this Agreement, the following principles shall be followed: (i) no consideration shall be given to the captions of the articles, sections, subsections or clauses, which

are inserted for convenience in locating the provisions of this Agreement and not as an aid in construction; (ii) no consideration shall be given to the fact or presumption that any of the parties had a greater or lesser hand in drafting this Agreement; (iii) the word "includes" means "includes, but is not limited to;" (iv) the plural shall be deemed to include the singular, and vice versa; (v) each gender shall be deemed to include the other gender; (vi) each exhibit, appendix, attachment and schedule to this Agreement is a part of this Agreement; and (vii) any reference herein, or in any exhibit, appendix, attachment or schedule hereto, to any agreements entered into prior to the date hereof shall include any amendments or supplements made thereto.

5.2 Governing Law

The parties to this Agreement agree that the laws of the State of Oklahoma, and any applicable municipal ordinances of GUSA, shall govern the validity, construction, interpretation, and effect of this Agreement. In the event of conflict between any law of the State and any ordinance of GUSA, the law of the State shall be applied. The parties agree that the venue of any action arising from this Agreement shall be in the appropriate State court having competent jurisdiction located in the judicial district in which GUSA is located.

5.3 Assignment

This Agreement shall be binding upon the successors and assigns of each of the parties, but neither party shall assign this Agreement without the prior written consent of the other party, which consent shall not be unreasonably withheld. Nothing contained in this Section 6.3 shall be construed to release either party from its obligations or representations under this Agreement in the event of an assignment of either party's interest.

5.4 Waiver

A waiver by either party of any breach of any provision of this Agreement shall not be taken or held to be a waiver of any succeeding breach of such provision or as a waiver of any provision itself. Where any condition to be waived is a material part of the Agreement such that its waiver would affect the essential bargain of the parties, the waiver must be supported by consideration and take the form of a written modification of this Agreement.

5.5 Severability

If any provision of this Agreement is declared to be invalid, void or unenforceable for any reason by a court of competent jurisdiction, such declaration shall not affect the remaining parts of this Agreement, which shall remain in full force and effect as if the Agreement had been executed with the invalid, void or unenforceable portion eliminated.

5.6 Amendment or Modification of Agreement

No change in or amendment, modification, termination or discharge of this Agreement, in any form whatsoever, or of any part of this Agreement, shall be effective, valid or enforceable unless it is in writing, approved by duly authorized representatives of GUSA and the Consultant, and signed by such authorized representatives of GUSA and the Consultant, provided, however, that any change in or modification, termination or discharge of this Agreement expressly provided for in this Agreement shall be effective as so provided. A signed original of such amendment or modification shall be fastened to the original Agreement, with signed copies

retained by the parties. Consent to amendment or modification shall not be unreasonably withheld by either party.

5.7 Entire Agreement; Merger Clause: Previous Agreements Superseded

Except with respect to the mutual setting of the Project Target Date, as provided in Section 2.1, this Agreement contains the entire agreement between GUSA and the Consultant and constitutes the final and complete agreement and understanding between the parties. All prior and contemporaneous agreements and understandings, whether oral or written, are to be without effect in the construction of any provision or term of this Agreement to the extent that they alter, vary, or contradict this Agreement.

5.8 Counterparts

This Agreement may be executed in more than one counterpart, each of which shall be deemed an original.

5.9 Survival

Termination or expiration of this Agreement shall not release either party from any liabilities or obligations set forth in this Agreement which (i) the parties have expressly agreed shall survive any such termination or expiration; or (ii) remain to be performed or by their nature would be intended to be applicable following such termination or expiration.

IN WITNESS WHEREOF, the parties, by the undersigned duly authorized representatives, hereto
affix their signatures and seals this _____ day of _____, 20____.

Glenpool Utility Services Authority

Tetra Tech, Inc.

By: _____
Timothy Lee Fox
Chairman, Board of Trustees

By: Leslie Turner
Leslie Turner, Operations Manager
(corporate seal of the Consultant, if any)

ATTEST:

Wendy Knight, City Clerk

APPROVED AS TO FORM:

Lowell L. Peterson, City Attorney

**ATTACHMENT A
TO
AGREEMENT FOR ENGINEERING SERVICES
BETWEEN
GLENPOOL UTILITY SERVICE AUTHORITY, OWNER
AND
TETRA TECH, INC., ENGINEER
FOR
CONSENT ORDER COORDINATION**

SCOPE OF SERVICES

The following scope of services shall be made a part of the Agreement dated the ____ day of _____ 2020.

I. BACKGROUND

The Glenpool Utility Services Authority (Owner) operates and maintains its wastewater treatment plant (WWTP) under DEQ OPDES Permit No. OK0027138. Recently, DEQ issued a Consent Order (CO) No. 19-289 that requires Owner to perform certain tasks to eliminate OPDES permit violations from its WWTP. Owner requested Tetra Tech to assist in the consent order negotiations and to provide professional engineering services to comply with the requirements of the CO. Specifically, the CO requires the Owner to submit an approvable engineering report to DEQ by September 1, 2020 for eliminating the permit limit violations at the WWTP.

On March 9, 2020, representatives from Tetra Tech and S2 Engineering met with Owner management to discuss the CO and level of efforts to develop the scope of work. Based on the meeting, the scope of the project is described below.

II. SCOPE OF THE PROJECT

The scope of the Project is proposed to meet the objectives as specified in the consent order and at the request of the Owner.

- A. Task 1 – Consent Order Coordination** includes coordination by the Engineer with the Owner and ODEQ to address the consent order and attend the settlement hearing(s). Additional details regarding this task can be found under Section III – Scope of Services.

III. SCOPE OF SERVICES

The following summarizes the detailed scope of services for the project. The

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Engineer shall perform the following:

TASK 1 – CONSENT ORDER COORDINATION

- A. Historical Data Review/Collection.** The Engineer shall review historical data provided by the Owner such as WWTP MORs, Bio-Monitoring Reports, permit discharge limits, potable water usage, and other pertinent data for general understanding and developing information for discussion ODEQ.
- B. Project Management.** The Engineer shall provide overall project management, quality control, and coordination through the course of the consent order coordination, which is anticipated to last 6 months. The Engineer shall provide project initiation, setup, continual coordination and communication with the project team and the Owner and project scheduling.
- C. Meetings.** The Consent Order required a response from GUSA within 30-days. GUSA has notified ODEQ of GUSA's request for a settlement hearing. The Engineer shall coordinate and consult with the Owner throughout the course of the consent order coordination phase of the project. The Engineer shall hold internal team and planning review meetings. The Engineer shall attend the settlement hearing conference in Oklahoma City with the Owner and hold a post settlement conference meeting for review and coordination with the Owner and ODEQ.

**ATTACHMENT B
TO
AGREEMENT FOR ENGINEERING SERVICES
BETWEEN
GLENPOOL UTILITY SERVICE AUTHORITY, OWNER
AND
TETRA TECH, INC., ENGINEER
FOR
CONSENT ORDER COORDINATION**

COMPENSATION

The following compensation provisions shall be made a part of the Agreement dated the ____ day of _____ 2020.

I. PAYMENTS FOR SERVICES AND EXPENSES OF THE ENGINEER:

- A. Basic Engineering Services.** For basic engineering services performed under Article 3, the Owner will pay the Engineer a lump sum of \$12,700.
- B. Additional Engineering Services.** For authorized services performed by the Engineer which are outside the Scope of Services outlined in Attachment A of this Agreement, the Owner will pay the Engineer at the hourly rates, plus direct expenses, set forth in TETRA TECH's Rate Schedule (Attachment D).

II. TIMES OF PAYMENT: Invoices are due and payable within 30 days of date of invoice. Invoices past due are subject to interest at the rate of 1½% per month.

- A. Basic Engineering Services.** For the basic engineering services performed under Article 3, monthly payments shall be made in proportion to services performed.
- B. Additional Engineering Services.** For additional engineering services, monthly payments by the Owner shall be based on detailed invoices from Engineer for work completed.

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**ATTACHMENT C
TO
AGREEMENT FOR ENGINEERING SERVICES
BETWEEN
GLENPOOL UTILITY SERVICE AUTHORITY, OWNER
AND
TETRA TECH, INC., ENGINEER
FOR
CONSENT ORDER COORDINATION**

OWNER'S RESPONSIBILITIES AND SPECIAL CONDITIONS

The following list of special Owner responsibilities and contract conditions shall be made a part of the Agreement dated the ____ day of _____ 2020.

I. OWNER RESPONSIBILITIES

1. Owner shall furnish to Engineer all available information pertinent to the Project including previous engineering reports/studies, as-built or design drawings, monthly operating reports (MORs), Bio-monitoring reports, discharge permit limits, potable water usage and any other data relative to the project.
2. Owner shall examine all letters, memos, studies, reports, sketches, estimates, drawings, proposals, and other documents presented by the Engineer and render in writing decisions pertaining thereto within a reasonable time so as not to delay the Services of the Engineer.

