AGENDA
JENKS PUBLIC WORKS AUTHORITY
TUESDAY, MAY 20, 2025, 6:00 PM
JENKS CITY HALL, 211 NORTH ELM

If you require special accommodations pursuant to the Americans with Disabilities Act, please notify the City Clerk's Office at (918) 299-5883 or email agendas@jenksok.org.

CALL TO ORDER

ROLL CALL

BUSINESS

Official action can only be taken on items which appear on the agenda. The Public Works Authority may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item (except for Item 1).

1. Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the Authority 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.)
   - A. Approve minutes of the regular meeting held on May 06, 2025 pg. 2
   - B. Approve Encumbrances and Expenditures pg. 4
   - C. Monthly Reports pg. 27
   - D. Approve Resolution 2025-03, a Supplemental Appropriation in the amount of $100,000 for costs related to the Downtown Master Plan in account 50-241-5250 (General Fund - City Planner - Maintenance & Operations) pg. 29
2. Consideration and appropriate action relating to items removed from the Consent Agenda

OTHER BUSINESS

1. General Manager's Report
2. Chamber Report

ADJOURNMENT

MINUTES
JENKS PUBLIC WORKS AUTHORITY
TUESDAY, MAY 6, 2025, 6:00 PM
JENKS CITY HALL, 211 NORTH ELM

CALL TO ORDER

The Agenda for the Jenks Public Works Authority was posted on the City's website at 5:12 p.m. on May 02, 2025. The meeting was called to order at 8:52 p.m. on the above date with Chair Cory Box presiding at Jenks City Hall.

ROLL CALL

Present	**Absent**
John Brown	Donna Ogez
Kevin Short	Adam Abel
Matthew Emmons	
Craig Murray	
Chair Cory Box	

BUSINESS

1. Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the Authority 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.)

A. Approve minutes of the regular meeting held on March 25, 2025

B. Approve Encumbrances and Expenditures

C. Monthly Reports

D. Resolution 2025-02, a Resolution declaring certain real property as surplus [The Hive building at 115 E Aquarium Pl].
Craig Murray made a motion to approve Item 1. Kevin Short seconded the motion. A roll call vote of members was taken as follows:
Yes: Cory Box, John Brown, Craig Murray, Matthew Emmons, Kevin Short
No: None
Motion Carried.

2. Consideration and appropriate action relating to items removed from the Consent Agenda
Withdrawn

OTHER BUSINESS

1. General Manager's Report
General Manager Christopher Shrout stated the report was in the packet.

ADJOURNMENT

The Jenks Public Works Authority meeting adjourned at 8:54 p.m.

Cory Box, **CHAIR**

CITY CLERK

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 213		CITY TREASURER				
244458	2 -6438	CRAWFORD & ASSOCIATES PC	FY 24 PREP ANNL FNCL STMT	5/2025	19547 04-15	1,225.00
					DEPARTMENT TOTAL:	1,225.00
DEPARTMENT: 216		PERSONNEL				
244307	2 -6148	SUNDANCE OFFICE SUPPLY INC	OFFICE SUPPLIES	5/2025	573763 03-17	433.48
					DEPARTMENT TOTAL:	433.48
DEPARTMENT: 231		GENERAL GOVERNMENT				
244457	2 -5249	BROOKSHIRE GROCERY COMPANY	CITY HALL DRINKS/CLEANING	5/2025	1944 04-24	410.69
244306	2 -6148	SUNDANCE OFFICE SUPPLY INC	OFFICE SUPPLIES	5/2025	576586 04-15	23.30
244309	2 -6148	SUNDANCE OFFICE SUPPLY INC	OFFICE SUPPLIES	5/2025	575977 04-09	174.86
244311	2 -6148	SUNDANCE OFFICE SUPPLY INC	OFFICE SUPPLIES	5/2025	573574 03-13	272.89
244332	2 -6713	MOODY'S INVESTORS SERVICE,	ANNUAL REVENUE BOND RATIN	5/2025	PO460328 04-09	500.00
244333	2 -6792	BARBEE COOKIES LLC	MONTHLY BDAY TREATS	5/2025	5937 04-28	178.40
					DEPARTMENT TOTAL:	1,560.14
DEPARTMENT: 241		PLANNING				
244270	2 -6812	BECK ASSOCIATES ARCHITECTS,	DOWNTOWN MASTER PLAN	5/2025	20240906 04-28	17,017.74
					DEPARTMENT TOTAL:	17,017.74
DEPARTMENT: 242		ECONOMIC DEVELOPMENT				
244269	2 -6087	OKLAHOMA AQUARIUM FOUNDATIO	SPLASH 2025 SPONSORSHIP	5/2025	SPLASH 2025 SPONSO	7,750.00
244335	2 -6402	UP WITH TREES	TREE SEEDLINGS	5/2025	41525 04-15	200.00
244356	2 -6569	TAYLOR DAVIS DBA TAYLOR ELA	GRAPHIC DESIGN WORK	5/2025	PARKING 03-10	500.00
					DEPARTMENT TOTAL:	8,450.00
DEPARTMENT: 252		CITY HALL				
244329	2 -5449	HOME DEPOT U.S.A., INC.	SUPPLIES FOR REPAIR	5/2025	5070213 03-07	71.46
244350	2 -6299	JEFFEREY SCOTT HEAD	ELECTRICAL WORK	5/2025	2174 04-18	320.00
244369	2 -6631	APAC-CENTRAL INC	ROCK FOR PW JOBS	5/2025	7002231160 04-12	70.00
					DEPARTMENT TOTAL:	461.46

