AGENDA
JENKS PUBLIC WORKS AUTHORITY
TUESDAY, JUNE 3, 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 June 20, 2025 pg. 2
   - B. Approve minutes of the Special Budget Committee meeting held June 19, 2025 pg. 4
   - C. Approve Encumbrances and Expenditures pg. 5
   - D. Monthly Reports pg. 28
2. Consideration and appropriate action relating to items removed from the Consent Agenda
3. Resolution 2025-04, a Resolution appropriating and approving the Fiscal Year 2025-2026 Annual Budget, providing for a pay plan and benefits program for the City of Jenks, Oklahoma, and providing for an effective date of July 01, 2025. pg. 33
4. Agreement with Jenks Chamber of Commerce for professional services to promote tourism in the City of Jenks and for the Oklahoma Aquarium, provide marketing services, and to provide community development services in the City of Jenks pg. 68

OTHER BUSINESS

1. General Manager's Report pg. 80

ADJOURNMENT

MINUTES
JENKS PUBLIC WORKS AUTHORITY
TUESDAY, MAY 20, 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 4:29 p.m. on May 16, 2025. The meeting was called to order at 7:10 p.m. on the above date with Chair Cory Box presiding at Jenks City Hall.

ROLL CALL

Present	**Absent**
John Brown	Matthew Emmons
Kevin Short	Donna Ogez
Adam Abel	
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 May 06, 2025

B. Approve Encumbrances and Expenditures

C. Monthly Reports

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)
Kevin Short made a motion to approve Item 1. Craig Murray seconded the motion. A roll call vote of members was taken as follows:
Yes: Cory Box, Adam Abel, John Brown, Craig Murray, 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 gave his update.

2. Chamber Report
Jenks Chamber of Commerce President Angie Duntz gave the monthly Chamber

Report.

ADJOURNMENT

Jenks Public Works Authority adjourned at 7:17 p.m.

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Cory Box, **CHAIR** **CITY CLERK**

MINUTES
JENKS PUBLIC WORKS AUTHORITY – SPECIAL MEETING
BUDGET COMMITTEE MEETING
MONDAY, MAY 19, 2025, 11:00 AM
JENKS CITY HALL, 211 NORTH ELM

CALL TO ORDER

The Agenda for the Jenks Public Works Authority Budget Committee was posted on the City's website at 5:15 p.m. on May 14, 2025. The meeting was called to order at 11:50 p.m. on the above date with Chair Cory Box presiding at Jenks City Hall.

ROLL CALL

Present	**Absent**
John Brown	
Kevin Short	
Chair Cory Box	

BUSINESS

1. Review of proposed changes to the approved FY 2024-2026 Biennial Budget
   Finance Director David Sims introduced Item 1 and answered questions along with General Manager Christopher Shrout.
2. Recommend to the Jenks Public Works Authority the Fiscal Year Two of the FY 2024-2026 Biennial Budget and its related documents to implement same.
   John Brown made a motion to approve Item 2. Kevin Short seconded the motion. A roll call vote of members was taken as follows:
   Yes: Cory Box, John Brown, Kevin Short
   No: None
   Motion Carried.

ADJOURNMENT

Meeting adjourned at 12:00 p.m.

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Cory Box, **CHAIR** **CITY CLERK**

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

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 R E C A P

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

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 231		GENERAL GOVERNMENT				
240026	2 -5320	COMMUNITY CARE HMO INC	COMMUNIT CARE EAP	5/2025	MAY 25 MONTHLY EAP	58.75
240005	2 -6514	UKG INC.	QUARTERLY SUBS FEES	5/2025	101100005502 05-16	366.47
					DEPARTMENT TOTAL:	425.22
DEPARTMENT: 533		SEWER MAINTENANCE				
240015	2 -6222	O G & E	ELECTRIC SERVICE 24-25	5/2025	129904593-8 JUN 25	101.68
					DEPARTMENT TOTAL:	101.68
					FUND TOTAL:	526.90
					GRAND TOTAL:	526.90

PAID UNAPPROVED

G / L R E C A P

PERIOD	G/L ACCOUNT	NAME	AMOUNT	TOTAL
5/2025	50 5-231-5250	CONTRACTUAL SERVICES	366.47	
5/2025	50 5-231-5262	INSURANCE	58.75	
5/2025	50 5-533-5260	UTILITIES	101.68	526.90
		GRAND TOTAL ESTIMATE:		0.00
		GRAND TOTAL ACTUAL:		526.90
		REPORT TOTAL:		526.90

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 215		REVENUE COLLECTIONS				
244471	2 -5918	JPMORGAN CHASE BANK NA	STAFF LUNCH/OFFICE SUPPLI	5/2025	01-15-25 QT	314.91
					DEPARTMENT TOTAL:	314.91
DEPARTMENT: 231		GENERAL GOVERNMENT				
240918	2 -5918	JPMORGAN CHASE BANK NA	SOUNDMACHINE SUBSCRIPTION	5/2025	04-18-25 SM MUSI	59.90
241100	2 -5918	JPMORGAN CHASE BANK NA	UPDATE MANAGER	5/2025	05-09-25 MICROSOFT	53.22
244465	2 -5918	JPMORGAN CHASE BANK NA	PRINTER INK PLOTTER	5/2025	03-10-25 AMAZON	435.99
244466	2 -5918	JPMORGAN CHASE BANK NA	WEBCAMS FOR STOCK	5/2025	04-11-25 AMAZON	1,399.93
244467	2 -5918	JPMORGAN CHASE BANK NA	WEBCAM MOUNTS	5/2025	04-12-25 AMAZON	179.10
					DEPARTMENT TOTAL:	2,128.14
DEPARTMENT: 241		PLANNING				
244464	2 -5918	JPMORGAN CHASE BANK NA	PRINTER INK	5/2025	02-05-25 AMAZON	82.98
244469	2 -5918	JPMORGAN CHASE BANK NA	CONF TRAVEL	5/2025	04-24-25 AMERICAN	505.39
244470	2 -5918	JPMORGAN CHASE BANK NA	ULI DAY CONF	5/2025	05-02-25 ULI	70.00
					DEPARTMENT TOTAL:	658.37
DEPARTMENT: 242		ECONOMIC DEVELOPMENT				
244468	2 -5918	JPMORGAN CHASE BANK NA	BUSINESS MTGS	5/2025	04-14-25 SIEGI'S	209.17
244620	2 -5918	JPMORGAN CHASE BANK NA	MEMBERSHIP/TRNG	5/2025	03-18-25 ICMA2	1,066.00
					DEPARTMENT TOTAL:	1,275.17
DEPARTMENT: 252		CITY HALL				
240703	2 -5918	JPMORGAN CHASE BANK NA	HVAC MAINT SUB	5/2025	05-01-25 INNOVATIV	195.00
244461	2 -5918	JPMORGAN CHASE BANK NA	REFRIGERATOR IN EOC	5/2025	04-09-25 HOME DEPO	449.00
					DEPARTMENT TOTAL:	644.00
DEPARTMENT: 512		PROTECTIVE INSPECTIONS				
244463	2 -5918	JPMORGAN CHASE BANK NA	STAFF LUNCH	5/2025	05-06-25 DISTRICT	89.52
244619	2 -5918	JPMORGAN CHASE BANK NA	DAY AT CAPITOL HOTEL	5/2025	03-12-25 OMNI2	321.20
244620	2 -5918	JPMORGAN CHASE BANK NA	MEMBERSHIP/TRNG	5/2025	03-18-25 ICMA	149.00
					DEPARTMENT TOTAL:	559.72

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 514		TECH & COMMUNICATIONS				
244623	2 -5918	JPMORGAN CHASE BANK NA	IPAD DEPLOYMENT APPLIANCE	5/2025	03-31-25 AMAZON	134.00
					DEPARTMENT TOTAL:	134.00
DEPARTMENT: 531		WATER MAINTENANCE				
240584	2 -5918	JPMORGAN CHASE BANK NA	OKIE WASH	5/2025	05-07-25 OKIE JENK	260.00
244614	2 -5918	JPMORGAN CHASE BANK NA	BREAKFAST MEETING	5/2025	03-31-25 DAYLIGHT	91.26
244615	2 -5918	JPMORGAN CHASE BANK NA	TRAINING MEALS	5/2025	04-25-25 GAETANO'S	396.90
244616	2 -5918	JPMORGAN CHASE BANK NA	TRAINING & WORK ORDERS	5/2025	04-04-25 MCDONALD'	252.14
244617	2 -5918	JPMORGAN CHASE BANK NA	PIKEPASS TOLL	5/2025	05-08-25 PLATEPAY	8.46
244618	2 -5918	JPMORGAN CHASE BANK NA	PIKEPASS TOLL	5/2025	02-25-25 PLATEPAY	3.69
244622	2 -5918	JPMORGAN CHASE BANK NA	OCC 811 TRAINING	5/2025	03-24-25 OKIE811	259.05
					DEPARTMENT TOTAL:	1,271.50
DEPARTMENT: 571		COMMUNITY ACTIVITIES				
242506	2 -5918	JPMORGAN CHASE BANK NA	SENIOR'S MEALS	5/2025	04-22-25 MAPLE GAR	2,075.98
244685	2 -5918	JPMORGAN CHASE BANK NA	SENIOR'S MEALS	5/2025	05-02-25 ARBY'S	2,395.63
					DEPARTMENT TOTAL:	4,471.61
DEPARTMENT: 575		MAINTENANCE FACILITY				
244612	2 -5918	JPMORGAN CHASE BANK NA	KEYBOARD FOR PUBLIC WORKS	5/2025	04-25-25 AMAZON	259.26
244613	2 -5918	JPMORGAN CHASE BANK NA	HEADSET/HOLDER/TOOL BOX	5/2025	04-02-25 AMAZON3	1,248.27
					DEPARTMENT TOTAL:	1,507.53
					FUND TOTAL:	12,964.95

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 533		SEWER MAINTENANCE				
244621	2 -5918	JPMORGAN CHASE BANK NA	TAGS FOR SEWER VEHICLE	5/2025	03-07-25 JENKS TAG	87.54
					DEPARTMENT TOTAL:	87.54
					FUND TOTAL:	87.54
					GRAND TOTAL:	13,052.49

PAID UNAPPROVED

G / L R E C A P

PERIOD	G/L ACCOUNT	NAME	AMOUNT	TOTAL
5/2025	50 5-215-5230	BUSINESS	123.78	
5/2025	50 5-215-5238	VEHICLE FUEL	91.41	
5/2025	50 5-215-5242	MATERIALS AND SUPPLIES	99.72	
5/2025	50 5-231-5242	MATERIALS AND SUPPLIES	2,015.02	
5/2025	50 5-231-5254	SUBSCRIPTIONS	113.12	
5/2025	50 5-241-5125	TRAINING & SCHOOLS	575.39	
5/2025	50 5-241-5242	MATERIALS AND SUPPLIES	82.98	
5/2025	50 5-242-5128	MEMBERSHIP DUES	1,066.00	
5/2025	50 5-242-5230	BUSINESS	209.17	
5/2025	50 5-252-5242	MATERIALS AND SUPPLIES	449.00	
5/2025	50 5-252-5250	CONTRACTUAL SERVICES	195.00	
5/2025	50 5-512-5125	TRAINING & SCHOOLS	149.00	
5/2025	50 5-512-5230	BUSINESS	89.52	
5/2025	50 5-512-5234	TRAVEL	321.20	
5/2025	50 5-514-5242	MATERIAL AND SUPPLIES	134.00	
5/2025	50 5-531-5125	TRAINING & SCHOOLS	259.05	
5/2025	50 5-531-5230	BUSINESS	1,000.30	
5/2025	50 5-531-5234	TRAVEL	12.15	
5/2025	50 5-571-5242	MATERIALS AND SUPPLIES	4,471.61	
5/2025	50 5-575-5242	MATERIALS AND SUPPLIES	1,507.53	12,964.95
5/2025	53 5-533-5396	MOTOR VEHICLES	87.54	87.54
		GRAND TOTAL ESTIMATE:		0.00
		GRAND TOTAL ACTUAL:		13,052.49
		REPORT TOTAL:		13,052.49

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 215		REVENUE COLLECTIONS				
244455	2 -6815	JAMF HOLDINGS, INC & SUBSID	MOBILE DEVICE MGMT	5/2025	90216741 03-26	247.26
					DEPARTMENT TOTAL:	247.26
DEPARTMENT: 216		PERSONNEL				
244455	2 -6815	JAMF HOLDINGS, INC & SUBSID	MOBILE DEVICE MGMT	5/2025	90216741 03-26	183.62
					DEPARTMENT TOTAL:	183.62
DEPARTMENT: 231		GENERAL GOVERNMENT				
244455	2 -6815	JAMF HOLDINGS, INC & SUBSID	MOBILE DEVICE MGMT	5/2025	90216741 03-26	412.10
					DEPARTMENT TOTAL:	412.10
DEPARTMENT: 242		ECONOMIC DEVELOPMENT				
244455	2 -6815	JAMF HOLDINGS, INC & SUBSID	MOBILE DEVICE MGMT	5/2025	90216741 03-26	101.20
					DEPARTMENT TOTAL:	101.20
DEPARTMENT: 252		CITY HALL				
240045	2 -6212	ROGER SCOTT	PEST CONTROL	5/2025	05-27-25 PUBLIC WO	229.00
244744	2 -6314	WEX BANK-QUIKTRIP	FUEL	5/2025	104876785 05-23	76.72
					DEPARTMENT TOTAL:	305.72
DEPARTMENT: 511		CITY ENGINEER				
244744	2 -6314	WEX BANK-QUIKTRIP	FUEL	5/2025	104876785 05-23	85.30
244455	2 -6815	JAMF HOLDINGS, INC & SUBSID	MOBILE DEVICE MGMT	5/2025	90216741 03-26	183.62
					DEPARTMENT TOTAL:	268.92
DEPARTMENT: 512		PROTECTIVE INSPECTIONS				
244455	2 -6815	JAMF HOLDINGS, INC & SUBSID	MOBILE DEVICE MGMT	5/2025	90216741 03-26	101.20
					DEPARTMENT TOTAL:	101.20

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 514		TECH & COMMUNICATIONS				
244455	2 -6815	JAMF HOLDINGS, INC & SUBSID	MOBILE DEVICE MGMT	5/2025	90216741 03-26	1,232.38
					DEPARTMENT TOTAL:	1,232.38
DEPARTMENT: 522		GENERAL MAINTENANCE				
244455	2 -6815	JAMF HOLDINGS, INC & SUBSID	MOBILE DEVICE MGMT	5/2025	90216741 03-26	82.42
					DEPARTMENT TOTAL:	82.42
DEPARTMENT: 523		DRAINAGE MAINTENANCE				
244455	2 -6815	JAMF HOLDINGS, INC & SUBSID	MOBILE DEVICE MGMT	5/2025	90216741 03-26	82.42
					DEPARTMENT TOTAL:	82.42
DEPARTMENT: 531		WATER MAINTENANCE				
244744	2 -6314	WEX BANK-QUIKTRIP	FUEL	5/2025	104876785 05-23	1,478.16
244455	2 -6815	JAMF HOLDINGS, INC & SUBSID	MOBILE DEVICE MGMT	5/2025	90216741 03-26	348.46
					DEPARTMENT TOTAL:	1,826.62
DEPARTMENT: 533		SEWER MAINTENANCE				
240014	2 -5057	EAST CENTRAL ELECTRIC	ELECTRIC SERVICE 24-25	5/2025	3993002 JUN 25	753.45
244744	2 -6314	WEX BANK-QUIKTRIP	FUEL	5/2025	104876785 05-23	863.23
244455	2 -6815	JAMF HOLDINGS, INC & SUBSID	MOBILE DEVICE MGMT	5/2025	90216741 03-26	82.42
					DEPARTMENT TOTAL:	1,699.10
DEPARTMENT: 575		MAINTENANCE FACILITY				
244455	2 -6815	JAMF HOLDINGS, INC & SUBSID	MOBILE DEVICE MGMT	5/2025	90216741 03-26	164.84
					DEPARTMENT TOTAL:	164.84
DEPARTMENT: 590		SOLID WASTE				
244735	2 -5038	CITY OF JENKS	APR/MAY 25 SOLID/RECYCLIN	5/2025	APR/MAY 25 SOLID	4,817.47
244736	2 -5471	CONTROLLED WASTE INC	APR/MAY 25 SOLID/RECYCLIN	5/2025	APR/MAY 25 SOLID	145,732.93
					DEPARTMENT TOTAL:	150,550.40
					FUND TOTAL:	157,258.20

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 611		DEBT SERVICE				
244734	2 -5193	BANCFIRST	06-25 2020 BOND 90127240	5/2025	6-25 2020 90127240	28,278.70
244737	2 -5193	BANCFIRST	0625 2019 BOND 90127240	5/2025	625 2019 90127240	59,092.92
					DEPARTMENT TOTAL:	87,371.62
					FUND TOTAL:	87,371.62

PAID UNAPPROVED

FUND: 58 - RADIO COMMUNICATIONS SUMMARY REPORT

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 MAY 25	1,481.12
					DEPARTMENT TOTAL:	1,481.12
					FUND TOTAL:	1,481.12
					GRAND TOTAL:	246,110.94

PAID UNAPPROVED

G / L R E C A P

PERIOD	G/L	ACCOUNT	NAME	AMOUNT	TOTAL
5/2025	50	5-215-5254	SUBSCRIPTIONS	247.26	
5/2025	50	5-216-5254	SUBSCRIPTIONS	183.62	
5/2025	50	5-231-5254	SUBSCRIPTIONS	412.10	
5/2025	50	5-242-5254	SUBSCRIPTIONS	101.20	
5/2025	50	5-252-5238	VEHICLE FUEL	76.72	
5/2025	50	5-252-5250	CONTRACTUAL SERVICES	229.00	
5/2025	50	5-511-5238	VEHICLE FUEL	85.30	
5/2025	50	5-511-5254	SUBSCRIPTIONS	183.62	
5/2025	50	5-512-5254	SUBSCRIPTIONS	101.20	
5/2025	50	5-514-5254	SUBSCRIPTIONS	1,232.38	
5/2025	50	5-522-5254	SUBSCRIPTIONS	82.42	
5/2025	50	5-523-5254	SUBSCRIPTIONS	82.42	
5/2025	50	5-531-5238	VEHICLE FUEL	1,478.16	
5/2025	50	5-531-5254	SUBSCRIPTIONS	348.46	
5/2025	50	5-533-5238	VEHICLE FUEL	863.23	
5/2025	50	5-533-5254	SUBSCRIPTIONS	82.42	
5/2025	50	5-533-5260	UTILITIES	753.45	
5/2025	50	5-575-5254	SUBSCRIPTIONS	164.84	
5/2025	50	5-590-5250	CONTRACTUAL SERVICES	150,550.40	157,258.20
5/2025	51	5-611-5252	PROFESSIONAL SERVICES	1,395.05-	
5/2025	51	5-611-5264	INTEREST	37,100.00	
5/2025	51	5-611-5266	MATURED BONDS	51,666.67	87,371.62
5/2025	58	5-514-5250	CONTRACTUAL SERVICES	1,481.12	1,481.12
			GRAND TOTAL ESTIMATE:		0.00
			GRAND TOTAL ACTUAL:		246,110.94
			REPORT TOTAL:		246,110.94

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 231		GENERAL GOVERNMENT				
244608	2 -5249	BROOKSHIRE GROCERY COMPANY	CH DRINKS/CLEANING SUPPL	5/2025	4729 05-12	299.19
244460	2 -6636	SOFTCHOICE CORPORATION	SQL SERVER STANDARD LICEN	5/2025	91616858 05-21	3,456.00
243246	2 -6811	BRET LAMBERT	AV UPGRADES TO CITY COUNC	5/2025	6631 04-30	2,690.00
244049	2 -6811	BRET LAMBERT	COUNCIL CHAMBER UPGRADE	5/2025	6631A 04-30	600.00
					DEPARTMENT TOTAL:	7,045.19
DEPARTMENT: 242		ECONOMIC DEVELOPMENT				
240399	2 -6728	ENHANCED MINDS, INC	FY24-25 SOCILMEDIA&PG MNG	5/2025	00022667 05-01	3,800.00
					DEPARTMENT TOTAL:	3,800.00
DEPARTMENT: 252		CITY HALL				
244001	2 -6773	IMPERIAL, LLC	COFFEE SUPPLIES	5/2025	2870-8279470 05-20	442.95
					DEPARTMENT TOTAL:	442.95
DEPARTMENT: 522		GENERAL MAINTENANCE				
243224	2 -5081	W. W. GRAINGER, INC	Q:HYDRALIC HOSE&FITING ST	5/2025	9493067855 05-01	3,880.12
243402	2 -6286	HARRIS CORPORATION PSPC	Q:NEW RADIOS FOR PW	5/2025	93452965 05-15	15,549.23
243887	2 -6395	RANDY HAZELWOOD	MOWING / WEEDEATING SRVC	5/2025	208 04-30	2,725.00
					DEPARTMENT TOTAL:	22,154.35
DEPARTMENT: 523		DRAINAGE MAINTENANCE				
244022	2 -5266	BENNETT STEEL FABRICATION,	PUMP SUMP BOX GRATE	5/2025	12019 05-06	1,952.00
243890	2 -6395	RANDY HAZELWOOD	MOWING / WEEDEATING SRVC	5/2025	206 04-30	150.00
243120	2 -6418	COGENT INC	Q:FLOOD GTE RPR AQ PLACE	5/2025	5620988 04-10	1,651.43
					DEPARTMENT TOTAL:	3,753.43
DEPARTMENT: 531		WATER MAINTENANCE				
244609	2 -5456	FLEET FUELS	FUEL FOR FLEET	5/2025	160937 04-21	269.74
					DEPARTMENT TOTAL:	269.74
					FUND TOTAL:	37,465.66
					GRAND TOTAL:	37,465.66