II. SPECIAL CONDITIONS

None.

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**ATTACHMENT D
TO
AGREEMENT FOR ENGINEERING SERVICES
BETWEEN
GLENPOOL UTILITY SERVICE AUTHORITY, OWNER
AND
TETRA TECH, INC., ENGINEER
FOR
CONSENT ORDER COORDINATION**

RATE SCHEDULE

The following hourly rates shall apply as described in Attachment B and shall be made a part of the Agreement dated the ____ day of _____ 2020. (List effective January 1st, 2019)

I. PROFESSIONAL FEES BASED ON TIME

The hourly rates set forth below include all salaries, benefits, overhead and other indirect costs including federal, state and local taxes, plus profit.

Professional Services

Principal in Charge	\$275.00
Senior Engineer 3	\$250.00
Senior Engineer 2	\$225.00
Senior Project Manager	\$240.00
Project Manager 1	\$165.00
Project Engineer 1	\$135.00
Engineer 1	\$ 95.00
Engineer 2	\$105.00
Senior Technician 1	\$135.00
Senior CAD Designer 1	\$130.00
Senior CAD Designer 2	\$140.00
Senior Contract Administrator	\$120.00
Project Administrator	\$ 95.00

II. REPRODUCTION

Charges for reproduction will be billed at cost plus 15% markup. Volume printing (bid documents and special drawing packages) will be billed at equivalent commercial rates.

III. DIRECT COSTS

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- A. Travel. Travel from the office on Project-related business will be billed at the hourly rates specified in Section I above. Charges for transportation, meals, lodging, gratuities, etc., will be billed at cost plus 15% markup. Automobile travel (mileage) shall be billed at current approved government rates plus 15% markup.
- B. Other. All other direct costs not covered herein shall be invoiced to the client at direct cost plus 15% for handling.

IV. ADJUSTMENT CLAUSE

The rates and costs described in this Agreement may be revised only by written mutual consent.

**ATTACHMENT E
TO
AGREEMENT FOR ENGINEERING SERVICES
BETWEEN
GLENPOOL UTILITY SERVICE AUTHORITY, OWNER
AND
TETRA TECH, INC., ENGINEER
FOR
CONSENT ORDER COORDINATION**

SCHEDULE

The following schedule shall be made a part of the Agreement dated the ____ day of _____ 2020.

The consent order coordination work shall be completed within 180 days from the notice to proceed unless terminated earlier or extended further in a separate writing by the parties.

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ATTACHMENT A1
TO
AGREEMENT FOR ENGINEERING SERVICES
BETWEEN
GLENPOOL UTILITY SERVICE AUTHORITY, OWNER
AND
TETRA TECH, INC., ENGINEER
FOR
WASTEWATER MASTER PLAN STUDY UPDATE AND ENGINEERING REPORT
FOR WASTEWATER TREATMENT PLANT IMPROVEMENTS

SCOPE OF SERVICES

The following scope of services shall be made a part of the Agreement dated the ____ day of _____ 2020.

I. BACKGROUND

The City of Glenpool (Owner) operates and maintains its wastewater treatment plant (WWTP) under DEQ OPDES Permit No. OK0027138. Recently, DEQ issued a Consent Order (CO) No. 19-289 that requires City to perform certain tasks to eliminate OPDES permit violations from its WWTP. City requested Tetra Tech to assist in the consent order negotiations and to provide professional engineering services to comply with the requirements of the CO. These services are part of the original contract under Task 1 – Consent Order Coordination dated the 6th of April, 2020.

More recently, the amended CO requires the City to submit an approvable engineering report to DEQ by December 1, 2020 or 6 months from the effective date of the amended CO for eliminating the permit limit violations at the WWTP. The City requested Tetra Tech to provide further assistance by developing the engineering report (ER) while also updating the 2010 master plan with more recent information which will be used for finalizing the ER. The scope of the project for Amendment 1 services is described below.

II. SCOPE OF THE PROJECT

The scope of work for Amendment 1 is proposed to meet the objectives as specified in the consent order and at the request of the Owner. The proposed scope will include 2 separate tasks (Task 1 – Consent Order Coordination, is included under original contract).

- A. Task 2 – Update the 2010 Master Plan** includes updating and revising the previously developed master plan report for the new planning period (2021 –

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2041) which will provide updates to needed plant and collection system improvements which will be necessary for the City's planning and budget purposes and coordination with ODEQ. The task consists of re-establishing the planning service area, gathering updated information on the existing wastewater system, identifying and revising collection and treatment system needs, and revising previously developed alternatives for evaluation. An updated master plan report documenting the study findings and recommendations will be prepared and presented to the Owner. Additional details regarding this task can be found under Section III – Scope of Services.

- B. Task 3 – Engineering Report – WWTP Improvements** includes developing an ODEQ approvable engineering report which will outline various improvements at the existing WWTP required to eliminate permit discharge violations as outlined in the consent order. The engineering report will include both short term (interim) and long-term improvements which the Owner can use for planning and budget purposes and coordination with ODEQ. Additional details regarding this task can be found under Section III – Scope of Services.

III. SCOPE OF SERVICES

The following summarizes the detailed scope of services for the project. The Engineer shall perform the following:

TASK 2 - UPDATE THE 2010 MASTER PLAN REPORT

- A. Service Area.** Update the planning service area including the current service area and future growth areas as identified by the Owner. The Owner will provide the Engineer with the latest service area maps, zones and sewer service boundaries.
- B. Planning Period.** The 2010 master plan used a 20-year planning period from 2010 to 2030. Similarly, for this project, the Engineer will use a 20-year planning period extending from 2021 to 2041.
- C. Population Projection.** The same methodology used in the 2010 master plan will be utilized to extend the population projections to 2041 as part of the updates. The 2010 master plan populations projections were developed utilizing U.S. Census data and the 2030 Comprehensive Plan for the City of Glenpool. The 2030 Comprehensive Plan developed population forecasts broken into 4 land use categories (office/commercial, recreational, public, and residential) which was spread over 12 transportation area zones (TAZs). The TAZs will be used to project forecasted populations for each sewer sub basin. The latest population data will be used and applied in order to make

updates to the planning forecasts and areas. The updated population projections will be reviewed with Owner's staff and based on any specific growth data provided by Owner's staff, the projections will be adjusted.

- D. **Existing System.** Engineer will gather information and make updates to the existing wastewater system. Engineer will prepare a map of the existing system showing the collection system layout and existing wastewater infrastructure. The Owner will provide atlas maps, record drawings/maps, and a copy of the most recent GIS data available for use in preparing the wastewater system map. Engineer will summarize existing plant condition, capacity and capability based on information provided by the Owner.
- E. **Wastewater Flow Projections.** Engineer will develop updated wastewater flow projections based on updated population projections and land use data. Engineer will develop average and maximum day flows for the developed and undeveloped (future growth) areas. Engineer will establish peak hour flow and wet weather flow based on available historical information from the Owner and the most recent professional guidelines available (detailed flow metering or collection system hydraulic modeling is not included as part of the scope). Engineer will use available water usage information and data as provided by the Owner to evaluate and establish projected flows. Future projected populations and flows will be distributed based on directions from the Owner for each major drainage basin and sub-basin to allow development of collection lines and interceptors.
- F. **Wasteload Summary and Projections.** Engineer will collect, update and summarize the current raw wastewater wasteload from the most recent treatment plant records and develop values for use in projecting raw wasteloads from future developed areas.
- G. **Discharge Requirements.** Engineer shall research the current 208 WQMP and confirm Glenpool's wasteload allocation for the discharge to the Arkansas River at the current point of discharge. Engineer shall research other potential discharge points such as Coal Creek and estimate their allocation on the Arkansas River as appropriate for the improvement alternatives and evaluate the feasibility of other discharge locations. Engineer shall estimate and summarize future discharge requirements which may impact the treatment alternatives.
- H. **Treatment Plant Improvement Alternatives.** Engineer shall review and update the treatment plant improvement alternatives as outlined in the 2010 Master Plan Report based on the updated flow and wasteload projections and treatment system needs. The alternatives for evaluation include the following:

- a. Option 1 - Improve the existing plant to handle all flows for the 20-year planning period.
- b. Option 2 - Improve the existing plant to serve a portion of the service area and construct a new south plant to serve the balance of the service area as appropriate. This would require dividing flows to each plant as appropriate.
- c. Option 3 - Construct a new plant to serve the entire service area. The existing plant will be converted to a lift station and flow equalization basin facility transferring all flows to the new south plant.

The Engineer will confirm the previously developed potential locations for the new plant and effluent discharge locations. Similarly, the Engineer will confirm and update previously developed collection system upgrades for each alternative option. This includes new interceptor lines, gravity sewer line upsizes, and new forcemains and lift stations for the major sewer basins.

