

**PUBLIC NOTICE OF THE MEETING OF THE  
OWASSO PUBLIC WORKS AUTHORITY (OPWA)**

**Council Chambers Old Central Building**

**109 North Birch, Owasso, OK**

**Tuesday, February 15, 2022 - 6:30 PM**

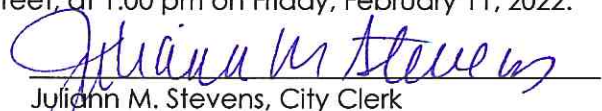
*NOTE: APPROPRIATE ACTION may include, but is not limited to: acknowledging, affirming, amending, approving, authorizing, awarding, denying, postponing, or tabling.*

**AGENDA**

**RECEIVED**  
**FEB 11 2022**  
City Clerk's Office  
*JMS*

1. **Call to Order**  
Chair Bill Bush
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 – February 1, 2022, and February 8, 2022, Regular Meetings
  - B. Approve claims
4. **Consideration and approval, denial, amendment, or other appropriate action relating to items removed from the Consent Agenda**
5. **Report from OPWA Manager**
6. **Report from OPWA Attorney**
7. **Official Notices (documents for acknowledgment or information only, no discussion or action will be taken)**
  - Payroll Payment Report – Pay Period Ending Date January 29, 2022
  - Monthly Budget Status Report – January 2022
8. **New Business (New Business is any item of business which could not have been foreseen at the time of posting of the agenda)**
9. **Adjournment**

Notice of Public Meeting filed in the office of the City Clerk on Friday, December 10, 2021, and the Agenda posted at City Hall, 200 South Main Street, at 1:00 pm on Friday, February 11, 2022.

  
\_\_\_\_\_  
Juliann M. Stevens, City Clerk

*The City of Owasso encourages citizen participation. To request an accommodation due to a disability, contact the City Clerk at least 48 hours prior to the scheduled meeting by phone 918-376-1502 or by email to [jstevens@cityofowasso.com](mailto:jstevens@cityofowasso.com)*

# OWASSO PUBLIC WORKS AUTHORITY (OPWA)

## MINUTES OF REGULAR MEETING TUESDAY, FEBRUARY 1, 2022

The Owasso Public Works Authority (OPWA) met in regular session on Tuesday, February 1, 2022, in the Council Chambers at Old Central, 109 North Birch, Owasso, Oklahoma per the Notice of Public Meeting filed Friday, December 10, 2021; and the Agenda filed in the office of the City Clerk and posted at City Hall, 200 South Main Street, at 5:00 pm on Thursday, January 27, 2022.

### 1. Call to Order

Vice Chair Kelly Lewis called the meeting to order at 7:01 pm.

### 2. Roll Call

Present

Absent

Vice Chair – Kelly Lewis

Chair – Bill Bush

Trustee – Alvin Fruga

Trustee – Doug Bonebrake

Trustee – Lyndell Dunn

A quorum was declared present.

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 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 – January 18, 2022, Regular Meeting

B. Approve claims

Mr. Fruga moved, seconded by Mr. Dunn to approve the Consent Agenda, as presented with claims totaling \$2,125,391.16.

YEA: Bonebrake, Dunn, Fruga, Lewis

NAY: None

Motion carried: 4-0

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

None

### 5. Report from OPWA Manager

None

### 6. Report from OPWA Attorney

None

### 7. Official Notices (documents for acknowledgment or information only, no discussion or action will be taken)

The Chair acknowledged receipt of the following:

- Payroll Payment Report – Pay Period Ending Date January 15, 2022

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

None

**9. Adjournment**

Mr. Bonebrake moved, seconded by Mr. Dunn to adjourn the meeting.

YEA: Bonebrake, Dunn, Fruga, Lewis

NAY: None

Motion carried: 4-0 and the meeting adjourned at 7:02 pm.