G / L R E C A P

PERIOD	G/L ACCOUNT	NAME	AMOUNT	TOTAL
5/2025	50 5-231-5242	MATERIALS AND SUPPLIES	299.19	
5/2025	50 5-231-5250	CONTRACTUAL SERVICES	3,290.00	
5/2025	50 5-231-5254	SUBSCRIPTIONS	3,456.00	
5/2025	50 5-242-5252	PROFESSIONAL SERVICES	3,800.00	
5/2025	50 5-252-5250	CONTRACTUAL SERVICES	442.95	
5/2025	50 5-522-5250	CONTRACTUAL SERVICES	2,725.00	
5/2025	50 5-522-5394	MACHINERY AND HEAVY EQUIPMENT	3,880.12	
5/2025	50 5-522-5399	OTHER EQUIPMENT	15,549.23	
5/2025	50 5-523-5248	REPAIR AND MAINTENANCE	1,651.43	
5/2025	50 5-523-5250	CONTRACTUAL SERVICES	150.00	
5/2025	50 5-523-5393	ROADS AND BRIDGES	1,952.00	
5/2025	50 5-531-5238	VEHICLE FUEL	269.74	37,465.66

GRAND TOTAL ESTIMATE:	0.00
GRAND TOTAL ACTUAL:	37,465.66
REPORT TOTAL:	37,465.66

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 522		GENERAL MAINTENANCE				
230114	2 -6644	MOWTOWN OUTDOORS LLC	MOW/WEED JUL1- OCT 31,23	5/2025	26001 05-08	13,300.00
					DEPARTMENT TOTAL:	13,300.00
DEPARTMENT: 523		DRAINAGE MAINTENANCE				
230923	2 -6723	INSIGHT MOBILE DATA INC	GPS UNT CITY VEHIC & EQUI	5/2025	INV1670762.1 03-01	129.03
					DEPARTMENT TOTAL:	129.03
DEPARTMENT: 533		SEWER MAINTENANCE				
230927	2 -6723	INSIGHT MOBILE DATA INC	GPS UNT CITY VEHIC & EQUI	5/2025	INV1670762.2 03-01	41.44
231798	2 -6723	INSIGHT MOBILE DATA INC	GPS FOR CITY VEHIC& EQUIP	5/2025	INV1670762 03-01	163.45
					DEPARTMENT TOTAL:	204.89
					FUND TOTAL:	13,633.92
					GRAND TOTAL:	13,633.92

G / L R E C A P

PERIOD	G/L ACCOUNT	NAME	AMOUNT	TOTAL
5/2025	50 5-522-5250	CONTRACTUAL SERVICES	13,300.00	
5/2025	50 5-523-5258	COMMUNICATIONS	129.03	
5/2025	50 5-533-5258	COMMUNICATIONS	204.89	13,633.92

GRAND TOTAL ESTIMATE:	0.00
GRAND TOTAL ACTUAL:	13,633.92
REPORT TOTAL:	13,633.92

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 531		WATER MAINTENANCE				
204800	2 -6602	TOMMY E KITCHEN	PROFESSIONAL SERVICE	5/2025	TBR_J003 05-12	2,250.00
					DEPARTMENT TOTAL:	2,250.00
					FUND TOTAL:	2,250.00
					GRAND TOTAL:	2,250.00

G / L R E C A P

PERIOD	G/L ACCOUNT	NAME	AMOUNT	TOTAL
5/2025	50 5-531-5252	PROFESSIONAL SERVICES	2,250.00	2,250.00
		GRAND TOTAL ESTIMATE:		0.00
		GRAND TOTAL ACTUAL:		2,250.00
		REPORT TOTAL:		2,250.00

JPWA ENCUMBRANCES AND EXPENDITURES

Payroll and Benefits for approval June 1, 2025 through June 15, 2025

PAYROLL FOR EMPLOYEES $85,000.00

EMPLOYEE PAID PAYROLL BENEFITS INLUDED IN PAYROLL

Bank of Oklahoma	Federal Tax Deposit	$8,000.00
Bank of Oklahoma	State Tax Deposit	$3,000.00
Bank of Oklahoma	FICA/Medicare Taxes	$6,000.00
AFLAC	Accident Insurance	$400.00
Benefits Resource Inc	Flex Plan	$600.00
Community Care	Medical Insurance	$800.00
Dearborn Life	Previous Life Insurance	$250.00
Delta Dental	Dental Insurance	$500.00
Mutual of Omaha	Life Insurance	$300.00
Vision Services Plan	Vision Insurance	$150.00
VOYA	457 Retirement	$1,900.00
	TOTAL	$21,900.00

ADDITIONAL EMPLOYER PAID PAYROLL BENEFITS

Bank of Oklahoma	FICA/Medicare	$6,000.00
Community Care	Medical Insurance	$9,000.00
Mutual of Omaha	Life Insurance	$200.00
OKMRF	6.8% Employee Retiremen	$5,500.00
	TOTAL	$20,700.00

*Please note that expenditures and encumberances are shown based on 26 pay periods unless noted as semimonthly.

JPWA ENCUMBRANCES AND EXPENDITURES

Payroll and Benefits for approval June 16, 2025 through June 30, 2025

PAYROLL FOR EMPLOYEES $85,000.00

EMPLOYEE PAID PAYROLL BENEFITS INLUDED IN PAYROLL

Bank of Oklahoma	Federal Tax Deposit	$8,000.00
Bank of Oklahoma	State Tax Deposit	$3,000.00
Bank of Oklahoma	FICA/Medicare Taxes	$6,000.00
AFLAC	Accident Insurance	$400.00
Benefits Resource Inc	Flex Plan	$600.00
Community Care	Medical Insurance	$800.00
Dearborn Life	Previous Life Insurance	$250.00
Delta Dental	Dental Insurance	$500.00
Mutual of Omaha	Life Insurance	$300.00
Vision Services Plan	Vision Insurance	$150.00
VOYA	457 Retirement	$1,900.00
	TOTAL	$21,900.00

ADDITIONAL EMPLOYER PAID PAYROLL BENEFITS

Bank of Oklahoma	FICA/Medicare	$6,000.00
Community Care	Medical Insurance	$9,000.00
Mutual of Omaha	Life Insurance	$200.00
OKMRF	6.8% Employee Retiremen	$5,500.00
	TOTAL	$20,700.00

*Please note that expenditures and encumberances are shown based on 26 pay periods unless noted as semimonthly.

PARENT ACCOUNT:
CITY OF JENKS 29

REPORT FOR:
CITY OF JENKS 29
2960-00-656689-7
APR-24-2025 TO MAY-23-2025

END OF REPORT

Site Summary

ACCOUNT NUMBER	FLEET NAME
2960-00-656689-7	CITY OF JENKS 29

BRAND	ADDRESS	NO. TRANS	FUEL UNITS	FUEL $	OTHER $	EXEMPT TAX	NET $
QUIKTRIP	15102 S Memorial Dr, Bixby, OK 74008	1	15.150	43.92	0.00	-5.65	38.27
	91 W 141st St, Glenpool, OK 74033	2	45.173	142.22	0.00	-18.20	124.02
	712 S Elm St, Jenks, OK 74037	343	4721.310	13966.53	0.00	-1795.29	12171.24
	12100 S Waco Ave, Sapulpa, OK 74066	11	200.153	567.09	0.00	-74.67	492.42
	1040 E Taft Ave, Sapulpa, OK 74066	1	23.231	62.00	0.00	-8.66	53.34
	3606 S Peoria Ave, Tulsa, OK 74105	1	40.022	108.02	0.00	-14.92	93.10
	18 S 193rd East Ave, Tulsa, OK 74108	1	14.635	41.70	0.00	-5.46	36.24
	9555 Riverside Pkwy, Tulsa, OK 74137	4	68.750	214.32	0.00	-27.34	186.98
	PERIOD TOTALS	**364**	**5128.424**	**15145.80**	**0.00**	**-1950.19**	**13195.61**

QuikTrip

PARENT ACCOUNT:
CITY OF JENKS 29

REPORT FOR:
CITY OF JENKS 29
2960-00-656689-7
APR-24-2025 TO MAY-23-2025

Financial Summary

ACCOUNT NUMBER	FLEET NAME
2960-00-656689-7	CITY OF JENKS 29

DEPARTMENT	DESCRIPTION	UNITS	COST OR FEE	TOTAL FEES	FUEL $	OTHER $	EXEMPTED TAX	NET $	TOTAL FEES & PURCHASES
215	Unleaded Plus	33.55	3.069	0.00	102.78	0.00	-12.51	90.27	
	Unleaded Regular	45.94	2.952	0.00	135.12	0.00	-17.14	117.98	
	PERIOD			0.00	237.90	0.00	-29.65	208.25	208.25
	YTD			0.00	867.79	0.00	-114.79	753.00	753.00
252	Unleaded Regular	30.37	2.899	0.00	88.05	0.00	-11.33	76.72	
	PERIOD			0.00	88.05	0.00	-11.33	76.72	76.72
	YTD			0.00	279.06	0.00	-37.59	241.47	241.47
311	Unleaded Regular	2423.91	2.849	0.00	6910.40	0.00	-904.10	6006.30	
	PERIOD			0.00	6910.40	0.00	-904.10	6006.30	6006.30
	YTD			0.00	35713.10	0.00	-4828.38	30884.72	30884.72
411	Regular Diesel #2	593.15	3.337	0.00	1980.36	0.00	-256.83	1723.53	
	Unleaded Regular	386.56	2.829	0.00	1090.28	0.00	-144.19	946.09	
	PERIOD			0.00	3070.64	0.00	-401.02	2669.62	2669.62
	YTD			0.00	13463.29	0.00	-1770.19	11693.10	11693.10
511	Unleaded Regular	153.15	2.840	0.00	432.67	0.00	-57.11	375.56	
	PERIOD			0.00	432.67	0.00	-57.11	375.56	375.56
	YTD			0.00	2303.21	0.00	-309.49	1993.72	1993.72
512	Unleaded Regular	45.94	2.879	0.00	132.25	0.00	-17.14	115.11	
	PERIOD			0.00	132.25	0.00	-17.14	115.11	115.11
	YTD			0.00	350.61	0.00	-47.16	303.45	303.45
521	Unleaded Plus	146.16	3.170	0.00	462.41	0.00	-54.52	407.89	
	Unleaded Regular	22.94	3.089	0.00	70.86	0.00	-8.56	62.30	
	Unleaded Super	20.03	3.484	0.00	69.65	0.00	-7.48	62.17	
	PERIOD			0.00	602.92	0.00	-70.56	532.36	532.36
	YTD			0.00	3542.81	0.00	-436.11	3106.70	3106.70
522	Unleaded Plus	96.97	3.179	0.00	307.74	0.00	-36.18	271.56	
	Unleaded Regular	124.25	2.844	0.00	351.59	0.00	-46.32	305.27	
	Unleaded Super	16.60	3.289	0.00	54.60	0.00	-6.19	48.41	
	PERIOD			0.00	713.93	0.00	-88.69	625.24	625.24
	YTD			0.00	3177.75	0.00	-408.91	2768.84	2768.84
531	Unleaded Plus	289.51	3.139	0.00	901.96	0.00	-107.97	793.99	
	Unleaded Regular	122.08	2.852	0.00	349.17	0.00	-45.53	303.64	
	PERIOD			0.00	1251.13	0.00	-153.50	1097.63	1097.63
	YTD			0.00	5835.35	0.00	-724.91	5110.44	5110.44
533	Unleaded Regular	348.90	2.862	0.00	993.35	0.00	-130.12	863.23	
	PERIOD			0.00	993.35	0.00	-130.12	863.23	863.23
	YTD			0.00	4273.91	0.00	-575.18	3698.73	3698.73

QuikTrip

PARENT ACCOUNT:
CITY OF JENKS 29

REPORT FOR:
CITY OF JENKS 29
2960-00-656689-7
APR-24-2025 TO MAY-23-2025

Financial Summary

ACCOUNT NUMBER	FLEET NAME
2960-00-656689-7	CITY OF JENKS 29

DEPARTMENT	DESCRIPTION	UNITS	COST OR FEE	TOTAL FEES	FUEL $	OTHER $	EXEMPTED TAX	NET $	TOTAL FEES & PURCHASES
561	Unleaded Regular	22.33	2.999	0.00	66.97	0.00	-8.33	58.64	
	Unleaded Super	67.93	3.474	0.00	236.18	0.00	-25.34	210.84	
	PERIOD			0.00	303.15	0.00	-33.67	269.48	269.48
	YTD			0.00	1902.00	0.00	-231.83	1670.17	1670.17
562	Unleaded Regular	97.65	2.855	0.00	277.24	0.00	-36.42	240.82	
	PERIOD			0.00	277.24	0.00	-36.42	240.82	240.82
	YTD			0.00	1412.94	0.00	-189.19	1223.75	1223.75
571									
	PERIOD			0.00	0.00	0.00	0.00	0.00	0.00
	YTD			0.00	73.34	0.00	-9.88	63.46	63.46
911	Regular Diesel #2	28.42	3.399	0.00	96.61	0.00	-12.31	84.30	
	PERIOD			0.00	96.61	0.00	-12.31	84.30	84.30
	YTD			0.00	96.61	0.00	-12.31	84.30	84.30
919	Unleaded Regular	12.27	2.899	0.00	35.56	0.00	-4.57	30.99	
	PERIOD			0.00	35.56	0.00	-4.57	30.99	30.99
	YTD			0.00	413.37	0.00	-55.08	358.29	358.29
Unassigned	Rebate	5128.42	0.030	-153.85	0.00	0.00	0.00	0.00	
	PERIOD			-153.85	0.00	0.00	0.00	0.00	-153.85
	YTD			0.00	0.00	0.00	0.00	0.00	0.00
ACCOUNT TOTALS	Regular Diesel #2	621.57	6.736	0.00	2076.97	0.00	-269.14	1807.83	
	Unleaded Plus	566.19	12.557	0.00	1774.89	0.00	-211.18	1563.71	
	Unleaded Regular	3836.29	37.648	0.00	10933.51	0.00	-1430.86	9502.65	
	Unleaded Super	104.56	10.247	0.00	360.43	0.00	-39.01	321.42	
	Rebate	5128.42	0.030	-153.85	0.00	0.00	0.00	0.00	
	PERIOD			-153.85	15145.80	0.00	-1950.19	13195.61	13041.76
	YTD			0.00	73705.14	0.00	-9751.00	63954.14	63954.14

ACCOUNTS RECEIVABLE SUMMARY - Invoice 104876785

PREVIOUS BALANCE	13931.66
PAYMENTS	-13931.66
PURCHASES	13195.61
DEBITS	0.00
CREDITS	0.00
QuikTrip Rebate	-153.85
ANCILLARIES	0.00
AMOUNT DUE	13041.76

Transaction Date	Transaction Time	Card Number	Custom Vehicle/Asset ID	Units	Product	Merchant Name	Merchant Address	Merchant City	Merchant State / Province	Merchant Postal Code	Current Odometer	Adjusted Odometer	Driver Last Name	Driver Department	Department
04/22/2025	08:28:45	****01672	521 677 22 CHEVY	22.94	UNL	Quiktrip 0121	12100 S Waco Ave	Sapulpa	OK	74066	44125		MCCROSSEN	561	521
04/22/2025	12:45:28	****00361	511 657 15 CHEVY	23.39	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	88795		CASTRO	531	511
04/23/2025	14:46:28	****01191	522 419 04 FORD	24.29	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	135797	135898	CASTRO	531	522
04/24/2025	14:43:46	****01801	531 625 24 FORD	41.28	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	2921		STREET	521	531
04/25/2025	05:41:06	****01672	521 677 22 CHEVY	23.4	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	44255		MCCROSSEN	561	521
04/25/2025	08:13:59	****01411	531 664 19 FORD	33.46	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	49528	50142	ABBATE	561	531
04/25/2025	08:36:42	****01661	531 675 22 CHEVY	17.43	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	28742	28822	HURST	215	531
04/25/2025	10:34:36	****00672	511 540 07 GMC	22.19	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	141676		WILSON	531	511
04/25/2025	13:28:45	****01711	522 632 14 FORD	18.4	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	190915		LEWIS	521	522
04/25/2025	16:18:33	****01651	533 672 22 CHEVY	23.63	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	42429		COON	523	533
04/25/2025	16:59:04	****01791	522 623 23 FORD	23.52	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	7090		PARSONS	531	522
04/25/2025	21:36:21	****01442	533 665 19 FORD	40.02	UNL	Quiktrip 0057	3606 S Peoria Ave	Tulsa	OK	74105	44165		STEED	531	533
04/28/2025	08:23:00	****01551	533 670 19 FORD	38.83	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	180000	66970	PRESHAM	533	533
04/28/2025	08:28:57	****01721	522 635 15 FORD	16.6	SUP	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	182500		CROUCHER	521	522
04/28/2025	08:49:48	****01373	215 639 EXPLOR 12	11.77	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	152709		SCOTTJ	561	215
04/28/2025	16:09:06	****01481	511 668 19 FORD	11.35	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	34814		cicero	533	511
04/29/2025	11:51:49	****01411	531 664 19 FORD	21.89	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	177949	50503	ABBATE	561	531
04/30/2025	07:52:09	****01672	521 677 22 CHEVY	25.01	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	44421		MCCROSSEN	561	521
04/30/2025	13:00:15	****01411	531 664 19 FORD	27.6	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	49744	50885	OSUNA	523	531
05/01/2025	05:19:26	****01672	521 677 22 CHEVY	5.448	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	44517	44455	MCCROSSEN	561	521
05/01/2025	07:58:56	****01551	533 670 19 FORD	26.25	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	180000	67868	PRESHAM	533	533
05/01/2025	09:28:06	****01661	531 675 22 CHEVY	11.81	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	28879		HURST	215	531
05/02/2025	07:16:38	****01571	252 425 14 CHEVY	15.56	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	109797		DRY	252	252
05/02/2025	07:41:07	****01651	533 672 22 CHEVY	21.61	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	42524		COON	523	533
05/02/2025	11:52:48	****01041	215 421 11 GMC	22.46	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	148501	148707	OSUNA	523	215
05/02/2025	11:54:35	****01391	522 653 FORD EXP	15.26	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	115988	119597	RADABAUGH	531	522
05/02/2025	12:33:07	****01801	531 625 24 FORD	38.69	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	3078		STREET	521	531
05/02/2025	13:35:21	****00241	252 643 08 DODGE	14.81	UNL	Quiktrip 0096	9555 Riverside Pkwy	Tulsa	OK	74137	58618		JOHNSON	212	252
05/02/2025	15:04:00	****01672	521 677 22 CHEVY	30.01	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	44657		MCCROSSEN	561	521
05/05/2025	05:09:04	****01672	521 677 22 CHEVY	6.546	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	42692	44772	MCCROSSEN	561	521
05/05/2025	14:06:59	****01672	521 677 22 CHEVY	7.436	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	44653	42822	MCCROSSEN	561	521
05/05/2025	14:09:45	****01551	533 670 19 FORD	25.36	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	1800000	68735	PRESHAM	533	533
05/06/2025	08:06:01	****01373	215 639 EXPLOR 12	10.01	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	152872		SCOTTJ	561	215
05/06/2025	08:32:43	****01711	522 632 14 FORD	13.88	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	191035		LEWIS	521	522
05/06/2025	09:02:47	****00672	511 540 07 GMC	19.91	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	141938		WILSON	531	511
05/06/2025	13:05:54	****01411	531 664 19 FORD	35.97	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	50018	51383	ABBATE	561	531
05/06/2025	14:46:15	****01481	511 668 19 FORD	10.72	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	35066		cicero	533	511
05/06/2025	15:54:07	****00911	531 564 11 FORD	27.19	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	114308		STEED	531	531
05/07/2025	05:44:44	****01672	521 677 22 CHEVY	5.029	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	44886	42910	MCCROSSEN	561	521
05/07/2025	07:48:11	****01672	521 677 22 CHEVY	15	SUP	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	44890	45149	MCCROSSEN	561	521
05/08/2025	05:45:38	****01672	521 677 22 CHEVY	5.029	SUP	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	44952		MCCROSSEN	561	521
05/08/2025	08:05:14	****01551	533 670 19 FORD	21.15	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	180000	69458	PRESHAM	533	533
05/08/2025	08:25:10	****01791	522 623 23 FORD	22.69	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	7396		PARSONS	531	522
05/09/2025	05:53:04	****01672	521 677 22 CHEVY	21.16	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	45011	45234	MCCROSSEN	561	521
05/09/2025	11:38:45	****01171	533 420 07 CHEVY	22.02	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	187774		WILSON	531	533
05/09/2025	13:28:30	****01801	531 625 24 FORD	41.79	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	3495	3182	STREET	521	531
05/09/2025	13:45:54	****01661	531 675 22 CHEVY	15.75	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	29079		HURST	215	531
05/09/2025	16:23:39	****00361	511 657 15 CHEVY	22.81	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	89079		CASTRO	531	511
05/10/2025	06:35:14	****01711	522 632 14 FORD	17.75	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	191192		LEWIS	521	522
05/12/2025	07:52:56	****01551	533 670 19 FORD	19.03	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	180000	70109	PRESHAM	533	533
05/12/2025	08:18:06	****01373	215 639 EXPLOR 12	11.77	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	153072		SCOTTJ	561	215
05/12/2025	09:23:19	****01411	531 664 19 FORD	40.34	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	50361	51941	ABBATE	561	531
05/14/2025	11:37:08	****00672	511 540 07 GMC	19.01	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	142125		STEED	531	511
05/14/2025	11:52:18	****01391	522 653 FORD EXP	17.39	UNL	Quiktrip 0121	12100 S Waco Ave	Sapulpa	OK	74066	119882		RADABAUGH	531	522
05/14/2025	13:17:36	****01481	511 668 19 FORD	12.28	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	35343		cicero	533	511
05/14/2025	13:31:35	****01651	533 672 22 CHEVY	28.63	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	42734		COON	523	533
05/14/2025	17:18:56	****01411	531 664 19 FORD	16.98	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	178285	52176	ABBATE	561	531
05/15/2025	07:55:59	****01551	533 670 19 FORD	24.46	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	1800000	70945	PRESHAM	533	533
05/15/2025	13:09:10	****01711	522 632 14 FORD	17.88	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	191328		LEWIS	521	522
05/16/2025	05:47:05	****01672	521 677 22 CHEVY	22.11	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	45156		MCCROSSEN	561	521
05/16/2025	13:32:51	****01041	215 421 11 GMC	13.34	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	148795	148862	OSUNA	523	215
05/16/2025	16:15:08	****01171	533 420 07 CHEVY	22.65	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	187973		WILSON	531	533
05/19/2025	07:46:54	****01411	531 664 19 FORD	22.3	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	50587	52617	GERJES	561	531
05/19/2025	08:34:24	****01551	533 670 19 FORD	17.93	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	180000	71558	PRESHAM	533	533
05/19/2025	09:23:09	****01791	522 623 23 FORD	21.1	UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	7709		PARSONS	531	522
05/19/2025	09:34:34	****01801	531 625 24 FORD	19.11	UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	3337		CROUCHER	521	531

05/19/2025 11:00:32	****01721	522 635 15 FORD	19.55 UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	182617	CROUCHER	521	522
05/19/2025 13:47:31	****01711	522 632 14 FORD	9.512 UN+	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	191406	LEWIS	521	522
05/19/2025 13:59:24	****00672	511 540 07 GMC	11.49 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	142225	STEED	531	511
05/19/2025 14:20:46	****01651	533 672 22 CHEVY	17.33 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	42851	COON	523	533
05/20/2025 10:50:58	****01041	215 421 11 GMC	10.14 UNL	Quiktrip 0101	712 S Elm St	Jenks	OK	74037	148930	OSUNA	523	215

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: Chair & Trustees of the Authority

From: David Sims, CFO/Finance Director

Date: June 3, 2025

Re: FY25-26 Budget Approval – JPWA

After the public hearing on June 3, 2025, the Authority will vote to appropriate and approve the FY25-26 budget. The budget proposal was reviewed with the budget committee on May 19, 2025. The budget committee voted unanimously in favor of recommending that the Authority adopt the FY25-26 budget.

