

**AGENDA**  
**JENKS PUBLIC WORKS AUTHORITY**  
**TUESDAY, JUNE 2, 2026, 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](mailto: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 special meeting held on May 12, 2026.
  - B. Monthly Reports
2. Consideration and appropriate action relating to items removed from the Consent Agenda
3. Agreement for Engineering Services for a 2026 Sanitary Sewer Flow Monitoring Study by TREKK Design Group, LLC (Kansas City, MO) in an amount of \$90,787.00; funding for same to be budgeted to the 2013 Bond Issue (Account No. 32-844-5392).
4. Resolution 2026-03, appropriating and approving the Fiscal Year 2026-2027 Annual Budget as presented and amended to add \$28,000 for health insurance premium increase, providing for a pay plan and benefits program for the City of Jenks, Oklahoma, and providing an effective date of July 01,2026.

**OTHER BUSINESS**

**ADJOURNMENT**

**MINUTES  
SPECIAL MEETING  
JENKS PUBLIC WORKS AUTHORITY  
TUESDAY, MAY 12, 2026, 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 3:35 PM on May 08, 2026. The meeting was called to order at 06:37 PM on the above date with Chair Cory Box presiding at Jenks City Hall.

ROLL CALL

**Present**

John Brown  
Kevin Short  
Matthew Emmons  
Adam Abel  
Craig Murray  
Chair Cory Box

**Absent**

Donna Ogez

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 April 21, 2026.
  - B. Approve minutes of the Budget Committee special meeting held on May 06, 2026.
  - C. Monthly Reports

Kevin Short made a motion to approve Item 1. John Brown seconded the motion. A roll call vote of members was taken as follows:  
Yes: Cory Box, Adam Abel, John Brown, Craig Murray, Matthew Emmons, Kevin Short  
No: None  
Motion Carried.
2. Consideration and appropriate action relating to items removed from the Consent Agenda

Withdrawn.
3. Award a professional services contract for Pavement Inspection and Management Services to Vialytics Americas, Inc. for the three years pavement inspection and pavement management; Funding for the same is in the amount of \$39,135 for year 1 and \$32,135 for years 2 and 3 with the total amount not to exceed \$103,405 which will be paid from the current FY25-26 Budget (Account No. 50-511-5252 – City Engineer – Professional Services

Assistant General Manager Robert Carr introduced Item 3 and answered questions. City Engineer Jarrett Denton also answered questions. Kevin Short made a motion to approve Item 3. John Brown seconded the motion. A roll call vote of members was taken as follows:

Yes: Cory Box, Adam Abel, John Brown, Craig Murray, Matthew Emmons, Kevin Short

No: None

Motion Carried.

4. Discuss potential Jenks Senior Center location and relocation of Jenks City Hall administrative offices

Assistant General Manager Robert Carr introduced Item 4. He and General Manager Christopher ShROUT answered questions. Gary Smith (812 W "J" St) and Penny Pondelik (12311 S 16th St) addressed the Authority about the potential options for a Senior Center.

OTHER BUSINESS

1. General Manager's Report

Assistant General Manager Robert Carr answered questions.

ADJOURNMENT

Jenks Public Works Authority adjourned at 07:51 PM.



PARENT ACCOUNT:  
CITY OF JENKS 29

REPORT FOR:  
CITY OF JENKS 29  
2960-00-656689-7  
APR-24-2026 TO MAY-23-2026

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# 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 | 4705 S Elm Pl, Broken Arrow, OK 74011       | 1         | 8.510      | 34.80           | 0.00            | -3.18       | 31.62           |
|          | 5230 E Kenosha St, Broken Arrow, OK 74014   | 2         | 44.340     | 176.82          | 0.00            | -8.11       | 168.71          |
|          | 151 Fred Swan Ln, Claremore, OK 74017-4429  | 1         | 8.806      | 36.01           | 0.00            | -3.28       | 32.73           |
|          | 91 W 141st St, Glenpool, OK 74033           | 2         | 38.313     | 135.70          | 0.00            | -14.29      | 121.41          |
|          | 712 S Elm St, Jenks, OK 74037               | 355       | 4744.094   | 19295.70        | 0.00            | -1798.34    | 17497.36        |
|          | 11590 N 140th East A, Owasso, OK 74055      | 1         | 12.372     | 47.00           | 0.00            | -4.61       | 42.39           |
|          | 12100 S Waco Ave, Sapulpa, OK 74066         | 11        | 162.626    | 626.49          | 0.00            | -60.68      | 565.81          |
|          | 4950 S Harvard Ave, Tulsa, OK 74135-3004    | 1         | 14.831     | 62.28           | 0.00            | -5.53       | 56.75           |
|          | 9555 Riverside Pkwy, Tulsa, OK 74137        | 4         | 48.034     | 210.69          | 0.00            | -17.92      | 192.77          |
|          | 903 E Trudgeon St, Henryetta, OK 74437-4403 | 1         | 19.329     | 79.23           | 0.00            | -7.21       | 72.02           |
|          | <b>PERIOD TOTALS</b>                        |           | <b>379</b> | <b>5101.255</b> | <b>20704.72</b> | <b>0.00</b> | <b>-1923.15</b> |



PARENT ACCOUNT:  
CITY OF JENKS 29

REPORT FOR:  
CITY OF JENKS 29  
2960-00-656689-7  
APR-24-2026 TO MAY-23-2026

# 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 Regular  | 11.81   | 3.979       | 0.00       | 47.00    | 0.00     | -4.40        | 42.60    |                        |
|            | PERIOD            |         |             | 0.00       | 47.00    | 0.00     | -4.40        | 42.60    | 42.60                  |
|            | YTD               |         |             | 0.00       | 392.99   | 0.00     | -55.09       | 337.90   | 337.90                 |
| 252        | Unleaded Regular  | 22.84   | 3.889       | 0.00       | 87.84    | 0.00     | -8.52        | 79.32    |                        |
|            | PERIOD            |         |             | 0.00       | 87.84    | 0.00     | -8.52        | 79.32    | 79.32                  |
|            | YTD               |         |             | 0.00       | 366.02   | 0.00     | -44.61       | 321.41   | 321.41                 |
| 311        | Unleaded Regular  | 2899.53 | 3.921       | 0.00       | 11362.60 | 0.00     | -1073.14     | 10289.46 |                        |
|            | PERIOD            |         |             | 0.00       | 11362.60 | 0.00     | -1073.14     | 10289.46 | 10289.46               |
|            | YTD               |         |             | 0.00       | 42681.45 | 0.00     | -5359.95     | 37321.50 | 37321.50               |
| 411        | Regular Diesel #2 | 479.85  | 5.018       | 0.00       | 2411.92  | 0.00     | -207.76      | 2204.16  |                        |
|            | Unleaded Regular  | 237.19  | 3.925       | 0.00       | 924.52   | 0.00     | -88.47       | 836.05   |                        |
|            | PERIOD            |         |             | 0.00       | 3336.44  | 0.00     | -296.23      | 3040.21  | 3040.21                |
|            | YTD               |         |             | 0.00       | 15277.93 | 0.00     | -1723.76     | 13554.17 | 13554.17               |
| 511        | Unleaded Regular  | 34.06   | 3.999       | 0.00       | 136.41   | 0.00     | -12.70       | 123.71   |                        |
|            | PERIOD            |         |             | 0.00       | 136.41   | 0.00     | -12.70       | 123.71   | 123.71                 |
|            | YTD               |         |             | 0.00       | 929.25   | 0.00     | -118.96      | 810.29   | 810.29                 |
| 512        | Unleaded Regular  | 76.33   | 3.882       | 0.00       | 302.76   | 0.00     | -28.48       | 274.28   |                        |
|            | PERIOD            |         |             | 0.00       | 302.76   | 0.00     | -28.48       | 274.28   | 274.28                 |
|            | YTD               |         |             | 0.00       | 868.67   | 0.00     | -102.03      | 766.64   | 766.64                 |
| 521        | Unleaded Plus     | 41.56   | 4.499       | 0.00       | 187.00   | 0.00     | -15.51       | 171.49   |                        |
|            | Unleaded Regular  | 18.85   | 3.749       | 0.00       | 70.35    | 0.00     | -7.03        | 63.32    |                        |
|            | PERIOD            |         |             | 0.00       | 257.35   | 0.00     | -22.54       | 234.81   | 234.81                 |
|            | YTD               |         |             | 0.00       | 1072.63  | 0.00     | -121.87      | 950.76   | 950.76                 |
| 522        | Unleaded Plus     | 71.34   | 4.249       | 0.00       | 303.00   | 0.00     | -26.60       | 276.40   |                        |
|            | Unleaded Regular  | 60.43   | 3.849       | 0.00       | 232.70   | 0.00     | -22.53       | 210.17   |                        |
|            | PERIOD            |         |             | 0.00       | 535.70   | 0.00     | -49.13       | 486.57   | 486.57                 |
|            | YTD               |         |             | 0.00       | 2420.67  | 0.00     | -292.37      | 2128.30  | 2128.30                |
| 523        | PERIOD            |         |             | 0.00       | 0.00     | 0.00     | 0.00         | 0.00     | 0.00                   |
|            | YTD               |         |             | 0.00       | 56.33    | 0.00     | -8.21        | 48.12    | 48.12                  |
|            |                   |         |             |            |          |          |              |          |                        |
| 531        | Unleaded Plus     | 13.26   | 4.299       | 0.00       | 57.00    | 0.00     | -4.95        | 52.05    |                        |
|            | Unleaded Regular  | 335.14  | 3.821       | 0.00       | 1281.96  | 0.00     | -124.99      | 1156.97  |                        |
|            | Unleaded Super    | 31.99   | 4.649       | 0.00       | 148.71   | 0.00     | -11.93       | 136.78   |                        |
|            | PERIOD            |         |             | 0.00       | 1487.67  | 0.00     | -141.87      | 1345.80  | 1345.80                |
|            | YTD               |         |             | 0.00       | 5810.62  | 0.00     | -696.70      | 5113.92  | 5113.92                |



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CITY OF JENKS 29

REPORT FOR:  
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2960-00-656689-7  
APR-24-2026 TO MAY-23-2026

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END OF REPORT

# 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 |
|----------------|-------------------|---------|-------------|------------|----------|----------|--------------|----------|------------------------|
| 533            | Unleaded Regular  | 195.37  | 3.960       | 0.00       | 774.45   | 0.00     | -72.87       | 701.58   |                        |
|                | PERIOD            |         |             | 0.00       | 774.45   | 0.00     | -72.87       | 701.58   | 701.58                 |
|                | YTD               |         |             | 0.00       | 3751.37  | 0.00     | -470.08      | 3281.29  | 3281.29                |
| 561            | Unleaded Plus     | 79.49   | 4.266       | 0.00       | 342.24   | 0.00     | -29.65       | 312.59   |                        |
|                | Unleaded Regular  | 188.91  | 3.849       | 0.00       | 725.00   | 0.00     | -70.46       | 654.54   |                        |
|                | Unleaded Super    | 164.84  | 4.559       | 0.00       | 750.65   | 0.00     | -61.47       | 689.18   |                        |
|                | PERIOD            |         |             | 0.00       | 1817.89  | 0.00     | -161.58      | 1656.31  | 1656.31                |
|                | YTD               |         |             | 0.00       | 5849.04  | 0.00     | -652.35      | 5196.69  | 5196.69                |
| 562            | Unleaded Regular  | 73.26   | 3.974       | 0.00       | 293.70   | 0.00     | -27.32       | 266.38   |                        |
|                | PERIOD            |         |             | 0.00       | 293.70   | 0.00     | -27.32       | 266.38   | 266.38                 |
|                | YTD               |         |             | 0.00       | 1365.34  | 0.00     | -171.98      | 1193.36  | 1193.36                |
| 571            | Unleaded Regular  | 23.25   | 3.349       | 0.00       | 77.86    | 0.00     | -8.67        | 69.19    |                        |
|                | PERIOD            |         |             | 0.00       | 77.86    | 0.00     | -8.67        | 69.19    | 69.19                  |
|                | YTD               |         |             | 0.00       | 166.50   | 0.00     | -18.82       | 147.68   | 147.68                 |
| 919            | Unleaded Plus     | 42.09   | 4.432       | 0.00       | 187.05   | 0.00     | -15.70       | 171.35   |                        |
|                | PERIOD            |         |             | 0.00       | 187.05   | 0.00     | -15.70       | 171.35   | 171.35                 |
|                | YTD               |         |             | 0.00       | 703.18   | 0.00     | -78.32       | 624.86   | 624.86                 |
| Unassigned     | Rebate            | 5101.26 | 0.050       | -255.06    | 0.00     | 0.00     | 0.00         | 0.00     |                        |
|                | PERIOD            |         |             | -255.06    | 0.00     | 0.00     | 0.00         | 0.00     | -255.06                |
|                | YTD               |         |             | 0.00       | 0.00     | 0.00     | 0.00         | 0.00     | 0.00                   |
| ACCOUNT TOTALS | Regular Diesel #2 | 479.85  | 5.018       | 0.00       | 2411.92  | 0.00     | -207.76      | 2204.16  |                        |
|                | Unleaded Plus     | 247.74  | 4.432       | 0.00       | 1076.29  | 0.00     | -92.41       | 983.88   |                        |
|                | Unleaded Regular  | 4176.97 | 3.349       | 0.00       | 16317.15 | 0.00     | -1549.58     | 14767.57 |                        |
|                | Unleaded Super    | 196.83  | 4.559       | 0.00       | 899.36   | 0.00     | -73.40       | 825.96   |                        |
|                | Rebate            | 5101.26 | 0.050       | -255.06    | 0.00     | 0.00     | 0.00         | 0.00     |                        |
|                | PERIOD            |         |             | -255.06    | 20704.72 | 0.00     | -1923.15     | 18781.57 | 18526.51               |
|                | YTD               |         |             | 0.00       | 81711.99 | 0.00     | -9915.10     | 71796.89 | 71796.89               |

| ACCOUNTS RECEIVABLE SUMMARY - Invoice 112742472 |                 |
|---|-----------------|
| PREVIOUS BALANCE                                | 16535.89        |
| PAYMENTS  | -16535.89       |
| PURCHASES                                       | 18781.57        |
| DEBITS  | 0.00            |
| CREDITS   | 0.00            |
| QuikTrip Rebate                                 | -255.06         |
| PRIVATE SITE ANCILLARIES                        | 0.00            |
| <b>AMOUNT DUE</b>                               | <b>18526.51</b> |

