

June 1, 2026 - 6:00 PM  
Glenpool City Hall, City Council Chambers  
12205 S. Yukon Ave. 3rd Floor  
Glenpool, Oklahoma

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

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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](mailto:lasmith@cityofglenpool.com) PRIOR TO 6:00 PM CALL TO ORDER.

## AGENDA

- A) **Call to Order - Joyce G. Calvert, Mayor**
- B) **Roll Call, Declaration of a Quorum - Lesli Smith, City Clerk; Joyce G. Calvert, Mayor**
- C) **Invocation- Jason Cowan, Faith Church, Glenpool**
- D) **Pledge of Allegiance - Joyce G. Calvert, Mayor**
- E) **Management Report**
  - 1) June Management Report
- F) **Mayor Report - Joyce G. Calvert, Mayor**
- G) **Council Comments**
- H) **Public Comments**
- I) **Consideration and appropriate action relating to a request for approval of the Consent Agenda.**

(All matters listed under "Consent" are considered by the City Council to be routine and will be enacted by one motion. Any Councilor 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 May 4, 2026, meeting.
- 2) To approve the FY 2026-2027 lease agreement with KoneHeadz for use of the concession stand at Black Gold Park.
- 3) To approve the engagement letter with Hinkle & Company, PC for the performance of the annual audit and federal single audit for the fiscal year ending June 30, 2026.
- 4) To approve the Administrative Operations Agreement between the GEMS District and the City of Glenpool setting out certain clerical and accounting services to be provided by the City of Glenpool to GEMS as well as Emergency Medical Response Agency emergency medical services for Fiscal Year 2026-2027.
- 5) To approve FY 25-26 Budget Amendment CITY-10, appropriating \$11,000.00 in year-to-date Red White and Boom Bash sponsorships to be used for event expenditures.
- 6) To approve the Engagement Letter from Crawford & Associates, P.C. to prepare the financial statements for fiscal year ending June 30, 2026.
- 7) To approve the FY 2026-2027 agreement with The Metropolitan Environmental Trust (The M.e.t.) to operate a recycling depot in Glenpool as well as provide Glenpool citizens with the opportunity to dispose of house hazardous water at a regional location, in the amount of \$28,199.00 from GL Account 02-6-19-6281.

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

**K) Scheduled Business**

- 1) Discussion and possible action to approve, amend or deny, proposed Ordinance No. 836 AN ORDINANCE AMENDING TITLE 1, CHAPTER 7, MAYOR AND CITY COUNCIL, BY AMENDING SECTION 1-7-6, MEETINGS, SUBSECTION A, REGULAR MEETINGS, AND BY ADDING A NEW SECTION 1-7-9, CITIZEN PARTICIPATION GUIDELINES AND RULES OF DECORUM; PROVIDING FOR REPEALER, SEVERABILITY, AND SETTING AN EFFECTIVE DATE; AND DECLARING AN EMERGENCY.  
(David Tillotson, City Manager)
- 2) Discussion and possible action to approve or deny an Emergency Clause for Ordinance No. 836.  
(David Tillotson, City Manager)
- 3) Discussion and possible action to approve, amend or deny, Resolution No. 2026007, 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 Fiscal Year 2026-2027 Annual Budget.  
(Josh Brannon, Finance Director)
- 4) Discussion and possible action to approve, amend, or deny the quote from ACS Playground Adventures for the purchase of playground equipment for Morris Park in the amount of \$54,855.75 from GL Account 03-6-01-6359.  
(Jesse Hale, Director of Public Works)

- 5) Discussion and possible action to approve, amend, or deny the quote from MES for the purchase of 25 Dual Certification Rescue clothing for the amount of \$36,667.00.  
(Paul Newton, Fire Chief)
- 6) Discussion and possible action to enter into Executive Session for the purpose of engaging in confidential communications between the city council and its attorney concerning pending litigation, to wit: Christopher Means v. City of Glenpool, et al., United States District Court for the Northern District of Oklahoma, Case No. 26-CV-082-SEH-CDL, the Council having been advised by its attorney that disclosure will seriously impair the ability of the City to conduct the litigation in the public interests, pursuant to 25 O.S. § 307.B.4 of the Open Meeting Act.  
(David Tillotson, City Manager)
- 7) Reconvene into regular session.  
(Joyce Calvert, Mayor, Chair)

L) **Adjournment**

This notice and agenda was posted at Glenpool City Hall, 12205 S Yukon Ave., Oklahoma, on 5-29-2026 at 11:30 a.m.

Signed: Lesli Smith  
City Clerk

# City Manager's Report

June 1, 2026



# Contents

Executive Summary .....	3
Human Resources .....	4
Finance .....	5
Development Services .....	12
Public Works .....	16
Engineering.....	19
Conference Center/Community Relations .....	24
Economic Development/Grants.....	27
Fire Department .....	32
Police Department .....	33

# Executive Summary

Mayor and Council,

The picture on the front cover this month is of our team during their work at the annual Fishing Derby the City hosts. Our team continues to work hard to “Show they care.” About this community, its residents, business and visitors. I am very proud of the work our Events Committee does to prepare for these community celebrations! Speaking of events, our weekly Farmer’s Market is back open and running each Saturday in BlackGold Park. I hope you get an opportunity to come see all the wonderful vendors we have and taste some of the amazing offerings they bring each week to showcase their business. Additionally, the Red, White and Boom Bash is set for June 28<sup>th</sup> this year. While the school’s construction progress thanks to their bond issue has necessitated a move from their site, we are excited to be moving the site to the Dawes property this year. We have been working with ODOT and the Glenpool PD on an ingress and egress plan for the site and will begin sharing all of that info in the coming weeks. I hope you make it out to help us celebrate America’s 250<sup>th</sup> anniversary!

While this monthly report discusses many projects and initiatives that are happening across the City, I would like to highlight a few of them for you here:

- The benefits meetings went smoothly as we began the transition to our new employee insurance that starts July 1<sup>st</sup>. We were able to get almost all our employees through the scheduled open enrollment process and were able to work directly with the few who were not able to attend because of vacations, training, or work schedule.
- The wastewater treatment facility is nearing completion of some key equipment. Process and equipment testing will begin within the next couple of months. We are still anticipating a plant startup date in late August of this year, with the project completion date set for 2027.
- Although we have experienced revenue shortages compared to our adopted budget, I am pleased to report that our departments have done a tremendous job of holding expenses in check. We will end the year with a slight surplus of revenue over expenditures.
- We experienced tremendous public input at ODOT’s public meeting outlining their thoughts on south Highway 75 improvements. I want to reiterate that this project is in the planning stages, and there is no money to begin any improvements on ODOT’s 8-Year Plan.

I am delighted with the dedication, teamwork and professionalism demonstrated across all our departments this month. These efforts reflect our shared commitment to serving the community and creating meaningful “WOW” moments through collaboration, service, and excellence.

Creating Opportunity,



David Tillotson, City Manager

# Human Resources

## **Open Positions (6)**

- Administration (1)
  - Administrative Assistant to the City Manager
- Development Services (0)
  - Administrative Assistant – Filled, start date of 06/01/2026
  - City Planner – Filled, start date of 06/08/2026
- Engineering (1)
  - Deputy City Engineer – Position advertised
- General Government (1)
  - Communications Specialist – Advertised & Interviews scheduled
- Police Department (1)
  - Police Officer
    - Chief & City Manager Interviews Scheduled: 05/18/2026
- Public Works: (5)
  - Equipment Operator
  - Waste Water Treatment Facility Operator – Positions advertised

## **Employee Benefits**

- Conducted and participated in Benefits Committee meetings to review and evaluate employee benefit offerings, including analysis of healthcare cost trends and plan design options.
- Open enrollment was conducted May 11 through May 13, and all eligible employees have completed and submitted their enrollment forms.

## **Education and Training**

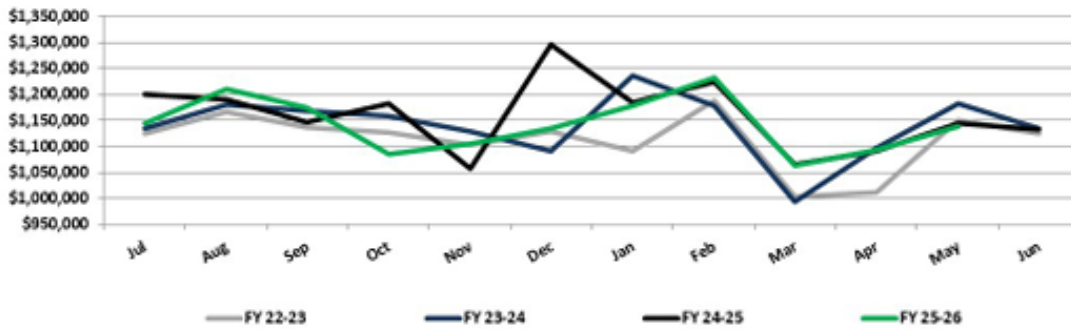
- HR Generalist, Lindsey Bowling, is participating in OMAG's Oklahoma Municipal Leadership Academy, focusing on leadership development, municipal operations, and strategic decision-making.

## SALES TAX

FY 25-26 Combined Sales Tax for all funds in May totaled \$1,138,564, 0.5% less than FY 24-25 revenues for the same period. Further details on May financial results will be reported next month after the accounting period is closed.



Sales Tax Revenue by Month  
FY 25-26 Actual Compared to Previous 3 Fiscal Years Actual



## GENERAL FUND REVENUES

FY 25-26 General Fund revenues through April totaled \$14,163,721. Current year operating revenues, less Transfers, are 2.4% less than FY 24-25 revenues through the same period. Total Revenues were 1.6% below budget through April with Sales Tax 3.3% under budget year-to-date.



## GENERAL FUND EXPENDITURES

FY 25-26 General Fund expenditures through April totaled \$13,784,865. This is \$1,051,777, or 8.3%, higher than FY 24-25 expenditures through the same period, partially due to \$738,558 in street repairs expended in the current year. Total General Fund expenditures are \$1,079,769 below budget year-to-date.



### REPORT LEGEND

Better Than Expected



Expected, or Minor Variance



Monitor and Consider Taking Action



## SALES TAX REVENUES—ALL FUNDS



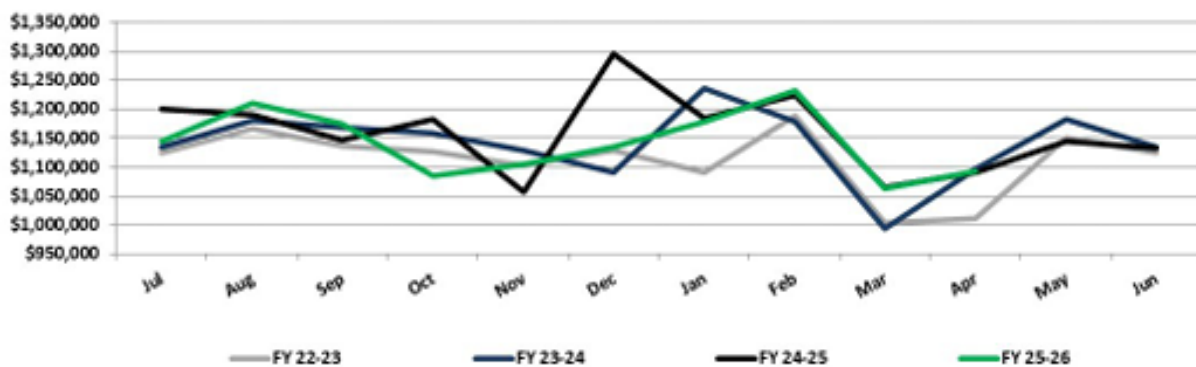
FY25-26 Sales Tax collections through April were 3.3% below budget, and 1.8% below prior year collections.

MONTH	COMPARISON TO BUDGET			COMPARISON TO PRIOR YEAR			PERCENTAGE	
	BUDGET	FY 25-26 ACTUAL	AMT INC/(DEC)	FY 25-26 ACTUAL	FY 24-25 ACTUAL	AMT INC/(DEC)	INC(DEC) BUDGET	INC(DEC) PRIOR YR
July	\$ 1,218,819	\$ 1,145,396	\$ (73,423)	\$ 1,145,396	\$ 1,200,807	\$ (55,411)	-6.0%	-4.6%
August	\$ 1,207,093	1,209,259	\$ 2,166	1,209,259	1,189,253	20,006	0.2%	1.7%
September	\$ 1,162,814	1,173,801	\$ 10,987	1,173,801	1,145,631	28,170	0.9%	2.5%
October	\$ 1,199,204	1,084,216	\$ (114,988)	1,084,216	1,181,483	(97,266)	-9.6%	-8.2%
November	\$ 1,072,439	1,104,537	\$ 32,098	1,104,537	1,056,590	47,947	3.0%	4.5%
December	\$ 1,315,337	1,134,689	\$ (180,648)	1,134,689	1,295,899	(161,210)	-13.7%	-12.4%
January	\$ 1,201,648	1,178,106	\$ (23,542)	1,178,106	1,183,889	(5,784)	-2.0%	-0.5%
February	\$ 1,242,591	1,231,945	\$ (10,646)	1,231,945	1,224,229	7,716	-0.9%	0.6%
March	\$ 1,081,791	1,063,876	\$ (17,915)	1,063,876	1,065,806	(1,930)	-1.7%	-0.2%
April	\$ 1,106,379	1,092,677	\$ (13,702)	1,092,677	1,090,028	2,649	-1.2%	0.2%
May								
June								
<b>TOTAL</b>	<b>\$ 11,808,115</b>	<b>\$ 11,418,502</b>	<b>\$ (389,613)</b>	<b>\$ 11,418,502</b>	<b>\$ 11,633,615</b>	<b>\$ (215,113)</b>	<b>-3.3%</b>	<b>-1.8%</b>

Y-T-D Budget \$ 11,808,115  
 Y-T-D Actual 11,418,502  
 Y-T-D Variance (389,613)  
 Y-T-D % Var -3.3%

Prior Year \$ 11,633,615  
 Y-T-D Actual 11,418,502  
 Y-T-D Variance (215,113)  
 Y-T-D % Var -1.8%

**Sales Tax Revenue by Month**  
 FY 25-26 Actual Compared to Previous 3 Fiscal Years Actual



## GENERAL FUND YEAR-TO-DATE REVENUES

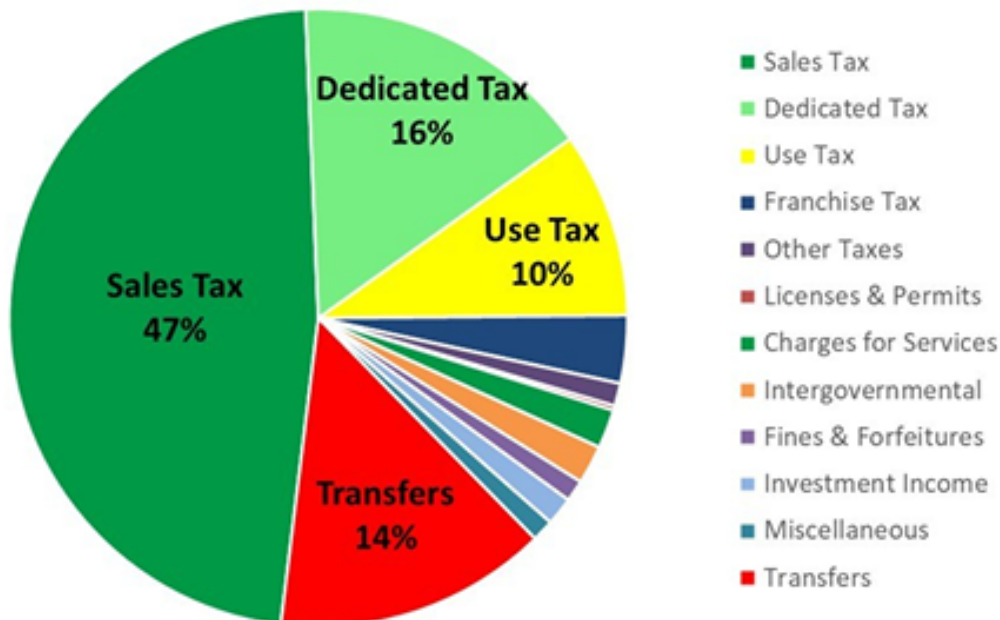
	YTD FY25-26 Budget	YTD FY25-26 Actual	Budget Over/(Under)	YTD FY24-25 Actual
Sales Tax	\$ 6,945,828	\$ 6,713,841	\$ (231,987)	\$ 6,843,183
Dedicated Tax	2,315,276	2,238,327	(76,949)	2,281,061
Use Tax	1,283,430	1,374,966	91,536	1,246,049
Franchise Tax	500,000	499,763	(237)	468,514
Other Taxes	166,667	169,213	2,547	166,848
Licenses & Permits	64,500	34,336	(30,165)	42,024
Charges for Services	302,708	287,644	(15,065)	300,960
Intergovernmental	275,863	286,429	10,566	325,006
Fines & Forfeitures	192,083	159,935	(32,148)	213,953
Investment Income	258,829	209,863	(48,966)	318,689
Miscellaneous	58,227	163,139	104,912	217,622
Transfers	2,026,266	2,026,266	-	1,500,000
<b>Totals</b>	<b>\$ 14,389,677</b>	<b>\$ 14,163,721</b>	<b>\$ (225,956)</b>	<b>\$ 13,923,910</b>

Over (Under) Budget Year-to-Date:

-1.6%

Increase (Decrease) over Prior Year:

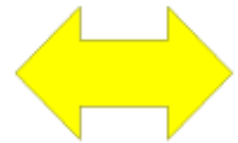
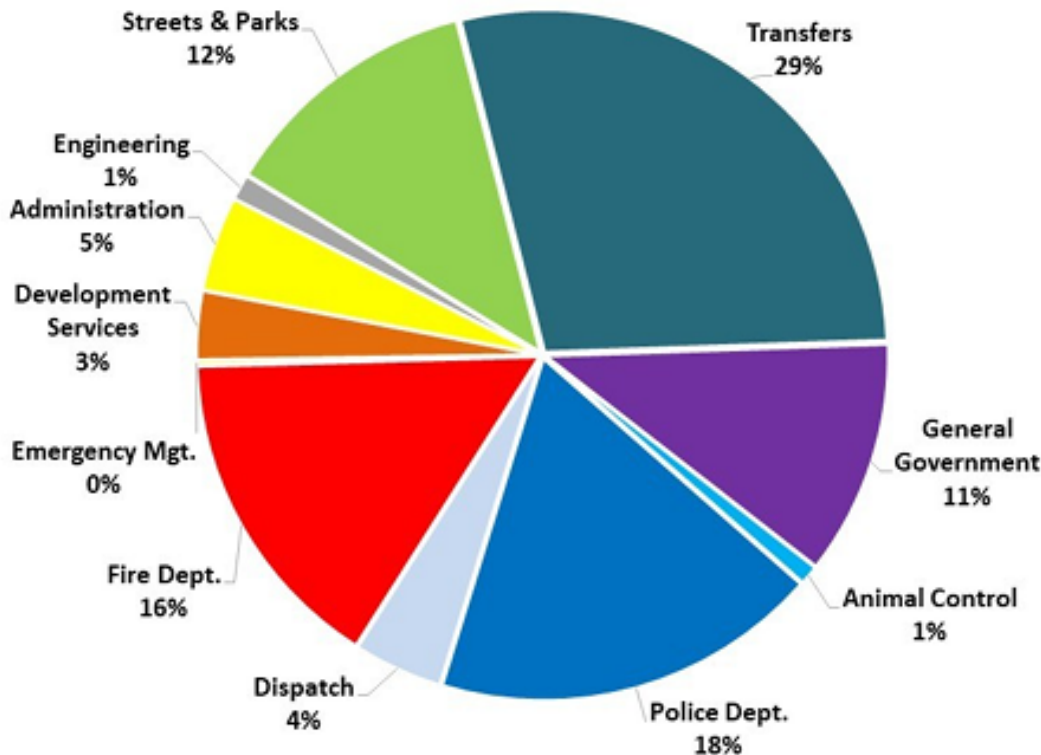
1.7%



# GENERAL FUND YEAR-TO-DATE EXPENDITURES

DEPARTMENT	YTD FY25-26 Budget	YTD FY25-26 Actual	Budget (Over)/Under	YTD FY24-25 Actual
General Government	\$ 1,577,178	\$ 1,529,311	\$ 47,867	\$ 1,292,793
Animal Control	143,032	126,274	16,758	133,417
Police Dept.	2,571,529	2,525,476	46,053	2,305,223
Dispatch	582,181	581,886	295	522,611
Fire Dept.	2,465,257	2,142,913	322,343	2,099,968
Emergency Mgt.	106,083	29,802	76,282	18,139
Development Services	636,858	446,436	190,422	445,059
Administration	637,372	616,844	20,528	739,832
Engineering	268,753	166,548	102,205	208,091
Streets & Parks	1,957,293	1,706,021	251,272	1,027,367
Transfers	3,919,099	3,913,355	5,745	3,940,588
<b>Totals</b>	<b>\$ 14,864,634</b>	<b>\$ 13,784,865</b>	<b>\$ 1,079,769</b>	<b>\$ 12,733,087</b>
<b>Under (Over) Budget Year-to-Date:</b>			<b>7.3%</b>	
<b>Increase (Decrease) over Prior Year:</b>			<b>8.3%</b>	

**General Fund YTD Percent Expenditures by Department**



# GLENPOOL UTILITY SERVICES AUTHORITY

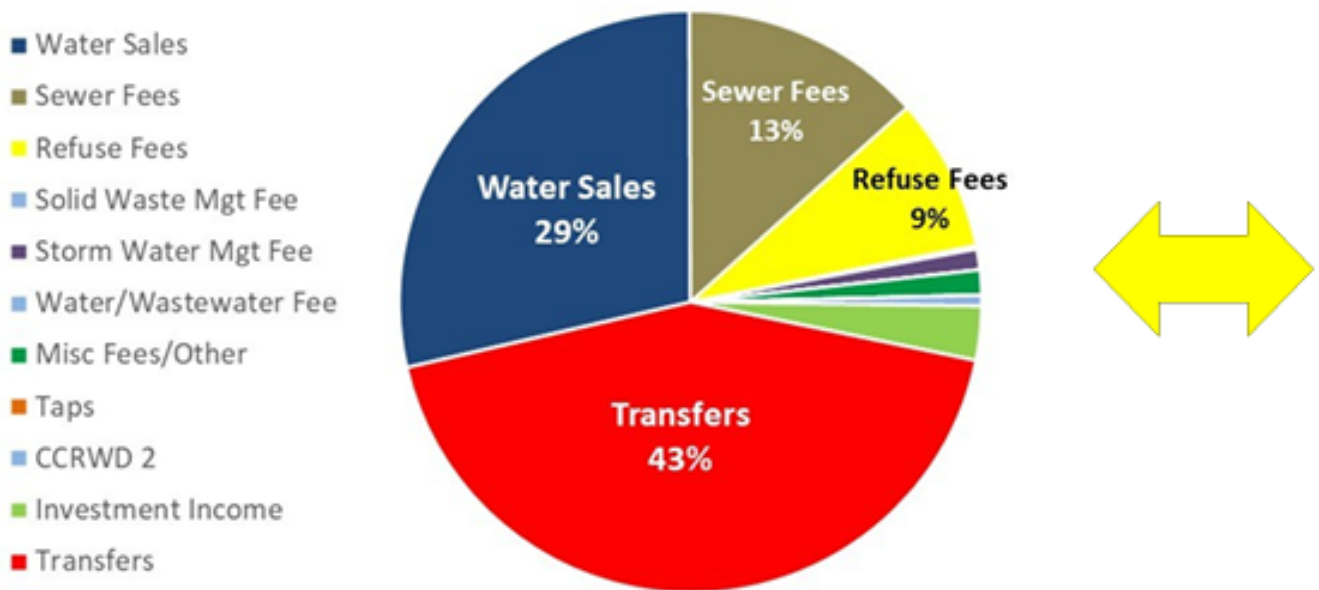
## YEAR-TO-DATE REVENUES

	YTD FY25-26 Budget	YTD FY25-26 Actual	Budget Over/(Under)	YTD FY24-25 Actual
Water Sales	\$ 2,774,104	\$ 2,486,767	\$ (287,337)	\$ 2,589,768
Sewer Fees	1,270,073	1,170,771	(99,301)	1,207,137
Refuse Fees	733,654	740,979	7,324	723,278
Solid Waste Mgt Fee	18,333	17,196	(1,138)	17,000
Storm Water Mgt Fee	98,333	98,496	163	97,400
Water/Wastewater Fee	4,167	634	(3,532)	3,755
Misc Fees/Other	141,125	116,627	(24,498)	142,353
Taps	47,500	1,600	(45,900)	17,400
CCRWD 2	39,583	46,266	6,683	39,369
Investment Income	244,901	257,498	12,598	316,019
Transfers	3,732,433	3,738,327	5,895	3,781,352
<b>Totals</b>	<b>\$ 9,104,206</b>	<b>\$ 8,675,161</b>	<b>\$ (429,044)</b>	<b>\$ 8,934,831</b>