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 511		CITY ENGINEER				
244318	2 -5376	GSHELMS & ASSOCIATES, LLC	PROF. DESIGN SRVC	5/2025	24-03100-01 05-01	1,375.00
244327	2 -5511	O'REILLY AUTO PARTS	FLEET MAINT SUPPLIES	5/2025	2075-419485 03-07	148.14
244375	2 -6377	AUTOZONE STORES LLC	FLEET MAINT SUPPLIES	5/2025	06377613309 04-30	43.86
					DEPARTMENT TOTAL:	1,567.00
DEPARTMENT: 522		GENERAL MAINTENANCE				
243224	2 -5081	W. W. GRAINGER, INC	Q:HYDRALIC HOSE&FITING ST	5/2025	9460001713 04-02	2,184.27
243225	2 -5081	W. W. GRAINGER, INC	Q:HYDRAULIC HOSE&FITING E	5/2025	9460634968 04-02	9,307.97
244359	2 -5249	BROOKSHIRE GROCERY COMPANY	BIRTHDAY TREATS	5/2025	2751 04-30	40.93
244321	2 -5262	CINTAS CORPORATION	PW UNIFORM RENTAL	5/2025	4226018576 04-02	57.43
244331	2 -5449	HOME DEPOT U.S.A., INC.	SHOP SUPPLIES	5/2025	6142456 04-25	139.42
244322	2 -5511	O'REILLY AUTO PARTS	FLEET MAINT. SUPPLIES	5/2025	2075-419340 03-06	51.39
244323	2 -5511	O'REILLY AUTO PARTS	FLEET MAINT SUPPLIES	5/2025	2075-423426 04-02	49.97
244324	2 -5511	O'REILLY AUTO PARTS	FLEET MAINT SUPPLIES	5/2025	2075-423122 03-31	107.15
244325	2 -5511	O'REILLY AUTO PARTS	FLEET MAINT SUPPLIES	5/2025	2075-423425 04-02	93.39
244326	2 -5511	O'REILLY AUTO PARTS	FLEET MAINT SUPPLIES	5/2025	2075-423424 04-02	164.94
244328	2 -5511	O'REILLY AUTO PARTS	FLEET MAINT SUPPLIES	5/2025	2075-420626 03-14	1.11
244372	2 -5511	O'REILLY AUTO PARTS	FLEET MAINT SUPPLIES	5/2025	2075-422075 03-24	16.99
244341	2 -6377	AUTOZONE STORES LLC	FLEET MAINT SUPPLIES	5/2025	06377609334 04-22	177.29
244345	2 -6377	AUTOZONE STORES LLC	FLEET MAINT SUPPLIES	5/2025	06377606384 04-26	150.20
244346	2 -6377	AUTOZONE STORES LLC	FLEET MAINT SUPPLIES	5/2025	06377610453 04-24	142.23
244376	2 -6377	AUTOZONE STORES LLC	FLEET MAINT SUPPLIES	5/2025	06377612306 04-28	14.00
243889	2 -6393	ROBIN WINTER	MOWING / WEEDEATING SRVC	5/2025	050925-1B	5,200.00
					DEPARTMENT TOTAL:	17,898.68
DEPARTMENT: 523		DRAINAGE MAINTENANCE				
244321	2 -5262	CINTAS CORPORATION	PW UNIFORM RENTAL	5/2025	4226018576 04-02	59.24
244330	2 -5449	HOME DEPOT U.S.A., INC.	SUPPLIES FOR PW SHOP	5/2025	6013549 02-24	358.08
244377	2 -5966	WARRIORS CONCRETE LLC	CONCRETE WORK	5/2025	0121 05-07	2,200.00
244334	2 -6344	WATER STORE, INC.	DRAINAGE PARTS	5/2025	547505 03-31	598.39
243888	2 -6393	ROBIN WINTER	MOWING / WEEDEATING SRVC	5/2025	050925-1A	2,200.00
244514	2 -6744	WESTLAKE HARDWARE, INC	STREET MAINT SUPPLIES	5/2025	18100680 04-15	26.33
					DEPARTMENT TOTAL:	5,442.04

