

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

A Regular Session of the Glenpool Industrial Authority will be held at 6:00 p.m. immediately following the Glenpool Utility Service Authority meeting.

**AGENDA**

- A) **Call to Order - Joyce G. Calvert, Chair**
- B) **Roll Call, Declaration of a Quorum - Lesli Smith, City Clerk; Joyce G. Calvert, Chair**
- C) **Trustee Comments**
- D) **Public Comments**
- E) **Consideration and appropriate action relating to a request for approval of the Consent Agenda.**  
(All matters listed under "Consent" are considered by the GIA Board to be routine and will be enacted by one motion. Any Trustee may, however, remove an item from the Consent Agenda by request. (A motion to adopt the Consent Agenda is non-debatable.)
  - 1) To approve the minutes from the June 1, 2026, meeting.
  - 2) To approve the FY2026-2027 Agreement between the Glenpool Chamber of Commerce, the City of Glenpool and the Glenpool Industrial Authority.  
(Chad Coomer, Economic Development Manager)
- F) **Consideration and appropriate action relating to items removed from the Consent Agenda**
- G) **Scheduled Business**
- H) **Adjournment**

This notice and agenda was posted at Glenpool City Hall, 12205 S Yukon Ave., Oklahoma, on 7-2-2026 at 5:30 p.m.

Signed: Lesli Smith  
City Clerk

## GLENPOOL INDUSTRIAL AUTHORITY

MEETING MINUTES

JUNE 1, 2026

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

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

Chair Calvert called the meeting to order at 7:11 p.m.

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

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

**C) Trustee Comments**

There were no trustee comments.

**D) Public Comments**

There were no public comments.

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

- 1) To approve the minutes from the May 4, 2026, meeting.
- 2) 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.
- 3) To approve the Engagement Letter from Crawford & Associates, P.C. to prepare the financial statements for fiscal year ending June 30, 2026.

Moved by Jaci Triplett-Lund, seconded by Chris Brobst

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

<b>Abstained</b>	<b>Absent</b>
None	Tim Fox
0	

To approve the consent agenda.

CARRIED.

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

No items were removed from the consent agenda.

**G) Scheduled Business**

- 1) To ratify action taken by the Glenpool City Council to adopt Resolution No. 2026007, as it pertains to the Fiscal Year 2026-2027 Annual Budget of the Glenpool Industrial Authority.

Moved by Shayne Buchanan, seconded by Chris Brobst

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

<b>Abstained</b>	<b>Absent</b>
None	Tim Fox
0	

To ratify action taken by the Glenpool City Council to adopt Resolution No. 2026007, as it pertains to the Fiscal Year 2026-2027 Annual Budget of the Glenpool Industrial Authority.

CARRIED.

**H) Adjournment**

The meeting was adjourned at 7:13 p.m.



**To:** The Honorable Chair and Trustees  
**From:** Chad Coomer, Economic Development Manager  
**Meeting Date:** July 6, 2026  
**Department/Office:** Economic Development  
**Item Name:** FY2026-2027 Chamber Agreement

**Summary:**

Background

The Chamber Contract for FY2026–2027 is submitted for your approval. The agreement maintains annual compensation to the Chamber at \$50,000 and continues the \$5,000 contribution toward the Black Gold Days event. The updated agreement reflects a strategic realignment of the City–Chamber partnership. The Chamber will no longer occupy office space within the Conference Center or provide front desk staffing services for City Hall.

In place of these responsibilities, the agreement expands the Chamber’s role in delivering services that directly support economic development, business growth, and community engagement. These services include collaboration with the City on Business Retention and Expansion (BR&E) efforts and support of the annual BR&E Plan, leadership in small business and entrepreneurial development initiatives, and implementation of marketing and promotional campaigns such as the “Buy Glenpool” initiative. Additionally, the Chamber will continue to support community development through promotion and coordination of City events, enhancements to Black Gold Days, and efforts to strengthen Glenpool’s identity and quality of life.

The revised agreement also includes ongoing coordination between the City and Chamber to increase utilization of the Conference Center through programming and strategic event planning.

**Recommended Action:**

Staff recommends approval of the Agreement between the Glenpool Chamber of Commerce, the City of Glenpool and the Glenpool Industrial Authority for FY2026–2027.

