

May 4, 2026 - 6:00 PM
Glenpool City Hall, City Council Chambers
12205 S. Yukon Ave. 3rd Floor
Glenpool, Oklahoma

The Glenpool Utility Service Authority will be held at 6:00 p.m. immediately following the Glenpool City Council Meeting.

NOTE: 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=QzdFVjA1b0IKa1ISUFIKbUNrUUxtdz09>

Meeting ID: 897 5355 5435

Passcode: 974088

One tap mobile

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

- Speakers attending via ZOOM are required to complete the Request to Speak form located on our website: <https://www.glenpoolonline.com/DocumentCenter/View/2551/request-to-speak-at-open-meeting-forms-2025?bidId> = and email it to the City Clerk: lasmith@cityofglenpool.com PRIOR TO 6:00 PM CALL TO ORDER.

AGENDA

- A) **Call to Order - Joyce G. Calvert, Chair**
- B) **Roll Call, Declaration of a Quorum - Lesli Smith, City Clerk; Joyce G. Calvert, Mayor**
- C) **Management Report**
- D) **Trustee Comments**
- E) **Public Comments**
- F) **Consideration and appropriate action relating to a request for approval of the Consent Agenda.**
(All matters listed under "Consent" are considered by the GUSA Board to be routine and will be enacted by one motion. Any Trustee may, however, remove an item from the Consent Agenda by request. (A motion to adopt the Consent Agenda is non-debatable.)
 - 1) To approve the minutes from the April 6, 2026, meeting.
- G) **Consideration and appropriate action relating to items removed from the Consent Agenda**

H) Scheduled Business

- 1) Presentation of the proposed FY 2026-2027 Annual Budget.
(Josh Brannon, Finance Director)
- 2) Wastewater Treatment Facility Project Monthly Update
(David Agbetunsin, Chief Operations Officer)
- 3) Discussion and possible action to approve or deny proposed changes, if any, to the Amended and Restated City Manager Employment Contract, that were approved by the City Council at its regular meeting on May 4, 2026.
(Joyce Calvert, Mayor, Chair)
- 4) Discussion and possible action to approve or deny (A) an increase in base salary and fringe benefits; and (B) a performance incentive bonus for David Tillotson, City Manager, that were approved by the City Council at its regular meeting on May 4, 2026, as required by Sections 6 and 7 of the Amended and Restated City Manager Employment Contract.
(Joyce Calvert, Mayor, Chair)

I) Adjournment

This notice and agenda was posted at Glenpool City Hall, 12205 S Yukon Ave., Oklahoma, 5-1-2026 at 11:30 a.m.

Signed: Lesli Smith
City Clerk

GLENPOOL UTILITY SERVICE AUTHORITY

MEETING MINUTES

APRIL 6, 2026

| | |
|-------------------------|---|
| COUNCIL PRESENT: | Tim Fox, Jaci Triplett-Lund, Joyce Calvert, Chris Brobst, Shayne Buchanan |
| COUNCIL ABSENT: | |
| STAFF PRESENT: | David Tillotson, LeaAnn Reed, David Agbetunsin, Lesli Smith. and Jesse Hale |
| STAFF ABSENT: | |

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

Chair Calvert called the meeting to order at 7:58 p.m.

B) Roll Call, Declaration of a Quorum - Lesli Smith, City Clerk; Joyce G. Calvert, Chair

Lesli Smith called the roll; Chair Calvert declared a quorum present. Eric Wade, Attorney, of Rosenstein, Fist & Ringold, were also in attendance.

C) Management Report

There was no official report from the City Manager.

D) Trustee Comments

There were no trustee comments.

E) Public Comments

There were no public comments.

F) Consideration and appropriate action relating to a request for approval of the Consent Agenda.

- 1) To approve the minutes from the March 16, 2026, special meeting.
- 2) To approve Joint Resolution No. 2026003, approving an increase in the rates charged for water delivery, wastewater collection, stormwater management, and garbage and refuse collection and disposal services.
- 3) To approve Joint Resolution No. 2026004, approving a Utility Rate Rebate Program.
- 4) To approve Resolution No. 202601GUSA, updating signatories of BancFirst accounts.

