

PUBLIC NOTICE OF THE MEETING OF THE  
**OWASSO PUBLIC WORKS AUTHORITY**

RECEIVED

JUL 01 2016

City Clerk's Office

Council Chambers, Old Central Building  
109 N Birch, Owasso, OK 74055  
Regular Meeting  
Tuesday, July 5, 2016 – 6:30 pm

1. **Call to Order**  
Chair Lyndell Dunn
2. **Roll Call**
3. **Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the Trustees 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:
    - June 21, 2016, Regular Meeting
  - B. Approve claims
4. **Consideration and appropriate action relating to items removed from the Consent Agenda**
5. **Consideration and appropriate action relating to the OPWA Series 2006 Promissory Note and the Lease Purchase Agreement with the Owasso Public Schools**  
Linda Jones  

Staff recommends approval of the final payment on the Series 2006 Promissory Note for the Ator school property in an amount not to exceed \$625,000 and approval of a budget amendment for the Owasso Public Works Authority, increasing the estimated revenues and the appropriation for expenditures by \$428,400 for the payoff of the 2006 Promissory Note.
6. **Report from OPWA Manager**
7. **Report from OPWA Attorney**
8. **Official Notices to Authority (documents for acknowledgment or information only, no discussion or action will be taken)**
  - Payroll Payment Reports:
    - o Pay Period Ending Date 6/25/16
9. **New Business (New Business is any item of business which could not have been foreseen at the time of posting of the agenda)**
10. **Adjournment**

Notice of Public Meeting filed in the office of the City Clerk and the Agenda posted at City Hall, 111 N Main, bulletin board at 6:00 pm on Friday, July 1, 2016.

  
Sherry Bishop, City Clerk

# OWASSO PUBLIC WORKS AUTHORITY

## MINUTES OF REGULAR MEETING Tuesday, June 21, 2016

The Owasso Public Works Authority met in regular session on Tuesday, June 21, 2016 in the Council Chambers at Old Central, 109 N Birch, Owasso, Oklahoma per the Notice of Public Meeting and Agenda filed in the office of the City Clerk and posted on the City Hall bulletin board at 6:00 pm on Friday, June 17, 2016.

### 1. Call to Order

Chair Lyndell Dunn called the meeting to order at 8:09 pm.

### 2. Roll Call

Present

Chair – Lyndell Dunn

Trustee – Doug Bonebrake

Trustee – Bill Bush

Trustee – Jeri Moberly

A quorum was declared present.

Absent

Vice-Chair – Chris Kelley

Staff:

Authority Manager - Warren Lehr

Authority Attorney - Julie Lombardi

### 3. Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the Trustees 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:

- June 7, 2016, Regular Meeting
- June 14, 2016, Regular Meeting

#### B. Approve claims

Mr. Bonebrake moved, seconded by Ms. Moberly to approve the Consent Agenda with claims totaling \$508,237.54.

YEA: Bonebrake, Bush, Moberly, Dunn

NAY: None

Motion carried: 4-0

### 4. Consideration and appropriate action relating to items removed from the Consent Agenda

None

### 5. Consideration and appropriate action relating to Resolution 2016-02, adopting the FY 2016-2017 OPWA budget

Linda Jones presented the item recommending approval of Resolution 2016-02.

There were no comments from the audience. After discussion, Ms. Moberly moved, seconded by Mr. Bonebrake to approve Resolution 2016-02, as recommended.

YEA: Bonebrake, Bush, Moberly, Dunn

NAY: None

Motion carried: 4-0

### 6. Report from OPWA Manager

None

**7. Report from OPWA Attorney**

None

**8. Official Notices to Authority (documents for acknowledgment or information only, no discussion or action will be taken)**

- Payroll Payment Reports:
  - Pay Period Ending Date 6/11/16
- Monthly Budget Status Report – May 2016

**9. New Business (New Business is any item of business which could not have been foreseen at the time of posting of the agenda)**

None

**10. Adjournment**

Mr. Bush moved, seconded by Ms. Moberly to adjourn the meeting.

YEA: Bonebrake, Bush, Moberly, Dunn

NAY: None

Motion carried 4-0 and the meeting adjourned at 8:11 pm.