Staff recommends approval.

Revenue Assumptions

- **Water Sales / Sewer** – Based on a review of the current fiscal year expenses and trends over a three-year average from FY21-22 through FY23-24, Staff proposes a 5% increase in our water and 8% increase in our sewer charges. This will help assist in keeping pace with the rising costs at the wastewater treatment plant, water costs and personnel expenses. The following chart breaks down the proposed water and sewer rates. The monthly cost increase, based on 8,817 gallons, which is the current average usage in Jenks, is an additional $6.52.

Current: Based on 8,817 Gallons

	Water	Sewer	Total
Owasso	$ 77.68	$ 51.07	$ 128.75
Sand Springs	$ 68.75	$ 69.23	$ 137.98
Tulsa	$ 45.72	$ 105.42	$ 151.14
Bixby	$ 79.36	$ 45.12	$ 124.48
Bartlesville	$ 84.70	$ 84.88	$ 169.58
Broken Arrow	$ 69.45	$ 61.43	$ 130.88
Glenpool	$ 70.47	$ 35.50	$ 105.96
Sapulpa	$ 66.91	$ 62.48	$ 129.39
Jenks	$ 78.69	$ 32.89	$ 111.58

Proposed: Based on 8,817 Gallons

	Water	Sewer	Total
Owasso	$ 77.68	$ 51.07	$ 128.75
Sand Springs	$ 68.75	$ 69.23	$ 137.98
Tulsa	$ 45.72	$ 105.42	$ 151.14
Bixby	$ 79.36	$ 45.12	$ 124.48
Bartlesville	$ 84.70	$ 84.88	$ 169.58
Broken Arrow	$ 69.45	$ 61.43	$ 130.88
Glenpool	$ 70.47	$ 35.50	$ 105.96
Sapulpa	$ 66.91	$ 62.48	$ 129.39
Jenks	$ 82.60	$ 35.50	$ 118.10

- **Industrial Water Sales** – We analyzed the current year's billings and noted a slight decrease in water consumption by Green Country Energy. However, due to the unpredictable nature of their usage, we decided to increase the FY25-26 budget only slightly over the current year's budget.

- **Stormwater Sewer** – We are proposing a 50-cent increase to this fee. It is currently $6 per meter per month (a billing cycle), and we propose increasing it to $6.50 per meter per month.

Expenses

- **Personnel Expense**
  - Standard Pay Raise – A 6% base pay increase is budgeted for the FY25-26 budget, which is the amount that was budgeted for the current fiscal year. It is management's desire to continue the same percentage to make the City competitive with surrounding municipalities to retain/find exceptional employees.
  - Total Personnel Expense increases to $3.954 million from $3.560 million, which represents a total increase of $0.394 million or a rate of 11.06%.

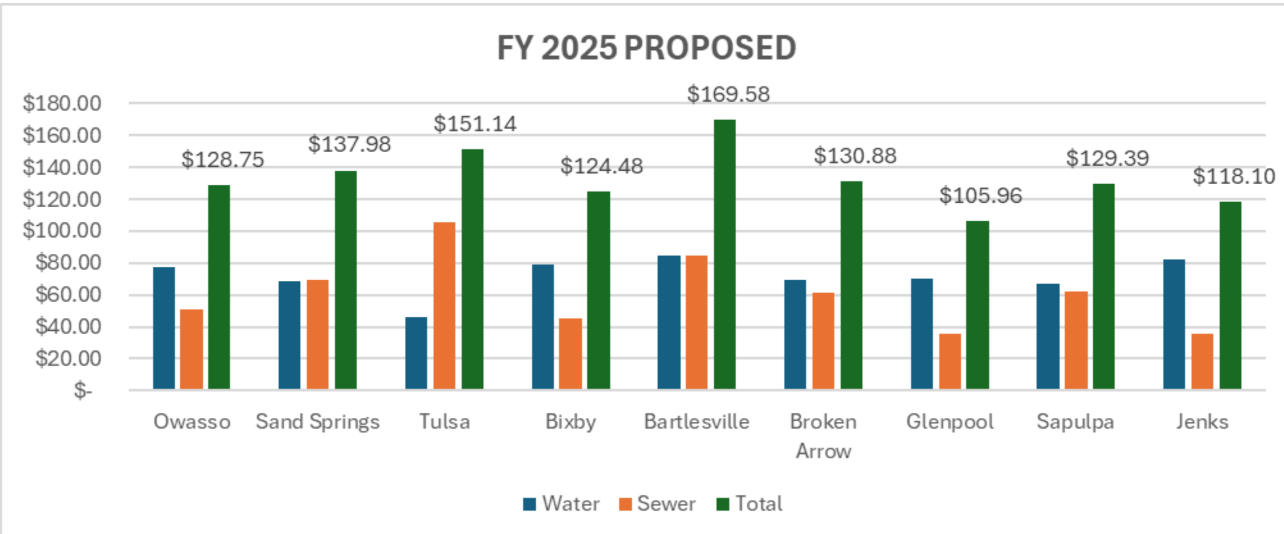
- **Maintenance and Operations (M&O)**
  - Overall, the JPWA Operating Fund is seeing an increase of $0.625 million in Maintenance & Operations over last fiscal year's budget. Increases in Utilities, Insurance and Contractual Services costs account for all budgeted increase.

- Total Maintenance & Operations increases to $15,597 million from $14.972 million, which represents a total increase of $0.625 million or a rate of 4.17%.

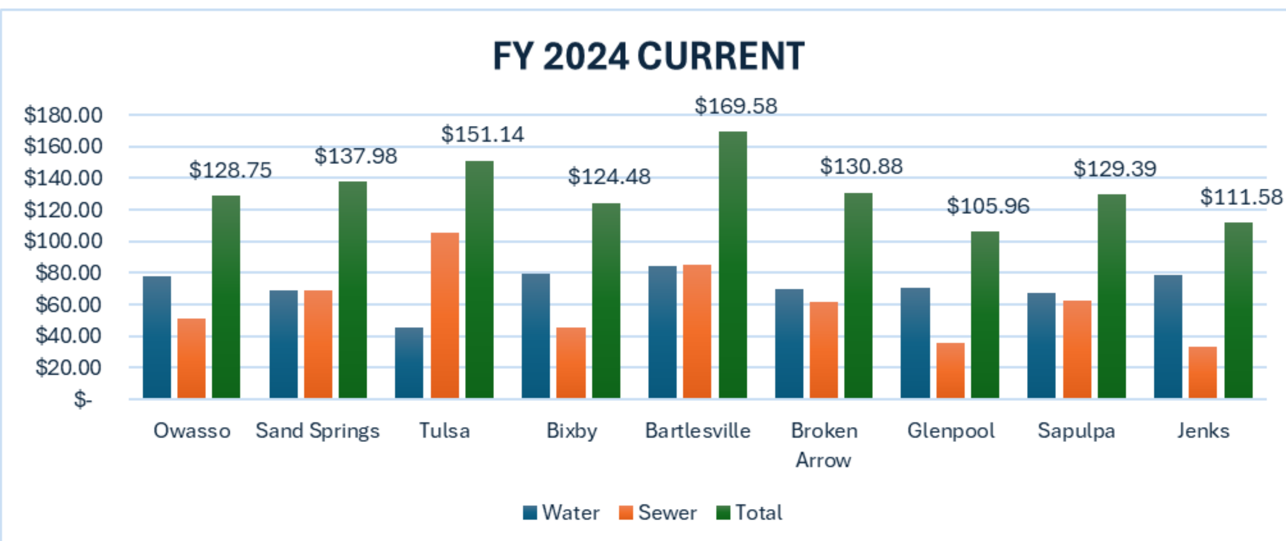
- **<u>Transfers</u>**
  - Total Transfers increase to $16.253 million from $15.355 million, which represents a total increase of $0.897 million or a rate of 5.84%.
  - These increases are the result of the increase in sales/use tax collections budgeted for the fiscal year.

<u>Tulsa Metro Utility Rates Comparison</u>

FY2026 Rates – PROPOSED



FY2026 Rates – CURRENT



Jenks Public Works Authority
Operating Fund
FY 2025 and 2026
Fund 50

OVERVIEW

The Jenks Public Works Authority (JPWA) was created pursuant to a Trust Indenture, for the benefit of the City of Jenks, Oklahoma. JPWA was established to acquire, construct, develop, equip, operate, maintain, repair, enlarge and remodel water and sanitary sewer facilities for the City of Jenks. The water, sanitary sewer and solid waste disposal systems owned by the City have been leased to JPWA until such date that all indebtedness of the Authority is retired or provided for. JPWA is a public trust and an agency of the State of Oklahoma under Title 60, Oklahoma Statutes 1991, Section 176, et seq., and is governed by a board consisting of seven trustees identical with the City Council. JPWA is exempt from State and Federal income taxes. The management of the City and the Trust is the same. This fund is reported as an enterprise operating fund budgeted on a cash basis.

The Authority's budget is comprised of revenues and fees including water sales, sewer charges, and solid waste fees. FY 26 projected revenues of $20.8 million, and $15.0 million sales tax transfers in from the City General Fund support the $37.1 million annual budget. Fund balance is used to fund the expenditures related to our radio communications equipment in Fund 58.

The City of Jenks collects a 3.55 cent sales and use tax on eligible expenditures. Two Cents are allocated to the City's General Fund, one cent to the One Cent Capital Fund and 0.55 cents to the Vision Fund. However, as a result of past commitments, City resources are pledged to the Jenks Public Works Authority (collectively referred to as JPWA) debt service. The debt pledge requires that three cents of the sales and use tax collections be recognized as General Fund revenue then transferred to JPWA for any debt service deficiencies. The Vision sales tax is not pledged to the JPWA debt service; therefore, was non-existent when the pledge originated, therefore, those collections are directly deposited into the Vision Fund (Fund 33).

As utility rates and the One Cent capital tax have been established to pay all JPWA debt requirements, 2 cents of the City sales and use tax revenues are transferred back to the City's General Fund. The One Cent Capital proceeds satisfy the JPWA debt service and then the unobligated balance is transferred to the One Cent Capital Fund. These transfers convolute the budget presentation for the interested reader and obscure the amount of revenue appropriated to finance annual City General Fund and JPWA activities. The projected fund balance change is less than 10% due to revenues supporting most expenses. The authority recently completed a water meter project that will reduce unbilled consumption while more accurately recording actual consumption.

The JPWA Board of Trustees is adopting the transfer amounts as part of the FY 26 budget and authorizing the staff to make the transfers in accordance with debt agreements.

ANNUAL RESOURCES

	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	PERCENT DIFFERENCE	FY 26 BUDGET
Water Sales	$ 8,168,576	$ 8,119,000	$ 7,407,052	$ 8,768,520	12%	$ 9,784,723
Water Taps	71,815	105,000	49,195	60,000	3%	61,900
Sanitary Sewer Fees	2,536,783	2,317,000	2,100,316	2,502,360	21%	3,020,857
Sanitary Sewer Taps	22,650	45,000	17,000	20,000	0%	20,000
Field Charges	68,115	45,000	40,705	50,000	2%	51,000
Penalties	185,131	125,000	163,475	125,000	0%	125,000
Bulk Water	63	500	408	500	0%	500
Return Check Fee	4,515	2,000	3,640	2,000	0%	2,000
Solid Waste Revenue	1,439,945	1,416,000	1,149,054	1,435,000	7%	1,535,000
Recycling Fee	335,295	336,000	267,204	336,000	6%	357,000
Water Sales-Industrial	4,862,839	4,100,000	3,883,677	4,150,500	6%	4,400,000
Stormwater Sewer Fees	729,635	704,000	585,162	714,500	18%	846,000
Online Convenience Fee	-	-	-	-	N/A	-
Meter Damage Fees	-	-	27	-	N/A	-
Miscellaneous Fees	7,933	-	2,851	-	N/A	-
Miscellaneous	9,276	-	-	-	N/A	-
Interest	100,946	4,000	95,807	30,000	0%	30,000
Interest On Investments	428,905	30,000	322,638	160,000	0%	160,000
Reimbursements	44,265	159,500	31,701	-	N/A	-
Sale of Land	-	-	-	-	N/A	-
Auction Sales	-	-	-	-	N/A	-
Transfer From Sinking Fund	-	25,000	-	25,000	-100%	-
Transfer From One Cent Capital Fund	-	-	-	-	N/A	-
EMSA Fees	447,668	420,000	338,776	430,000	2%	440,000
TOTAL REVENUE	**$ 19,464,355**	**$ 17,953,000**	**$ 16,458,687**	**$ 18,809,380**	11%	**$ 20,833,981**

TRANSFERS IN

	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	PERCENT DIFFERENCE	FY 26 BUDGET
Transfer from Gen Fund (Sales Tax)	$ 8,912,958	$ 9,371,050	$ 8,090,740	$ 11,478,830	4%	$ 11,929,687
Transfer from Gen Fund (Use Tax)	$ 2,407,379	$ 2,433,600	$ 2,372,245	$ 2,523,475	21%	$ 3,047,914
TOTAL TRANSFERS IN	**$ 11,320,337**	**$ 11,804,650**	**$ 10,462,985**	**$ 14,002,305**	7%	**$ 14,977,601**
TOTAL FUND REVENUE	**$ 30,784,692**	**$ 29,757,650**	**$ 26,921,671**	**$ 32,811,685**	9%	**$ 35,811,582**

ANNUAL OUTLAYS

	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	PERCENT DIFFERENCE	FY 26 BUDGET
City Manager/Econ. Development 211, 242						
Personnel Services	$ 329,912	$ 391,200	$ 243,649	$ 414,400	49%	$ 617,900
Maintenance and Operations	494,107	448,000	389,547	492,300	0%	492,800
Capital Outlay	-	-	-	-	N/A	-
Total	**824,019**	**839,200**	**633,196**	**906,700**	22%	**1,110,700**
Finance and Administration						
City Clerk 212, Treasury 213 Revenue Collections 215 and Records 218						
Personnel Services	539,725	557,400	275,234	578,500	2%	592,000
Maintenance and Operations	375,103	287,600	316,129	377,450	1%	382,450
Capital Outlay	-	-	-	-	N/A	-
Total	**914,828**	**845,000**	**591,363**	**955,950**	2%	**974,450**
General Government 231						
Personnel Services	50,723	110,500	36,686	55,500	-1%	55,000
Maintenance and Operations	166,572	265,000	139,368	227,500	5%	238,750
Capital Outlay	-	-	-	-	N/A	-
Total	**217,295**	**375,500**	**176,054**	**283,000**	4%	**293,750**
Personnel 216						
Personnel Services	-	-	-	-	N/A	-
Maintenance and Operations	3,149	6,000	1,839	7,400	0%	7,400
Capital Outlay	-	-	-	-	N/A	-
Total	**3,149**	**6,000**	**1,839**	**7,400**	0%	**7,400**
Tech. and Communications 514						
Personnel Services	136,591	143,100	106,544	144,500	20%	173,700
Maintenance and Operations	11,481	8,700	6,803	22,700	-21%	17,900
Capital Outlay	-	-	-	15,000	-100%	-
Total	**148,072**	**151,800**	**113,347**	**182,200**	5%	**191,600**
Senior Center Community Activities 571						
Personnel Services	49,459	64,300	39,972	64,100	4%	66,900
Maintenance and Operations	51,025	42,000	45,699	58,350	0%	58,100
Capital Outlay	-	-	-	-	N/A	-
Total	**100,483**	**106,300**	**85,671**	**122,450**	2%	**125,000**
City Attorney 214						
Personnel Services	196,098	196,700	156,690	209,700	14%	239,600
Maintenance and Operations	5,408	6,500	5,285	8,850	0%	8,850
Capital Outlay	-	-	-	-	N/A	-
Total	**201,506**	**203,200**	**161,975**	**218,550**	14%	**248,450**
City Planning/Comm. Dev. 241						
Personnel Services	138,743	143,600	105,690	155,100	5%	162,300
Maintenance and Operations	6,208	17,200	79,218	120,500	0%	120,500
Capital Outlay	-	-	-	-	N/A	-
Total	**144,951**	**160,800**	**184,908**	**275,600**	3%	**282,800**
Public Works						
City Hall/Facilities 252						
Personnel Services	113,799	111,000	90,482	115,400	4%	120,400
Maintenance and Operations	301,993	301,300	287,573	310,200	0%	309,500
Capital Outlay	-	-	**2,236**	-	N/A	-
Total	**415,792**	**412,300**	**380,292**	**425,600**	1%	**429,900**

	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	PERCENT DIFFERENCE	FY 26 BUDGET
City Eng. 511/Gen. Maintenance						
Personnel Services	491,019	586,100	266,422	585,800	9%	637,500
Maintenance and Operations	344,575	332,300	220,209	456,400	0%	456,400
Capital Outlay	-	-	**148,130**	339,000	-53%	**160,000**
Total	**835,594**	**918,400**	**634,761**	**1,381,200**	-9%	**1,253,900**
Protective Inspections 512						
Personnel Services	89,059	107,700	75,321	111,100	5%	116,500
Maintenance and Operations	19,706	21,400	17,664	22,400	0%	22,400
Capital Outlay	-	-	-	-	N/A	-
Total	**108,764**	**129,100**	**92,985**	**133,500**	4%	**138,900**
Drainage Maintenance 523						
Personnel Services	227,888	254,400	194,758	260,200	4%	270,700
Maintenance and Operations	184,445	193,900	140,884	235,746	0%	235,750
Capital Outlay	-	-	**106,789**	325,000	-22%	**255,000**
Total	**412,334**	**448,300**	**442,431**	**820,946**	-7%	**761,450**
Water Services 530 and 531						
Personnel Services	360,102	500,400	347,701	526,500	7%	563,200
Maintenance and Operations	8,095,326	7,782,100	6,889,420	8,330,746	5%	8,725,746
Capital Outlay	-	-	**184,670**	345,000	30%	**450,000**
Total	**8,455,429**	**8,282,500**	**7,421,792**	**9,202,246**	6%	**9,738,946**
Sanitary Sewer Services 532 and						
Personnel Services	183,159	211,300	128,997	215,600	1%	216,700
Maintenance and Operations	1,814,794	2,196,000	1,726,210	2,484,796	4%	2,572,462
Capital Outlay	-	-	**18,631**	255,000	56%	**397,000**
Total	**1,997,953**	**2,407,300**	**1,873,839**	**2,955,396**	8%	**3,186,162**
Maintenance Facility 575						
Personnel Services	122,574	141,300	81,110	123,900	3%	127,800
Maintenance and Operations	91,405	86,000	71,521	97,900	0%	97,900
Capital Outlay	-	-	-	-	N/A	**40,000**
Total	**213,979**	**227,300**	**152,631**	**221,800**	20%	**265,700**
Solid Waste 590						
Personnel Services	-	-	-	-	N/A	-
Maintenance and Operations	1,713,293	1,700,000	1,365,738	1,718,600	8%	1,850,000
Capital Outlay	-	-	-	-	N/A	-
Total	**1,713,293**	**1,700,000**	**1,365,738**	**1,718,600**	8%	**1,850,000**
TOTAL DEPARTMENT BUDGET	**$ 16,707,441**	**$ 17,213,000**	**$ 14,312,821**	**$ 19,811,138**	5%	**$ 20,859,108**

TRANSFERS OUT

Budget	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	PERCENT DIFFERENCE	FY 26 BUDGET
Fund						
51 JPWA Debt Service Fund	$ -	$ -	$ -	$ -	N/A	$ -
10 EMSA Transfer to GF	447,675	420,000	225,754	430,000	2%	440,000
10 Sales and Use Tax Txfr to GF	7,546,891	7,865,110	6,975,323	9,329,347	7%	9,985,067
53 One-Cent Capital	2,958,446	3,939,540	2,672,662	4,672,959	7%	4,992,534
58 Radio Communications Fund	95,000	95,000	-	95,000	0%	95,000
59 Insurance and Reimb Fund	972,568	820,000	759,870	828,000	-11%	740,000
TOTAL TRANSFERS OUT	**12,020,579**	**13,139,650**	**10,633,608**	**15,355,306**	6%	**16,252,601**
TOTAL ANNUAL OUTLAYS	**$ 28,728,020**	**$ 30,352,650**	**$ 24,946,429**	**$ 35,166,444**	6%	**$ 37,111,709**

SUMMARY BY ACCOUNT GROUP

	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	PERCENT DIFFERENCE	FY 26 BUDGET
Personnel Services	$ 3,028,852	$ 3,519,000	$ 2,149,257	$ 3,560,300	11%	$ 3,960,200
Maintenance and Operations	13,678,589	13,694,000	11,703,107	14,971,838	4%	15,596,908
Capital Outlay	-	-	460,457	1,279,000	2%	1,302,000
Transfers	12,020,579	13,139,650	10,633,608	15,355,306	6%	16,252,601
TOTAL OUTLAYS	**$ 28,728,020**	**$ 30,352,650**	**$ 24,946,429**	**$ 35,166,444**	6%	**$ 37,111,709**

FUND BALANCE CALCULATION

	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	FY 26 BUDGET
Beginning Fund Balance (Unrestricted)	$ 17,118,598	$ 17,118,598	$ 19,175,270	$ 19,175,270	$ 16,820,511
Plus Annual Revenue	30,784,692	29,757,650	26,921,671	32,811,685	35,811,582
Less Annual Outlays	(28,728,020)	(30,352,650)	(24,946,429)	(35,166,444)	(37,111,709)
Ending Fund Balance	19,175,270	16,523,598	21,150,513	16,820,511	15,520,384
Less 15% Emergency Reserve	(2,876,291)	(2,478,540)	(3,172,577)	(2,523,077)	(2,328,058)
Reserved for JPWA Activities	**$ 16,298,980**	**$ 14,045,058**	**$ 17,977,936**	**$ 14,297,435**	**$ 13,192,326**

CAPITAL LIST

Department	Item Description	Year 1	Year 2
City Engineer	4 Pedestrial Counters	$ 11,200	$ 0
City Engineer	Tablet for Infrasctructure Inspector	800	
Technology & Communications	Drone	15,000	
General Maintenance	Pole Barn	60,000	
General Maintenance	Miscellaneous Maintenance Needs	100,000	100,000
General Maintenance	Hydraulic Hose Fabrication System	30,000	
General Maintenance	F150 4x4 Crew Cab Pickup Truck	60,000	
General Maintenance	Portable Radios	17,000	
General Maintenance	Miscellaneous Auction Purchases	60,000	60,000
Drainage Maintenance	Miscellaneous Drainage Projects	75,000	75,000
Drainage Maintenance	Concrete for Drainage and Streets	80,000	80,000
Drainage Maintenance	Asphalt Repairs for Drainage Maintenance	50,000	50,000
Drainage Maintenance	Tree Trimming in Drainage Areas	50,000	50,000
Drainage Maintenance	F250 4x4 Work Body Pickup Truck	70,000	
Water Mainenance	Furniture & Computer Equip for Mechanic & Crew Leader Offices	15,000	
Water Mainenance	Valve Maintenance & Repair	100,000	100,000
Water Mainenance	Waterline Improvements/Lead Service Line	75,000	75,000
Water Mainenance	Valve Exerciser	30,000	
Water Mainenance	Pipe and Fittings	75,000	75,000
Water Mainenance	Insertion Valves	50,000	50,000
Water Mainenance	F250 4x4 Work Body Truck		40,000
Water Mainenance	Ford Ranger 2024 EX 4x4 Pickup Truck		40,000
Water Mainenance	F550 or Larger Pull Truck Equipment Hauler		70,000
Sewer Plant	Equipment, Piping and Electrical Purchases		150,000
Sewer Maintenance	Lift Station Mechanical Improvements	115,000	115,000
Sewer Maintenance	Lift Station Pumps	100,000	50,000
Sewer Maintenance	Sewer Pumps - Skyline Estates	15,000	15,000
Sewer Maintenance	Sewer Pipe and Appurtenances	25,000	25,000
Sewer Maintenance	F250 4x4 Work Body Pickup Truck		42,000
Maintenance Facility	Ford Ranger XL 4x4 Pickup Truck		40,000
Total		**$ 1,279,000**	**$ 1,302,000**

Jenks Public Works Authority
Debt Service Fund

FY 2025 and 2026

Fund 51

OVERVIEW

This fund was established by the Jenks Public Works Authority to pay the annual debt service on the Authority's revenue bonds. Revenue for the fund is provided by the one-cent capital sales tax. The projected fund balance change is less than 10%. The reserves were accumulated for this purpose, therefore no negative financial consequences are anticipated. This is a debt service fund budgeted on a cash basis.