- I. **Collection System Improvements.** Based on the flow and wasteload projections and drainage basin information the Engineer shall confirm and update previously developed alternatives for conveying wastewater flows from future growth areas to the treatment plant location(s). The Engineer will use cost analysis and professional judgment to identify need for new lift stations and force mains versus gravity mains to serve new growth areas within the service boundary. Development of new collection lines will be limited to 8-inch or larger for the purpose of the master report study.
- J. **Cost Estimate.** Engineer shall develop cost estimates for the improvement alternatives to include construction costs, and other project costs. Costs for land/easement will be based on conceptual guidelines and input from city. The Engineer shall update previously developed detailed breakdown of probable project costs for Option 1 – New Mechanical WWTP. The 2010 master plan included estimated costs on a per gallon basis for both Options 2 and 3. Similarly, the master plan will be revised to reflect new per gallon estimate project costs based on update and revised changes to the plan.
- K. **Selected Alternative.** Based on the cost analysis and a non-cost analysis of the alternatives, the Engineer will re-evaluate previous recommendations for the alternatives and select one alternative for implementation (Alternative 1 – Improve the existing plant to handle all flows with construction of a new mechanical plant was previously recommended).
- L. **Phasing.** The Engineer shall develop construction phasing of improvements for the selected alternative which may be appropriate to address the needs in increments for Owner planning and budget purposes.

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- M. Report.** Engineer shall prepare a report documenting the study findings and recommendations including maps, figures, and drawings. The Engineer shall prepare and submit a draft report for review and comment by the Owner. After comments are received, the Engineer will prepare and submit a final report. Three copies of the draft report will be submitted to the City for review. Three copies of the final report will be submitted incorporating City's review comments.
- N. Review.** The Engineer shall review report findings with the Owner and present to the Glenpool City Council.
- O. Project Management.** The Engineer shall provide overall project management, quality control, and coordination through the course of the master plan updates which is anticipated to last 6 months. The Engineer shall provide project initiation, setup, continual coordination and communication with the project team and the Owner and project scheduling.
- P. Meetings.** The Engineer shall coordinate and conduct meetings and workshops throughout the course of the master plan updates. The Engineer shall hold an initial kickoff meeting to establish and confirm the project approach, schedule, goals and overall concept (The scope assumes this meeting will be conducted simultaneous to the kickoff meeting required for the Engineering Report – Task 3). The Engineer shall hold a concept review workshop which shall be used to review the preliminary findings and information collected to finalize the three (3) alternatives for evaluation. If required, the Engineer shall hold a final concept review workshop/meeting to discuss the final alternatives and information collected prior to finalizing and submitting the final master plan report.

TASK 3 – ENGINEERING REPORT (ER) – WWTP IMPROVEMENTS

- A. Project Management.** The Engineer shall provide overall project management, quality control, and coordination through the course of the engineering report phase which is anticipated to last 6 months. The Engineer shall provide project initiation, setup, continual coordination and communication with the project team and the Owner and project scheduling.
- B. Meetings.** The Engineer shall coordinate and conduct meetings and workshops as necessary throughout the ER phase of the project. The Engineer shall hold an initial kickoff meeting to establish and confirm the project approach, schedule, goals and overall concepts. The Engineer shall hold a concept review workshop which shall be used to review the preliminary findings and information collected to finalize proposed alternatives for evaluation. If required, the Engineer shall hold a final concept

review workshop/meeting to discuss the final alternatives and information collected prior to finalizing and submitting the final engineering report.

- C. Plant Historical Data Review.** Engineer shall gather up to 3 years of historical plant data to include monthly operational report, discharge monitoring reports, other pertinent operational and maintenance information provided by city staff. Engineer shall evaluate and summarize historical plant performance in terms on OPDES permit discharge parameters and estimate existing plant capacities and identify plant deficiencies.
- D. Flow and Influent Loading Projections.** Engineer will utilize the flow projections from master plan update, and in consultation with City staff, propose interim and long-term flow and treatment capacity needs. Based on the historical data and using engineering judgement, Engineer will propose influent loading conditions for use in the development of plant improvements. Plant improvements will be developed to address interim and long term needs as described below.
- E. Interim Improvements.** The violations identified in the DEQ Consent Order are all related to exceedance of effluent BOD₅ limits. One of the goals of the interim improvements is to identify necessary improvements to eliminate the effluent BOD₅ violations and meet compliance. The secondary goal is to provide necessary improvements that would meet the wastewater treatment needs for an interim planning horizon (3 to 7 years) and provide some flexibility for Glenpool in securing funding for the project. The interim improvements will evaluate and propose recommendations for the following:
- a. Existing Aerated Lagoon. Improvements to the aeration capacity and operational improvements, improvements to flow path and the existing floating baffles.
 - b. Disinfection System. Potential use of chlorination to enhance winter season plant performance.
 - c. Effluent Post-Treatment Options. Addition of post-treatment to the lagoon effluent to meet permit compliance.

Engineer will develop process schematics, conceptual layout, capital and operational costs for the interim improvements.

- F. Long Term Improvements.** The goal of the long-term improvements is to identify all necessary treatment plant needs to meet the proposed 20-year (year 2041) planning horizon. It is likely that the long-term improvements would require a 'mechanical type' treatment technology. In conjunction with the facility plan update information, the new plant improvement will be at the existing plant site or at a new location as selected by the City. The long-term improvements will evaluate and propose recommendations for the following:

- a. Plan siting and land area requirements
- b. Conventional activated sludge or extended aeration process treatment
- c. Sequencing batch reactor technology
- d. Other innovative processes (integrated fixed film activated sludge (IFAS) process, moving bed biofilm reactor (MBBR) or emerging technologies)
- e. Sludge processing/treatment and dewatering options
- f. Sludge disposal concepts.

Engineer will develop process schematics, conceptual layout, capital and operational costs for the long-term improvements. In addition, Engineer will summarize advantage and disadvantage of each of the process options.

- G. Draft Report.** Engineer will prepare a draft report documenting the data review, analysis, evaluation and recommendations. The report will generally follow the Funding Agency Coordinating Team (FACT) guidelines as proposed by DEQ and the Oklahoma Water Resources Board. Engineer will submit three hard copies and one electronic (pdf) copy of the report for Glenpool's review. Engineer will meet and review the report with Glenpool staff.
- H. Final Report.** Engineer will prepare the final report incorporating the finalized review comments from the draft review report and submit three copies for Owner's use. In addition, Engineer will provide three for Glenpool's use in submitting the report to DEQ.
- I. DEQ Review and Approval Coordination.** Engineer will assist Glenpool in responding to DEQ's review comments and in securing report approval.