**Over (Under) Budget Year-to-Date:** -4.7%

**Increase (Decrease) over Prior Year:** -2.9%

**GUSA YTD Revenues by Type**



# GLENPOOL UTILITY SERVICES AUTHORITY

## YEAR-TO-DATE EXPENDITURES

DEPARTMENT	YTD FY25-26	YTD FY25-26	Budget	YTD FY24-25
	Budget	Actual	(Over)/Under	Actual
Water Distribution	\$ 3,455,864	\$ 2,772,165	\$ 683,699	\$ 2,701,333
Utility Billing	438,716	426,871	11,845	372,818
Sewer Operations	480,050	395,907	84,143	453,887
Refuse	786,958	765,910	21,048	679,904
Storm Water	145,000	348	144,652	77,115
Non-Departmental	8,698	8,628	70	8,603
Debt Service	2,537,893	2,426,651	111,242	2,430,786
Transfers	1,500,000	1,500,000	-	1,500,000
<b>Totals</b>	<b>\$ 9,353,179</b>	<b>\$ 8,296,479</b>	<b>\$ 1,056,700</b>	<b>\$ 8,224,445</b>

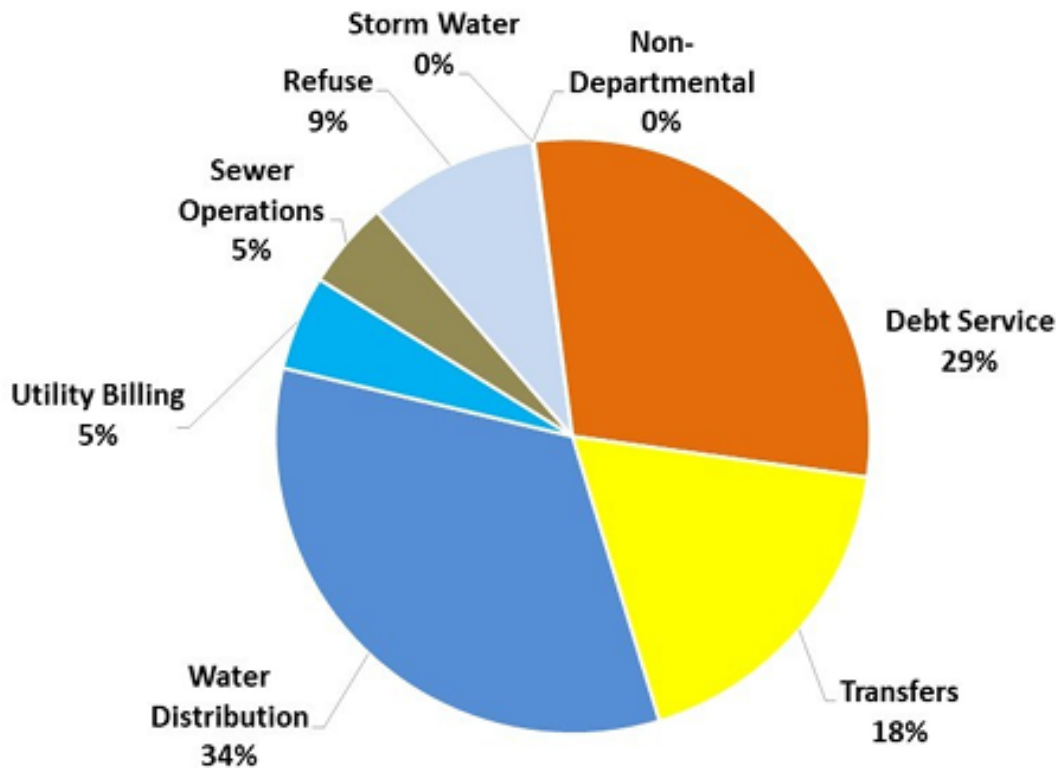
Under (Over) Budget Year-to-Date:

11.3%

Increase (Decrease) over Prior Year:

0.9%

**GUSA YTD Percent Expenditures by Department**



# FUND DASHBOARD

FUND	REVENUES	EXPENDITURES	YTD NET REVENUES / (EXPENDITURES)
GENERAL FUND	\$14,163,721	\$13,784,865	\$378,856
GLENPOOL UTILITY SERVICES AUTHORITY FUND	\$8,675,161	\$8,296,479	\$378,682
GLENPOOL INDUSTRIAL AUTHORITY FUND	\$1,017,277	\$1,038,539	(\$21,262)
STREETS & INFRASTRUCTURE FUND	\$851,205	\$98,021	\$753,184
PUBLIC SAFETY CAPITAL FUND	\$1,046,431	\$1,201,925	(\$155,494)
PUBLIC SAFETY PERSONNEL FUND	\$1,453,656	\$1,523,875	(\$70,219)
CAPITAL FUND	\$243,346	\$170,882	\$72,464
ARPA FUND	\$27,240,113	\$27,484,906	(\$244,793)
PARKS AND RECREATION FUND	\$11,029	\$613	\$10,416
HOTEL-MOTEL FUND	\$233,236	\$208,136	\$25,100

# Development Services

Listed below are current development related activities within the City of Glenpool **through the month of May 2026**. These activities listed include Projects Under Construction, Planning Applications Under Review, Approved Projects Not Under Construction, Building Permits and Inspections, as well as Code Enforcement Activity. The most recent activities are highlighted in **red**.

## Commercial/Industrial Projects Under Construction:

1. **C & C Office Complex** – A proposed 2,672 sf office building located 459 E 151<sup>st</sup> S. The existing single-family residence will be converted into an office building.
2. **Glenpool Schools Press Box** – A Site Plan application for the renovation of the Glenpool Schools Press Box.
3. **Glenpool High School Varsity Parking Lot Addition:** Grading for an 80-space parking lot located 393 E 147th St.
4. **Glenpool Schools Press Box** – A Site Plan application for the renovation of the Glenpool Schools Press Box.

## Commercial/Industrial Occupancy Permits Issued in May 2026:

1. **Gary Roberts (Private Use Office/Storage)** – 15571 S Broadway St. Ste B9
2. **Wing Stop (Restaurant)** – 12154 S Waco Ave.
3. **Moonshine Tanning (Tanning/Small Assembly Use)** – 985 E 141<sup>st</sup> Ste C

## Earth Change Permits Issued:

1. **Grandview Heights Apartments North Expansion** – A 120-unit apartment project on 6.8-acre site located at 12150 South Yukon Avenue. This is an expansion of the existing Grandview Heights Apartment project.

## Residential Projects Under Construction:

	Subdivision Name	Lots Approved or Units	Under Construction	Completed	Lots Available
1	Glen Hills I (Phase 1-6)	84	1	84	0
2	Glen Hills II (Phase 7-11)	78	0	73	5
3	Scissortail	88	1	84	2
4	Redbud Glen	74	5	54	15
5	Twin Ponds	25	0	2	23
6	Scissortail II	111	0	0	111
	<b>Totals</b>	<b>460</b>	<b>7</b>	<b>297</b>	<b>156</b>

## Planning Applications Under Review:

1. Annexation(s): **No New Applications**
2. Comprehensive Plan Amendment(s): **No New Applications**
3. Zone Amendment(s): **No New Applications**
4. **Planned Unit Development (PUD):**
  1. **151-75 Crossing Planned Unit Development** – A proposed Planned Unit Development (PUD 45) for a mixed-use development consisting of light industrial and commercial uses. The subject site is 76.6-acres in size and is located on the southwest corner of US Highway 75 and State Highway 67.
5. **Subdivision Plat(s) – Preliminary and Final:**
  1. **The Lakes at Twin Mounds** – A Preliminary Plat to subdivide a 94.0918-acre site into two-hundred and fifty-one (251) lots in nine (9) blocks and seven (7) reserve areas. The subject site is generally located on the south side of W 161<sup>st</sup> S and west of US75.
  2. **151-75 Crossing Preliminary Plat:** A Preliminary Plat for a commercial center of approximately 76.599 acres. There will be a total of seven (7) lots and three (3) reserve areas. The subject site is generally located at the southwest corner of US Highway 75 and State Highway 67.
6. **Lot Split Application(s):**
  1. **60 Acre Elwood LLC (40-Acre Site):** A Lot Split application (GLS 274) to subdivide a 40-acre parcel into 4 lots located at 13708 S Elwood W.
  2. **60 Acre Elwood LLC (20-Acre Site):** A Lot split application (GLS 275) to subdivide a 20-acre parcel into 3-lots located adjacent and north of 13708 S Elwood W.
7. **Site Plan Application(s):**
  1. **TSU One, Inc.** - Site plan to add a shop building on an industrial site. The site is approximately 2.47 acres and is located at 700 West 138<sup>th</sup> Street South.
  2. **GHS Cheer and Wrestling Facility** - A Site Plan application for the construction of a Cheer and Wrestling Facility.
8. **Specific Use Permits: No New Applications**
9. **Variance(s): No New Applications**

## Approved Projects Not Under Construction

1. **McGraw Winfield Realtors** – A proposed 4,434sf office building located at 12189 South Yukon Avenue.

2. **Carson Trails PUD 43** – A 497-lot residential Planned Unit Development (PUD) located north and east of the northeast corner of West 181<sup>st</sup> Street and South Union Avenue directly adjacent to Eden South neighborhood. A subdivision plat for Phase I of Carson Trails PUD-43. The plat consists of 82 residential lots and four (4) reserve areas.
3. **Grandview Heights Apartments North Expansion** – A 120-unit apartment project on 6.8-acre site located at 12150 South Yukon Avenue. This is an expansion of the existing Grandview Heights Apartment project.
4. **Redbud Glen II Preliminary Plat:** A Preliminary Plat to subdivide an approximately 25.729-acre site into eighty-two (82) residential lots and four (4) reserve areas. The subject site is generally located on the west side of South Elwood Avenue, approximately a quarter mile north of East 151st Street South.
5. **Twin Ponds Phase II** – Preliminary Plat of a 12.29-acre site. The plat proposes subdividing the site into ten (10) lots and four (4) reserve areas. The subject site is generally located north of West 181st Street South – ½ mile west of Highway 75.
6. **Housley Group Plat** – A proposed Preliminary Plat of a 14.63-acre site located on the north side of West 161st Street South, approximately a half mile east of U.S. Highway 75. The preliminary plat proposes to subdivide the site into three (3) lots.
7. **McDonald’s LED Sign** – A Variance and Specific Use Permit for an 8’3” x 3’ 6” LED sign. The subject site is located at 110 W 141<sup>st</sup> St. The Variance request is for a reduction in the 2,400 ft. separation requirement from existing LED signs and setback from the driving surface of a street.
8. **Energy One Credit Union** - A Site Plan application to convert and renovate a former Sonic Burger fast food restaurant into a financial institution. The site is located at 12151 S. Waco Ave.

**Items Scheduled for BOA Meeting – June 8, 2026**

1. **Selection of BOA Chaiman and Vice Chairman**

**Items Scheduled for Planning Commission Meeting – June 8, 2026**

1. **60 Acre Elwood LLC (40-Acre Site):** A Lot Split application (GLS 274) to subdivide a 40-acre parcel into 4 lots located at 13708 S Elwood W.
2. **60 Acre Elwood LLC (20-Acre Site):** A Lot split application (GLS 275) to subdivide a 20-acre parcel into 3-lots located adjacent and north of 13708 S Elwood W.
3. **Selection of Planning Commission Chaiman and Vice Chairman.**

## Current Residential and Commercial Building Permit Statistics

Current Active Residential Permits	<b>11</b>
Current Active Commercial Permits	<b>6</b>
New Residential Permits Issued <b>May 2026 (New Construction)</b>	<b>2</b>
New Commercial Permits Issued <b>May 2026 (New Construction)</b>	<b>0</b>
Residential Permits through <b>May 2026 (New Construction)</b>	<b>3</b>
Residential Permits through <b>May 2025 (New Construction)</b>	<b>21</b>
Commercial Permits through <b>May 2026 (New Construction)</b>	<b>3</b>
Commercial Permits through <b>May 2025 (New Construction)</b>	<b>1</b>
<b>Assessment Letters Issued in 2025 (Total)</b>	<b>6</b>
<b>Assessment Letters Issued in 2026 (Total)</b>	<b>6</b>

## Code Enforcement Activity for **May 2026**

ACTIVITY DESCRIPTION:	Totals			
Complaints received and investigated <b>Year to Date</b>	<b>964</b>			
Open public nuisance cases through <b>2026</b>	<b>13</b>			
CODE ENFORCEMENT CASES	Feb 2026	Mar 2026	Apr 2026	May 2026
	<b>110</b>	<b>291</b>	<b>281</b>	<b>179</b>
High grass:	-0-	-0-	10	41
Fire damaged structures:	-0-	-0-	-0-	-0-
Illegally parked vehicles:	3	3	6	2
Nuisance abatements (contractor):	-0-	-0-	-0-	-0-
Notices issued for residents with no water service:	-0-	-0-	-0-	-0-
Tulsa County Health Department citations:	-0-	-0-	-0-	-0-
Illegally placed signs:	91	235	186	69
Damage to public facilities citations:	-0-	-0-	-0-	-0-
Excessive trash & debris notices:	-0-	10	12	13
Dilapidated structures/property notices:	-1-	-0-	-0-	-0-
Trash can/receptacle placement notices:	-0-	-0-	-0-	-0-
Building demolition & removal:	-0-	-0-	-0-	-0-
Inoperable/abandoned vehicles:	-0-	1	3	3
Visual impairments caused by trees, shrubs, vehicles, basketball goals, etc. interfering with traffic flow:	-0-	-0-	-0-	-0-
Stagnant water causing mosquito issues:	-0-	-0-	-0-	-0-
Pest issue:	-0-	-0-	-0-	-0-
Dilapidated fencing:	-0-	-0-	-0-	-0-
Noxious odor:	-0-	-0-	-0-	-0-
Phone calls/inquiries	15	42	64	51

# Public Works

The following details of all work completed between April 25 – May 20, 2026

## **Admin / Community**

- Attended KOB Affiliate Forum
- Planned and Executed the Community Cleanup Event
- Worked with Arcwood Environmental to dispose of paint collect at Cleanup Event
- Coordinated with vendors and local businesses to collect items and food for National Public Works Week

## **Streets**

- Removed wooden decking from 126<sup>th</sup> bridge in prep for rehabilitation contractor

## **Parks**

- Black Gold – replaced and painted boards at horseshoe pit
- Prepped for and worked Community Cleanup and prepped GCC for Fishing Derby

## **Beautification**

- Cleaned up all gateway signs as spring blooms began to come in
- Using grant funding and teaming up with local homeschoolers, plant new rain garden at Kendalwood North Park
- Began planning for the WWTF landscape design including entrance sign near 141<sup>st</sup>

## **Facilities Maintenance**

- Set Farmers Market sign at Black Gold for the season
- Set all refurbished (repainted) equipment at the Black Gold splash pad
- Worked with contractor to fix Speedy's lift station errant alarm issues
- Rented a man lift for a week and replaced many lights throughout the system
- Upgraded the lighting at Koneheadz due to health inspection violation of low lumens

## **Wastewater Treatment Plant:**

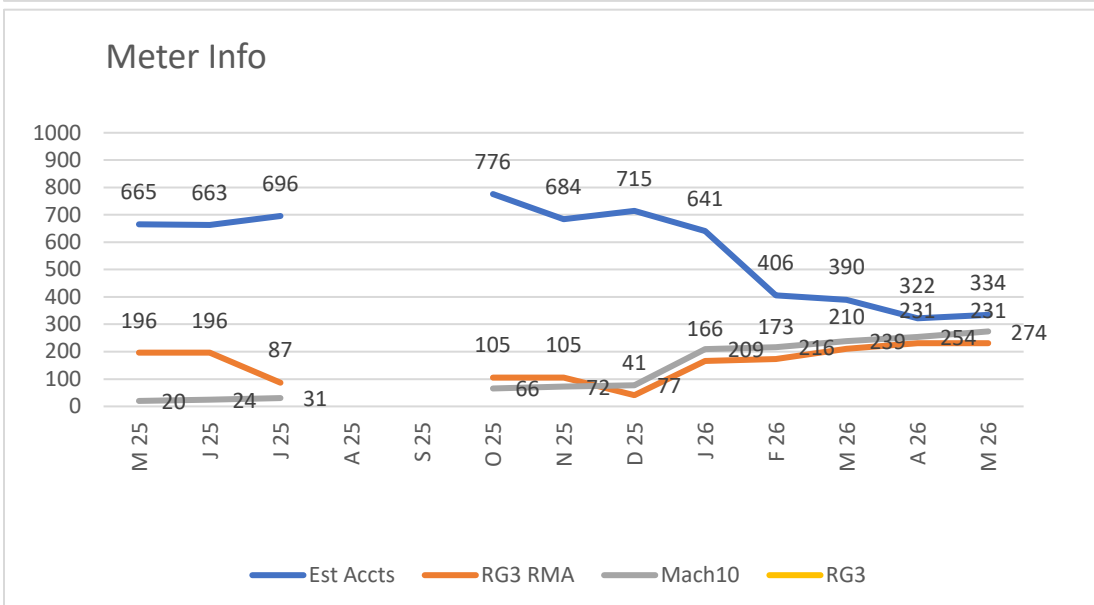
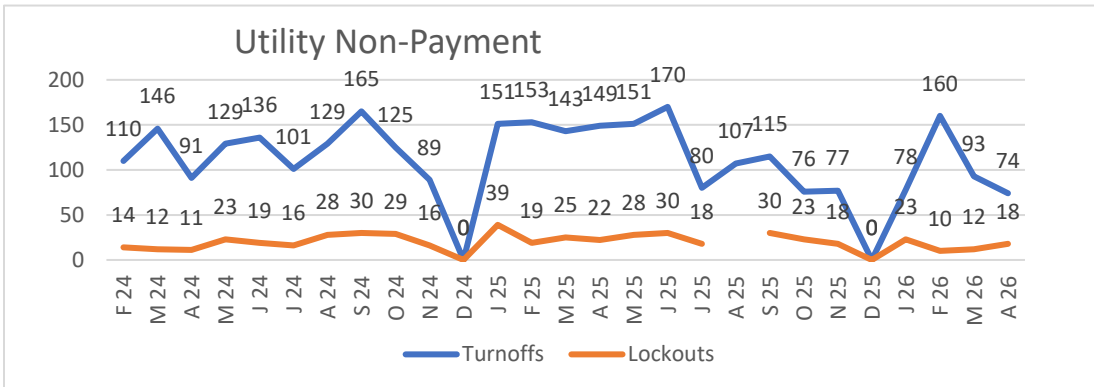
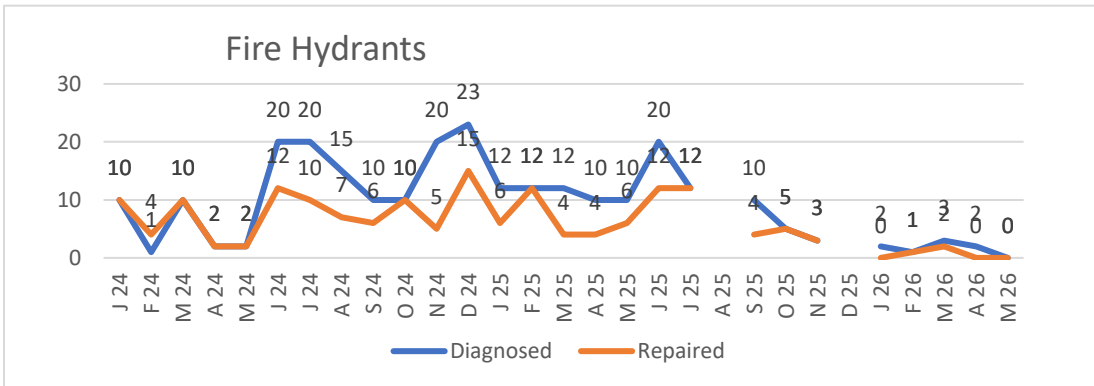
- Continuing to sample BOD 2 extra times a week during our Water Cleaners trial period.
- Contractor repaired effluent force of the main 20 ft section that ruptured at WWTF.
- Contractor installed new check valve on influent pump #2.

## **Lift Stations:**

- Continued Hydrogen Peroxide injection at Newman LS
- Fence repairs began at Scissortail, Rolling Meadows, Mark Allen, and Newman.
- Replaced two pump contactors at GlenPark due to electrical surge.

**Distribution:**

- 307 Utility locates
- 133 Service Calls from Utility Billing
- 74 turn offs for non-payment April (actual date of April 28)
- 18 lock outs for non-payment April (actual date of April 30)
- 10 leaks repaired (1 major, 9 minors, 12 pending)
- 20-meter(s) set (3 residential, 17 commercial)
- Jetrodded 2 possible sewer backup(s) (0 on city side, 2 on customer side)



## Wildflower Planting at Kendalwood North Park

With the help of a sizable grant, staff secured over 100 wildflower plugs to plant in a specific low lying area at Kendalwood North Park that often has pools of water. With the help of some local homeschoolers, this 75 square foot plot was rapidly changed from a swampy mess to a nice looking wildflower garden



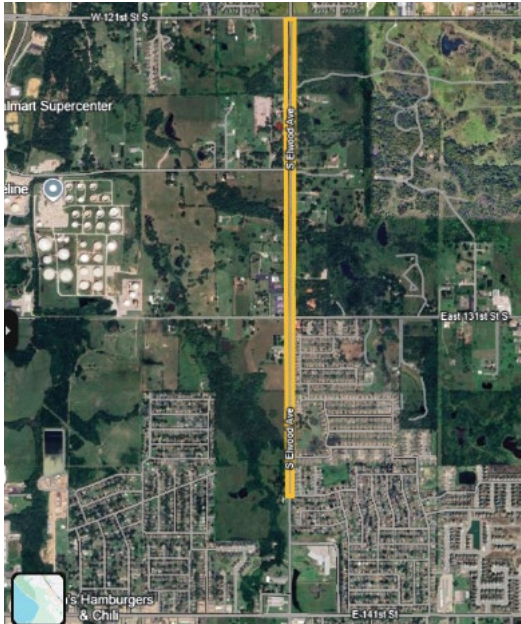


### Elwood Avenue at: 141st and 151st Intersections, State JP#38919(04)

The City of Glenpool received STP grant to construct 141<sup>st</sup> and 151<sup>st</sup> intersection on Elwood Avenue.

- Total Project cost \$4,274,980
- Grant Agreement presented on the City agenda for approval on August 4<sup>th</sup>, 2025.

### Elwood Avenue at: W 121st St. to E 137th St, State JP #38920(04)

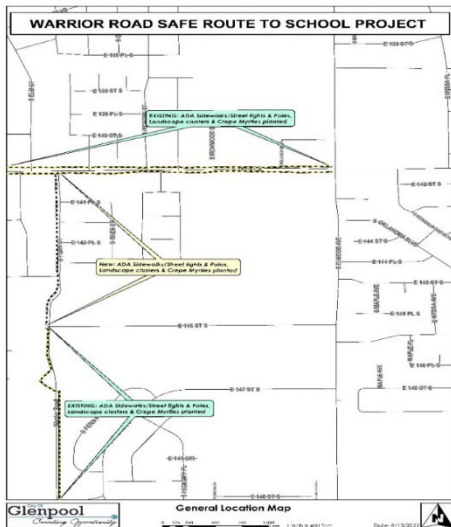


- The City of Glenpool selected Garver Engineering as the Consultant for this project.