ANNUAL RESOURCES

	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	PERCENT DIFFERENCE	FY 26 BUDGET
Interest	$ 17,540	$ 2,000	$ 17,512	$ 3,000	0%	$ 3,000
Bond Proceeds	-	-	-	-	N/A	-
Transfer from One Cent Capital	815,000	815,000	1,160,250	815,000	91%	1,557,000
Transfer from Ins & Risk Mgmt	-	-	-	325,000	-100%	-
Total	**$ 832,540**	**$ 817,000**	**$ 1,177,762**	**$ 1,143,000**	36%	**1,560,000**

ANNUAL OUTLAYS

	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	- PERCENT DIFFERENCE	FY 26 BUDGET
Debt Service 611						
Personnel	$ -	$ -	$ -	$ -	N/A	$ -
Maintenance and Operations	(9,275)	5,000	(11,727)	5,000	0%	5,000
Debt Service	1,060,867	1,065,000	1,142,946	1,390,000	12%	1,552,000
Txfr to GF & One Cent Capital	-	115,000	-	115,000	-100%	-
Total	**$ 1,051,591**	**$ 1,185,000**	**$ 1,131,219**	**$ 1,510,000**	3%	**$ 1,557,000**

FUND BALANCE CALCULATION

	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	FY 26 BUDGET
Beginning Fund Balance (Current Assets)	$ 4,774,684	$ 4,774,684	$ 4,555,632	$ 4,555,632	$ 4,188,632
Plus Annual Revenue	832,540	817,000	1,177,762	1,143,000	1,560,000
Less Annual Outlays	(1,051,591)	(1,185,000)	(1,131,219)	(1,510,000)	(1,557,000)
Ending Fund Balance	4,555,632	4,406,684	4,602,175	4,188,632	4,191,632
Reserved for Authority Debt	**$ 4,555,632**	**$ 4,406,684**	**$ 4,602,175**	**$ 4,188,632**	**$ 4,191,632**

Jenks Public Works Authority
One Cent Capital Fund
FY 2025 and 2026
Fund 53

OVERVIEW

This fund was established by the Jenks Public Works Authority to manage capital projects financed by the City of Jenks one-cent sales tax for capital projects. The fund balance is restricted to financing capital projects. The projected fund balance change is less than 10% due to an increase in FY26 budgeted debt service payments related to the 2024 OWRB promissory note established in FY25. The delay in project completion can result in reserves being expended at a later date. This is a capital improvement fund budgeted on a cash basis.

ANNUAL RESOURCES

	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	PERCENT DIFFERENCE	FY 26 BUDGET
Reimbursements	$ 54,803	$ -	$ 99,705	$ -	N/A	$ -
Sale of Land	113,954	-	-	-	N/A	-
Interest	315,262	26,000	241,940	30,000	>500%	240,000
Auction Sales	-	-	-	-	N/A	-
Sales and Use Tax	2,958,446	3,939,540	2,672,662	4,339,495	15%	4,992,534
Transfer from Sinking Fund	-	90,000	-	90,000	0%	90,000
Total	**$ 3,442,464**	**$ 4,055,540**	**$ 3,014,306**	**$ 4,459,495**	19%	**$ 5,322,534**

ANNUAL OUTLAYS

	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	PERCENT DIFFERENCE	FY 26 BUDGET
Finance/City Clerk 212, Rec. Collections 215						
Capital Outlay	$ -	$ -	$ 8,636	$ 8,636	-42%	$ 5,036
Total	-	-	8,636	8,636	-42%	5,036
City Attorney 214						
Capital Outlay	-	-	-	20,500	-46%	11,000
Total	-	-	-	20,500	-46%	11,000
Finance/Tech. and Comm. 514						
Capital Outlay	39,939	75,000	-	-	N/A	-
Total	39,939	75,000	-	-	N/A	-
Police/Animal Control 562						
Capital Outlay	-	15,000	35,256	40,300	-100%	-
Total	-	15,000	35,256	40,300	-100%	-
Police/Code Enforcement 331						
Capital Outlay	-	-	-	-	N/A	-
Total	-	-	-	-	N/A	-
Public Works/City Facilities 252						
Capital Outlay	191,827	45,000	196,184	150,000	101%	300,000
Engineer 511	191,827	45,000	196,184	150,000	100%	300,000
Capital Outlay	-	-	-	40,000	-100%	-
Total	-	-	-	40,000	-100%	-
Public Works/Protective Inspections 512						
Capital Outlay	-	-	-	-	N/A	-
Total	-	-	-	-	N/A	-
Public Works/Street Maintenance 521						
Capital Outlay	$ 1,391,943	$ 2,055,000	$ 121,425	$ 470,000	-6%	$ 440,000
Total	1,391,943	2,055,000	121,425	470,000	-6%	440,000
Public Works/General Maintenance 522						
Capital Outlay	18,699	200,000	-	-	N/A	-
Total	18,699	200,000	-	-	N/A	-

	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	PERCENT DIFFERENCE	FY 26 BUDGET
Public Works/Drainage Maintenance 523						
Capital Outlay	115,346	140,000	47,541	60,000	0%	60,000
Total	115,346	140,000	47,541	60,000	0%	60,000
Public Works/Water Maintenance 531						
Capital Outlay	57,970	340,000	29,755	90,000	0%	90,000
Total	57,970	340,000	29,755	90,000	0%	90,000
Public Works/Parks and Recreation 561						
Capital Outlay	204,542	250,000	163,085	415,000	0%	414,000
Total	204,542	250,000	163,085	415,000	0%	414,000
Public Works/San. Sewer Maint. 532 and 533						
Capital Outlay	88,189	425,000	84,000	360,000	-42%	210,000
Total	88,189	425,000	84,000	360,000	-42%	210,000
575						
Capital Outlay	16,088	25,000	-	-	N/A	-
Total	16,088	25,000	-	-	N/A	-
Total Budget	2,124,543	3,570,000	685,882	1,654,436	-8%	1,530,036
Transfer To Other Funds						
51 JPWA Debt	815,000	815,000	1,160,250	815,000	91%	1,557,000
12 Uniformed Patrol Capital	153,700	153,700	265,992	239,973	51%	362,763
14 Fire Suppression Capital	566,000	566,000	643,732	431,788	172%	1,176,488
38 TIF #6	-	-	235,015	714,893	26%	900,000
Total Transfers	1,534,700	1,534,700	2,304,989	2,201,654	82%	3,996,251
Total Budget and Transfers	**$ 3,659,243**	**$ 5,104,700**	**$ 2,990,871**	**$ 3,856,090**	43%	**$ 5,526,287**

SUMMARY BY ACCOUNT GROUP

Budget	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	PERCENT DIFFERENCE	FY 26 BUDGET
Personnel Services	$ -	$ -	$ -	$ -	N/A	$ -
Maintenance & Operations	-	-	-	-	N/A	-
Capital Outlay	2,124,543	3,570,000	685,882	1,654,436	-8%	1,530,036
Transfers	1,534,700	1,534,700	2,304,989	2,201,654	82%	3,996,251
Total Budget	**$ 3,659,243**	**$ 5,104,700**	**$ 2,990,871**	**$ 3,856,090**	43%	**$ 5,526,287**

FUND BALANCE CALCULATION

	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	FY 26 BUDGET
Beginning Fund Balance	$ 6,975,828	$ 6,975,828	$ 6,759,049	$ 6,759,049	$ 7,362,454
Plus Annual Revenue	3,442,464	4,055,540	3,014,306	4,459,495	5,322,534
Less Annual Outlays	(3,659,243)	(5,104,700)	(2,990,871)	(3,856,090)	(5,526,287)
Ending Fund Balance	6,759,049	5,926,668	6,782,484	7,362,454	**7,158,701**
Reserved for Capital Projects	**$ 6,759,049**	**$ 5,926,668**	**$ 6,782,484**	**$ 7,362,454**	**$ 7,158,701**

CAPITAL LIST

Department	Item Description	Year 1	Year 2
City Clerk	CivicPlus Agenda Management Software	$ 8,636	$ 5,036
City Attorney	HighQ Contract Management Software	20,500	11,000
City Facilities	Ranch Building Imrprovements	150,000	300,000
Code Enforcement	SUV for Code Enforcement		
City Engineer	Vehicle for Engineering	40,000	
Street Maintenance	Theme District Improvements	50,000	50,000
Street Maintenance	Pavement Maintenance Program (Concrete)	100,000	100,000
Street Maintenance	New Storm Sirens, Poles, and Electrical Wiring	120,000	120,000
Street Maintenance	Miscellaneous Street Repairs (Concrete)	125,000	125,000
Street Maintenance	Tree Trimming Streets	30,000	30,000
Street Maintenance	Neighborhood Street Lighting	15,000	15,000
Street Maintenance	Replace Old Incadesent Lights with LED	30,000	
Drainage Maintenance	Storm Pumps	60,000	60,000
Water Maintenance	Water Meters	90,000	90,000
Sewer Plant	Roof Structure		85,000
Sewer Plant	Equipment, Piping and Electrical Purchases	150,000	
Sewer Maintenance	Sewer Line & Forcemain Improvements	125,000	125,000
Sewer Maintenance	1" Sewer Jetter/Rodder	85,000	
Animal Control	Chevy Colorado 4x4 Crew Cab	36,300	
Animal Control	Box for Truck with Cages, Lights, AC, and Heating	4,000	
Parks & Grounds	Irrigation	125,000	125,000
Parks & Grounds	Downtown Holiday Decorations	50,000	50,000
Parks & Grounds	Streetscaping	75,000	75,000
Parks & Grounds	Playgound Upgrade for all City Parks	125,000	125,000
Parks & Grounds	F250 4x4 Quad Cab Pickup Truck	40,000	
Parks & Grounds	Main Street & Commons Sound Expansion		39,000
Total		**$ 1,654,436**	**$ 1,530,036**

Jenks Public Works Authority
WWTP Capital Improvement Fund

FY 2025 and 2026

Fund 55

OVERVIEW

This fund was established by the Jenks Public Works Authority to pay for the capital improvements on the Wastewater Treatment Plant (WWTP). Revenue for the fund is provided by the 2019 Bond proceeds. This is a capital fund budgeted on a cash basis.

ANNUAL RESOURCES

REVENUE	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	PERCENT DIFFERENCE	FY 26 BUDGET
Building Permits	$ 61,740	$ 40,000	$ -	$ 40,000	0%	$ 40,000
Interest	76,563	-	62,431	12,500	240%	42,500
Transfers From Fund 47	-	-	-	-	N/A	-
Transfer from JPWA Sinking Fund	1,316,780	-	721,058	-	N/A	-
Total	**$ 1,455,083**	**$ 40,000**	**$ 783,489**	**$ 52,500**	57%	**$ 82,500**

ANNUAL OUTLAYS

BUDGET	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	PERCENT DIFFERENCE	FY 26 BUDGET
Sewer Plant 532						
Personnel	$ -	$ -	$ -	$ -	N/A	$ -
Maintenance and Operations	-	-	-	-	N/A	-
Capital Outlay	-	-	-	-	N/A	-
Total	-	-	-	-	N/A	**-**
WWTP Capital 726						
Personnel	-	-	-	-	N/A	-
Maintenance and Operations	-	-	-	-	N/A	-
Capital Outlay	-	-	89,431	-	N/A	1,300,000
Total	$ -	$ -	$ 89,431	$ -	N/A	**$ 1,300,000**
Total All Departments Outlays	**$ -**	**$ -**	**$ 89,431**	**$ -**	N/A	**$ 1,300,000**

FUND BALANCE CALCULATION

	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	FY 26 BUDGET
Beginning Fund Balance	$ 430,518	$ 430,518	$ 1,885,601	$ 1,885,601	$ 1,938,101
Plus Annual Revenue	1,455,083	40,000	783,489	52,500	82,500
Less Annual Outlays	-	-	(89,431)	-	(1,300,000)
Ending Fund Balance	1,885,601	470,518	2,579,659	1,938,101	720,601
Reserved for WWTP Improvements	**$ 1,885,601**	**$ 470,518**	**$ 2,579,659**	**$ 1,938,101**	**$ 720,601**

CAPITAL LIST

Department Account	Description	Y1 Amount	Y2 Amount
Design of phase 2 improvements at	WWTP		$ 1,300,000
Total Capital Outlay		$ -	**$ 1,300,000**

Jenks Public Works Authority
Reimbursement to JPWA
FY 2025 and 2026
Fund 56

OVERVIEW
The City of Jenks approved policies requiring developers to pay an access charge to City owned infrastructure. Access charges vary depending on type of infrastructure: sanitary sewer, water and storm water. This is a special fund budgeted on a cash basis.

ANNUAL RESOURCES

REVENUE	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	PERCENT DIFFERENCE	FY 26 BUDGET
Development Revenue-Sewer	$ -	$ -	$ -	$ -	N/A	$ -
Reimbursements	-	-	254,300	-	N/A	-
Interest	65,217	-	50,480	12,500	80%	22,500
Total	$ 65,217	$ -	$ 304,780	$ 12,500	80%	**$ 22,500**

ANNUAL OUTLAYS

BUDGET	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	PERCENT DIFFERENCE	FY 26 BUDGET
Public Works/Water Maintenance 531						
Capital Outlay	$ -	$ 600,000	$ -	$ -	N/A	$ 500,000
Total	-	600,000	-	-	N/A	500,000
WWTP Capital 726						
Personnel	$ -	$ -	$ -	$ -	N/A	**$ -**
Maintenance and Operations	-	-	-	-	N/A	**-**
Capital Outlay	-	-	-	-	N/A	**-**
Total	$ -	$ -	$ -	$ -	N/A	**$ -**
Reimbursement to JPWA 844						
Personnel	$ -	$ -	$ -	$ -	N/A	**$ -**
Maintenance and Operations	-	-	-	-	N/A	**-**
Capital Outlay	-	-	-	-	N/A	**-**
Total	$ -	$ -	$ -	$ -	N/A	**$ -**
Total All Departments Outlays	**$ -**	**$ 600,000**	**$ -**	**$ -**	N/A	**$ 500,000**

FUND BALANCE CALCULATION

	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	FY 26 BUDGET
Beginning Fund Balance	$ 1,418,864	$ 1,418,864	$ 1,484,081	$ 1,484,081	$ 1,496,581
Plus Annual Revenue	65,217	-	304,780	12,500	22,500
Less Annual Outlays	-	(600,000)	-	-	(500,000)
Ending Fund Balance	1,484,081	818,864	1,788,861	1,496,581	1,019,081
Reserved for Authority Debt	**$ 1,484,081**	**$ 818,864**	**$ 1,788,861**	**$ 1,496,581**	**$ 1,019,081**

CAPITAL LIST

Department	Item Description	Y1 Amount	Y2 Amount
Hydraulic model of city water system			$ 500,000
Total		**$ -**	**$ 500,000**

Jenks Public Works Authority
Economic Development Fund

FY 2025 and 2026

Fund 57

OVERVIEW

The Economic Development Fund was established by the Jenks City Council to account for a promotion fee assessed on all new residential, commercial and industrial development within the City. The proceeds of this fee are set aside exclusively for the preparation, development, and implementation of promotional and marketing plans authorized by the Jenks Public Works Authority. This is a special fund budgeted on a cash basis.

ANNUAL RESOURCES

REVENUE	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	PERCENT DIFFERENCE	FY 26 BUDGET
Building Permits	$ 11,849	$ -	$ -	$ -	N/A	$ -
Interest	21,521	-	17,323	1,000	500%	6,000
Total	**$ 33,370**	**$ -**	**$ 17,323**	**$ 1,000**	500%	**$ 6,000**

ANNUAL OUTLAYS

BUDGET	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	PERCENT DIFFERENCE	FY 26 BUDGET
Economic Development - 242						
Personnel	-	-	-	-	N/A	-
Maintenance and Operations	-	70,000	-	70,000	-	70,000
Capital Outlay	-	-	-	-	N/A	-
Total	**-**	**70,000**	**-**	**70,000**	-	**70,000**

FUND BALANCE CALCULATION

	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	FY 26 BUDGET
Beginning Fund Balance	$ 464,981	$ 464,981	$ 464,981	$ 464,981	$ 395,981
Plus Annual Revenue	20,034	-	17,323	1,000	6,000
Less Annual Outlays	-	(70,000)	-	(70,000)	(70,000)
Ending Fund Balance	**485,015**	**394,981**	**482,304**	**395,981**	**331,981**
Reserved for Economic Development	**$ 485,015**	**$ 394,981**	**$ 482,304**	**$ 395,981**	**$ 331,981**

Jenks Public Works Authority
Radio Communications Fund

FY 2025 and 2026
Fund 58

OVERVIEW

This fund was established by the Jenks Public Works Authority to pay for radio equipment and related debt service. Revenue for the fund is provided by a transfer from the JPWA's General Fund (Fund 50). The projected fund balance change is less than 10% because appropriated expenditures are covered by budgeted revenues for debt service.

ANNUAL RESOURCES

REVENUE	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	PERCENT DIFFERENCE	FY 26 BUDGET
Transfer from JPWA Operating Fund	$ 95,000	$ 95,000	$ -	$ 95,000	0%	$ 95,000
Interest	14,012	-	13,066	1,000	400%	5,000
Total	**$ 109,012**	**$ 95,000**	**$ 13,066**	**$ 96,000**	4%	**$ 100,000**

ANNUAL OUTLAYS

BUDGET	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	PERCENT DIFFERENCE	FY 26 BUDGET
Fin. and Admin./Tech and Comm. - 514						
Personnel	$ -	$ -	$ -	$ -	N/A	$ -
Maintenance and Operations	26,000	95,000	28,901	95,000	0%	95,000
Capital Outlay	-	-	-	-	N/A	-
Total	26,000	95,000	28,901	95,000	0%	95,000
Debt Service	-	-	-	-	N/A	-
Total Radio Communications	**$ 26,000**	**$ 95,000**	**$ 28,901**	**$ 95,000**	0%	**$ 95,000**

FUND BALANCE CALCULATION

	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	FY 26 BUDGET
Beginning Fund Balance	$ 310,262	$ 310,262	$ 393,274	$ 393,274	$ 394,274
Plus Annual Revenue	109,012	95,000	13,066	96,000	100,000
Less Annual Outlays	(26,000)	(95,000)	(28,901)	(95,000)	(95,000)
Ending Fund Balance	393,274	310,262	377,438	394,274	399,274
Reserved for Radio Equipment and Debt	**$ 393,274**	**$ 310,262**	**$ 377,438**	**$ 394,274**	**$ 399,274**

Jenks Public Works Authority
Insurance & Risk Management Fund - JPWA
FY 2025 and 2026
Fund 59

OVERVIEW

The Jenks Public Works Authority Insurance and Risk Management Fund is intended to satisfy claims arising from losses within and outside the Authority's deductible limits of insurance coverage for automobiles, employee health and wellness reimbursements and health insurance deductibles, property claims, general liabilities, and workers compensation. The Authority uses the resources of this fund to reduce policy expenses by allowing for levels of increased deductibles. Workers compensation losses have been maintained at a low level. Risk management begins in the pre-employment phase with a required medical physical examination and physical agility test, and it is maintained by encouraging employees through health and wellness initiatives. FY 26 funding is provided by a transfer from the Jenks Public Works Authority operating account from the 25 percent markup on industrial water sales. The accumulated fund balance is used as debt service collateral for outstanding Jenks Aquarium Authority Bonds. This fund subsidizes aquarium operations through an annual transfer, if neccessary. The projected fund balance change from FY 25 budget to FY 26 budget is greater than 10%. This is due to the transfer to aquarium being covered by fund balance. This internal service fund was established under 11 O.S. § 17-212 and is budgeted on a cash basis.

