



**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 July 6, 2021 at Glenpool City Hall, City Council Chambers, 12205 S. Yukon Ave., 3rd Floor, Glenpool, Oklahoma.

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

Join Zoom Meeting

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

Meeting ID: 897 5355 5435

Passcode: 974088

One tap mobile

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The GUSA Board welcomes comments from citizens of Glenpool who wish to address any item on the agenda.

- Speakers attending in **PERSON** are required to complete the Request to Speak form located on the agenda table and return to the City Clerk **PRIOR TO THE CALL TO ORDER**.
- Speakers attending via **ZOOM** are required to complete the Request to Speak form located on our website: <https://glenpoolonline.civicweb.net/document/19057/Request%20to%20Speak%20Form.pdf> and email it to the City Clerk: [Wknight@cityofglenpool.com](mailto:Wknight@cityofglenpool.com) **PRIOR TO 6:00 PM, JULY 6, 2021.**

**AGENDA**

|                                                                                                                                                                                                                                                                    | Page  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| A) <b>Call to Order - Joyce G. Calvert, Chair</b>                                                                                                                                                                                                                  |       |
| B) <b>Roll Call, Declaration of Quorum – Wendy Knight, Secretary; Joyce G. Calvert, Chair</b>                                                                                                                                                                      |       |
| C) <b>Scheduled Business</b>                                                                                                                                                                                                                                       |       |
| 1) Discussion and possible action to approve, deny, or amend the minutes from June 7, 2021, and June 21, 2021 meetings.<br>(Wendy Knight, Secretary)<br><a href="#">GUSA - 07 Jun 2021 - Minutes - Html</a><br><a href="#">GUSA - 21 Jun 2021 - Minutes - Html</a> | 3 - 9 |

**D) Adjournment**

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on July 2, 2021, by 4:00 pm.

Signed: Wendy Knight  
Secretary



**MINUTES**  
**GUSA Meeting**  
**Monday, June 7, 2021 Council Chambers 6:00 PM**

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

**STAFF PRESENT:** David Tillotson  
Susan White  
Lowell Peterson  
Wendy Knight  
Lynn Burrow  
Bart Harris

- A) Call to Order - Joyce G. Calvert, Chair**  
Chair Calvert called the meeting to order at 8:03 p.m.
- B) Roll Call, Declaration of Quorum – Wendy Knight, Secretary; Joyce G. Calvert, Chair**  
Wendy Knight called the roll, Chair Calvert declared a quorum present.
- C) Public Works Director Report - Rob Werley**  
Lynn Burrow presented the Public Works Director Report.  
[GUSA PW report May 2021](#)
- D) Scheduled Business**
- 1) Discussion and possible action to approve, deny, or amend the minutes from May 3, 2021, and May 17, 2021 meetings.  
(Wendy Knight, Secretary)
- Moved by Jacqueline Triplett-Lund, seconded by Brandon Kearns
- To approve the minutes as presented.*

|                          | <b>For</b> | <b>Against</b> | <b>Abstained</b> | <b>Absent</b> |
|--------------------------|------------|----------------|------------------|---------------|
| Joyce Calvert            | x          |                |                  |               |
| Brandon Kearns           | x          |                |                  |               |
| Tim Fox                  |            |                | x                |               |
| Chris Brobst             | x          |                |                  |               |
| Jacqueline Triplett-Lund | x          |                |                  |               |
|                          | 4          | 0              | 1                | 0             |

CARRIED.

[GUSA - 03 May 2021 - Minutes - Html](#)

[GUSA - 17 May 2021 - Minutes - Html](#)

- 2) Discussion and possible action to ratify, or refuse to ratify, action taken by the Glenpool City Council to adopt Resolution No. 2021006, as it pertains to the Fiscal Year 2021-2022 Annual Budget of the Glenpool Utility Services Authority.  
(David Tillotson, City Manager)

Mr. Tillotson recommended the Board ratify action taken by the Glenpool City Council to adopt Resolution No. 2021006, as it pertains to the Fiscal Year 2021-2022 Annual Budget of the Glenpool Utility Services Authority.