### TAP Grant Sidewalk Improvement Project on Warrior Road. JP#3802804

The Warrior Road Project aims to construct a sidewalk from 146<sup>th</sup> to 141<sup>st</sup> Street, covering survey, environmental, geotechnical, and engineering studies, culminating in final design and project plans.

- Currently at 60% plans.



### Sidewalk & Beautification Phase II Project JP#28845(05)

Construction of 2 miles of sidewalks linking Glenpool School to the Glenpool Community Center along 146<sup>th</sup> street, Elwood Avenue, 141<sup>st</sup> street and Peoria Ave. Project include installing decorative lighting along 141<sup>st</sup> street.

The estimate for this project is summarized below:

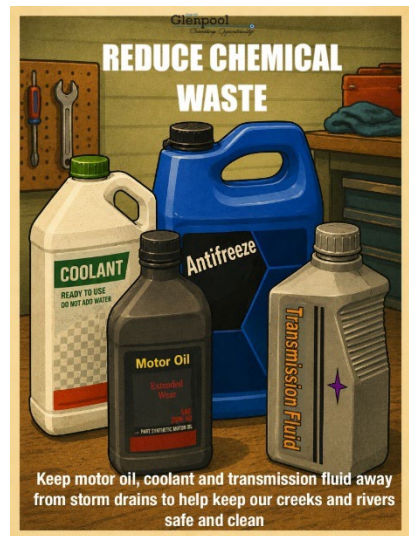
- Work is progressing as scheduled, and erosion and sediment control measures remain properly installed and maintained to minimize the potential for sediment runoff. Appropriate traffic control measures are in place to help ensure the safety of both the public and construction personnel.



## Stormwater Management

- The Stormwater campaign for June focuses on preventing water pollution by encouraging people to properly store and dispose of vehicle fluids like motor oil, coolant, and transmission fluid.

*Stormwater Campaign for June 2026*



- The DWFS testing slated for last week in May has been moved to June due to heavy rain all week. DWFS immediately after a rainy day is not recommended because of misleading flow spikes and a skewed baseline.

- The City of Glenpool hosted a Stormwater Quality Workshop on May 20, 2026, at the Glenpool Conference Center. This workshop is being organized by the City of Owasso in partnership with Rogers County and the Cities of Broken Arrow, Muskogee, Glenpool, Sand Springs, and Sapulpa. We had a great turnout of 146 people and some good feedback about the event in general.



*Pictures from the Stormwater Workshop held at the Glenpool Conference Center*

**Rolling Meadows Stormwater** This project aims to address surface water runoff issues affecting residents of Rolling Meadows near Taylor’s Pond Subdivision. Crafton, Tull & Associates is the engineer of records. **Request for Quotes sent out to contractors.**

### **126th Bridge Deck Rehabilitation Project**

The 126<sup>th</sup> bridge project was completed on May 13, 2026. It was inspected by City staff. The original wooden deck was removed and replaced with a Contech Bridge Plank Solution of composite corrugated steel form and asphalt. This project alleviates noise concern and provides a functional deck system.



## Stormwater Campaigns at the Glenpool Farmer's market and Fishing Derby

The Engineering Department volunteered at the City Farmers Market and Fishing Derby by assisting with tent and booth setup, supporting vendors, and distributing stormwater education brochures to community members.



## Community Development Block Grant



- FY2024 grant: \$120,143 for Glen Village Addition II improvements (stormwater, sinkhole, and street repairs).
- Preconstruction meeting scheduled for 04.30.2026
- **The Notice to Proceed was issued with a construction start date as May 18<sup>th</sup>, 2026.**

# Conference Center / Public Relations

## May 2026 Report

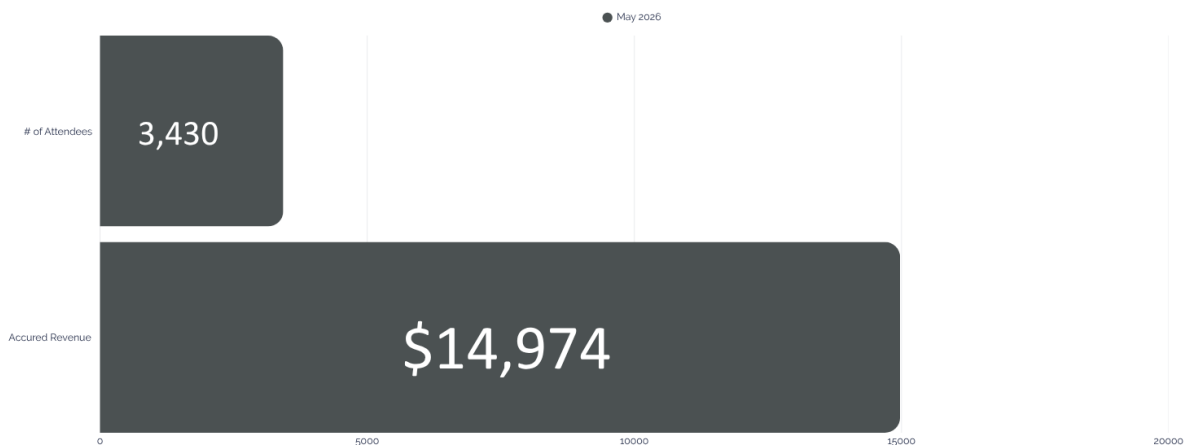
### CONFERENCE CENTER

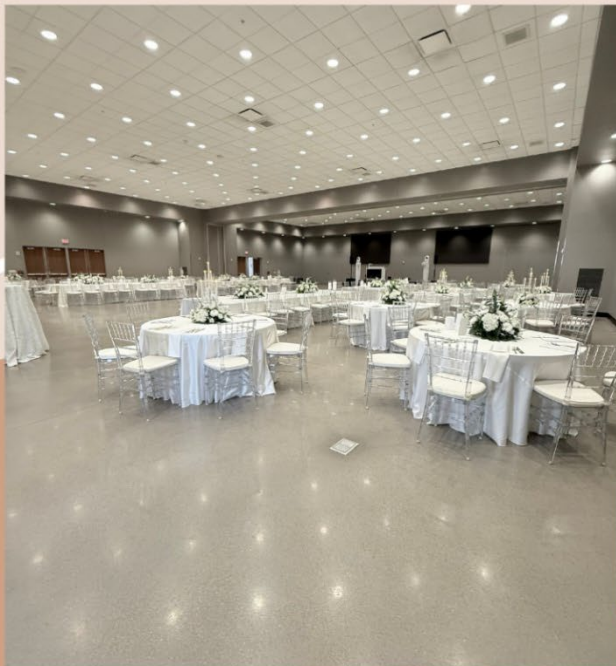
The month of May was a very busy month for the conference center. Throughout the month, we hosted a total of 35 events, with several of those being multi-day trainings and conferences. May was especially busy with weddings, Quinceañeras, graduation parties, and end-of-school celebrations, bringing a wide variety of guests and events into the facility.

#### EVENTS TO HIGHLIGHT

- A couple of events to highlight from the month include the Jenks Track & Field End-of-Year Banquet. This event brought together athletes, coaches, and families to celebrate a successful season and recognize the accomplishments of the students throughout the year. The event created a great atmosphere of celebration and community and was a wonderful fit for the conference center.
- Another event to highlight was the **City Developers** Conference hosted at the facility. This one-day conference welcomed professionals and community leaders from across the region for educational sessions focused on development, regulations, and industry updates. The event showcased the conference center's flexibility for professional training, networking opportunities, and large-scale educational events.

Overall, May was a strong and successful month full of events for the conference center. The variety of events hosted throughout the month continued to showcase the flexibility of the facility and the wide range of events the center can accommodate. As summer approaches, the conference center continues to see strong booking activity and community engagement moving into the upcoming months.





## Social Media Monthly Stats:

Profile ^	Audience ↕	Net Audience Growth ↕	Published Posts ↕	Impressions ↕	Engagements ↕	Engagement Rate (per Impression) ↕	Video Views ↕
<b>Reporting Period</b>	<b>32,273</b>	<b>710</b>	<b>142</b>	<b>1,458,548</b>	<b>97,004</b>	<b>6.7%</b>	<b>71,905</b>
Apr 28, 2026 – May 20, 2026	↗ 2.3%	↗ 35.2%	↗ 13.6%	↗ 43.1%	↗ 53%	↗ 6.9%	↗ 116.2%
<b>Compare To</b>	<b>31,557</b>	<b>525</b>	<b>125</b>	<b>1,019,285</b>	<b>63,388</b>	<b>6.2%</b>	<b>33,257</b>
Apr 5, 2026 – Apr 27, 2026							
City of Glenpool, Oklah...	11,149	141	29	373,970	18,782	5%	46,022
Glenpool Animal Contr...	11,498	76	48	169,013	15,092	8.9%	4,010
Glenpool Conference C...	2,357	2	16	5,686	427	7.5%	749
Glenpool Police Depart...	7,269	491	49	909,879	62,703	6.9%	21,124

## Top City Social Media Posts:

City of Glenpool, O... Thu 4/29/2026 3:55 pm CDT	City of Glenpool, O... Sat 5/16/2026 2:29 pm CDT	City of Glenpool, O... Wed 5/13/2026 5:13 am CDT	City of Glenpool, O... Sat 5/9/2026 6:01 pm CDT	City of Glenpool, O... Tue 4/28/2026 12:50 pm CDT	City of Glenpool, O... Fri 5/1/2026 8:30 am CDT
The Glenpool Police Department is sharing new traffic safety data for the 151st Street/Highway 67 corridor...	What an incredible morning at the Glenpool Kids Fishing Derby! 🐟🎣	🎣 The fish are waiting... are you ready?!	🚧 126th Street Bridge Closure 🚧 Please be advised that the 126th Street...	The City of Glenpool is now hiring a Communications Specialist to help share our story, connect with resident...	Garage sale treasure hunters, this is you! The Glenpool Citywide Garage Sale/500
<b>Engagements</b> 2,848	<b>Engagements</b> 1,771	<b>Engagements</b> 1,659	<b>Engagements</b> 1,542	<b>Engagements</b> 1,457	<b>Engagements</b> 1,419
<b>Reactions</b> 195	<b>Reactions</b> 121	<b>Reactions</b> 201	<b>Reactions</b> 35	<b>Reactions</b> 35	<b>Reactions</b> 90
<b>Comments</b> 85	<b>Comments</b> 15	<b>Comments</b> 35	<b>Comments</b> 20	<b>Comments</b> 11	<b>Comments</b> 45
<b>Shares</b> 37	<b>Shares</b> 4	<b>Shares</b> 45	<b>Shares</b> 6	<b>Shares</b> 18	<b>Shares</b> 36
<b>Post Link Clicks</b> 9	<b>Post Link Clicks</b> —	<b>Post Link Clicks</b> —	<b>Post Link Clicks</b> —	<b>Post Link Clicks</b> 170	<b>Post Link Clicks</b> 626
<b>Other Post Clicks</b> 2,522	<b>Other Post Clicks</b> 1,631	<b>Other Post Clicks</b> 1,378	<b>Other Post Clicks</b> 1,481	<b>Other Post Clicks</b> 1,223	<b>Other Post Clicks</b> 622

## City Comparative Performance Overview:

Profile ^	Audience ↕	Net Audience Growth ↕	% Audience Growth ↕	Published Posts ↕	Published Carousels ↕	Published Videos ↕	Published Photos ↕
<b>Your Profiles Average</b>	<b>11,149.00</b>	<b>141.00</b>	<b>1.28%</b>	<b>29.00</b>	<b>—</b>	<b>7.00</b>	<b>18.00</b>
<b>Competitor Profiles Average</b>	<b>12,565.17</b>	<b>76.67</b>	<b>0.61%</b>	<b>26.00</b>	<b>—</b>	<b>1.83</b>	<b>21.83</b>
1  City of Bixby - Muni...	12,355	48	0.39%	15	N/A	6	9
2  City of Coweta	12,383	66	0.54%	23	N/A	0	21
3  City of Glenpool, ...	11,149	141	1.28%	29	N/A	7	18
4  City of Jenks - Muni...	12,333	132	1.08%	19	N/A	3	14
5  City of Owasso, OK ...	17,593	141	0.81%	88	N/A	0	81
6  City of Sand Spring...	12,351	31	0.25%	2	N/A	0	2
7  City of Sapulpa Gov.	8,376	42	0.50%	9	N/A	2	4

# Economic Development/Grants

## **Economic Development**

### **Business, Retention, & Expansion (BR&E):**

- The Glenpool Economic Development Team remains committed to building strong relationships with local businesses and supporting long-term economic growth through its formal Business Retention and Expansion (BRE) program.
  - Three Glenpool primary job companies applied for and received a combined \$181,825 through the Oklahoma Department of Commerce’s Oklahoma Innovation Expansion Program (OIEP) and Business Expansion Incentive Program (BEIP). OIEP supports innovation and capital investment to help companies expand and compete, while BEIP provides performance-based incentives tied to job creation and private investment. We plan to highlight these companies in the coming weeks.
  - The Glenpool Economic Development Team will host an appreciation luncheon on June 23 from 11:30 a.m. to 12:30 p.m. at the Glenpool Conference Center for our primary job companies that participated in Business Retention & Expansion interviews and/or attended a Lunch & Learn during FY 2025–2026. The event will feature a BBQ lunch and provide an opportunity for team members to briefly introduce themselves and highlight the services offered through their respective organizations. The program will also include a discussion of Manufacturing Appreciation Month in October, with an opportunity for attendees to share feedback on ways to highlight, support, and celebrate local manufacturers.
  - Participated in a discussion with the Chamber CEO and City Administrative Officer regarding the Shop Local campaign, supporting the Chamber’s lead efforts by contributing ideas and assisting with planning as needed.

### **New Business/Sites**

- Housing Study Progress – Catalyst Commercial has delivered the final housing study report incorporating feedback provided by the City’s internal review team. Staff is currently conducting a final internal review to determine the appropriate timing and format for presenting the report and its recommendations.
- Business Owner Meeting – Met with a Glenpool business owner to discuss plans for an addition to his existing site and remind him of the City’s pre-development process to guide next steps and ensure alignment with local requirements.
- Ongoing Site Development Discussions – Continued coordination with a prospective development firm, including revisions to the memorandum of understanding (MOU). Internal staff will meet to determine the next steps.
- Aerospace Industry Engagement – The City Manager and I met with an aerospace executive to discuss how Glenpool can best position itself to attract aerospace development, including industry needs related to facilities, land, workforce, incentives, and site requirements. As a follow-up to that discussion, the City Manager and I identified next steps, including reviewing applicable NAICS

classifications, evaluating how light industrial uses are defined locally, and conducting research on zoning and incentive strategies to strengthen Glenpool's competitiveness for aerospace-related projects.

- Business Recruitment Discussion – Conducted a follow-up meeting with a Tulsa-based business owner, including a coordinated site walkthrough with a property owner to discuss leasing and build-out options. Provided introductions to the Chamber CEO and adjacent business owners, who expressed strong support for the concept and interest in its potential location in Glenpool.
- RFP (Request for Proposal) Submissions – To date in 2026, we have received 25 RFPs through Tulsa's Future and submitted one site on March 3.

### Travel/Training/Misc.:

- On May 5, I participated in the Select Oklahoma Education Committee's virtual meeting, where members discussed securing a presenter for an upcoming Open Records Act presentation. The committee also reviewed the Professional Pathways for Economic Developers flyer and discussed agenda items for the June meeting.
- On May 14, I attended the Tulsa Regional Chamber's 2026 State of the Tribal Nations luncheon, held in partnership with the Cherokee, Muscogee, and Osage Nations. The event featured a Tribal Leadership Panel with the principal chiefs, who shared insights on 2025 milestones, 2026 priorities, and efforts in economic development, cultural preservation, and tourism. Additional discussion highlighted collaborative partnerships between Tribal Nations and regional stakeholders in areas such as economic development, education, healthcare, and quality of life, along with valuable networking opportunities with business and community leaders.
- On May 20, I participated in the Glenpool Chamber Board Meeting in the ex-officio board role representing the City of Glenpool. I provided updates on the sidewalk project, housing study, Farmer's Market, Fishing Derby, and Red, White, and Boom.
- On May 21, I attended the Chamber's Morning BREW event at Roast House Coffee, networking with local businesses and community members and making connections to support ongoing outreach efforts.
- • On May 21, I attended the Grand Opening and ribbon cutting for NAPA Auto Parts, helping welcome the business to Glenpool and meeting with the team and community members during the event.
- On May 26, I attended a virtual public open house hosted by the Oklahoma Department of Transportation (ODOT) regarding the US-75 corridor study from 211th to 151st Street, to review proposed improvement options and provide input on impacts and opportunities relevant to Glenpool.
- Glenpool will host the June Tulsa Future Regional Partner Meeting on June 24th from 3:00 to 4:30 p.m. at the Glenpool Conference Center, providing a great opportunity to highlight our community and current economic development efforts.

### Grants and Special Projects

#### Grants Update Summary May 2026

- MRDAF – Municipal Road Drilling Activity Fund Grant approved in February 2026 for \$500,000. Funds received on 5/15/2026.

- DEQ - Collection Event Grant FY26: Application approved on 4/14/2025 for \$20,350 for the Spring Collection Event in 2026. The event was May 2, 2026. Attaining all docs for reimbursement as of 5/22/2026.
- DUO Capacity Building Grant – Approved 4/3/2026 in the amount of \$2,000.00 for use at the farmers market. \$548.93 was used of the \$2000 and those funds were received as a reimbursement on May 12, 2026.

### Special Projects

- Farmers Market
  - Kick off was 5/9/2026 and we had 49 vendors set up and live music. According to PlacerAI we had over 1600 visitors to the park that's dated between the hours of 6am-1pm (only cellphone pings, so children are not counted).
  - 2<sup>nd</sup> Farmers Market on 5/16 we had over 1200 visitors (children not counted) on the same date as the fishing derby.
  - First year for the market to offer DUO (Double up Oklahoma, a program through Hunger Free Oklahoma where participants can get \$20 a day in extra tokens to spend specifically on produce). For the first two markets (May 9<sup>th</sup> and May 15<sup>th</sup>), there were 7 citizens taking advantage of this program.
- Kids Fishing Derby 5/16/2026
  - Over 101 kids registered up to the age of 12 (older kids present but didn't register)
  - Event grew larger crowds than last year, and stock of fish is still good since May 2025 stock of 500 pounds of fish.
  - Unfortunately, PlacerAI is unable to give numbers for this event.
- Red White and Boom Bash
  - 24 vendors signed up at this time – 5 of them Food Trucks.
  - Layout of venue has been re-ordered.

# Farmers Market 5/9/2026



## Kids Fishing Derby 5/16/2026



## Upcoming City Events for June 2026

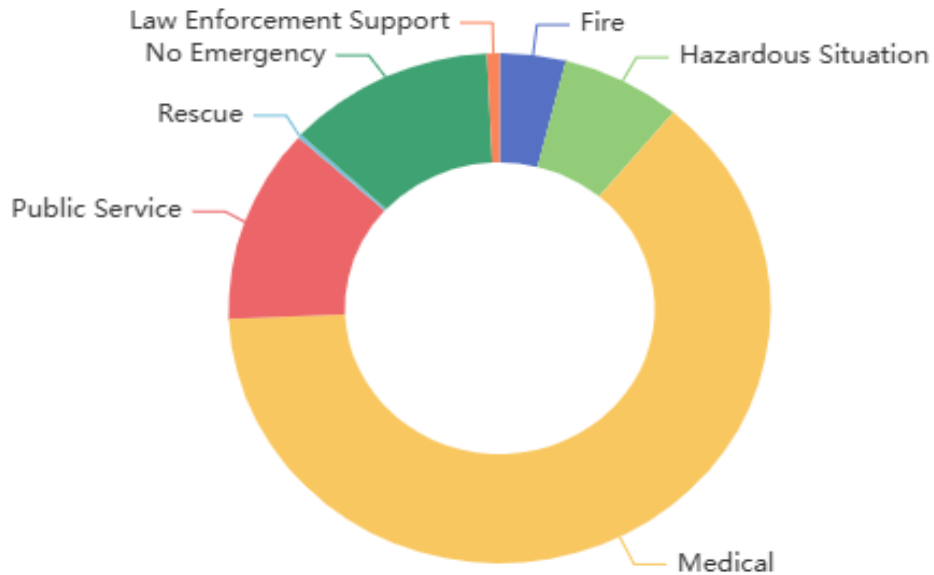
Date	Event
June 6th	Farmers Market – Hosting Tulsa Master Gardeners
June 13/20/27	Farmers Market
June 27 <sup>th</sup>	Red White and Boom Bash

# Fire Department

## Glenpool Fire Department Operations April 2026 4/24/26-5/21/26

### CM Report

Run Type	# of Calls	Totals Calls
EMS Runs	119	163
Fire Runs	44	
Overlapping	21	



Fire	8
Hazardous Situation	11
Medical	114
Medical Lift Assist	5
Public Service	3
Rescue	1
False Alarm/ Good Intent	20
Law Enforcement Support	1
<b>Total</b>	<b>163</b>

# Police Department

## STAFFING



- Officer Jaxson Sanders graduated from the CLEET basic academy and will return to the department to complete his field training.
- Chiefs' interviews have been completed for the current vacancy, and we are discussing those candidates for the one open officer's position.
- The animal control position has been filled, and she has started her field training.

## HIGHLIGHTS

- May is national police week, and our officers honored those we have lost throughout the week.



- Officers attended the fishing derby and enjoyed their time, as you can see from the attached photograph. Thank you to those officers who took time from their day off to be a part of this event.
- AJ Munoz represented the department at the annual Broken Arrow Cowboys, Cops, and Kids event.
- The department Facebook page was recognized for their creativity on May 4<sup>th</sup>. We appreciate their continued creativity with our page.



**TRAINING**



- Sergeant Duque and Sergeant Ossman completed the FBI-Trilogy. They are the first two non-administration personnel to receive this honor.
- Our Taser instructors completed their annual re-certification. Thank you Sergeant Weygand for putting the suit on so we can get a picture.



April 26- May 21, 2026

Calls for Service	1295
Arrest	36
DUI	9
Collisions	31
Alarm Calls	32
Animal Control	101
Burglary	3
Disturbance	11
Domestic	19
Fraud	6
Harassment	5
Larceny	15
Loud Noise	6
Motorist Assist	20
Suspicious Activity	19
Trespassing	3
Traffic Stops	526

Always be *truthful & transparent.*

**OUR CORE** *Savor*  
the journey.  
Show that you *care.*  
Create **WOW** moments. **VALUES**  
Make learning a *habit.*

**OUR MISSION: DEVELOPING A CULTURE OF TRUST  
TO BETTER SERVE OUR COMMUNITY**

**CITY COUNCIL**

MEETING MINUTES

MAY 4, 2026

<b>COUNCIL PRESENT:</b>	Tim Fox, Jaci Triplett-Lund, Joyce Calvert, Chris Brobst
<b>COUNCIL ABSENT:</b>	Shayne Buchanan
<b>STAFF PRESENT:</b>	David Tillotson, LeaAnn Reed, David Agbetunsin, Lesli Smith.
<b>STAFF ABSENT:</b>	

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

Mayor Calvert called the meeting to order at 6:00 p.m.

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

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

**C) Invocation- David Gray Pulpit Minister, Glenpool Church of Christ.**

David Gray Pulpit Minister, Glenpool Church of Christ gave the invocation.

**D) Pledge of Allegiance - Joyce G. Calvert, Mayor**

**E) Proclamation- National Public Works Week in the City of Glenpool**

Mayor Calvert read the Proclamation declaring National Public Works Week in the City of Glenpool.

- 1) National Public Works Week Proclamation

**F) Management Report**

- 1) Management Report

City Manager Tillotson gave updates on several items that came up after he completed the report in the packet. He congratulated Sarah Griffin on her promotion to Deputy Public Works Director. He said repairs to the 126th Street Bridge will begin the week of May 11 through May 15, the Kendalwood stormwater road project will begin May 18, the Farmers Market season will open May 9, and an ODOT public hearing will be held May 26 from 5:00 p.m. to 7:00 p.m. at the Conference Center. He said staff will share updates with citizens on social media.

G) **Mayor Report - Joyce G. Calvert, Mayor**

Mayor Calvert did not have an official report. However, she shared that she is going to Oklahoma City next week for an all-day State Boards event.

H) **Council Comments**

There were no council comments.

I) **Public Comments**

There were no public comments.