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Kelly Lewis, Vice Chair

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Juliann M. Stevens, Authority Clerk

**OWASSO CITY COUNCIL, PUBLIC WORKS AUTHORITY, AND  
PUBLIC GOLF AUTHORITY**

**MINUTES OF JOINT REGULAR MEETING  
TUESDAY, FEBRUARY 8, 2022**

The Owasso City Council, Owasso Public Works Authority (OPWA), and Owasso Public Golf Authority (OPGA) met in a joint regular meeting on Tuesday, February 8, 2022, in the Council Chambers at Old Central, 109 North Birch Street, Owasso, Oklahoma, per the Notice of Public Meeting filed Friday, December 10, 2021; and the Agenda filed in the office of the City Clerk and posted at City Hall, 200 South Main Street, at 5:00 pm on Thursday, February 3, 2022.

1. **Call to Order/Roll Call** - Mayor/Chair Bill Bush called the meeting to order at 6:00 pm.

Present

Mayor/Chair – Bill Bush  
Vice Mayor/Vice Chair – Kelly Lewis  
Councilor/Trustee – Alvin Fruga  
Councilor/Trustee – Doug Bonebrake  
Councilor/Trustee – Lyndell Dunn  
A quorum was declared present.

Absent

None

2. **Discussion relating to amending the list of projects eligible for expenditure from the Capital Improvement Fund to include the Public Works and Parks Facilities, Regional Detention at 11301 North Mingo Road and 10000 East 116<sup>th</sup> Street North, and Owasso Police Department Firing Range Shoot House and Multi-Use Facilities**

Teresa Willson, Roger Stevens, and Mike Barnes presented the item and discussion was held. It was further explained the required Public Hearing would be placed on the February 15, 2022, City Council agenda.

3. **Discussion relating to Community Development Department Items**

- A. Request for final plat - Casa Del Mar, approximately 16.69 acres located at the southeast corner of East 86<sup>th</sup> Street North and North Memorial Road
- B. Request for a planned unit development - approximately 0.42 acres located at 203 East 3<sup>rd</sup> Street North, as referenced in Application OPUD 14-02A

Karl Fritschen presented item A and discussion was held. Alexa Beemer presented item B and discussion was held. It was further explained these items would be placed on the February 15, 2022, City Council agenda for consideration and action.

4. **Discussion relating to Public Works Department Items**

- A. Right-of-way acquisition - North 135<sup>th</sup> East Avenue Service Road Realignment Project
- B. Proposed engineering services agreement - East 5<sup>th</sup> Avenue Floodplain Mitigation Project

Roger Stevens presented each item and discussion was held. It was further explained these items would be placed on the February 15, 2022, City Council agenda for consideration and action.

5. **Discussion relating to City/Authority Manager items**

- A. Monthly sales tax report
- B. City Manager report

Warren Lehr introduced Jennifer Newman to present item A and discussion was held. No further report.

6. **City Councilor/Trustee comments and inquiries** - No Report

7. **Adjournment** - The meeting adjourned at 7:11 pm

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Bill Bush, Mayor/Chair

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Juliann M. Stevens, City Clerk