Price Proposal		Revision Date: 5-12-20		Labor Plan														Price Summary / Totals							
City Glenpool WWTP Improvements				10 Resource														Task Pricing Totals						224,000	
Amendment 1 - Updating Master Plan and Developing ER for Short and Long Term Improvements																		Total Price						224,000	
Submitted to: City of Glenpool																									
Contract Type: Fixed Price (Lump Sum)																									
Project Phases / Tasks	Schedule			Total Labor Hrs	Principal in Charge	Project Manager	Engineer	Senior Process Engineer	Project Engineer 2	Project Engineer 1	Structural Engineer	Electrical Engineer	CAD/Modeling	CAD	WW Modeler	Admin	Admin	Labor	Subs	Travel	Mat'l's & Equip	ODCs	Task Pricing Totals		
	From	Thru	Months																					Week Days Off	Week Days
Master Plan Report Updates 2041	06/01/20	12/30/20	6.8	16	136	842	18	148	22	228	222	19	25	110	18	32	108,658	8,470	614	477	136	118,356			
1. Project Mgmt/ Meetings/ Data Collection	06/01/20	12/30/20	6.8	16	136	78	2	36	26	10	20	2	2	2	2	4	10,528	273	205	136	11,142				
A. Project Meetings	06/01/20	12/30/20	6.8	16	136	24	2	12	18	4	2	2	2	2	2	4	3,770	273	205	136	3,770				
B. Client Meetings	06/01/20	06/15/20	0.5	1	5	36	2	12	18	4	2	2	2	2	2	4	6,679	273	205	136	6,283				
- Kick-off Meeting (w/ all meeting party)	06/01/20	10/01/20	3.9	8	40	16	2	8	12	4	2	2	2	2	2	4	7,110	136	88	136	7,454				
- Collect on System / WWTP Issues (w/)	06/01/20	09/01/20	1.0	3	15	11	2	6	6	2	2	2	2	2	2	4	3,555	58	58	136	3,807				
- Draft Review Meeting	10/15/20	10/15/20	0.0	0	0	7	2	3	3	2	2	2	2	2	2	4	315	58	58	136	3,051				
- Final Review Meeting	06/01/20	06/01/20	2.0	5	25	19	2	8	8	2	2	2	2	2	2	4	2,010	58	58	136	2,010				
C. Data Collection (VOCs, City maps, record drawings)	06/01/20	06/01/20	2.0	5	25	19	2	8	8	2	2	2	2	2	2	4	2,010	58	58	136	2,010				
2. Update 2010 Master Plan					584	12	76	20	188	148	16	20	86	18	2	2	75,835	341	205	136	75,376				
A. Planning and Projections					135	4	9	20	108	68	16	20	86	18	2	2	15,282	341	205	136	15,382				
- Planning Services (w/ all meeting party)	06/01/20	07/01/20	1.0	3	15	44	2	12	12	4	12	20	2	2	2	4	5,219	136	88	136	5,219				
- Population Projections	06/02/20	07/01/20	0.9	3	15	17	2	6	6	2	12	12	2	2	2	4	1,725	136	88	136	1,725				
- Existing WW Flows	05/03/20	07/01/20	0.9	3	15	28	2	12	12	4	12	12	2	2	2	4	3,119	136	88	136	3,119				
- Flow Projections	07/01/20	08/15/20	1.5	4	20	46	3	18	18	4	12	12	2	2	2	4	5,149	136	88	136	5,149				
B. Update Existing WW System Condition					72	2	8	8	20	20	8	8	8	2	2	2	10,198	136	88	136	10,198				
- Updates for 11 AFT systems	07/01/20	08/01/20	1.0	3	15	22	2	12	12	4	12	12	2	2	2	4	7,110	136	88	136	7,110				
- Updates for existing WWTP condition	07/01/20	08/01/20	1.0	3	15	50	2	12	12	4	12	12	2	2	2	4	7,886	136	88	136	7,886				
C. Update Wastewater Inventory and Projections	06/01/20	08/01/20	2.0	5	25	20	2	12	12	4	12	12	2	2	2	4	3,420	136	88	136	3,420				
D. Update Collection, Pump and Rebuild Locations	06/01/20	08/01/20	2.0	5	25	24	2	12	12	4	12	12	2	2	2	4	3,276	136	88	136	3,276				
E. Update Treatment Plant Improvement Alternatives					312	7	49	2	114	48	8	12	56	14	2	2	40,822	205	136	136	40,822				
1) Expand/ Upgrade existing WWTP	08/01/20	09/15/20	1.0	3	15	144	2	20	2	46	22	4	6	34	8	2	18,876	88	136	136	18,876				
- Identify opportunities for new treatment	08/01/20	09/15/20	1.0	3	15	144	2	20	2	46	22	4	6	34	8	2	18,876	88	136	136	18,876				
- Identify opportunities for new treatment	08/01/20	09/15/20	1.0	3	15	144	2	20	2	46	22	4	6	34	8	2	18,876	88	136	136	18,876				
- Identify opportunities for new treatment	08/01/20	09/15/20	1.0	3	15	144	2	20	2	46	22	4	6	34	8	2	18,876	88	136	136	18,876				
2) Improve existing WWTP/ Add new south plant	08/01/20	09/15/20	1.0	3	15	99	2	20	2	34	14	3	4	16	4	2	13,212	88	136	136	13,212				
- Identify opportunities for new treatment	08/01/20	09/15/20	1.0	3	15	99	2	20	2	34	14	3	4	16	4	2	13,212	88	136	136	13,212				
- Identify opportunities for new treatment	08/01/20	09/15/20	1.0	3	15	99	2	20	2	34	14	3	4	16	4	2	13,212	88	136	136	13,212				
- Identify opportunities for new treatment	08/01/20	09/15/20	1.0	3	15	99	2	20	2	34	14	3	4	16	4	2	13,212	88	136	136	13,212				
3) Construct new south plant/ Abandon exist	08/01/20	09/15/20	1.0	3	15	69	3	9	2	34	12	1	2	6	2	2	8,533	88	136	136	8,533				
- Identify opportunities for new treatment	08/01/20	09/15/20	1.0	3	15	69	3	9	2	34	12	1	2	6	2	2	8,533	88	136	136	8,533				
- Identify opportunities for new treatment	08/01/20	09/15/20	1.0	3	15	69	3	9	2	34	12	1	2	6	2	2	8,533	88	136	136	8,533				
- Identify opportunities for new treatment	08/01/20	09/15/20	1.0	3	15	69	3	9	2	34	12	1	2	6	2	2	8,533	88	136	136	8,533				
F. Alternative Combination with Ranking Matrix	09/15/20	10/01/20	0.5	2	10	17	2	6	2	4	2	2	2	2	2	4	1,360	136	88	136	1,360				
G. Recommendations and Phasing	09/15/20	10/01/20	0.5	2	10	19	2	6	2	4	2	2	2	2	2	4	1,614	136	88	136	1,614				
3. Report					180	4	36	2	14	64	3	5	24	2	2	2	23,095	273	205	136	23,368				
A. Draft Report	07/01/20	09/01/20	2.0	5	25	108	2	12	12	4	12	12	2	2	2	4	11,097	136	88	136	11,097				
B. Final Report	09/15/20	11/01/20	1.5	4	20	62	2	12	12	4	12	12	2	2	2	4	7,856	136	88	136	7,991				
C. Draft Review Meeting	11/01/20	12/01/20	1.0	3	15	10	2	6	2	4	2	2	2	2	2	4	1,542	136	88	136	1,542				
4. S2E Assistance	06/01/20	12/01/20	5.9	14	117	2	2	2	2	2	2	2	2	2	2	2	8,470	273	205	136	8,470				
Engineering Report - WWTP Improvements	06/01/20	12/30/20	6.8	16	136	448	6	87	16	75	23	15	21	180	2	25	64,642	40,150	409	307	136	105,644			
1. Project Mgmt/ Meetings/ Data Collection	06/01/20	12/30/20	6.8	16	136	76	6	33	24	6	2	2	2	2	2	2	10,683	341	205	136	11,174				
A. Project Meetings	06/01/20	12/30/20	6.8	16	136	28	6	9	12	2	2	2	2	2	2	2	3,316	341	205	136	3,316				
B. Client Meetings	06/01/20	12/30/20	6.8	16	136	28	6	9	12	2	2	2	2	2	2	2	3,316	341	205	136	3,316				



PROPOSED SUPPLEMENTAL ENVIRONMENTAL PROJECTS (SEPs)

Glenpool Wastewater Treatment Plant | OPDES Permit No. OK0027138
Consent Order 19-289

The following two SEPs are proposed for Oklahoma Department of Environmental Quality (DEQ) consideration and incorporation into the Consent Order (CO) 19-289. The SEPs are proposed in lieu of and to replace the penalty provisions as specified in the Consent Order.

Two SEPs projects are summarized below.

1. Proposed SEP- Kendalwood North Park Site Drainage Improvements

The Glenpool Master Plan proposes to add basketball courts, pavilions, children's playground, a dog park, parking and sidewalks at the city owned Kendalwood North Park. However, portions of the Kendalwood North Park experiences standing water at times due to poor site drainage and grades. In order to accommodate the planned improvements at the park, the existing drainage system in the area requires modifications in order to minimize the standing water and improve overall stormwater conveyance within the park. See Figure 1.

The proposed SEP will include regrading and relocation of the existing drainage channel, installation of approximately 650-feet of storm sewer pipes, stormwater inlet structures, erosion control measures and other miscellaneous improvements. This project will improve the overall drainage in the area, minimize standing water, improve the health and safety of the public and provide an overall environmental benefit to the park and its immediate surroundings for current and proposed usage.

The estimated construction cost for these improvements is \$93,840.00 as summarized in Table 1.

Schedule. This project will require formal City Council approval as well as additional time for engineering design, bidding and construction activities. Glenpool plans to complete this project by March 31, 2021. However, given the great financial uncertainties on sales tax revenue and fiscal impacts from COVID19, we request DEQ to allow until June 30th, 2021 for completion for this project.

2. Proposed SEP- Morris Park Drainage Improvements

The City owns and operates Morris Park which includes five baseball fields, a concession and restroom facility, and parking areas and trails. The park experiences storm water ponding at

12205 S. Yukon, Glenpool, OK 74033 OFFICE: 918-322-5409 FAX: 918-209-4641
Mayor Tim Fox, Vice-Mayor Momadou Ceesay, Councilors: Joyce Calvert, Brandon Kearns, and Jacqueline Lund
City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Wendy Knight
www.glenpoolonline.com

times between the two North Baseball Fields #1 and #2 as well as the two South Baseball Fields #3 and #4 due to poor drainage and existing grades. See Figure 2.