| 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 |
|------------------|------------------|-------------|-------------------------|-------|---------|---------------|---------------------|---------------|---------------------------|----------------------|------------------|-------------------|------------------|-------------------|------------|
| 04/22/2026       | 07:40:19         | ****01151   | 571 655 14 FORD         | 23.25 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 25308            |                   | kingsley         | 571               | 571        |
| 04/22/2026       | 07:40:26         | ****01651   | 533 672 22 CHEVY        | 27.26 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 49284            |                   | COON             | 523               | 533        |
| 04/22/2026       | 07:50:05         | ****01801   | 531 625 24 FORD         | 28.07 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 7980             |                   | ABBATE           | 561               | 531        |
| 04/22/2026       | 08:03:55         | ****01411   | 531 664 19 FORD         | 36.18 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 180000           | 62989             | PRESHAM          | 533               | 531        |
| 04/22/2026       | 08:35:03         | ****01791   | 522 623 23 FORD         | 19.74 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 15849            |                   | PARSONS          | 531               | 522        |
| 04/22/2026       | 17:41:51         | ****01801   | 531 625 24 FORD         | 16.78 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 7905             | 8065              | ABBATE           | 561               | 531        |
| 04/27/2026       | 09:09:10         | ****00911   | 531 564 11 FORD         | 11.52 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 119250           | 120066            | REDUS            | 522               | 531        |
| 04/27/2026       | 09:23:02         | ****01661   | 531 675 22 CHEVY        | 17.18 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 38414            |                   | HURST            | 215               | 531        |
| 04/27/2026       | 10:13:54         | ****02021   | 521 196 25 FORD         | 10.1  | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 1017             |                   | CASTRO           | 531               | 521        |
| 04/27/2026       | 15:03:46         | ****01481   | 511 668 19 FORD         | 10.98 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 45530            |                   | cicero           | 533               | 511        |
| 04/27/2026       | 15:56:57         | ****01721   | 522 635 15 FORD         | 19.27 | UN+     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 186295           |                   | LEWIS            | 521               | 522        |
| 04/29/2026       | 08:05:13         | ****01571   | 252 425 14 CHEVY        | 16.9  | UNL     | Quiktrip 0106 | 91 W 141st St       | Glenpool      | OK                        | 74033                | 112772           | 112505            | DRY              | 252               | 252        |
| 04/30/2026       | 07:45:45         | ****01721   | 522 635 15 FORD         | 16.35 | UN+     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 186401           |                   | LEWIS            | 521               | 522        |
| 04/30/2026       | 09:08:13         | ****01661   | 531 675 22 CHEVY        | 10.52 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 38591            | 38558             | HURST            | 215               | 531        |
| 04/30/2026       | 09:30:59         | ****01411   | 531 664 19 FORD         | 37.6  | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 180000           | 63509             | PRESHAM          | 533               | 531        |
| 05/01/2026       | 10:05:20         | ****01791   | 522 623 23 FORD         | 21.16 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 16188            |                   | PARSONS          | 531               | 522        |
| 05/02/2026       | 09:29:04         | ****01801   | 531 625 24 FORD         | 19.01 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 8106             |                   | ABBATE           | 561               | 531        |
| 05/04/2026       | 07:47:14         | ****01651   | 533 672 22 CHEVY        | 25.28 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 49486            |                   | COON             | 523               | 533        |
| 05/04/2026       | 08:15:41         | ****01551   | 533 670 19 FORD         | 24.48 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 1800000          | 137046            | PRESHAM          | 533               | 533        |
| 05/04/2026       | 08:16:08         | ****01442   | 533 665 19 FORD         | 32.92 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 49776            |                   | STEED            | 531               | 533        |
| 05/05/2026       | 12:49:52         | ****02021   | 521 196 25 FORD         | 8.753 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 1188             |                   | CASTRO           | 531               | 521        |
| 05/05/2026       | 15:12:37         | ****01481   | 511 668 19 FORD         | 11.17 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 45830            |                   | cicero           | 533               | 511        |
| 05/06/2026       | 08:35:36         | ****01491   | 531 667 19 FORD         | 31.99 | SUP     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 58130            | 58930             | Amberman         | 531               | 531        |
| 05/07/2026       | 11:39:45         | ****01801   | 531 625 24 FORD         | 13.26 | UN+     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 80325            | 8173              | ABBATE           | 561               | 531        |
| 05/07/2026       | 14:49:58         | ****01721   | 522 635 15 FORD         | 18.38 | UN+     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 186540           |                   | LEWIS            | 521               | 522        |
| 05/08/2026       | 11:31:37         | ****01373   | 215 639 EXPLOR 12       | 11.81 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 154885           |                   | SMITH            | 522               | 215        |
| 05/08/2026       | 11:34:30         | ****01551   | 533 670 19 FORD         | 28.23 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 1800000          | 138011            | PRESHAM          | 533               | 533        |
| 05/08/2026       | 13:48:29         | ****00241   | 252 643 08 DODGE        | 5.941 | UNL     | Quiktrip 0096 | 9555 Riverside Pkwy | Tulsa         | OK                        | 74137                | 59582            |                   | JOHNSON          | 212               | 252        |
| 05/11/2026       | 14:02:31         | ****01661   | 531 675 22 CHEVY        | 8.125 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 38730            | 38669             | HURST            | 215               | 531        |
| 05/12/2026       | 08:13:40         | ****00911   | 531 564 11 FORD         | 25.65 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 119564           | 120255            | REDUS            | 522               | 531        |
| 05/13/2026       | 10:12:36         | ****01791   | 522 623 23 FORD         | 19.53 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 16485            |                   | PARSONS          | 531               | 522        |
| 05/13/2026       | 14:29:45         | ****00961   | 521 640 07 DODGE        | 41.56 | UN+     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 60295            | 28372             | LEWIS            | 521               | 521        |
| 05/14/2026       | 07:42:26         | ****01651   | 533 672 22 CHEVY        | 28.57 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 49730            |                   | COON             | 523               | 533        |
| 05/14/2026       | 09:14:37         | ****01551   | 533 670 19 FORD         | 28.63 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 1800000          | 138990            | PRESHAM          | 533               | 533        |
| 05/14/2026       | 17:54:02         | ****01801   | 531 625 24 FORD         | 19.05 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 8590             | 8270              | ABBATE           | 561               | 531        |
| 05/15/2026       | 07:54:52         | ****01801   | 531 625 24 FORD         | 26.93 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 8095             | 8727              | ABBATE           | 561               | 531        |
| 05/15/2026       | 10:55:49         | ****01481   | 511 668 19 FORD         | 11.91 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 46105            |                   | cicero           | 533               | 511        |
| 05/15/2026       | 13:39:21         | ****01721   | 522 635 15 FORD         | 17.34 | UN+     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 186630           |                   | LEWIS            | 521               | 522        |
| 05/18/2026       | 13:36:51         | ****00911   | 531 564 11 FORD         | 43.18 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 29307            | 120783            | REDUS            | 522               | 531        |
| 05/19/2026       | 11:18:00         | ****01801   | 531 625 24 FORD         | 20.51 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 9608             | 8831              | ABBATE           | 561               | 531        |
| 05/19/2026       | 14:57:49         | ****01661   | 531 675 22 CHEVY        | 14.83 | UNL     | Quiktrip 0101 | 712 S Elm St        | Jenks         | OK                        | 74037                | 38964            |                   | HURST            | 215               | 531        |

## JPWA ENCUMBRANCES AND EXPENDITURES

Payroll and Benefits for approval June 1, 2026 through June 15, 2026

PAYROLL FOR EMPLOYEES \$85,000.00

### EMPLOYEE PAID PAYROLL BENEFITS INCLUDED 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         |
|                       | <b>TOTAL</b>            | <b>\$21,900.00</b> |

### 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 Retirement | \$5,500.00         |
|                  | <b>TOTAL</b>             | <b>\$20,700.00</b> |

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

**JPWA ENCUMBRANCES AND EXPENDITURES**

Payroll and Benefits for approval June 16, 2026 through June 30, 2026

PAYROLL FOR EMPLOYEES \$85,000.00

**EMPLOYEE PAID PAYROLL BENEFITS INCLUDED 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         |
|                       | <b>TOTAL</b>            | <b>\$21,900.00</b> |

**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 Retirement | \$5,500.00         |
|                  | <b>TOTAL</b>             | <b>\$20,700.00</b> |

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

JPWA  
Fund 50  
Financial Position  
As of 04/30/2026

|                              | Actual<br>FY 25-26<br>Jul 1 - Apr 30 | Budget<br>Year 2<br>FY 25-26 | Budget %<br>Earned/Used<br>FY 25-26 | Actual<br>FY 24-25<br>Jul 1 - Apr 30 |
|------------------------------|--------------------------------------|------------------------------|-------------------------------------|--------------------------------------|
| <b>Gross Revenues:</b>       |                                      |                              |                                     |                                      |
| Water Sales                  | \$ 7,652,757.47                      | \$ 9,784,723.00              | 78%                                 | \$ 8,014,208.35                      |
| Water Taps                   | 56,505.00                            | 61,900.00                    | 91%                                 | 51,715.00                            |
| Sewer                        | 2,485,615.78                         | 3,020,857.00                 | 82%                                 | 2,331,335.34                         |
| Sewer Taps                   | 21,200.00                            | 20,000.00                    | 106%                                | 17,800.00                            |
| Field Charges                | 59,760.00                            | 51,000.00                    | 117%                                | 50,290.00                            |
| Penalties                    | 189,746.36                           | 125,000.00                   | 152%                                | 181,162.46                           |
| Bulk Water                   | 265.28                               | 500.00                       | 53%                                 | 426.39                               |
| Return Check Fee             | 3,710.00                             | 2,000.00                     | 186%                                | 3,955.00                             |
| Solid Waste Revenue          | 1,295,682.05                         | 1,535,000.00                 | 84%                                 | 1,277,380.41                         |
| Recycling Fee                | 300,378.09                           | 357,000.00                   | 84%                                 | 297,010.10                           |
| Water Sales - Industrial     | 3,779,785.52                         | 4,400,000.00                 | 86%                                 | 4,128,510.26                         |
| Stormwater Sewer             | 691,117.04                           | 846,000.00                   | 82%                                 | 650,319.00                           |
| EMSA Fees                    | 380,662.98                           | 440,000.00                   | 87%                                 | 376,488.00                           |
| Online Convenience Fee       | -                                    | -                            | -                                   | -                                    |
| Miscellaneous Fees           | -                                    | -                            | -                                   | -                                    |
| Miscellaneous                | 494.19                               | -                            | -                                   | 2,851.42                             |
| Auction Sales                | 1,369.00                             | -                            | -                                   | -                                    |
| Interest                     | 71,906.23                            | 30,000.00                    | 240%                                | 104,782.78                           |
| Interest On Investments      | 422,271.65                           | 160,000.00                   | 264%                                | 472,098.31                           |
| <b>Total Gross Revenues:</b> | <b>\$ 17,413,226.64</b>              | <b>\$ 20,833,980.00</b>      | <b>84%</b>                          | <b>\$ 17,960,332.82</b>              |

|  |                         |                          |            |                          |
|--|-------------------------|--------------------------|------------|--------------------------|
| <b>Operating Expenditures:</b>               |                         |                          |            |                          |
| City Manager                                 | \$ 286,526.64           | \$ 365,000.00            | 79%        | \$ 267,765.77            |
| City Clerk                                   | 152,908.67              | 246,300.00               | 62%        | 149,402.89               |
| City Treasurer                               | 131,595.93              | 161,250.00               | 82%        | 56,603.34                |
| City Attorney                                | 194,222.82              | 248,450.00               | 78%        | 178,571.07               |
| Revenue Collections                          | 461,042.63              | 511,400.00               | 90%        | 445,946.72               |
| Personnel                                    | 2,935.41                | 7,400.00                 | 40%        | 1,838.60                 |
| Admin Support/Records                        | 44,012.95               | 55,500.00                | 79%        | 24,672.98                |
| General Government                           | 319,048.77              | 293,750.00               | 109%       | 197,822.99               |
| City Planner                                 | 134,126.10              | 282,800.00               | 47%        | 212,090.71               |
| Economic Development                         | 540,826.64              | 745,200.00               | 73%        | 397,833.46               |
| City Facilities                              | 339,728.06              | 429,900.00               | 79%        | 397,611.81               |
| City Engineer                                | 398,545.11              | 594,200.00               | 67%        | 266,549.59               |
| Protective Inspections                       | 101,890.32              | 138,900.00               | 73%        | 100,370.04               |
| Technology & Communications                  | 137,636.44              | 191,600.00               | 72%        | 124,680.06               |
| General Maintenance                          | 472,456.85              | 499,700.00               | 95%        | 309,690.52               |
| Drainage Maintenance                         | 398,210.95              | 506,450.00               | 79%        | 383,030.27               |
| Water Supply                                 | 6,371,335.75            | 8,343,000.00             | 76%        | 7,010,331.15             |
| Water Maintenance                            | 812,131.55              | 945,946.00               | 86%        | 731,517.78               |
| Sewer Plant                                  | 1,415,636.69            | 1,893,437.00             | 75%        | 1,363,111.91             |
| Sewer Maintenance                            | 612,892.82              | 895,725.00               | 68%        | 622,858.40               |
| Community Activities                         | 101,631.40              | 125,000.00               | 81%        | 90,940.10                |
| Maintenance Facility                         | 198,432.53              | 225,700.00               | 88%        | 160,067.48               |
| Solid Waste                                  | 1,538,812.77            | 1,850,000.00             | 83%        | 1,515,981.74             |
| <b>Total Operating Expenditures:</b>         | <b>\$ 15,166,587.80</b> | <b>\$ 19,556,608.00</b>  | <b>78%</b> | <b>\$ 15,009,289.38</b>  |
| <b>Capital Expenditures:</b>                 |                         |                          |            |                          |
| City Engineer                                | \$ -                    | \$ -                     | -          | \$ -                     |
| Technology & Communications                  | -                       | -                        | -          | -                        |
| General Maintenance                          | 97,503.36               | 195,000.00               | 50%        | 159,394.92               |
| Drainage Maintenance                         | 100,773.33              | 255,000.00               | 40%        | 118,640.79               |
| Water Maintenance                            | 126,187.94              | 450,000.00               | 28%        | 184,670.49               |
| Sewer Plant                                  | 852.32                  | 150,000.00               | 1%         | -                        |
| Sewer Maintenance                            | 28,873.36               | 247,000.00               | 12%        | 18,631.48                |
| Maintenance Facility                         | 35,646.00               | 40,000.00                | 89%        | -                        |
| <b>Total Capital Expenditures:</b>           | <b>\$ 354,190.31</b>    | <b>\$ 1,337,000.00</b>   | <b>26%</b> | <b>\$ 481,337.68</b>     |
| <b>Excess (deficiency) of</b>                |                         |                          |            |                          |
| <b>Revenues over Expenditures:</b>           | <b>\$ 1,892,448.53</b>  | <b>\$ (59,628.00)</b>    |            | <b>\$ 2,469,705.76</b>   |
| <b>Other Financing Sources (Uses)</b>        |                         |                          |            |                          |
| Sales Tax Transfer from General Fund         | \$ 10,386,004.06        | \$ 11,929,687.00         | 87%        | \$ 9,039,864.85          |
| Use Tax Transfer from General Fund           | 2,586,837.76            | 3,047,914.00             | 85%        | 2,551,617.49             |
| Transfers from Sinking Fund                  | -                       | -                        | -          | -                        |
| Transfers from Other Funds                   | -                       | -                        | -          | -                        |
| Transfers Out                                | (13,802,504.48)         | (16,252,601.00)          | 85%        | (12,922,355.54)          |
| <b>Total Other Financing Sources (Uses):</b> | <b>\$ (829,662.66)</b>  | <b>\$ (1,275,000.00)</b> | <b>65%</b> | <b>\$ (1,330,873.20)</b> |
| <b>Net Change in Fund Balance:</b>           |                         |                          |            |                          |
|  | <b>\$ 1,062,785.87</b>  | <b>\$ (1,334,628.00)</b> |            | <b>\$ 1,138,832.56</b>   |



## 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: **Christopher Shrout, City Manager**

From: **F. Robert Carr, Jr., P.E., Assistant City Manager**

Date: **May 28, 2026**

Subject: **2026 Sanitary Sewer Flow Monitoring Study – Award of Contract**

*F. Robert Carr*

In the 2013 Bond issue, wastewater collection and treatment infrastructure were affirmed to be major improvement needs. The initial step toward this policy implementation by City Council and the voters required staff to identify and procure firms that specialize in these engineering services. The RJN Group, Inc. was identified as the firm that could specialize in collection system engineering. Performing system flow monitoring and modeling in the collection system master plan was done initially to develop data specific to assess present and future flows to the wastewater treatment plant. A Wastewater Collection System Master Plan Update was submitted to the City in April 2019.

The purpose of the Master Plan was to assess existing assets, development of future flows, development and calibration of a hydraulic model, provide a hydraulic capacity analysis of the existing system and provide recommendations for system improvements for future conditions with ultimate build-out. According to the recommendations for system improvements, initial capacity improvement (intended to be accomplished within the first 5 years) involved projects needed to meet immediate system capacity and conveyance to the wastewater treatment plant.

One of the most significant projects that was included in this timeframe is for the 106<sup>th</sup> & Elm Lift Station and Force Main Upgrades. A few factors were considered to determine the importance of this project, including the following:

- The service area for this lift station covers a large area that collects flow from west of U.S. Highway 75, north to 111th Street, south to 131st Street and east to Elm Street.
- The existing force main conveying pumped wastewater from the lift station is on the west side of Polecat Creek and connects to a gravity sewer at the PSO Power Plant.
- The gravity line was determined in the Master Plan to be at maximum capacity and has periodically overflowed during high rainfall events.
- The 2013 Bond Issue includes funds for designing a replacement lift station at this location and a new force to the Wastewater Treatment Plant.
- The integrity of the existing force main is questionable because of severe bank erosion that occurred during the Spring 2019 flood event that washed away numerous sections of the pipe.
- Re-routing the force main to the east side of Polecat Creek would eliminate future concerns.
- Extending the force main from the current termination at PSO directly to the wastewater treatment plant could be a viable alternative to constructing a larger gravity line that is proposed in the Master Plan.
- The 2020 Bond Issue includes design of 106th Street from Elm Street to River District. Relocation of the lift station will likely be required to enable an appropriate location of the new road and to move the structure away from Elm Street.

With all these factors occurring simultaneously, Staff solicited engineering proposals for a combined design of the lift station and force main re-routing. A contract for design services was awarded to Carollo Engineers, Inc. (Oklahoma City, Oklahoma) on March 16, 2021 in an amount of \$307,871.00 for the lift station and \$381,571.00 for design work related to the force main for a total amount not to exceed \$689,442.00. To date, a total of \$400,290.58 (58% of the total contracted amount) has been spent on these services and the final design phase is approximately forty percent (40%) completed.

Wastewater collection system flow data were metered in 2016 as part of the Master Plan study. Flow meters were installed at specific locations in the collection system over a period that included both dry weather and rainfall events. Based on the flow results obtained and system modeling, a capital improvement plan was developed that included construction costs projections and timelines. These flow data are used in the design process to establish pumping requirements for the lift station and carrying capacity of gravity sewers and force mains as regulated by the Oklahoma Department of Environmental Quality (ODEQ). Peak flows, usually following rainfall events, need to be determined.

For this project, Carollo reviewed Master Plan flow data and projections collected in 2016. Only some minor adjustments were made to the modeled flow data to reflect development changes over the past 10 years. Due to the magnitude of projected constructions costs, discussion was held about conducting current flow and rainfall monitoring to verify the design requirements. Carollo indicated that these tasks could not take place until March - June 2027 at a cost of approximately \$270,000 to \$300,000. As a result, staff contacted other engineering firms to determine the possibility of updating these data sooner and with less costs. TREKK Design Group, LLC (Kansas City, MO) was recommended. A proposal was received in the amount of \$90,787 for a period of 90 days to install 7 flow meters and 2 rain gauges. These tasks would start in early June 2026. The City Attorney has reviewed the Agreement and recommended changes that have been incorporated. Analyses of the flow metering data will also need to be performed at a later date.

Staff recommends approval of an Agreement for Engineering Services for a 2026 Sanitary Sewer Flow Monitoring Study by TREKK Design Group, LLC (Kansas City, MO) in an amount of \$90,787.00; funding for same to be budgeted to the 2013 Bond Issue (Account No. 32-844-5392.)

Attachments:

TREKK Engineering, LLC Agreement for Professional Engineering Services

AGREEMENT  
FOR  
PROFESSIONAL ENGINEERING SERVICES  
FOR  
(2026 Sanitary Sewer Flow Monitoring Study)

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2026 between the City of Jenks, Oklahoma, a Municipal Corporation, of the State of Oklahoma, hereinafter referred to as CITY, and (TREKK Design Group, LLC), Hereinafter referred to as ENGINEER;

WITNESSETH:

WHEREAS, CITY intends to complete a 2026 Sanitary Sewer Flow Monitoring Study in Jenks, Oklahoma, hereinafter referred to as the PROJECT; and,

WHEREAS, CITY requires certain professional services in connection with the PROJECT, hereinafter referred to as the SERVICES; and

WHEREAS, ENGINEER is prepared to provide such SERVICES;

NOW THEREFORE, in consideration of the promises contained herein, the parties hereto agree as follows:

1.0 SCOPE OF PROJECT: The scope of the PROJECT is described in Attachment A, SCOPE OF PROJECT, which is attached hereto and incorporated by reference as part of this AGREEMENT.