## Claims List - 2/15/2022

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	KELLOGG ENGINEERING, INC	ENGINEERING SERVICES - CO \$1,477.70
		<b>COFFEE CREEK LIFT STATION - Total</b>	<b>\$1,477.70</b>
	JERRY'S EXCAVATION INC	2020 OWASSO MARKET SEWER	\$103,274.50
		<b>GRAVITY SWR OWASSO MKT - Total</b>	<b>\$103,274.50</b>
	AMERICAN MUNICIPAL SERVICES LTD	COLLECTION SERVICES	\$147.59
	<b>OPWA - Total</b>		<b>\$147.59</b>
	BLUE ENERGY FUELS LLC	CNG FUEL PURCH. JAN22	\$61.51
	CITY GARAGE	CITY GARAGE OH CHGS JAN22	\$195.17
	COX COMMUNICATIONS	PHONE	\$24.65
	JPMORGAN CHASE BANK	CORNERSTONE-BULB	\$6.64
	JPMORGAN CHASE BANK	MAIL THIS-POSTAGE	\$8.65
	JPMORGAN CHASE BANK	OFFICE DEPOT-CHARGERS	\$23.48
	JPMORGAN CHASE BANK	OFFICE DEPOT-PAPER	\$33.02
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$191.86
	ONEOK INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE	\$1,938.11
	TERMINIX	PEST CONTROL 1/21/2022	\$114.00
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$63.80
	<b>OPWA ADMINISTRATION - Total</b>		<b>\$2,660.89</b>
	SWCA INCORPORATED	ENVIRONMENTAL SERVICES AG	\$18,019.44
		<b>RANCH CRK INTCPPT UPGRADE - Total</b>	<b>\$18,019.44</b>
	CITY GARAGE	CITY GARAGE OH CHGS JAN22	\$270.24
	COX COMMUNICATIONS	PHONE	\$3.52
	JPMORGAN CHASE BANK	AMERIFLEX-HOSE	\$81.03
	JPMORGAN CHASE BANK	COVANTA-REC TIP FEE	\$1,923.51
	OSI ENVIRONMENTAL INC	1/27/2022 USED OIL COLLEC	\$100.00
	OSI ENVIRONMENTAL INC	1/4/2022 USED OIL COLLECT	\$100.00
	TERMINIX	PEST CONTROL 1/21/2022	\$83.00
	TERMINIX	PEST CONTROL 12/29/2021	\$83.00
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$37.90
	<b>RECYCLE CENTER - Total</b>		<b>\$2,682.20</b>
	BLUE ENERGY FUELS LLC	CNG FUEL PURCH. JAN22	\$2,004.10
	CITY GARAGE	CITY GARAGE OH CHGS JAN22	\$4,299.25
	COX COMMUNICATIONS	PHONE	\$3.52
	FLEETCOR TECHNOLOGIES	FUELMAN EXP. JAN 22	\$4,273.26
	JPMORGAN CHASE BANK	AMERIFLEX-FITTINGS	\$121.00
	JPMORGAN CHASE BANK	BUMP2BUMP-SUPPLIES	\$251.85
	JPMORGAN CHASE BANK	COVANTA-REF TIP FEE	\$12,613.26
	JPMORGAN CHASE BANK	QUIKSERVICE-METAL	\$1,883.08
	JPMORGAN CHASE BANK	SEMI TRUCK-WASH	\$130.00

## Claims List - 2/15/2022

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	UNIFIRST HOLDINGS LP	\$139.26
		VERIZON WIRELESS	\$161.25
<b>REFUSE COLLECTIONS - Total</b>			<b>\$25,879.83</b>
	COX COMMUNICATIONS	PHONE	\$17.61
	TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES	\$1,222.45
<b>UTILITY BILLING - Total</b>			<b>\$1,240.06</b>
	BLUE ENERGY FUELS LLC	CNG FUEL PURCH. JAN22	\$98.31
	CITY GARAGE	CITY GARAGE OH CHGS JAN22	\$1,580.92
	COX COMMUNICATIONS	PHONE	\$7.04
	FLEETCOR TECHNOLOGIES	FUELMAN EXP. JAN 22	\$841.42
	JPMORGAN CHASE BANK	ACCURATE ENV-CLASS FE	\$1,305.00
	JPMORGAN CHASE BANK	AMAZON-HARD DRIVE	\$129.00
	JPMORGAN CHASE BANK	CORE&MAIN-PIPE	\$119.42
	JPMORGAN CHASE BANK	CORE&MAIN-SUPPLIES	\$428.02
	JPMORGAN CHASE BANK	DELL-SPEAKER	\$31.78
	JPMORGAN CHASE BANK	LOWES-PVC	\$179.91
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	\$35.96
	JPMORGAN CHASE BANK	NEXTCARE-VACCINATIONS	\$300.00
	JPMORGAN CHASE BANK	OREILLY-SUPPLIES	\$11.96
	JPMORGAN CHASE BANK	STANDARD SPLY-SUPPLIE	\$62.50
	JPMORGAN CHASE BANK	WASH CO RWD-WATER	\$85.35
	ONEOK INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE	\$239.65
	SCHUERMAN ENTERPRISES, INC	AC START CAPACITOR	\$272.40
	TREASURER PETTY CASH	DEQ FEES-BAIN	\$62.00
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$144.82
	VERDIGRIS VALLEY ELECTRIC COOP	COFFEE CREEK ELECTRIC	\$1,010.28
	VERDIGRIS VALLEY ELECTRIC COOP	GARRETT CREEK ELECTRI	\$205.77
	VERIZON WIRELESS	WIRELESS CONNECTION	\$80.02
<b>WASTEWATER COLLECTIONS - Total</b>			<b>\$7,231.53</b>
	AT&T	CONSOLIDATED PHONE	\$56.06
	BLUE ENERGY FUELS LLC	CNG FUEL PURCH. JAN22	\$11.77
	CITY GARAGE	CITY GARAGE OH CHGS JAN22	\$1,364.67
	COX COMMUNICATIONS	PHONE	\$14.08
	FLEETCOR TECHNOLOGIES	FUELMAN EXP. JAN 22	\$711.03
	JPMORGAN CHASE BANK	ACCURATE ENV-CLASS FE	\$530.00
	JPMORGAN CHASE BANK	BLUEBOOK-REAGENT	\$300.88
	JPMORGAN CHASE BANK	GRAINGER-RELAYS	\$133.20
	JPMORGAN CHASE BANK	HOME DEPOT-TOOLS	\$9.02
	JPMORGAN CHASE BANK	KOMLINE-SENSOR	\$443.29
	JPMORGAN CHASE BANK	NCL OF WISC-SUPPLIES	\$394.19