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

- 1) To approve the minutes from the April 20, 2026, meeting.
- 2) To reappoint Marilyn Nichols to the Planning Commission and Board of Adjustment for a 3-year term expiring May 14, 2029.
- 3) To reappoint Mickey Wilburn to the Planning Commission and Board of Adjustment for a 3-year term expiring May 14, 2029.

Moved by Jaci Triplett-Lund, seconded by Chris Brobst

<b>For</b>	<b>Against</b>
Tim Fox, Jaci Triplett-Lund, Joyce Calvert, Chris Brobst	None
4	0

<b>Abstained</b>	<b>Absent</b>
None	Shayne Buchanan
0	

To approve the consent agenda.

CARRIED.

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

No items were removed from the consent agenda.

L) **Scheduled Business**

- 1) Discussion and possible action to approve, amend or deny, the proposed Ordinance No. 835. AN ORDINANCE ADDING CHAPTER 13-GENERAL PROVISIONS TO TITLE 1-ADMINISTRATION OF THE CODE OF ORDINANCES FOR THE CITY

OF GLENPOOL, OKLAHOMA; PROVIDING FOR THE DISPLAY OF FLAGS BY THE CITY OF GLENPOOL AT CITY OF GLENPOOL FACILITIES; PURPOSE FOR THE ORDINANCE; THE CITY'S INTENT TO ONLY DISPLAY THE FLAG OF THE UNITED STATES, THE FLAG OF THE STATE OF OKLAHOMA, THE NATIONAL LEAGUE OF FAMILIES' POW-MIA FLAG, THE FLAG OF THE CITY OF GLENPOOL, THE FLAGS OF THE UNITED STATES ARMED FORCES, AND THE FLAG OF THE MUSCOGEE (CREEK) NATION AT CITY OWNED OR OPERATED FACILITIES; ADOPTING A POLICY FOR THE DISPLAY OF FLAGS BY THE CITY OF GLENPOOL AT CITY FACILITIES; ORDER OF PRECEDENCE FOR DISPLAY OF FLAGS; NO OTHER FLAGS ON CITY FLAGPOLES; CITY MANAGER'S AUTHORITY TO ORDER FLAGS TO HALF STAFF; REPEALING ALL ORDINANCES TO THE CONTRARY; AND DECLARING AN EMERGENCY

Moved by Chris Brobst, seconded by Joyce Calvert

<b>For</b>	<b>Against</b>
Tim Fox, Jaci Triplett-Lund, Joyce Calvert, Chris Brobst	None
4	0

<b>Abstained</b>	<b>Absent</b>
None	Shayne Buchanan
0	

To amend Ordinance 835, section 1-13-1-E, to include in subsection E. or a city official who passes away during their term of office.

CARRIED.

- 2) Discussion and possible action to approve or deny an Emergency Clause for Ordinance No. 835.

Moved by Joyce Calvert, seconded by Tim Fox

<b>For</b>	<b>Against</b>
Tim Fox, Jaci Triplett-Lund, Joyce Calvert, Chris Brobst	None
4	0

<b>Abstained</b>	<b>Absent</b>

None	Shayne Buchanan
0	

To approve an Emergency Clause for Ordinance No. 835

CARRIED.

- 3) Discussion and possible action to approve, amend or deny the lane configuration of the Elwood Avenue project between 151st Street and 137th Street.

Moved by Jaci Triplett-Lund, seconded by Joyce Calvert

<b>For</b>	<b>Against</b>
Tim Fox, Jaci Triplett-Lund, Joyce Calvert, Chris Brobst	None
4	0

<b>Abstained</b>	<b>Absent</b>
None	Shayne Buchanan
0	

To approve lane configuration of three lanes per staff recommendation of the Elwood Avenue project between 151st Street and 137th Street.

CARRIED.

- 4) Discussion of a draft ordinance amending Title 1, Chapter 7, Section 6 - Meetings, and adding a new section labeled Section 9 - Citizen Participation Guidelines and Rules of Decorum.  
This item was for discussion only. The Council did not make a motion or take a vote.
- 5) Discussion and possible action to select and vote for three candidates to fill a three-year term to the Oklahoma Municipal Assurance Group Board of Trustees.

Moved by Joyce Calvert, seconded by Jaci Triplett-Lund

<b>For</b>	<b>Against</b>
Tim Fox, Jaci Triplett-Lund, Joyce Calvert, Chris Brobst	None
4	0

<b>Abstained</b>	<b>Absent</b>
------------------	---------------

None	Shayne Buchanan
0	

To select the three incumbents as the votes for three candidates to fill a three-year term to the Oklahoma Municipal Assurance Group Board of Trustees.

CARRIED.

- 6) Discussion and possible action to approve, amend or deny the FY2026-2027 Employee Benefits Package.

Moved by Joyce Calvert, seconded by Chris Brobst

<b>For</b>	<b>Against</b>
Tim Fox, Jaci Triplett-Lund, Joyce Calvert, Chris Brobst	None
4	0

<b>Abstained</b>	<b>Absent</b>
None	Shayne Buchanan
0	

To approve the FY 2026-2027 Employee Benefits Package.

CARRIED.

- 7) Public Hearing for the purpose of receiving public comments, if any, on the proposed FY 2026-2027 Annual Budget.

Open Public Hearing - Joyce G. Calvert, Mayor  
Presentation of Proposed Budget - Josh Brannon, Finance Director  
Facilitate Public Comments - Joyce G. Calvert, Mayor  
Close Public Hearing - Joyce G. Calvert, Mayor

Mayor Calvert opened the Public Hearing at 7:32 p.m.

Josh Brannon, Finance Director, presented the 2027 proposed annual Budget, and was available for any questions the council or public had.

There were no public comments.

Mayor Calvert closed the Public Hearing at 7:50 p.m.

- 8) Discussion and possible action to enter into Executive Session for the purposes of discussing the employment, hiring, appointment, promotion, demotion, disciplining or

resignation of David Tillotson, an individual salaried employee, in accordance with 25 O.S. § 307.B.1. (Open Meeting Act), to wit, discussion of annual evaluation and contract provisions.

Moved by Jaci Triplett-Lund, seconded by Joyce Calvert

<b>For</b>	<b>Against</b>
Tim Fox, Jaci Triplett-Lund, Joyce Calvert, Chris Brobst	None
4	0

<b>Abstained</b>	<b>Absent</b>
None	Shayne Buchanan
0	

To enter into Executive Session for the purposes of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of David Tillotson, an individual salaried employee, in accordance with 25 O.S. § 307.B.1. (Open Meeting Act), to wit, discussion of annual evaluation and contract provisions.

CARRIED.

Council entered into Executive Session at 7:52 p.m.

- 9) Reconvene into regular session.

Moved by Joyce Calvert, seconded by Jaci Triplett-Lund

<b>For</b>	<b>Against</b>
Tim Fox, Jaci Triplett-Lund, Joyce Calvert, Chris Brobst	None
4	0

<b>Abstained</b>	<b>Absent</b>
None	Shayne Buchanan
0	

To reconvene into regular session.

CARRIED.

The meeting reconvened at 9:06 p.m.

- 10) 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, as required by Sections 6 and 7 of the Amended and Restated City Manager Employment Contract.

Moved by Joyce Calvert, seconded by Jaci Triplett-Lund

<b>For</b>	<b>Against</b>
Tim Fox, Jaci Triplett-Lund, Joyce Calvert, Chris Brobst	None
4	0

<b>Abstained</b>	<b>Absent</b>
None	Shayne Buchanan
0	

To approve (B) a performance incentive bonus in the amount of \$10,000.00 for David Tillotson, City Manager, as required by Sections 6 and 7 of the Amended and Restated City Manager Employment Contract.

CARRIED.

- 11) Discussion and possible action to approve or deny proposed changes, if any, to the Amended and Restated City Manager Employment Contract.  
No motion or vote was taken on this item.

**M) Adjournment**

The meeting was adjourned at 9:08 p.m.

**To:** The Honorable Mayor and Council  
**From:** Jesse Hale, Director of Public Works  
**Meeting Date:** June 1, 2026  
**Department/Office:** Public Works  
**Item Name:** KoneHeadz Lease Agreement

**Summary:**

The City of Glenpool has leased the concession facility located at Black Gold Park to Koneheadz for many years. The proposed User Agreement is a renewal agreement of this fiscal year's contract.

Owner, Kayla Randall has agreed to the terms and conditions and has supplied copies of Koneheadz current insurance coverage as a listed condition of the agreement. Ms. Randall will pay a rental fee of \$300 per month for months they fully occupy the space (July, August, May, June) for a total of \$1200 for the fiscal year.

**Recommended Action:**

Staff recommends approval of the User Agreement with Koneheadz for the fiscal year 2026-2027.

**Budget:**

**Attachments:**

1. BG PARK - Concession - KONEHEADZ - 2026-07-01 - 2027-06-30
2. 2026-05-27 COI - KoneHeadz
3. 2023-07-31 Food Employee Permit - KoneHeadz expires 2026-07-31

**Lease Agreement: City of Glenpool / Black Gold Park Concession Facility / City  
Kayla Randall – Kone Headz / User  
TERM: July 1, 2026 through June 30, 2027**

**LEASE AGREEMENT**

This Agreement (“**Agreement**”) is made and entered into, and shall be deemed effective, as of the date executed by all undersigned parties, City being the City of Glenpool, a municipal corporation, (“**City**”) and User being Kayla Randall, of Sapulpa, Oklahoma, as sole proprietor and doing business as “Koneheadz” (the “**User**”).

A. City is the owner of certain real property commonly described as **Black Gold Park**, located in the City of Glenpool, County of Tulsa, State of Oklahoma and more particularly the concession stand located on Black Gold Park at 305 W. 144th Street, Glenpool, OK 74033 (the “**Premises**”).

B. User desires to lease the Premises, subject to terms and conditions set forth below, for the primary purpose of making a concession stand available to residents of the City of Glenpool, their guests, and others who may visit Black Gold Park.

C. For valuable consideration recited in this Agreement, the receipt and sufficiency of which are hereby acknowledged, City and User agree as follows:

**Section 1. Basic Information:** In addition to any terms that may be defined elsewhere in this Agreement, the following terms have the following meaning:

a) Premises: Black Gold Park Concession Stand at 305 W. 144th Street, Glenpool, OK 74033, together with adjacent restrooms and unlimited usage of the adjacent parking lot

b) City: City of Glenpool

c) City’s Address: 12205 S. Yukon Avenue, Glenpool, OK 74033

Attn: Mr. David Tillotson

Telephone: 918-322-5409

Email: [dtillotson@cityofglenpool.com](mailto:dtillotson@cityofglenpool.com)

d) User: Kayla Randall

e) User’s Address for Notice Purposes:

620 South Apple Street, Sapulpa, OK 74066

Telephone: 918-310-0029

Email: [K.randall0105@gmail.com](mailto:K.randall0105@gmail.com)

f) Term: July 1, 2026 through June 30, 2027

g) Rent: User shall pay rent to the City for the use of the Premises of \$300.00 per month for the months of July, August, May, and June during the term of this Agreement for a total of \$1200.00.

h) Renewal Terms: This Agreement may be renewed for one or more consecutive annual periods following the Expiration Date, subject to negotiations of the parties with no obligation created by this Agreement.

**Section 2. Right of Entry; Purpose.** User shall have the unrestricted right to enter the Premises during the Term of the Lease for the purposes of:

a) Offering for sale shaved ice products, chips, sodas, and sundry small, packaged food items;

b) Producing and offering for safe the products of a hot dog machine, nacho maker, popcorn popper, ice machine, and soft drink dispenser;

c) Utilizing the functions of an on-site refrigerator, sink, and other such equipment, machinery or fixtures commonly and reasonably understood to be consistent with the operation of a concession stand and with offering for sale to the public snack food items and soft drinks;

d) Maintaining the cleanliness and ensuring the operating order of all fixtures in the adjacent restrooms, provided that City shall be responsible for all capital repairs; and

e) Upkeep of adjacent grounds, to include the removal of all litter generated by operation of the Premises, in the parking lot and grassy areas, provided that the City shall be responsible for maintaining the surface and striping of the parking lot.

Items (a) through (e) shall be referred to collectively as “**Operations.**”

**Section 3. Other Obligations of User.** It shall be the duty of the User to:

a) Maintain the concession stand within the standards of all applicable health and safety codes, whether city, county, state or federal.

b) Obtain and maintain in good standing all applicable business licenses, food handler permits, sales tax registration and any other lawfully required conditions of operation, whether city, county or state.

c) Maintain the operating hours of 9:00 a.m. to 9:00 p.m., seven days a week, provided that User may, upon notice to the City, amend such operating hours in ways that are consistent with the season, academic year and other conditions affecting volume of sales, provided that such hours shall be no earlier than 8:00 a.m. and no later than 11:00 p.m. on any date, unless User requests and City grants special exception for designated events.

d) Conform all signage to the City of Glenpool Zoning Code, Sign Ordinance, provided that no signage shall be installed in a way that would cause damage to any surface if removed.

e) Hold City harmless for any claims, liabilities, or damages attributable directly to Operations of the User, as described in section 2 above.

**Section 4. Obligations of City.** It shall be the duty of the City to:

a) Perform all mowing, snow removal, and other similar grounds maintenance of the Premises.

b) Provide all capital repairs and upgrades as well as install any permanent fixtures.

c) Provide water and electric utilities without cost to the User.

d) Provide police protection of the Premises and surrounding areas, to include, in particular, the skateboard arena.

e) Hold User harmless for any claims, liabilities, or damages attributable directly to negligent or intentional actions of the City or of park patrons to the extent that User is without fault.

**Section 5. Insurance, Indemnification and Release of Claims**

a) Prior Submission of Insurance Compliance. User shall arrange for certificates of insurance and endorsements to be submitted to the City Attorney for approval prior to allowing any person to commence work or engage in any Operations under this Agreement.

b) Scope. Events within the scope of this provision include without limitation:

- Failure by User to perform any of the terms or conditions of this Agreement;
- Any injury or damage happening on or about the Premises;
- Failure to comply with any law of any governmental authority; or
- Any mechanic's lien or security interest filed against equipment, materials, or alterations of buildings or improvements that belong to City.

c) Minimum Amounts. User shall obtain and maintain insurance in no less than the following amounts and in terms no more restrictive than the following:

General Liability Insurance covering all Premises and activities. The applicable limit of liability shall not be less than One Million Dollars (\$1,000,000.00) per claimant, One Million Dollars (\$1,000,000.00) annual aggregate; and

Worker's Compensation Insurance Coverage in compliance with the Worker's Compensation Laws of the State of Oklahoma, to the extent required.

d) City as Additional Insured. User shall include the City of Glenpool, its officials, representatives, agents and employees as additional insured on all required insurance policies.

e) Notice of Insurance Cancellation. Such coverage shall not be canceled or materially changed without giving City at least thirty (30) days' prior written notification. The insurer shall have no recourse against City for payment of any insurance premium. Any insurance benefit protecting City against any loss relating to or arising out of the subject of this Agreement shall be made payable solely to City.

f) Indemnification. User shall indemnify, defend, and hold harmless the City, its officers, agents, representatives, volunteers, and employees against any and all liabilities, damages, injuries (including death), property damage (including loss of use), claims, liens, judgments, costs, expenses, suit, actions, or proceeding of any nature whatsoever, including reasonable attorney fees, by reason of or arising out of any act, omission, negligence or misconduct of User or of any of its employees, guests, invitees, representatives, officers, agents, or contractors or subcontractors in performing or failing to perform any of its obligations under this Agreement. This indemnification provision shall exclude only such actions as arise directly and solely out of negligence or willful misconduct of City or any of its officers, agents, representatives, volunteers and employees, and in accordance with the terms, conditions and exceptions provided by the Oklahoma Governmental Tort Claims Act.

g) Defense Against Liability Claims. During those times that User is in control of the Premises, City shall not be liable for any injury or damages to any property or to any person using the Premises nor for damage to any property of User. In the event that any suit based upon such a claim, action, liability, loss, costs, expenses and damages is brought against City, User shall defend the same at its sole cost and expense; *provided that*, City retains the right to participate in said suit if any principle of governmental or public law is involved. If a final judgment is rendered against City or any of its officers, agents, and employees, or jointly against City and User and/or their respective officers, agents, and employees, User shall satisfy such judgment in its entirety.

h) **Limitation of Liability.** User acknowledges and agrees that it shall be responsible for any damages occurring to the demised Premises that are directly attributable to deliberate or negligent acts of User or any of its employees, or by the general public during User's hours or operation. User shall not be responsible for damages or vandalism occurring while User is not using the Premises or attributable to the acts of persons beyond User's power to control.

**Section 6. Option to Renew.** City and User shall have the option, but not the obligation, to renew the term of this Agreement each successive operating season based on circumstances prevailing at that time.

**Section 7. City's Right of Access.** City shall have an unrestricted right to enter the Premises at its sole discretion, provided that City shall make a good faith effort to time and sequence any such access in such a manner as to be minimally disruptive of User's Operations.

**Section 8. Termination.** This Agreement may be terminated without any penalty or further liability in the following ways:

- a) On thirty days' written notice by either party;
- b) On default of any covenant or term hereof by either party;
- c) Immediately upon notice by City if User does not obtain or maintain any license, permit or other governmental approval necessary to its Operations;
- d) If the Premises are or become unusable for the intended purpose of operating User's business, with or without fault of either party;
- e) Expiration of the current term.

No later than thirty days after the termination of this Agreement, User will remove its personal property and fixtures and restore the Premises to their condition as of the Commencement Date, reasonable wear and tear excepted.

**Section 9. Damage.** If any portion of the Premises necessary for User's Operations is damaged during the Term of this Lease, other than by causes attributable to User, City will repair or rebuild such portion of the Premises to substantially the condition in which such portion was immediately prior to such damage. If the Premises are damaged to the extent that it would take, in City's reasonable judgment, more than thirty days to repair, then User may opt to terminate this Agreement without liability.

**Section 10. Exclusivity of Lease.** City shall not lease, license, or otherwise enter into any agreement with any party other than User for the use or occupancy of the Premises during the Term of this Agreement.

**Section 11. Utilities.** City will provide, at no cost to User, all utilities required by User's Operations so long as such use is within the scope of this Agreement.

**Section 12. Successors and Assigns.** User shall not enter into any assignment, transfer or sublease of the Premises or of any interest in its Operations without the written consent of the City.

**Section 13. Complete Agreement.** This Agreement contains all agreements, promises, and understandings between City and User and no other agreements, promises, or understandings shall or will be binding on either City or User. Any addition, variation, or modification to this Agreement shall be void and ineffective unless in writing and signed by the undersigned parties.

**Section 14. Notices.** All notices and other communications required or permitted under this Agreement may be oral or in writing, unless a writing is expressly required by any provision of this Agreement, and shall be given either in person, by telephone, by electronic transmission or by United States regular mail, addressed to the party for whom it is intended at its address set forth in Section 1. Either party may, by similar notice, change the address to which future notices or other communications shall be sent.

**Section 15. Recording Not Required.** City and User agree that this Agreement shall not be recorded in the Tulsa County land records or elsewhere.

IN WITNESS WHEREOF, the parties hereto have set their hand and affixed their respective seals on the day and year below written, the latter of which being the Commencement Date.

CITY: City of Glenpool

\_\_\_\_\_  
Joyce G. Calvert, Mayor

\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
Lesli Smith, City Clerk

\_\_\_\_\_  
Date

Approved as to Form:

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Date

USER: Business Name "Koneheadz"

\_\_\_\_\_  
Kayla Randall, Proprietor

\_\_\_\_\_  
Date






# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/27/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b>  Marvin Manns 719 E. 141st Ste D  Glenpool OK 74033	<b>CONTACT NAME:</b> Marvin Manns <b>PHONE (A/C, No, Ext):</b> 918-995-2552 <b>E-MAIL ADDRESS:</b> marvin.manns.dhn8@statefarm.com	<b>FAX (A/C, No):</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURED</b> KONEHEADZ LLC 620 S APPLE ST  SAPULPA OK 740664612		<b>INSURER A:</b> State Farm Fire and Casualty Company <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	25143

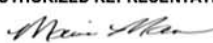
**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD INSD	SUB WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:	N	N	96-GB-0592-5	02/26/2026	02/26/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO OWNED <input type="checkbox"/> AUTOS ONLY HIRED <input type="checkbox"/> AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY	N	N	0005353-SFX-36	05/22/2026	05/22/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	N	96-CG-A100-1	02/26/2026	02/26/2027	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

[Empty space for Certificate Holder]	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	<b>AUTHORIZED REPRESENTATIVE</b>  This form was system-generated on 05/27/2026

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# Food Employee Permit



## Food Employee Permit

(signature)

**KAYLA RANDALL**

A handwritten signature in black ink that reads 'Bruce Dant'.

Valid from  
07/31/2023 to 07/31/2026



**Health Officer**  
Tulsa Health Department

**1450K0087BW01R26**

**To:** Honorable Mayor and Council

**From:** Josh Brannon, Finance Director

**Meeting Date:** June 1, 2026

**Department/Office:** Finance

**Item Name:** Audit Engagement for FYE June 30, 2026 with Hinkle & Company, PC

**Summary:**

The City has engaged Hinkle & Company, PC for the past six years to conduct the Financial and Compliance audit. Staff is pleased with the quality of their work and professionalism, and the quoted cost remains unchanged from the previous year.

Attached is the Engagement Letter for the purpose of providing audit services for the fiscal year ending June 30, 2026, at an estimated cost of \$28,500, plus audit services for the federal single audit at an estimated cost of \$5,500, for a total cost of \$34,000.

**Recommended Action:**

Staff recommends Council approval to engage Hinkle & Company, PC at an estimated cost of \$34,000.

**Budget:**

**Attachments:**

1. Audit Engagement Letter (including Single Audit) - Hinkle and Company



**HINKLE &  
COMPANY**  
Strategic <sup>PC</sup>  
Business Advisors

May 15, 2026

City of Glenpool  
Josh Brannon, Finance Director  
12205 South Yukon Avenue  
Glenpool, Oklahoma 74033

The following represents our understanding of the services we will provide City of Glenpool (The City).

You have requested that we audit the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of Glenpool, as of June 30, 2026 and for the year then ended and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and in accordance with Government Auditing Standards, will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Accounting principles generally accepted in the United States of America require that supplementary information (RSI), such as management's discussion and analysis (MD&A), budgetary comparison schedule for the General Fund, schedules of the City's proportionate share of the net pension liability and the City's contributions, be presented to supplement the City of Glenpool basic financial statements. Such information, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board* who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI.

5028 E. 101st Street  
Tulsa, OK 74137  
TEL: 918.492.3388  
FAX: 918.492.4443  
[www.hinklecpas.com](http://www.hinklecpas.com)

The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

- Management's Discussions and Analysis
- Schedule of the City's proportionate share of the net pension liability and Other Post-employment Benefits
- Schedule of the City's contributions
- Budgetary Comparison Schedule
- Notes to the Budgetary Comparison Schedule

### **Data Collection Form**

Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management's responsibility to submit a reporting package including financial statements, schedule of expenditure of federal awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the federal audit clearinghouse. The financial reporting package must be text searchable, unencrypted and unlocked. Otherwise, the reporting package will not be accepted by the federal audit clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form is required to be submitted within the earlier of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

### **Audit of the Financial Statements**

We will conduct our audits in accordance GAAS, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America; the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and, if applicable, in accordance with any state or regulatory audit requirements. As part of an audit of financial statements in accordance with GAAS and, in accordance with *Government Auditing Standards*, and/or any state or regulatory audit requirements, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.



- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or noncompliance may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards* of the Comptroller General of the United States of America and, if applicable, in accordance with any state or regulatory audit requirements. Please note that the determination of abuse is subjective and *Government Auditing Standards* does not require auditors to detect abuse.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

We will issue a written report upon completion of our audit of the City's basic financial statements. Our report will be addressed to the board of directors of the City. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.



### **Audit of Major Program Compliance**

Our audit of the City's major federal award program(s) compliance will be conducted in accordance with the requirements of the Single Audit Act, as amended; and the Uniform Guidance, and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance and other procedures we consider necessary to enable us to express such an opinion on major federal award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether material noncompliance with applicable laws and regulations, the provisions of contracts and grant agreements applicable to major federal award programs, and the applicable compliance requirements occurred, whether due to fraud or error, and express an opinion on the entity's compliance based on the audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the entity's compliance with the requirements of the federal programs as a whole.