The proposed SEP will regrade the area in between the fields in order to minimize ponding and promote positive drainage of stormwater runoff. This project will also include the installation of new Bermuda sod for vegetation and erosion control. Although smaller in scale to that of Kendalwood North Park, this SEP will provide critical improvements to the park and reduce the risk of inadvertent flood damage to adjacent landowners. This project will improve the overall drainage in the area, minimize ponding of water, improve the health and safety of the public and provide an overall environmental benefit to the park and its immediate surroundings

See Exhibit 1 for the quotation provided by a local contractor. The estimated construction cost, for these improvements is \$7,500.00.

Schedule. This project will not require formal City Council approval. Glenpool is committed to completing the project within 60 to 90 days after the effective date of the amended Consent Order.

The City of Glenpool respectfully requests that DEQ consider offsetting the penalty provisions of Consent Order 19-289 with the provided SEPs for both Kendalwood North Park and Morris Park Drainage Improvements. We submit the SEPs as we discussed in our previous conference call with DEQ and subsequent discussion with Tetra Tech.

If you have any questions or need additional information, please contact this office or contact our Engineer, Joshua Paz of Tetra Tech at (918) 249-3909.

Submitted by:



City of Glenpool
David Tillotson
City Manager

Cc: Lynn Burrow, P.E., Community Development Director/ City Engineer
Rob Werley, Public Works Director, City of Glenpool
Joshua Paz, P.E., Tetra Tech
Srini Sundaramoorthy, P.E. S2E
Elizabeth Denning, DEQ

Encl.

12205 S. Yukon, Glenpool, OK 74033 OFFICE: 918-322-5409 FAX: 918-209-4641
Mayor Tim Fox, Vice-Mayor Momodou Ceesay, Councilors: Joyce Calvert, Brandon Kearns, and Jacqueline Lund
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Figure 1 – Plan View of Kendalwood North Park

Table 1 – Kendalwood North Park Drainage Improvements - Cost Estimate

<u>Item No.</u>	<u>Description</u>	<u>Estimated Cost</u>
Site Grubbing & Grading:		
1. Area Grading:	2,000 CY @ \$8.00/CY:	\$16,000
2. Drainage Channel Excavation:	1,000 CY @ \$8.00/CY:	\$8,000
3. Removal of Existing Playground Equipment:	Lump Sum:	<u>\$2,500</u>
4. Installation of Playground Equipment:	Lump Sum:	<u>\$2,500</u>
	Sub-Total:	\$29,000
Storm Sewer Piping:		
1. 15" ID HDPE:	100 L.F. @ \$30.00/L.F.	\$3,000
2. 18" ID HDPE:	290 L.F. @ \$36.00/L.F.	\$10,440
3. 21" ID HDPE:	260 L.F. @ \$40.00/L.F.	<u>\$10,400</u>
	Sub-Total:	\$23,840
Storm Sewer Structures:		
1. Existing Curb Inlet Modification:	Lump Sum:	\$2,500
2. ODOT Grated Median Drain Inlets: 6 Ea. @ \$2,000/Ea.		<u>\$12,000</u>
	Sub-Total:	\$14,500
Erosion Control Measures:		
1. Fine Area Grading:	9,000 SY @ \$1.00/SY:	\$9,000
2. Hydro-Mulch Area Grass Seeding:	70,000 SF @ \$0.15/SF:	\$10,500
3. Drainage Channel Solid Sod Placement:	15,000 SF @ \$0.30/SF:	<u>\$4,500</u>
	Sub-Total:	\$24,000
Miscellaneous:		
1. Asphalt Walking Trail Repair	Lump Sum:	\$2,500
Total Estimated Construction Cost:		\$93,840

Figure 2 – Plan View of Morris Park



City of Glenpool, Morris Park

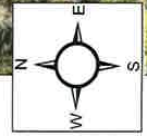
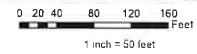


Exhibit 1- Quotation from Contractor – Morris Park

A.C.E. YardCo, LLC
PO Box 907
Glenpool, OK 74033
918-430-5673
aceyardco@yahoo.com



Estimate

ADDRESS

City of Glenpool
12205 S. Yukon Ave.
Attn: Lynn Burrow
Glenpool, OK 74033

ESTIMATE # 1004

DATE 03/23/2020

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Grade Existing Elevation To Prevent Ponding Between The Two South Baseball Fields At Morris Park	1	2,000.00	2,000.00
	Delivery/Installation Of Astro Bermuda On Finished Grade To Prevent Erosion (Approx. 5000 Sq. Ft)	5,000	0.35	1,750.00
TOTAL				\$3,750.00

Accepted By

Accepted Date

A.C.E. YardCo, LLC
PO Box 907
Glenpool, OK 74033
918-430-5673
aceyardco@yahoo.com



Estimate

ADDRESS

City of Glenpool
12205 S. Yukon Ave.
Attn: Lynn Burrow
Glenpool, OK 74033

ESTIMATE # 1003

DATE 03/23/2020

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Grade Existing Elevation To Prevent Ponding Between The Two North Baseball Fields At Morris Park	1	2,000.00	2,000.00
	Delivery/Installation Of Astro Bermuda On Finished Grade To Prevent Erosion (Approx. 5000 Sq. Ft)	5,000	0.35	1,750.00
		TOTAL		\$3,750.00

Accepted By

Accepted Date



SCOTT A. THOMPSON
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

KEVIN STITT
Governor

May 26, 2020

CERTIFIED MAIL - RETURN RECEIPT REQUESTED

Timothy Fox, Chairman
c/o David Tillotson, City Manager
Glenpool Utility Services Authority
P.O. Box 70
Glenpool, Oklahoma 74033-0070

Re: **Consent Order 19-289 (Reoffer)**
Glenpool Utility Services Authority Wastewater Treatment Facility
Facility No. S-20430
OPDES Permit No. OK0027138
Problem(s): Permit Violation(s); 5-day Biochemical Oxygen Demand Exceeded Permit Limits

Dear Mr. Fox:

The enclosed Consent Order 19-289 requires the Glenpool Utility Services Authority ("Authority") to perform certain tasks to eliminate OPDES Permit violations from its wastewater treatment facility ("WWTF"). The Consent Order establishes Tasks and a schedule to bring the WWTF into compliance with Oklahoma statutes and regulations. This Consent Order also requires the Authority to complete a Supplemental Environmental Project (SEP) to offset an administrative penalty as outlined in Paragraph 18 of this Consent Order.

Please sign and mail the original to me at: Department of Environmental Quality, Water Quality Division, P.O. Box 1677, Oklahoma City, OK 73101-1677. **A file-stamped copy of the signed original will be returned to you.** If this Consent Order is not signed and returned to DEQ within thirty (30) days of receipt, we will pursue other enforcement actions to ensure compliance.

If you have any questions concerning this Consent Order, please contact Elizabeth Denning, E.I., District Representative, Municipal Wastewater Enforcement Section, Water Quality Division, DEQ, at (918) 293-1626 or write to Ms. Denning at the letterhead address.

Sincerely,

Shellie R. Chard, Director
Water Quality Division
Oklahoma Department of Environmental Quality

Enclosure: As stated

707 NORTH ROBINSON, P.O. BOX 1677, OKLAHOMA CITY, OKLAHOMA 73101-1677

printed on recycled paper with soy ink



**OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY
WATER QUALITY DIVISION**

**IN THE MATTER OF:
GLENPOOL UTILITY SERVICES
AUTHORITY,**

RESPONDENT,

CASE NO. 19-289

FACILITY NO. S-20430

PERMIT NO. OK0027138

**PROBLEM(S): Permit Violation(s); 5-day
Biochemical Oxygen Demand
Exceeded Permit Limits**

CONSENT ORDER

The parties to this case, the Oklahoma Department of Environmental Quality ("DEQ") and Glenpool Utility Services Authority ("Respondent") agree to this Consent Order in order to resolve certain environmental compliance issues.

This Consent Order supersedes and closes Notice of Violation No. S-20430-16-1.

FINDINGS OF FACT

1. Respondent owns and operates a publicly owned treatment works ("POTW"), which serves the residents of the City of Glenpool in Tulsa County, Oklahoma. The POTW consists of wastewater collection lines, appurtenances, and an aerated discharging lagoon wastewater treatment facility ("WWTF") located in the SW ¼, NW ¼, Section 11, Township 17 North, Range 12 East of the Indian Meridian, Tulsa County, Oklahoma. The WWTF discharges treated effluent to the Arkansas River pursuant to Oklahoma Pollution Discharge Elimination System (OPDES) Permit No. OK0027138 ("Permit") that DEQ issued to Respondent, and which became effective February 1, 2017.