**Budget:**

**Attachments:**

1. Chamber Agreement.FYE27

**AGREEMENT WITH THE GLENPOOL CHAMBER OF COMMERCE AGREEMENT  
FOR VARIOUS MARKETING AND ECONOMIC DEVELOPMENT SERVICES**

This agreement ("Agreement") is effective as of July 1, 2026, without regard to the date signed by either party; by and between the City of Glenpool, Oklahoma, a municipal corporation (the "City"); the Glenpool Industrial Authority, an Oklahoma public trust of which the City of Glenpool is beneficiary ("GIA"); and the Glenpool Chamber of Commerce, a not-for-profit corporation ("Chamber").

I. GIA AGREES TO PROVIDE THE FOLLOWING:

- A. As a change from past contracts, neither the City nor GIA will provide dedicated office space or reception space to the Chamber under this Agreement. The Chamber will operate independently of City Hall/Conference Center office facilities. In order to allow for an orderly transition, the City and GIA agree to allow the Chamber to continue to occupy their current offices while a lease and subsequent move are finalized. It is anticipated this will happen by the end of August. In the event this move is delayed, the Chamber Director will provide notice to the City Manager and coordinate a new timeframe for the move, or an amendment to this contract as may be needed.
- B. Based upon availability as determined by its sole discretion, GIA will provide use of meeting space for periodic use by Chamber with reasonable notice to, and to be coordinated with, the Conference Center Director. Terms of use, including rental rates and fees, may be adjusted to support increased utilization of the Conference Center and mutual programming goals
- C. GIA will provide the most appropriate meeting space, as determined by the Conference Center Manager, for ten (10) monthly business luncheons hosted by the Chamber, with reasonable notice to GIA. Chamber will be responsible for coordinating scheduling in advance and complying with all facility use requirements.
- D. GIA will provide, at no cost to Chamber, use of conference center space for the annual banquet hosted by Chamber. Chamber shall be responsible for reserving said space at least six (6) months in advance to avoid potential conflicts with other scheduled uses.
- E. GIA or City will provide and pay for utilities only for spaces utilized for scheduled meetings and events under this Agreement.
- F. City will provide Chamber four thousand one hundred sixty-six dollars and sixty-six cents (\$4,166.66 monthly; aggregate of \$50,000 annually) as compensation for Chamber services that are of community-wide benefit to the City of Glenpool and enumerated in Section II of this Agreement.
- G. Conference Center front desk operations are not included in this Agreement.

- H. GIA will support the economic development goals of the annual Black Gold Days event by contributing \$5,000, subject to such reasonable restrictions on its use as GIA or City deems appropriate; provided that Chamber, or its vendors, will be responsible for associated event costs unless otherwise agreed. Costs for additional services, including but not limited to trash service, portable restrooms, electrical work, and City support services, will be coordinated annually between Chamber Director and City Manager. Neither City nor GIA will be obligated to any monetary commitment beyond the \$5,000 contribution under this subsection.
- I. GIA and Chamber agree to collaborate on strategies to increase utilization of the Conference Center, including:
  - i. Promotion of weekday meeting space usage;
  - ii. Coordination of business and community programming;
  - iii. Evaluation of reduced or incentive-based rental rates;
  - iv. Identification of additional opportunities to activate the facility

II. CHAMBER AGREES TO PROVIDE THE FOLLOWING:

- A. In instances where Chamber personnel utilize Conference Center facilities, it will be their responsibility to ensure the Premises are closed and secured as required, in coordination with City staff.
- B. Chamber shall be responsible to pay for its own office facilities, utilities, communications, and operational expenses independent of City facilities.
- C. Chamber agrees to pay approximately one thousand two hundred dollars (\$1,200) annually for storage space if such storage is provided by the City or GIA at a mutually agreed location.
- D. Chamber shall collaborate with City staff to support business retention and expansion (BR&E) efforts within the City of Glenpool and serve as a local business advocate representing the needs of the business community. As such, Chamber will:
  - i. Collaborate with City staff, as a member of the Glenpool Economic Development Team, to develop annual Business Retention and Expansion (BR&E) goals that align with the City's strategic action plan priority;
  - ii. Conduct ongoing business outreach, engagement, and relationship-building activities, including regular communication and visitation with local businesses to support retention and expansion;
  - iii. Identify barriers to business growth, workforce needs, and opportunities for expansion through direct engagement and coordination with the business community;