As part of a compliance audit in accordance with GAAS *and*, if applicable, in accordance with *Government Auditing Standards*, and/or any state or regulatory audit requirements, we exercise professional judgment and maintain professional skepticism throughout the audit. We also identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks.

Our procedures will consist of determining major federal programs and, performing the applicable procedures described in the U.S. Office of Management and Budget *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs, and performing such other procedures as we consider necessary in the circumstances. The purpose of those procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.



Also, as required by the Uniform Guidance, we will obtain an understanding of the entity's internal control over compliance relevant to the audit in order to design and perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the entity's major federal award programs. Our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report. However, we will communicate to you, regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we have identified during the audit.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the entity's major federal award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

### **Management Responsibilities**

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
3. For identifying, in its accounts, all federal awards received and expended during the period and the federal programs under which they were received;
4. For maintaining records that adequately identify the source and application of funds for federally funded activities;
5. For preparing the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the Uniform Guidance;
6. For designing, implementing, and maintaining effective internal control over federal awards that provides reasonable assurance that the entity is managing federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal awards;
7. For identifying and ensuring that the entity complies with federal laws, statutes, regulations, rules, provisions of contracts or grant agreements, and the terms and conditions of federal award programs, and implementing systems designed to achieve compliance with applicable federal statutes, regulations, and the terms and conditions of federal award programs;
8. For disclosing accurately, currently, and completely the financial results of each federal award in accordance with the requirements of the award;
9. For identifying and providing report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented;
10. For taking prompt action when instances of noncompliance are identified;



11. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
12. For following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
13. For submitting the reporting package and data collection form to the appropriate parties;
14. For making the auditor aware of any significant contractor relationships where the contractor is responsible for program compliance;
15. To provide us with:
  - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements including the disclosures, and relevant to federal award programs, such as records, documentation, and other matters;
  - b. Additional information that we may request from management for the purpose of the audit;
  - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence;
16. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole;
17. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
18. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
19. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in internal control and others where fraud could have a material effect on compliance;
20. For the accuracy and completeness of all information provided;
21. For taking reasonable measures to safeguard protected personally identifiable and other sensitive information; and
22. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the schedule of expenditures of federal awards referred to above, you acknowledge and understand your responsibility (a) for the preparation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance, (b) to provide us with the appropriate written representations regarding the schedule of expenditures of federal awards, (c) to include our report on the schedule of expenditures of federal awards in any document that contains the schedule of expenditures of federal awards and that indicates that we have reported on such schedule, and (d) to present the schedule of expenditures of federal awards with the audited financial statements, or if the schedule will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the schedule of expenditures of federal awards no later than the date of issuance by you of the schedule and our report thereon.



As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

### **Fees and Timing**

Kirk Vanderslice is the engagement partner for the audit services specified in this letter. His responsibilities include supervising the auditing services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report. We will work with your staff to schedule the audit to meet the City's needs.

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses. Invoices will be rendered every two weeks and are payable upon presentation. We estimate that our fee for the audit will be \$28,500 for the financial audit and an additional \$5,500 for the single audit. We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate. Whenever possible, we will attempt to use the City's personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit.

### **Other Matters**

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

The audit documentation for this engagement is the property of Hinkle & Company, PC and constitutes confidential information. However, we may be requested to make certain audit documentation available to state and federal agencies and the U.S. Government Accountability Office pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Hinkle & Company, PC's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to these agencies and regulators. The regulators and agencies may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies. We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.



With respect to any nonattest services we perform, the City's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

During the course of the audit, we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

You agree to inform us of facts that may affect the financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

At the conclusion of our audit engagement, we will communicate to the Mayor and Audit Committee, the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

In accordance with the requirements of *Government Auditing Standards*, we have attached a copy of our latest external peer review report of our firm for your consideration and files.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statement's compliance over major federal award programs including our respective responsibilities.



We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

*Hill & Company, PC*

This letter correctly sets forth our understanding of the City of Glenpool.

\_\_\_\_\_  
Mayor Joyce Calvert  
City of Glenpool

\_\_\_\_\_  
Date



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## **Report on the Firm's System of Quality Control**

To the Partners of Hinkle & Company, PC and  
the Peer Review Committee of the Oklahoma Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Hinkle & Company, PC (the "firm") in effect for the year ended September 30, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants ("Standards").

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported on in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### **Firm's Responsibility**

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### **Peer Reviewer's Responsibility**

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

### **Required Selections and Considerations**

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

To the Partners of Hinkle & Company, PC and  
the Peer Review Committee of the Oklahoma Society of CPAs  
Page -2-

**Opinion**

In our opinion, the system of quality control for the accounting and auditing practice of Hinkle & Company, PC in effect for the year ended September 30, 2022, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Hinkle & Company, PC has received a peer review rating of *pass*.

A handwritten signature in black ink that reads "Finley & Cook, PLLC". The signature is written in a cursive, flowing style.

Shawnee, Oklahoma  
August 30, 2023

**To:** Honorable Mayor and Council

**From:** Josh Brannon, Finance Director

**Meeting Date:** June 1, 2026

**Department/Office:** Finance

**Item Name:** Administrative Operations Agreement between GEMS and the City

**Summary:**

The GEMS/City Administrative Operations Agreement delineates the responsibilities of each organization related to EMS and First Responders within the City. There are no changes to this agreement from the previous year except for the dates and Exhibit A, which has been updated to reflect the FY 2026-2027 run rate calculations.

**Recommended Action:**

Staff recommends approval of the Administrative Operations Agreement between the City of Glenpool and the Glenpool Area Emergency Service District for FY 2026-2027.

**Budget:**

**Attachments:**

1. FY 2026-2027 GEMS-City Operational Agreement

**ADMINISTRATIVE OPERATIONS AGREEMENT – FISCAL YEAR 2026-2027**  
**[City of Glenpool and “GEMS” District]**

This Administrative Operations Agreement (“Agreement”) made and entered into on the date last written below, by and between the City of Glenpool, Oklahoma, a municipal corporation, (“City”) and the Glenpool Area Emergency Medical Service District (“GEMS” or “District”) (together with the City, the “Parties”), expressly amends, replaces and supersedes all agreements previously entered into by the Parties for the purposes set forth herein.

**I. Stipulations**

A. The Parties acknowledge and agree to the following:

1. City is a municipal corporation doing business within Tulsa County, State of Oklahoma.
2. GEMS is an emergency medical service district as defined in and having all powers, duties and privileges provided under the Oklahoma Constitution, Art. X, § 9C, and was created by vote of the qualified voters of the Glenpool Public School District on February 22, 1983. Since ratification, GEMS has continually functioned as an emergency medical service district and has been administered through five members appointed by the Tulsa County Board of County Commissioners and serving as a Board of Trustees as prescribed by the Oklahoma Constitution.
3. As provided by Title 5, Chapter 2, Article B, Section 1<sup>1</sup> of the Glenpool City Code, the Emergency Medical Response Agency consists of Glenpool Fire Department members who are certified by the Oklahoma Department of Health in accordance with the Oklahoma Emergency Response Systems Development Act and in accordance with rules and regulations promulgated by the Oklahoma Board of Health; and are so designated by the Medical Director, as defined in Title 5, Chapter 2, Article A, Section 1 of the City Code, to perform emergency medical services at the scene of an incident requiring emergency medical services, excluding transport, as further provided by Title 5, Chapter 2, Article B of the City Code.

**II. City’s Responsibilities**

City acknowledges that all GEMS funds are derived from the three-mill ad valorem levy approved by majority vote of the qualified voters of the Glenpool Public School District on the 22<sup>nd</sup> day of February 1983, and that all such funds shall only be expended for the purpose of providing for the support, organization, operation and maintenance of district ambulance services, including the provision of ambulance services by contract. City further agrees and promises to receive no portion of such GEMS funds beyond the extent to which the following services provided by City to GEMS incur costs for lawful emergency medical service district

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<sup>1</sup> The "emergency medical response agency", as defined in Title 5, Chapter 2, Article A, Section 1 of the City Code, consists of one or more employees of the City, one of whom shall be designated the Director of the Emergency Medical Response Agency, and all of whom shall at all times be certified by the State Department of Health in accordance with the Oklahoma Emergency Response Systems Development Act and in accordance with rules and regulations promulgated by the State Board of Health. The function of the Emergency Medical Response Agency is to provide assistance to the ambulance service provider, as provided by this "Operational Agreement" and the "Ambulance Service Agreement," as those terms are defined and used in Title 5, Chapter 2, Article A of the City Code, under the direction and control of the Medical Director.

purposes which GEMS may lawfully subsidize in accordance with the Emergency Medical Service District Budget Act, 19 O.S. §§ 1701 – 1723, inclusive<sup>2</sup>:

- A. City staff persons will provide general clerical and accounting services as requested by the GEMS District Administrator, District Treasurer/Finance Officer, or District Clerk. These services will include at a minimum, use of the City’s Enterprise Resource Planning software (Incode), use of the City’s online agenda preparation and administration software (iCompass/Diligent), use of City office supplies, computers, network and internet services, encumbrance and payment of approved purchase orders and invoices, and review of banking reconciliation and financial reports necessary to maintain segregation of duties and manage the GEMS approved budget.
- B. City will provide Emergency Medical Response Agency emergency medical services for GEMS, to include: the cost of all personnel dedicated to Emergency Medical Response (“EMR”) runs and related functions, EMR contracted training, EMR durable and replaceable medical equipment, supplies, emergency vehicle maintenance and fuel expenses and related services as provided by Title 5, Chapter 2, Article B, Sections 1 and 2 of the City Code<sup>3</sup> and will ensure that all persons acting as emergency medical responders shall be properly certified and shall be under the direct supervision of the GEMS Medical Director, as appointed by the GEMS District Board or by contract with an ambulance service provider pursuant to Title 5, Chapter 2, Article A, Section 2 of the City Code,<sup>4</sup> at a cost to be subsidized by GEMS in an amount appropriated for

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<sup>2</sup> 19 O.S. §1719 provides expressly:

Estimated revenues and appropriation expenditures in the budget of each fund shall be classified in conformity with the accounting system prescribed by the State Auditor and Inspector. Revenues shall be classified separately by source. Expenditures shall be departmentalized by appropriate functions and activities within each fund and shall be classified within the following categories:

1. Salaries and wages, which may include expenses for salaries, wages, per diem allowances and other forms of compensation;
2. Employee benefits paid to any member or employee of the board for services rendered or for employment. Employee benefits may include employer contributions to a retirement system, insurance, vacation allowances, sick leave, terminal pay or similar benefits;
3. Operating expenses, which may include materials and supplies, articles and commodities which are consumed or materially altered when used, such as office supplies, operating supplies and repair and maintenance supplies, and all items of expense to any persons, firm or corporation rendering a service in connection with repair, sale or trade of such articles or commodities, such as services or charges for communications, transportation, advertising, printing or binding, insurance, public utility services, repairs and maintenance, rentals, miscellaneous items and all items of operating expense to any person, firm or corporation rendering such services;
4. Other services and charges, which may include all current expenses other than those listed in paragraphs 1, 2, 3, 5 or 6 of this section;
5. Capital outlays, which may include outlays which result in acquisition of or additions to fixed assets purchased by the district, including land, buildings, improvements other than buildings, and all construction, reconstruction, appurtenances or improvements to real property accomplished according to the conditions of a contract, machinery and equipment, furniture and autos and trucks; and
6. Debt service, which may include outlays in the form of debt principal payments, periodic interest payments, paying agent's fees, or related service charges for benefits received in part in prior fiscal periods as well as in current and future fiscal periods.

<sup>3</sup> The Emergency Medical Response Agency shall provide emergency medical services in accordance with the directives and perimeters identified in Title 5, Chapter 2, Article A of the City Code and under the direction of the Medical Director.

<sup>4</sup> MEDICAL DIRECTOR: The licensed physician appointed by the GEMS district board, or by contract with the ambulance service provider, to perform the duties and responsibilities granted and ascribed to the medical director herein. The medical director may be an employee of the city in the absence of an ambulance service agreement, but is otherwise an employee of, or contractor with, the licensed ambulance service provider so designated by the ambulance service agreement.

that purpose by the GEMS budget as adopted by the GEMS Board in accordance with the Emergency Medical Service District Budget Act.

### III. GEMS' Responsibilities

- A. The GEMS Board of Trustees will be solely responsible for the appointment of and payment of compensation as provided by separate contract to a person qualified and acceptable to the Board of Trustees to perform administrative services for GEMS, including services as an administrative liaison between GEMS and City for the purpose of making and delivering such reports to the Board of Trustees as needed to provide information, answer questions and carry out administrative tasks assigned by the Board, ("**District Administrator**") and will ensure that such District Administrator is present at no fewer than nine scheduled meetings of the Board of Trustees during the term of this Agreement all at a cost to be borne by GEMS in an amount appropriated for that purpose by the GEMS FY 2026-2027 Budget as adopted by the GEMS Board in accordance with the Emergency Medical Service District Budget Act. For purposes of this Agreement, the District Administrator shall not be regarded or treated as an employee of either the City or the GEMS District but is in all respects an independent contractor in privity with GEMS.
- B. The GEMS Board of Trustees will be solely responsible for the appointment of and payment of compensation as provided by separate contract to a person qualified and acceptable to the Board of Trustees to perform organizational and record-keeping duties for GEMS in keeping with the Oklahoma Open Meeting Act and Open Records Act, including agenda preparation, minute-taking and documentation ("**District Clerk**"), and will ensure such District Clerk is present at no fewer than nine scheduled meetings of the Board of Trustees during the term of this Agreement all at a cost to be borne by GEMS in an amount appropriated for that purpose by the GEMS FY 2026-2027 Budget as adopted by the GEMS Board in accordance with the Emergency Medical Service District Budget Act. For purposes of this Agreement, the District Clerk shall not be regarded or treated as an employee of either the City or the GEMS District but is in all respects an independent contractor in privity with GEMS.
- C. The GEMS Board of Trustees will be solely responsible for the appointment of and payment of compensation as provided by separate contract to a person qualified and acceptable to the Board of Trustees to perform legal services for GEMS, to ensure that all GEMS activities, contracts and any other actions are in compliance with all applicable constitutional and statutory requirements ("**District Legal Counsel**"), and will ensure such District Counsel is present at no fewer than nine scheduled meetings of the Board of Trustees during the term of his Agreement all at a cost to be borne by GEMS in an amount appropriated for that purpose by the GEMS FY 2026-2027 Budget as adopted by the GEMS Board in accordance with the Emergency Medical Service District Budget Act. For purposes of this Agreement, the District Counsel shall not be regarded or treated as an employee of either the City or the GEMS District but is in all respects an independent contractor in privity with GEMS.
- D. The GEMS Board of Trustees will be solely responsible for the appointment of and payment of compensation as provided by separate contract to a person qualified and acceptable to the Board of Trustees to perform accounting and budgetary services for GEMS, including management of the accounts of GEMS in accordance with the Emergency Medical Service District Budget Act and making such reports to the GEMS Board of Trustees as needed to keep the Board of Trustees informed regarding its financial status and legal compliance ("**District Treasurer/Finance Officer**"), and will ensure such District Finance Officer is present at no fewer than nine scheduled meetings of the Board of Trustees during the term of this Agreement all at a cost to be borne by

GEMS in an amount appropriated for that purpose by the GEMS FY 2026-2027 Budget as adopted by the GEMS Board in accordance with the Emergency Medical Service District Budget Act. For purposes of this Agreement, the District Finance Officer shall not be regarded or treated as an employee of either the City or the GEMS District but is in all respects an independent contractor in privity with GEMS.

- E. GEMS agrees to adopt such rules, policies, and procedures as will provide for orderly, lawful, and expedient emergency medical response agency services, as provided by a separate ambulance service provider agreement with a qualified ambulance service provider to the fullest extent permissible under Oklahoma law.
  - i. GEMS stipulates that the Board of Trustees has the power and duty to promulgate and adopt such rules, policies, and procedures pursuant to Art. X, § 9C of the Oklahoma Constitution.
  - ii. GEMS further stipulates and agrees that the clerical and accounting services provided by City personnel under Section II.A. of this Agreement shall be performed in accordance with the provisions of Title 5, Emergency Preparedness, Chapter 2, Medical Services, Article A, Emergency Medical Services; and Article B, First Responder Service, of the City of Glenpool Code of Ordinances,, as amended by Ordinance 694, adopted by the City Council on March 2, 2015, and any such further amendments, ordinances, resolutions or policies adopted by the City or the Board of Trustees, as applicable and as may directly affect the provision of said services.
  - iii. GEMS further stipulates and agrees that the Emergency Medical Response Agency provided by the City under Section II.B. of this Agreement shall be supervised in such a way as to comply with all requirements of the Oklahoma Emergency Response Systems Development Act and any other applicable laws.
- F. GEMS agrees that it shall provide EMR contracted training, EMR certification fees, EMR durable and replaceable medical equipment, medical oxygen, and all supplies and equipment not otherwise provided by other parties.
- G. GEMS agrees that it shall annually prepare and adopt a budget in accordance with the provisions of the Emergency Medical Service District Budget Act and allocating sufficient funds to comply with all obligations and undertakings of this Agreement.
- H. In consideration of the administrative, financial and emergency medical response agency services provided by City as described in Sections II.A. and II.B. of this Agreement, GEMS agrees to reimburse the City at a mutually agreed upon cost for such services during the term of this Agreement. Such costs shall be included in the annual budget adopted by GEMS as provided in Section III.G. of this Agreement and in accordance with the Emergency Medical Response Service Rate Summary at **Exhibit A**, incorporated herein by reference.

#### **IV. Term of Agreement**

This Agreement shall be deemed effective as of July 1, 2026 and shall continue through June 30, 2027. This Agreement will automatically be renewed each subsequent year, beginning July 1, 2027, unless either party notifies the other at least 90 days prior to the same of its intention not to renew.

**V. Termination**

Either party may cancel this Agreement, with or without cause, prior to the termination date by providing written notice to the other party at least 30 days before the cancelation date.

**VI. Successors and Assigns**

This Agreement shall be binding upon the successors and assigns of the Parties during the term of this Agreement and no provisions, terms or obligations herein contained shall be affected, modified, altered or changed in any respect whatsoever by the consolidation, merger or annexation, transfer or assignment of either party hereto, or affected, modified, altered or changed in any respect whatsoever by any change of any kind in the ownership or management of either party hereto, or by any change geographically of the place of business of either party hereto.

**VII. Savings Clause**

- A. If any provisions of this Agreement, or the application thereof to any person or circumstance, is held invalid, such invalidity shall not affect other provisions or applications of this Agreement which can be given effect without the invalid provision or application, and to this end, the provisions of this Agreement are several.
- B. It is understood that the foregoing is a complete understanding of all the terms and conditions governed by this Agreement during the term of this Agreement, and all renewals as provided by Section IV of this Agreement, and it cannot be altered in any manner, save by the complete written concurrence of the Parties subscribing hereto.

In Witness Whereof, the Parties have hereunto set their hands this 1<sup>st</sup> day of June 2026.

City of Glenpool

Glenpool Area Emergency Medical Services District

\_\_\_\_\_  
Joyce G. Calvert, Mayor

\_\_\_\_\_  
Joyce G. Calvert, Chair of the Board of Trustees

Attest:

[SEAL]

\_\_\_\_\_  
Lesli Smith, City Clerk

\_\_\_\_\_  
Lesli Smith, District Clerk

Approved as to Form:

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
District Counsel

**Exhibit A  
Emergency Medical Response Service Rate Summary**

Runs Trailing 12 Previous Months		Ratio
EMR	1,696	70.6%
Fire	706	29.4%
<b>Total</b>	<b>2,402</b>	

**Based on FY 2026-2027 Proposed Budget**

	EMR Calls vs. Fire: Total	70.6% EMR
Total Compensation/Benefits for EMR personnel	\$ 3,374,618	\$ 2,382,744
Average per person (total/28)	\$ 120,522	\$ 85,098
Annual hours per person	2,912	
Avg hourly personnel cost	\$ 41.39	\$ 29.22
<b>Three person crew (\$41.39 X 3)</b>	<b>\$ 124.16</b>	<b>\$ 87.67</b>

Fire Truck Expenses	FY 2026-2027
Maintenance	51,025
Fuel	24,992
<b>Total truck expenses</b>	<b>\$ 76,017</b>

	EMR Calls vs Fire	70.6%
Estimated number of runs FY 2026-2027	2,402	
Average cost per run for truck (constant)	\$ 31.65	

	Total	EMR
Total rate per run (\$124.16 crew, \$31.65 truck)	\$ 155.81	\$ 110.02
Addtl Reimbursement for Accounting Services (12 months x \$275)	\$	\$ 3,300.00
<b>Total Estimated EMR Reimbursement FY 2026-2027</b>	<b>\$</b>	<b>\$ 189,886.00</b>



**Item: I.5.**

**To:** Honorable Mayor and Council  
**From:** Josh Brannon, Finance Director  
**Meeting Date:** June 1, 2026  
**Department/Office:** Finance  
**Item Name:** FY 25-26 City Budget Amendment CITY-10

**Summary:**

This Budget Amendment appropriates year-to-date Red White and Boom Bash (RWBB) sponsorships to be used for RWBB expenditures.

**Recommended Action:**

Staff recommends approval of FY 25-26 City Budget Amendment CITY-10.

**Budget:**

See attached

**Attachments:**

1. FY 25-26 Budget Amendment CITY-10 - GF RWBB 06-01-26

## City of Glenpool Budget Amendment

Fiscal Year: 2025-2026

Amendment No: CITY-10

Date Requested: 6/1/2026

<b>Revenue</b>					
Fund	Account Number	Account Name	Current Budget	Increase / (Decrease)	Revised Budget
01	5-00-5351	Donations	\$ -	\$ 11,000.00	\$ 11,000.00
					\$ -
		<b>Total</b>		<b>\$ 11,000.00</b>	

<b>Expense</b>					
Fund	Account Number	Account Name	Current Budget	Increase / (Decrease)	Revised Budget
01	6-01-6214	Events	\$ 35,000.00	\$ 11,000.00	\$ 46,000.00
					\$ -
		<b>Total</b>		<b>\$ 11,000.00</b>	

**Notes:**

This Budget Amendment appropriates year-to-date Red White and Boom Bash (RWBB) sponsorships to be used for RWBB expenses.

**Approved by the City of Glenpool**

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Date**

**To:** Honorable Mayor and Council

**From:** Josh Brannon, Finance Director

**Meeting Date:** June 1, 2026

**Department/Office:** Finance

**Item Name:** Preparation of Annual Financial Statements for FYE June 30, 2026

**Summary:**

The City requested a proposal from Crawford & Associates, P.C. to prepare the financial statements for the fiscal year ending June 30, 2026.

Attached is the Engagement Letter for the preparation of the annual financial statements and scope of work. The estimated cost to complete the financial statements is \$39,000.

**Recommended Action:**

Staff recommends Council approval to engage Crawford & Associates, P.C. for the preparation of financial statements for the fiscal year ending June 30, 2026, at an estimated cost of \$39,000.

**Budget:**

Budgeted Annually

**Attachments:**

1. FY 2025-2026 Financial Statement Engagement Letter



May 26, 2026

Mr. Josh Brannon, Finance Director  
City of Glenpool  
12205 S. Yukon Ave.  
Glenpool, OK 74033

Dear Mr. Brannon:

Crawford & Associates, P.C. is pleased that the City of Glenpool (the City) continues to express its confidence in our firm and our state and local government expertise. We look forward to a successful relationship as an integral financial management resource to the City of Glenpool management and governing body.

We are prepared to provide a full range of accounting and consulting services to the City of Glenpool contingent upon approval of your management and/or governing body. The purpose of this engagement letter is to identify the scope of available services from Crawford & Associates, the specific initial services requested at this time, and to confirm the terms, objectives, and limitations of our engagement services.

### Scope of Services

The scope of professional services that are available and can be provided to the City of Glenpool are outlined below under the heading *Scope of Available Services*. While this listing includes a range of services available from Crawford & Associates, the specific initial services requested to be provided at the current time are separately identified under the heading *Initial Services Requested*. Any additional services that are available from Crawford & Associates beyond these initially requested services can be provided upon subsequent specific request and agreement.