2.0 SERVICES TO BE PERFORMED BY ENGINEER. ENGINEER shall perform the SERVICES described in Attachment B, SCOPE OF SERVICES, which is attached hereto and incorporated by reference as part of this AGREEMENT.

3.0 CITY'S RESPONSIBILITIES. CITY shall be responsible for all matters described in Attachment C, RESPONSIBILITIES OF THE CITY, which is attached hereto and incorporated by reference as part of this AGREEMENT.

4.0 COMPENSATION CITY shall pay ENGINEER in accordance with Attachment D, COMPENSATION, which is attached hereto and incorporated by reference as part of this agreement.

5.0 STANDARD OF PERFORMANCE. ENGINEER shall perform the SERVICES undertaken in a manner consistent with the prevailing accepted standard for similar services with respect to projects of comparable function and complexity and with the applicable laws and regulations published and in effect at the time of performance of the SERVICES. The PROJECT shall be designed and engineered in a good and workmanlike manner and in strict accordance with this AGREEMENT. All engineering work shall be performed by or under the supervision of

Professional Engineers licensed in the State of Oklahoma, and properly qualified to perform such engineering services, which qualification shall be subject to review by CITY. Other than the obligation of the ENGINEER to perform in accordance with the foregoing standard, no warranty either express or implied, shall apply to the SERVICES to be performed by the ENGINEER pursuant to this AGREEMENT or the suitability of ENGINEER'S work product.

6.0 LIMITATIONS OF RESPONSIBILITY. ENGINEER shall not be responsible for construction means, methods, techniques, sequences, procedures, or safety precautions and programs in connection with the PROJECT.

7.0 OPINIONS OF COST AND SCHEDULE.

7.1 The Parties acknowledge that the ENGINEER has no control over the cost of labor, materials, equipment or services furnished by others, or over contractors', subcontractors', or vendors' methods of determining prices, or over competitive bidding or market conditions, ENGINEER'S cost estimates shall be made on the basis of qualification and experience as a Professional Engineer.

7.2 Since ENGINEER has no control over the resources provided by others to meet construction contract schedules, ENGINEER'S forecast schedules shall be made on the basis of qualification and experience as a Professional Engineer.

8.0 LIABILITY AND INDEMNIFICATION.

8.1 ENGINEER shall defend and indemnify CITY from and against legal liability for damages of the performance of the SERVICES for CITY including but not limited to any claims, costs, attorney fees, or other expenses of whatever nature to the extent caused by the negligent act, error, or omission of ENGINEER or any person or organization for whom ENGINEER is legally liable. Nothing in this paragraph shall make the ENGINEER liable for any damages caused by the CITY or any other Contractor of the CITY.

8.2 ENGINEER shall not be liable to CITY for any special, indirect or consequential damages, such as, but not limited to, loss of revenue, or loss of anticipated profits.

9.0 COMPLIANCE WITH LAWS.

9.1 In performance of the SERVICES, ENGINEER shall comply with applicable regulatory requirements including federal, state, and local laws, rules, regulations, orders, codes, criteria and standards. ENGINEER shall procure the permits, certificates, and licenses necessary to allow ENGINEER to perform the SERVICES. ENGINEER shall not be responsible for procuring permits, certificates, and licenses required for any construction unless such responsibilities are specifically assigned to ENGINEER in Attachment B, SCOPE OF SERVICES.

9.2 The ENGINEER certifies that it and all of its subcontractors to be used in the performance of this Agreement are in compliance with 25 O.S. Sec. 1313 and participate in the Status Verification System. The Status Verification System is defined in 25 O.S. Sec. 1312 and includes but is not limited to the free Employee Verification Program (E-Verify) available at [www.dhs.gov/E-Verify](http://www.dhs.gov/E-Verify).

10.0 INSURANCE.

10.1 During the performance of the SERVICES under this AGREEMENT, ENGINEER shall maintain the following insurance:

10.1.1 General Liability Insurance with a bodily injury and property damage combined single limit of not less than \$1,000,000 for each occurrence.

10.1.2 Automobile liability Insurance with a bodily injury and property damage combined single limit of not less than \$1,000,000 for each occurrence.

10.1.3 Worker's Compensation Insurance in accordance with statutory requirements and Employers' Liability Insurance with limits of not less than \$100,000 for each occurrence.

10.1.4 Professional Liability Insurance with coverage of \$1,000,000 for each occurrence, \$2,000,000 aggregate, and any amendments or successor provisions related thereto with prior acts endorsement for the insurance to remain in effect for one year after CITY acceptance of the PROJECT.

10.2 ENGINEER shall furnish CITY certificates of insurance which shall include a provision that such insurance shall not be cancelled without at least 30 days written notice to the CITY.

10.3 The ENGINEER shall not cause any required insurance policy to be cancelled or permit it to lapse. If the ENGINEER cancels, allows to lapse, fails to renew or in any way fails to keep any required insurance policy in effect, the CITY will suspend all progress and/or final payments for the project until the required insurance is obtained. Further, an ENGINEER who fails to keep required insurance policies in effect may be deemed by the CITY in breach of contract, ineligible to respond to invitations to submit proposals and/or ineligible to engage in any new agreements.

11.0 OWNERSHIP AND REUSE OF DOCUMENTS.

11.1 All documents, including original drawing, estimates, specifications, field notes, and data shall become and remain the property of the CITY.

11.2 CITY'S reuse of such documents without written verification or adaptation by ENGINEER for the specific purpose intended with be at CITY'S risk.

12.0 TERMINATION OF AGREEMENT.

12.1 The obligation to continue SERVICES under this AGREEMENT may be terminated by either party upon fifteen days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party.

12.2 CITY shall have the right to terminate this AGREEMENT, or suspend performance thereof, for CITY'S convenience upon written notice to ENGINEER; and ENGINEER shall terminate or suspend performance of SERVICES on a schedule acceptable to CITY. In the event of termination or suspension for CITY'S convenience, CITY shall pay ENGINEER for all SERVICES performed in accordance with provisions of Attachment D, COMPENSATION. Upon restart of a suspended project, payment shall be made to ENGINEER in accordance with Attachment D, COMPENSATION.

13.0 NOTICE.

13.1 Any notice, demand, or request required by or made pursuant to this AGREEMENT shall be deemed properly made if personally delivered in writing or deposited in the United States mail, postage prepaid, to the address specified below.

13.0.1 To ENGINEER: TREKK Design Group, LLC  
1310 E 104<sup>th</sup> St., Suite 200  
Kansas City, MO 64131

13.0.2 To CITY: City of Jenks, Oklahoma  
211 North Elm Street, P.O. Box 2007  
Jenks, Oklahoma 74037

13.2 Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of ENGINEER and CITY.

14.0 UNCONTROLLABLE FORCES Neither CITY nor ENGINEER shall be considered to be in default of this AGREEMENT if delays in or failure of performance shall be due to forces which are beyond the control of the parties; including, but not limited to: fire, flood, earthquakes, storms, lightning, epidemic, war, riot, civil disturbance, sabotage; inability to procure permits, licenses, or authorizations from any state, local, or federal agency or person for any of the supplies, materials, accesses, or services required to be provided by either CITY or ENGINEER under this AGREEMENT; strikes, work slowdowns or other labor disturbances, and judicial restraint.

15.0 SEVERABILITY. If any portion of this AGREEMENT shall be construed by a court of competent jurisdiction as unenforceable, such portion shall be severed herefrom, and the balance of this AGREEMENT shall remain in full force and effect.

16.0 INTEGRATION AND MODIFICATION. This AGREEMENT includes Attachments A, B, C, and D, and represents the entire and integrated AGREEMENT between the Parties; and supersedes all prior negotiations, representations, or agreements pertaining to the SCOPE OF SERVICES herein, either written or oral. This AGREEMENT may be amended only by a written instrument signed by each of the Parties.

17.0 DISPUTE RESOLUTION PROCEDURE. In the event of a dispute between the ENGINEER and the CITY over the interpretation of application of the terms of this AGREEMENT, the matter shall be referred to the Jenks City Manager for resolution. If the City Manager is unable to resolve the dispute, the matter may, in the Manager's discretion, be referred to the Mayor for resolution. Regardless of these procedures, neither party shall be precluded from exercising any rights, privileges or opportunities permitted by law to resolve any dispute.

18.0 ASSIGNMENT. ENGINEER shall not assign its obligations undertaken pursuant to this AGREEMENT, provided that nothing contained in this paragraph shall prevent ENGINEER from employing such independent consultants, associates, and subcontractors as ENGINEER may deem appropriate to assist ENGINEER in the performance of the SERVICES hereunder.

19.0 APPROVAL. It is understood and agreed that all work performed under this AGREEMENT shall be subject to inspection and approval by the Public Works Department of the City of Jenks, and any plans or specifications not meeting the terms set forth in this AGREEMENT will be replaced or corrected at the sole expense of the ENGINEER. The ENGINEER will meet with the

City staff initially and monthly thereafter and will be available for public hearings and/or City of Jenks presentation.

20.0 TIME OF ESSENCE. The Parties agree that time is deemed to be of the essence with respect to this Agreement. ENGINEER shall perform the Services in accordance with the project schedule and consistent with industry standards; however, ENGINEER shall not be responsible for delays caused by factors outside of ENGINEER's reasonable control, including weather conditions, site access limitations, or delays in receipt of information or approvals from CITY.

21.0 GOVERNING LAW: JURISDICTION: VENUE. This AGREEMENT shall be deemed to have been executed by all parties hereto in Tulsa County, Oklahoma and accordingly, this AGREEMENT shall be governed by and construed in accordance with the laws of the State of Oklahoma. The Parties agree that any suit, action or proceeding with respect to this AGREEMENT shall be brought in the District Court of Tulsa County, Oklahoma. All parties hereby irrevocably waive any objections which they may now or hereafter have to the personal jurisdiction or venue of any suit, action or proceeding arising out of or relating to this AGREEMENT brought in any such court and hereby further irrevocable waive any claim that such suit, action or proceeding brought in such court has been brought in an inconvenient forum.

22.0 RELATIONSHIP OF PARTIES. The ENGINEER is, and shall remain at all times, an independent contractor with respect to activities and conduct while engaged in the performance of SERVICES for the CITY under this Agreement. No employees, subcontractors or agents of the ENGINEER shall be deemed employees of the CITY for any purposes whatsoever, and none shall be eligible to participate in any benefit program provided by the CITY for its employees. The ENGINEER shall be solely responsible for the payment of all employee wages and salaries, taxes, withholding payments, fringe benefits, insurance premiums, continuing education courses, material or related expenses on behalf of its employees, subcontractors and agents. Nothing in this AGREEMENT shall be construed to create a partnership, joint venture, or agency relationship among the Parties. No party shall have any right, power or authority to act as a legal representative of another party, and no party shall have any power to obligate or bind another party, or to make any representations, express or implied, on behalf of or in the name of the other in any manner or for any purpose whatsoever.

23.0 INVALIDITY. If any terms of this AGREEMENT shall be declared invalid, illegal, or unenforceable for any reason or in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions hereof and this AGREEMENT shall be construed as if such provision had never been contained herein.

24.0 THIRD PARTIES. This AGREEMENT is between CITY and ENGINEER and creates no right unto or duties to any other person. No person is or shall be deemed a third party beneficiary of this AGREEMENT.

25.0 HEADINGS. The heading used herein are for convenience only and shall not be used in interpreting this AGREEMENT.

26.0 BINDING EFFECT. This Agreement shall be binding upon CITY and ENGINEER and their respective successors, heirs, legal representatives and permitted assigns.

27.0 WAIVER. The rights and remedies of the parties to this AGREEMENT are cumulative and not alternative. Neither the failure nor any delay by any party in exercising any right, power or privilege under this Agreement will operate as a waiver of such right, power or privilege, and no

single or partial exercise of any such right, power or privilege will preclude any other or further exercise of such right, power or privilege or the exercise of any other right, power or privilege. To the maximum extent permitted by applicable laws: (i) no claim or right arising out of this Agreement or the documents referred to in this Agreement can be discharged by one party, in whole or in part, by a waiver or renunciation of the claim or right unless in writing signed by the other parties; (ii) no waiver that may be given by a party shall be applicable except to the specific instance for which it is given; and (iii) no notice or demand on one party shall be deemed to be a waiver of any obligation of such party or of the right of the party giving such notice or demand to take further action without notice or demand as provided in this Agreement.

28.0 INTERPRETIVE MATTERS AND DEFINITIONS. The following interpretive matters shall be applicable to this AGREEMENT:

28.1 Unless the context otherwise requires: (a) all references to Sections are to Section of or to this Agreement; (b) each term defined in this Agreement has the meaning assigned to it; (c) "or" is disjunctive but not necessarily exclusive; (d) words in a singular include the plural and vice versa. All reference to dollar amounts shall be in lawful currency of the United States of America;

28.2 No provision of this Agreement will be interpreted in favor of, or against, any of the parties hereto by reason of the extent to which such party or its counsel participated in the drafting thereof or by reason of the extent to which any such provision is inconsistent with any prior draft hereof or thereof;

28.3 Any reference to any applicable laws shall be deemed to refer to all rules and regulations promulgated thereunder and judicial interpretations thereof, unless the context requires otherwise;

28.4 The word "including" means "including, without limitation" and does not limit the preceding words or terms; and

28.5 All words used in the AGREEMENT shall be construed to be of such gender, number or tense as circumstances require.

29.0 MULTIPLE COUNTERPARTS. The Agreement may be executed in several counterparts, each of which shall be deemed an original, but which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties have executed this AGREEMENT in multiple copies on the respective dates herein below reflected to be effective on the date executed by the Mayor of the City of Jenks or Contracting Authority.

(Notary SEAL)

ATTEST:

Melinda Elisia Diaz



TREK Design Group  
Jackson County

[Signature]

Date

5/26/26

(SEAL APPROVED)

CITY OF JENKS, OKLAHOMA

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

APPROVED AS TO FORM:

RECOMMENDED:

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

[Signature]  
City Engineer

**Agreement**

**For**

**Professional Engineering Services For**

**City of Jenks 2026 Sanitary Sewer Flow Monitoring Study**

**Scope of Project**

**Attachment A**

A. Scope of Project. The project will consist of:

This project includes a sanitary sewer collection system flow monitoring study in the City of Jenks, Oklahoma for the City (CLIENT). TREKK Design Group, LLC (TREKK) will provide and install up to seven (7) area/velocity sensors and two (2) rain gauges for a base period of 60 days. An additional 30 days of flow monitoring may be requested by the City if more data is needed to support the analysis and planning efforts the City is undertaking under a separate contract.

The final deliverable for this project will include raw and final flow and rainfall data in electronic format (excel spreadsheets). Spreadsheets will include tabular data, hydrographs, level/velocity graphs, and scatterplots for each site.

## **Scope of Services**

### **Attachment B**

#### **A. Project Understanding**

This scope of work includes engineering and field services for the 2026 Sanitary Sewer Flow Monitoring Study. The scope of work for the project includes the following tasks:

Task 100: Project Administration

Task 200: Flow and Rainfall Monitoring

Task 300: Data QA/QC and Delivery

Task OS.1: Extend Flow Monitoring Period 30 Days

The detailed scope associated with each task is discussed in the following section.

#### **B. Scope of Work Tasks**

Task Series 100: Project Administration

Task 101 Project Management & Administration Services - TREKK shall provide project management services necessary throughout the project to successfully manage and complete the Project, including project correspondence and consultation with Client; supervision and coordination of services; assignment of personnel resources; continuous monitoring of work progress; and maintenance of project controls. TREKK shall prepare and submit monthly invoices and provide a monthly project status report which will accompany the monthly invoice submittal. The monthly project status report and invoice summary will document work progress, the percentage of completed work, schedule status, and budget status.

Deliverable(s): Monthly Invoices and Project Status Reports

Task 102 Kick-Off and Progress Meeting - TREKK will meet with Client staff during an initial "kick-off" meeting. The purpose of the meeting will be to discuss project goals and objectives, discuss project team, establish proposed metering sites, and discuss project procedures and next steps.

TREKK will participate in up to one (1) virtual progress meeting during the Project to discuss work progress, coordination efforts, data results, deliverable status, and any targeted discussion points or potential issues that may need resolved.

Deliverable(s): Meeting Materials, Meeting Notes, and Project Schedule.

Task Series 200: Flow and Rainfall Monitoring (60 Day Base Period)

TREKK shall provide all equipment, labor, software, supplies, and other resources to fully complete flow monitoring. All structures and associated pipes must be accessible or have right of entry to property secured and provided by the City. TREKK assumes that no heavy equipment

will be required to access structures and/or no required cleaning of the sewers at installation locations.

Traffic safety precautions will be followed in accordance with City requirements and all field technicians will wear safety vests or work shirts that are designed for high visibility to allow for protection for themselves and the public. Light traffic control will be conducted as needed and included within the rates shown. This includes Utility Work Ahead Signs and cones. Any heavy traffic control required that includes barricades, sign boards, arrow boards, lane closures, or trail closures are not included in the project budget and will require additional services and/or City assistance.

Task 201 Site Reconnaissance and Installation (7 Flow Meters and 2 Rain Gauges) - TREKK will perform field site investigation and reconnaissance to determine if the locations proposed for installation of flow monitors and rain gauges are acceptable and to verify hydraulic suitability. If the proposed locations are not suitable or pose safety concerns, TREKK will recommend alternative locations. Flow monitoring and rain gauge locations will be approved by Client prior to installation.