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Lyndell Dunn, Chair

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Lisa Wilson, Minute Clerk

## Claims List

7/5/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
OPWA	AMERICAN MUNICIPAL SERVICES CORP.	COLLECTION SERVICES	170.57
<b>TOTAL OPWA</b>			<b>170.57</b>
OPWA ADMINISTRATION	JPMORGAN CHASE BANK	OFFICE DEPOT-RETURN	-24.96
	JPMORGAN CHASE BANK	WINDOR SUPPLY-DOOR	193.05
	JPMORGAN CHASE BANK	LOWES-DOOR	187.44
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	48.66
	JPMORGAN CHASE BANK	WALMART-SUPPLIES	9.96
	JPMORGAN CHASE BANK	SAMS CLUB-SUPPLIES	174.17
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	59.37
	STANDLEY SYSTEMS, LLC	COPIER MAINTENANCE AGREEM	383.68
	JPMORGAN CHASE BANK	SHOE CARNIVAL-BOOTS	79.98
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	29.87
	CINTAS CORPORATION	REPLENISH FIRST AID KITS	139.63
<b>TOTAL OPWA ADMINISTRATION</b>			<b>1,280.85</b>
UTILITY BILLING	TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES	1,601.61
	TYRONE EUGENE DINKINS	METER READER	234.45
	TYRONE EUGENE DINKINS	METER READER	100.35
	TODD C. KIMBALL	METER READER	537.30
<b>TOTAL UTILITY BILLING</b>			<b>2,473.71</b>
WATER	SPOK, INC.	PAGER USE	89.40
	LARRY R KORNEGAY	DIRT FOR DRESS UPS	30.00
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	50.47
	JPMORGAN CHASE BANK	HARBOR FREIGHT-TOOLS	99.96
	JPMORGAN CHASE BANK	BROWN FARMS-SOD	95.00
	JPMORGAN CHASE BANK	BROWN FARMS-SOD	57.50
	JPMORGAN CHASE BANK	HD SUPPLY-VALVES/FITTINGS	4,555.83
	JPMORGAN CHASE BANK	HD SUPPLY-FIRE HYDRANTS	4,727.70
	OWASSO TOP SOIL	LOAD YARD DIRT	65.00
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	50.47
<b>TOTAL WATER</b>			<b>9,821.33</b>
SPORTSPARK WATER LINE EXT	JPMORGAN CHASE BANK	GREENHILL-SCREENINGS	128.44
<b>TOTAL SPORTSPARK WATER LINE EXT</b>			<b>128.44</b>
WASTEWATER TREATMENT	SCHUERMANN ENTERPRISES, INC	LIFT STATION FLOW REWRITE	5,625.00
	SCHUERMANN ENTERPRISES, INC	BELT PRESS REPAIR	442.97
	SCHUERMANN ENTERPRISES, INC	BLOWERS & GBT REPAIR	493.59
	SCHUERMANN ENTERPRISES, INC	MAINTENANCE	532.40
	JPMORGAN CHASE BANK	HACH-TESTING SUPPLIES	111.35

## Claims List

7/5/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
WASTEWATER TREATMENT..	JPMORGAN CHASE BANK	WSG & SOLUTIONS-DIFFUSERS	138.00
	JPMORGAN CHASE BANK	WASTE MGMT-SLUDGE REMOVAL	1,257.35
	JPMORGAN CHASE BANK	BERTREM PRODUCTS-VALVES	156.38
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	5.27
	JPMORGAN CHASE BANK	DEQ-LICENSE RENEWAL	506.00
	JPMORGAN CHASE BANK	DEQ-LICENSE RENEWAL	230.00
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	47.15
	JPMORGAN CHASE BANK	DALE & LEES-FREON	210.00
	JPMORGAN CHASE BANK	KOMLINE-PUMP SEALS	464.08
	SPOK, INC.	PAGER USE	17.78
	JPMORGAN CHASE BANK	GRAINGER-MULTIMETER	330.18
	JPMORGAN CHASE BANK	NCL OF WISC-TEST SUPPLIES	593.14
	JPMORGAN CHASE BANK	NCL OF WISC-TEST SUPPLIES	70.98
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	51.08
<b>TOTAL WASTEWATER TREATMENT</b>			<b>11,282.70</b>
WASTEWATER COLLECTIONS	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	41.30
	JPMORGAN CHASE BANK	CAR WASH HYD-PARTS	41.16
	JPMORGAN CHASE BANK	ATWOODS-FANS	199.98
	JPMORGAN CHASE BANK	LOWES-KEYS	9.85
	JPMORGAN CHASE BANK	QUALITY TIRE-TIRE	290.50
	JPMORGAN CHASE BANK	ATWOODS-POSTS	102.96
	SPOK, INC.	PAGER USE	53.84
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	41.30
	JPMORGAN CHASE BANK	HD SUPPLY-MANHOLE REPAIR	44.59
	JPMORGAN CHASE BANK	HD SUPPLY-MANHOLE REPAIR	152.00
	JPMORGAN CHASE BANK	DEQ-LICENSE RENEWAL	460.00
	DALE & LEES SERVICE, INC	AIR CONDITIONING MAINTENA	952.12
<b>TOTAL WASTEWATER COLLECTIONS</b>			<b>2,389.60</b>
REFUSE COLLECTIONS	COVANTA LANCASTER, INC	REFUSE TIPPING FEES	6,003.72
	UNITED ENGINES, LLC	REPAIRS	2,488.44
	JPMORGAN CHASE BANK	OREILLY-SPLICE	6.98
	JPMORGAN CHASE BANK	OREILLY-WIRE	16.97
	JPMORGAN CHASE BANK	OREILLY-TOOLS	18.78
	JPMORGAN CHASE BANK	FASTENAL-BOLTS	9.00
	JPMORGAN CHASE BANK	KIMS INT'L-HYD HOSES	210.82
	UNITED ENGINES, LLC	BRAKE VALVE REPAIR	519.40
	JPMORGAN CHASE BANK	ADMIRAL EXPRESS-SUPPLIES	131.98
	SPOK, INC.	PAGER USE	62.23
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	33.61
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	33.61