#### Scope of Available Services

- Preparation of Annual Financial Statements
- General Accounting and Advisory Assistance
- Budget Preparation and Amendment Assistance
- Capital Asset Records and Accounting Assistance
- Information Technology System Assistance
- Internal Control Policies and Procedures Assistance
- Labor Relations Consulting
- Laws and Regulations Compliance Assistance
- Investigation of Allegations or Concerns
- Tax and Other Regulatory Report Assistance

#### Initial Services Requested

- Preparation of Annual Financial Statements for the fiscal year ended June 30, 2026

### **Services Related to the Preparation of Annual Financial Statements**

You have requested that we prepare the annual financial statements of the financial reporting entity of the City of Glenpool, Oklahoma as of and for the year ended June 30, 2026. Such financial statements will include:

- a. Basic Financial Statements, including notes to the financial statements
- b. Required Supplementary Information
- c. Supplementary Information (to the extent management elects to include)
- d. Other Information (to the extent management elects to include)

#### *Crawford & Associates' Responsibilities*

The objective of our engagement is to prepare the annual financial statements in accordance with accounting principles generally accepted in the United States of America based on information provided by you. We will conduct our engagement in accordance with Statements on Standards for Accounting and Review Services (SSARs) promulgated by the Accounting and Review Services Committee of the AICPA and comply with the AICPA's Code of Professional Conduct, including the ethical principles of integrity, objectivity, professional competence, and due care.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion or provide any assurance on the financial statements.

Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations.

#### *Management Responsibilities*

The engagement to be performed is conducted on the basis that management acknowledges and understands that our role is to prepare financial statements in accordance with accounting principles generally accepted in the United States of America. Management has the following overall responsibilities that are fundamental to our undertaking the engagement to prepare your financial statements in accordance with SSARs:

- a. The selection of accounting principles generally accepted in the United States of America as the financial reporting framework to be applied in the preparation of the financial statements
- b. The prevention and detection of fraud
- c. To ensure that the entity complies with the laws and regulations applicable to its activities
- d. The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement to prepare financial statements

e. To provide us with:

- i. Documentation, and other related information that is relevant to the preparation and presentation of the financial statements,
- ii. Additional information that may be requested for the purpose of the preparation of the financial statements, and
- iii. Unrestricted access to persons within the City of Glenpool, Oklahoma, of whom we determine necessary to communicate.

The financial statements will not be accompanied by a report. However, you agree that the financial statements will clearly indicate that no assurance is provided on them.

#### **Other Requested and Available Services**

In conjunction with the other requested and available services (other than the preparation of the annual financial statements) as identified in the Scope of Services section of this letter, Crawford & Associates will be responsible for providing such services upon request in accordance with the applicable professional standards of the AICPA. It is anticipated that most if not all of these other services will be performed in accordance with the standards applicable to consulting services as prescribed by the AICPA.

Crawford & Associates, is not obligated to, but will report or otherwise communicate to management any recommendations, it determines necessary, resulting from the professional services provided.

Management and the governing body will be responsible for establishing the scope of our other professional services to be provided and for providing the necessary resources allocated to the work; such responsibility includes determining the nature, scope, and extent of the services to be performed, providing sufficient appropriation for the estimated cost of these services, providing overall direction and oversight for each service, and reviewing and accepting the results of the work.

#### **Access to Working Papers and Reports**

Any working papers prepared by Crawford & Associates in connection with performing the compilation and other professional services are the property of Crawford & Associates. Upon request, copies of any or all working papers and reports that we consider to be nonproprietary will be provided to management. Management may make such copies available to its external auditors and to certain regulators in the exercise of their statutory oversight responsibilities. Such copies may not be made available to any other third party without the prior written consent from Crawford & Associates.

#### **Fees and Costs**

Fees and out-of-pocket expenses for this engagement will be billed as the work progresses and payable upon receipt of our invoices. Out-of-pocket expenses include such costs incurred by Crawford & Associates in providing the services including travel, lodging, telecommunications, printing, document reproduction, and the like. Our fees for these services will be billed at our standard hourly rates, as follows, for the individual performing such services based on the actual number of hours of work, including travel time, performed by that individual.

Standard Hourly Rates:

- Firm President \$275
- Shareholders \$190
- Senior Managers \$170
- Managers \$150
- Senior Professional Staff \$130
- Professional Staff \$90
- Clerical Staff \$60

Because Crawford & Associates has no direct control over the type and amount of services requested by the management or the governing body during the term of this engagement, nor does Crawford & Associates have direct control over the quality of your accounting system or records, potential turnover of your staff, or your staffing levels, resources, or capabilities, it is impractical for us to provide an accurate amount of hours that will be required for the services requested or a not-to-exceed limit on fees and expenses charged. We will rely on you to provide us with a copy of approved purchase orders, containing estimated fees and expenses, monitor the cumulative fees and expenses charged, and notify us if and when the cumulative amount approaches the total appropriated level estimated. You also agree to provide sufficient appropriation for all services requested prior to the services being performed. For purposes of purchase order preparation, we estimate the fees for the services anticipated at this time, as defined in the Scope of Services section of this letter, will approximate \$39,000, unless the City requests additional services outside the scope of this agreement, or substantial changes are made to the City's reporting entity or annual activity, or turnover of key staff at the City occurs, at which we will approach management and possibly the governing body at that time about possible adjustments to our fee range. In the event we complete FY 2026 prior to the end of FY 2027, we may begin interim preparations in the spring of 2027 to facilitate a more timely issuance of FY 2027's financial statements.

The term of this engagement is a period from July 1, 2026 through the June 30, 2027. Crawford & Associates may perform additional services upon receipt of a formal request from management or the governing body with terms and conditions that are acceptable to both parties.

The agreements and undertakings contained in this engagement letter, shall survive the completion or termination of this engagement.

**Acceptance**

Please indicate your acceptance of this agreement by signing in the space provided below and returning this engagement letter to us. A duplicate copy of this engagement letter is provided for your records. We look forward to continuing our professional relationship with the City of Glenpool.

Respectfully submitted and agreed to by,



Frank Crawford  
Crawford and Associates, P.C.

**Accepted and agreed to for the City of Glenpool:**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



**To:** The Honorable Mayor and Council

**From:** Jesse Hale, Director of Public Works

**Meeting Date:** June 1, 2026

**Department/Office:** Public Works

**Item Name:** Approval of The M.e.t. Agreement of Provisional Services for FY 26/27

**Summary:**

The M.e.t. (Metropolitan Environmental Trust) is a non-profit organization focused on environmental responsibility. It educates the public, hosts awareness and collection events, and partners with communities to create and support environmental programs. These programs aim to ensure regulatory compliance, promote good environmental practices, and reduce waste.

Since April 1994, The M.e.t. has operated a recycling depot in Glenpool. This depot supplements the curbside recycling program in Glenpool, by accepting harder to gather recyclables such as glass, motor oil, cooking oil, batteries, and e-waste.

Glenpool's depot is staffed by workers from A New Leaf's vocational training program. This program offers vocational training for developmentally disabled members of the community.

**Recommended Action:**

Staff recommends approving the Agreement for the Provision of Services from The Metropolitan Environmental Trust (The M.e.t.) and agrees to pay the \$28,199.00 assessment for FY26/27.

**Budget:**

If approved, the \$28,199.00 assessment will funded from GL Account 02-6-19-6281

**Attachments:**

1. FY2026-27 Met Agreement - Glenpool

## **AGREEMENT FOR THE PROVISION OF SERVICES**

THIS AGREEMENT is entered into between the City of Glenpool (Glenpool), and The Metropolitan Environmental Trust (M.e.t.), a public trust, having ten area jurisdictions as its beneficiaries including Glenpool.

### **I. RECITATIONS**

Glenpool, in conjunction with its comprehensive approach to solid waste management, desires to provide for its citizens a waste reduction recycling program, public education concerning responsible solid waste disposal, and household hazardous waste collection.

The M.e.t. has the ability and facilities in place to continue to operate a recycling program at its depot located within the jurisdictional boundaries of The M.e.t. also has the expertise and the existing relationships to provide public education and to facilitate the collection of household hazardous waste on a regional basis.

The City of Tulsa, Oklahoma, has created a household pollutant collection facility (Facility) for Tulsa citizens to dispose of certain hazardous waste which is deleterious to the environment if disposed of incorrectly. The facility is located at 4502 S. Galveston. TARE and the City of Tulsa desire to make the facility available to area jurisdictions in a manner that is beneficial to the local environment, and consistent with Oklahoma Department of Environmental Quality MS4 water permits.

In consideration of the foregoing, as well as, mutual promises and covenants contained in this agreement, the parties agree as follows:

### **II. M.e.t. DUTIES**

#### **Recycling Collection**

1. The M.e.t. agrees to provide recycling services at the recycling depot located within the jurisdictional boundaries of Glenpool as specified in this agreement. The M.e.t. will provide equipment, materials, and management of operations for recycling services at the depot location. The M.e.t. will be responsible for and will pay for electricity charges at the depot location.
2. The parties reserve the right to change the location of the existing depot or to add depots upon mutual agreement reduced to writing and signed by each.
3. The M.e.t. shall maintain records showing the types and quantities of materials

recycled at the depot, the expenditures for the operation of the M.e.t. depot program, revenue and cost generated from the sale of recyclable materials and any other record which is required by local ordinance, state law, federal law or regulation. Reports shall be made available at the M.e.t. monthly board meetings or upon request and reasonable notice at the M.e.t.'s place of business during normal business hours.

4. It is understood by the parties that the M.e.t. will enter into contracts with organizations that provide employment opportunities for adults with disabilities to man the recycling depot. The hours of operation and the number of workers present at each depot will be dependent upon the contract with the organization and the volume of the stream of recyclables at the depot.

### **Public Education**

5. The M.e.t. will promote the responsible disposal of solid waste and hazardous materials through messages to the public on television, radio, newspaper and social media; speeches to civic groups; and information booths at public events. Messages will include promotion of green businesses located within Glenpool, and anti-littering campaigns on the importance of composting to divert green waste from the public waste stream.

6. The M.e.t. will conduct a one-time event for the collection of tires, fire extinguishers, or other items not otherwise routinely collected by the M.e.t, at a regional location designed to attract citizens of Glenpool.

7. The M.e.t. will conduct the Enviro Expo event, or a similar event, that promotes area businesses and organizations dedicated to recycling and environmental responsibility.

### **III. HOUSEHOLD HAZARDOUS WASTE COLLECTION**

8. The M.e.t. will field requests via telephone or email, screen, and provide vouchers for the Tulsa Facility to hazardous household waste from citizens of Glenpool.

9. Vouchers will be created using the system agreed to between the M.e.t. and Tulsa. The M.e.t. will enter the name of the citizen and the type of materials to be delivered. The M.e.t. will educate the citizens on the existence of the local recycling depot and items they can take there rather than at Tulsa's Household Pollutant (HHP) Facility, including the convenience and its reduction in the weight at the HHP Facility. The M.e.t. will instruct citizens to bring with them valid identification that matches the name of the citizen shown on the voucher and prove residency in the area jurisdiction. The M.e.t. will instruct the citizen as to the consequences of including poundage exceeding 45 pounds, or different items permitted by the voucher.

10. Tulsa will receive, weigh and process the materials presented at the facility by

citizens that have a voucher. Tulsa reserves the right to reject any materials that do not appear as acceptable on Exhibit A. Tulsa will not receive materials from any citizen of Glenpool that does not have a voucher.

11. Tulsa will charge the M.e.t. a fee for the disposal up to **45 pounds** for **\$62**. The Glenpool citizen is responsible for any additional fees for materials exceeding 45 pounds. at a cost of **\$1.37/lb**. Provided that automobile, boat and lawn equipment batteries will be accepted, but will not be included in the weight.

12. The M.e.t. will pay Tulsa for the voucher out of the funds provided to it by Glenpool under this agreement.

13. Glenpool authorizes the M.e.t. to make **8** vouchers available for its citizens to use the Tulsa facility plus any carryover vouchers from **FY 25/26**. Additional vouchers may be authorized in writing upon receiving notice from Glenpool and agreed to arrangements for payment.

14. The M.e.t. will deliver to Glenpool at the M.e.t. Board meeting, a monthly itemization showing the total number of vouchers. The poundage of and types of waste received, as well as the unanticipated items and excess poundage that were paid for by the citizen will be reported to Glenpool upon request.

#### **Excess Poundage, Unanticipated Products, Excess Number of Visits**

15. The parties anticipate that citizens may arrive at the facility with different products than they disclosed when making the voucher. The parties also anticipate that it may have more participation than anticipated and budgeted in this agreement.

16. In the event that the citizen has materials in excess of 45 pounds excluding batteries, Tulsa will require that the citizen pay Tulsa for the overage at the time they appear at the facility. The M.e.t. will not be responsible and will not pay for materials in excess of 45 pounds delivered by a citizen at a scheduled voucher. The M.e.t. will instruct the citizen as to the consequences of including more poundage, prior to arrival at the facility.

17. If the citizen includes materials routinely accepted at M.e.t. such as motor oil, batteries, cooking oil and grease, the M.e.t. will direct the citizen to deposit those materials at the M.e.t. recycling depot.

#### **IV. PAYMENT**

18. Glenpool will pay the M.e.t. a total of **\$28,199** payable in two equal installments due within 30 days after the receipt of invoices from the M.e.t. showing the duties performed and the amount due. In the event that Glenpool authorizes vouchers at the

Tulsa Facility in excess of the number agreed to above, Glenpool will pay the M.e.t. in advance or in a mutually agreed upon manner for an additional number of vouchers at the rate of \$62 per voucher. Unused vouchers shall roll over to the next contract year.

#### **V. TERM**

19. The term of this Agreement shall commence on **July 1, 2026**, and conclude on **June 30, 2027**. This agreement may be renewed for a period equal to the initial term upon written agreement to the extension, signed by both parties. In no event shall an extension term be longer in duration than 1 year.

#### **VI. TERMINATION**

20. This agreement may be terminated by either party for cause after notice and an opportunity has been given to present reasons why such action should not be taken. Grounds constituting cause include but are not limited to, failure to comply with the provisions of this agreement, any applicable laws, ordinances or material regulations or guidelines; one party has been unduly dilatory in executing its duties under this agreement; or non-payment. In the event of termination, the M.e.t. shall be entitled to payment for otherwise valid and allowable obligations incurred in good faith prior to notice of termination. The M.e.t. shall make all necessary efforts to mitigate the damages caused by the termination.

21. Neither forbearance nor payment by either party shall constitute waiver of any remedies for any default or breach that exists then or occurs later.

#### **VII. DISCLAIMER OF AGENCY**

22. In the performance of this agreement, the parties shall be deemed to be and shall be independent contractors and, as such, neither shall be entitled to any benefits applicable to employees of the other. Neither party is authorized or empowered to act for the other for any purpose and shall not on behalf of the other enter into any contract, warranty and/or representation as to any matter. Neither shall be bound by the acts or conduct of the other except as expressly set out in this agreement.

#### **VIII. AMENDMENT**

23. This agreement may be amended only in writing and signed by all parties.

#### **IX. SEVERABILITY**

24. If any provision under this agreement, or its application to any person or circumstance is held invalid by any court of competent jurisdiction, such invalidity does

not affect any other provision of this contract or its application that can be given effect without the invalid provision or application.

**X. ENTIRETY OF THE AGREEMENT & VENUE**

25. This Agreement sets forth the entire understanding of the parties and supersedes any oral agreements. The terms of this agreement shall be interpreted and construed under the laws of the State of Oklahoma.

THIS AGREEMENT may be executed in several counterparts, each of which shall be deemed the original, but all of which shall constitute one and the same instrument.

**City of Glenpool**

**The M.e.t.**

\_\_\_\_\_  
(title)  
Attest:

*James H. Reo*  
\_\_\_\_\_  
(title) *Chairman*  
Attest:

\_\_\_\_\_  
Clerk

*Ellen Bussert*  
\_\_\_\_\_  
Secretary

Date: \_\_\_\_\_  
(seal)

Date: *5-14-2026*

Approved as to form:

Approved as to form:

\_\_\_\_\_  
Attorney

\_\_\_\_\_  
Attorney

## **Exhibit A – Accepted and Non-Accepted Household Hazardous Waste**

The waste list below is to be accepted by Tulsa from outside jurisdictions through services provided by The M.e.t.

- Fluorescent and CFL Light Bulbs
- Oil Based Paints and Paint Thinner
- Latex Paint\*
- Flammable Liquids
- Lawn Chemicals
- Automotive Fluids
- Cooking Oil/Grease
- Aerosols
- Household and Car Batteries
- Household Cleaners
- Pool Chemicals

The listed wastes below are not accepted by Tulsa.

- Industrial or Commercially Generated Waste (including non-hazardous waste)
- Medical or Biomedical Waste
- Asbestos
- Food or Organic Waste
- Radioactive Material
- Ammunition/Explosives
- Electronics
- Tires
- Compressed Gas Cylinders
- Unknown Materials or Substances

*\*Since latex paint is not harmful to the environment and due to budgetary concerns, M.e.t. staff encourages Glenpool citizens to dry out their latex paint and not bring it to the facility.*

## **ORDINANCE NO. 836**

### **AN ORDINANCE AMENDING THE GLENPOOL CITY CODE**

AN ORDINANCE AMENDING TITLE 1, CHAPTER 7, MAYOR AND CITY COUNCIL, BY AMENDING SECTION 1-7-6, MEETINGS, SUBSECTION A, REGULAR MEETINGS, AND BY ADDING A NEW SECTION 1-7-9, CITIZEN PARTICIPATION GUIDELINES AND RULES OF DECORUM; PROVIDING FOR REPEALER, SEVERABILITY, AND SETTING AN EFFECTIVE DATE; AND DECLARING AN EMERGENCY

**NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLENPOOL, OKLAHOMA, AS FOLLOWS:**

#### **SECTION 1**

Section 1-7-6, Meetings, Subsection A, Regular Meetings, of Title 1, Chapter 7, Mayor and City Council, is hereby amended to read as follows:

##### **1-7-6 MEETINGS**

###### **A. Regular Meetings**

The city council shall meet regularly to conduct the business of the city. No later than December 15th of each calendar year, the City Council shall approve, and publish on the City's website, a schedule for all regular meetings for the subsequent calendar year. All regular meetings shall fall on a Monday, unless such regular meeting day falls on a holiday, as designated by the city council, then regular meetings shall be held on the next business day.

###### **B. Special Meetings**

The mayor or any three (3) council members may call special meetings in accordance with procedures established by the Oklahoma Open Meeting Act.

###### **C. Location of Meetings**

Every meeting of the council shall be held in the city hall council chambers, unless the mayor or the council members calling a regular or special meeting designates another place in the city for the holding of the regular or special meeting; provided that any adjourned meeting may be held at any other place within the city designated by the council.

#### **SECTION 2**

A new Section 1-7-9, Citizen Participation Guidelines and Rules of Decorum, is hereby added to Title 1, Chapter 7, Mayor and City Council, to read as follows:

##### **1-7-9 CITIZEN PARTICIPATION GUIDELINES AND RULES OF DECORUM**

###### **A. Purpose**

The City of Glenpool values your opinion and invites you to address the city council on any matter of interest to you and be available and approachable for citizen input. Rules of decorum exist that are used to govern time, place and manner of expression to ensure orderly conduct of business and responsiveness to your concern.

###### **B. Basic Requirements**

1. While the council is in session, all people are charged with preserving order and decorum and shall not engage in conduct that disturbs, interferes with, or disrupts the council's ability to conduct its business, or that jeopardizes the safety of any person present.
2. Every person desiring to speak shall address the presiding officer, and upon recognition by the presiding officer, shall confine comments to the question under consideration. Speakers shall refrain from conduct that disrupts the meeting, including shouting over others, refusing to yield the floor when directed, or physically interfering with the proceedings. The following expectations of civil debate apply to all participants and are aspirational guidelines, not grounds for removing a speaker unless they result in actual disruption:
  - We may disagree, but we will be respectful of one another.
  - All comments will be directed at the issue at hand.
  - Personal attacks shall be avoided.
  - Placards, banners and signs displayed by the public must not exceed two feet by three feet in size and shall not be permitted if they block or interfere with the ability of others to observe the proceedings.
  - Obscene and inappropriate language shall be avoided.
  - Each person's opinions and ideas are valuable and their right to present them shall be respected.
3. Where applicable, these rules shall apply to all city council and trust authority meetings and any other bodies comprised solely of elected council members. Where applicable, these rules shall also apply to all municipal committee and commission meetings, with the chairperson serving as the presiding officer.

### **C. Duties of Presiding Officer**

The mayor, or in the mayor's absence, the vice mayor, shall be the presiding officer of the council. In the absence of both the mayor and the vice mayor, the city clerk or deputy city clerk shall call the council meeting to order, whereupon the council member with the longest continuous service present shall serve as temporary presiding officer for that meeting. Upon the arrival of the mayor or the vice mayor, the temporary presiding officer shall relinquish the chair upon the conclusion of the matter of business before the council. The presiding officer shall preserve order and decorum at all meetings of the council, announce the council's decisions on all subjects, and decide all questions of order. If there is an appeal to the decision of the presiding officer, the council as a whole shall decide the question by majority vote.

### **D. Addressing Council from Floor**

#### **1. Public Comment Period- *Items not on the agenda***

**Signing in:** Any persons desiring to address the council during the public comment period, prior to the meeting being called to order, shall sign-in on a form provided by the city clerk, providing their name, address and supplemental information, specify the issue they wish to address and secure permission from the presiding officer.

A person will not be allowed to speak without having signed in prior to the beginning of the meeting; this provision may not be suspended to allow a speaker to speak who has not complied with the sign in requirement; however, the chair shall have the discretion to permit a speaker to speak where his or her comments are inherent to the needs of the city,

or during a time of public emergency.

**Maximum time:** Three (3) minutes, which shall not be extended. Public comment period will only be held during regularly scheduled meetings of the city council prior to the Consent Agenda item(s) on the agenda. Each speaker is only entitled to the time for which he or she has signed up and may not reserve or transfer his or her time to any other speaker. If a speaker fails to follow the rules of decorum, the presiding officer may terminate the remainder of the speaker's allotted time.

**Comments:** Persons addressing the council shall, upon recognition by the presiding officer, approach the microphone, and state their name and address in an audible tone for the record at, which the speaker's time will begin. Such person shall be entitled to speak only one time on any subject. Any remarks shall be addressed to the council as a whole and not to any individual member.

**Submittal of Written Materials:** Speakers may supplement their remarks with written materials which must be submitted to the city clerk at the time of signing in to speak. If written materials are submitted it is suggested that ten (10) copies be made available. Submitted materials will not be returned. Generally, matters presented which require further investigation or information shall be referred to staff, and if council determines that action is required, the item may be placed on a future agenda.

**Council Comments:** Council members shall not respond to or comment on remarks made during the public comment period, because discussing or acting on matters not specifically listed on the agenda is not permitted by law.

## 2. **Public Comments- *Items on the agenda scheduled business***

**Signing in:** Any persons desiring to address the council on an agenda item in scheduled business, shall sign-in on a form provided by the city clerk, providing their name, address and supplemental information, specify the scheduled business agenda item they wish to address and secure permission from the presiding officer prior to the meeting being called to order.

A person will not be allowed to speak without having signed in prior to the beginning of the meeting; this provision may not be suspended to allow a speaker to speak who has not complied with the sign in requirement; however, the chair shall have the discretion to permit a speaker to speak where his or her comments are inherent to the needs of the city, or during a time of public emergency.

**Maximum time:** Three (3) minutes, and this time limit shall not be extended.

Each speaker is only entitled to the time for which he or she has signed up and may not reserve or transfer his or her time to any other speaker. If a speaker fails to follow the rules of decorum, the presiding officer may terminate the remainder of the speaker's allotted time.

**Comments:** : Persons addressing the council shall, upon recognition by the presiding officer, approach the microphone, and state their name and address in an audible tone for the record at, which the speaker's time will begin. Such person shall be entitled to speak only one time on any subject. Any remarks shall be addressed to the council as a whole and not to any individual member.

**Submittal of Written Materials:** Speakers may supplement their remarks with written

materials which must be submitted to the city clerk at the time of signing in to speak. If written materials are submitted it is suggested that ten (10) copies be made available. Submitted materials will not be returned. Generally, matters presented which require further investigation or information shall be referred to staff, and if council determines that action is required, the item may be placed on a future agenda.

**Council Comments:** The council may ask questions of the speaker for the purpose of clarification but shall not enter into a debate of the issue. Council will refrain from asking questions of the speaker until the conclusion of the speaker's presentation.