TREKK shall provide and install up to seven (7) flow meters with area/velocity sensors and two (2) rain gauges at the approved sites. Monitoring equipment will be calibrated per site conditions and programmed to collect data at 5-minute increments.

Following installation, TREKK shall prepare site installation reports for each flow monitoring and rain gauge location. Installation reports shall include photos and site details – including, but not limited to pipe size, pipe material, manhole depth, evidence of surcharge, flow quality and silt levels.

Deliverable(s): Site Installation Reports

Task 202 Flow Meter Operation and Maintenance (7 Flow Meters) - The flow monitor(s) shall be maintained by TREKK during the defined monitoring period. Maintenance will include the upload and interrogation of all flow data, meter calibration (as needed), velocity profiling, battery replacement, sensor cleaning, and other diagnostic checks. A maximum of three (3) maintenance visits are included. Flow monitors shall remain in place for a continuous base monitoring period of 60 days. Upon completion of the base period, TREKK will remove the monitor(s) unless it is recommended and approved by the Client to keep them in place for additional time. Justification for extended monitoring will be due to insufficient rainfall or dry days during the monitoring period. Compensation for additional flow metering service and calibration is included in Task OS.1.

Task 203 Rain Gauge Operation and Maintenance (2 Rain Gauges) - TREKK will maintain the continuous recording, electronic rain gauge(s) during the defined monitoring period. The gauge(s) will record rainfall to one-hundredths of inch increments. Maintenance will include the upload and interrogation of data, battery replacement, and funnel cleaning on an as-needed basis. A maximum of two (2) maintenance visits are included. Rain gauges shall remain in place for a continuous base monitoring period of 60 days. Upon completion of the base period, TREKK will

remove the gauge(s) unless it is recommended and approved by the Client to keep them in place for additional time. Justification for extended monitoring will be due to insufficient rainfall or dry days during the monitoring period. Compensation for additional rainfall monitoring is included in Task OS.1.

#### Task Series 300: Data QA/QC and Delivery

Task 301 Data QA/QC and Processing - Following completion of the flow monitoring period, flow data will be evaluated, and any necessary data adjustments will be made based on calibration data and the potential impact of silt and debris at the site. Adjustments to the data will be based on manual measurements gathered in the field during the site visits. Data QA/QC and mass balance checks will be conducted to confirm the recorded flow volumes are within the expected range for the metered tributary areas.

A rainfall distribution analysis will be completed from the data to derive an applicable rain dataset specific to each flow meter basin.

Task 302 Data Delivery Package - Following the completion of the flow and rainfall monitoring period, TREKK shall provide raw and final flow and rainfall data in electronic format (excel spreadsheets). Spreadsheets will include tabular data, hydrographs, level/velocity graphs, and scatterplots for each site.

Deliverable(s): Flow and Rain Data Spreadsheets (Excel format)

#### Task Series OS.1: Extend Flow Monitoring Period 30 Days (if requested)

Task OS.1.1 Flow Meter Operation and Maintenance (7 Flow Meters) - The flow monitor(s) shall be maintained by TREKK during the extended monitoring period. Maintenance will include the upload and interrogation of all flow data, meter calibration (as needed), velocity profiling, battery replacement, sensor cleaning, and other diagnostic checks.

Task OS.1.2 Rain Gauge Operation and Maintenance (2 Rain Gauges) - TREKK will maintain the continuous recording, electronic rain gauge(s) during the extended monitoring period. The gauge(s) will record rainfall to one-hundredths of inch increments. Maintenance will include the upload and interrogation of data, battery replacement, and funnel cleaning on an as-needed basis.

## **Attachment C**

### **Responsibilities of the City**

#### **City of Jenks 2026 Sanitary Sewer Flow Monitoring Study**

The City will provide the following information as part of the project.

1. Locations of proposed monitoring locations.
2. GIS files of sanitary sewer manholes and pipes.
3. All structures and associated pipes must be accessible or have right of entry to property secured and provided by the City.
4. It is assumed no special work or access permits will be required as part of this project.
5. This proposal does not include accessing manholes that are elevated more than 4' above grade. Any manhole more than 4' above grade will be considered additional services.
6. The project does not include bypass pumping or pipe plugging unless otherwise stated within.
7. This project assumes no supplied air equipment will be required for meter installation and maintenance.

**Attachment D**

**Compensation**

**City of Jenks 2026 Sanitary Sewer Flow Monitoring Study**

The Engineer will be paid on a lump sum basis based on the following compensation breakdown. Partial payments will be submitted on a monthly basis for work completed.

|                    |                                       |          |
|--------------------|---------------------------------------|----------|
| Task 100:          | Project Administration                | \$8,464  |
| Task 200:          | Flow and Rainfall Monitoring          | \$49,576 |
| Task 300:          | Data QA/QC and Delivery               | \$15,118 |
| Task OS.1:         | Extend Flow Monitoring Period 30 days | \$17,629 |
| Total Compensation |                                       | \$90,787 |



CITY OF JENKS, OK  
2026 Flow Monitoring Study

| TASK DESCRIPTION                                     | Unit Rates      |                              |                     |                    |                         |                    |                     |                            |                    |                                  |                                  | Labor Total Fee | Units Total Fee | Direct Expenses Total Fee | Grand Total |              |
|--|-----------------|------------------------------|---------------------|--------------------|-------------------------|--------------------|---------------------|----------------------------|--------------------|----------------------------------|----------------------------------|-----------------|-----------------|---------------------------|-------------|--------------|
|  | Project Manager | Senior Professional Engineer | Project Engineer II | Senior GIS Analyst | Senior Field Technician | Field Technician I | Field Technician II | Operations Administrator I | Labor Hr Sub-Total | Flow Meter Daily Monitoring Rate | Rain Gauge Daily Monitoring Rate |                 |                 |                           |             | Mileage      |
|  | \$197.00        | \$145.00                     | \$138.00            | \$151.00           | \$108.00                | \$98.00            | \$136.00            |                            | \$70.00            | \$25.00                          | \$0.73                           |                 |                 |                           |             |              |
| 100 Project Administration                           | 22              | 0                            | 14                  | 0                  | 0                       | 0                  | 0                   | 8                          | 44                 | 0                                | 0                                | 0               | \$ 6,136.00     | \$ -                      | \$ -        | \$ 8,464.00  |
| 101 Project Management and Administration (4 months) | 16              |                              | 8                   |                    |                         |                    |                     | 8                          | 32                 |                                  |                                  |                 | \$ 2,328.00     | \$ -                      | \$ -        | \$ 2,328.00  |
| 102 Project Kickoff and Progress Meeting (up to 2)   | 6               |                              | 6                   |                    |                         |                    |                     |                            | 12                 |                                  |                                  |                 |                 |                           |             |              |
| 200 Flow and Rainfall Monitoring                     | 20              | 0                            | 30                  | 2                  | 4                       | 30                 | 0                   | 0                          | 116                | 420                              | 120                              | 1,250           | \$ 10,454.00    | \$ -                      | \$ 181.25   | \$ 10,635.25 |
| 201 Site Reconnaissance and Installation             | 8               |                              | 10                  | 2                  | 4                       | 30                 | 30                  |                            | 84                 |                                  |                                  | 250             | \$ 5,236.00     | \$ 29,400.00              | \$ 725.00   | \$ 35,361.00 |
| 202 Flow Meter Operation and Maintenance             | 12              |                              | 16                  |                    |                         |                    |                     |                            | 28                 | 420                              | 120                              | 1,000           | \$ 580.00       | \$ 3,000.00               | \$ -        | \$ 3,580.00  |
| 203 Rain Gauge Operation and Maintenance             | 12              | 6                            | 76                  | 0                  | 0                       | 0                  | 0                   | 0                          | 94                 | 0                                | 0                                | 0               | \$ 11,432.00    | \$ -                      | \$ -        | \$ 11,432.00 |
| 300 Data QA/QC and Delivery                          | 8               | 4                            | 16                  |                    |                         |                    |                     |                            | 22                 |                                  |                                  |                 | \$ 3,686.00     | \$ -                      | \$ -        | \$ 3,686.00  |
| 301 Data QA/QC and Processing                        | 4               | 2                            | 16                  |                    |                         |                    |                     |                            | 22                 |                                  |                                  |                 |                 |                           |             |              |
| 302 Data Delivery Package                            | 54              | 6                            | 120                 | 2                  | 4                       | 30                 | 30                  | 8                          | 254                | 420                              | 120                              | 1,250           | \$ 70.00        | \$ 25.00                  | \$ 0.73     | \$ 73,158.25 |
| <b>TOTAL HOURS</b>                                   | \$243.00        | \$197.00                     | \$145.00            | \$138.00           | \$151.00                | \$108.00           | \$98.00             | \$136.00                   |                    | \$70.00                          | \$25.00                          | \$0.73          |                 |                           |             |              |
| <b>BILLING RATE</b>                                  | \$13,122.00     | \$1,182.00                   | \$17,400.00         | \$276.00           | \$604.00                | \$3,240.00         | \$2,940.00          | \$1,083.00                 |                    | \$29,400.00                      | \$3,000.00                       | \$966.25        |                 |                           |             |              |
| <b>TOTAL LABOR COST</b>                              |                 |                              |                     |                    |                         |                    |                     |                            |                    |                                  |                                  |                 | \$ 1,066.00     | \$ 14,700.00              | \$ 362.50   | \$ 16,128.50 |
| AS.1 Extend Flow Monitoring Period 30 days           | 2               | 0                            | 4                   | 0                  | 0                       | 0                  | 0                   | 0                          | 6                  | 210                              | 60                               | 500             | \$ -            | \$ 1,500.00               | \$ -        | \$ 1,500.00  |
| AS.1.1 Flow Meter Operation and Maintenance          | 2               |                              | 4                   |                    |                         |                    |                     |                            | 6                  | 210                              | 60                               | 500             |                 |                           |             |              |
| AS.1.2 Rain Gauge Operation and Maintenance          |                 |                              |                     |                    |                         |                    |                     |                            | 0                  |                                  |                                  |                 |                 |                           |             |              |
| <b>ADDITIONAL SERVICES TOTAL</b>                     |                 |                              |                     |                    |                         |                    |                     |                            |                    |                                  |                                  |                 | \$ -            | \$ 1,500.00               | \$ -        | \$ 1,500.00  |
| <b>TOTAL LABOR COST</b>                              |                 |                              |                     |                    |                         |                    |                     |                            |                    |                                  |                                  |                 | \$ 1,066.00     | \$ 14,700.00              | \$ 362.50   | \$ 17,628.50 |

| <b>Project Schedule</b>  |        |        |        |        |
|--|--------|--------|--------|--------|
| <b>Jenks, OK - 2026 Sanitary Sewer Flow Monitoring Study</b>     |        |        |        |        |
|  | Jun-26 | Jul-26 | Aug-26 | Sep-26 |
| Task 100 - Project Administration                                |        |        |        |        |
| Task 101 - Project Management and Administration                 |        |        |        |        |
| Task 102 - Project Kickoff and Progress Meeting                  | ◇      | ◇      |        |        |
| Task 200 - Flow and Rainfall Monitoring (60 Day Base Period)     |        |        |        |        |
| Task 201 - Site Reconnaissance and Installation                  | ◇      |        |        |        |
| Task 202 - Flow Meter Operation and Maintenance                  |        |        |        |        |
| Task 203 - Rain Gauge Operation and Maintenance                  |        |        |        |        |
| Task 300 - Data QA/QC and Delivery                               |        |        |        |        |
| Task 301 - Data QA/QC and Processing                             |        |        |        |        |
| Task 302 - Data Delivery Package                                 |        |        |        | ◇      |
| Task OS.1 - Extend Flow Monitoring Period 30 Days (if requested) |        |        |        |        |
| Task OS.1.1 - Flow Meter Operation and Maintenance               |        |        |        |        |
| Task OS.1.2 - Rain Gauge Operation and Maintenance               |        |        |        |        |



**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: Micheal Sanchez, Interim Finance Director  
Date: June 2, 2026  
Re: **FY2027 Budget Approval – JPWA**

After the public hearing on June 2, 2026, the Authority will vote to appropriate and approve the Year 1 budget (FY26-27) of our biennial budget (FY26-28). The budget proposal was reviewed with the budget committee on May 6, 2026. The budget committee voted unanimously in favor of recommending that Authority adopt the Year 1 budget (FY26-27) of our biennial budget.

Subsequent to the budget committee review and recommendation, we have finalized health insurance rates for the upcoming fiscal year. This will result in an amended budget with an increase of \$28,000 for the health insurance increase.

Staff recommends approval of the Year 1 budget with an amended increase of \$28,000.

## Budget Highlights

### Revenue Assumptions

- **Water Sales / Sewer** – Based on a review of the current fiscal year expenses and trends over a three-year average from FY22-23 through FY24-25, Staff proposes a 7% increase in our water and 7% increase in our sewer charges. This increase is necessary as we have several major projects we anticipate needing to be done in the near future while also facing increasing operational costs over time. Some of the major projects include:
  - Wastewater Treatment Plant Phase 2 expansion
    - Design is estimated to be at least \$1,000,000
    - FY29 Construction - \$15,000,000
  - 106<sup>th</sup> Street/Elm Lift Station and Force Main
    - Additional design services needed - \$750,000
    - FY29 Lift station construction - \$6,000,000
    - FY29 Force Main construction - \$15,000,000

- Victoria Pond Lift Station and Force Main
  - Additional design services needed - \$300,000
  - FY30 Lift Station construction - \$3,000,000
  - FY30 Force Main construction - \$7,000,000

The rate increases may help keep pace with operational expenses but not capital needs.

- 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 \$8.27.

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  | \$ 105.97 |
| Sapulpa      | \$ 66.91 | \$ 62.48  | \$ 129.39 |
| Jenks        | \$ 82.60 | \$ 35.50  | \$ 118.10 |

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  | \$ 105.97 |
| Sapulpa      | \$ 66.91 | \$ 62.48  | \$ 129.39 |
| Jenks        | \$ 88.38 | \$ 37.99  | \$ 126.37 |

## Expenses

- **Personnel Expense**
  - Standard Pay Raise – A 6% base pay increase is budgeted for the FY26-27 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 \$4.181 million from \$3.800 million, which represents a total increase of \$0.381 million or a rate of 10%.
  
- **Maintenance and Operations (M&O)**
  - Overall, the JPWA Operating Fund is seeing an increase of \$0.593 million in Maintenance & Operations over last fiscal year’s budget. Increases in Utilities, Contractual and Professional Services costs account for all of budgeted increase.
  - Total Maintenance & Operations increases to \$16.190 million from \$15.597 million, which represents a total increase of \$0.593 million or a rate of 3.80%.
  
- **Capital Outlay**
  - Total Capital Outlays decrease to \$0.202 million from \$0.887 million, which represents a total decrease of \$0.685 million or a rate of -77%.
  - These decreases are the result of a reduction in capital projects amongst Drainage, Water and Sewer Maintenance departments.
  
- **Transfers**
  - Total Transfers increase to \$16.979 million from \$16.253 million, which represents a total increase of \$0.726 million or a rate of 4.47%.
  - These increases are the result of the increase in sales/use tax collections budgeted for the fiscal year.

# Jenks Public Works Authority

## Operating Fund

FY 2026 and 2027

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 27 projected revenues of \$22 million, and \$15.95 million sales tax transfers in from the City General Fund support the \$38 million annual budget.

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 27 budget and authorizing the staff to make the transfers in accordance with debt agreements.