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 531		WATER MAINTENANCE				
244349	2 -5112	LOCKE SUPPLY CO.	WATER MAINT SUPPLIES	5/2025	55200595-00 04-14	13.06
244357	2 -5224	DAVIDSON & DAVIDSON ENTERPR	SHOP STOCK	5/2025	0239594-IN 03-31	554.78
244321	2 -5262	CINTAS CORPORATION	PW UNIFORM RENTAL	5/2025	4226018576 04-02	91.00
244343	2 -5440	TULSA GRASS & SOD FARMS INC	SOD	5/2025	43137 04-16	560.00
244329	2 -5449	HOME DEPOT U.S.A., INC.	SUPPLIES FOR REPAIR	5/2025	2071069 03-20	86.94
244371	2 -5511	O'REILLY AUTO PARTS	FLEET MAINT SUPPLIES	5/2025	2075-428277 05-06	13.99
244373	2 -5511	O'REILLY AUTO PARTS	FLEET MAINT SUPPLIES	5/2025	2075-422038 03-24	16.60
244316	2 -5876	UTILITY SUPPLY COMPANY	PARTS FOR WATER MAINT.	5/2025	209562 04-29	160.00
244336	2 -5876	UTILITY SUPPLY COMPANY	WATER MAINT. SUPPLIES	5/2025	208601 04-11	649.79
244366	2 -5876	UTILITY SUPPLY COMPANY	PARTS FOR WATER MAINT	5/2025	208925 04-22	832.00
244344	2 -5950	EASTON SOD FARMS, INC	SOD	5/2025	0275073 04-22	1,015.00
244308	2 -6148	SUNDANCE OFFICE SUPPLY INC	OFFICE SUPPLIES	5/2025	575590 04-04	187.04
244310	2 -6148	SUNDANCE OFFICE SUPPLY INC	OFFICE SUPPLIES	5/2025	574327 03-21	907.26
244319	2 -6362	KIRBY-SMITH MACHINERY(	SWITCH REPAIR	5/2025	W4511302 03-21	647.76
244370	2 -6377	AUTOZONE STORES LLC	FLEET MAINT SUPPLIES	5/2025	0637763817 05-01	312.31
244379	2 -6593	HD SUPPLY FACILITIES MAINTE	FLEET MAINT SUPPLIES	5/2025	0621222 03-12	517.44
244340	2 -6631	APAC-CENTRAL INC	ROCK FOR PW JOBS	5/2025	7002224331 03-29	420.00
244351	2 -6775	TULSA WINWATER CO.	METER RESETTER	5/2025	032555-01 04-04	4,542.75
244352	2 -6775	TULSA WINWATER CO.	VARIOUS PARTS FOR PW	5/2025	032614-01 04-18	3,344.40
244353	2 -6775	TULSA WINWATER CO.	PUBLIC WORKS PARTS	5/2025	032564-01 04-11	4,029.91
244354	2 -6775	TULSA WINWATER CO.	WATER REPAIR PARTS	5/2025	032482-01	3,109.29
244355	2 -6775	TULSA WINWATER CO.	LEAD & COPPER SUPPLIES	5/2025	032479-01 03-25	10,026.50
					DEPARTMENT TOTAL:	32,037.82
DEPARTMENT: 532		SEWER PLANT				
244330	2 -5449	HOME DEPOT U.S.A., INC.	SUPPLIES FOR PW SHOP	5/2025	5074754 02-25	597.00
244374	2 -5511	O'REILLY AUTO PARTS	FLEET MAINT SUPPLIES	5/2025	2075-419996 03-10	39.99
244337	2 -5564	MOHAWK MATERIALS CO INC	SAND	5/2025	562439 03-18	5,192.04
244363	2 -6425	COMMERCIAL POWER, LLC	GENERATOR SERVICE	5/2025	17828 03-14	2,298.36
					DEPARTMENT TOTAL:	8,127.39
DEPARTMENT: 533		SEWER MAINTENANCE				
244321	2 -5262	CINTAS CORPORATION	PW UNIFORM RENTAL	5/2025	4226018576 04-02	31.72
244365	2 -5820	LOT MAINTENANCE OF OKLAHOMA	CLEAN CITY LINES	5/2025	042691 04-14	1,687.50
244367	2 -5820	LOT MAINTENANCE OF OKLAHOMA	CLEAN CITY LINES	5/2025	042697 04-23	1,500.00
244361	2 -6299	JEFFEREY SCOTT HEAD	ELECTRICAL WORK	5/2025	2179 04-27	560.00
242963	2 -6425	COMMERCIAL POWER, LLC	Q1 LIFT STATION RPR PRT&L	5/2025	17824 03-14	6,804.92
244360	2 -6425	COMMERCIAL POWER, LLC	GENERATOR MAINT	5/2025	17831 03-14	5,929.32
244364	2 -6783	FOSMF, LLC	MANHOLE FOR SEWER	5/2025	25-2817 05-01	1,023.56
					DEPARTMENT TOTAL:	17,537.02

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 571		COMMUNITY ACTIVITIES				
244456	2 -5249	BROOKSHIRE GROCERY COMPANY	SENIOR'S MEALS	5/2025	9963 04-09	906.36
					DEPARTMENT TOTAL:	906.36
DEPARTMENT: 575		MAINTENANCE FACILITY				
244338	2 -5112	LOCKE SUPPLY CO.	ELECTRIC SUPPLIES	5/2025	55216430-00 04-16	733.20
244348	2 -5112	LOCKE SUPPLY CO.	ELECTRICAL SUPPLIES	5/2025	55116013-00 04-02	103.40
244342	2 -5954	ALL MAINTENANCE SUPPLY	JANITORIAL SUPPLIES	5/2025	00144387-01 03-27	650.03
244312	2 -6148	SUNDANCE OFFICE SUPPLY INC	OFFICE SUPPLIES	5/2025	577220 04-23	309.34
244350	2 -6299	JEFFEREY SCOTT HEAD	ELECTRICAL WORK	5/2025	2175 04-18	1,040.00
244315	2 -6656	TULSA GAS & GEAR	PROPANE FOR PW	5/2025	0080060188 04-30	68.46
244358	2 -6656	TULSA GAS & GEAR	PROPANE	5/2025	0080058458 03-31	71.51
244368	2 -6656	TULSA GAS & GEAR	GAS FOR BLOW TORCH	5/2025	0080056732 02-28	45.34
					DEPARTMENT TOTAL:	3,021.28
					FUND TOTAL:	115,685.41