Moved by Chris Brobst, seconded by Jacqueline Triplett-Lund

*To ratify action taken by the Glenpool City Council to adopt Resolution No. 2021006, as it pertains to the Fiscal Year 2021-2022 Annual Budget of the Glenpool Utility Services Authority.*

|                          | <b>For</b> | <b>Against</b> | <b>Abstained</b> | <b>Absent</b> |
|--------------------------|------------|----------------|------------------|---------------|
| Joyce Calvert            | x          |                |                  |               |
| Brandon Kearns           | x          |                |                  |               |
| Tim Fox                  | x          |                |                  |               |
| Chris Brobst             | x          |                |                  |               |
| Jacqueline Triplett-Lund | x          |                |                  |               |
|                          | 5          | 0              | 0                | 0             |

CARRIED.

[RESOLUTION 2021006.FY2021-2022 Budget](#)

- 3) Discussion and possible action to ratify, or refuse to ratify, action taken by the Glenpool City Council to adopt Joint Resolution No. 2021007 of the City of Glenpool and the Glenpool Utility Services Authority,

Resolution Authorizing The City Of Glenpool And The Glenpool Utility Services Authority To Renew That Certain Security Agreement By And Between The City Of Glenpool And The Glenpool Utility Services Authority With Respect To The Issuance Of The Glenpool Utility Services Authority Utility System Revenue Bonds, \$40,720,000.00 Taxable Refunding Series 2019, Dated As Of September 1, 2019.  
(Susan White, Assistant City Manager, Interim Treasurer)

Ms. White recommended the Board ratify action taken by the Glenpool City Council to adopt Joint Resolution No. 2021007 of the City of Glenpool and the Glenpool Utility Services Authority, Resolution Authorizing The City Of Glenpool And The Glenpool Utility Services Authority To Renew That Certain Security Agreement By And Between The City Of Glenpool And The Glenpool Utility Services Authority With Respect To The Issuance Of The Glenpool Utility Services Authority Utility System Revenue Bonds, \$40,720,000.00 Taxable Refunding Series 2019, Dated As Of September 1, 2019.

Moved by Brandon Kearns, seconded by Chris Brobst

*To ratify action taken by the Glenpool City Council to adopt Joint Resolution No. 2021007 of the City of Glenpool and the Glenpool Utility Services Authority, Resolution Authorizing The City Of Glenpool And The Glenpool Utility Services Authority To Renew That Certain Security Agreement By And Between The City Of Glenpool And The Glenpool Utility Services Authority With Respect To The Issuance Of The Glenpool Utility Services Authority Utility System Revenue Bonds, \$40,720,000.00 Taxable Refunding Series 2019, Dated As Of September 1, 2019.*

|                          | <b>For</b> | <b>Against</b> | <b>Abstained</b> | <b>Absent</b> |
|--------------------------|------------|----------------|------------------|---------------|
| Joyce Calvert            | x          |                |                  |               |
| Brandon Kearns           | x          |                |                  |               |
| Tim Fox                  | x          |                |                  |               |
| Chris Brobst             | x          |                |                  |               |
| Jacqueline Triplett-Lund | x          |                |                  |               |
|                          | 5          | 0              | 0                | 0             |

CARRIED.

[Staff memo re 2019 security agreement renewal 2010-2011 bonds](#)  
[2021 RESOLUTION for Renewal of 2019 Security Agreement](#)  
[Security Agreement 090119](#)

- 4) Discussion and possible action to approve or deny FY21-22 Property, General Liability and Workers Compensation insurance renewals from

Oklahoma Municipal Assurance Group.  
(David Tillotson, City Manager)

Mr. Tillotson recommended Board approval of FY21-22 Property, General Liability and Workers Compensation insurance renewals from Oklahoma Municipal Assurance Group.