## ANNUAL RESOURCES

|                                     | FY 25                |                      | 9 months             |                      | PERCENT DIFFERENCE | FY 27 BUDGET         |
|-------------------------------------|----------------------|----------------------|----------------------|----------------------|--------------------|----------------------|
|                                     | ACTUAL               | BUDGET               | FY 26 ACTUAL         | FY 26 BUDGET         |                    |                      |
| Water Sales                         | \$ 9,403,103         | \$ 8,768,520         | \$ 7,061,767         | \$ 9,784,723         | 7%                 | \$ 10,469,654        |
| Water Taps                          | 64,845               | 60,000               | 47,730               | 61,900               | 3%                 | 63,800               |
| Sanitary Sewer Fees                 | 2,817,337            | 2,502,360            | 2,249,525            | 3,020,857            | 8%                 | 3,262,500            |
| Sanitary Sewer Taps                 | 22,800               | 20,000               | 18,200               | 20,000               | 12%                | 22,500               |
| Field Charges                       | 58,195               | 50,000               | 51,290               | 51,000               | 8%                 | 55,000               |
| Penalties                           | 217,010              | 125,000              | 172,159              | 125,000              | 20%                | 150,000              |
| Bulk Water                          | 460                  | 500                  | 265                  | 500                  | 0%                 | 500                  |
| Return Check Fee                    | 4,550                | 2,000                | 3,535                | 2,000                | 0%                 | 2,000                |
| Solid Waste Revenue                 | 1,534,888            | 1,435,000            | 1,165,667            | 1,535,000            | 7%                 | 1,635,000            |
| Recycling Fee                       | 356,783              | 336,000              | 270,281              | 357,000              | 5%                 | 375,000              |
| Water Sales-Industrial              | 4,554,586            | 4,150,500            | 3,559,274            | 4,400,000            | 0%                 | 4,400,000            |
| Stormwater Sewer Fees               | 780,963              | 714,500              | 619,578              | 846,000              | 3%                 | 875,000              |
| Online Convenience Fee              | -                    | -                    | -                    | -                    | N/A                | -                    |
| Meter Damage Fees                   | 27                   | -                    | -                    | -                    | N/A                | -                    |
| Miscellaneous Fees                  | -                    | -                    | -                    | -                    | N/A                | -                    |
| Miscellaneous                       | 4,551                | -                    | 494                  | -                    | N/A                | -                    |
| Interest                            | 123,864              | 30,000               | 58,283               | 30,000               | 67%                | 50,000               |
| Interest On Investments             | 578,175              | 160,000              | 269,803              | 160,000              | 25%                | 200,000              |
| Reimbursements                      | 134,771              | -                    | 5,381                | -                    | N/A                | -                    |
| Sale of Land                        | -                    | -                    | -                    | -                    | N/A                | -                    |
| Auction Sales                       | -                    | -                    | -                    | -                    | N/A                | -                    |
| Transfer From Sinking Fund          | -                    | 25,000               | -                    | -                    | N/A                | -                    |
| Transfer From One Cent Capital Fund | -                    | -                    | -                    | -                    | N/A                | -                    |
| EMSA Fees                           | 452,092              | 430,000              | 342,486              | 440,000              | 3%                 | 455,000              |
| <b>TOTAL REVENUE</b>                | <b>\$ 21,108,999</b> | <b>\$ 18,809,380</b> | <b>\$ 15,895,718</b> | <b>\$ 20,833,980</b> | <b>6%</b>          | <b>\$ 22,015,954</b> |

## TRANSFERS IN

|                                    | FY 25                |                      | 9 months             |                      | PERCENT DIFFERENCE | FY 27 BUDGET         |
|------------------------------------|----------------------|----------------------|----------------------|----------------------|--------------------|----------------------|
|                                    | ACTUAL               | BUDGET               | FY 26 ACTUAL         | FY 26 BUDGET         |                    |                      |
| Transfer from Gen Fund (Sales Tax) | \$ 11,344,463        | \$ 11,478,830        | \$ 9,493,008         | \$ 11,929,687        | 8%                 | \$ 12,845,600        |
| Transfer from Gen Fund (Use Tax)   | \$ 3,028,679         | \$ 2,523,475         | \$ 2,357,079         | \$ 3,047,914         | 2%                 | \$ 3,108,900         |
| <b>TOTAL TRANSFERS IN</b>          | <b>\$ 14,373,143</b> | <b>\$ 14,002,305</b> | <b>\$ 11,850,087</b> | <b>\$ 14,977,601</b> | <b>7%</b>          | <b>\$ 15,954,500</b> |
| <b>TOTAL FUND REVENUE</b>          | <b>\$ 35,482,141</b> | <b>\$ 32,811,685</b> | <b>\$ 27,745,805</b> | <b>\$ 35,811,581</b> | <b>6%</b>          | <b>\$ 37,970,454</b> |

## ANNUAL OUTLAYS

|  | FY 25          |                | 9 months       |                  | PERCENT DIFFERENCE | FY 27 BUDGET     |
|--|----------------|----------------|----------------|------------------|--------------------|------------------|
|  | ACTUAL         | BUDGET         | FY 26 ACTUAL   | FY 26 BUDGET     |                    |                  |
| <b>City Manager/Econ. Development</b>          |                |                |                |                  |                    |                  |
| <b><u>211, 242</u></b>                         |                |                |                |                  |                    |                  |
| Personnel Services                             | \$ 332,663     | \$ 414,400     | \$ 233,899     | \$ 617,400       | 4%                 | \$ 642,600       |
| Maintenance and Operations                     | 418,313        | 492,300        | 516,797        | 492,800          | 11%                | 545,000          |
| Capital Outlay                                 | -              | -              | -              | -                | N/A                | -                |
| <b>Total</b>                                   | <b>750,976</b> | <b>906,700</b> | <b>750,696</b> | <b>1,110,200</b> | <b>7%</b>          | <b>1,187,600</b> |
| <b>Finance and Administration</b>              |                |                |                |                  |                    |                  |
| <b><u>City Clerk 212, Treasury 213</u></b>     |                |                |                |                  |                    |                  |
| <b>Revenue Collections 215 and Records 218</b> |                |                |                |                  |                    |                  |
| Personnel Services                             | 385,191        | 578,500        | 339,568        | 592,000          | -1%                | 586,700          |
| Maintenance and Operations                     | 421,115        | 377,450        | 339,158        | 382,450          | -2%                | 375,700          |
| Capital Outlay                                 | -              | -              | -              | -                | N/A                | -                |
| <b>Total</b>                                   | <b>806,307</b> | <b>955,950</b> | <b>678,726</b> | <b>974,450</b>   | <b>-1%</b>         | <b>962,400</b>   |
| <b>General Government 231</b>                  |                |                |                |                  |                    |                  |
| Personnel Services                             | 39,686         | 55,500         | 33,514         | 55,000           | -9%                | 50,000           |
| Maintenance and Operations                     | 185,823        | 227,500        | 282,353        | 238,750          | 16%                | 276,500          |
| Capital Outlay                                 | -              | -              | -              | -                | N/A                | -                |
| <b>Total</b>                                   | <b>225,508</b> | <b>283,000</b> | <b>315,867</b> | <b>293,750</b>   | <b>11%</b>         | <b>326,500</b>   |
| <b>Personnel 216</b>                           |                |                |                |                  |                    |                  |
| Personnel Services                             | -              | -              | -              | -                | N/A                | -                |
| Maintenance and Operations                     | 2,281          | 7,400          | 2,935          | 7,400            | 0%                 | 7,400            |
| Capital Outlay                                 | -              | -              | -              | -                | N/A                | -                |
| <b>Total</b>                                   | <b>2,281</b>   | <b>7,400</b>   | <b>2,935</b>   | <b>7,400</b>     | <b>0%</b>          | <b>7,400</b>     |
| <b>Tech. and Communications 514</b>            |                |                |                |                  |                    |                  |
| Personnel Services                             | 146,048        | 144,500        | 101,825        | 173,700          | 3%                 | 178,900          |
| Maintenance and Operations                     | 8,259          | 22,700         | 12,080         | 17,900           | -8%                | 16,400           |
| Capital Outlay                                 | -              | 15,000         | -              | -                | N/A                | -                |
| <b>Total</b>                                   | <b>154,307</b> | <b>182,200</b> | <b>113,905</b> | <b>191,600</b>   | <b>2%</b>          | <b>195,300</b>   |
| <b>Senior Center Community Activities 571</b>  |                |                |                |                  |                    |                  |
| Personnel Services                             | 54,483         | 64,100         | 38,373         | 66,900           | -8%                | 61,300           |
| Maintenance and Operations                     | 55,532         | 58,350         | 42,668         | 58,100           | -5%                | 55,000           |
| Capital Outlay                                 | -              | -              | -              | -                | N/A                | -                |
| <b>Total</b>                                   | <b>110,015</b> | <b>122,450</b> | <b>81,041</b>  | <b>125,000</b>   | <b>-7%</b>         | <b>116,300</b>   |
| <b>City Attorney 214</b>                       |                |                |                |                  |                    |                  |
| Personnel Services                             | 214,452        | 209,700        | 153,201        | 239,600          | 7%                 | 257,500          |
| Maintenance and Operations                     | 5,618          | 8,850          | 6,009          | 8,850            | 407%               | 44,900           |
| Capital Outlay                                 | -              | -              | -              | -                | N/A                | -                |
| <b>Total</b>                                   | <b>220,071</b> | <b>218,550</b> | <b>159,210</b> | <b>248,450</b>   | <b>22%</b>         | <b>302,400</b>   |
| <b>City Planning/Comm. Dev. 241</b>            |                |                |                |                  |                    |                  |
| Personnel Services                             | 144,050        | 155,100        | 103,347        | 162,300          | 13%                | 183,600          |
| Maintenance and Operations                     | 206,357        | 220,500        | 7,040          | 120,500          | 19%                | 143,900          |
| Capital Outlay                                 | -              | -              | -              | -                | N/A                | -                |
| <b>Total</b>                                   | <b>350,407</b> | <b>375,600</b> | <b>110,387</b> | <b>282,800</b>   | <b>16%</b>         | <b>327,500</b>   |
| <b>Public Works</b>                            |                |                |                |                  |                    |                  |
| <b>City Hall/Facilities 252</b>                |                |                |                |                  |                    |                  |
| Personnel Services                             | 120,033        | 115,400        | 85,398         | 120,400          | 12%                | 134,500          |
| Maintenance and Operations                     | 313,454        | 310,200        | 219,924        | 309,500          | -10%               | 279,500          |
| Capital Outlay                                 | 7,897          | -              | -              | -                | N/A                | -                |
| <b>Total</b>                                   | <b>441,383</b> | <b>425,600</b> | <b>305,322</b> | <b>429,900</b>   | <b>-4%</b>         | <b>414,000</b>   |

|  | FY 25<br>ACTUAL      | FY 25<br>BUDGET      | 9 months<br>FY 26<br>ACTUAL | FY 26<br>BUDGET      | PERCENT<br>DIFFERENCE | FY 27<br>BUDGET      |
|--|----------------------|----------------------|-----------------------------|----------------------|-----------------------|----------------------|
| <b>City Eng. 511/Gen. Maintenance<br/>522</b>  |                      |                      |                             |                      |                       |                      |
| Personnel Services                             | 290,364              | 421,000              | 391,171                     | 478,100              | 63%                   | 779,300              |
| Maintenance and Operations                     | 57,077               | 116,100              | 387,585                     | 456,400              | 7%                    | 486,400              |
| Capital Outlay                                 | <b>40,000</b>        | 12,000               | <b>97,180</b>               | -                    | N/A                   | <b>47,500</b>        |
| <b>Total</b>                                   | <b>387,441</b>       | <b>549,100</b>       | <b>875,936</b>              | <b>934,500</b>       | 41%                   | <b>1,313,200</b>     |
| <b>Protective Inspections 512</b>              |                      |                      |                             |                      |                       |                      |
| Personnel Services                             | 101,027              | 111,100              | 67,732                      | 116,500              | 4%                    | 121,400              |
| Maintenance and Operations                     | 18,437               | 22,400               | 18,009                      | 22,400               | 60%                   | 35,800               |
| Capital Outlay                                 | -                    | -                    | -                           | -                    | N/A                   | -                    |
| <b>Total</b>                                   | <b>119,464</b>       | <b>133,500</b>       | <b>85,741</b>               | <b>138,900</b>       | 13%                   | <b>157,200</b>       |
| <b>Drainage Maintenance 523</b>                |                      |                      |                             |                      |                       |                      |
| Personnel Services                             | 259,155              | 260,200              | 148,730                     | 270,700              | 0%                    | 269,700              |
| Maintenance and Operations                     | 200,638              | 235,746              | 218,027                     | 235,750              | 21%                   | 286,000              |
| Capital Outlay                                 | <b>169,041</b>       | 325,000              | <b>100,773</b>              | -                    | N/A                   | <b>5,000</b>         |
| <b>Total</b>                                   | <b>628,834</b>       | <b>820,946</b>       | <b>467,530</b>              | <b>506,450</b>       | 11%                   | <b>560,700</b>       |
| <b>Water Services 530 and 531</b>              |                      |                      |                             |                      |                       |                      |
| Personnel Services                             | 462,933              | 526,500              | 311,096                     | 563,200              | 5%                    | 590,900              |
| Maintenance and Operations                     | 8,339,873            | 8,330,746            | 6,321,163                   | 8,725,746            | 1%                    | 8,802,000            |
| Capital Outlay                                 | <b>233,949</b>       | 345,000              | <b>126,188</b>              | 450,000              | -90%                  | <b>45,000</b>        |
| <b>Total</b>                                   | <b>9,036,755</b>     | <b>9,202,246</b>     | <b>6,758,447</b>            | <b>9,738,946</b>     | -3%                   | <b>9,437,900</b>     |
| <b>Sanitary Sewer Services 532 and<br/>533</b> |                      |                      |                             |                      |                       |                      |
| Personnel Services                             | 173,563              | 215,600              | 129,157                     | 216,700              | -13%                  | 188,600              |
| Maintenance and Operations                     | 1,924,107            | 2,484,796            | 1,838,318                   | 2,572,462            | 12%                   | 2,868,850            |
| Capital Outlay                                 | <b>42,215</b>        | 255,000              | <b>29,726</b>               | 397,000              | -77%                  | <b>89,500</b>        |
| <b>Total</b>                                   | <b>2,139,884</b>     | <b>2,955,396</b>     | <b>1,997,200</b>            | <b>3,186,162</b>     | -1%                   | <b>3,146,950</b>     |
| <b>Maintenance Facility 575</b>                |                      |                      |                             |                      |                       |                      |
| Personnel Services                             | 107,598              | 123,900              | 86,855                      | 127,800              | 7%                    | 136,200              |
| Maintenance and Operations                     | 85,865               | 97,900               | 90,796                      | 97,900               | 0%                    | 98,250               |
| Capital Outlay                                 | -                    | -                    | <b>35,646</b>               | 40,000               | -62%                  | <b>15,000</b>        |
| <b>Total</b>                                   | <b>193,463</b>       | <b>221,800</b>       | <b>213,297</b>              | <b>265,700</b>       | -6%                   | <b>249,450</b>       |
| <b>Solid Waste 590</b>                         |                      |                      |                             |                      |                       |                      |
| Personnel Services                             | -                    | -                    | -                           | -                    | N/A                   | -                    |
| Maintenance and Operations                     | 1,826,658            | 1,718,600            | 1,386,675                   | 1,850,000            | 1%                    | 1,868,500            |
| Capital Outlay                                 | -                    | -                    | -                           | -                    | N/A                   | -                    |
| <b>Total</b>                                   | <b>1,826,658</b>     | <b>1,718,600</b>     | <b>1,386,675</b>            | <b>1,850,000</b>     | 1%                    | <b>1,868,500</b>     |
| <b>TOTAL DEPARTMENT BUDGET</b>                 | <b>\$ 17,393,754</b> | <b>\$ 19,079,038</b> | <b>\$ 14,302,914</b>        | <b>\$ 20,284,208</b> | 1%                    | <b>\$ 20,573,300</b> |

## TRANSFERS OUT

| Budget                          | FY 25                |                      | 9 months             |                      | PERCENT DIFFERENCE | FY 27 BUDGET         |
|---------------------------------|----------------------|----------------------|----------------------|----------------------|--------------------|----------------------|
|                                 | ACTUAL               | BUDGET               | FY 26 ACTUAL         | FY 26 BUDGET         |                    |                      |
| <b>Fund</b>                     |                      |                      |                      |                      |                    |                      |
| 51 JPWA Debt Service Fund       | \$ -                 | \$ -                 | \$ 1,557,000         | \$ -                 | N/A                | \$ -                 |
| 10 EMSA Transfer to GF          | 452,092              | 430,000              | 228,193              | 440,000              | 2%                 | 450,000              |
| 10 Sales and Use Tax Txfr to GF | 9,582,095            | 9,329,347            | 7,900,058            | 9,985,067            | 7%                 | 10,636,300           |
| 53 One-Cent Capital             | 3,976,048            | 4,672,959            | 2,393,029            | 4,992,534            | 7%                 | 5,318,200            |
| 58 Radio Communications Fund    | 95,000               | 95,000               | -                    | -                    | N/A                | 75,000               |
| 59 Insurance and Reimb Fund     | 1,138,647            | 828,000              | 601,470              | 835,000              | -40%               | 500,000              |
| <b>TOTAL TRANSFERS OUT</b>      | <b>15,243,881</b>    | <b>15,355,306</b>    | <b>12,679,750</b>    | <b>16,252,601</b>    | <b>4%</b>          | <b>16,979,500</b>    |
| <b>TOTAL ANNUAL OUTLAYS</b>     | <b>\$ 32,637,635</b> | <b>\$ 34,434,344</b> | <b>\$ 26,982,663</b> | <b>\$ 36,536,809</b> | <b>3%</b>          | <b>\$ 37,552,800</b> |

## SUMMARY BY ACCOUNT GROUP

|                            | FY 25                |                      | 9 months             |                      | PERCENT DIFFERENCE | FY 27 BUDGET         |
|----------------------------|----------------------|----------------------|----------------------|----------------------|--------------------|----------------------|
|                            | ACTUAL               | BUDGET               | FY 26 ACTUAL         | FY 26 BUDGET         |                    |                      |
| Personnel Services         | \$ 2,831,246         | \$ 3,395,500         | \$ 2,223,865         | \$ 3,800,300         | 10%                | \$ 4,181,200         |
| Maintenance and Operations | 14,069,407           | 14,731,538           | 11,689,535           | 15,596,908           | 4%                 | 16,190,100           |
| Capital Outlay             | 493,101              | 952,000              | 389,513              | 887,000              | -77%               | 202,000              |
| Transfers                  | 15,243,881           | 15,355,306           | 12,679,750           | 16,252,601           | 4%                 | 16,979,500           |
| <b>TOTAL OUTLAYS</b>       | <b>\$ 32,637,635</b> | <b>\$ 34,434,344</b> | <b>\$ 26,982,663</b> | <b>\$ 36,536,809</b> | <b>3%</b>          | <b>\$ 37,552,800</b> |

## FUND BALANCE CALCULATION

|                                       | FY 25                |                      | 9 months             |                      | FY 27 BUDGET         |
|---------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
|                                       | ACTUAL               | BUDGET               | FY 26 ACTUAL         | FY 26 BUDGET         |                      |
| Beginning Fund Balance (Unrestricted) | \$ 17,118,598        | \$ 17,118,598        | \$ 19,963,105        | \$ 19,963,105        | \$ 19,237,877        |
| Plus Annual Revenue                   | 35,482,141           | 32,811,685           | 27,745,805           | 35,811,581           | 37,970,454           |
| Less Annual Outlays                   | (32,637,635)         | (30,352,650)         | (26,982,663)         | (36,536,809)         | (37,552,800)         |
| Ending Fund Balance                   | 19,963,105           | 19,577,633           | 20,726,246           | 19,237,877           | 19,655,530           |
| Less 15% Emergency Reserve            | (2,994,466)          | (2,936,645)          | (3,108,937)          | (2,885,682)          | (2,948,330)          |
| Reserved for JPWA Activities          | <b>\$ 16,968,639</b> | <b>\$ 16,640,988</b> | <b>\$ 17,617,309</b> | <b>\$ 16,352,195</b> | <b>\$ 16,707,201</b> |