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 252		CITY HALL				
244320	2 -6787	PUMPS OF OKLAHOMA, INC.	SUBMERSIBLE PUMP	5/2025	199008 04-02	153.66
					DEPARTMENT TOTAL:	153.66
DEPARTMENT: 522		GENERAL MAINTENANCE				
244317	2 -5112	LOCKE SUPPLY CO.	STORM PUMP SUPPLIES	5/2025	55338197-00 04-30	42.75
					DEPARTMENT TOTAL:	42.75
DEPARTMENT: 523		DRAINAGE MAINTENANCE				
244347	2 -5112	LOCKE SUPPLY CO.	JUNIPER STORM PUMP	5/2025	55210826-00 04-16	2,500.91
					DEPARTMENT TOTAL:	2,500.91
DEPARTMENT: 561		PARKS & GROUNDS				
244313	2 -6659	GREEN LAWN IRRIGATION INC	IRRIGATION SERVICES	5/2025	57638 04-30	3,000.00
244314	2 -6659	GREEN LAWN IRRIGATION INC	IRRIGATION SERVICES	5/2025	87637 04-30	6,487.30
					DEPARTMENT TOTAL:	9,487.30
					FUND TOTAL:	12,184.62
					GRAND TOTAL:	127,870.03

G / L R E C A P

PERIOD	G/L ACCOUNT	NAME	AMOUNT	TOTAL
5/2025	50 5-213-5250	CONTRACTUAL SERVICES	1,225.00	
5/2025	50 5-216-5242	MATERIALS AND SUPPLIES	433.48	
5/2025	50 5-231-5230	BUSINESS	178.40	
5/2025	50 5-231-5242	MATERIALS AND SUPPLIES	881.74	
5/2025	50 5-231-5252	PROFESSIONAL SERVICES	500.00	
5/2025	50 5-241-5252	PROFESSIONAL SERVICES	17,017.74	
5/2025	50 5-242-5230	BUSINESS	8,250.00	
5/2025	50 5-242-5242	MATERIALS AND SUPPLIES	200.00	
5/2025	50 5-252-5242	MATERIALS AND SUPPLIES	71.46	
5/2025	50 5-252-5248	REPAIR AND MAINTENANCE	70.00	
5/2025	50 5-252-5250	CONTRACTUAL SERVICES	320.00	
5/2025	50 5-511-5240	VEHICLE PARTS/REPAIRS	192.00	
5/2025	50 5-511-5252	PROFESSIONAL SERVICES	1,375.00	
5/2025	50 5-522-5232	CLOTHING AND UNIFORMS	57.43	
5/2025	50 5-522-5240	VEHICLE PARTS/REPAIRS	968.66	
5/2025	50 5-522-5242	MATERIALS AND SUPPLIES	180.35	
5/2025	50 5-522-5250	CONTRACTUAL SERVICES	5,200.00	
5/2025	50 5-522-5392	BUILDING AND IMPROVEMENTS	9,307.97	
5/2025	50 5-522-5394	MACHINERY AND HEAVY EQUIPMENT	2,184.27	
5/2025	50 5-523-5232	CLOTHING AND UNIFORMS	59.24	
5/2025	50 5-523-5242	MATERIALS AND SUPPLIES	982.80	
5/2025	50 5-523-5250	CONTRACTUAL SERVICES	2,200.00	
5/2025	50 5-523-5393	ROADS AND BRIDGES	2,200.00	
5/2025	50 5-531-5232	CLOTHING AND UNIFORMS	91.00	
5/2025	50 5-531-5240	VEHICLE PARTS/REPAIRS	342.90	
5/2025	50 5-531-5242	MATERIALS AND SUPPLIES	14,582.57	
5/2025	50 5-531-5248	REPAIR AND MAINTENANCE	1,995.00	
5/2025	50 5-531-5392	BUILDING AND IMPROVEMENTS	15,026.35	
5/2025	50 5-532-5240	VEHICLE PARTS/REPAIRS	39.99	
5/2025	50 5-532-5242	MATERIALS AND SUPPLIES	5,789.04	
5/2025	50 5-532-5250	CONTRACTUAL SERVICES	2,298.36	
5/2025	50 5-533-5232	CLOTHING AND UNIFORMS	31.72	
5/2025	50 5-533-5242	MATERIALS AND SUPPLIES	1,023.56	
5/2025	50 5-533-5250	CONTRACTUAL SERVICES	16,481.74	
5/2025	50 5-571-5242	MATERIALS AND SUPPLIES	906.36	
5/2025	50 5-575-5240	VEHICLE PARTS/REPAIRS	185.31	
5/2025	50 5-575-5242	MATERIALS AND SUPPLIES	650.03	
5/2025	50 5-575-5244	OFFICE SUPPLIES	309.34	
5/2025	50 5-575-5248	REPAIR AND MAINTENANCE	836.60	
5/2025	50 5-575-5250	CONTRACTUAL SERVICES	1,040.00	115,685.41
5/2025	53 5-252-5392	BUILDING AND IMPROVEMENTS	153.66	
5/2025	53 5-522-5393	ROADS AND BRIDGES	42.75	
5/2025	53 5-523-5399	OTHER EQUIPMENT	2,500.91	

G / L R E C A P

PERIOD	G/L ACCOUNT	NAME	AMOUNT	TOTAL
5/2025	53 5-561-5392	BUILDING AND IMPROVEMENTS	9,487.30	12,184.62

GRAND TOTAL ESTIMATE:	0.00
GRAND TOTAL ACTUAL:	127,870.03
REPORT TOTAL:	127,870.03

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 531		WATER MAINTENANCE				
244339A	2 -5876	UTILITY SUPPLY COMPANY	WATER MAINT SUPPLIES	5/2025	208567 04-02	32,393.90
					DEPARTMENT TOTAL:	32,393.90
					FUND TOTAL:	32,393.90
					GRAND TOTAL:	32,393.90