2. Respondent is required to submit Discharge Monitoring Reports ("DMRs") monthly. Since December 2015, Respondent has reported the following Permit limit violations in its DMRs:

Month	Parameter (Units)	Reported Results	Permit Limits
Dec. 2015	BOD ₅ conc, mo avg (mg/L)	42.4	30
Dec. 2015	BOD ₅ conc, wk avg (mg/L)	50	45

Month	Parameter (Units)	Reported Results	Permit Limits
Dec. 2015	BOD ₅ loading, mo avg (lb/d)	559.83	360
Jan. 2016	BOD ₅ conc, wk avg (mg/L)	53	45
Feb. 2016	BOD ₅ conc, mo avg (mg/L)	36.75	30
Feb. 2016	BOD ₅ conc, wk avg (mg/L)	55	45
Apr. 2016	BOD ₅ conc, wk avg (mg/L)	68	45
Aug. 2016	BOD ₅ conc, mo avg (mg/L)	49	30
Aug. 2016	BOD ₅ conc, wk avg (mg/L)	52	45
Apr. 2017	BOD ₅ conc, mo avg (mg/L)	33.75	30
Apr. 2017	BOD ₅ conc, wk avg (mg/L)	72	45
Dec. 2017	BOD ₅ conc, mo avg (mg/L)	56.25	30
Dec. 2017	BOD ₅ conc, wk avg (mg/L)	82	45
Feb. 2018	BOD ₅ conc, mo avg (mg/L)	70.25	30
Feb. 2018	BOD ₅ conc, wk avg (mg/L)	85	45
Feb. 2018	BOD ₅ loading, mo avg (lb/d)	498.55	360
Mar. 2018	BOD ₅ conc, mo avg (mg/L)	48.75	30
Mar. 2018	BOD ₅ conc, wk avg (mg/L)	78	45
Feb. 2019	BOD ₅ conc, mo avg (mg/L)	48.25	30
Feb. 2019	BOD ₅ conc, wk avg (mg/L)	77	45
Mar. 2019	BOD ₅ conc, mo avg (mg/L)	64.5	30
Mar. 2019	BOD ₅ conc, wk avg (mg/L)	89	45
Mar. 2019	BOD ₅ loading, mo avg (lb/d)	484.79	360
Apr. 2019	BOD ₅ conc, mo avg (mg/L)	33.8	30
Apr. 2019	BOD ₅ conc, wk avg (mg/L)	111	45
Nov. 2019	BOD ₅ conc, mo avg (mg/L)	31.95	30
Nov. 2019	BOD ₅ conc, wk avg (mg/L)	62	45

3. On October 18, 2016, DEQ issued Respondent Notice of Violation ("NOV") No. S-20430-16-1 for 5-day biochemical oxygen demand ("BOD₅") Permit limit violations during the December 2015, January 2016, February 2016, April 2016, and August 2016 monitoring periods as reported on monthly Discharge Monitoring Reports ("DMRs"). On October 31, 2016, DEQ received a response to the NOV from Respondent that stated that the violations had occurred as a result of excessive rainfall and equipment failures at the WWTF that had since been corrected.

4. On February 24, 2017, DEQ issued Respondent a letter that stated that the efficacy of Respondent's corrective actions would be monitored through submittal of the September 2017 DMR. As noted in Paragraph 2 above, Respondent has continued to report Permit limit violations.

5. On January 30, 2018, DEQ issued a letter to Respondent requesting a schedule for performing corrective actions to bring the WWTF into compliance with the Permit. On April 13, 2018, DEQ received a response to the schedule request from Respondent. The response stated that

Respondent believed the violations occurred due to nitrification of samples during the testing process, and proposed that Respondent be allowed to modify its Permit to test for carbonaceous 5-day biochemical oxygen demand ("CBOD₅") to prevent sample nitrification, following a twelve month study comparing the results of BOD₅ and CBOD₅ analyses on WWTF effluent samples.

6. On August 2, 2019, Toby Harden, E.I., District Representative, Municipal Wastewater Enforcement Section, Water Quality Division, DEQ, spoke with Wes Richter, Public Works Director for Respondent. During this conversation, Mr. Richter stated that CBOD₅ and ammonia samples had been collected and analyzed for approximately one year in conjunction with the Permit-required BOD₅ samples. Preliminary results from Respondent indicate high effluent ammonia concentrations, which may prohibit Respondent from pursuing the Permit modification.

7. On December 16, 2019, Rob Werley, Public Works Director for Respondent, contacted Mr. Harden by email. In the email, Mr. Werley stated that Respondent had begun a recirculation study, and that Respondent had also begun bio-augmentation of the WWTP influent to assist in treatment during winter months.

8. On February 10, 2020, DEQ offered Respondent Consent Order 19-289 ("Order") that established a schedule for Respondent to submit an approvable engineering report for eliminating the Permit violations outlined above and assessed a penalty. On April 1, 2020, representatives for Respondent and DEQ held a settlement conference call to discuss the assessed penalty and the violations cited in the Order. Respondent was represented by David Tillotson, City Manager; Robert Werley, Public Works Director; Lynn Burrow, P.E., City Engineer/Community Development Director; Lowell Peterson, City Attorney; Josh Paz, P.E., Tetra Tech; and Srini Sundaramoorthy, P.E., S2E. Representing DEQ on the call was Travis Couch, Staff Attorney; Karen Steele, P.E., Engineering Manager, Wastewater Group, Water Quality Division ("WQD"); and Elizabeth Denning, E.I., District Representative, Municipal Wastewater Enforcement Section, WQD. During the conference call, Respondent provided the history and corrective actions that had been taken so far. DEQ agreed to revise the task schedule in Paragraph 17 to extend the due date for Task A. Additionally, DEQ agreed to consider the completion of a Supplemental Environmental Project ("SEP") to off-set a corresponding portion of the assessed penalty if Respondent submitted an approvable SEP.

9. On April 23, 2020, Ms. Denning received an e-mail from Mr. Paz on behalf of Respondent proposing a SEP consisting of site drainage improvements to minimize standing water and improve overall stormwater conveyance within Kendalwood North Park and Morris Park. The

improvements are estimated to cost ninety-three thousand eight hundred forty dollars (\$93,840.00). Respondent anticipates completing the improvements by July 1, 2021. DEQ has accepted this SEP proposal, and has incorporated it into Paragraph 18, subparagraph (a).

10. Failure to comply with the State statutes and/or rules cited above may result in harm to the environment or health and well-being of the affected public. Discharge permits are designed to protect the water quality of the State, as well as public health and the environment. By exceeding permit limits, Respondent cannot guarantee compliance with Oklahoma's Water Quality Standards. Those parameters and limitations established in Respondent's OPDES Permit were set to ensure that the public and environment are protected from exposure to certain pollutants. Improperly or partially treated sewage can result in oxygen depletion and subsequent injury and/or death of aquatic organisms. Improperly or partially treated sewage can contain pathogens, or disease causing organisms, such as bacteria, viruses, and protozoa. Some of the common diseases that can be transmitted by sewage include bacterial diseases (*E. coli* poisoning, salmonellosis, shigellosis, typhoid, and bacterial dysentery); viral diseases (polio and hepatitis); and protozoal diseases (amoebic dysentery, cryptosporidiosis, and giardiasis).

11. Respondent and DEQ agree that it is beneficial to resolve this matter promptly and by agreement.

12. Respondent and DEQ waive the filing of a petition or other pleading, and Respondent waives the right to a hearing.

CONCLUSIONS OF LAW

13. DEQ has regulatory jurisdiction and authority in this matter, and Respondent is subject to the jurisdiction and authority of DEQ under 27A O.S. § 1-3-101(B), 27A O.S. §§ 2-6-201 through 2-6-206, and 27A O.S. §§ 2-6-401 through 2-6-403.

14. Respondent and DEQ are authorized by 75 O.S. § 309(E) and 27A O.S. § 2-3-506(B) to resolve this matter by agreement.

15. By failing to comply with OPDES Permit limits, Respondent violated **OAC 252:606-3-6**, which states, "Applicants must comply with the terms of the permits that are issued. Permits may contain provisions more stringent than these rules in order to meet Oklahoma Water Quality Standards (OAC 785:45), the Implementation of Oklahoma's Water Quality Standards (OAC 785:46), DEQ Water Quality Standards Implementation Plan (OAC 252:690), and the Water Quality Management Plan."

16. By exceeding Permit limits, Respondent violated **OPDES Permit OK0027138**,

Part I(A), which specifies specific concentrations and loadings of pollutants permissible in effluent from Respondent's WWTP.

ORDER

17. Based on the above paragraphs, Respondent and DEQ agree, and it is ordered by the Executive Director as follows:

Task	Due Date
A. Submit an approvable engineering report ("ER") to DEQ for eliminating Permit limit violations at the WWTF including a schedule for its implementation. If outside funding will be required to implement the report's recommendations, the report shall also comply with the guidelines approved by the Funding Agency Coordinating Team (FACT), which can be obtained on the internet at: https://www.owrb.ok.gov/financing/pdf_fin/fact/engrrpt_swr.pdf	December 1, 2020

18. The Oklahoma Pollutant Discharge Elimination System Act, 27A O.S. §§ 2-6-201 through 2-6-206, authorizes DEQ to seek penalties of up to ten thousand dollars (\$10,000.00) per day of violation, for each day during which a violation of the Act, Permit, associated rules or order continues. Based on the facts and circumstances of this case, DEQ assesses a total penalty of forty-six thousand five hundred dollars (\$46,500.00).