## CAPITAL LIST

| Department | Item Description                              | Year 1            | Year 2      |
|------------|---|-------------------|-------------|
|            | 522 Wheel balancing and tire changing machine | \$ 7,500          |             |
|            | 511 Elevation verification tool               | 40,000            |             |
|            | 523 Pipe lifter                               | 5,000             |             |
|            | 531 Stripping maintenance                     | 10,000            |             |
|            | 531 Trench compactor                          | 35,000            |             |
|            | 532 Skid Steer                                | 76,000            |             |
|            | 532 Polymer system upgrade                    | 13,500            |             |
|            | 575 Heavy Duty haul trailer                   | 15,000            |             |
|            | <b>Total</b>                                  | <b>\$ 202,000</b> | <b>\$ -</b> |

# Jenks Public Works Authority

## Debt Service Fund

FY 2026 and 2027

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 25<br>ACTUAL     | FY 25<br>BUDGET     | 9 months<br>FY 26<br>ACTUAL | FY 26<br>BUDGET     | PERCENT<br>DIFFERENCE | FY 27<br>BUDGET  |
|--------------------------------|---------------------|---------------------|-----------------------------|---------------------|-----------------------|------------------|
| Interest                       | \$ 18,736           | \$ 3,000            | \$ 17,625                   | \$ 3,000            | 400%                  | \$ 15,000        |
| Bond Proceeds                  | -                   | -                   | -                           | -                   | N/A                   | -                |
| Transfer from One Cent Capital | 1,160,250           | 1,160,250           | 1,557,000                   | 1,557,000           | -4%                   | 1,500,000        |
| Transfer from Ins & Risk Mgmt  | -                   | 325,000             | -                           | -                   | N/A                   | -                |
| <b>Total</b>                   | <b>\$ 1,178,986</b> | <b>\$ 1,488,250</b> | <b>\$ 1,574,625</b>         | <b>\$ 1,560,000</b> | <b>-3%</b>            | <b>1,515,000</b> |

### ANNUAL OUTLAYS

|                               | FY 25<br>ACTUAL     | FY 25<br>BUDGET     | 9 months<br>FY 26<br>ACTUAL | FY 26<br>BUDGET     | PERCENT<br>DIFFERENCE | FY 27<br>BUDGET     |
|-------------------------------|---------------------|---------------------|-----------------------------|---------------------|-----------------------|---------------------|
| <b>Debt Service 611</b>       |                     |                     |                             |                     |                       |                     |
| Personnel                     | \$ -                | \$ -                | \$ -                        | \$ -                | N/A                   | \$ -                |
| Maintenance and Operations    | (16,470)            | 5,000               | (9,857)                     | 5,000               | 0%                    | 5,000               |
| Debt Service                  | 1,408,505           | 1,048,000           | 1,169,073                   | 1,552,000           | 0%                    | 1,550,000           |
| Txfr to GF & One Cent Capital | -                   | 115,000             | -                           | -                   | N/A                   | -                   |
| <b>Total</b>                  | <b>\$ 1,392,035</b> | <b>\$ 1,168,000</b> | <b>\$ 1,159,215</b>         | <b>\$ 1,557,000</b> | <b>0%</b>             | <b>\$ 1,555,000</b> |

### FUND BALANCE CALCULATION

|   | FY 25<br>ACTUAL     | FY 25<br>BUDGET     | 9 months<br>FY 26<br>ACTUAL | FY 26<br>BUDGET     | FY 27<br>BUDGET     |
|---|---------------------|---------------------|-----------------------------|---------------------|---------------------|
| Beginning Fund Balance (Current Assets) | \$ 4,774,684        | \$ 4,774,684        | \$ 4,561,635                | \$ 4,561,635        | \$ 4,564,635        |
| Plus Annual Revenue                     | 1,178,986           | 1,488,250           | 1,574,625                   | 1,560,000           | 1,515,000           |
| Less Annual Outlays                     | (1,392,035)         | (1,168,000)         | (1,159,215)                 | (1,557,000)         | (1,555,000)         |
| Ending Fund Balance                     | 4,561,635           | 5,094,934           | 4,977,044                   | 4,564,635           | 4,524,635           |
| Reserved for Authority Debt             | <b>\$ 4,561,635</b> | <b>\$ 5,094,934</b> | <b>\$ 4,977,044</b>         | <b>\$ 4,564,635</b> | <b>\$ 4,524,635</b> |

# Jenks Public Works Authority

## One Cent Capital Fund

FY 2026 and 2027

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 a decrease in capital projects budgeted. 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 25<br>ACTUAL     | FY 25<br>BUDGET     | 9 months<br>FY 26<br>ACTUAL | FY 26<br>BUDGET     | PERCENT<br>DIFFERENCE | FY 27<br>BUDGET     |
|----------------------------|---------------------|---------------------|-----------------------------|---------------------|-----------------------|---------------------|
| Reimbursements             | \$ 99,705           | \$ -                | \$ -                        | \$ -                | N/A                   | \$ -                |
| Sale of Land               | -                   | -                   | -                           | -                   | N/A                   | -                   |
| Interest                   | 335,352             | 30,000              | 203,219                     | 240,000             | 4%                    | 250,000             |
| Auction Sales              | -                   | -                   | 2,876                       | -                   | N/A                   | -                   |
| Sales and Use Tax          | 3,976,048           | 4,339,495           | 3,950,029                   | 4,992,534           | 7%                    | 5,318,200           |
| Transfer from Sinking Fund | -                   | 90,000              | -                           | 90,000              | 0%                    | 90,000              |
| <b>Total</b>               | <b>\$ 4,411,105</b> | <b>\$ 4,459,495</b> | <b>\$ 4,156,124</b>         | <b>\$ 5,322,534</b> | <b>6%</b>             | <b>\$ 5,658,200</b> |

### ANNUAL OUTLAYS

|   | FY 25<br>ACTUAL | FY 25<br>BUDGET | 9 months<br>FY 26<br>ACTUAL | FY 26<br>BUDGET | PERCENT<br>DIFFERENCE | FY 27<br>BUDGET |
|---|-----------------|-----------------|-----------------------------|-----------------|-----------------------|-----------------|
| <b><u>Finance/City Clerk 212, Rec.</u></b>            |                 |                 |                             |                 |                       |                 |
| <b><u>Collections 215</u></b>                         |                 |                 |                             |                 |                       |                 |
| Capital Outlay  | \$ 8,636        | \$ 8,636        | \$ 5,288                    | \$ 5,036        | -100%                 | \$ -            |
| <b>Total</b>  | <b>8,636</b>    | <b>8,636</b>    | <b>5,288</b>                | <b>5,036</b>    | <b>-100%</b>          | <b>-</b>        |
| <b><u>City Attorney 214</u></b>                       |                 |                 |                             |                 |                       |                 |
| Capital Outlay  | -               | 20,500          | -                           | 11,000          | -100%                 | -               |
| <b>Total</b>  | <b>-</b>        | <b>20,500</b>   | <b>-</b>                    | <b>11,000</b>   | <b>-100%</b>          | <b>-</b>        |
| <b><u>Finance/Tech. and Comm. 514</u></b>             |                 |                 |                             |                 |                       |                 |
| Capital Outlay  | -               | -               | -                           | -               | N/A                   | -               |
| <b>Total</b>  | <b>-</b>        | <b>-</b>        | <b>-</b>                    | <b>-</b>        | <b>N/A</b>            | <b>-</b>        |
| <b><u>Police/Animal Control 562</u></b>               |                 |                 |                             |                 |                       |                 |
| Capital Outlay  | -               | -               | -                           | -               | N/A                   | -               |
| <b>Total</b>  | <b>-</b>        | <b>-</b>        | <b>-</b>                    | <b>-</b>        | <b>N/A</b>            | <b>-</b>        |
| <b><u>Police/Code Enforcement 331</u></b>             |                 |                 |                             |                 |                       |                 |
| Capital Outlay  | -               | -               | -                           | -               | N/A                   | -               |
| <b>Total</b>  | <b>-</b>        | <b>-</b>        | <b>-</b>                    | <b>-</b>        | <b>N/A</b>            | <b>-</b>        |
| <b><u>Public Works/City Facilities 252</u></b>        |                 |                 |                             |                 |                       |                 |
| Capital Outlay  | 223,369         | 150,000         | 92,874                      | 384,000         | -99%                  | -               |
| <b>Engineer 511</b>                                   | <b>223,369</b>  | <b>150,000</b>  | <b>92,874</b>               | <b>384,000</b>  | <b>-100%</b>          | <b>-</b>        |
| Capital Outlay  | -               | 40,000          | -                           | -               | N/A                   | -               |
| <b>Total</b>  | <b>-</b>        | <b>40,000</b>   | <b>-</b>                    | <b>-</b>        | <b>N/A</b>            | <b>-</b>        |
| <b><u>Public Works/Protective Inspections 512</u></b> |                 |                 |                             |                 |                       |                 |
| Capital Outlay  | -               | -               | -                           | -               | N/A                   | -               |
| <b>Total</b>  | <b>-</b>        | <b>-</b>        | <b>-</b>                    | <b>-</b>        | <b>N/A</b>            | <b>-</b>        |
| <b><u>Public Works/Street Maintenance 521</u></b>     |                 |                 |                             |                 |                       |                 |
| Capital Outlay  | \$ 187,859      | \$ 470,000      | \$ 680,410                  | \$ 970,912      | -54%                  | \$ 450,000      |
| <b>Total</b>  | <b>187,859</b>  | <b>470,000</b>  | <b>680,410</b>              | <b>970,912</b>  | <b>-54%</b>           | <b>450,000</b>  |
| <b><u>Public Works/General Maintenance 522</u></b>    |                 |                 |                             |                 |                       |                 |
| Capital Outlay  | 43              | -               | -                           | -               | N/A                   | -               |
| <b>Total</b>  | <b>43</b>       | <b>-</b>        | <b>-</b>                    | <b>-</b>        | <b>N/A</b>            | <b>-</b>        |

|   | FY 25<br>ACTUAL     | FY 25<br>BUDGET     | 9 months<br>FY 26<br>ACTUAL | FY 26<br>BUDGET     | PERCENT<br>DIFFERENCE | FY 27<br>BUDGET     |
|---|---------------------|---------------------|-----------------------------|---------------------|-----------------------|---------------------|
| <b>Public Works/Drainage<br/>Maintenance 523</b>      |                     |                     |                             |                     |                       |                     |
| Capital Outlay  | 69,527              | 60,000              | 32,350                      | 60,000              | -100%                 | -                   |
| <b>Total</b>  | 69,527              | 60,000              | 32,350                      | 60,000              | -100%                 | -                   |
| <b>Public Works/Water Maintenance<br/>531</b>         |                     |                     |                             |                     |                       |                     |
| Capital Outlay  | 29,755              | 90,000              | 2,303                       | 90,000              | -100%                 | -                   |
| <b>Total</b>  | 29,755              | 90,000              | 2,303                       | 90,000              | -100%                 | -                   |
| <b>Public Works/Parks and Recreation<br/>561</b>      |                     |                     |                             |                     |                       |                     |
| Capital Outlay  | 193,142             | 415,000             | 41,725                      | 414,000             | 57%                   | 650,000             |
| <b>Total</b>  | 193,142             | 415,000             | 41,725                      | 414,000             | 57%                   | 650,000             |
| <b>Public Works/San. Sewer Maint. 532<br/>and 533</b> |                     |                     |                             |                     |                       |                     |
| Capital Outlay  | 116,388             | 360,000             | 108,013                     | 243,500             | -29%                  | 173,000             |
| <b>Total</b>  | 116,388             | 360,000             | 108,013                     | 243,500             | -29%                  | 173,000             |
| <b>575</b>  |                     |                     |                             |                     |                       |                     |
| Capital Outlay  | -                   | -                   | -                           | -                   | N/A                   | -                   |
| <b>Total</b>  | -                   | -                   | -                           | -                   | N/A                   | -                   |
| <b>Total Budget</b>                                   | 828,718             | 1,614,136           | 962,963                     | 2,178,448           | -42%                  | 1,273,000           |
| <b>Transfer To Other Funds</b>                        |                     |                     |                             |                     |                       |                     |
| 51 JPWA Debt  | 815,000             | 815,000             | 1,557,000                   | 1,557,000           | -4%                   | 1,500,000           |
| 12 Uniformed Patrol Capital                           | 153,700             | 239,973             | 181,382                     | 362,763             | 5%                    | 380,000             |
| 14 Fire Suppression Capital                           | 566,000             | 431,788             | 588,244                     | 1,176,488           | -24%                  | 900,000             |
| 38 TIF #6   | -                   | 714,893             | 565,837                     | 900,000             | 11%                   | 1,000,000           |
| <b>Total Transfers</b>                                | 1,534,700           | 2,201,654           | 2,892,463                   | 3,996,251           | -5%                   | 3,780,000           |
| <b>Total Budget and Transfers</b>                     | <b>\$ 2,363,418</b> | <b>\$ 3,815,790</b> | <b>\$ 3,855,426</b>         | <b>\$ 6,174,699</b> | <b>-18%</b>           | <b>\$ 5,053,000</b> |

### SUMMARY BY ACCOUNT GROUP

| Budget                   | FY 25<br>ACTUAL     | FY 25<br>BUDGET     | 9 months<br>FY 26<br>ACTUAL | FY 26<br>BUDGET     | PERCENT<br>DIFFERENCE | FY 27<br>BUDGET     |
|--------------------------|---------------------|---------------------|-----------------------------|---------------------|-----------------------|---------------------|
| Personnel Services       | \$ -                | \$ -                | \$ -                        | \$ -                | N/A                   | \$ -                |
| Maintenance & Operations | -                   | -                   | -                           | -                   | N/A                   | -                   |
| Capital Outlay           | 828,718             | 1,614,136           | 962,963                     | 2,178,448           | -42%                  | 1,273,000           |
| Transfers                | 1,534,700           | 2,201,654           | 2,892,463                   | 3,996,251           | -5%                   | 3,780,000           |
| <b>Total Budget</b>      | <b>\$ 2,363,418</b> | <b>\$ 3,815,790</b> | <b>\$ 3,855,426</b>         | <b>\$ 6,174,699</b> | <b>-18%</b>           | <b>\$ 5,053,000</b> |

### FUND BALANCE CALCULATION

|                                      | FY 25<br>ACTUAL     | FY 25<br>BUDGET     | 9 months<br>FY 26<br>ACTUAL | FY 26<br>BUDGET     | FY 27<br>BUDGET     |
|--------------------------------------|---------------------|---------------------|-----------------------------|---------------------|---------------------|
| Beginning Fund Balance               | \$ 6,975,828        | \$ 6,975,828        | \$ 9,023,515                | \$ 9,023,515        | \$ 9,324,213        |
| Plus Annual Revenue                  | 4,411,105           | 4,459,495           | 4,156,124                   | 5,322,534           | 5,658,200           |
| Less Annual Outlays                  | (2,363,418)         | (3,815,790)         | (3,855,426)                 | (6,174,699)         | (5,053,000)         |
| Ending Fund Balance                  | 9,023,515           | 7,619,533           | 9,324,213                   | 8,171,350           | 9,929,413           |
| <b>Reserved for Capital Projects</b> | <b>\$ 9,023,515</b> | <b>\$ 7,619,533</b> | <b>\$ 9,324,213</b>         | <b>\$ 8,171,350</b> | <b>\$ 9,929,413</b> |

## CAPITAL LIST

| Department         | Item Description                            | Year 1              | Year 2              |
|--------------------|---|---------------------|---------------------|
| Street Maintenance | New storm sirens, poles, wiring             | \$ 120,000          |                     |
| Street Maintenance | Concrete maintenance                        | 145,000             | 150,000             |
| Street Maintenance | Asphalt maintenance                         | 145,000             | 100,000             |
| Street Maintenance | Misc. street repairs                        |                     | 250,000             |
| Street Maintenance | Airless Line - Striper                      | 9,500               |                     |
| Street Maintenance | Asphalt Planer (Skid Steer)                 | 13,500              |                     |
| Street Maintenance | Brush Grappler (Skid Steer)                 | 5,000               |                     |
| Street Maintenance | Stump Grinder (Skid Steer)                  | 12,000              |                     |
| Sewer Maintenance  | Sewer line & force main replacements        | 125,000             | 125,000             |
| Sewer Maintenance  | 4x4 350 work body truck                     | 48,000              |                     |
| Parks & Grounds    | Playgorund upgrades all City parks          | 150,000             | 150,000             |
| Parks & Grounds    | Irrigation system                           | 150,000             | 150,000             |
| Parks & Grounds    | Wayfinding signage                          | 100,000             | 100,000             |
| Parks & Grounds    | Downtown Holiday decorations                | 50,000              | 50,000              |
| Parks & Grounds    | Victoria Pond Pavilion                      | 20,000              |                     |
| Parks & Grounds    | South Creek Pavilion repair                 | 30,000              |                     |
| Parks & Grounds    | Street scaping                              | 75,000              | 75,000              |
| Parks & Grounds    | Repair pavilions                            |                     | 70,000              |
| Parks & Grounds    | Red Earp Trail repairs                      | 30,000              |                     |
| Parks & Grounds    | Office and furniture                        | 20,000              |                     |
| Parks & Grounds    | Main Street and The Commons sound expansion | 25,000              |                     |
| <b>Total</b>       |   | <b>\$ 1,273,000</b> | <b>\$ 1,220,000</b> |

