



**NOTICE
GLENPOOL UTILITY SERVICE AUTHORITY
SPECIAL MEETING**

A Special Session of the Glenpool Utility Service Authority will be held at 6:00 p.m. immediately following the Glenpool City Council Meeting on March 18, 2024, at 1122 W.156th St, Glenpool, Oklahoma.

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**.

AGENDA

Page

A) **Call to Order - Joyce G. Calvert, Chair**

B) **Roll Call, Declaration of Quorum – Lesli Smith, Secretary; Joyce G. Calvert, Chair**

C) **Trustee Comments**

D) **Public Comments**

E) **Scheduled Business**

- 1) Discussion and possible action to approve a modification to the deadline in Section 7 of the City Manager Employment Contract, as amended, for the City Council to complete the City Manager’s annual evaluation and consider a performance incentive bonus from “not later than the final Council meeting in March” to “not later than April 30” for the current fiscal year (FY2024) only.
(David Tillotson, City Manager)

2 - 3

[Modification to Deadline in Section 7 of CM Contract 2024](#)

F) **Adjournment**

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on March 14, 2024, at 4:15 pm.

Signed: Lesli Smith
Secretary

**MODIFICATION TO THE DEADLINE IN SECTION 7
OF THE CITY MANAGER EMPLOYMENT CONTRACT**

THIS **MODIFICATION TO THE DEADLINE IN SECTION 7 OF THE CITY MANAGER EMPLOYMENT CONTRACT** ("Modification") is made and entered into as of the 18th day of March, 2024, by and among the **CITY OF GLENPOOL, OKLAHOMA**, a municipal corporation (the "City" or "Employer"), **GLENPOOL UTILITY SERVICES AUTHORITY**, a public trust organized under the Oklahoma Public Trust Act, OKLA. STAT. tit. 60, § 176 *et seq.* ("GUSA") and **DAVID TILLOTSON** ("Employee"). Employer, GUSA and Employee are referred to collectively as the "Parties."

WHEREAS, on September 18, 2017, the Parties entered into a City Manager Employment Contract, which has been amended through addendums dated July 2, 2018; July 1, 2019; July 15, 2019; and July 1, 2020 (collectively the "Contract"); and

WHEREAS, Section 7 of the Contract requires the City Council to evaluate the job performance of Employee no later than the final Council meeting in March of each year, and to contemporaneously consider a performance incentive bonus for Employee; and

WHEREAS, the Parties mutually desire to modify the deadline in Section 7 of the Contract to allow additional time to complete the activities required therein for the current fiscal year (FY2024) only.

NOW THEREFORE, in consideration of the mutual covenants contained herein and intending to be legally bound, the Parties agree as follows:

1. For the current fiscal year (FY2024) only, the deadline in Section 7 of the Contract for the City Council to complete Employee's annual evaluation and consider a performance incentive bonus is modified *from* "not later than the final Council meeting in March" *to* "not later than April 30." For all future fiscal years during the term of the Contract or any extension thereof, the deadline in Section 7 shall be "not later than the final Council meeting in March of each year," unless otherwise agreed in writing by the Parties.

2. No other provisions in the Contract are amended or changed by this Modification.

IN WITNESS WHEREOF, the Parties hereto have executed this Modification as of the date first above written.

DAVID TILLOTSON (EMPLOYEE):

David Tillotson, City Manager

CITY OF GLENPOOL, OKLAHOMA:

Joyce Calvert, Mayor

Attest:

Lesli Smith, City Clerk

Approved as to form:

Eric D. Wade, City Attorney

**GLENPOOL UTILITY SERVICES
AUTHORITY:**

Joyce Calvert, Chair

Attest:

Lesli Smith, Secretary

Approved as to form:

Eric D. Wade, GUSA Attorney