#### **E. Electronic Media, Visual Aids and Special Accommodations**

Use of electronic media and visual aids is limited to presentations of agenda items and will not be used during the public comments section of a public hearing, scheduled business agenda item comments or public comment periods. Any person wishing to make use of audio or visual records during their presentation to council, or requiring special accommodation such as use of city equipment, alteration of the layout of council chambers, or staff assistance, shall notify the city clerk with such request at least three (3) business days prior to the scheduled meeting time. The decision to grant or deny such requests shall be at the sole discretion of the presiding officer. The foregoing shall not apply to accommodations required because of a disability as defined by the Americans with Disabilities Act of 1990, as amended.

#### **F. Enforcement**

1. The chief of police or representative shall act as ex-officio sergeant-at-arms of the council. The sergeant -at- arms shall carry out all orders and instructions of the presiding officer for the purpose of maintaining order and decorum in the council chambers.
2. Upon instructions of the presiding officer, it shall be the duty of the sergeant-at-arms or any police officer present to provide clear notice to any person whose conduct is willfully disturbing, interfering with, or disrupting the meeting, including but not limited to: repeatedly interrupting speakers, refusing to keep quiet or be seated when requested, refusing to abide by the rules of decorum, or otherwise substantially disrupting the proceedings of the council. If, after such notice, the person refuses to correct the behavior, the sergeant-at-arms or any police officer present shall remove that person from the council chambers and, if necessary, from the public property on which the meeting is held.
3. Any individual removed from the meeting under this section may be directed to leave the public property upon which the meeting is held, including adjacent parking lots, and not re-enter that property for up to three (3) hours after the meeting is adjourned, when the presiding officer and sergeant-at-arms determine that such restriction is reasonably necessary to prevent further disturbance or disruption of city business.

#### **SECTION 3. REPEALER**

All resolutions, ordinances, and sections of the City Code inconsistent herewith are hereby repealed to the extent of the conflict only.

#### **SECTION 4. SEVERABILITY**

If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect the other provisions of this ordinance which may be given effect without the invalid provisions or application, and, to this end, the provisions of this ordinance are declared to be severable.

**SECTION 5. EFFECTIVE DATE**

An emergency exists for the preservation of the public health, peace, and safety, and therefore this ordinance shall become effective from and after the time of its passage and approval.

PASSED AND APPROVED and the emergency clause ruled upon separately this \_\_\_\_ day of \_\_\_\_\_, 2026.

MAYOR \_\_\_\_\_

Joyce G. Calvert

ATTEST:

(Seal of City Clerk)

\_\_\_\_\_

Lesli Smith- City Clerk

APPROVED:

\_\_\_\_\_

CITY ATTORNEY

**To:** Honorable Mayor and Council  
**From:** Josh Brannon, Finance Director  
**Meeting Date:** June 1, 2026  
**Department/Office:** Finance  
**Item Name:** Resolution No. 2026007 - FY 2026-2027 Annual Budget

**Summary:**

Please see attached Transmittal Letter

**Recommended Action:**

Staff recommends approval of Resolution No. 2026007, 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 Fiscal Year 2026-2027 Annual Budget.

**Budget:**

See attached

**Attachments:**

1. FY 2026-2027 Budget Transmittal Letter
2. Resolution No.2026007 CITY
3. FY 2026-2027 Proposed Budget Exhibit A

City Of  
**Glenpool**  
*Creating Opportunity*

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June 1, 2026

Honorable Mayor and Members of the City Council,

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 4 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.

I cannot commend our staff enough for their hard work and diligence again this year. While we continue to have work to do to achieve our mission of DEVELOPING A CULTURE TO BETTER SERVE OUR COMMUNITY, I am excited to see our employees exhibiting our Core Values in their interactions with each other and their service to our community. I am proud to have the opportunity to serve this great community alongside our employees.

Sincerely,



David Tillotson  
City Manager

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**12205 S. Yukon, Glenpool, OK 74033 OFFICE: 918-322-5409 FAX: 918-209-4641**

*Mayor Joyce Calvert, Ward 3; Vice-Mayor Jacqueline Lund, Ward 4*

*Tim Fox, Ward 1; Chris Brobst, Ward 2; Shayne Buchanan, At-Large*

*David Tillotson City Manager, LeaAnn Reed CAO, David Agbetunsin COO, Lesli Smith City Clerk*

[www.glenpoolonline.com](http://www.glenpoolonline.com)

**RESOLUTION NO. 2026007**

**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 FISCAL YEAR 2026-2027 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 Fiscal Year 2026-2027 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 Fiscal Year 2026-2027;

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

- A. The budget for Fiscal Year 2026-2027 be approved for the funds and amounts as listed in Exhibit A.
- B. The Finance Director or City Manager may make transfers between departments and accounts within a fund. Additional appropriations and transfers between funds must be approved by the City Council prior to implementation.
- C. The Finance Director, with the approval of the City Manager, shall be directed to invest and reinvest available funds on a continuing basis during the fiscal year ending June 30, 2027.

PASSED AND APPROVED this 1st day of June 2026.

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Joyce G. Calvert, Mayor

Attest:

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Lesli Smith, Clerk

**EXHIBIT A**

**CITY OF GLENPOOL  
FY 2026-2027 PROPOSED BUDGET**

<b>FY 2026-2027 Budget by Fund</b>			
	<u>Revenues</u>	<u>Expenditures</u>	<u>Transfers In (Out)</u>
General Fund	15,306,190		(3,005,260)
General Government		1,977,108	
Animal Control		196,364	
Police		3,187,507	
Dispatch		783,192	
Fire		2,807,697	
Emergency Management		67,300	
Development Services		632,505	
Engineering		333,109	
General Administration		822,154	
Streets & Parks		1,491,594	
Capital Improvement Fund	83,886	12,000	72,341
ARPA Fund	8,855,000	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		95,215	
Streets and Infrastructure		-	
General Administration		8,550	
Public Safety Capital Fund	1,329,500		-
Police		487,505	
Fire		-	
Public Safety Personnel Fund	2,087,400		-
Police		830,614	
Fire		1,256,786	
Glenpool Utility Services Authority:	6,931,709		2,708,919
Water Distribution		3,545,610	
Utility Billing		486,503	
Sewer Operations		984,246	
Refuse		930,500	
Stormwater		89,000	
Glenpool Industrial Development Authority:	757,990		477,508
Conference Center		471,621	
Tax Increment Financing		491,000	
Economic Development		222,477	
Property Management		50,400	
Debt Service		4,423,267	
<b>Total FY 2026-2027 Budget</b>	<b>\$ 36,670,250</b>	<b>\$ 36,091,754</b>	<b>\$ -</b>

**To:** The Honorable Mayor and Council

**From:** Jesse Hale, Director of Public Works

**Meeting Date:** June 1, 2026

**Department/Office:** Public Works

**Item Name:** Approve the purchase of playground equipment for Morris Park

**Summary:**

A playground for Morris Park was approved as a part of the FY25/26 budget and the space has needed a new playground for a while. The new playground will offer those that visit the park an enjoyable structure under the canopy of the established trees in the park.

Each vendor was given a rough budget of \$55,000 and staff believes that Option #2 from ACS Playground Adventures presentation is the best option for the park.

**Recommended Action:**

Staff recommends approving the quote from ACS Playground Adventures OPTION 2 for the price of \$54,855.75.

**Budget:**

If approved, funds in the amount of \$54,855.75 will come from GL Account 03-6-01-6359

**Attachments:**

1. ACS Playground Adventures - Morris Park Bid Final - Updated Quote Opt2
2. AAA Playgrounds - Glenpool Morris Park Playtopia plan.xlsx - bid-proposal
3. ABCreative - Morris Park Playground Proposal



# ACS Playground Adventures

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3/11/2026

City of Glenpool

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## Dear City of Glenpool,

We are excited to present you with our bid for Morris Park in Glenpool, OK. You had shown a Fortress Climber in your bid document from the Landscape Structures Forma Line. We are the exclusive provider of Landscape Structures equipment here in Oklahoma. Forma looks amazing in a natural setting.

The fortress climber is over budget at 55k just for the equipment alone without installation and turnkey offerings. I chose a Forge climber from the Forma Line and a Forma Swing set. I also did a 2<sup>nd</sup> option using our Playbooster line with a 2 bay swing set. You can choose from over 70 color palettes for either option.

Our lead time for this play equipment is 6 weeks. If you choose to go with us, we will work to get this project completed in a timely manner as a turnkey job. We will be here to support you for years to come!

Sincerely,  
Kristin Seifried



8501 Mantle Ave  
Oklahoma City, OK 73132



405-226-7467



kristins@acsplay.com



[www.acsplay.com](http://www.acsplay.com)

# Morris Park

Bid by ACS Playground Adventures



# Option 2

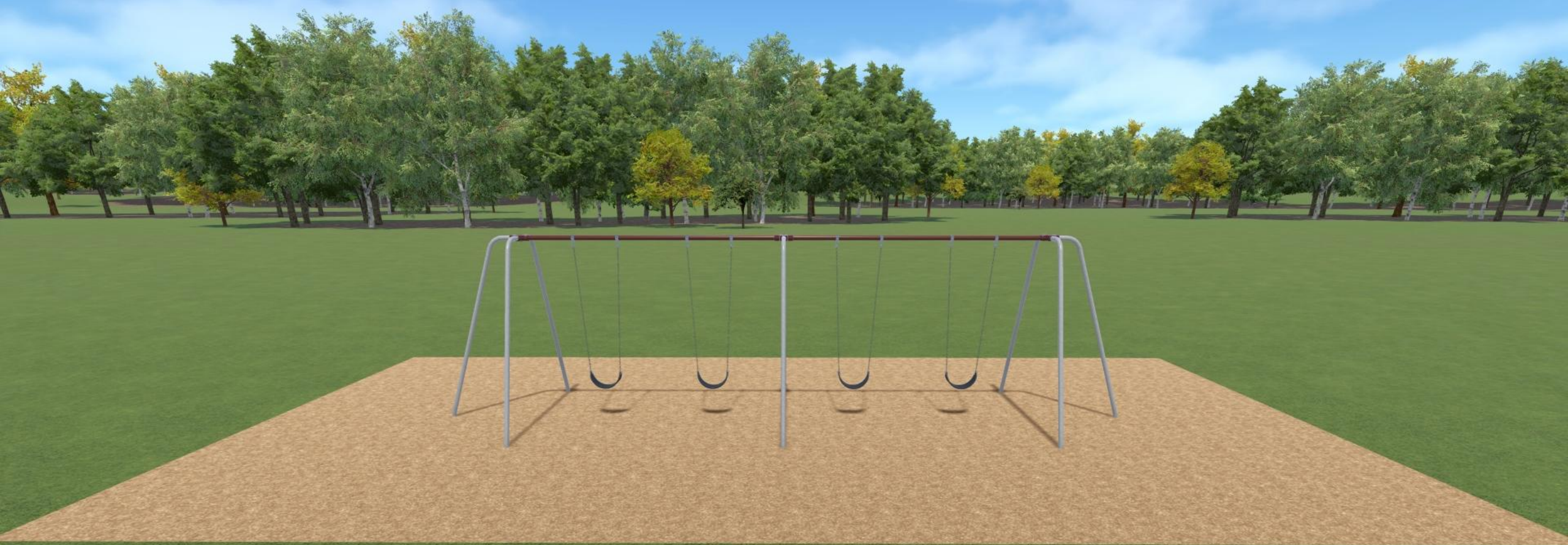
- An alternative using Playbooster instead of Forma
- No decks
- Unprescribed Play
- 2 Bay Swing, 4 Belts



Morris Park Option 2

3741 • 3.11.2026





### Morris Park Option 2

5147 • 3.11.2026



# Turnkey

- Playbooster Climber
- 4 Seat Swing
- Engineered wood fiber
- Black plastic borders
- ADA Ramp
- Installation
- Freight





# FOR A BETTER TOMORROW WE PLAY TODAY



## Statement of Qualifications and References

- ✓ ACS Playgrounds was established in 2005. We are incorporated in OKC, OK.
- ✓ Kristin Seifried (Eastern OK Territory Manager) has been in the playground industry for 10 years now completing projects from \$30,000 to \$3,000,000 while managing the entire process from conceptual design to post-sales support. She covers the Eastern Oklahoma territory for ACS and lives and offices out of Tulsa.
- ✓ Clint Pitzer (Principal Owner) is dedicated to high quality customer satisfaction, and this shows in the hundreds of projects ACS has completed over the last 20 years. Municipalities and School Districts continue to look to ACS because of the commitment to excellence that Clint brings to the company. Clint is CPSI certified.
- ✓ Major Contracts (over 300 projects completed over the last 5 years in OK and AR)
  - Freedom Trail Park Yukon - \$1.2mil 2024
  - Elam Park Inclusive Broken Arrow – \$2 mil 2024
  - Bentley Park Norman - \$200k 2024
  - Jenks Public Schools Inclusive Playgrounds -\$500k 2024
  - Shawnee KidSpace – \$1.5mil 2023
  - City of Tulsa Hicks Park Inclusive-\$1mil 2025
  - City of Tulsa Bales Park Inclusive-750k 2026
  - City of Tulsa Whiteside Inclusive Park - \$1.3mil 2023
  - WP Atkinson MWC - \$1mil 2023
  - Anadarko Public Schools - \$400k 2022
  - JD Mcarty Norman - \$200K 2022
  - Funtastic Island Owasso - \$330k 2022



FOR A BETTER TOMORROW  
**WE PLAY TODAY**



- ✓ ACS Playground Adventures is proud to say we have never defaulted on a contract and that we have never failed to complete work that has been assigned.
- ✓ ACS Playground will provide a complete solution, from design consultation, project management, installation and full turn-key solutions. ACS Playgrounds offers an in-house installation and project management crew with liability and workers comp coverage. We also have three Certified Playground Safety Inspectors on staff.
- ✓ ACS Playground and Landscape Structures are the leaders in designing true Inclusive Play Spaces for children of all abilities.
- ✓ ACS Playgrounds has over 50 years of combined experience successfully managing multiple sub-contractors within large projects. Our high level of quality and care is fully expected out of all project partners.
- ✓ Industry Leading Experience – ACS partners with Landscape Structures, Aquatix, Skyways, Dumor, Poligon, and other top manufacturers to provide design capabilities unsurpassed by the competition. From NatureScape Play Areas to Fully Inclusive designs, and amazing Water Play, we can provide the customer with unlimited possibilities. All products are manufactured\ in the USA.
- ✓ ACS Playgrounds is local and will be here to support you after the installation.
- ✓ Our Materials Do Matter! – There is a difference when it comes to the products we provide. We can assure you that they are the most durable, long lasting pieces of equipment in the industry.



FOR A BETTER TOMORROW  
**WE PLAY TODAY**



Project References:

- City of Tulsa – Anna America (918) 596-7275
- Elam Park (Broken Arrow) - Sean Ross (405) 833-0371
- Blue Flame 47 – Tav Weber (918) 863-3313
- City of MWC – Brandon Bundy [BBundy@midwestcityok.org](mailto:BBundy@midwestcityok.org)
- City of Moore – Chris Villani (405) 793-5090
- City of Mangum – Curtis Bogart (580) 782-2250
- Planning Design Group – Geoff Evans (918) 628-1255
- Landplan Consultants – Mike Harmon – (918) 584-6464
- Altus AFB – Karrie Garrett (580) 512-3564
- City of Bartlesville – Lisa Beeman (918) 338-4247
- Whiteside Inclusive – Elizabeth Hall (307) 349-4794

Landscape Structures Inc. (“Manufacturer”) warrants that all playstructures and/or equipment sold will conform in kind and in quality to the specifications manual for the products identified in the Acknowledgment of Order and will be free of defects in manufacturing and material. Manufacturer further warrants:

**100-Year Limited Warranty** On all PlayBooster® and PlayShaper® aluminum posts, stainless steel fasteners, clamps, beams and caps against structural failure due to corrosion/natural deterioration or manufacturing defects, and on PlayBooster steel posts against structural failure due to material or manufacturing defects.

**15-Year Limited Warranty** On all Evos® and Weevos® steel arches, all plastic components (including TuffTimbers™ edging), all aluminum and steel components not covered above, Mobius® climbers, Rhapsody® Outdoor Musical Instruments, decks and TenderTuff™ coatings (except Wiggle Ladders, Chain Ladders and Swing Chain) against structural failure due to material or manufacturing defects.

**10-Year Limited Warranty** On concrete products against structural failure due to natural deterioration or manufacturing defects. Does not cover minor chips, flaking, hairline cracks or efflorescence.

**8-Year Limited Warranty** On Aeronet® climbers and climbing cables against defects in materials or manufacturing defects.

**5-Year Limited Warranty** On Rhapsody® cables and mallets against defects in materials or manufacturing defects and on polycarbonate panels against defects in materials or manufacturing defects.

**3-Year Limited Warranty** On all other parts, i.e. all swing seats and hangers, all swing chain and cables, ZipKrooz® cables, Track Ride trolleys and bumpers, Mobius Climber handholds, Wiggle Ladders, Chain Ladders, moving equipment, belting material, LSI Flexx™ flexible cable netting, HeathBeat® resistance mechanisms, Seesaws, etc., against failure due to corrosion/natural deterioration or manufacturing defects.

The environment near a saltwater coast can be extremely corrosive. Some corrosion and/or deterioration is considered “normal wear” in this environment. Product installed within 500 yards (457 meters) of a saltwater shoreline will only be covered for half the period of the standard product warranty, up to a maximum of five years, for defects caused by corrosion. Products installed in direct contact with saltwater or that are subjected to salt spray are not covered by the standard warranty for any defects caused by corrosion.

This warranty does not include any cosmetic issues, wear and tear from normal use of the product, or misuse or abuse of the product. This warranty does not cover damage or failure resulting from natural disasters, including but not limited to flooding, fire, earthquake, hurricane, or other catastrophic events. This warranty is valid only if the playstructures and/or equipment are erected to conform with Manufacturer’s installation instructions and maintained according to the maintenance procedures furnished by Manufacturer.

## 2026 Play Equipment Warranty

You have our word.

All the warranties commence on date of Manufacturer’s invoice. Should any failure to conform to Manufacturer’s express warranties appear within the applicable warranty period, Manufacturer shall, upon being notified in writing promptly after discovery of the defect and within the applicable warranty period, correct such nonconformity either by repairing any defective part(s) or by making available a replacement part(s) within 60 days of written notification. Manufacturer shall deliver the repaired or replacement part(s) to the site free of charge but will not be responsible for providing labor or the cost of labor for the removal of the defective part(s), the installation of any replacement part(s), or for disposal costs of any part(s). Replacement parts will be warranted for the balance of the original warranty.

THIS WARRANTY IS EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES, WHETHER EXPRESSED OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY WARRANTY OF MERCHANTABILITY OR OF FITNESS FOR A PARTICULAR PURPOSE.

For clarity, any surety bonds issued (such as a maintenance bond) shall not provide coverage for this warranty beyond one year.

The remedies hereby provided shall be the exclusive and sole remedies of the purchaser. Manufacturer shall not be liable for any other direct, indirect, special, incidental or consequential damages.

Manufacturer neither assumes nor authorizes any employee, representative or any other person to assume for Manufacturer any other liability in connection with the sale or use of the structures sold, and there are no oral agreements or warranties collateral to or affecting this agreement. The warranties stated herein are valid only if the structures and/or equipment (a) are erected in conformance with Manufacturer’s installation instructions and maintained according to the maintenance procedures furnished by Manufacturer; (b) have been subjected to normal use for the purpose for which the goods were designed; (c) have not been exposed to saltwater or salt spray; (d) have not been subject to misuse, negligence, vandalism, or accident; (e) have not been subjected to addition or substitution of parts; and (f) have not been modified, altered, or repaired by persons other than Manufacturer or Manufacturer’s designees in any respect which, in the judgement of Manufacturer, affects the condition or operation of the structures.

To make a claim, send your written statement of claim, along with the original job number or invoice number to: Landscape Structures Inc.

601 7th Street South, Delano, Minnesota, 55328-8605.

Signed:     *Karlie Emerson*     President      Date:     01/01/2026    





## Terms of Sale

**PRICING:** Landscape Structures' list prices do not include delivery and handling charges. Prices are subject to change without notice.

**TERMS:** To tax-supported institutions and those with established credit: net 30 days from the date of the invoice. 1.5% per month thereafter; freight charges are prepaid and applied to the invoice.

**TAXES:** Landscape Structures' list prices do not include applicable taxes, if any.

**WEIGHTS:** Weights are approximate and may vary.

**DELIVERY:** If delivery of the equipment is by common carrier, and there is damage or a shortage, notify the carrier at once and sign delivery documents provided by the carrier noting the damage or shortage. Most products are delivered on large pallets and will require a forklift or similar equipment to unload as a unit on the site.

**INSTALLATION:** All playstructures and/or equipment are delivered unassembled and packaged with recyclable materials. For a list of factory-certified installers in your area, please contact your Landscape Structures playground consultant.

**SERVICE:** We have knowledgeable, qualified playground consultants throughout the world who are available to help you before, during and after the sale. Landscape Structures has exclusive design software that features all of our parts and pieces in pull-down menus. With this software, your playground consultant can design a playground layout that meets not only your needs, but ASTM and CPSC standards as well. In addition, we have a full staff of CPSI-certified designers, along with 2D and 3D drawing capabilities and custom capabilities to assist you with your playground plans.

**RETURN POLICY:** As an indication of our commitment to our customers, Landscape Structures will accept returns of new structures and/or new equipment purchased within 60 days of the original invoice date. Advance notification is necessary to ensure proper credit. Parts not included in this return policy are custom parts (including PlayShaper® posts), as well as used or damaged parts. A 20% restock fee plus all return freight charges will apply to all product returns. NOTE: All parts are subject to inspection upon return. Parts returned damaged may not receive a full credit. For this reason, it is important that all returned parts are properly packaged to prevent damage while in transit. Please contact your Landscape Structures playground consultant for the shipping address.

**PRODUCT CHANGES:** Because of our commitment to safety, innovation, and value, we reserve the right to change specifications at any time.

### PLEASE CONTACT US AT:

Landscape Structures Inc.  
601 7th St. South  
Delano, MN 55328-8605  
888.438.6574 (inside the U.S.A.)  
763.972.5200 (outside the U.S.A.)  
playlsi.com



# AAA Playgrounds

3701 Spring Hill Drive  
Edmond, OK 73013



Date: March 17, 2026  
Bill To:  
Morris Park  
1602 W. 121st St S.  
Glenpool, OK 74033

**WADE INMAN**  
[wade@aaaplay.com](mailto:wade@aaaplay.com)  
Phone # 405-822-1109

Installation Address:  
Same

Ship To Address:  
Same

Contact #1: Jesse Hale Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Contact #2: \_\_\_\_\_ Mobile: 918.807.8851 Email: [jhale@cityofglenpool.com](mailto:jhale@cityofglenpool.com)

Quantity	Item #	Description/Colors/Mounting/Etc...	Unit Price	Freight	Extended Amount
1	PT-200867	Playtopia Nature structure with solid 6 inch posts & 48 inch decks.	\$31,000.00	\$2,500.00	\$ 33,500.00
60		Cubic Yards Wood Fiber for structure	\$14	\$1,215.00	\$ 2,055.00
35		Border timbers & stakes for structure	\$31.00		\$ 1,085.00
1	PSW007WS	bay Arch swings with 2 belt seats, 2 toddler buckets & one ADA seat	\$5,998		\$5,988.00
1		ADA swing seat	\$1,000.00		\$ 1,000.00
68		Cubic Yards Wood Fiber for swings	\$14.00	\$1,215.00	\$ 2,167.00
39		Border timbers & Stakes	\$31		\$ 1,209.00
1		6ft inground mt. park bench with backrest	\$700.00		\$ 700.00
1		Roll of Geotextile fabric	\$500		\$ 500.00
1		steel dome waste receptacle with inground mount & rubbermaid liner	\$800.00		\$ 800.00
1		Full ADA ramp for swings	\$750.00		\$ 750.00
1		Full installation with concrete	\$5,246.00		\$ 5,246.00
					\$ -
					\$ -

50% deposit due (if applicable): \$ 27,500.00  
Purchase Order Number: \_\_\_\_\_

**Subtotal \$ 55,000.00**  
**Install See above**  
**Tax Exempt**  
**Total \$ 55,000.00**

Order Approved By (signature): \_\_\_\_\_  
Date: \_\_\_\_\_

Quote is valid for 30 days on all equipment and install. Quote is valid for 30 days on all freight. Quote excludes site preparation. The customer is responsible for locating all underground utilities. Without FULL installation, customer is responsible for arranging for the off-loading of equipment & check-in. If during installation, large rocks or concrete are found additional costs may apply.