# Jenks Public Works Authority

## WWTP Capital Improvement Fund

FY 2026 and 2027

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 25             |                  | 9 months<br>FY 26 |                  | PERCENT<br>DIFFERENCE | FY 27<br>BUDGET     |
|---------------------------------|-------------------|------------------|-------------------|------------------|-----------------------|---------------------|
|                                 | ACTUAL            | BUDGET           | ACTUAL            | BUDGET           |                       |                     |
| Building Permits                | \$ 88,039         | \$ 40,000        | \$ -              | \$ 40,000        | 0%                    | \$ 40,000           |
| Interest                        | 82,007            | -                | 48,603            | 42,500           | 24%                   | 52,500              |
| Transfers From Fund 47          | -                 | -                | -                 | -                | N/A                   | -                   |
| Transfer from JPWA Sinking Fund | 721,058           | -                | -                 | -                | N/A                   | 1,300,000           |
| <b>Total</b>                    | <b>\$ 891,103</b> | <b>\$ 40,000</b> | <b>\$ 48,603</b>  | <b>\$ 82,500</b> | <b>&gt;500%</b>       | <b>\$ 1,392,500</b> |

### ANNUAL OUTLAYS

| BUDGET                               | FY 25            |             | 9 months<br>FY 26 |                     | PERCENT<br>DIFFERENCE | FY 27<br>BUDGET     |
|--------------------------------------|------------------|-------------|-------------------|---------------------|-----------------------|---------------------|
|                                      | ACTUAL           | BUDGET      | ACTUAL            | BUDGET              |                       |                     |
| <b><u>Sewer Plant 532</u></b>        |                  |             |                   |                     |                       |                     |
| Personnel                            | \$ -             | \$ -        | \$ -              | \$ -                | N/A                   | \$ -                |
| Maintenance and Operations           | -                | -           | -                 | -                   | N/A                   | -                   |
| Capital Outlay                       | -                | -           | -                 | -                   | N/A                   | -                   |
| Total                                | -                | -           | -                 | -                   | N/A                   | -                   |
| <b><u>WWTP Capital 726</u></b>       |                  |             |                   |                     |                       |                     |
| Personnel                            | -                | -           | -                 | -                   | N/A                   | -                   |
| Maintenance and Operations           | 89,431           | -           | -                 | -                   | N/A                   | -                   |
| Capital Outlay                       | -                | -           | -                 | 1,300,000           | 0%                    | 1,300,000           |
| Total                                | \$ 89,431        | \$ -        | \$ -              | \$ 1,300,000        | 0%                    | \$ 1,300,000        |
| <b>Total All Departments Outlays</b> | <b>\$ 89,431</b> | <b>\$ -</b> | <b>\$ -</b>       | <b>\$ 1,300,000</b> | <b>0%</b>             | <b>\$ 1,300,000</b> |

### FUND BALANCE CALCULATION

|                                | FY 25        |            | 9 months<br>FY 26 |              | FY 27<br>BUDGET |
|--------------------------------|--------------|------------|-------------------|--------------|-----------------|
|                                | ACTUAL       | BUDGET     | ACTUAL            | BUDGET       |                 |
| Beginning Fund Balance         | \$ 430,518   | \$ 430,518 | \$ 1,321,622      | \$ 1,321,622 | \$ 1,370,225    |
| Plus Annual Revenue            | 891,103      | 40,000     | 48,603            | 82,500       | 1,392,500       |
| Less Annual Outlays            | -            | -          | -                 | (1,300,000)  | (1,300,000)     |
| Ending Fund Balance            | 1,321,622    | 470,518    | 1,370,225         | 104,122      | 1,462,725       |
| Reserved for WWTP Improvements | \$ 1,321,622 | \$ 470,518 | \$ 1,370,225      | \$ 104,122   | \$ 1,462,725    |

### CAPITAL LIST

| Department Account          | Description                            | Y1 Amount           | Y2 Amount   |
|-----------------------------|--|---------------------|-------------|
|                             | Design of phase 2 improvements at WWTP | \$ 1,300,000        | \$ -        |
| <b>Total Capital Outlay</b> |  | <b>\$ 1,300,000</b> | <b>\$ -</b> |

# Jenks Public Works Authority

## Reimbursement to JPWA

FY 2027 and 2028  
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 25             |                  | 9 months<br>FY 26 |                  | PERCENT<br>DIFFERENCE | FY 27<br>BUDGET  |
|---------------------------|-------------------|------------------|-------------------|------------------|-----------------------|------------------|
|                           | ACTUAL            | BUDGET           | ACTUAL            | BUDGET           |                       |                  |
| Development Revenue-Sewer | \$ -              | \$ -             | \$ -              | \$ -             | N/A                   | \$ -             |
| Reimbursements            | 254,300           | -                | -                 | -                | N/A                   | -                |
| Interest                  | 67,742            | 12,500           | 26,601            | 22,500           | 11%                   | 25,000           |
| <b>Total</b>              | <b>\$ 322,042</b> | <b>\$ 12,500</b> | <b>\$ 26,601</b>  | <b>\$ 22,500</b> | <b>11%</b>            | <b>\$ 25,000</b> |

### ANNUAL OUTLAYS

| BUDGET  | FY 25       |             | 9 months<br>FY 26 |                   | PERCENT<br>DIFFERENCE | FY 27<br>BUDGET |
|---|-------------|-------------|-------------------|-------------------|-----------------------|-----------------|
|   | ACTUAL      | BUDGET      | ACTUAL            | BUDGET            |                       |                 |
| <b>Public Works/Water<br/>Maintenance 531</b> |             |             |                   |                   |                       |                 |
| Capital Outlay                                | \$ -        | \$ -        | \$ 257,721        | \$ 500,000        | -100%                 | \$ -            |
| <b>Total</b>                                  | <b>-</b>    | <b>-</b>    | <b>257,721</b>    | <b>500,000</b>    | <b>-100%</b>          | <b>-</b>        |
| <b>WWTP Capital 726</b>                       |             |             |                   |                   |                       |                 |
| Personnel                                     | \$ -        | \$ -        | \$ -              | \$ -              | N/A                   | \$ -            |
| Maintenance and Operations                    | -           | -           | -                 | -                 | N/A                   | -               |
| Capital Outlay                                | -           | -           | -                 | -                 | N/A                   | -               |
| <b>Total</b>                                  | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b>       | <b>\$ -</b>       | <b>N/A</b>            | <b>\$ -</b>     |
| <b>Reimbursement to JPWA 844</b>              |             |             |                   |                   |                       |                 |
| Personnel                                     | \$ -        | \$ -        | \$ -              | \$ -              | N/A                   | \$ -            |
| Maintenance and Operations                    | -           | -           | -                 | -                 | N/A                   | -               |
| Capital Outlay                                | -           | -           | -                 | -                 | N/A                   | -               |
| <b>Total</b>                                  | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b>       | <b>\$ -</b>       | <b>N/A</b>            | <b>\$ -</b>     |
| <b>Total All Departments Outlays</b>          | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 257,721</b> | <b>\$ 500,000</b> | <b>-100%</b>          | <b>\$ -</b>     |

### FUND BALANCE CALCULATION

|                             | FY 25               |                     | 9 months<br>FY 26   |                     | FY 27<br>BUDGET     |
|-----------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
|                             | ACTUAL              | BUDGET              | ACTUAL              | BUDGET              |                     |
| Beginning Fund Balance      | \$ 1,418,864        | \$ 1,418,864        | \$ 1,740,906        | \$ 1,740,906        | \$ 1,509,786        |
| Plus Annual Revenue         | 322,042             | 12,500              | 26,601              | 22,500              | 25,000              |
| Less Annual Outlays         | -                   | -                   | (257,721)           | (500,000)           | -                   |
| Ending Fund Balance         | 1,740,906           | 1,431,364           | 1,509,786           | 1,263,406           | 1,534,786           |
| Reserved for Authority Debt | <b>\$ 1,740,906</b> | <b>\$ 1,431,364</b> | <b>\$ 1,509,786</b> | <b>\$ 1,263,406</b> | <b>\$ 1,534,786</b> |

### CAPITAL LIST

| Department   | Item Description | Y1 Amount   | Y2 Amount   |
|--------------|------------------|-------------|-------------|
|              |                  | \$ -        | \$ -        |
| <b>Total</b> |                  | <b>\$ -</b> | <b>\$ -</b> |

# Jenks Public Works Authority

## Economic Development Fund

FY 2026 and 2027

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 25            |                 | 9 months<br>FY 26 |                 | PERCENT<br>DIFFERENCE | FY 27<br>BUDGET  |
|------------------|------------------|-----------------|-------------------|-----------------|-----------------------|------------------|
|                  | ACTUAL           | BUDGET          | ACTUAL            | BUDGET          |                       |                  |
| Building Permits | \$ 12,314        | \$ -            | \$ -              | \$ -            | N/A                   | \$ 10,000        |
| Interest         | 22,670           | 1,000           | 13,309            | 6,000           | 108%                  | 12,500           |
| <b>Total</b>     | <b>\$ 34,984</b> | <b>\$ 1,000</b> | <b>\$ 13,309</b>  | <b>\$ 6,000</b> | <b>275%</b>           | <b>\$ 22,500</b> |

### ANNUAL OUTLAYS

| BUDGET                                   | FY 25    |               | 9 months<br>FY 26 |               | PERCENT<br>DIFFERENCE | FY 27<br>BUDGET |
|--|----------|---------------|-------------------|---------------|-----------------------|-----------------|
|  | ACTUAL   | BUDGET        | ACTUAL            | BUDGET        |                       |                 |
| <b><u>Economic Development - 242</u></b> |          |               |                   |               |                       |                 |
| Personnel                                | -        | -             | -                 | -             | N/A                   | -               |
| Maintenance and Operations               | -        | 70,000        | -                 | 70,000        | -64.29%               | 25,000          |
| Capital Outlay                           | -        | -             | -                 | -             | N/A                   | -               |
| <b>Total</b>                             | <b>-</b> | <b>70,000</b> | <b>-</b>          | <b>70,000</b> | <b>-64.29%</b>        | <b>25,000</b>   |

### FUND BALANCE CALCULATION

|                                   | FY 25             |                   | 9 months<br>FY 26 |                   | FY 27<br>BUDGET   |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|                                   | ACTUAL            | BUDGET            | ACTUAL            | BUDGET            |                   |
| Beginning Fund Balance            | \$ 464,981        | \$ 464,981        | \$ 464,981        | \$ 464,981        | \$ 400,981        |
| Plus Annual Revenue               | 20,034            | -                 | 13,309            | 6,000             | 22,500            |
| Less Annual Outlays               | -                 | (70,000)          | -                 | (70,000)          | (25,000)          |
| Ending Fund Balance               | <b>485,015</b>    | <b>394,981</b>    | <b>478,290</b>    | <b>400,981</b>    | <b>398,481</b>    |
| Reserved for Economic Development | <b>\$ 485,015</b> | <b>\$ 394,981</b> | <b>\$ 478,290</b> | <b>\$ 400,981</b> | <b>\$ 398,481</b> |

# Jenks Public Works Authority

## Radio Communications Fund

FY 2026 and 2027  
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 greater than 10% because appropriated revenues exceed budgeted expenditures for debt service.

### ANNUAL RESOURCES

| REVENUE                           | FY 25             |                  | 9 months<br>FY 26 |                   | PERCENT<br>DIFFERENCE | FY 27<br>BUDGET  |
|-----------------------------------|-------------------|------------------|-------------------|-------------------|-----------------------|------------------|
|                                   | ACTUAL            | BUDGET           | ACTUAL            | BUDGET            |                       |                  |
| Transfer from JPWA Operating Fund | \$ 95,000         | \$ 95,000        | \$ -              | \$ 95,000         | -21%                  | \$ 75,000        |
| Interest                          | 16,942            | 1,000            | 11,484            | 5,000             | 100%                  | 10,000           |
| <b>Total</b>                      | <b>\$ 111,942</b> | <b>\$ 96,000</b> | <b>\$ 11,484</b>  | <b>\$ 100,000</b> | <b>-15%</b>           | <b>\$ 85,000</b> |

### ANNUAL OUTLAYS

| BUDGET                                      | FY 25            |                  | 9 months<br>FY 26 |                  | PERCENT<br>DIFFERENCE | FY 27<br>BUDGET  |
|---|------------------|------------------|-------------------|------------------|-----------------------|------------------|
|   | ACTUAL           | BUDGET           | ACTUAL            | BUDGET           |                       |                  |
| <b>Fin. and Admin./Tech and Comm. - 514</b> |                  |                  |                   |                  |                       |                  |
| Personnel                                   | \$ -             | \$ -             | \$ -              | \$ -             | N/A                   | \$ -             |
| Maintenance and Operations                  | 26,000           | 95,000           | 26,000            | 95,000           | -68%                  | 30,000           |
| Capital Outlay                              | -                | -                | -                 | -                | N/A                   | -                |
| Total                                       | 26,000           | 95,000           | 26,000            | 95,000           | -68%                  | 30,000           |
| Debt Service                                | -                | -                | -                 | -                | N/A                   | -                |
| <b>Total Radio Communications</b>           | <b>\$ 26,000</b> | <b>\$ 95,000</b> | <b>\$ 26,000</b>  | <b>\$ 95,000</b> | <b>-68%</b>           | <b>\$ 30,000</b> |

### FUND BALANCE CALCULATION

|                                       | FY 25             |                   | 9 months<br>FY 26 |                   | FY 27<br>BUDGET   |
|---------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|                                       | ACTUAL            | BUDGET            | ACTUAL            | BUDGET            |                   |
| Beginning Fund Balance                | \$ 310,262        | \$ 310,262        | \$ 396,204        | \$ 396,204        | \$ 381,688        |
| Plus Annual Revenue                   | 111,942           | 96,000            | 11,484            | 100,000           | 85,000            |
| Less Annual Outlays                   | (26,000)          | (95,000)          | (26,000)          | (95,000)          | (30,000)          |
| Ending Fund Balance                   | 396,204           | 311,262           | 381,688           | 401,204           | 436,688           |
| Reserved for Radio Equipment and Debt | <b>\$ 396,204</b> | <b>\$ 311,262</b> | <b>\$ 381,688</b> | <b>\$ 401,204</b> | <b>\$ 436,688</b> |

# Jenks Public Works Authority

## Insurance & Risk Management Fund - JPWA

FY 2026 and 2027  
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 27 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 necessary. The projected fund balance change from FY 26 budget to FY 27 budget is greater than 10%. This internal service fund was established under 11 O.S. § 17-212 and is budgeted on a cash basis.

### ANNUAL RESOURCES

| REVENUE                           | FY 25               |                   | 9 months<br>FY 26   |                   | PERCENT<br>DIFFERENCE | FY 27<br>BUDGET   |
|-----------------------------------|---------------------|-------------------|---------------------|-------------------|-----------------------|-------------------|
|                                   | ACTUAL              | BUDGET            | ACTUAL              | BUDGET            |                       |                   |
| Reimbursements                    | \$ -                | \$ -              | \$ 475,000          | \$ -              | N/A                   | \$ -              |
| Transfer from JPWA Operating Fund | 1,138,647           | 828,000           | 601,470             | 740,000           | -32%                  | 500,000           |
| Interest                          | 147,924             | 15,000            | 70,801              | 30,000            | 33%                   | 40,000            |
| <b>Total</b>                      | <b>\$ 1,286,570</b> | <b>\$ 843,000</b> | <b>\$ 1,147,271</b> | <b>\$ 770,000</b> | <b>-30%</b>           | <b>\$ 540,000</b> |

### ANNUAL OUTLAYS

| BUDGET                                       | FY 25             |                     | 9 months<br>FY 26   |                     | PERCENT<br>DIFFERENCE | FY 27<br>BUDGET   |
|--|-------------------|---------------------|---------------------|---------------------|-----------------------|-------------------|
|  | ACTUAL            | BUDGET              | ACTUAL              | BUDGET              |                       |                   |
| <b>Insurance and Risk Management<br/>801</b> |                   |                     |                     |                     |                       |                   |
| Personnel Services                           | \$ -              | \$ -                | \$ -                | \$ -                | N/A                   | \$ -              |
| Maintenance and Operations                   | 192,314           | 700,000             | 4,131               | 700,000             | -50%                  | 350,000           |
| Capital Outlay                               | 558,541           | -                   | 2,894,219           | 2,894,219           | -100%                 | -                 |
| <b>Total</b>                                 | <b>750,855</b>    | <b>700,000</b>      | <b>2,898,350</b>    | <b>3,594,219</b>    | <b>-90%</b>           | <b>350,000</b>    |
| Transfers                                    |                   |                     |                     |                     |                       |                   |
| Transfer to Jenks Aquarium                   | -                 | 500,000             | -                   | 500,000             | -100%                 | -                 |
| Transfer to Fund 10                          | -                 | -                   | -                   | -                   | N/A                   | -                 |
| Transfer to Fund 23                          | -                 | -                   | -                   | -                   | N/A                   | -                 |
| Transfer to Fund 51                          | -                 | -                   | -                   | 325,000             | -100%                 | -                 |
| <b>Total Budget and Transfers</b>            | <b>\$ 750,855</b> | <b>\$ 1,200,000</b> | <b>\$ 2,898,350</b> | <b>\$ 4,419,219</b> | <b>-92%</b>           | <b>\$ 350,000</b> |