ANNUAL RESOURCES

REVENUE	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	PERCENT DIFFERENCE	FY 26 BUDGET
Reimbursements	$ 65,187	$ -	$ -	$ -	N/A	$ -
Transfer from JPWA Operating Fund	972,568	820,000	759,870	828,000	-11%	740,000
Interest	133,613	8,000	110,800	15,000	100%	30,000
Total	**$ 1,171,367**	**$ 828,000**	**$ 870,670**	**$ 843,000**	-9%	**$ 770,000**

ANNUAL OUTLAYS

BUDGET	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	PERCENT DIFFERENCE	FY 26 BUDGET
Insurance and Risk Management 801						
Personnel Services	$ -	$ -	$ -	$ -	N/A	$ -
Maintenance and Operations	192,314	700,000	28,268	700,000	6%	740,000
Capital Outlay	558,541	-	-	-	N/A	-
Total	750,855	700,000	28,268	700,000	6%	740,000
Transfers						
Transfer to Jenks Aquarium Authority	-	500,000	-	500,000	0%	500,000
Transfer to Fund 10	-	-	-	-	N/A	-
Transfer to Fund 23	-	-	-	-	N/A	-
Transfer to Fund 51	-	-	-	325,000	-100%	-
Total Budget and Transfers	**$ 750,855**	**$ 1,200,000**	**$ 28,268**	**$ 1,525,000**	-19%	**$ 1,240,000**

FUND BALANCE CALCULATION

	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	FY 26 BUDGET
Beginning Fund Balance	$ 2,586,550	$ 2,586,550	$ 3,007,062	$ 3,007,062	$ 2,325,062
Plus Annual Revenue	1,171,367	828,000	870,670	843,000	770,000
Less Annual Outlays	(750,855)	(1,200,000)	(28,268)	(1,525,000)	(1,240,000)
Ending Fund Balance	3,007,062	2,214,550	3,849,465	2,325,062	1,855,062
Reserved for JAA Debt and Risk Management	**$ 3,007,062**	**$ 2,214,550**	**$ 3,849,465**	**$ 2,325,062**	**$ 1,855,062**

Jenks Public Works Authority
Tax Increment Financing District Number One Fund

FY 2025 and 2026

Fund 77

OVERVIEW

The Tax Increment Financing District (TIF) Number One Fund was established by the Jenks City Council to manage the activities in TIF District #1 known as the Village on Main Development Area. Its boundaries are Main Street on the north, Aquarium Place on the south, 7th Street on the west, and the Arkansas River on the east (properties on the west and east side of Aquarium Drive). Although TIF funds are usually city funds, financing covenants require this fund to be administered by the Jenks Public Works Authority.

The ad valorem tax remittances from the state are recorded in this fund. These funds are remitted to the taxing entities (i.e. the school district, the city, the county, etc.) and to reimburse developers for their public infrastructure investments. The taxing entities are remitted 25 percent while the remaining 75 percent is remitted to developers. The projected fund balance change is less than 10% in FY 26. Contracted remittances are based on actual tax collections. This is a special fund budgeted on a cash basis.

Information on TIF's within the City of Jenks can be found on the City of Jenks Finance Department webpage https://jenks.com/151/Finance.

ANNUAL RESOURCES

REVENUE	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	PERCENT DIFFERENCE	FY 26 BUDGET
Property Tax	$ 1,289,637	$ 1,600,000	$ 1,227,280	$ 1,600,000	-12%	$ 1,400,000
Interest	20,362	-	19,090	1,000	>500%	10,000
Transfers From General Fund	18,993	25,000	-	25,000	2%	25,500
Total	**$ 1,328,993**	**$ 1,625,000**	**$ 1,246,369**	**$ 1,626,000**	-12%	**$ 1,435,500**

ANNUAL OUTLAYS

Budget	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	PERCENT DIFFERENCE	FY 26 BUDGET
Public Works/Pub. Facilities 760						
Personnel Services	$ -	$ -	$ -	$ -	N/A	$ -
Maintenance and Operations	1,125,482	1,600,000	517,434	1,000,000	44%	1,435,500
Capital Outlay	-	-	-	-	N/A	-
Debt Service	-	-			N/A	-
Total	**$ 1,125,482**	**$ 1,600,000**	**$ 517,434**	**$ 1,000,000**	44%	**$ 1,435,500**

FUND BALANCE CALCULATION

	FY 24 ACTUAL	FY 24 BUDGET	9 months FY 25 ACTUAL	FY 25 BUDGET	FY 26 BUDGET
Beginning Fund Balance	$ 338,231	$ 338,231	$ 541,742	$ 541,742	$ 1,167,742
Plus Annual Revenue	1,328,993	1,625,000	1,246,369	1,626,000	1,435,500
Less Annual Outlays	(1,125,482)	(1,600,000)	(517,434)	(1,000,000)	(1,435,500)
Ending Fund Balance	541,742	363,231	1,270,678	1,167,742	1,167,742
Reserved for TIF Activities	**$ 541,742**	**$ 363,231**	**$ 1,270,678**	**$ 1,167,742**	**$ 1,167,742**

Jenks Public Works Authority
RESOLUTION NO. 2025-04
A RESOLUTION APPROPRIATING AND APPROVING
THE FISCAL YEAR 2025-2026 ANNUAL BUDGET,
PROVIDING FOR A PAY PLAN AND BENEFITS PROGRAM FOR THE CITY OF JENKS, OKLAHOMA AND PROVIDING FOR AN EFFECTIVE DATE OF
July 1, 2025

WHEREAS, it is necessary to supply water, wastewater treatment service, solid waste services, public services, and other functions authorized by the Trust Indenture on behalf of the citizens of Jenks, and an annual budget is necessary to provide funds for the continued operation of the Jenks Public Works Authority, a public trust with the City of Jenks, Oklahoma as its City of Jenks, Oklahoma, a municipal corporation. A biennial budget provides for enhanced strategic long-range planning, decreases budget development time over a two-year period, provides better resource allocation, provides better discipline in the expenditure of funds, tends to improve fund balances, and is viewed by credit rating agencies as enhancing overall financial conditions. The Jenks Public Works Authority approved a biennial budget process on February 4, 2008; the budget committee of the Authority has reviewed the proposed two-year budget by each individual year of the biennium. Each annual budget making up the two-year biennial budget will be considered and acted upon separately each year of the biennium after public hearing. The FY 2025-2026 annual budget has been considered and approved after public hearing.

WHEREAS, it is necessary to provide salaries through a Benefits and Pay Plan to the employees of the Jenks Public Works Authority which is in keeping with the public services provided to the citizens of Jenks. It is the intent of the Jenks Public Works Authority to provide competitive salaries for municipal jobs in the context of the population of Jenks, the strength of the Jenks economy, and the metropolitan setting of Jenks, and to provide for operating expense and capital outlay.

WHEREAS, it is necessary to provide equipment to be used by the board of trustees and City employees.

WHEREAS, the Oklahoma Statue, 62 O.S. Section 348.1 provides that the lawful treasurer of any city or town, when authorized to invest any monies in the custody of the Treasurer as limited by law, shall do so in allowed investment options as dictated in this statute. The Jenks Public Works Authority recognizes the necessity of establishing an investment policy to properly transact its investment activities and recognizes the necessity of improving its procedures for investing available funds to earn additional revenue.

WHEREAS, the Master Fee Schedule must periodically be adjusted to ensure the Authority recovers its expenses for services provided.

NOW, THEREFORE, BE IT RESOLVED THAT

I. **BUDGET APPROVAL:**

A. The Jenks Public Works Authority Board of Trustees hereby appropriates the FY 2025-2026 Annual Budget for the Jenks Public Works Authority providing for the balancing of revenues and expenditures related to same as detailed in the FY 2025-2026 Annual Budget documents as attached hereto; and providing for use of fund balance as may be necessary to meet cash flow requirements related to same.

B. The General Manager is authorized to impound any provisions of the FY 2025-2026 Annual Budget including and not limited to a reduction in force and the furloughing of full-time and part-time employees to maintain a balanced budget and to maintain financial responsibility.

C. The Jenks Public Works Authority Board of Trustees authorizes the General Manager to vary the expenditures of funds according to the provisions of Resolution No. 2020-10 but may not exceed the total budget by fund within the approved budget.

D. The Secretary and Treasurer shall provide the Jenks Public Works Authority Board of Trustees with a financial statement reflecting the budget approved in the Fiscal Year 2025-2026 Budget.

II. **BENEFITS AND PAY PLAN:**

A. The General Manager may establish part-time positions as needed within the approved budget.

B. The General Manager may fund authorized positions within the approved budget which are unfunded so long as the total budget by fund is not exceeded during the fiscal year.

C. The General Manager may underfill authorized funded positions.

D. The necessary funds to affect this pay plan and these benefits shall be provided from the General Fund of the Jenks Public Works Authority.

E. The City (General) Manager may approve and execute Assistant City Manager and City Attorney contractual agreements, so long as benefits and compensation do not exceed the current City Manager agreement at time of approval.

F. The Jenks Public Works Authority Board of Trustees hereby authorizes the General Manager to implement the Classification and Pay Plan within the budget attached thereto and the General Manager may vary classification between "I", "II", "III", "IV" designated grade levels as if each were one classification.

G. The General Manager is authorized to continue the on-going benefits program including term life insurance, health insurance, retirement programs, thrift and deferred compensation programs, longevity programs, emergency sick leave reserve, health and wellness programs, FLSA exempt vacation buyback program, and performance incentive programs.

H. The Jenks Public Works Authority Board of Trustees authorizes the expenditure of funds to provide term life insurance for all full-time employees and funds to provide a medical cash benefit of seven hundred twenty dollars ($720.00) per year to any full-time employee who opts out of Authority's medical coverage. The amount is distributed in installments based on the number of pay periods in the year. The provisions of health insurance covered by Authority self-funded health provisions are hereby extended on the same basis as the previous fiscal year unless specifically modified by separate action of The Jenks Public Works Authority Board of Trustees.

III. **SUBSIDIES:** The General Manager may authorize budgeted transfers to support the Jenks Aquarium Authority, which may include but is not limited to facilities, equipment, and personnel.

IV. **EQUIPMENT:**

A. Non-workstation personal use of electronics, phones, tablets, netbooks, laptops (excluding desktop replacement laptops) or other work electronic devices assigned to a specific employee shall be considered fully depreciated after having been in use for four (4) years. Such items personally assigned to Jenks Public Works Authority Trustees shall be considered fully depreciated upon leaving membership in the Council or such items having been used for at least four (4) years or the end of each member's term, whichever is longer, before replacement or where replacement has been made for the full Board of Trustees.

V. **INVESTMENTS:**

A. The Treasurer shall be and is hereby given blanket authority and directed to invest and reinvest available funds on a continuing basis during the fiscal year ending June 30, 2026; provided that the income received from said investments be placed in the fund from which the investment was made, with the exception of sinking fund interest earned which may be placed in the general fund. The Jenks Public Works Authority Board of Trustees authorizes the General Manager to act as Treasurer.

B. The Treasurer keeps records on all investments, showing the amount invested from each fund by type of investment and distribution of interest earned by each fund.

C. The Treasurer shall conform to the investment requirements of Title 60 O.S. § 175.24(A)(7) and Title 62 O.S. § 72.4a.

D. The authorization is in full force and effect unless modified by State Statutes in which case the amendments shall be binding; **OR** unless rescinded or modified by the Board of Trustees.

E. The General Manager is authorized to designate banking affiliations with banks with offices located in Jenks and to cause the execution of appropriate signatories on documents related thereto.

VI. **MASTER FEE SCHEDULE**: The attached Master Fee Schedule is hereby approved. The City Clerk and General Manager are authorized where permitted by applicable law to adjust fees as needed to ensure the City will benefit economically or recover its expenses for services.

DONE, RATIFIED, AND PASSED THIS _______ DAY OF JUNE, 2025.

____
Cory Box, Chairman
JENKS PUBLIC WORKS AUTHORITY

ATTEST:

____
Secretary

CITY OF JENKS & JENKS PUBLIC WORKS AUTHORITY
CLASSIFICATION & PAY PLAN

FY 2025 - 2026		FY 2024 - 2026 BIENNIAL BUDGET - YEAR 2
RANGE NO.	**ANNUAL PAY RANGES**	**POSITION TITLE**
12	20,759 - 33,645	1. LABORER I
		2. STUDENT INTERN I
		3. CITY PROSECUTOR (PT)
13	21,817 - 35,337	1. LABORER II
		2. STUDENT INTERN II
14	23,447 - 38,720	1. LABORER III
		2. STUDENT INTERN III
15	23,761 - 39,243	1. GENERAL CLERK II
		2. LABORER IV
16	25,394 - 40,215	1. MAINTENANCE WORKER I
		2. CUSTODIAN I
17	26,487 - 42,009	1. ADMINISTRATIVE CLERK I
		2. CUSTODIAN II
		3. MAINTENANCE WORKER II
		4. RECEPTIONIST I
		5. UTILITY SERVICE SPECIALIST I
18	27,641 - 43,891	1. COOK
		2. CUSTODIAN III
19	28,858 - 45,871	1. MAINTENANCE WORKER III
		2. ADMINISTRATIVE CLERK II
		3. RECEPTIONIST II
		4. UTILITY SERVICE SPECIALIST II
20	30,127 - 47,971	1. EQUIPMENT OPERATOR I
		2. MAINTENANCE WORKER IV
21	30,859 - 50,130	1. ACCOUNTS PAYABLE CLERK I
		2. ADMINISTRATIVE CLERK III
		3. CITY PROSECUTOR (PT)
		4. COURT CLERK I
		5. DISPATCHER I
		6. PUBLIC WORKS SPECIALIST I
		7. UTILITY BILLING SPECIALIST I

CITY OF JENKS & JENKS PUBLIC WORKS AUTHORITY
CLASSIFICATION & PAY PLAN

	FY 2025 - 2026		FY 2024 - 2026 BIENNIAL BUDGET - YEAR 2
RANGE NO.	**ANNUAL PAY RANGES**		**POSITION TITLE**
22	32,869 - 53,079	1.	ACCOUNTS PAYABLE CLERK II
		2.	ADMINISTRATIVE ASSISTANT I
		3.	ADMINISTRATIVE CLERK IV
		4.	COMMUNITY ACTIVITIES COORDINATOR I
		5.	COURT CLERK II
		6.	DISPATCHER II
		7.	EQUIPMENT OPERATOR II
		8.	PUBLIC WORKS SPECIALIST II
		9.	UTILITY BILLING SPECIALIST II
23	34,068 - 54,895	1.	RESERVED
24	35,888 - 57,356	1.	ACCOUNTING CLERK I
		2.	ACCOUNTS PAYABLE CLERK III
		3.	ADMINISTRATIVE ASSISTANT II
		4.	BUILDING INSPECTOR I
		5.	COMMUNITY ACTIVITIES COORDINATOR II
		6.	COURT CLERK III
		7.	DISPATCHER III
		8.	ENGINEERING TECHNICIAN I
		9.	EQUIPMENT OPERATOR III
		10.	PUBLIC WORKS SPECIALIST III
		11.	TREATMENT PLANT OPERATOR TRAINEE
		12.	UTILITY BILLING SPECIALIST III
25	37,511 - 58,254	1.	ACCOUNTS PAYABLE CLERK IV
		2.	ACCOUNTING CLERK II
		3.	COURT CLERK IV
		4.	DISPATCHER IV
		5.	FIREFIGHTERS (PROBATIONARY)
26	39,216 - 63,359	1.	ACCOUNTS PAYABLE SPECIALIST I
		2.	ADMINISTRATIVE ASSISTANT III
		3.	BUILDING INSPECTOR II
		4.	CLERICAL FIELD TECHNICIAN
		5.	DISPATCH TRAINING SUPERVISOR
		6.	ENGINEERING TECHNICIAN II
		7.	POLICE OFFICER (PROBATIONARY AND PART-TIME)
		8.	PUBLIC WORKS EQUIPMENT OPERATOR IV/FOREMAN
		9.	PUBLIC WORKS SPECIALIST IV/FOREMAN
		10.	UTILITY CUSTOMER SERVICE SUPERVISOR I *

CITY OF JENKS & JENKS PUBLIC WORKS AUTHORITY
CLASSIFICATION & PAY PLAN

FY 2025 - 2026		FY 2024 - 2026 BIENNIAL BUDGET - YEAR 2	
RANGE NO.	ANNUAL PAY RANGES		POSITION TITLE
27	41,049 - 65,718	1.	ENGINEERING TECHNICIAN III
		2.	ACCOUNTING CLERK III
28	42,889 - 68,785	1.	ACCOUNTING CLERK IV
		2.	ADMINISTRATIVE ASSISTANT IV
		3.	ANIMAL CONTROL SPECIALIST I
		4.	BUILDING INSPECTOR III *
		5.	CODE ENFORCEMENT OFFICER I
		6.	DISPATCH SUPREVISOR
		7.	PLANNER I
		8.	PUBLIC WORKS CREW LEADER
		9.	TECHNOLOGY SPECIALIST I *
		10.	UTILITY CUSTOMER SERVICE SUPERVISOR II *
29	44,865 - 72,004	1.	ADMINISTRATIVE SPECIALIST I
		2.	ANIMAL CONTROL SPECIALIST II
		3.	CODE ENFORCEMENT OFFICER II
		4.	ENGINEERING TECHNICIAN IV *
		5.	FIREFIGHTER
		7.	LEGAL ASSISTANT I
		8.	PAYROLL SPECIALIST I
		9.	PLANNER II
		10.	PUBLIC WORKS SENIOR CREW LEADER
		11.	STAFF ACCOUNTANT I
		12.	UTILITY CUSTOMER SERVICE SUPERVISOR III *
30	47,002 - 74,990	1.	ADMINISTRATIVE SPECIALIST II
		2.	BUILDING INSPECTOR IV *
		3.	DISPATCH SUPERVISOR II
		4.	G.I.S. SPECIALIST I
		5.	PAYROLL SPECIALIST II
		6.	PLANNER III
		7.	RECORDS SUPERVISOR
		8.	STAFF ACCOUNTANT II *
		9.	TECHNOLOGY SPECIALIST II *
		10.	UTILITY CUSTOMER SERVICE SUPERVISOR IV *
31	49,249 - 78,610	1.	ADMINISTRATIVE SPECIALIST III *
		2.	G.I.S. SPECIALIST II
		3.	LEGAL ASSISTANT II
		4.	PAYROLL SPECIALIST III
		5.	PUBLIC WORKS CREW CHIEF
		6.	STAFF ACCOUNTANT III *
		7.	TECHNOLOGY SPECIALIST III *

CITY OF JENKS & JENKS PUBLIC WORKS AUTHORITY
CLASSIFICATION & PAY PLAN

	FY 2025 - 2026	FY 2024 - 2026 BIENNIAL BUDGET - YEAR 2	
RANGE NO.	**ANNUAL PAY RANGES**		**POSITION TITLE**
32	52,582 - 83,973	1.	ADMINISTRATIVE SPECIALIST IV *
		2.	DEPUTY CHIEF BUILDING INSPECTOR *
		3.	CIVIL ENGINEER I *
		4.	OFFICE MANAGER *
		5.	STAFF ACCOUNTANT IV *
33	55,793 - 88,172	1.	CHIEF BUILDING INSPECTOR I *
		2.	CITY CLERK *
		3.	CIVIL ENGINEER II *
		4.	PAYROLL SPECIALIST IV
34	67,156 - 107,283	1.	CHIEF BUILDING INSPECTOR II *
		2.	CIVIL ENGINEER III *
		3.	FIRE MARSHALL
35	74,579 - 130,820	1.	ASSISTANT FIRE CHIEF *
		2.	ASSISTANT POLICE CHIEF *
		3.	DEPUTY FINANCE DIRECTOR *
		4.	I.T. MANAGER *
		5.	PUBLIC WORKS ASSISTANT DIRECTOR *
		6.	RESERVED
36	81,751 - 137,173	1.	RESERVED
37	81,946 - 143,851	1.	RESERVED
38	85,910 - 150,852	1.	CITY ENGINEER *
		2.	CITY PLANNER/PLANNING DIRECTOR *
		3.	CITY TREASURER *
		4.	COMMUNICATIONS DIRECTOR *
		5.	DIRECTOR OF DEVELOPMENT *
		6.	FINANCE DIRECTOR * ## ###
		7.	FIRE CHIEF *
		8.	HUMAN RESOURCES DIRECTOR *
		9.	INFORMATION TECHNOLOGY DIRECTOR *
		10.	POLICE CHIEF *
		11.	PUBLIC WORKS DIRECTOR *

CITY OF JENKS & JENKS PUBLIC WORKS AUTHORITY
CLASSIFICATION & PAY PLAN

	FY 2025 - 2026		FY 2024 - 2026 BIENNIAL BUDGET - YEAR 2
RANGE NO.	**ANNUAL PAY RANGES**		**POSITION TITLE**
39	90,070 - 158,206	1.	RESERVED
40	91,762 - 162,255	1.	RESERVED
41	95,433 - 168,744	1.	CHIEF FINANCIAL OFFICER * ## ###
42	99,247 - 175,487	1.	RESERVED
43	104,208 - ###,###	1.	ASSISTANT CITY MANAGER *
		2.	CITY ATTORNEY * #