G / L R E C A P

PERIOD	G/L ACCOUNT	NAME	AMOUNT	TOTAL
5/2025	50 5-531-5393	ROADS AND BRIDGES	32,393.90	32,393.90
		GRAND TOTAL ESTIMATE:		0.00
		GRAND TOTAL ACTUAL:		32,393.90
		REPORT TOTAL:		32,393.90

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 215		REVENUE COLLECTIONS				
244283	2 -6314	WEX BANK-QUIKTRIP	FUEL	5/2025	104299147 04-23	103.71
					DEPARTMENT TOTAL:	103.71
DEPARTMENT: 216		PERSONNEL				
240023	2 -5443	BENEFIT RESOURCES INC	FSA PARTICIPANTS FEE	5/2025	18-33352 05-01	72.69
					DEPARTMENT TOTAL:	72.69
DEPARTMENT: 231		GENERAL GOVERNMENT				
240026	2 -5320	COMMUNITY CARE HMO INC	COMMUNIT CARE EAP	5/2025	APR 25 MONTHLY EAP	58.75
					DEPARTMENT TOTAL:	58.75
DEPARTMENT: 242		ECONOMIC DEVELOPMENT				
244282	2 -5098	JENKS PUBLIC WORKS AUTHOR	MAY 2025 WATER SERVICE	5/2025	05-0645-00 MAY 25	24.58
242610	2 -5208	METROPOLITAN TULSA TRANSIT	24-25 PARATRANSIT BILLING	5/2025	PF1001029 05-01	2,936.26
240038	2 -6375	JORDAN STRATEGIES, LLC	MONTHLY CONSULTING FEE	5/2025	05-25 05-01-25	2,000.00
240399	2 -6728	ENHANCED MINDS, INC	FY24-25 SOCILMEDIA&PG MNG	5/2025	22604 03-01	7,600.00
					DEPARTMENT TOTAL:	12,560.84
DEPARTMENT: 252		CITY HALL				
244282	2 -5098	JENKS PUBLIC WORKS AUTHOR	MAY 2025 WATER SERVICE	5/2025	05-0130-00 MAY 25	163.74
240045	2 -6212	ROGER SCOTT	PEST CONTROL	5/2025	04-23-25 CITY HALL	229.00
244283	2 -6314	WEX BANK-QUIKTRIP	FUEL	5/2025	104299147 04-23	71.29
240044	2 -6588	ZANOLLI LLC	CITY HALL LAUNDRY 24-25	5/2025	1789 04/28	49.07
					DEPARTMENT TOTAL:	513.10
DEPARTMENT: 511		CITY ENGINEER				
244283	2 -6314	WEX BANK-QUIKTRIP	FUEL	5/2025	104299147 04-23	109.76
244285	2 -6314	WEX BANK-QUIKTRIP	FUEL	5/2025	104456063 04-30	65.26
					DEPARTMENT TOTAL:	175.02

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 522		GENERAL MAINTENANCE				
242274	2 -6801	AWNINGS OF TULSA, INC.	Q:AWNING MAINT FACLTYFRON	5/2025	11147 02-05	2,646.00
					DEPARTMENT TOTAL:	2,646.00
DEPARTMENT: 530		WATER SUPPLY				
244281	2 -5281	CITY OF TULSA	MAY 2025 WATER SERVICE	5/2025	133466-2088117525	436,173.71
					DEPARTMENT TOTAL:	436,173.71
DEPARTMENT: 531		WATER MAINTENANCE				
244282	2 -5098	JENKS PUBLIC WORKS AUTHOR	MAY 2025 WATER SERVICE	5/2025	03-8520-01 MAY 25	158.21
244283	2 -6314	WEX BANK-QUIKTRIP	FUEL	5/2025	104299147 04-23	1,504.80
					DEPARTMENT TOTAL:	1,663.01
DEPARTMENT: 533		SEWER MAINTENANCE				
244283	2 -6314	WEX BANK-QUIKTRIP	FUEL	5/2025	104299147 04-23	756.27
					DEPARTMENT TOTAL:	756.27
DEPARTMENT: 571		COMMUNITY ACTIVITIES				
244283	2 -6314	WEX BANK-QUIKTRIP	FUEL	5/2025	104299147 04-23	63.46
					DEPARTMENT TOTAL:	63.46
DEPARTMENT: 575		MAINTENANCE FACILITY				
244282	2 -5098	JENKS PUBLIC WORKS AUTHOR	MAY 2025 WATER SERVICE	5/2025	09-0440-00 MAY 25	68.60
					DEPARTMENT TOTAL:	68.60
DEPARTMENT: 590		SOLID WASTE				
244284	2 -5281	CITY OF TULSA	TREE DEBRIS/GREEN WASTE	5/2025	168445-21227970525	35.75
					DEPARTMENT TOTAL:	35.75
					FUND TOTAL:	454,890.91

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 611		DEBT SERVICE				
242508A	2 -5193	BANCFIRST	FY 25 OWRB FAP-24-0018-L	5/2025	525 OWRB FAP-24-00	39,019.83
244266	2 -5193	BANCFIRST	0525 2019 BOND 90127240	5/2025	5-25 2019 90127240	59,092.92
244267	2 -5193	BANCFIRST	05-25 2020 BOND 90127240	5/2025	5-25 2020 90127240	28,278.70
					DEPARTMENT TOTAL:	126,391.45
					FUND TOTAL:	126,391.45