- 5) To approve Resolution No. 202602GUSA, updating signatories of BancFirst accounts.

Moved by Jaci Triplett-Lund, seconded by Chris Brobst

| For | Against |
|---|----------------|
| Tim Fox, Jaci Triplett-Lund, Joyce Calvert, Chris Brobst, Shayne Buchanan | None |
| 5 | 0 |

| Abstained | Absent |
|------------------|---------------|
| None | |
| 0 | |

To approve the consent agenda, after removing item #2 for further discussion.

CARRIED.

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

Item #2, To approve Joint Resolution No. 2026003, approving an increase in the rates charged for water delivery, wastewater collection, stormwater management, and garbage and refuse collection and disposal services. (Josh Brannon, Finance Director)

Moved by Chris Brobst, seconded by Jaci Triplett-Lund

| For | Against |
|---|----------------|
| Tim Fox, Jaci Triplett-Lund, Joyce Calvert, Chris Brobst, Shayne Buchanan | None |
| 5 | 0 |

| Abstained | Absent |
|------------------|---------------|
| None | |
| 0 | |

To approve Joint Resolution No. 2026003, approving an increase in the rates charged for water delivery, wastewater collection, stormwater management, and garbage and refuse collection and disposal services as written striking paragraph 6.

CARRIED.

H) **Scheduled Business**

- 1) Discussion and possible action to approve, amend or deny pay application No.14 submitted by Crossland Heavy Contractors for the Wastewater Treatment Plant Improvements Project

Moved by Joyce Calvert, seconded by Shayne Buchanan

| For | Against |
|---|----------------|
| Tim Fox, Jaci Triplett-Lund, Joyce Calvert, Chris Brobst, Shayne Buchanan | None |
| 5 | 0 |

| Abstained | Absent |
|------------------|---------------|
| None | |
| 0 | |

To approve, pay application No.14 submitted by Crossland Heavy Contractors for the Wastewater Treatment Plant Improvements Project.

CARRIED.

- 2) Discussion and possible action to approve, amend, or deny the Work Change Directives No. 6, with Allowance Authorizations #19 for the Wastewater Treatment Plant Project.

Moved by Joyce Calvert, seconded by Jaci Triplett-Lund

| For | Against |
|---|----------------|
| Tim Fox, Jaci Triplett-Lund, Joyce Calvert, Chris Brobst, Shayne Buchanan | None |
| 5 | 0 |

| Abstained | Absent |
|------------------|---------------|
| None | |
| 0 | |

To approve, the Work Change Directives No. 6, with Allowance Authorizations #19 for the Wastewater Treatment Plant Project.

CARRIED.

- 3) Wastewater Treatment Facility Project Monthly Update
There was no motion or vote taken. This was a presentation only by Chief Operations Officer David Agbetunsin.

I) **Adjournment**

The meeting was adjourned at 8:10 p.m.

To: Honorable Chair and Trustees
From: Josh Brannon, Finance Director
Meeting Date: May 4, 2026
Department/Office: Finance
Item Name: Presentation of the proposed FY 2026-2027 Annual Budget

Summary:

The proposed budget for Fiscal Year 2026-2027 is submitted for your review and consideration. This budget has been prepared and is 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.

Over the last year, although sales tax revenue has lagged behind FY 2024-2025, the City has managed operating expenditures accordingly, and is projecting operating revenues to exceed operating expenses in the City's major funds. The sales tax budget remains flat into next fiscal year, while use tax is budgeted at a 5% increase given recent multi-year trends.

The proposed budget also includes Satisfactory Performance Increase (SPI) raises for the Police Department as required in the Collective Bargaining Agreement, SPI raises for the Fire Department in anticipation of a new Collective Bargaining Agreement, and a 3% raise for non-union employees. The budget also incorporates negotiated health insurance rates, including a shift to a partially self-funded model, as well as projected increases for property and auto insurance. Additionally, given the completion and opening of the new Wastewater Treatment Facility in FY 2026-2027, the budget adds 3 full-time WWTP Operator positions as well as anticipated maintenance, operating, and debt service costs associated with the addition of the facility. Lastly, as in recent years, capital needs in FY 2026-2027 will be budgeted from the projected growth in fund balance from the current year. Staff continues to monitor the current year projections, and is prioritizing the capital requests in light of those projections.