### FUND BALANCE CALCULATION

|   | FY 25               |                     | 9 months<br>FY 26   |                     | FY 27<br>BUDGET     |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|
|   | ACTUAL              | BUDGET              | ACTUAL              | BUDGET              |                     |
| Beginning Fund Balance                    | \$ 2,586,550        | \$ 2,586,550        | \$ 3,122,266        | \$ 3,122,266        | \$ 1,371,186        |
| Plus Annual Revenue                       | 1,286,570           | 843,000             | 1,147,271           | 770,000             | 540,000             |
| Less Annual Outlays                       | (750,855)           | (1,200,000)         | (2,898,350)         | (4,419,219)         | (350,000)           |
| Ending Fund Balance                       | 3,122,266           | 2,229,550           | 1,371,186           | (526,953)           | 1,561,186           |
| Reserved for JAA Debt and Risk Management | <b>\$ 3,122,266</b> | <b>\$ 2,229,550</b> | <b>\$ 1,371,186</b> | <b>\$ (526,953)</b> | <b>\$ 1,561,186</b> |

# Jenks Public Works Authority

## Tax Increment Financing District Number One Fund

FY 2026 and 2027  
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 27. 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 25               |                     | 9 months<br>FY 26   |                     | PERCENT<br>DIFFERENCE | FY 27<br>BUDGET     |
|-----------------------------|---------------------|---------------------|---------------------|---------------------|-----------------------|---------------------|
|                             | ACTUAL              | BUDGET              | ACTUAL              | BUDGET              |                       |                     |
| Property Tax                | \$ 1,289,637        | \$ 1,600,000        | \$ 1,250,499        | \$ 1,400,000        | 5%                    | \$ 1,465,000        |
| Interest                    | 20,362              | -                   | 13,070              | 5,000               | 100%                  | 10,000              |
| Transfers From General Fund | 18,993              | 25,000              | -                   | 25,500              | -2%                   | 25,000              |
| <b>Total</b>                | <b>\$ 1,328,993</b> | <b>\$ 1,625,000</b> | <b>\$ 1,263,569</b> | <b>\$ 1,430,500</b> | <b>5%</b>             | <b>\$ 1,500,000</b> |

### ANNUAL OUTLAYS

| Budget                                  | FY 25               |                     | 9 months<br>FY 26 |                     | PERCENT<br>DIFFERENCE | FY 27<br>BUDGET     |
|---|---------------------|---------------------|-------------------|---------------------|-----------------------|---------------------|
|   | ACTUAL              | BUDGET              | ACTUAL            | BUDGET              |                       |                     |
| <b>Public Works/Pub. Facilities 760</b> |                     |                     |                   |                     |                       |                     |
| Personnel Services                      | \$ -                | \$ -                | \$ -              | \$ -                | N/A                   | \$ -                |
| Maintenance and Operations              | 1,521,768           | 1,000,000           | 427,526           | 1,435,500           | 4%                    | 1,500,000           |
| Capital Outlay                          | -                   | -                   | -                 | -                   | N/A                   | -                   |
| Debt Service                            | -                   | -                   | -                 | -                   | N/A                   | -                   |
| <b>Total</b>                            | <b>\$ 1,521,768</b> | <b>\$ 1,000,000</b> | <b>\$ 427,526</b> | <b>\$ 1,435,500</b> | <b>4%</b>             | <b>\$ 1,500,000</b> |

### FUND BALANCE CALCULATION

|                             | FY 25             |                   | 9 months<br>FY 26 |                   | FY 27<br>BUDGET   |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|                             | ACTUAL            | BUDGET            | ACTUAL            | BUDGET            |                   |
| Beginning Fund Balance      | \$ 338,231        | \$ 338,231        | \$ 145,456        | \$ 145,456        | \$ 140,456        |
| Plus Annual Revenue         | 1,328,993         | 1,625,000         | 1,263,569         | 1,430,500         | 1,500,000         |
| Less Annual Outlays         | (1,521,768)       | (1,000,000)       | (427,526)         | (1,435,500)       | (1,500,000)       |
| Ending Fund Balance         | 145,456           | 963,231           | 981,499           | 140,456           | 140,456           |
| Reserved for TIF Activities | <b>\$ 145,456</b> | <b>\$ 963,231</b> | <b>\$ 981,499</b> | <b>\$ 140,456</b> | <b>\$ 140,456</b> |

**Jenks Public Works Authority**  
**RESOLUTION NO. 2026-03**  
**A RESOLUTION APPROPRIATING AND APPROVING**  
**THE FISCAL YEAR 2026-2027 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, 2026**

**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.

**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 2026-2027 Annual Budget for the Jenks Public Works Authority providing for the balancing of revenues and expenditures related to same as detailed in the FY 2026-2027 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 2026-2027 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 2026-2027 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. Electronics, phones, tablets, netbooks, laptops or other work electronic devices assigned to a specific employee may be considered fully depreciated after having been in use for five (5) years. Such items personally assigned to Jenks Public Works Authority Trustees may be considered fully depreciated upon leaving membership in the Council.

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, 2027; 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 comply with 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, 2026.**

\_\_\_\_\_  
Cory Box, Chairman  
JENKS PUBLIC WORKS AUTHORITY

**ATTEST:**

\_\_\_\_\_  
Secretary

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

| FY 2026 - 2027 |                   | FY 2026 - 2028 BIENNIAL BUDGET - YEAR 1 |                               |
|----------------|-------------------|---|-------------------------------|
| RANGE NO.      | ANNUAL PAY RANGES |   | POSITION TITLE                |
| 12             | 22,005 - 35,664   | 1.                                      | LABORER I                     |
|                |                   | 2.                                      | STUDENT INTERN I              |
|                |                   | 3.                                      | CITY PROSECUTOR (PT)          |
| 13             | 23,126 - 37,457   | 1.                                      | LABORER II                    |
|                |                   | 2.                                      | STUDENT INTERN II             |
| 14             | 24,854 - 41,043   | 1.                                      | LABORER III                   |
|                |                   | 2.                                      | STUDENT INTERN III            |
| 15             | 25,187 - 41,598   | 1.                                      | GENERAL CLERK II              |
|                |                   | 2.                                      | LABORER IV                    |
| 16             | 26,918 - 42,628   | 1.                                      | MAINTENANCE WORKER I          |
|                |                   | 2.                                      | CUSTODIAN I                   |
| 17             | 28,076 - 44,530   | 1.                                      | ADMINISTRATIVE CLERK I        |
|                |                   | 2.                                      | CUSTODIAN II                  |
|                |                   | 3.                                      | MAINTENANCE WORKER II         |
|                |                   | 4.                                      | RECEPTIONIST I                |
|                |                   | 5.                                      | UTILITY SERVICE SPECIALIST I  |
| 18             | 29,299 - 46,524   | 1.                                      | COOK                          |
|                |                   | 2.                                      | CUSTODIAN III                 |
| 19             | 30,589 - 48,623   | 1.                                      | MAINTENANCE WORKER III        |
|                |                   | 2.                                      | ADMINISTRATIVE CLERK II       |
|                |                   | 3.                                      | RECEPTIONIST II               |
|                |                   | 4.                                      | UTILITY SERVICE SPECIALIST II |
| 20             | 31,935 - 50,849   | 1.                                      | EQUIPMENT OPERATOR I          |
|                |                   | 2.                                      | MAINTENANCE WORKER IV         |
| 21             | 32,711 - 53,138   | 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 2026 - 2027 |                   | FY 2026 - 2028 BIENNIAL BUDGET - YEAR 1 |   |
|----------------|-------------------|---|---|
| RANGE NO.      | ANNUAL PAY RANGES |   | POSITION TITLE                              |
| 22             | 34,841 - 56,264   | 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             | 36,112 - 58,189   | 1.                                      | RESERVED                                    |
| 24             | 38,041 - 60,797   | 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             | 39,762 - 61,749   | 1.                                      | ACCOUNTS PAYABLE CLERK IV                   |
|                |                   | 2.                                      | ACCOUNTING CLERK II                         |
|                |                   | 3.                                      | COURT CLERK IV                              |
|                |                   | 4.                                      | DISPATCHER IV                               |
|                |                   | 5.                                      | FIREFIGHTERS (PROBATIONARY)                 |
| 26             | 41,569 - 67,161   | 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 2026 - 2027 |                   | FY 2026 - 2028 BIENNIAL BUDGET - YEAR 1 |   |
|----------------|-------------------|---|---|
| RANGE NO.      | ANNUAL PAY RANGES |   | POSITION TITLE                            |
| 27             | 43,512 - 69,661   | 1.                                      | ENGINEERING TECHNICIAN III                |
|                |                   | 2.                                      | ACCOUNTING CLERK III                      |
| 28             | 45,462 - 72,912   | 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             | 47,557 - 76,324   | 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             | 49,822 - 79,489   | 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             | 52,204 - 83,327   | 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 2026 - 2027 |                      | FY 2026 - 2028 BIENNIAL BUDGET - YEAR 1 |                                   |
|----------------|----------------------|---|-----------------------------------|
| RANGE<br>NO.   | ANNUAL<br>PAY RANGES | POSITION TITLE                          |                                   |
| 32             | 55,737 - 89,011      | 1.                                      | ADMINISTRATIVE SPECIALIST IV *    |
|                |                      | 2.                                      | DEPUTY CHIEF BUILDING INSPECTOR * |
|                |                      | 3.                                      | CIVIL ENGINEER I *                |
|                |                      | 4.                                      | OFFICE MANAGER *                  |
|                |                      | 5.                                      | STAFF ACCOUNTANT IV *             |
| 33             | 59,141 - 93,462      | 1.                                      | CHIEF BUILDING INSPECTOR I *      |
|                |                      | 2.                                      | CITY CLERK *                      |
|                |                      | 3.                                      | CIVIL ENGINEER II *               |
|                |                      | 4.                                      | PAYROLL SPECIALIST IV             |
| 34             | 71,185 - 113,720     | 1.                                      | CHIEF BUILDING INSPECTOR II *     |
|                |                      | 2.                                      | CIVIL ENGINEER III *              |
|                |                      | 3.                                      | FIRE MARSHALL                     |
| 35             | 79,054 - 138,669     | 1.                                      | ASSISTANT FIRE CHIEF *            |
|                |                      | 2.                                      | ASSISTANT POLICE CHIEF *          |
|                |                      | 3.                                      | ASSISTANT CITY ENGINEER *         |
|                |                      | 4.                                      | DEPUTY FINANCE DIRECTOR * ###     |
|                |                      | 5.                                      | I.T. MANAGER *                    |
|                |                      | 6.                                      | PUBLIC WORKS ASSISTANT DIRECTOR * |
|                |                      | 7.                                      | RESERVED                          |
| 36             | 86,656 - 145-403     | 1.                                      | RESERVED                          |
| 37             | 86,863 - 152,482     | 1.                                      | RESERVED                          |
| 38             | 91,065 - 159,903     | 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 2026 - 2027 |                      | FY 2026 - 2028 BIENNIAL BUDGET - YEAR 1 |                                  |
|----------------|----------------------|---|----------------------------------|
| RANGE<br>NO.   | ANNUAL<br>PAY RANGES | POSITION TITLE                          |                                  |
| 39             | 95,474 - 167,698     | 1.                                      | RESERVED                         |
| 40             | 97,268 - 171,990     | 1.                                      | RESERVED                         |
| 41             | 101,159 - 178,869    | 1.                                      | CHIEF FINANCIAL OFFICER * ## ### |
| 42             | 105,202 - 186,016    | 1.                                      | RESERVED                         |
| 43             | contract             | 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, 2026   |
|--|--|--|
| 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, 2026   |
| 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, 2026   |
| 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, 2026  |
|--|---|
| 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, 2026  |
| 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, 2026 |
|--------------------------|--------------------|
| 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   |   |
|---|---|
| <b>SIGN PERMIT FEES</b>                                   | As of July 1, 2026  |
| Temporary Sign  | \$50.00   |
| Permit Fee  | The greater of .25% of sign valuation or \$25.00  |
| <b>ZONING APPLICATIONS</b>                                | As of July 1, 2026  |
| 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  |
| <b>BOA APPLICATIONS</b>                                   | As of July 1, 2026  |
| 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  |
| <b>PLAT AND LAND DIVISION APPLICATIONS</b>                | As of July 1, 2026  |
| 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  |
| <b>OTHER ZONING AND DEVELOPMENT RELATED FEES</b>          | As of July 1, 2026  |
| 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   |                             |
|---|-----------------------------|
| <b>CHARGES ASSOCIATED WITH REPLACING DAMAGED PARTS</b>    |                             |
| <b>Type of Charge</b>                                     | As of July 1, 2026          |
| 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   |                   |                        |
| <b>Deposits</b>                                   |   |                   |                        |
| 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  |                   |                        |
| <b>WATER RATES</b>                                |   |                   |                        |
| As of October 1, 2026                             |   |                   |                        |
| <b>Consumption per 1,000 gallons</b>              | <b>Rate</b>   | <b>Total Rate</b> | <b>Cumulative Rate</b> |
| First 1,000                                       | \$20.88   | \$20.88           | \$20.88                |
| 1,001 to 8,000                                    | \$8.62  | \$60.34           | \$81.22                |
| 8,001 to 12,000                                   | \$8.73  | \$34.92           | \$116.14               |
| 12,001 to 18,000                                  | \$8.93  | \$53.58           | \$169.72               |
| 18,001 to 25,000                                  | \$9.38  | \$65.66           | \$235.38               |
| Over 25,000                                       | \$9.27  | N/A               | N/A                    |
| <b>SANITARY SEWER RATES</b>                       |   |                   |                        |
| As of October 1, 2026                             |   |                   |                        |
| <b>Consumption per 1,000 gallons</b>              | <b>Rate</b>   | <b>Total Rate</b> | <b>Cumulative Rate</b> |
| First 1,000                                       | \$10.63   | \$10.63           | \$10.63                |
| 1,001 to 12,000                                   | \$3.46  | \$38.06           | \$48.69                |
| 12,001 to 25,000                                  | \$3.75  | \$48.75           | \$97.44                |
| 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  |                   |                        |
| <b>SOLID WASTE FEES</b>                           |   |                   |                        |
| As of July 1, 2026                                |   |                   |                        |
| 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  |                   |                        |
| <b>MISC UTILITY FEES</b>                          |   |                   |                        |
| As of July 1, 2026                                |   |                   |                        |
| 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                          | \$4 (per month as of October 1, 2025)   |                   |                        |
| Administrative and Indirect Costs                 | 15%   |                   |                        |
| Collection Agency fee                             | 35%   |                   |                        |

## Public Safety Fees

|   |   |
|---|---|
| <b>EMSA FEES</b>                                |   |
| As of July 1, 2026                              |   |
| Per Meter                                       | \$3.50  |
| <b>FIRE FEES</b>                                |   |
| As of July 1, 2026                              |   |
| 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 |
| <b>Estimated Value</b>                          |   |
| Suppression or Alarm Install Permit, Small Job  | \$75.00   |
| Suppression or Alarm Install Permit, Commercial |   |

| <b>Master Fee Schedule</b>  |  |
|---|--|
| \$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   |
| <b>POLICE DEPARTMENT FEES</b>   | <b>As of July 1, 2026</b>  |
| Burglar alarm false alarm   | \$100.00 per false alarm starting with the second false alarm/month  |
| <b>MUNICIPAL COURT FEES</b>   | <b>As of July 1, 2026</b>  |
| 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   |
| <b>MISC FEES</b>  | <b>As of July 1, 2026</b>  |
| Home Sale Assessment Letter Fee   | \$50.00  |
| Open Records Act. Copy Fee:   |  |
| Per page  | \$0.25   |
| Color Copies (Per Page)   | \$0.50   |
| Per Certified Page  | \$1.00   |
| Digital Copy (Per Page)   | \$0.15 (Digital copy charge may be waived, at the discretion of the employee, if the cost of invoicing would exceed the amount charged for copies) |
| Mechanical Reproduction   | Cost   |
| Flash Drive   | Cost   |
| Search Fee  |  |
| Clerk or City Employee  | \$55 per hour  |
| Attorney review   | \$85 per hour  |
| A minimum search fee of \$55 will be charged for any request the City deems to be commercial or so large it would cause excessive disruption of the City's essential functions. In such circumstances, the City must receive the minimum search fee prior to initiating the search. For request that exceed \$75 in costs, a deposit may be required prior to beginning the production process. |  |
| <b>Legal Review and Redaction Fees</b>  |  |
| Clerk or City Employee  | \$55 per hour  |
| Attorney Review   | \$85 per hour  |
| Prior to charging a legal review and redaction fee, the City will advise the requester with an estimate of time and total fee; all hourly rates will be billed per quarter-hour.  |  |
| All Open Records fees are subject to sales tax unless the requester provides proof of tax-exempt status; items mailed will be subject to posted and shipping costs.   |  |
| Returned Check Fee  | \$15.00  |
| Removal of Garage Sale Signs  | \$10.00 each   |
| Administrative and Indirect Costs   | 15%  |

| <b>Licenses &amp; Business &amp; Occupational Taxes</b> |                           |
|---|---------------------------|
| <b>BUSINESS REGULATIONS</b>                             | <b>As of July 1, 2026</b> |
| <b>Alcohol Licenses / Permits (annual) :</b>            |                           |
| 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                |
| <b>Other Business Licenses:</b>                         |                           |

## Master Fee Schedule

|   |   |
|---|---|
| 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 year)       | \$20              |
| Public Infrastructure and Education Fee (per small vehicle, per year) | \$30              |
| Gas Fitters License   | \$125.00/year     |
| Duplicate License   | \$5.00            |
| Administrative and Indirect Costs                                     | 15%               |
| Collection fee  | 35%               |

## Parks & Events Fees

|   |                           |
|---|---------------------------|
| <b>CITY FACILITIES RESERVATION FEES</b> | <b>As of July 1, 2026</b> |
| 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  |                    |
|---|--------------------|
| <b>ANIMAL FEES</b>  | As of July 1, 2026 |
| 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            |
| <b>MEDICAL FEES</b>   | As of July 1, 2026 |
| 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.