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 514		RADIO COMMUNICATIONS				
240035	2 -6284	COX COMMUNICATIONS	FIBER CONNECTION 24-25	5/2025	070978801 APR 25	626.00
					DEPARTMENT TOTAL:	626.00
					FUND TOTAL:	626.00
					GRAND TOTAL:	581,908.36

PAID UNAPPROVED

G / L R E C A P

PERIOD	G/L ACCOUNT	NAME	AMOUNT	TOTAL
5/2025	50 5-215-5238	VEHICLE FUEL	103.71	
5/2025	50 5-216-5252	PROFESSIONAL SERVICES	72.69	
5/2025	50 5-231-5262	INSURANCE	58.75	
5/2025	50 5-242-5250	CONTRACTUAL SERVICES	4,936.26	
5/2025	50 5-242-5252	PROFESSIONAL SERVICES	7,600.00	
5/2025	50 5-242-5260	UTILITIES	24.58	
5/2025	50 5-252-5238	VEHICLE FUEL	71.29	
5/2025	50 5-252-5242	MATERIALS AND SUPPLIES	49.07	
5/2025	50 5-252-5250	CONTRACTUAL SERVICES	229.00	
5/2025	50 5-252-5260	UTILITIES	163.74	
5/2025	50 5-511-5238	VEHICLE FUEL	175.02	
5/2025	50 5-522-5392	BUILDING AND IMPROVEMENTS	2,646.00	
5/2025	50 5-530-5250	CONTRACTUAL SERVICES	436,173.71	
5/2025	50 5-531-5238	VEHICLE FUEL	1,504.80	
5/2025	50 5-531-5260	UTILITIES	158.21	
5/2025	50 5-533-5238	VEHICLE FUEL	756.27	
5/2025	50 5-571-5238	VEHICLE FUEL	63.46	
5/2025	50 5-575-5260	UTILITIES	68.60	
5/2025	50 5-590-5250	CONTRACTUAL SERVICES	35.75	454,890.91
5/2025	51 5-611-5252	PROFESSIONAL SERVICES	1,581.06-	
5/2025	51 5-611-5264	INTEREST	68,389.17	
5/2025	51 5-611-5266	MATURED BONDS	59,583.34	126,391.45
5/2025	58 5-514-5250	CONTRACTUAL SERVICES	626.00	626.00

GRAND TOTAL ESTIMATE:	0.00
GRAND TOTAL ACTUAL:	581,908.36
REPORT TOTAL:	581,908.36

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 252		CITY HALL				
240019	2 -5843	AMERICAN WASTE CONTROL INC	TRASH SERVICE 24-25	5/2025	0007373614 05-01	274.78
					DEPARTMENT TOTAL:	274.78
DEPARTMENT: 532		SEWER PLANT				
240019	2 -5843	AMERICAN WASTE CONTROL INC	TRASH SERVICE 24-25	5/2025	0007372402 05-01	349.82
					DEPARTMENT TOTAL:	349.82
DEPARTMENT: 575		MAINTENANCE FACILITY				
240019	2 -5843	AMERICAN WASTE CONTROL INC	TRASH SERVICE 24-25	5/2025	0007373058 05-01	159.47
240020	2 -5843	AMERICAN WASTE CONTROL INC	TRASH SERVICE 24-25	5/2025	0007380074 05-01	390.00
					DEPARTMENT TOTAL:	549.47
					FUND TOTAL:	1,174.07
					GRAND TOTAL:	1,174.07

PAID UNAPPROVED

G / L R E C A P

PERIOD	G/L ACCOUNT	NAME	AMOUNT	TOTAL
5/2025	50 5-252-5250	CONTRACTUAL SERVICES	274.78	
5/2025	50 5-532-5250	CONTRACTUAL SERVICES	349.82	
5/2025	50 5-575-5250	CONTRACTUAL SERVICES	549.47	1,174.07

GRAND TOTAL ESTIMATE:	0.00
GRAND TOTAL ACTUAL:	1,174.07
REPORT TOTAL:	1,174.07

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 242		ECONOMIC DEVELOPMENT				
240049	2 -5671	OTA PIKEPASS CUSTOMER SVC	PIKE PASS SERVICE 24-25	5/2025	20250400395 05-01	33.32
					DEPARTMENT TOTAL:	33.32
DEPARTMENT: 252		CITY HALL				
240033	2 -6164	COX COMMUNICATIONS(FORMERLY	TELEPHONE/CABLE 24-25	5/2025	070036801 MAY 25	1,512.68
240042	2 -6443	MIDCON DATA SERVICES LLC	DIGITAL IMAGES	5/2025	0155898 05-01	220.66
					DEPARTMENT TOTAL:	1,733.34
DEPARTMENT: 511		CITY ENGINEER				
240049	2 -5671	OTA PIKEPASS CUSTOMER SVC	PIKE PASS SERVICE 24-25	5/2025	20250400395 05-01	2.61
					DEPARTMENT TOTAL:	2.61
DEPARTMENT: 531		WATER MAINTENANCE				
243000	2 -5671	OTA PIKEPASS CUSTOMER SVC	PIKEPASSES-CITY VEHICLES	5/2025	20250400395 05-01-	59.23
					DEPARTMENT TOTAL:	59.23
DEPARTMENT: 532		SEWER PLANT				
244221	2 -5843	AMERICAN WASTE CONTROL INC	SLUDGE HAULING/DISP SERVI	5/2025	0007380941 05-01	23,182.01
					DEPARTMENT TOTAL:	23,182.01
DEPARTMENT: 533		SEWER MAINTENANCE				
240049	2 -5671	OTA PIKEPASS CUSTOMER SVC	PIKE PASS SERVICE 24-25	5/2025	20250400395 05-01	4.88
					DEPARTMENT TOTAL:	4.88
DEPARTMENT: 571		COMMUNITY ACTIVITIES				
240049	2 -5671	OTA PIKEPASS CUSTOMER SVC	PIKE PASS SERVICE 24-25	5/2025	20250400395 05-01	7.62
					DEPARTMENT TOTAL:	7.62