- a. The Parties agree that, in lieu of paying the cash penalty, Respondent will complete the SEP described in Paragraph 9 of this Order. Respondent agrees to complete the construction on the improvements outlined in Paragraph 9 by October 1, 2021. If Respondent fails to complete the SEP by the specified time, forty-six thousand five hundred dollars (\$46,500.00) will become immediately due and payable to DEQ.

All penalty payments shall be by check or money order payable to the Oklahoma Department of Environmental Quality (or ODEQ), showing the Case Number of this Consent Order, and delivered to:

Accounts Receivable
Financial & Human Resources Management
Department of Environmental Quality
P.O. Box 2036
Oklahoma City, OK 73101-2036

19. Respondent agrees that if Respondent fails to complete any of the task(s) by the specified due dates set forth in Paragraph 17 in this Consent Order, DEQ may assess stipulated penalties as follows:

<u>TASK</u>	<u>PENALTY PER DAY</u>
A.	\$140.00

Stipulated penalties begin to accrue on the day performance is due, with the total amount of stipulated penalties not to exceed seventy-five thousand dollars (\$75,000.00). If DEQ notifies Respondent that Respondent is not in compliance with this Consent Order and that stipulated penalties are being assessed, Respondent may request a hearing to contest the finding of noncompliance.

20. If Respondent fails to pay any penalty, DEQ may bring a separate action for collection of the penalty in District Court. An action by DEQ for the collection of a penalty does not affect Respondent's duty to complete the tasks required by this Consent Order.

GENERAL PROVISIONS

21. DEQ has received delegation from the United States Environmental Protection Agency to implement and enforce the Federal NPDES program. A portion of the implementation and enforcement program is to issue timely enforcement actions and impose appropriate penalties. The federal program calls for a significant increase in monetary penalties should this Consent Order be violated or future violations occur.

22. As used in this Consent Order, an "approvable" submission to DEQ is to be considered a final submission. That is, all preliminary discussions between DEQ and Respondent regarding the requirements of a submission must be concluded prior to the date the submission is due so that the submission will be approvable as submitted. If the submission is not submitted in an approvable form by its due date, the submission will be considered late and Respondent will be subject to the stipulated penalties described in this Consent Order.

23. Respondent agrees to perform the requirements of this Consent Order within the time frames specified unless performance is prevented or delayed by events which are a "force majeure." For purposes of this Consent Order, a force majeure event is defined as any event arising from causes beyond the reasonable control of Respondent or Respondent's contractors, subcontractors, or laboratories that delays or prevents the performance of any obligation under this Consent Order. Examples are vandalism, fire, flood, labor disputes or strikes, weather conditions which prevent or seriously impair construction activities, civil disorder or unrest, and "acts of God." Force majeure events do *not* include increased costs of performance of the tasks agreed to in this Consent Order or changed economic circumstances. Respondent must notify DEQ in writing within fifteen (15) days after Respondent knows or should have known of a force majeure event that is expected to cause a delay in achieving compliance with any requirement of this Consent Order. Failure to submit

notification within fifteen (15) days waives the right to claim a force majeure.

24. Respondent and DEQ may amend this Consent Order by mutual consent. Such amendments must be in writing and the effective date of the amendments will be the date on which they are filed by DEQ. Any amendment to this Consent Order may require the payment of an administrative penalty.

25. Upon their approval by DEQ, any final reports, plans, specifications, schedules, and attachments required under this Consent Order are incorporated into it and enforceable under it. Failure to respond within a reasonable time to any errors, deficiencies, or other regulatory requirements identified by DEQ is a violation of this Consent Order.

26. No informal advice, guidance, suggestions, or comments by employees of DEQ regarding reports, plans, specifications, schedules, and other writings affect Respondent's obligation to obtain written approval by DEQ, when required by this Consent Order.

27. Respondent agrees to allow agents of DEQ entry onto Respondent's property, at reasonable times and without advance notice, for the purposes of inspecting, sampling, testing, reviewing records, and other authorized activities to assess compliance with Oklahoma statutes and rules and this Consent Order. If Respondent is required to sample or test, Respondent agrees to give DEQ reasonable notice of the sampling or testing date and time, and allow DEQ to observe and/or split-sample.

28. Unless otherwise specified, any report, notice, or other communication required under this Consent Order must be in writing and must be sent to:

For DEQ:

Elizabeth Denning, E.I., District Representative
Municipal Wastewater Enforcement Section
Water Quality Division
Department of Environmental Quality
P.O. Box 1677
Oklahoma City, Oklahoma 73101-1677

For Respondent:

Timothy Fox, Chairman
Glenpool Utility Services Authority
P.O. Box 70
Glenpool, Oklahoma 74033-0070

29. This Consent Order is enforceable as a final order of the Executive Director of DEQ. DEQ retains jurisdiction of this matter for the purposes of interpreting, implementing, and enforcing the terms and conditions of this Consent Order and for the purpose of resolving disputes.

30. Nothing in this Consent Order limits DEQ's right to take enforcement action for violations discovered or occurring after the effective date of this Consent Order.

31. Nothing in this Consent Order excuses Respondent from its obligation to comply with all applicable federal, state and local statutes, rules, and ordinances. Respondent and DEQ agree that the provisions of this Consent Order are considered severable, and if a court of competent jurisdiction finds any provisions to be unenforceable because they are inconsistent with state or federal law, the remaining provisions will remain in full effect.

32. The provisions of this Consent Order apply to and bind Respondent and DEQ and their officers, officials, directors, employees, agents, successors, and assigns. No change in the ownership or corporate status of Respondent will affect Respondent's responsibilities under this Consent Order.

33. Compliance with the terms and conditions of this Consent Order fully satisfies Respondent's liability to DEQ for all items of noncompliance in this Consent Order. If Respondent satisfies the requirements of this Consent Order, DEQ will not pursue any other remedy, sanction, or relief that might otherwise be available to address the issues of noncompliance in this Consent Order. Nothing in this Consent Order shall be deemed to satisfy Respondent's liability, if any, for actions or remedies not within the scope of authority of DEQ.

34. This Consent Order is for the purpose of settlement. Neither the fact that Respondent and DEQ have agreed to this Consent Order, nor the Findings of Fact and Conclusions of Law in it, shall be used for any purpose in any proceeding except the enforcement by Respondent and DEQ of this Consent Order and, if applicable, a future determination by DEQ of eligibility for licensing or permitting. As to others who are not parties to this Consent Order, nothing contained in this Consent Order is an admission by Respondent of the Findings of Fact or Conclusions of Law, and this Consent Order is not an admission by Respondent of liability for conditions at or near the facility and is not a waiver of any right, cause of action, or defense Respondent otherwise has.

35. Respondent and DEQ agree that the venue of any action in district court for the purposes of interpreting, implementing, and enforcing this Consent Order will be Oklahoma County, Oklahoma.

36. The requirements of this Consent Order will be considered satisfied and this Consent Order terminated when Respondent receives written notice from DEQ that Respondent has demonstrated that all the terms of the Consent Order have been completed to the satisfaction of DEQ, and that any assessed penalty has been paid.

37. The individuals signing this Consent Order certify that they are authorized to sign it and to legally bind the parties they represent.

38. This Consent Order becomes effective on the date of the later of the two signatures below.

**FOR GLENPOOL UTILITY SERVICES
AUTHORITY:**

**FOR OKLAHOMA DEPARTMENT
OF ENVIRONMENTAL QUALITY:**

**TIMOTHY FOX
CHAIRMAN**

**SCOTT A. THOMPSON
EXECUTIVE DIRECTOR**

DATE

DATE

To: City of Glenpool, Mayor and City Council
Glenpool Utility Service Authority, Chair and Board of Trustees

From: Lowell Peterson, Attorney for City of Glenpool and Glenpool Utility Service Authority

Date: June 1, 2020

Subject: Reaffirmation of Agreed Upon Procedures Engagement Letter with Elfrink and Associates, PLLC, for FY 2020 Annual Audit of Compliance with Glenpool/Creek-2 Settlement Agreement of May 2015

Background:

In the Settlement Agreement that terminated the litigation between the City of Glenpool and the Glenpool Utility Services Authority (together "Glenpool") and Creek County Rural Water District #2 ("Creek-2") in May of 2015, Glenpool proposed, and Creek-2 accepted, a methodology for minimizing and hopefully preventing any future disputes or claims based on multiple years of real or perceived non-compliance by either party. The parties agreed to retain, annually, an independent auditor who will examine all pertinent records and accounts to determine whether the parties have met their respective reporting and payment obligations during the "Auditable Period" under review. Auditable Period has been defined, to conform to the parties' fiscal years, as the 12-month period from July 1 - June 30 of each year of the Agreement.