## Claims List

7/5/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
<b>TOTAL REFUSE COLLECTIONS</b>			<b>9,535.54</b>
RECYCLE CENTER	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	6.50
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	6.50
	JPMORGAN CHASE BANK	WASTE MGMT-REC TIP FEES	841.98
	ORI RECOVERY, INC	USED OIL COLLECTION FEE	125.00
<b>TOTAL RECYCLE CENTER</b>			<b>979.98</b>
OPWA DEBT SERVICE	BANCFIRST	ORF-13-0005-CW/RANCH CR	25,377.32
	BANCFIRST	ORF-10-0014-CW/SANTA FE	14,375.74
	BANCFIRST	ORF-99-0008-L/99B	3,618.14
	BANCFIRST	ORF-01-0002-L/01B	11,939.78
	BANCFIRST	FAP-01-0003-L/01C	6,463.43
	BANCFIRST	874317019/06 NOTE	24,700.00
	BANCFIRST	ORF-09-0003-CW/09B	55,960.40
	BANCFIRST	ORF-09-0007-CW/09C	23,361.34
	BANCFIRST	FAP-10-0002-L/10	7,208.19
	BANCFIRST	874320013/13-06DW	28,795.97
<b>TOTAL OPWA DEBT SERVICE</b>			<b>201,800.31</b>
<b>FUND GRAND TOTAL</b>			<b>239,863.03</b>
OPWA STF DEBT SERVICE	BANCFIRST	874405004/2008	99,880.83
<b>TOTAL OPWA STF DEBT SERVICE</b>			<b>99,880.83</b>
<b>FUND GRAND TOTAL</b>			<b>99,880.83</b>
<b>OPWA GRAND TOTAL</b>			<b>\$339,743.86</b>



**TO:** The Honorable Chair and Trustees  
Owasso Public Works Authority

**FROM:** Linda Jones  
Finance Director

**SUBJECT:** Afor Debt – Final Payment

**DATE:** July 1, 2016

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**BACKGROUND:**

On December 14, 2006, The Owasso Public Works Authority established a Promissory Note, Series 2006, to fund a lease purchase for the Independent School District No. 9, Owasso Public Schools, for the purchase of the Afor school property.

Since issuance of the debt in 2006, the school district annually remits to the City an amount equal to the principal, interest, and fees on the 2006 note prior to City disbursement. The 2006 debt was originally scheduled to mature September 1, 2018. However, Independent School District No. 9 has informed the City of intent to exercise their right under the lease agreement to pay the full balance due for the remainder of the lease of approximately \$625,000.

To comply with the terms of the lease agreement for advance payment of the balance due, the Authority needs both authorization to make the final payment to the trustee bank and amendment of the FY 2016-17 Budget for the additional principal payments which were originally scheduled for payment on September 1, 2017 and 2018.

**RECOMMENDATION:**

Staff recommends approval of the final payment on the Series 2006 Promissory Note for the Afor school property in an amount not to exceed \$625,000 and approval of a budget amendment increasing the estimated revenues and the appropriation for expenditures by \$428,400 for the payoff of the 2006 Promissory Note.

OWASSO PUBLIC WORKS AUTHORITY  
PAYROLL PAYMENT REPORT  
PAY PERIOD ENDING DATE 06/25/16

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
OPWA Administration	10,106.90	15,065.72
Utility Billing	5,529.60	10,620.86
Water	13,518.00	23,458.25
Wastewater	11,791.78	20,272.22
Wastewater Collection	8,251.43	13,649.72
Refuse	11,774.73	18,997.10
Recycle Center	984.00	1,574.52
<u>FUND TOTAL</u>	<u>61,956.44</u>	<u>103,638.39</u>