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 575		MAINTENANCE FACILITY				
240049	2 -5671	OTA PIKEPASS CUSTOMER SVC	PIKE PASS SERVICE 24-25	5/2025	20250400395 05-01	3.48
					DEPARTMENT TOTAL:	3.48
					FUND TOTAL:	25,026.49
					GRAND TOTAL:	25,026.49

PAID UNAPPROVED

G / L R E C A P

PERIOD	G/L ACCOUNT	NAME	AMOUNT	TOTAL
5/2025	50 5-242-5234	TRAVEL	33.32	
5/2025	50 5-252-5250	CONTRACTUAL SERVICES	220.66	
5/2025	50 5-252-5258	COMMUNICATIONS	1,512.68	
5/2025	50 5-511-5234	TRAVEL	2.61	
5/2025	50 5-531-5234	TRAVEL	59.23	
5/2025	50 5-532-5250	CONTRACTUAL SERVICES	23,182.01	
5/2025	50 5-533-5234	TRAVEL	4.88	
5/2025	50 5-571-5234	TRAVEL	7.62	
5/2025	50 5-575-5234	TRAVEL	3.48	25,026.49
		GRAND TOTAL ESTIMATE:		0.00
		GRAND TOTAL ACTUAL:		25,026.49
		REPORT TOTAL:		25,026.49

PAID UNAPPROVED

FUND: 50 - JPWA SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 531		WATER MAINTENANCE				
244379A	2 -5449	HOME DEPOT U.S.A., INC.	SUPPLIES FOR SHOP	5/2025	621222 03-12	515.39
					DEPARTMENT TOTAL:	515.39
					FUND TOTAL:	515.39
					GRAND TOTAL:	515.39

PAID UNAPPROVED

G / L R E C A P

PERIOD	G/L ACCOUNT	NAME	AMOUNT	TOTAL
5/2025	50 5-531-5242	MATERIALS AND SUPPLIES	515.39	515.39
		GRAND TOTAL ESTIMATE:		0.00
		GRAND TOTAL ACTUAL:		515.39
		REPORT TOTAL:		515.39

PAID UNAPPROVED

FUND: 50 - JPWA SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 252		CITY HALL				
240043	2 -5230	GRIMSLEYS INC	JANITORIAL SUPPLIES	5/2025	528154 05-15	189.05
					DEPARTMENT TOTAL:	189.05
					FUND TOTAL:	189.05
					GRAND TOTAL:	189.05

PAID UNAPPROVED

G / L RECAP

PERIOD	G/L ACCOUNT	NAME	AMOUNT	TOTAL
5/2025	50 5-252-5242	MATERIALS AND SUPPLIES	189.05	189.05
		GRAND TOTAL ESTIMATE:		0.00
		GRAND TOTAL ACTUAL:		189.05
		REPORT TOTAL:		189.05

PAID UNAPPROVED

JPWA
Fund 50
Financial Position
As of 04/30/2025

	Actual FY 24-25 Jul 1 - Apr 30	Budget Year 1 FY 24-25	Actual FY 23-24 Jul 1 - Apr 30
Gross Revenues:			
Water Sales	$ 8,014,208.35	$ 8,768,520.00	$ 6,886,492.45
Water Taps	51,715.00	60,000.00	50,590.00
Sewer	2,331,335.34	2,502,360.00	2,065,481.88
Sewer Taps	17,800.00	20,000.00	14,450.00
Field Charges	50,150.00	50,000.00	57,305.00
Penalties	181,170.80	125,000.00	155,139.48
Bulk Water	426.39	500.00	38.90
Return Check Fee	3,955.00	2,000.00	3,710.00
Solid Waste Revenue	1,277,380.41	1,435,000.00	1,198,003.63
Recycling Fee	297,010.10	336,000.00	279,002.88
Water Sales - Industrial	4,128,510.26	4,150,500.00	4,214,570.27
Stormwater Sewer	650,319.00	714,500.00	600,311.00
EMSA Fees	376,488.00	430,000.00	372,767.50
Online Convenience Fee	-	-	-
Miscellaneous Fees	-	-	7,932.50
Miscellaneous	2,851.42	-	6,975.72
Auction Sales	-	-	-
Interest	104,782.78	30,000.00	78,191.43
Interest On Investments	472,098.31	160,000.00	343,305.86
Total Gross Revenues:	**$ 17,960,201.16**	**$ 18,784,380.00**	**$ 16,334,268.50**