* CLASSIFICATIONS NOT COVERED BY FLSA OVERTIME PROVISIONS

MAY ALSO SERVE AS ACTING CITY MANAGER OR ASSISTANT TO THE CITY MANAGER ON AN INTERMITTENT BASIS

ACTS AS CITY TREASURER AS DESIGNATED BY THE CITY MANAGER ON THE BEHALF OF CITY COUNCIL

MAY ALSO ACT AS CITY CLERK AS DESIGNATED BY THE CITY MANAGER ON THE BEHALF OF CITY COUNCIL

City of Jenks and Jenks Public Works Authority

Master Fee Schedule

RESIDENTIAL BUILDING PERMIT FEES - New Construction and Remodel

Residential Building Permit Fees	As of July 1, 2025
Total Estimated Value	
$1,000.00 to $40,000.00	$100.00
$10,000.01 to $100,000.00	0.25% of estimated construction costs.
$100,000.01 and more	0.25% of estimated construction costs up to $100,000.00 and 0.125% of estimated construction exceeding
Minimum estimated construction costs for Single Family	$100.00 per square foot of living area and $80.00 per square foot for garage.
Minimum estimated construction costs for Multiple Family Residential	$120.00 per square foot.
Recreational Development Fee	$250.00/dwelling unit, mobile home lot or space; $500.00/duplex lot; $250.00/multifamily lots, PUDs.
Plan Review Fee, Residential	$100.00
Plan Review Fee, Residential Swimming Pool	$200.00
Inspection / Re-Inspect Fees per trip	$50.00
Mechanical Permit (Residential)	$75.00 for valuation up to $100,000.00 of estimated construction costs, increases by 25% per every $250.00
Electrical Permit (Residential)	$75.00 for valuation up to $100,000.00 of estimated construction costs, increases by 25% per every $250.00
Plumbing Permit (Residential)	$75.00 for valuation up to $100,000.00 of estimated construction costs, increases by 25% per every $250.00
Oklahoma Uniform Building Code Fee (remitted to State)	$4.00 per permit
Administrative Fee for remitting fee to State	$0.50 per permit
Commercial Building Permit Fees	**As of July 1, 2025**
Total Estimated Value	
Minimum Permit Fee	$200.00
Less than $200,000.00	0.25% of estimated construction costs.
$200,000.01 and more	0.25% of estimated construction costs up to $200,000.00 and 0.125% of estimated construction exceeding
Minimum estimated construction costs for Commercial Construction	$120.00 per square foot.
Mechanical Permit (Commercial)	$150.00 for valuation up to $200,000.00 of estimated construction costs, increase by 50% per every $500.00 increase to Building Permit Fee for structure estimated in value above $200,000.00
Electrical Permit (Commercial)	$150.00 for valuation up to $200,000.00 of estimated construction costs, increase by 50% per every $500.00 increase to Building Permit Fee for structure estimated in value above $200,000.00.
Plumbing Permit (Commercial)	$150.00 for valuation up to $200,000.00 of estimated construction costs, increase by 50% per every $500.00 increase to Building Permit Fee for structure estimated in value above $200,000.00.
Fire Inspection Fees, Commercial	
$200,000.00 or less	$150.00
$200,000.01 and more	Fee increases 50% per every $500 increase to Building Permit Fee for a structure estimated in value above $200.
Inspection / Re-Inspect Fees per trip	$50.00 per trip.
Plan Review Fee	$50.00 per department.
Oklahoma Uniform Building Code Fee (remitted to State)	$4.00 per permit
Administrative Fee for remitting fee to State	$0.50 per permit
Mechanical, Electrical, Plumbing Fees (MEP);	**As of July 1, 2025**
Mechanical Permit (Small Jobs)	$85.00 per job
Electrical Permit (Small Jobs)	$85.00 per job
Plumbing Permit (Small Jobs)	$85.00 per job
Sewer Tap	$200.00
Contractor Installed:	
Water Tap, 3/4"	$460.00
Water Tap, 1"	$515.00
Water Tap, 2"	$1,000.00
City Installed:	
Water Tap, 3/4"	$835.00
Water Tap, 1"	$1,150.00
Water Tap, 2"	$2,610.00
Connections over 2"	Case-by-case basis
Hydrant Meter Deposit	$1,500.00
Deposit for Water / Sewer (3/4" & 1" Meters)	$100.00
Deposit for Water / Sewer (2" Meters)	$200.00
Connect Fee	$20.00

Master Fee Schedule

Engineering Fees	As of July 1, 2025
Earth Change Permit (With or Without Building Permit)	$75.00
Curb Cut Permit	$50.00
Floodplain Permit	$50.00
Right-of-Way Utility Permit	$50.00
Street Open Cut Permit	$50.00
Small Wireless Facilities Fee	$200.00 - one to five locations on the same application / $100.00 - Additional locations on the same application
Utility Pole Installation, Modification, or Replacement	$350.00 - per pole
Public Infrastructure Review Permits:	
First Time Administration Fee	$300.00
Initial Plan Review Fee (Per Page)	$100.00
Additional Reviews Fee (Per Page)	$100.00
Stormwater Pollution Prevention Plan Review Fee (Per review)	$100.00
Detention Report (Hydrology Analysis) Review Fee (Per Review)	$100.00
Miscellaneous Fees	**As of July 1, 2025**
Certificate of Occupancy/Change of Occupancy	$100.00 ($50.00 Fire / $50.00 Building)
Waste Water Treatment Development	$315.00 per each new residential dwelling, each dwelling unit on multiple family residential structures, and each tenant space of commercial building.
Recreational Development Fee	$250.00 per each permit for new structures.
Promotional Fee (by valuation):	
$1,000 to $150,000	$25.00
$151,000 to $250,000	$50.00
$251,000 and above	$100.00
House, Building, and Structure Moving Permit	
Any size	$100.00 plus $5.00 for each 100 square feet.
Demolition Permit	
Any size	$50.00 plus $5.00 for each 100 square feet.
Single Inspection Fees	$75.00 Per Trip
Re-Inspection Fees	$50.00 Per Trip
Signage Fees (including, but not limited to, signs for new developments)	(At Cost)
Signage Installation Labor (Per Hour)	$25.00
City Equipment (Per Hour)	Varies
Administration and Indirect Costs	15%
Collection Agency fee	35%

Governmental Subdivision Building Inspection Fees

	As of July 1, 2025
Square Feet of Structure	Fee
0 - 1,000	$910.00
1,001 - 2,000	$1,365.00
2,001 - 3,000	$1,820.00
3,001 - 4,000	$2,275.00
4,001 - 5,000	$2,730.00
5,001 - 6,000	$3,185.00
6,001 - 7,000	$3,640.00
7,001 - 8,000	$4,095.00
8,001 - 9,000	$4,550.00
9,001 - 10,000	$5,005.00
10,001 - 15,000	$7,500.00
15,001 - 20,000	$9,375.00
20,001 - 25,000	$11,250.00
25,001 - 30,000	$13,125.00
30,001 - 35,000	$15,000.00
35,001 - 40,000	$16,875.00
40,001 - 45,000	$18,750.00
45,001 - 50,000	$20,625.00
50,001 - 55,000	$22,500.00
55,001 - 60,000	$24,375.00
60,001 - 65,000	$26,250.00
65,001 - 70,000	$28,125.00
70,001 - 75,000	$30,000.00
75,001 - 80,000	$31,875.00
80,001 - 85,000	$33,750.00

Master Fee Schedule

85,001 - 90,000	$35,625.00
90,001 - 95,000	$37,500.00
95,001 - 100,000	$39,375.00
Administrative and Indirect Costs	15%
Collection Agency Fee	35%

PLANNING & ZONING

SIGN PERMIT FEES	As of July 1, 2025
Temporary Sign	$50.00
Permit Fee	The greater of .25% of sign valuation or $25.00
ZONING APPLICATIONS	**As of July 1, 2025**
Zoning Text and Map Amendments to AG or Residential	$300.00
Zoning Text and Map Amendments to Non-Residential	$500.00
Conditional Use Permit (does not include inspection fees)	$50.00
Planned Unit Development (PUD)	$750.00
Planned Unit Development Major Amendment	$750.00
Planned Unit Development Minor Amendment	$300.00
Specific Use Permit	$500.00
Specific Use Permit Major Amendment	$500.00
Specific Use Permit Minor Amendment	$300.00
Processing Fee	$250 + $3/per mailing label over 60
Public Notice Publication Fee	$110.00
Ordinance Publication Fee	$40.00
Sign Fee (Posted Notice)	$150.00
Temporary Use Permit	$100.00
BOA APPLICATIONS	**As of July 1, 2025**
Processing Fee	$250.00 + $3/per mailing label over 60
Variance	$300.00
Special Exception	$200.00
Appeal Hearing Request	$250.00
Public Notice Publication Fee	$110.00
Sign Fee	$150.00
PLAT AND LAND DIVISION APPLICATIONS	**As of July 1, 2025**
Preliminary Plat	$750.00
Final Plat	$500.00
Final Plat (Resubmittal)	$100.00
Lot Split/Combination	$150.00
Major Subdivision	$500.00
Minor Subdivision	$300.00
Plat Addressing Fee	$3.00/lot
Processing Fee	$250.00
OTHER ZONING AND DEVELOPMENT RELATED FEES	**As of July 1, 2025**
Request for City Council Hearing	$100.00 (plus $250.00 processing fee plus any applicable notice fees)
Zoning Clearance Permits/Zoning Verification Letter	$50.00
Site Plan Review	$300.00
Encroachment Agreement	$1,000.00
Annexation (via Petition) Fee	$300.00 + $110.00 Public notice fee + $40.00 Ordinance Fee + $250.00 Processing fee
De-Annexation Fee	$300.00 + $110.00 Public notice fee + $40.00 Ordinance Fee + $250.00 Processing fee
Right-of-way or Utility Easement Closure	$750.00 + $110.00 Public notice fee + $40.00 Ordinance Fee + $250.00 Processing fee
Easement Dedication	$750.00
Filing Fee - Tulsa County	$30.00
Administrative and Indirect Costs	15%
Collection Agency Fee	35%

Utilities

CHARGES ASSOCIATED WITH REPLACING DAMAGED PARTS

Type of Charge	As of July 1, 2025
Water meter replacement	Cost plus Labor & Materials
Replacement of water meter box	Cost plus Labor & Materials
Replacement of water meter lid	Cost plus Labor & Materials
Charges associated with replacement of water meter vaults	Cost plus Labor & Materials

Master Fee Schedule

Labor costs for water meter repairs	Cost plus Labor & Materials		
Service performed after normal working hours	$70.00		
Deposits			
Meter Deposit - Commercial	$200.00		
Meter Deposit - Homeowner (3/4" & 1" Meters)	$100.00		
Meter Deposit - Homeowner (2" Meters & Above)	$200.00		
Meter Deposit - Renters (3/4" & 1" Meters)	$200.00		
Meter Deposit - Renters (2" Meters & Above)	$200.00		
WATER RATES	**As of October 1, 2025**		
Consumption per 1,000 gallons	**Rate**	**Total Rate**	**Cumulative Rate**
First 1,000	$19.51	$19.51	$19.51
1,001 to 8,000	$8.06	$56.42	$75.93
8,001 to 12,000	$8.16	$32.64	$108.57
12,001 to 18,000	$8.35	$50.10	$158.67
18,001 to 25,000	$8.77	$61.39	$220.06
Over 25,000	$9.27	N/A	N/A
SANITARY SEWER RATES	**As of October 1, 2025**		
Consumption per 1,000 gallons	**Rate**	**Total Rate**	**Cumulative Rate**
First 1,000	$9.93	$9.93	$9.93
1,001 to 12,000	$3.23	$35.53	$45.46
12,001 to 25,000	$3.50	$45.50	$90.96
Over 25,000	$3.78	N/A	N/A
Sewer Bond Fee (per meter)	$3.50		
Stormwater Fee (per meter)	$6.50/month for residential		
SOLID WASTE FEES	**As of July 1, 2025**		
Basic Service Fee	$13.77		
Carry-Out Service Fee	$21.11		
Elderly/Disabled Service Fee	$9.40		
Extra Service Fee	$4.33		
Recycling Fee	$3.40		
Violations if photographs are required	$25.00		
Deposit - Trash Service Only	$100.00		
MISC UTILITY FEES	**As of July 1, 2025**		
Connect Fee	$25.00		
Transfer Fee	$20.00		
After-hours and weekend service	$70.00		
Returned payment charge	$35.00		
Leak Check/Re-read Fee	$20.00 (For more than two meter checks/year and City isn't responsible for any problem)		
Disconnect for Non-Payment	$25.00		
Daytime Reconnect (Weekdays)	$30.00		
Afterhours Reconnect (Weekends and Holidays	$70.00		
Fiber Optic Cable	$0.75/linear foot		
Pipeline Capacity Lease Permit	3% of purchase price of gas transported and received or delivered. If not exempt from municipal sales tax, an additional 3% of purchase price of gas transported and received or delivered.		
Cable Television and Telephone Provider	$150.00 application fee; 2% of charges for telephone service and 5% of charges for cable service (due monthly)		
Trash and Recycling Cart Maintenance Fee	Actual cost of repair or replacement (not to exceed $10.00 in a billing cycle when resident remains at premises)		
Waste Water Plant Development Charge	$315.00/dwelling unit		
Watering Permit During Stage 2 Water Conservation	$100.00		
Oil and Gas Well or Plan Annual Inspection	$250.00/site		
Senior Citizens Discount	$2 (per month as of October 1, 2021)		
Administrative and Indirect Costs	15%		
Collection Agency fee	35%		

Public Safety Fees

EMSA FEES	**As of July 1, 2025**
Per Meter	$3.50
FIRE FEES	**As of July 1, 2025**
Outside City Limits	$375.00 for first hour and $300.00 for each hour after. Additional personnel and fire apparatus: $300/hour
Inside City Limits	$250.00 for first hour and $200.00 for each hour after. Additional personnel and fire apparatus: $300/hour
Estimated Value	
Suppression or Alarm Install Permit, Small Job	$75.00
Suppression or Alarm Install Permit, Commercial	

Master Fee Schedule

$200,000.00 or less	$150.00
$200,000.01 and more	Fee increases 50% per every $500 increase to Building Permit Fee for a structure estimated in value above $200.
Inspection / Re-Inspect Fees per trip	$50.00 per trip
POLICE DEPARTMENT FEES	**As of July 1, 2025**
Burglar alarm false alarm	$100.00 per false alarm starting with the second false alarm/month
MUNICIPAL COURT FEES	**As of July 1, 2025**
Juror's Compensation per day	$7.50
Juror's Mileage per mile	$0.20
License Reinstatement Processing Fee	$10.00
Warrant Fee	$100.00
Collection Fee	35%
Deferred Sentence Administrative Fee	not to exceed $200.00
OSBI Laboratory Fee	$150.00
MISC FEES	**As of July 1, 2025**
Home Sale Assessment Letter Fee	$50.00
Open Records Act. Copy Fee:	
Per page	$0.25
Per Certified Page	$1.00
Mechanical Reproduction	Cost
Compact Disk	Cost
DVD	Cost
Search Fee	Cost
Returned Check Fee	$15.00
Removal of Garage Sale Signs	$10.00 each
Administrative and Indirect Costs	15%

Licenses & Business & Occupational Taxes

BUSINESS REGULATIONS	As of July 1, 2025
Alcohol Licenses / Permits (annual) :	
Brewer	$1,250.00
Small Brewer	$125.00
Distiller	$3,125.00
Winemaker	$625.00
Small Farm Winery	$75.00
Rectifier	$3,125.00
Wine and Spirits Wholesaler	$3,000.00
Beer Distributor	$750.00
Retail Spirits	$905.00
Retail Wine	$1,000.00
Retail Beer	$500.00
Mixed Beverage (Initial)	$1,005.00
Mixed Beverage (Renewal)	$905.00
Mixed Beverage/Caterer Combination	$1,250.00
On-Premises Beer and Wine (Initial)	$500.00
On-Premises Beer and Wine (Renewal)	$450.00
Caterer License (Initial)	$1,005.00
Caterer License (Renewal)	$905.00
Hotel Beverage (Initial)	$1,005.00
Hotel Beverage (Renewal)	$905.00
Airline/Railroad Beverage (Initial)	$1,005.00
Airline/Railroad Beverage (Renewal)	$905.00
Annual Public Event	$1,005.00
One-Time Public Event	$255.00
Brewpub License	$1,005.00
Other Business Licenses:	
Contractor's License - Electrical	$125.00
Contractor's License - Mechanical, Refrigeration, Heating	$125.00
Contractor's License - Plumbing	$125.00
Contractor Registration	$125.00
House Moving Licenses	$25.00 annual
Moving Job Material Shed or Office Permit	$5.00
Drilling Bond	$100,000.00
Drilling Permit (annual)	$1,250.00
Processing Fee for Withdrawn Drilling Permit	$500.00
Drilling Permit Lapse	City retains $500.00 of permit fee and returns the balance
Failure to Drill	City retains $625.00 of permit fee and returns the balance

Master Fee Schedule	
Deeper Drilling Filing Fee	$1,000.00
Conversion Permit Filing Fee	$750.00/project
Itinerant Shows, Exhibitions, or Entertainment	$10.00 per week
Circus (traveling by railroad):	
One to Ten Railroad Cars	$50.00 per day
Eleven to Twenty Railroad Cars	$75.00 per day
More than Twenty Railroad Cars	$150.00 per day
Circus (traveling by land):	
One to Ten Vehicles	$25.00 per day
Eleven to Twenty Vehicles	$50.00 per day
More than Twenty Vehicles	$75.00 per day
Street Fair or Carnival	$25.00 per day
Solicitor Selling Goods	
Daily Rate	$20.00
Monthly Rate	$100.00
Yearly Rate	$300.00
Solicitor Selling Food or Drinks:	
Daily Rate	$20.00
Ride Operator	$5.00 per day
Photographer	$5.00 per day
Pool/Billiard Table (per table)	$20.00 per year
Domino, Card, or Other Game Parlor (per area)	$5.00 per year
Coin-Operated Music/Amusement Device	$37.50 per year
Coin-Operated Vending Device:	
Requiring Coin or Thing valued more than $0.25	$37.50 per year
Requiring Coin or Thing valued less than $0.25	$7.50 per year
Pawnbroker	$50.00 per year
Massage Establishments:	
Business License (Initial)	$75.00
Business License (Renewal)	$50.00 per year
Technician or Therapist (Initial)	$45.00
Technician or Therapist (Renewal)	$30.00 per year
Out-Call Service (Initial)	$45.00
Out-Call Service (Renewal)	$30.00 per year
Apprentice (Initial)	$45.00
Apprentice (Renewal)	$30.00 per year
Food Service Establishment Permit	$5.00 per year
Taxicab or Jitney License (per vehicle)	$100.00 per year
Taxicab or Jitney (Licensed by another entity)	$50.00 per year
Fireworks Use Permit	$750.00
Public Firework Exhibition Display	$50.00
Milk Product Permit	$2.50 per year
Ambulance Service License	$500.00
Body Piercing Business Permit	$50.00
Body Piercing Operator Permit	$45.00
Tattoo Parlor Permit	$50.00
Tattoo Operator Permit	$45.00
Electrical (Sign) Contractor's License	$100 per year
Food Truck Operators Permit	$200 per year
Small Vehicle Permit Fee (Initial & Renewals)	$75
Public Property & Maintenance Fee (per small vehicle, per yea	$20
Public Infrastructure and Education Fee (per small vehicle, per	$30
Gas Fitters License	$125.00/year
Duplicate License	$5.00
Administrative and Indirect Costs	15%
Collection fee	35%

Parks & Events Fees	
CITY FACILITIES RESERVATION FEES	**As of July 1, 2025**
Community Room at City Hall	$0.00
Meeting Room Deposit	$20.00
Meeting Room Rental	$20.00 per hour
Kitchen Deposit	$20.00
Kitchen Rental	$20.00 per hour
Cleaning Fee	$40.00 per hour
Administration and Indirect Costs	15%
Collection Fees	35%

Master Fee Schedule

Veterans Park	No Charge, Reservation Required
Events	0% - 33% of direct costs
Special Event Permit - Application Fee (for profit events by non Not-For-Profit/Government entities)	$250.00
Administration & Indirect Costs	15%
Event Deposit	$0 - $5,000

Animal Control

ANIMAL FEES	**As of July 1, 2025**
Impounding Fees:	
Large Animal (horse, cow, etc.)	$10.00
Large Animal Daily Fee	$3.00
Small Animal (dog, hog, sheep, etc.)	$10.00
Small Animal Daily Fee	$2.00
Fowl	$2.00
Fowl Daily Fee	$1.50
Dogs, unaltered	$5.00
Dogs, altered	$3.00
Replacement of Lost Tag	$1.00
Exotic Animal Permit Application	$35.00
Exotic Animal Renewal	$20.00
Additional Inspections	$20.00 each trip
Animal Surrender Fee	$50.00
MEDICAL FEES	**As of July 1, 2025**
Total Care Package:	At Cost
Exam, HWT, FELV/FIV Test, Rabies, Distemper Combo, Lepto, Fecal Check, Bordetella	
Rabies Vaccine	At Cost
Bordetella	At Cost
Distemper Combo	At Cost
Heartworm Test	At Cost
FELV/FIV Test	At Cost
FVRCP Vaccine	At Cost
FELV Vaccine	At Cost
Fecal Check	At Cost
Puppy or Kitten Package:	At Cost
Booster Vaccine, Fecal Check, Sample of Flea Prevention, Exam	
Dog Neuter	
0-50 pounds	At Cost
51-100 pounds	At Cost
Over 100 pounds	At Cost
Dog Spay	
0-25 pounds	At Cost
26-50 pounds	At Cost
51-75 pounds	At Cost
Over 75 pounds	At Cost
Feline Neuter	At Cost
Feline Spay	At Cost

This master fee schedule was adopted and approved by Jenks City Council and the Jenks Public Works Authority. The City Clerk and City Manager are authorized where permitted by applicable law to adjust fees as needed to ensure the City and its Authorities will recover its expenses for services.

SEAL OF THE CITY OF JENKS, OKLAHOMA 1905

AGREEMENT
2025-26

THIS AGREEMENT is entered into by and between the Jenks Public Works Authority (“Authority”), an Oklahoma Title 60 public trust with the City of Jenks (“City”) as its beneficiary, and Jenks Chamber of Commerce, Inc., an Oklahoma nonprofit corporation ("Contractor"), to be effective on July 1, 2025.

WHEREAS, the Authority has a need for professional services to promote tourism in the City of Jenks and the Oklahoma Aquarium, provide marketing services, and to provide community development services in the City of Jenks; and

WHEREAS, the Authority has determined that Contractor has the unique ability, knowledge and experience necessary to provide such professional services; and

NOW, THEREFORE, the Parties agree as follows:

1. Term

(a) The initial term of this Agreement shall commence on July 1, 2025, and shall continue through June 30, 2026, unless terminated earlier as provided herein.

(b) This Agreement may renew for four one-year terms, subject specifically to the Authority 's annual appropriation of sufficient funds for the obligations of this Agreement for each applicable fiscal year and execution of a renewal agreement.