33160 W 83rd St  
 De Soto, KS 66018-8053  
 Phone: 913-583-3332

City of Glenpool Public Works  
 Phone: 918-322-5409

Job Address:  
 503 W 138th Street  
 Glenpool, OK 74033

**Print Date:** 3-19-2026

## Proposal for City of Glenpool Morris Park playground

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### Play Area

Includes:

- Superior Active Play Structure
  - Model: PS5-72617
- Plastic Timber Borders
- Engineered Wood Fiber Safety Surfacing
- Installation Services of Above Items
- Freight on Above Items

\*\*Does not include any: ground clearing/ tree removal, filter fabric, or concrete curbing/ pathways.

**Play Area Total: \$61,486.26**

---

### Add Option: Benches

Purchase and installation of (2) Superior 6' Ultraleisure benches.

Add Option Includes:

- (2) 6' Ultraleisure benches
- Installation/ assembly
- Freight

\*Price of add option is not included in the 'Play Area' line item. Acceptance of this add option will add the associated price to the total project cost.

**Add Option: Benches Total: \$1,745.82**

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**THE FOLLOWING TERMS AND CONDITIONS ARE PART OF THIS CONTRACT**

By acceptance of the Proposal by the undersigned Customer ("Customer") to ABcreative, Inc. ("ABcreative"), Customer agrees that all the terms and conditions set forth will govern the Proposal. The Customer is responsible, and ABcreative assumes no responsibility for the completeness, accuracy and conformity to the Customer's plans and specifications. ABcreative will not proceed with the Proposal until all details such as materials, options, colors, etc. are complete and accurate.

- A) **PRICE.** The price offered will be held firm within 30 days from the date stated on the Proposal. Freight estimates are assumed to be a single shipment and are firm for 10 days from the date stated on the Proposal. Unless specifically stated, the price quoted EXCLUDES: Excavation, site preparation, site grading, drainage, any concrete work, ADA access, backfill, site restoration, prevailing wage, surfacing, safety surfacing, surveys, permits, inspections, special inspections, security, construction fencing or anything not specifically stated in the proposal.
- B) **TAXES.** Any taxes imposed by federal, state, or other government authority not shown on the Proposal will be applied at the time of invoice and shall be paid by Customer in addition to the purchase price. Tax exemption certificates verifying tax exempt status must be submitted prior to authorization of the Proposal.
- C) **PAYMENT.** A initial payment/invoice for 100% of the equipment, material, freight and bond is required before processing (Within 14 days of receipt of deposit invoice). Initial payment will secure the ordering, production placement of equipment, delivery, and scheduling of installation (if installation is required) then the remaining balance is to be paid in full within 30 days from the date stated on the final invoice ("Payment Date"). Contracts or PO's that pertain to multiple projects and/or larger projects, then progress invoicing will be applied after the initial payment is received. Credit cards are not accepted. Returned checks are subject to a returned check fee.
- D) **SERVICE CHARGE.** A service charge of 1.5% per month or 18% per annum (but not to exceed the maximum amount allowed by law) shall be charged on all unpaid balances beginning the first day of the month following the Payment Date, and daily thereafter until the past due amount is paid in full.
- E) **ACCEPTANCE & DELIVERY.** Acceptance is limited to the terms and conditions of this Proposal. ABcreative objects to any different or additional terms contained in any purchase order, offer or confirmation sent or to be sent by Customer, which are expressly rejected. It is the responsibility of the Customer to designate a Customer Representative to accept, offload and securely store product. A Customer representative's name, delivery address and a direct contact phone number is required at time of any order. For truckload deliveries where equipment is packaged in crates or wrapped on pallets, Customer is required to have access to and the capability to operate the appropriate machinery required for safe product offloading. Offloading product is at the sole expense and risk of the Customer. When accepting deliveries, it is the Customer's responsibility to visually inspect packages for correct package labeling, signs of damage, and verify the number of packages delivered as per the Bill of Lading issued by the delivery agent. Any shortage, discrepancy or content damages must be noted and photographed for record on the delivery ticket and acknowledged by the delivery agent. It is the Customer's responsibility to open and inspect accepted deliveries to verify contents within five (5) days of delivery. Concealed damage must be reported within ten (10) calendar days of the receiving date or be subject to potential additional charges for new/replacement equipment orders, re-shipping fees and ancillary handling and administrative fees.
- F) **SHIPPING:** Shipping schedules/Lead-times are specific to the manufacturers ABcreative represents and can vary based on the time of year product orders are placed. At the time an order is placed, ABcreative will provide an Order Acknowledgement that includes an estimated shipping and delivery schedule. Shipping and delivery dates are not a guarantee of a particular date of delivery.
- G) **RETURNS:** Returns are subject to the manufacturer's restocking fee terms. Returns must be processed within 45 days of the Bill of Lading ticket date for delivery. All returnable products must include original packaging, have never been installed and have been securely stored in an indoor facility until a return is processed. Please contact your ABcreative Project Manager to request a Return Authorization Ticket.
- H) **WARRANTY:** All claims for warranty should be called into your ABcreative Project Manager within ten (10) days after receipt of the goods by the Customer. Safekeeping of Owner's Manuals, product specifications and related purchasing documents is critical for referencing component parts required for future repairs and maintenance. Goods not manufactured by ABcreative are warranted and guaranteed only to the extent and in the matter warranted and guaranteed by the original product manufacturer of those goods. ALL OTHER WARRANTIES ARE EXCLUDED, WHETHER EXPRESSED OR IMPLIED, BY OPERATION OF LAW OR OTHERWISE, INCLUDING ALL WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. Manufacturer warranties are varied and will be provided at the time of delivery. Replacement of vandalized or stolen parts is not covered by warranty.
- I) **INSURANCE REQUIREMENTS:** ABcreative maintains Worker's Compensation and Commercial General Liability insurance coverages.

- J) **INSTALLATION SERVICES & SITE ACCESS:** ABcreative Proposals may include an installation price. The installation price assumes normal soil conditions, full access to a level project site and project site accessibility for all necessary machinery and equipment. ABcreative Proposals do not include rock excavation (SEE ROCK CLAUSE), hand digging or grading to level. Rock excavation, hand digging, and/or grading necessary to achieve a level project site, will result in additional charges to be paid by the Customer. Protection for proper curing periods for concrete footings is the Customer's responsibility. All underground private assets in a project area must be located by the Customer. Examples of underground private assets includes, but is not limited to irrigation, sewer, storm drains, pet containment systems, drain lines, utilities, fiber optic, and electrical. ABcreative is not responsible for damage or repairs to any underground private asset not marked prior to installation.
- K) **ROCK CLAUSE:** ABcreative Proposals that include an installation price are subject to a "Rock Clause" whereby when underground rock or debris encountered during installation in excess of 12-inches (12") square by 2-inches (2") thick will incur additional charges as follows: \$1,150 first hour (one hour minimum) and \$250 for each additional hour – Reg Rate (Does not include Prevailing Wage). Work onsite will NOT stop or be delayed for authorization to proceed.
- L) **RESCHEDULING:** A remobilization fee will be charged when ABcreative installation crews are restricted or not allowed to access project site to perform work on an approved, scheduled installation date. Rescheduling of lost workdays will be at the discretion of ABcreative based on the availability of personnel and without penalty.
- M) **CHANGE ORDERS:** Any extra work which is requested or required due to the site conditions or building code changes shall be performed only after written change order signed by the Customer on ABcreative's change order form and delivered to ABcreative accompanied by payment-in-full for the change order, if applicable. A change order may increase or decrease the Proposal price, provided for time to complete the work, for materials or labor and other causes.
- N) **PERIOD OF LIMITATION OF ACTION:** No action shall be brought by the Customer for any breach of warranty, or any other breach of contract claim more than one year after the cause of action arises.
- O) **LIMITATION OF LIABILITY:** The aggregate cumulative liability of ABcreative and its officers, directors, employees, agents, and representatives for all claims arising hereunder, whether in contract, in tort, or otherwise, shall be limited in the aggregate to the total amounts paid by Customer to ABcreative under the Proposal.
- P) **NO DAMAGES FOR DELAY:** No claim for damages or any claim, other than an extension of time shall be made or asserted against ABcreative by reason of any delays. Customer shall not be entitled to any compensation or recovery of any damages for direct, indirect, consequential, impact or other costs and expenses including but not limited to, costs of acceleration or inefficiency, arising because of delay, disruption, interference, or hindrance from any cause whatsoever, whether such delay, disruption, interference or hindrance be reasonable or unreasonable, foreseeable or unforeseeable, or avoidable or unavoidable. Customer shall be entitled only to extension of time as the sole and exclusive remedy for such resulting delay.
- Q) **FORCE MAJEURE:** ABcreative shall not be considered to be in default or breach of this Agreement and shall not be liable for any delays or failures in performance arising out of or caused, directly or indirectly, by circumstances beyond its control, and shall be entitled to an equitable extension of time. Without limitation, such causes include: Acts of God, acts or omissions of Customer, Owner, or design professional; delay authorized by Customer, or Owner; suspension of the Project by Customer or Owner, adverse governmental actions, changes in the required materials, colors, or equipment; inability to obtain labor, material, equipment, or transportation; shipping delays not reasonably foreseeable, strikes and labor disputes not involving ABcreative, general labor disputes impacting the project, pending dispute resolution; fire, terrorism, epidemics, unavoidable accidents or circumstances, adverse weather conditions, encountering hazardous materials, concealed or unknown conditions, or any similar or dissimilar cause beyond ABcreative's control.
- R) **TERMINATION/RIGHT TO STOP WORK:** If there is: (1) Issuance of a court order or an Act of the government halting work; (2) The Customer, or agent of Customer, failed to issue a Certificate for Payment, without providing notification to ABcreative of the reason for withholding; (3) the Customer fails to pay ABcreative by the Payment Date; or (4) when work has stopped for thirty (30) consecutive days and the stoppage in work is through no act or fault of ABcreative, these will be treated as material breach of this Proposal and upon 7 additional days notice to the Customer, ABcreative at its option and without breaching this Proposal may immediately stop the work or terminate this Proposal, until payment of the amount owed has been received. The Payment Date shall be extended appropriately and the Price of this Proposal shall be increased by the amount of ABcreative's reasonable costs of shutdown, delay and start-up, plus Service Charge of 1.5% per month or 18% per annum.
- S) **COLLECTION COSTS:** In the event that Customer's account is placed in the hands of attorney(s) for collection, or for representation of ABcreative in connection with a bankruptcy or insolvency proceedings relating to Customer, Customer promises to pay, in addition to all other amounts otherwise due, the reasonable costs and expenses of such collection, and representation, including without limitation, reasonable attorneys' fees, expenses, and court costs (whether or not litigation has commenced in aid thereof).

T) **GOVERNING LAW:** Customer agrees that if this Proposal give rise to any legal action, the action shall be governed by and construed according to the laws of Kansas and that the venue for any litigation (except to enforce mechanic's lien) shall be brought in the District Court of Johnson County, Kansas. Each party expressly waives any right to trial by jury for any claim, demand, action, or cause of action (1) arising under the Application Documents, or (2) in any way connected with or related or incidental to the dealings of the parties hereto with respect to the Contract Documents.

U) **SEVERABILITY:** In the event any provision of the Proposal or terms and conditions should be held to be unenforceable, each and all of the other provisions of both shall remain in full force and effect.

V) **ENTIRE AGREEMENT:** Upon receipt of this executed Agreement the Proposal and the Terms and Conditions set forth the entire agreement between the Customer and ABcreative regarding the matters described herein and therein supersedes all prior oral or written agreement in respect thereof. No provision of this Agreement may be changed, altered, modified, or waived without ABcreative's prior written approval. These terms and conditions shall govern and control to the extent there is any discrepancy in the terms and conditions submitted by the Customer in any sales quotation, purchase order, application for payment or similar document.

W) **NOTICE OF WITHDRAWAL:** This Proposal may be withdrawn by ABcreative if not accepted within thirty (30) days.

X) **NOTICE TO PROCEED:** ABcreative shall commence work within ten (10) calendar days after Contract Time begins. Notwithstanding any provision of the Contract Documents regarding commencement of Contract Time shall begin only when (a) the Owner has issued written authorization to proceed, (b) Contractor has received the initial payment necessary to procure playground equipment and materials, and (c) any predecessor-trade work required for ABcreatives scope is completed.

Y) **NOTICE OF ACCEPTANCE:** THE PERSON EXECUTING THIS AGREEMENT HAS AUTHORITY TO BIND THE CUSTOMER AND IS AUTHORIZED BY THE CUSTOMER TO ACCEPT THE TERMS AND CONDITIONS SET FORTH IN THIS PROPOSAL. THE ABOVE PRICES, SPECIFICATIONS, TERMS AND CONDITIONS ARE SATISFACTORY AND HEREBY ACCEPTED. ABCREATIVE IS AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE. SIGNING OF THIS PROPOSAL CONSTITUTES A CONTRACT.

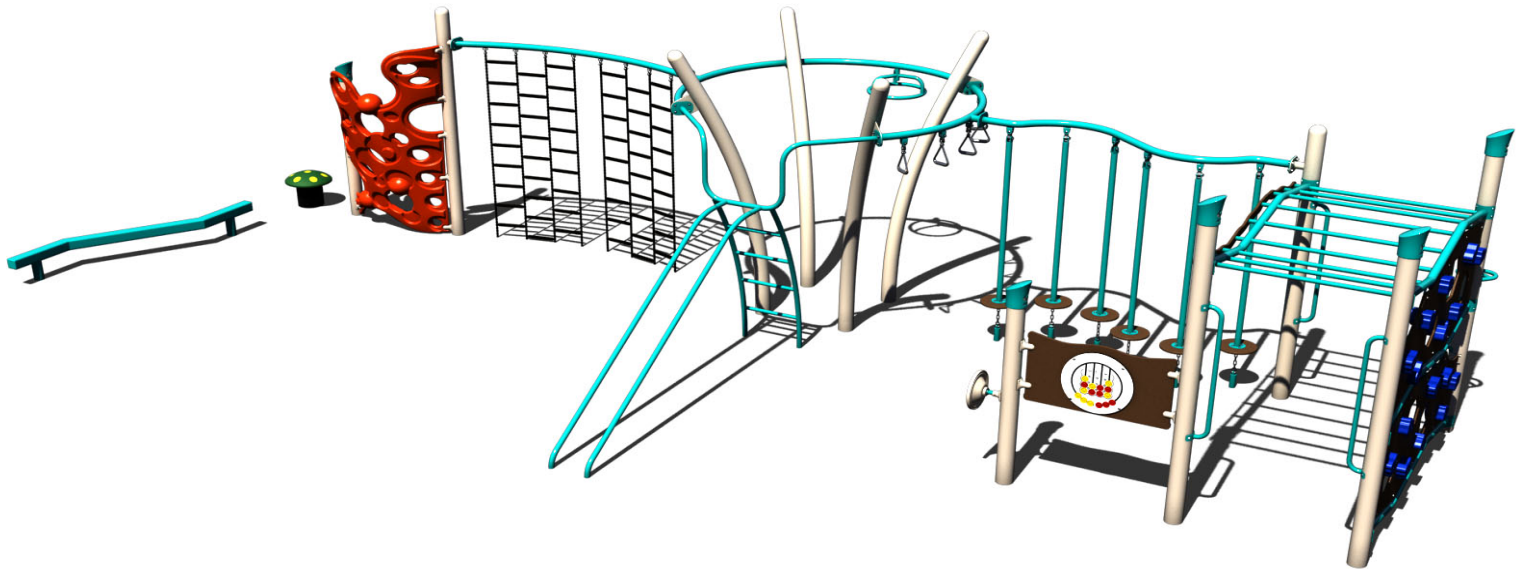
**Approval Deadline:** Apr 30, 2026

I confirm that my action here represents my electronic signature and is binding.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_



## **Product Description**

### **Structure Size**

39'x18'

### **Capacity**

20-25 Children

### **Ages**

5-12 Years

### **Fall Height**

7'

## **Est. Timber Count**

40

## **Use Zone**

51'x30'

## **Features**

[Color Options](#)

[Our Materials](#)

[Downloadable CAD & 3D Files](#)

[Warranty](#)

# DRAFT-NFC



**ABCREATIVE™**  
For the Kids. For the Community.  
Since 1993

33160 W 83rd Street  
De Soto, KS 66018  
913.583.3332

**MORRIS PARK  
PLAYGROUND**  
1602 W 121ST ST S  
JENKS, OK 74033

**OWNER**

CITY OF GLENPOOL

**APPROVED BY**

INITIALS

**DESIGNED FOR CHILDREN AGES**

2-12 YEARS OLD

**CRITICAL FALL HEIGHT**

8'-0"

**ABCREATIVE CONSULTANT**

CRAIG DISHMAN

**PROJECT MANAGER**

ZAC COOPER  
cooper@abcreative.net  
913.386.0201

**TITLE**

OPTION 1.A  
LAYOUT

**DRAWN BY**

A. BRECKENRIDGE

**SCALE**

$\frac{1}{4}" = 1'-0"$  \*WHEN PRINTED  
ON 24X36 AT 100%

**DATE**

3.13.2026

**PROPOSAL NAME**

03.11.2026\_MORRIS  
PARK\_OPTION 1.A.DWG

**SHEET NUMBER**

1 OF 1

The use and layout of play components identified in this plan conform to CPSC guidelines. U.S. CPSC recommends the separation of age groups in layout.

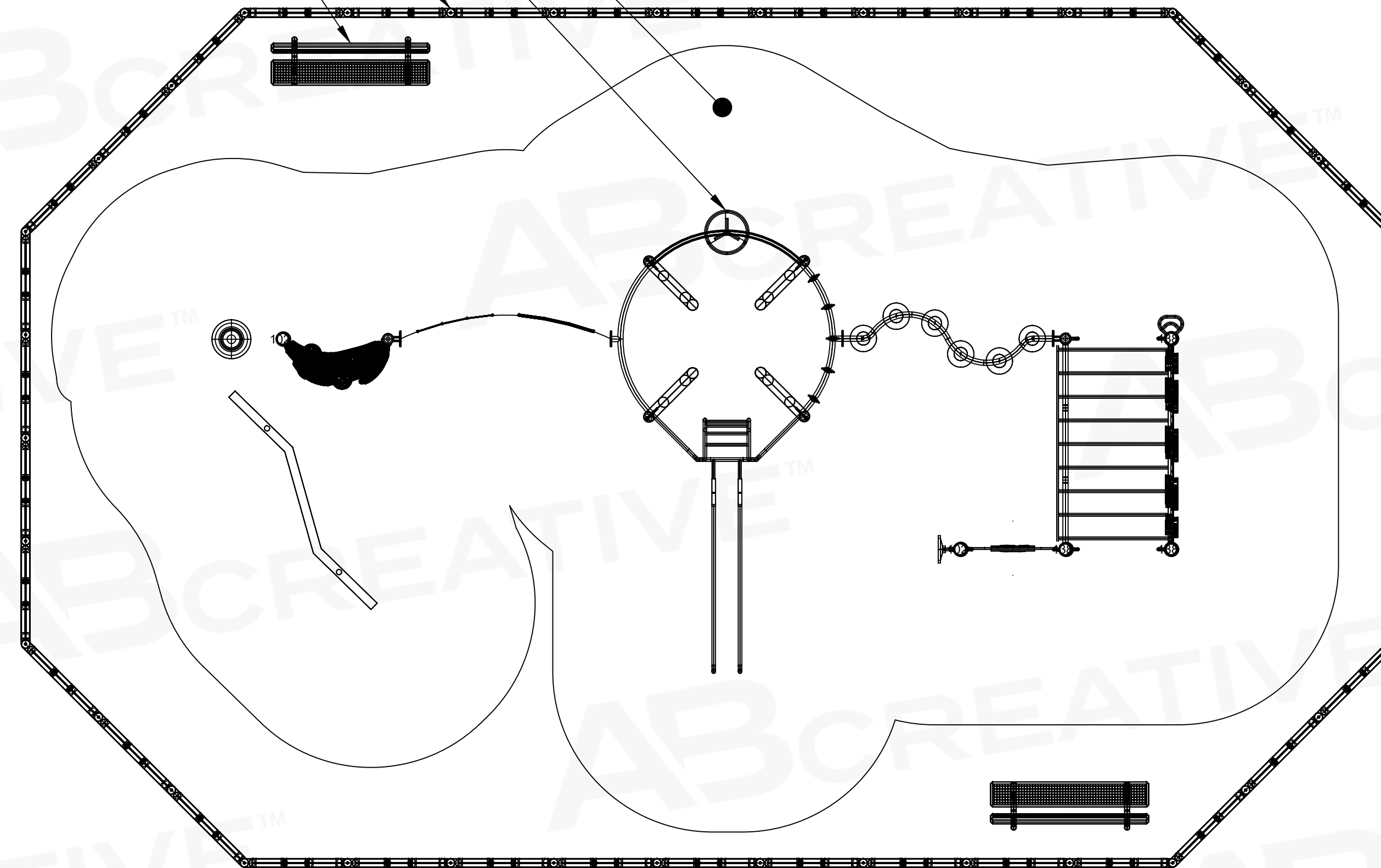
ENGINEERED WOOD FIBER SAFETY SURFACING: 1536 SQ FT

SUPERIOR: ACTIVE PLAY STRUCTURE (PS5-72617)

(38) 2BY2: 4' PLASTIC TIMBER BORDERS (2BY2412-V)

**ADD-OPTION:**

(2) SUPERIOR: 6' ULTRALEISURE BENCHES (B6WBULS)



**To:** The Honorable Mayor and Council

**From:** Paul Newton, Fire Chief

**Meeting Date:** June 1, 2026

**Department/Office:** Fire

**Item Name:** Purchase of Dual Certification Rescue Clothing.

**Summary:**

As you may recall, the current budget included the purchase of Dual Certification Rescue Clothing. This protective clothing serves a dual purpose and allows protection during wildland fire events and technical rescue calls.

This proposal will allow replacement of our current wildland firefighting equipment and will allow staff to save wear and tear on their structural firefighting gear.

**Recommended Action:**

Staff recommends accepting this proposal as attached.

**Budget:**

This project was approved in line 01 6-06-6333, Fire Capital Purchases.

The Quote to accomplish this project is \$36,667, attached for your convenience.

**Attachments:**

1. Glenpool FD Dual Cert 25 sets



(877) 637-3473

# Quote

**Quote #** QT2072290  
**Date** 05/20/2026  
**Expires** 06/04/2026  
**Sales Rep** Collins, Lee  
**Shipping Method** FedEx Ground  
**Customer** Glenpool Fire Department (OK)  
**Customer #** C246103

**Bill To**

Glenpool Fire Department (OK)  
 12205 S. Yukon Ave  
 Glenpool OK 74033  
 United States

**Ship To**

Glenpool Fire Department (OK)  
 14536 S Elwood Ave  
 Glenpool OK 74033  
 United States

Item	Alt. Item #	Units	Description	QTY	Unit Price	Amount
CUSTOM TECH RESCUE COAT	CTRU-D28-000-JBT		CTRU-D28-000-JBT CUSTOM TECH RESCUE COAT Def M Light Gold Coat, Lime Triple Trim, "GLENPOOL" UPPER BACK. ****PER GLENPOOL SPEC****  SIZES 58+ Have additional upcharges.	25	\$730.00	\$18,250.00
CUSTOM TECH RESCUE PANT	TTRU-D28-000-41-JBT		TTRU-D28-000-41-JBT CUSTOM TECH RESCUE PANT Def M Light Gold pant, Lime Triple Trim. ***Per Glenpool Spec***  Includes suspenders	25	\$735.00	\$18,375.00

**Subtotal** \$36,625.00

**Shipping Cost** \$42.00

**Tax Total** \$0.00

**Total** \$36,667.00

**Contact:** C246103 Glenpool Fire Department (OK) : Max Wilson (918) 497-9021

This Quotation is subject to any applicable sales tax and shipping and handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT2072290