Operating Expenditures:			
City Manager	$ 267,765.77	$ 343,300.00	$ 260,167.77
City Clerk	149,402.89	229,400.00	178,096.77
City Treasurer	56,603.34	158,450.00	132,676.88
City Attorney	178,571.07	218,550.00	163,801.74
Revenue Collections	445,946.72	507,200.00	391,464.52
Personnel	1,838.60	7,400.00	1,747.83
Admin Support/Records	24,672.98	60,900.00	35,224.85
General Government	197,822.99	283,000.00	186,128.75
City Planner	212,090.71	275,600.00	116,793.97
Economic Development	397,833.46	563,400.00	448,231.27
City Facilities	397,611.81	425,600.00	387,656.04
City Engineer	266,549.59	537,100.00	394,122.32
Protective Inspections	100,370.04	133,500.00	90,340.73
Technology & Communications	124,680.06	167,200.00	126,733.89
General Maintenance	309,690.52	505,100.00	340,737.30
Drainage Maintenance	383,030.27	495,946.00	367,153.36
Water Supply	7,010,331.15	7,960,000.00	6,660,177.70
Water Maintenance	731,517.78	897,246.00	611,799.23
Sewer Plant	1,363,111.91	1,824,559.00	1,103,835.52
Sewer Maintenance	622,858.40	875,837.00	524,617.80
Community Activities	90,940.10	122,450.00	82,638.60
Maintenance Facility	160,067.48	221,800.00	186,225.85
Solid Waste	1,515,981.74	1,718,600.00	1,421,036.31
Total Operating Expenditures:	**$ 15,009,289.38**	**$ 18,532,138.00**	**$ 14,211,409.00**
Capital Expenditures:			
City Engineer	$ -	$ 12,000.00	$ -
Technology & Communications	-	15,000.00	
General Maintenance	159,394.92	327,000.00	
Drainage Maintenance	118,640.79	325,000.00	
Water Maintenance	184,670.49	345,000.00	
Sewer Maintenance	18,631.48	255,000.00	
Total Capital Expenditures:	**$ 481,337.68**	**$ 1,279,000.00**	**$ -**
Excess (deficiency) of Revenues over Expenditures:	**$ 2,469,574.10**	**$ (1,026,758.00)**	**$ 2,122,859.50**
Other Financing Sources (Uses)			
Sales Tax Transfer from General Fund	$ 9,039,864.85	$ 11,478,830.00	$ 7,474,606.46
Use Tax Transfer from General Fund	2,551,617.49	2,523,475.00	2,033,000.96
Transfers from Sinking Fund	-	25,000.00	-
Transfers from Other Funds	-	-	-
Transfers Out	(12,922,355.54)	(15,700,556.00)	(10,295,043.55)
Total Other Financing Sources (Uses):	**$ (1,330,873.20)**	**$ (1,673,251.00)**	**$ (787,436.13)**
Net Change in Fund Balance:	**$ 1,138,700.90**	**$ (2,700,009.00)**	**$ 1,335,423.37**

Prepared by Matthew Johnson 05/14/2025

CITY OF JENKS
211 NORTH ELM STREET • P.O. BOX 2007
JENKS, OKLAHOMA 74037-2007
PHONE (918) 299-5883 • FAX (918) 299-4489

Memorandum

To: Mayor & Members of Council

From: David Sims, CFO/Finance Director

Date: May 20, 2025

Re: Budget Amendment for the Downtown Master Plan

City of Jenks Resolution #868 and JPWA Resolution #2025-03

On October 10, 2024, the City Council approved the awarding of a contract to Beck Design for the purpose of creating a Downtown Master Plan. The total amount of the contract was $400,000. During the biennial budget approved in June 2024 for the fiscal years 2024-2025 and 2025-2026, $200,000 in each fiscal year was appropriated ($100,000 through the City General fund and $100,000 through the JPWA Operating fund) toward this project due to the anticipated timing of the contract several months prior to the actual plan being established. Beck Design and their support teams have worked diligently to complete this plan as quickly as possible. Due to that, the anticipated costs to be expended during this current fiscal year will have exceeded the current fiscal budget of $200,000 by fiscal year-end. Therefore, it is Management's recommendation that the $200,000 that was to be budgeted for fiscal year 2025-2026 be appropriated in this current fiscal year 2024-2025 budget instead. Any unexpended amount will be encumbered as part of this fiscal year and expended as completed by Beck Design. The $200,000 originally budgeted for the next fiscal year will be reduced from the fiscal year 2025-2026 budget when reviewed and approved next month.

Staff recommends approval.

Resolution No. 2025-03

A RESOLUTION OF THE TRUSTEES OF THE JENKS PUBLIC WORKS AUTHORITY OF THE CITY OF JENKS, OKLAHOMA ADOPTING AMENDMENTS TO THE ANNUAL REVENUES AND APPROPRIATIONS FOR THE BUDGET OF JENKS PUBLIC WORKS AUTHORITY OF THE CITY OF JENKS, OKLAHOMA, FOR FISCAL YEAR ENDING JUNE 30, 2025.

WHEREAS, the Jenks Public Works Authority has unexpected expenditures which have not been appropriated in the budget for fiscal year 2024-2025; and

WHEREAS, the Jenks Public Works Authority has unexpended unencumbered cash balances on hand for the fiscal year 2024-2025; and

WHEREAS, the Jenks Public Works Authority is required to make supplemental appropriations for revenue sources and expenditures not appropriated in the budget;

NOW THEREFORE BE IT RESOLVED by the Trustees for the Jenks Public Works Authority that the following supplemental appropriations be made:

JPWA – JPWA Operating (Fund 50)

Revenue: Fund Balance	$100,000
Expenditure: 50-241-5250 – City Planner – Maintenance & Operations	$100,000

PASSED BY THE TRUSTEES OF THE JENKS PUBLIC WORKS AUTHORITY of the City of Jenks, Oklahoma, and signed by the Chairman this ____ day of ____________ 2025.

____
Chair

Attest:

____
Brandon Macy, Authority Secretary

Approved as to form:

____
Teresa Nowlin, Authority Attorney