2. Professional Services

Contractor shall provide professional services in the following primary categories: (a) Tourism; (b) Marketing; and (c) Community Development.

Professional administrative services to be provided are itemized on the approved Scope of Work attached hereto as Exhibit "A", shall meet the performance measures set forth therein, and shall, at a minimum, include the following:

(a) Tourism: Contractor shall provide tourism-related services on behalf of the City and the Oklahoma Aquarium to attract visitors, and enhance the City’s image as a travel destination.

(b) Marketing: Contractor shall provide marketing and promotional services to City for the purpose of enhancing public awareness, tourism, economic development, and community engagement. These services may include, but are not limited to, the development and distribution of promotional materials, digital and social media campaigns, public relations efforts, event marketing, and coordination of advertising initiatives.

(c) Community Development: Contractor shall devote sufficient personnel and resources to creation and implementation of programs designed to enhance the quality of life for Jenks residents. Programs shall focus on increasing the availability of events and attractions in Jenks to create a unique sense of place for residents.

3. Budget

(a) Contractor's Annual Budget for the initial term of this Agreement is attached hereto as Exhibit "B" and made a part hereof.

(b) On or before one hundred twenty (120) days prior to the beginning of each additional term of the Agreement, Contractor shall submit a proposed Annual Budget for the next year to the Authority. City/Authority staff shall notify Contractor of any suggested revisions to the Annual Budget within thirty (30) days of receipt of the proposed documents. The Annual Budget as revised, if applicable, shall be attached as Exhibit "B" to any renewal of this Agreement for the applicable renewal term.

(c) The Annual Budget shall include itemized expenses for professional services and estimated hard costs necessary to carry out the approved Scope of Work for the applicable term of the Agreement.

(d) As additional consideration and compensation for the performance of professional services, the Authority will pay for Contractor's President and up to two (2) additional Chamber representatives approved by the City Manager to attend the Tulsa Regional Chamber's DC Fly-in and ICSC. The Contractor will submit such expenditures as reimbursable expenses. City Manager may approve reimbursements for additional events or trips if determined in the best interest of City or Authority.

4. Payment

(a) The Authority shall make such payment to Contractor each month in twelve equal monthly installments.

(b) All payments received by Contractor for the performance of services under this Agreement shall be segregated from other funds received by Contractor and accounted for separately from any other funds received by Contractor.

5. Scope of Work

(a) Contractor's Scope of Work for the initial term of the Agreement is attached hereto as Exhibit "A".

(b) On or before one hundred twenty (120) days prior to the beginning of each additional term of the Agreement, Contractor shall submit a proposed Scope of Work for the next year to the Authority. The City/Authority staff shall notify Contractor of any suggested revisions to the Scope of Work within thirty (30) days of receipt of the proposed documents. The Scope of Work as revised, if applicable, shall be attached as Exhibit "A" to any renewal of this Agreement for the applicable renewal term.

(c) The Scope of Work shall specify the benchmarks, goals and objectives for the upcoming fiscal year, as well as the programs to be implemented to achieve those benchmarks, goals and objectives and shall set forth the specific professional services that will be provided by Contractor to carry out the objectives as set forth therein.

6. Reports

(a) Contractor shall produce quarterly reports of performance and activity achieved, compared to past periods, supplemented by a review of ongoing plans, progress and problems related to its Scope of Work. The report should be specifically tailored to report on progress and/or problems relating to the services provided to Authority and not necessarily general Chamber business.

(b) Contractor shall produce an annual report describing the services and programs offered by Contractor during the preceding fiscal year and an evaluation of the extent to which these services and programs have achieved the goals and objectives of the Scope of Work. As part of preparation of the annual report, the Chamber President should schedule a meeting with the City Manager and other designated City/Authority staff to review achieved and unachieved goals and objectives of the Scope of Work. The budget for future years may be adjusted to compensate for services and goals not provided under the previous year’s Scope of Work.

7. Expenditure of Funds

Contractor shall expend funds provided by Authority during the initial term in accordance with the Budget attached hereto. Contractor shall expend funds provided by Authority for each additional term of the Agreement in accordance with the annual approved Budget for such additional term of the Agreement. Contractor may transfer funds, or make expenditures, allocated for one element of the budget to another element, so long as the basic objectives of the Annual Marketing Plan and Performance Goals are not impaired. The objectives may be revised by written agreement of the parties hereto throughout the term of the Agreement, either increased or decreased, based on changing market conditions.

8. Recordkeeping and Audit

Contractor shall prepare and maintain, during the term of this Agreement, and for three (3) years after its termination, complete and accurate books, records and accounts showing the expenditures of all funds disbursed to it by Authority pursuant to this Agreement. Contractor shall maintain all accounts, books and records in accordance with generally accepted accounting principles. The Authority shall have the right, subject to reasonable written notice, to conduct an audit of the accounts, books and records of the Contractor. Contractor shall fully cooperate with Authority in the conduct of the audit. If, upon audit of the records, it is determined that funds provided by the Authority have been utilized other than as provided in the budget and as specified in this Agreement, Contractor shall reimburse Authority all such funds and the cost of the audit. If an audit, litigation or other action involving such records begins before the end of the three (3) year period, the records shall be maintained for three (3) years from the date that all issues arising out of the action are resolved or until the end of the three (3) year retention period, whichever is later.

9. Licenses and Permits

Contractor shall obtain and maintain any and all licenses and permits necessary to conduct its activities, to render the services required by this Agreement, and to maintain its office facilities.

10. Indemnification

Contractor shall defend, indemnify, and hold harmless Authority and City, and their officers, employees, agents and representatives from and against any and all claims, losses, damage, liability, lawsuits, judgments, costs, fees, and expenses that may be claimed by any person or entity, or incurred by the Authority or City, and which arise out of, or are in any way related to, the activities of Contractor, its officers, employees, agents, subcontractors, volunteers, or representatives, pursuant to this contact, whether or not there is concurrent, passive or active negligence on the part of the City or Authority or their officers, agents or employees. However, Contractor's duties under this Section shall not extend to any claims, losses, damage, liability, lawsuits, judgments, costs, fees, and expenses arising from the sole negligence, fraud or willful misconduct of the Authority, its employees, officers, agents or representatives, or third parties.

11. Default

(a) Authority shall have the right to terminate this Agreement upon thirty days (30) written notice to Contractor in the event the Authority determines, based upon substantial evidence, that Contractor has:

(i) improperly expended funds provided by the Authority pursuant to this Agreement; or

(ii) failed to perform the services required of it pursuant to this Agreement; or

(iii) consistently failed to meet the performance measures set forth on the approved Scope of Work; or

(iv) filed, or has taken or committed any act preparatory to filing, a petition in bankruptcy or for receivership or reorganization under the Bankruptcy Act; or

(iv) become insolvent or committed any act of insolvency.

(b) Contractor shall have the right to terminate this Agreement upon thirty (30) days written notice to Authority and Authority's failure to cure within such thirty day period in the event that Contractor determines, based upon substantial evidence, that Authority has:

(i) failed to pay when due an invoice properly submitted in accordance with the terms of this Agreement; or

(ii) filed, or has taken or committed any act preparatory to filing, a petition in bankruptcy or for receivership or reorganization under the Bankruptcy Act; or

(iii) become insolvent or committed any act of insolvency.

12. Independent Contractor

The Parties agree that Contractor, and its officers, employees, agents, representatives and volunteers, while engaged in performance of duties required by this Agreement, is an independent contractor, and not an officer, agent or employee of the Authority.

13. Assignment

Contractor shall not assign this Agreement, or the right to receive any monies pursuant to this Agreement, without the prior written consent of the Authority. Contractor acknowledges that the unique nature of the services to be provided by the Contractor and nature of the funds to be disbursed to Contractor by Authority provide adequate justification for any Authority refusal to consent to an assignment of the rights and/or duties of this Agreement.

14. Notices

All notices required to be given by this Agreement shall be in writing and personally served or given by mail. Notice by mail shall be deemed to have been given when deposited in the United States mail, postage prepaid, and addressed to the party to be notified as follows:

To Authority:	To Contractor:
City Manager, City of Jenks	Jenks Chamber of Commerce
211 North Elm	PO Box 902
PO Box 2007	Jenks, OK 74037
Jenks, OK 74037-2007	

Authority and Contractor may, by giving notice as provided herein, designate different addresses to which subsequent notices shall be given.

15. Complete Agreement

This document represents the entire Agreement between the Authority and Contractor and supersedes all prior negotiations, representations or agreements, either oral or in writing. This Agreement may be amended only by a written instrument signed by Authority and Contractor.

16. Amendment

This Agreement may be modified only by a written agreement of subsequent date hereto signed by Contractor and the Authority.

ATTEST:	JENKS PUBLIC WORKS AUTHORITY
BY:____________________________	____________________________
City Clerk	CHAIRPERSON

DATE:____________________________

APPROVED:

____

City Attorney

JENKS CHAMBER OF COMMERCE

BY:____________________________

President

DATE: ____________________________

Exhibit A

The Jenks Chamber's scope of work is focused in three areas: Tourism, Marketing, and Community Development.

Tourism: Discover Jenks

1. Promotion of Jenks
    - Collaborative Community events calendar.
    - Highlight Attractions.
    - Itineraries for public events.
    - Promotional videos and reels highlighting Jenks dining, entertainment, festivals, events, and destinations.
    - Online business tools to assist area businesses and attractions with larger website presence, SEO and Support Local promotions.
    - Operate Discover Jenks Tourism Center.

2. Active social media presence.
    - Relevant posts and stories about Jenks Happenings.
    - Work with local groups and organizations to promote local events and highlights.
    - Weekly briefing email newsletter.
    - Discover Jenks printed materials, magazine for promotion at tourism centers and hotels across the mid-western United States, recruitment, and trade shows.
    - Partner with State, Muscogee Nation, local and regional tourism entities.
    - Partner with Oklahoma Aquarium for annual Sharklahoma events.
    - Partner with City of Jenks and OK Aquarium to promote BOOMFest at Riverwalk.
    - Attract conferences and conventions to bring new faces to Jenks.
    - Host public events and festivals.
    - Maintain "Film Friendly" status and work with movie, documentary, and series producers to tour Jenks registered sites. Research certification and next steps to encourage site selectors to chose Jenks.
    - Create Discover Jenks Tourism Committee.
    - Discover Jenks kiosk centers at area attractions.
    - Feature area attractions and businesses in yearly "Make it a Jenks Break" promotion during Spring Break encouraging local community to staycation.

3. Build and implement a marketing plan for Discover Jenks:
    - Discover Jenks – Tourism Website and boost with advertising dollars.
    - Conduct joint marketing efforts with local attractions.

- Create marketing materials that highlight Jenks and its tourism attractions including the OK Aquarium, dining spots, entertainment, and retail.
- Social Media: create consistent relevant presence on popular platforms.
- JenksChamber.com for programming, community calendar and how to get engaged in business community.
- Discover Jenks campaign: Out of State Campaign to engage travelers to visit Jenks.
- Green County Tourism Partnership.
- Oklahoma Travel Industry Association Partnership.
- Oklahoma Travel Guide advertising.

Marketing Services: Elevate Jenks

1. Conduct monthly business check in's in Jenks and surrounding areas to identify needed services and help connect to available resources.

2. Advance Entrepreneurial Resource and Development:
    - Cultivate strategic partnerships with all local higher education institutions to provide programming for business success. Tulsa Tech, ORU, TU, OSU Tulsa, OU Tulsa, TCC, RS, OWU
    - Partner with Jenks Public Schools and other local high schools to provide business resources and education.
    - Utilize and promote Jenks Public Schools Intern Program.
    - Share information concerning opportunities for funding with micro-loan and grant providers such as SBA, local financial institutions and other state or federal sources.
    - Develop Small Business Series including Lunch and Learn's and offer students opportunity to participate.

3. Promote areas within the city that are prime for development and available for purchase or lease. Maintain a contract with Co-Star software to generate a monthly report and up to date listing of all available commercial properties with contacts and details about the properties.

4. Identify industries in Jenks with high leakage rates with the intention of pursuing and recruiting such businesses to Jenks to serve our growing community. Current targeted industries are as follows:
    - Retail (*Current leakage rate shows higher is miscellaneous retail. Clothing is lower in leakage than past years due to the opening of the Tulsa Premium Outlets)
    - Restaurants (Target more sit down dining – fast food is on the lower side of leakage)
    - Hotel, lodging
    - Technology services
    - Healthcare
    - Office space

    Work with the city to research, develop recruiting and incentive best practices and create a marketing package both digital and hard copy to target specific brands and industries.

5. Workforce development:
    - Cultivate strong relationships with higher education institutions and learn the pathways they have available for building a workforce pipeline that supports industry growth.
    - Host workshops on essential skills for young professionals entering the workforce.
    - Research the Midland Institute for Entrepreneurship CEO Program and identify possible courses or trainings which could be implemented locally to support cultivating a strong sustainable workforce.

6. Business recruitment and retention:
    - Plan and participate in "best practices" trips to see how other cities are successfully achieving economic growth.
    - Attending conferences for continued education as well as expanding our network of influence and exposure.
    - Participate in Tulsa Regional Intercity visits.
    - Join Oklahoma's Main Street Program to become a certified Main Street. This will help identify potential grant funding for Main Street businesses and areas identified through the Downtown Redevelopment Master Plan. Join year one as a network affiliate to further research the value to Jenks Main Street. The first year is covered by the State of Oklahoma Department of Commerce Main Street Program.

7. Build and implement a marketing plan for Elevate Jenks:
    - Elevate Jenks – Website with and links to current listings of city zoning, incentives, properties for lease/sale, current demographics, and developments in progress.
    - Create Marketing Plan with the City to identify specific brands and industries in order to be proactive in recruiting.
    - Create Marketing Package both hard copy and digital for recruitment.
    - Create Business Advisory Committee with representatives from each business property area (Mall, RiverWalk, Main Street Downtown, 96th Steet, S. Elm Street, etc.)
    - Social Media: create consistent relevant presence on popular platforms.
    - JenksChamber.com for programming, community calendar and how to get engaged in business community.
    - Tulsa's Future partnership.
    - Select Oklahoma partnership.
    - Muscogee Nation partnership.
    - Memberships in SEDC, IEDC, ICSC and other organizations.
    - Be a resource for building and business owners.
    - Participate in the city's Downtown Master Plan process and help identify potential funding resources for placemaking.
    - Host events and programs that bring people downtown.

8. Promote regulatory environment and infrastructure to support growth.
    - Regular meetings with city staff
    - City and school leadership inclusion
    - Tulsa Regional OneVoice
    - Tulsa's Future
    - Jenks Day at the Capitol
    - Tulsa's OneVoice D.C. Fly In
    - Convene private and public sectors
    - Promote business happenings in Jenks.
    - Serve on City of Jenks Economic Development Advisory Committee.

9. Continue to work with the city on the low-water dam project and other collaborative infrastructure projects.

10. Participate in TIF and other incentive meetings to stay informed about possible incentive packages to present to developers interested in investing in Jenks.

11. Maintain "Business Reason to Bring Business to Jenks" recruiting packet.

12. Create and promote "Economic Impact Interviews" with incoming developers and business leaders to use for cross market promotion as well as collect data on workforce development, job creation, and other economic impact factors relevant to city goals.

Community Development Services

1. Plan and host events that add to the community spirit and quality of life of Jenks citizens as well as cultivate a regional appeal that highlights Jenks as a place to visit.
    - Boomfest (Riverwalk hosts we help promote)
    - Trick or Treat
    - Christmas in the Commons
    - Christmas Parade

2. Create and execute programs to develop civic pride, engagement, and leadership.
    - Leadership Jenks
    - Women in Business programming
    - Small Business Series

3. Work with civic and community leaders to address legislative issues affecting Jenks.
    - Government Affairs committee
    - Tulsa's OneVoice D.C. Fly In
    - Jenks Day at the Capitol
    - Legislative Luncheons
    - Elected Officials Reception

4. Work with regional partners to identify issues of concern for regional success and development.

Exhibit B

Budget

Contract	BUDGET
City of Jenks Contract	$219,000
In-Kind Tourism Center/Chamber Lease	$47,000
TOTAL Contract	**$266,000**

Expense	BUDGET
Tourism	$110,000
Marketing/Advertising	$80,000
Community Development	$29,000
TOTAL EXPENSE	**$219,000**

Engineering Projects – Major Highlights

May 21, 2025

STREET IMPROVEMENTS PROJECTS

Elm Street (111th Street to 131st Street)

- AT&T has relocated their lines at the intersection of 121st St. and Elm St. (This is only a portion of the full relocation project, and it allows the contractor to continue to move forward with the construction at this intersection.)
- The contractor is working to install the stormwater system on the southwest and northwest portion of the intersection at 121st St. and Elm St.
- The contractor has continued to pothole to identify any possible conflicts for the full length of the project. The contractor has installed additional signage and temporary traffic striping at the intersection of 121stSt. and Elm St. to convey the intended traffic flow more effectively to drivers.
- AT&T will be working to relocate their lines on the west side of Elm St. between 111th St. and 121st St. The contractor will be working to complete the installation of the stormwater system on the southwest and northwest portion of the intersection of 121st St. and Elm St.
- Once the installation of this stormwater system is completed the contractor will begin the installation of the street on the southwest and northwest portion of this intersection.

Main Street (Date to TSU Railroad)

- PSO has install all street light pole and fixtures between Elm St. and the railroad track.
- PSO is currently installing the electrical wiring for the streets lights.

106th Street Extension (Elm Street to Lewis Avenue) Design

- City staff met with the design consultant and decided the street design will be reduced from a 5-lane design to a 3-lane design.
- The consultant is also evaluating different alignments around the existing 106th St. Lift Station.

Main Street Bridge (over the Arkansas River) Preventative Maintenance

- On May 5 ODOT awarded the contract for this project to LOGOS CONSTRUCTION CO., LLC for a contract amount of $341,693.32.

PARK/TRAIL/SIDEWALK IMPROVEMENT PROJECTS

121st Street Trail (Elm to Elwood)

- Final plans have been submitted to ODOT for review.
- City staff is working to address a couple of right-of-way encroachment issues. Once the encroachment issues have been resolved the City will be able to provide ODOT the necessary Right-of-Way and Utility Affidavit to move this project forward to the letting process.

Aquarium Drive and Elm Street Trails

- City staff met on-site with the Army Corps of Engineers (USACE) to discuss the levee crossing and the necessary requirements associated with the crossing.
- City staff is working to update the plan and provide the USACE the necessary information for a 408 permit.

WASTEWATER CAPITAL PROJECTS

106th & Elm Street Lift Station and Forcemain

- City staff met with the design consultant and have requested the wet and dry flows being received by the existing station be reevaluated.
- Once this evaluation has been completed it will be determine if a new station and force main need to be built or if existing station can be upgraded to convey the flows.

Victoria Pond Lift Station and Forcemain

- Design consultant is working to complete 100% plans for this project within the next couple of months.

WATERLINE CAPITAL PROJECTS

121ST Street Waterline Extension

- City staff is working to complete bid documents to let this project during the third or fourth quarter of this calendar year.

CITY FACILITY PROJECTS

Fire Station #1

- The contractor has completed the installation of the dumpster pad and approximately 80%-85% of the curb and gutter on the site.
- The contractor has begun installation of parking lot lights; fencing post, fire suppression system; interior framing; plumbing, electrical, and HVAC systems; and sidewalks.
- The contractor is expecting to begin installing the brick on the exterior walls in approximately 2-3 weeks.
- The contractor is currently on track to complete construction by early to mid-August..

JAAC Design

- The JAAC design has been completed and City staff has submitted an application to INCOG for CDBG funds to put towards the cost of construction for the JAAC.

Oklahoma Aquarium Large Animal Holding Facility

- The contractor has completed most of the items on the punchlist. The remaining items on the punchlist are associated with electrical components that have a lead time of 2-3 weeks. Once the electrical components have been received and installed City staff and Aquarium staff will have a final walkthrough with the contractor to ensure all punchlist items have been completed.

<u>Engineering Projects – Major Highlights</u>

May 21, 2025

COMMERCIAL PROJECTS

<u>Riverfront South Centre Apartments (STUCO) ("K" Pl. & 5th St.)</u>:
- Contractor has begun installation of the water main extension and building footings for the three buildings.
- The 408 and 404 permits were approved by the USACE and a copy was provided to the City.

<u>Dollar General (123rd & Elm)</u>:
- The Sanitary sewer main extension has been installed and the manholes have past the vacuum test.
- The waterline main extension have been installed and the contractor is working to complete the Bac-T test for the extension.

<u>512 Gardens ("B" St. & 5th St.)</u>:
- City staff has requested the developer redesign the waterline manifold for the water service, fire suppression, and irrigation lines.

<u>Raw Development (East of Outlet Mall):</u>
- The developer's engineer is reevaluating the bank stabilization for the site.

<u>Burn Boot Camp ("B" St. & Riverfront Ter.):</u>
- The contractor has installed the water meter and the waterline for the fire suppression system.

<u>Revitalize Med Spa(West of Waterfront Grill):</u>
- The exterior walls have been bricked and the brick painted.

<u>LDKerns Office Building:</u>
- The requirement to extend the sidewalk from approximately N. Elm St. to N. Birch St. along W. "K" Pl. has been transferred from this project to a remodel project taking place at the existing LDKerns office building.

<u>Motorsports Collective(Franklin St. & Adams St.):</u>
- Waterlines have been installed on-site and the developer's engineer is looking at a different alignment for the sanitary sewer service line to the sanitary sewer main.

<u>BridgePoint (131st & Harvard):</u>
- The developer's engineer has submitted the ODEQ permits for the waterline and sanitary sewer main extensions. The contractor cannot construct either line until the City has received the signed permits from ODEQ.
- The contractor is starting to install the stormwater collection system and the underground detention on-site.

<u>Bridging Hunger (East of Gateway Mortgage Group):</u>
- The developer has submitted plans addressing previous city comments and a floodplain development permit to City staff for review. Contractor has poured the building footings.

<u>S. James Ave. Extension:</u>
- City staff has provided comments to the developer's engineer on the latest set of plans that were submitted.

<u>Oklahoma Central Credit Union (114th St. & Union Ave.):</u>
- The developer's engineer is redesigning on of the entries to the parking lot to move it out of the pipeline easement.
- The contractor has poured the slab of the building.