Recommended Action:

N/A

Budget:

See attachment

Attachments:

1. FY 2026-2027 Proposed Budget Summary

**CITY OF GLENPOOL, OKLAHOMA
NOTICE OF PUBLIC HEARING
MAY 4, 2026 at 6:00 P.M.
12205 S YUKON AVE, 3RD FLOOR
PROPOSED FY2026-2027 BUDGET**

The City of Glenpool, the Glenpool Utility Services Authority and the Glenpool Industrial Development Authority will hold a joint public hearing on May 4, 2026 at 6:00 P. M. on the 3rd Floor at 12205 S. Yukon Ave, Glenpool, OK for the purpose of advising the public of the proposed budget for the fiscal year beginning July 1, 2026.

The following is a preliminary summary of the proposed budget for Fiscal Year 2026-2027. The proposed budget is available for public inspection at the office of the City Clerk, 3rd Floor 12205 S. Yukon Ave., during normal business hours.

| OPERATING FUND BUDGET | | | |
|--|----------------------|----------------------|-------------------------------|
| | <u>Revenues</u> | <u>Expenditures</u> | <u>Transfers In (Out)</u> |
| General Fund | 14,785,302 | | (3,370,773) |
| General Government | | 1,947,918 | |
| Animal Control | | 176,626 | |
| Police | | 3,022,356 | |
| Dispatch | | 652,008 | |
| Fire | | 2,707,306 | |
| Emergency Management | | 67,300 | |
| Development Services | | 607,326 | |
| Engineering | | 323,100 | |
| General Administration | | 802,447 | |
| Streets & Parks | | 1,472,599 | |
| Capital Improvement Fund | 83,886 | 12,000 | 72,341 |
| ARPA Fund | 9,405,000 | 9,405,000 | 550,000 |
| Park & Rec Fund | 11,506 | 750 | - |
| Hotel/Motel Fund | 287,017 | 2,180 | (253,508) |
| Streets & Infrastructure Fund | 1,020,052 | | (550,000) |
| Capital Expenditures | | - | |
| Water and Sewer | | - | |
| Streets and Infrastructure | | - | |
| General Administration | | 8,550 | |
| Public Safety Capital Fund | 1,329,500 | | - |
| Police | | 487,505 | |
| Fire | | - | |
| Public Safety Personnel Fund | 1,790,446 | | (74,386) |
| Police | | 798,939 | |
| Fire | | 1,217,762 | |
| Glenpool Utility Services Authority: | 6,870,483 | | 2,622,460 |
| Water Distribution | | 3,533,555 | |
| Utility Billing | | 470,910 | |
| Sewer Operations | | 872,168 | |
| Refuse | | 930,500 | |
| Stormwater | | 174,000 | |
| Glenpool Industrial Development Authority: | 707,265 | | 465,866 |
| Conference Center | | 416,043 | |
| Tax Increment Financing | | 491,000 | |
| Economic Development | | 217,628 | |
| Self-Insurance Fund | 2,500 | 538,000 | 538,000 |
| Debt Service | | 4,423,267 | |
| Total Operating Fund Budget | \$ 36,292,957 | \$ 35,778,743 | \$ - |

April 6, 2026

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

From: David Agbetunsin, City Engineer

Period: March 1- 31, 2026

WASTEWATER TREATMENT FACILITY PROJECT UPDATE

Wastewater Treatment Plant (WWTP)

The City of Glenpool has been awarded an American Rescue Plan Act (ARPA) grant for a new mechanical wastewater treatment facility (WWTF). The proposed project involves constructing a 3.0 MGD Sequencing Batch Reactor (SBR) Mechanical Wastewater Treatment Plant (WWTP) located at 14000 S BARBER ST W GLENPOOL 74033.