Moved by Chris Brobst, seconded by Brandon Kearns

*To approve FY21-22 Property, General Liability and Workers Compensation insurance renewals from Oklahoma Municipal Assurance Group.*

|                          | <b>For</b> | <b>Against</b> | <b>Abstained</b> | <b>Absent</b> |
|--------------------------|------------|----------------|------------------|---------------|
| Joyce Calvert            | x          |                |                  |               |
| Brandon Kearns           | x          |                |                  |               |
| Tim Fox                  | x          |                |                  |               |
| Chris Brobst             | x          |                |                  |               |
| Jacqueline Triplett-Lund | x          |                |                  |               |
|                          | 5          | 0              | 0                | 0             |

CARRIED.

[Staff Report - Insurance Renewals](#)

**E) Adjournment**

Chair Calvert declared the meeting adjourned at 8:09 p.m.



**MINUTES**  
**GUSA Special Meeting**  
**Monday, June 21, 2021 Council Chambers 6:00 PM**

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

**TRUSTEES ABSENT:** Chris Brobst

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

**A) Call to Order - Joyce G. Calvert, Chair**  
Chair Calvert called the meeting to order at 7:45 p.m.

**B) Roll Call, Declaration of Quorum – Wendy Knight, Secretary; Joyce G. Calvert, Chair**  
Wendy Knight called the roll, Chair Calvert declared a quorum present.

**C) Scheduled Business**

- 1) Discussion and possible action to approve, deny or amend a COVID Pay Plan for GUSA employees.  
(David Tillotson, City Manager)

Mr. Tillotson presented and recommended Board approval of a COVID Pay Plan for GUSA employees in recognition of the exceptional performance and perseverance of the employees to keep this City functioning with very little loss of capabilities during the COVID Pandemic. This plan would pay all full-time and part-time employees a one-time pay based on their hire date. The funds for this pay plan would not come from the regular budget. Instead, the City has received CARES Act monies from the Federal Government as reimbursement for COVID related costs and suggests using these funds to pay for this

plan.

Moved by Joyce Calvert, seconded by Brandon Kearns

*To approve a COVID Pay Plan for GUSA employees.*

|                          | <b>For</b> | <b>Against</b> | <b>Abstained</b> | <b>Absent</b> |
|--------------------------|------------|----------------|------------------|---------------|
| Joyce Calvert            | x          |                |                  |               |
| Brandon Kearns           | x          |                |                  |               |
| Tim Fox                  | x          |                |                  |               |
| Chris Brobst             |            |                |                  | x             |
| Jacqueline Triplett-Lund | x          |                |                  |               |
|                          | 4          | 0              | 0                | 1             |

CARRIED.

[Staff Report - COVID Pay Plan](#)

- 2) Discussion and possible action to approve, deny or amend Budget Amendment #GUSA-01.  
(David Tillotson, City Manager)

Mr. Tillotson presented and recommended Board approval of Budget Amendment #GUSA-01. The Budget Amendment for Fiscal Year 2020-2021 increases the necessary revenue and expense accounts to facilitate the implementation of the COVID Pay Plan. It also increases the revenue and expenses accounts required to process the Dedicated Sales Tax funds being received from the City and being applied to the bond payments.

Moved by Jacqueline Triplett-Lund, seconded by Brandon Kearns

*To approve Budget Amendment #GUSA-01.*

|                          | <b>For</b> | <b>Against</b> | <b>Abstained</b> | <b>Absent</b> |
|--------------------------|------------|----------------|------------------|---------------|
| Joyce Calvert            | x          |                |                  |               |
| Brandon Kearns           | x          |                |                  |               |
| Tim Fox                  | x          |                |                  |               |
| Chris Brobst             |            |                |                  | x             |
| Jacqueline Triplett-Lund | x          |                |                  |               |
|                          | 4          | 0              | 0                | 1             |

CARRIED.

[Staff Report - Budget Amendment.GUSA.FYE21](#)

[Budget Amendment.GUSA.06172021](#)

**D) Adjournment**

Chair Calvert declared the meeting adjourned at 7:47 p.m.