<u>AAA Insurance ("A" St. & 5th St.):</u>
- A earth change permit has been issued for this development. City staff is working with the developer to ensure the right-in-right-out entry/exit is designed adequately.

<u>Chase Bank (706 W. Main St.):</u>
- A earth change permit has been issued for this development. Contractor is working on the demolition plan.

<u>Jenk Freshman Academy Phase III:</u>
- Engineering has provided comments back to the development team on the earth change permit plans.
- City staff is scheduled to have a meeting with the development team next week to discuss the site plan.
- Contractor has began the demolition of the existing building.

SUBDIVISION PROJECTS

<u>Harvard Oaks (135th St. & S. Harvard Ave.):</u>
- Contractor working to complete punch list.

<u>121st & Elm Complex (121st Street and Elm Street – southwest corner):</u>
- City staff has provided comments on the most recent set of plans submitted. A Earth Change Permit for site grading only was issued on 5/19/2025.

<u>The Reserve at Southern Woods (111th Street, west of US 75):</u>
- The contractor is continuing to install sanitary sewer and has begun installation of the stormwater collection system for the development.
- City staff will be requesting the developer to implement additional erosion control measures to prevent adverse effects on the surrounding properties.

<u>Frazier Meadows II (131st St. & S. Harvard Ave.):</u>
- The contractor has installed the curb and gutter of the streets and has completed paving the streets.

Engineering Projects Status Report

May 21, 2025

STREET IMPROVEMENT PROJECTS

Elm Street (111th Street to 131st Street) Project: On October 15th Paragon Contractors, LLC was awarded the construction of Phase 1 (111th Street to 121st Street) and the 116th Street Trail. Standard Engineering + Testing Services was awarded a contract for Construction Management and Laboratory Services for Phase 1 (111th Street to 121st Street) and the 116th Street Trail. Contractor is working on the stormwater system at the southwest corner of the 121st and Elm intersection, moving the traffic signal lights, and preparing to start on the trail along 116th St. AT&T contractors are working to identify lines and create a relocation plan. Paragon is working to complete the stormwater system at the southwest corner of 121st and Elm. Contractor has secured a laydown yard for the job on the vacant property north of Walmart at 111th and Elm. Contractor is continuing to identify areas they are able to work around AT&T.

Update:
AT&T has relocated their lines at the intersection of 121st St. and Elm St. (This is only a portion of the full relocation project, and it allows the contractor to continue to move forward with the construction at this intersection.) The contractor is working to install the stormwater system on the southwest and northwest portion of the intersection at 121st St. and Elm St. The contractor has continued to pothole to identify any possible conflicts for the full length of the project. The contractor has installed additional signage and temporary traffic striping at the intersection of 121stSt. and Elm St. to convey the intended traffic flow more effectively to drivers. AT&T will be working to relocate their lines on the west side of Elm St. between 111th St. and 121st St. The contractor will be working to complete the installation of the stormwater system on the southwest and northwest portion of the intersection of 121st St. and Elm St. Once the installation of this stormwater system is completed the contractor will begin the installation of the street on the southwest and northwest portion of this intersection.

Main Street (Date to TSU Railroad) Project: The official Notice to Proceed date for this project was July 10, 2023 and construction completion is scheduled for July 2024. Contractor has completed the remaining striping from the punchlist. A meeting is to be held with the city, inspectors, and contractor about the drainage issue on N. Birch St. City staff is working with the contractor and ODOT Inspectors to correct a drainage issue along the east side of N. Birch St. PSO is to complete staking the location of streetlights along W. Main Street this week and will begin installing the lights shortly after. Contractor is to begin construction along N. Birch St. to correct a drainage issue on January 29th . This construction is expected to last until February 5th, weather permitting. Contractor completed drainage repair. Waiting for PSO to install the streetlights on the project.

Update:
PSO has install all street light pole and fixtures between Elm St. and the railroad track. PSO is currently installing the electrical wiring for the streets lights.

Elwood Avenue (111th Street to Main Street) Project: All right-of-way has been acquired. Consultant provided final plans and all of the City's comments have been addressed. City staff is working with ODOT to determine the funding available and with ONG for a utility relocation. Two Surface Transportation Block Grant (STBG) applications for federal funding to complete the utility relocation and construction were submitted to INCOG.

Update:
No updates.

106th Street Extension (Elm Street to Lewis Avenue) Design:
Consultant Progress: Plans/Specifications/Estimate (PS&E): West end PS&E development with the resolution of issues, interior drainage analysis for west end, annotating PS&E sheets for east end; Hydrology: finished preliminary hydraulics, waiting on existing hydraulic models to set profile for Polecat Creek, working with hydrologist for LOMR/CLOMR analysis, analysis of Wilmott Creek shows that a bridge is needed instead of culvert; However, design has halted until the future of the Ripken Experience is determined. Consultant is to resume design work after confirmation of a straight roadway alignment was received. Consultant has begun creating the environmental report. Hydraulic Analysis Report will not be completed for 4 weeks. The Geotech report and the engineering cannot move forward until the Hydraulic Analysis Report is completed. The project is currently 40%-50% designed with 60% plans due in June of 2025. Geotech boring is scheduled to start at the beginning of April.

Update:
City staff met with the design consultant and decided the street design will be reduced from a 5-lane design to a 3-lane design. The consultant is also evaluating different alignments around the existing 106th St. Lift Station.

Main Street Bridge (over the Arkansas River) Preventative Maintenance: The NEPA documents were submitted to ODOT earlier this month. The consultant has completed the final plans and is waiting for the completion of the environmental review for the project. NEPA documents were approved by ODOT. Engineering consultant is preparing PS&E plans for submittal. Project has a let date of February 2025. INCOG has informed City staff that the federal funding for this project has been reduced by $20,000.00. City staff is working with ODOT understand this change. This does not change the letting of the project in February 2025. ODOT changed the letting of this project from February 2025 to April 2025.

Update:
On May 5 ODOT awarded the contract for this project to LOGOS CONSTRUCTION CO., LLC for a contract amount of $341,693.32.

Elwood Avenue (91st to 96th Street) Design: INCOG awarded $625,000 ($500,000 Federal, $125,000 Local match) to this project for Right-of-Way acquisition. Right-of-way acquisition is on hold until an agreement with ODOT is in place for the right-of-way funding. Final plans have been accepted by staff. Staff is waiting on ODOT to provide the funding agreement for ROW acquisition. The local match was approved by City Council on October 15th, Right-of-Way acquisition is to proceed.
Update: No update.

Elwood Avenue (111th to 121st Street) Design: Final plans have been submitted by the consultant for review. Staff have provided review comments to the consultant. The consultant has provided accepted plans for this project.
Update: No update.

PARK/TRAIL/SIDEWALK IMPROVEMENT PROJECTS

121st Street Trail (Elm to Elwood): Staff met with the consultant on November 9 and reviewed the conceptual layout and discussed how to address potential conflicts. Consultant has submitted documentation to ODOT for the Environmental Assessment. Staff has approved the plans provided by the consultant. The NEPA process for this project has been completed and the consultant will move forward with submitting final plans to ODOT.
Update: Final plans have been submitted to ODOT for review. City staff is working to address a couple of right-of-way encroachment issues. Once the encroachment issues have been resolved the City will be able to provide ODOT the necessary Right-of-Way and Utility Affidavit to move this project forward to the letting process.

Aquarium Drive and Elm Street Trails: ODOT provided review comments on the preliminary plans. Staff is addressing ODOT's review comments. Staff will obtain a 408 Permit from the US Army Corps of Engineers for the trail connection between the Veterans Park Trail and the trail along 101st Street. In addition, Tulsa County is reviewing the plans for this trail connection. 60% plans have been submitted to ODOT for reviewal. ODOT has returned comments on the 60% plans and City staff will work to address the comments and submit 90% plans to ODOT.
Update: City staff met on-site with the Army Corps of Engineers (USACE) to discuss the levee crossing and the necessary requirements associated with the crossing. City staff is working to update the plan and provide the USACE the necessary information for a 408 permit.

Pedestrian Bridge Inspection: Consultant has provided a final inspection report which staff has accepted. Consultant has provided a draft presentation for City Council which staff is reviewing.
Update: No update.

"C" Street (Fir Street to Elm Street) Sidewalk: Staff has accepted the plans from the consultant and will seek to acquire temporary construction easements for the project. Staff has selected a ROW agent and acquisition of temporary construction easements has begun. Engineering consultant is reassessing the required Temporary Construction Easements (TCE). New plans have been provided by the engineering consultant to reduce the required TCEs.
Update: No update.

WASTEWATER CAPITAL PROJECTS

106th & Elm Street Lift Station and Forcemain: Conducted coordination meeting with US Water to confirm design details of the new lift station, began finalizing design details for the lift station, revising the downstream force main alignment, and beginning to look at the design for the upstream portion of the forcemain. Design has halted until the future of the Ripken Experience is determined. Consultant is to resume design work after confirmation of a straight roadway alignment for W. 106th St. was received. Consultant is working to finalize plans for the lifts station and working on ROW plans for the new alignment of the forcemain. Consultant is working to provide an updated cost estimate for the lift station and the forcemain.
Update: City staff met with the design consultant and have requested the wet and dry flows being received by the existing station be reevaluated. Once this evaluation has been completed it will be determine if a new station and force main need to be built or if existing station can be upgraded to convey the flows.

Victoria Pond Lift Station and Forcemain: Consultant has narrowed alignment recommendations for tying into the 106th & Elm Lift Station. Staff has reviewed the specifications and the 90% plans and has provided comments to the consultant. Design has halted until the future of the Ripken Experience is determined. Consultant is to resume design work after confirmation of a straight roadway alignment for W. 106th St. was received.
Update: Design consultant is working to complete 100% plans for this project within the next couple of months.

Engineering Projects Status Report
May 21, 2025

WATERLINE CAPITAL PROJECTS

121ST Street Waterline Extension:
The additional waterline alignment area has been surveyed and the preliminary plans will be submitted for review mid-June. Staff provided review comments on the latest plan submittal last week. The plans have been accepted for this project and a cost estimate for each phase has been provided.

Update:
City staff is working to complete bid documents to let this project during the third or fourth quarter of this calendar year.

Jenks Pedestrian Bridge Waterline Replacement:
Consultant has provided a cost estimate. Specifications have been provided and accepted by staff. Some minor changes to the plans and cost estimate must be made by the consultant. Consultant has provided updated plans to city staff.

Update:
No update.

DRAINAGE CAPITAL PROJECTS

Arkansas Riverbank Stabilization Design: Staff have contracted with HISINC to provide detailed design drawings and bid documents for reinforcing the west bank of the Arkansas River between the Main Street and Creek Turnpike Bridges. Consultant has provided various bank stabilization methods with anticipated costs and land reclamation amounts. Consultant waiting on staff to provide decision on stabilization method to design.

Update:
No update.

CITY FACILITY PROJECTS

Fire Station #1: The Earth Change Permit and the Floodplain Development Permit have been approved for this project. City Council awarded the construction contract to Voy Construction, LLC (Broken Arrow, OK). The sanitary sewer tap has been made for the service line. Contractor has poured approximately 75% of the curb, made both water taps, and has continued to work on the building frame. Contractor plans to pour the second-floor slab and stairs on 3/4/2025. Contractor has continued to frame and pour the remaining curb and gutter. Contractor is expecting to pour the concrete floor for the 2nd floor and the stairs this week. PSO installed the new power pole and transformer for the fire station on March 24 and 25. Contractor is working to install all walls and the roof of the building in the next three weeks.

Update:
The contractor has completed the installation of the dumpster pad and approximately 80%-85% of the curb and gutter on the site. The contractor has begun installation of parking lot lights; fencing post, fire suppression system; interior framing; plumbing, electrical, and HVAC systems; and sidewalks. The contractor is expecting to begin installing the brick on the exterior walls in approximately 2-3 weeks. The contractor is currently on track to complete construction by early to mid-August.

JAAC Design: An agreement renewal for the JAAC design work was submitted to JPWA for approval June 6th,2023. The consultant to produce design drawings by June 2024. The agreement renewal for the JAAC design work is on the June 18 JPWA Agenda for approval.

Update:
The JAAC design has been completed and City staff has submitted an application to INCOG for CDBG funds to put towards the cost of construction for the JAAC.

Oklahoma Aquarium Large Animal Holding Facility: Public Works has completed the installation of the waterline and pressure reducing valve . It was determined that the moisture mitigation for the epoxy floor would no longer be required due to the latest moisture test of the building slab. The contractor is working to complete the electrical work and painting. The epoxy coating is to be installed starting February 10th, moving the completion of the project into early to mid-March. Contractor is installing the decking around the tanks and is expecting to seal coat and stripe the north parking lot starting on March 10th. City and Aquarium staff met with the contractor for a final walkthrough of the project on March 25 and will be providing a punchlist for the contractor to correct.

Update:
The contractor has completed most of the items on the punchlist. The remaining items on the punchlist are associated with electrical components that have a lead time of 2-3 weeks. Once the electrical components have been received and installed City staff and Aquarium staff will have a final walkthrough with the contractor to ensure all punchlist items have been completed.

OTHER PROJECTS

Tulsa County Projects:
- 91st Street (Franklin St. to Elwood Ave.) project – see below.
- 121st Street (Elwood Ave. to US HW 75) project – see below.

Update:
Right-of-way acquisition has begun on both projects. Based on the funding schedule for these projects, the 91st Street project is scheduled for construction in 2026 and the 121st Street project is scheduled for construction in 2027.

Engineering Projects Status Report

May 21, 2025

Commercial Projects
Riverfront South Centre Apartments (STUCO) (“K” Pl. & 5th St.): Contractor has begun installation of the water main extension and building footings for the three buildings. The 408 and 404 permits were approved by the USACE and a copy was provided to the City.
Eighteen Acre Ranch (116th St. & Elwood): No update.
Dollar General (123rd & Elm): The Sanitary sewer main extension has been installed and the manholes have past the vacuum test. The waterline main extension have been installed and the contractor is working to complete the Bac-T test for the extension.
512 Gardens (“B” St. & 5th St.): City staff has requested the developer redesign the waterline manifold for the water service, fire suppression, and irrigation lines.
Raw Development (East of Outlet Mall): The developer’s engineer is reevaluating the bank stabilization for the site.
Burn Boot Camp (“B” St. & Riverfront Ter.): The contractor has installed the water meter and the waterline for the fire suppression system.
Revitalize Med Spa(West of Waterfront Grill): The exterior walls have been bricked and the brick painted.
LDKerns Office Building: The requirement to extend the sidewalk from approximately N. Elm St. to N. Birch St. along W. “K” Pl. has been transferred from this project to a remodel project taking place at the existing LDKerns office building.
Jenk Crossing II (114th St. & Union Ave.): No update.
Motorsports Collective(Franklin St. & Adams St.): Waterlines have been installed on-site and the developer’s engineer is looking at a different alignment for the sanitary sewer service line to the sanitary sewer main.
323 Gardens (“C “ & 5th): No update.
BridgePoint (131st & Harvard): The developer’s engineer has submitted the ODEQ permits for the waterline and sanitary sewer main extensions. The contractor cannot construct either line until the City has received the signed permits from ODEQ. The contractor is starting to install the stormwater collection system and the underground detention on-site.
Bridging Hunger (East of Gateway Mortgage Group): The developer has submitted plans addressing previous city comments and a floodplain development permit to City staff for review. Contractor has poured the building footings.
S. James Ave. Extension: City staff has provided comments to the developer’s engineer on the latest set of plans that were submitted.
Oklahoma Central Credit Union (114th St. & Union Ave.): The developer’s engineer is redesigning on of the entries to the parking lot to move it out of the pipeline easement. The contractor has poured the slab of the building.
AAA Insurance (“A” St. & 5th St.): A earth change permit has been issued for this development. City staff is working with the developer to ensure the right-in-right-out entry/exit is designed adequately.
Chase Bank (706 W. Main St.): A earth change permit has been issued for this development. Contractor is working on the demolition plan.
Jenk Freshman Academy Phase III: Engineering has provided comments back to the development team on the earth change permit plans. City staff is scheduled to have a meeting with the development team next week to discuss the site plan. Contractor has began the demolition of the existing building.

Subdivision Projects
Harvard Oaks (135th St. & S. Harvard Ave.): Contractor working to complete punch list.
Pine Ridge (141st St. & Elm St.): No update.
121st & Elm Complex (121st Street and Elm Street – southwest corner): City staff has provided comments on the most recent set of plans submitted. A Earth Change Permit for site grading only was issued on 5/19/2025.
The Reserve at Southern Woods (111th Street, west of US 75): The contractor is continuing to install sanitary sewer and has begun installation of the stormwater collection system for the development. City staff will be requesting the developer to implement additional erosion control measures to prevent adverse effects on the surrounding properties.
Frazier Meadows II (131st St. & S. Harvard Ave.): The contractor has installed the curb and gutter of the streets and has completed paving the streets.

2025 Commercial Building Permit Projects Status Report

City of Jenks

Contractor	Project Name	Project Address	Earth Change Permit	Site Plan Review	Permit Number	Permit Issued Date	Pre-construction Meeting	Foundation & Underground Utility	Framing & Topout	Finals	C/O	NOTES
EBCO Contractors	Caliber Collision	11424 South Union Ave	6/8/2022	X	5524	12/15/21	X	7/15/22	2/13/23	3/21/23	03/30/23	C/O. TCO for 30days.
Tech Restoration	Day Craft Ice	3412 W 114th Street Suite 102		N/A	6006	10/3/22	X	N/A	2/23/23	5/20/23		tenant to complete finals
Helms Associates	Oklahoma Aquarium Holding Facility	300 Aquarium Drive	10/11/2023	X	COM-2023-0017	9/7/23	X	8/10/24	9/7/24	2/3/25		
TBD	Village on Main - Med Spa	161 Riverfront Drive	10/24/2023	N/A	COM-2023-0019	Void	X	11/26/24	12/5/24			
TeePee Roofing & Construction	Village on Main - Jo & Co Salon	161 Riverfront Drive Suite 110		N/A	COM-2023-0020	9/12/23	X			3/6/24		
Tech Restoration	Star Lumber Flooring	11410 S Irving Lane		N/A	COM-2023-0022	9/25/23	X					No Inpections have been requested
Voye	Fire Station 1	208 N Elm Stteet	3/4/2024		COM-2024-0034	10/30/24	X	12/10/24	9/15/24			NOT STARTED NO INSPECTIONS
Thompson Contruction	In the Raw	620 E 101st Street			COM-2024-0037							Building & Fire Plan Review Approved
Boyd Cherry	Mojo's Cofffee House	407 West A Street	12/12/2023	X	COM-2024-0042	4/25/24	X	6/15/24				
Oak Properties	Oak Properties	2217 E 131st Street		X	COM-2024-0086	9/9/24	X	12/21/24	11/16/24			
Cowen Construction	Elwood Avenue Dental	9404 S Elwood Avenue	2/26/2025	X	COM-2024-0092	2/25/25	2/21/25					Building & Fire Plan Review Approved
Amian Homes	Med Spa	123 S Aquarium Drive	10/24/2024	X	COM-2024-0097	10/31/24		12/21/24				
Maple Oak Invstments	Physical Therapy	11450 S Union Avenue		X	COM--2024-0099	1/14/25		2/10/25				
TBD	JP Morgan Chase Bank	706 W Main Street		X	COM-2024-0101							Building Plan Review Approved
Thompson Contruction	Oklahoma Central Credit Union	11408 S Union Avenue	2/4/2025	X	COM-2024-0103	3/18/25						Building Plan Review Approved
MPH Construction	918 Chiropractic	712 W Main		N/A	COM-2024-0108	12/18/24		NN	1/5/25			Building Plan Review Approved
TBD	Bora Bora Nail Spa	161 S Riverfront Drive		N/A	COM-2024-0112	2/28/25						Under Review
Mary Moura	Pure Kitchen	102 E Main Street	N/A	N/A	COM-2025-0001	2/3/25						Building & Fire Plan Review Approved
Red Dog Construction	Bridging Hunger	313 S Franklin Street	3/17/2025		COM-2025-0003							Under Review
Rupe Helmer Group	Dollar General	12244 S Elm Street	1/14/2025	X	COM-2025-0004	1/31/25	2/5/25	2/25/25				Building & Fire Plan Review Approved
Pense Company, Inc	Burn Boot Camp	813 East B Street	8/28/2024	X	COM-2024-0073	8/29/24		12/21/24				
Lebella Homes	512 Gardens	503 E K pl Buildings A&B	7/11/2023		RES-2023-0078	3/22/24		2/6/25	12/14/24			
Pompier Homes	Tulsa girls home X 2 units	B St	3/8/2024		RES-2025-004/005	1/30/25		2/4/25				
Kevin Smith	Mystic Pub	601 E Main Street			COM-2025-0110	3/22/24		2/5/25	2/6/25			
Oak Properties	K&R Wholesale	2217 E 131st Street			COM-2024-0086	9/9/24		11/29/24	11/23/24			
TBD	Sheila Anne Patiserie	610 W Main St			COM-2025-0091	2/5/25		10/15/24	2/25/25			
MPH Construction	Next level Fitness	722 West Main St			COM-2025-0006	2/12/25		2/24/25	2/25/25			
Brook Towne Construction	AAA Insurance	502 E A Street			COM-2025-0008							
4 Sight Construction	Stucco Apartments	503 East K Place Bldg A			COM-2025-0009	4/11/25	3/12/25					
4 Sight Construction	Stucco Apartments	504 East K Place Bldg B			COM-2025-0010	4/11/25	3/12/25					
4 Sight Construction	Stucco Apartments	505 East K Place Bldg C and Site			COM-2025-0011	4/11/25	3/12/25					
Crossland Construction	Jenks Freshman Academy Addition	207 E D Street			COM-2025-0013							
Rupe Building Company LLC	Motorsports	320 S Adams			COM-2025-0017	5/1/25						
B & H Construction	CNG Conversion	1799 N Birch Street			COM-2025-0019							
Prime Place Homes	Office Building	515 W Aquarium Place			COM-2025-0021							
MPH Construction	Back Nine Golf	12121 S Elm Street			COM-2025-0022	5/19/25						
TBD	Jenks Bible Church	708 W Main Street			COM-2025-0023							
Gold Rock Construction	Jazzercise	1081 W 121st Street			COM-2025-0027							
Josh Krebs	The Church Today	219 S Gateway Place Suite 2			COM-2025-0028							
TBD	Elm Street Walkmart Remodel	11020 S Elm Street			COM-2025-0029							

5/30/2025