## Claims List - 2/15/2022

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	OFFICE DEPOT-BATTERIE \$19.98
		JPMORGAN CHASE BANK	WALMART-WATER \$39.71
		JPMORGAN CHASE BANK	WASTE MGMT-SLUDGE REM \$12,048.91
		UNIFIRST HOLDINGS LP	UNIFORM SERVICES \$155.00
		VERIZON WIRELESS	WIRELESS CONNECTION \$80.02
		<b>WASTEWATER TREATMENT - Total</b>	<b>\$16,311.81</b>
		BILLY BASORE	JANUARY DIRT \$173.33
		BLUE ENERGY FUELS LLC	CNG FUEL PURCH. JAN22 \$86.58
		CITY GARAGE	CITY GARAGE OH CHGS JAN22 \$1,766.25
		CITY OF TULSA DEPT OF FINANCE	WQA LAB SERVICES FOR DECE \$500.00
		CITY OF TULSA DEPT OF FINANCE	WQA LAB SERVICES FOR FEBR \$500.00
		CITY OF TULSA DEPT OF FINANCE	WQA LAB SERVICES FOR SEPT \$500.00
		CITY OF TULSA UTILITIES	WATER \$208,055.25
		COX COMMUNICATIONS	PHONE \$7.04
		FLEETCOR TECHNOLOGIES	FUELMAN EXP. JAN 22 \$1,219.16
		HILLENBURG PIPE & SUPPLY	STRUCTURAL GRADE STEEL PI \$3,117.95
		JPMORGAN CHASE BANK	ATWOODS-BLUE DEFF \$35.96
		JPMORGAN CHASE BANK	CORE&MAIN-EQUIPMENT \$1,161.73
		JPMORGAN CHASE BANK	CORE&MAIN-MATERIALS \$272.66
		JPMORGAN CHASE BANK	CORE&MAIN-METER \$436.00
		JPMORGAN CHASE BANK	CORE&MAIN-METERS \$1,755.00
		JPMORGAN CHASE BANK	CORE&MAIN-PIPE \$670.56
		JPMORGAN CHASE BANK	HOME DEPOT-PINS \$37.40
		JPMORGAN CHASE BANK	LOWES-COUPPLINGS \$37.96
		JPMORGAN CHASE BANK	LOWES-TOOLS \$74.94
		JPMORGAN CHASE BANK	OREILLY-FUEL TREATMEN \$13.99
		JPMORGAN CHASE BANK	UTILITY SPLY-SETTERS \$2,037.72
		UNIFIRST HOLDINGS LP	UNIFORM SERVICES \$146.18
		VERDIGRIS VALLEY ELECTRIC COOP	WATER CONTROL ELECTRI \$30.60
		<b>WATER - Total</b>	<b>\$222,636.26</b>
	<b>OPWA - Total</b>		<b>\$401,561.81</b>
67	OPWA SALES TAX	BANCFIRST	800650012/2016 NOTE \$2,500.00
		<b>OPWA STF DEBT SERVICE - Total</b>	<b>\$2,500.00</b>
	<b>OPWA SALES TAX - Total</b>		<b>\$2,500.00</b>
<b>OPWA Grand Total</b>			<b>\$404,061.81</b>