Essential terms of the Settlement Agreement that are audited include:

- Whether Glenpool has accurately reported all new water customer connections within the "Permissive Area" and paid to Creek-2 the corresponding Meter Connection Fees in the initial amount of \$800 per tap of less than 1-inch and \$1,200 per tap for lines of 1-inch or more diameter, as adjusted annually in accordance with the CPI-U.
- Whether Glenpool has accurately reported all Active Water Connections maintained by Glenpool within the Permissive Area and paid to Creek-2 a monthly Royalty in the initial amount of \$7.75 per month for each such connection, as adjusted annually in accordance with the CPI-U. [This now also includes "Construction Meters."]
- Confirm that no Meter Connection Fees and no Royalty payments have been paid to Creek-2 for Glenpool water customers situated in the Released Area, defined as the Glenpool city limits as of March 2, 2012.
- Whether Creek-2 has charged its water customers who choose to connect to the Glenpool sanitary sewer system the applicable sewer rate, based on water usage, and

remitted the corresponding amount to Glenpool on a monthly basis (whether or not the customer pays Creek-2 the amount of the bill).

Creek-2 and Glenpool have used the services of Elfrink and Associates, PLLC, (Anne Elfrink) for the past three fiscal year annual audits. She recently confirmed with both parties that they would like to use her services again. In response she sent the attached engagement letter, representing that she is prepared to do the FY 2019 Annual Audit in accordance with the same agreed-upon procedures used for the last three fiscal years.

Recommendation:

Legal counsel for both parties to the Settlement Agreement recommend that the City Council, the Glenpool Utilities Service Authority's Board of Trustees, and the Creek-2 Board of Directors approve the attached engagement letter setting forth procedures first adopted on October 24, 2016 and updated to May 11, 2020.

Attachment:

Agreed Upon Audit Procedures Engagement Letter for FY 2020, Elfrink and Associates, PLLC

Elfrink and Associates, PLLC

Member of the AICPA, OSCP, and GFOA

7712 S Yale Avenue, Suite 215
Tulsa, Oklahoma 74136

Anne.Elfrink@CPA.com

918-361-2133
Fax: 918-512-4280

May 11, 2020

City of Glenpool/Glenpool Utility Service Authority and
Creek County Rural Water District No. 2
12205 S. Yukon Ave.
Glenpool, OK 74033

We are pleased to confirm our understanding of the nature and limitations of the services we are to provide for the City of Glenpool/Glenpool Utility Service Authority ("Glenpool") and Creek County Rural Water District No. 2 ("Creek-2" for the audit period of July 1, 2019 through June 30, 2020 ("Auditable Period").

SCOPE OF SERVICES

We will apply the agreed-upon procedures described below to be performed in accordance with the applicable attestation standards of the American Institute of Certified Public Accountants and the fieldwork reporting standards in *Government Auditing Standards*. The sufficiency of the procedures is solely the responsibility of those parties specified in the report. Consequently, we make no representation regarding the sufficiency of the procedures described in the schedule below for any purpose. If, for any reason, we are unable to complete the procedures, we will describe the restrictions on the performance of the procedures in our report or will not issue a report as a result of this engagement.

Because the agreed-upon procedures listed in the schedule below do not constitute an examination, we will not express an opinion on the financial statements, underlying data, or the procedures being conducted to prepare such statements. In addition, we have no obligation to perform any procedures beyond those listed in the schedule below.

We will submit a report listing the procedures performed and our findings. The report is intended solely for the use of the City of Glenpool/Glenpool Utility Service Authority and Creek County Rural Water District No. 2. It should not be used by anyone other than the specified parties. Our report will contain a paragraph indicating that had we performed additional procedures, other matters might have come to our attention that would have been reported to the parties.

You are responsible for establishing and maintaining internal controls, including monitoring ongoing activities, and for selecting the criteria and determining that such criteria are appropriate for your purposes. You are responsible for management decisions and functions; for designating an individual with suitable skill, knowledge, and/or experience to oversee the procedures we provide; and for evaluating the adequacy and results of those services and accepting responsibility for them.

The specific procedures to be performed are:

With respect to Glenpool's Records

1. We will update our understanding of the policies, procedures, and methodologies used by Glenpool to create, maintain, bill, and terminate water utility customers, particularly those existing within the Permissive Area, as that term is defined in the Agreement. Such understanding shall be documented by us in writing.
2. We will obtain building permit records for all new construction within the Permissive Area during the Auditable Period, and compare such records to records maintained within Glenpool's utility billing system pertaining to the installation of new water meters at the physical addresses on the building permits to ensure that information regarding new meter installations reported to Creek-2 is timely and accurate.
3. We will calculate the amount of Meter Connection Fees due Creek-2 during the Auditable Period based upon building permits, utility installation records, and utility billing records, and shall compare the results of that calculation to the amount remitted by Glenpool during the same period. We will reconcile any differences noted and determine the correct amount due during the Auditable Period.
4. We will examine Glenpool's records (including, but not limited to raw computer billing data, customer reports, software billing programs) to determine whether amounts paid to Creek-2 for Royalty Fees due on Active Water Connections in the Permissive Area during the Auditable Period are correct. We will reconcile any differences noted and determine the correct amount due to Creek-2 during the Auditable Period.
5. We will obtain documentation of the CPI-U adjustments made to Meter Connection Fees and Royalty Fees paid by Glenpool to Creek-2 during the Auditable Period and determine whether such adjustments were accurate and made in a timely manner.

With Respect to Creek-2's Records

1. We will update our understanding of the policies, procedures, and methodologies used by Creek-2 to create, maintain, bill, and terminate Shared Utility Customers. We will document our understanding in writing.
2. We will obtain and compare records maintained by Glenpool pertaining to wastewater taps made or maintained at addresses served by Creek-2's domestic water and compare such records to Creek-2's billing records for Shared Utility Customers.
3. We will examine Creek-2's records (including but not limited to raw computer billing data, customer reports, software billing programs) regarding water consumption by Shared Utility Customers and calculate the amounts due Glenpool for wastewater collection services for those customers. We will compare the calculation above to the actual amounts paid to Glenpool for the Auditable Period and reconcile any differences noted.

Procedures Applicable to Creek-2 and Glenpool

- I. We will apply the following agreed-upon procedures, as specified in the Agreement of Compromise, Settlement and Release ("Agreement"), dated May 2015 provided that the Auditor may implement the Audit Sampling standards set forth in *AU Section 350, Audit Sampling*, implementing Statements on Auditing Standards No. 39, 43, 45 and 111, promulgated by the Auditing Standards Board of the American Institute of Certified Public Accountants, as such AU 350 may be amended or superseded.

2. We will perform any other procedures we deem reasonable and necessary to ensure that the purpose and intent of the Agreement has been met by both Creek-2 and Glenpool.
3. The above agreed-upon procedures will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the Government Accountability Office.

We understand that your employees will assist in locating documents and obtaining data files we request.

The documentation for this engagement is the property of Elfrink and Associates, PLLC and constitutes confidential information. This documentation will be retained for a minimum of five years after the report release date.

Our fee for these services will be a flat baseline fee of \$10,500 for the audit period covering July 1, 2019 through June 30, 2020 plus \$10 per meter for each active water connection maintained by the City of Glenpool/Glenpool Utility Service Authority in the permissive area.

Our invoice for these fees will be rendered upon delivery of our final report and is payable on presentation. However, if we are prevented from continuing our work due to delays in availability of client staff or information, or any other mechanism outside of the jurisdiction and control of our firm, we will bill for services rendered on a monthly basis at our standard rates. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. An invoice that is not paid within 45 days of the billing date will accrue interest at the rate of 6% per annum from the date of the invoice. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. If an expansion of scope beyond those specific procedures identified above is necessary, we will discuss it with you before we incur additional costs.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2016 peer review letter accompanies this letter.

We appreciate the opportunity to be of service to the City of Glenpool and Creek County Rural Water District No. 2 and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Elfrink and Associates, PLLC

AFFIRMATION:

This letter correctly sets forth the understanding of the City of Glenpool/Glenpool Utility Service Authority and Creek County Rural Water District No 2 for the Auditable Period of July 1, 2019 through June 30, 2020.

FOR THE CITY OF GLENPOOL:

By: _____

Title: _____

Date: _____

FOR THE GLENPOOL UTILITY SERVICE AUTHORITY:

By: _____

Title: _____

Date: _____

FOR THE CREEK COUNTY RURAL WATER DISTRICT NO. 2:

By: _____

Title: _____

Date: _____