- iv. Partner with the City to support and participate in business visits, outreach initiatives, and events that enhance connectivity, provide education, and strengthen overall business support;
  - v. Promote awareness and utilization of available incentives, programs, and resources, including applicable local and state economic development opportunities;
  - vi. Facilitate coordination and communication between City leadership and business stakeholders as needed; and
  - vii. Report significant trends, concerns, and opportunities within the business community to the City Manager, or designee.
- E. Chamber shall lead small business and entrepreneurial development initiatives in coordination with the City, including:
- i. Facilitation of a Small Business Coalition with regular meetings;
  - ii. Hosting meetings with local business leaders to identify needs and opportunities;
  - iii. Identification of constraints affecting business growth and sustainability;
  - d. Collaboration with the City to explore development of a regional business incubator;
  - iv. Strengthening the local entrepreneurial pipeline; and
  - v. Conducting surveys related to business climate, retail trends, and barriers to entry and expansion.
- F. Chamber shall provide marketing and promotional services aligned with City economic development goals, including:
- i. Leading a “Buy Glenpool” campaign to encourage local spending;
  - ii. Supporting sales tax growth initiatives;
  - iii. Promoting Glenpool as a destination for business, retail, and community engagement; and
  - iv. Utilizing social media, digital platforms, and strategic partnerships to amplify City messaging.
- G. Chamber shall support community development initiatives and City events, including:
- i. Promotion of City events such as Red, White & Boom, Spooktacular, Fishing Derby, and Arbor Day;
  - ii. Assistance with event coordination in collaboration with City departments;
  - iii. Enhancements to Black Gold Days, including vendor recruitment and alignment with local business initiatives such as the Farmers Market; and
  - iv. Programs that enhance quality of life and contribute to Glenpool’s identity as a vibrant community.
- H. Chamber will provide reporting as follows:

- i. An Annual Activity Report, in a format agreed upon between the parties, summarizing progress and outcomes related to services required under this contract. This report will be submitted to the City Manager by June 30<sup>th</sup> for subsequent review by the Council.
- I. Chamber agrees to provide direct value to the City, including:
  - i. Five (5) monthly Chamber luncheon tickets for City use;
  - ii. Two (2) Leadership Glenpool scholarships annually, with recipients jointly approved by City Manager and Chamber Director;
  - iii. Two (2) tickets to Chamber-hosted events provided for City affiliated designees as available;
  - iv. Ongoing business engagement and communication support between the Chamber and City.

### III. TERM, RENEWAL AND TERMINATION

- A. The term of this Agreement shall be June 1, 2026 to June 30, 2027.
- B. Although GIA, City and Chamber, by appropriate action of their respective governing bodies, may opt to extend this Agreement or negotiate a new agreement upon expiration of the term set forth in subsection III.A., GIA, City and Chamber understand and acknowledge that neither party is obligated to extend or replace this Agreement. Under no circumstance will this Agreement automatically renew.
- C. Either party may terminate this Agreement by providing sixty (60) days written notice to the other party, provided that either party may immediately terminate this Agreement upon the breach of a material term by the other.

### IV. FORCE MAJEURE

Neither GIA, City nor Chamber shall be responsible or liable for failure to perform any obligation under this Agreement if such failure is caused by or is due to acts or regulations of public authorities, civil unrest, epidemic or outbreak of infectious disease, interruption or delay of transportation service, acts of God, or any cause beyond the control of such party.

V. ENTIRE AGREEMENT

It is understood that this Agreement is a complete understanding of all terms and conditions governed by this Agreement during the stated term, and that such terms and conditions cannot be altered in any manner other than by written agreement of both parties.

IN WITNESS WHEREOF, the parties hereto set their hands on this 6th day of July 2026.

**THE CITY OF GLENPOOL, OKLAHOMA**  
A Municipal Corporation

**GLENPOOL CHAMBER OF COMMERCE**

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Joyce G. Calvert, Mayor

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Jori Cowley, Executive Director

**THE GLENPOOL INDUSTRIAL AUTHORITY**  
An Oklahoma Trust Authority

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Joyce G. Calvert, Chair

Attest:

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Lesli Smith, City Clerk / Trust Authority Secretary

Approved as to Form:

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City Attorney / Trust Authority Attorney