Project Program Management Summary

| Consultant/Project Program Manager (PPM) – S2 Engineering PLLC | Cost to Date (\$) | Contact Amount (\$) | S2E Engineering PLLC Progress (%) |
|--|-------------------|---------------------|-----------------------------------|
| Task | | | Progress (%) |
| Project Administration | 183,189.40 | 198,200.00 | 92% |
| Design Consultant Selection Phase | 28,488.00 | 28,488.00 | 100% |
| Regulatory Approval/Permits | 57,954.00 | 57,954.00 | 100% |
| Public Communication Phase | 58,593.47 | 58,302.00 | 100% |
| Detailed Design Phase | 101,390.00 | 101,390.00 | 100% |
| Bidding Phase | 19,251.00 | 19,251.00 | 100% |
| Construction Phase | 153,796.25 | 245,291.00 | 63% |
| Plant Startup | - | 58,541.00 | 0% |
| New Site Property and Topographic Survey | 39,316.22 | 44,978.00 | 87% |
| Site Flood Plain Permitting NoRise Analysis | 24,862.50 | 26,766.00 | 93% |
| Conditional Letter of Map Revisions (CLOMR), if needed | - | 31,316.00 | 0% |
| ssLetter of Map Revisions (LOMR), if | - | 34,024.00 | 0% |
| Environmental Information Document | 40,568.91 | 42,662.00 | 95% |
| ARPA Grant Administration Coordination | 8,940.40 | 52,604.00 | 17% |
| TOTAL | 716,350.15 | 999,767.00 | 72% |

Invoices paid during this period are attached to this report. These invoices align with the agreement established on 05-01-2023 between S2 Engineering PLLC and Glenpool Utility Services for the provision of Project Program Management Services.

Professional Engineering Design

Garver LLC is rendering professional engineering services as per the agreement executed on August 7, 2023. Invoices paid during the reporting period are attached to the report.

| Engineer Consultant – Garver LLC | Cost to Date (\$) | Contact Amount (\$) | Garver LLC |
|--|--------------------------|----------------------------|---------------------|
| Core Tasks | | | Progress (%) |
| Project Management & Admin | 69,571.14 | 74,011.85 | 94% |
| Geotechnical Coordination | 6,115.00 | 6,115.00 | 100% |
| Preliminary Design | 927,669.00 | 927,669.00 | 100% |
| Final Design | 1,238,962.54 | 1,238,962.54 | 100% |
| Bidding & Equipment Procurement Services | 126,739.39 | 126,760.00 | 100% |
| Construction Administration | 503,518.63 | 642,218.00 | 78% |
| Construction Observation | 312,721.74 | 665,258.40 | 47% |
| O&M Manual And Startup Training | 2,561.58 | 127,461.00 | 2% |
| Application Engineering | 60,881.07 | 437,367.00 | 10% |
| TOTAL | 3,248,740.09 | 4,245,822.79 | 77% |

Construction Contract

Crossland Heavy Contractors serves as the general contractor for the City of Glenpool Wastewater Treatment Plant Improvement Project, in accordance with the contract effective December 19, 2024.

| Crossland Heavy Contractors | Amount (\$) |
|---|--------------------|
| Amount Paid to Date | \$34,408,185.87 |
| Pay Application in this period | - |
| The original contract sum | \$58,809,985.00 |
| The balance to finish including retainage | \$24,401,799.13 |

WWTP Site Tour

- The WWTP Site Tour was scheduled for Monday April 20th 2026 at 6:00PM.

Schedule

- Construction is scheduled to be completed by March 2027.

Construction Updates

Finished SBR concrete walls and continued suspended walkway

- Began installing SBR handrail and southeast stairs
- Performed SBR North basin leakage test (passed on 2/27/26) and began the south basin
- Began installing SBR process piping
- Continued Headworks concrete and installing slide gates
- Continued roofing on the Maintenance Building, SBR Blower Canopy, Solids Dewatering and Electrical

Building.

- Finished masonry on Solids Dewatering and Headworks
- Continued interior work at Admin. Building
- Continued electrical ductbank
- Continued installing the yard PD lines
- Continued installing electrical equipment in the Electrical Building
- Finished installing the metal canopy on the west side of Solids Dewatering
- Began installing Digester blower/diffuser piping
- Installed Eff. Pumps and slide gates (Motors not installed on pumps yet. Pumps are in storage following manufacturer's maintenance requirements).

Recommendation

This report is for information purposes only.