OWASSO PUBLIC WORKS AUTHORITY  
PAYROLL PAYMENT REPORT  
PAY PERIOD ENDING DATE 01/29/22

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	16,565.31	25,082.91
405 Utility Billing	7,098.40	12,503.66
420 Water	17,234.06	28,688.90
450 Wastewater	14,121.70	23,958.76
455 Wastewater Collection	12,903.11	22,286.56
480 Refuse	14,040.10	25,021.11
485 Recycle Center	2,471.20	4,671.27
<u>FUND TOTAL</u>	<u>84,433.88</u>	<u>142,213.17</u>

**CITY OF OWASSO**  
**OWASSO PUBLIC WORKS AUTHORITY - OPERATING FUND**  
**FISCAL YEAR 2021-2022**  
**Budgetary Basis**  
**Statement of Revenues & Expenses**  
**As of January 31, 2022**

	<u>MONTH TO-DATE</u>	<u>YEAR TO-DATE</u>	<u>BUDGET</u>	<u>PERCENT OF BUDGET</u>
<b>OPERATING REVENUES:</b>				
Water	\$ 511,275	\$ 4,888,656	\$ 7,341,475	66.59%
Wastewater	471,620	3,322,062	5,387,234	61.67%
Refuse	194,107	1,508,008	2,513,437	60.00%
Recycle	3,404	37,296	36,903	101.06%
Other Utility fees	16,540	127,404	280,659	45.39%
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 1,196,945</b>	<b>\$ 9,883,426</b>	<b>\$ 15,559,708</b>	<b>63.52%</b>
<b>OPERATING EXPENSES:</b>				
OPWA administration	\$ (81,775)	\$ (729,317)	\$ (2,161,292)	33.74%
Utility Billing	(38,830)	(278,032)	(495,454)	56.12%
Water	(320,413)	(2,448,229)	(4,600,561)	53.22%
Wastewater Treatment	(137,074)	(774,979)	(1,414,542)	54.79%
Wastewater Collections	(102,996)	(533,419)	(8,004,844)	6.66%
Refuse	(122,455)	(658,533)	(1,347,987)	48.85%
Recycle	(17,802)	(100,011)	(751,281)	13.31%
Debt payments	(262,907)	(1,617,688)	(5,222,200)	30.98%
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ (1,084,252)</b>	<b>\$ (7,140,207)</b>	<b>\$ (23,998,161)</b>	<b>29.75%</b>
<b>OPERATING REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>\$ 112,694</b>	<b>\$ 2,743,219</b>	<b>\$ (8,438,453)</b>	
<b>NONOPERATING REVENUES (EXPENSES):</b>				
Interest	\$ 3,271	\$ 18,252	\$ 27,670	65.96%
Other revenues/(expenses)	3,082	71,776	24,838	288.98%
TIF revenues/(expenses)	(99,562)	30,544	(386,641)	-7.90%
Transfers in	-	-	3,042,000	0.00%
Transfers out	-	-	-	#DIV/0!
<b>TOTAL NONOPERATING REVENUES (EXPENSES)</b>	<b>\$ (93,209)</b>	<b>\$ 120,571</b>	<b>\$ 2,707,867</b>	
<b>LONG-TERM DEBT PROCEEDS AND EXPENDITURES:</b>				
Proceeds of long-term debt	\$ 1,722,304	\$ 9,597,401	\$ 37,170,693	
Expenditures of long-term debt	(2,171,487)	(10,861,850)	(33,135,261)	
<b>TOTAL LONG-TERM DEBT PROCEEDS AND EXPENDITURES</b>	<b>\$ (449,183)</b>	<b>\$ (1,264,448)</b>	<b>\$ 4,035,432</b>	
<b>NET INCOME (LOSS)</b>	<b>\$ (429,698)</b>	<b>\$ 1,599,341</b>	<b>\$ (1,695,154)</b>	
ENCUMBRANCES OUTSTANDING		\$ (19,676,119)		
BOND PROCEEDS RECEIVABLE		\$ 13,305,070		
<b>FUND BALANCE (Budgetary Basis)</b>				
Beginning Balance		6,575,164	6,575,164	
Ending Balance		<u>\$ 1,803,457</u>	<u>\$ 4,880,010</u>	