

PUBLIC NOTICE OF THE MEETING OF THE
OWASSO PUBLIC WORKS AUTHORITY

RECEIVED
MAR 30 2018
City Clerk's Office

Council Chambers, Old Central Building
109 N Birch, Owasso, OK 74055
Regular Meeting
Tuesday, April 3, 2018 – 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
 - March 13, 2018, Regular Meeting
 - March 20, 2018, 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 Resolution 2018-01, establishing disposal fees to be charged at the Recycle Center & Disposal Station and authorizing the Authority Manager to promulgate rules and regulations relating to the operation of the Owasso Disposal Station and establishing an effective date**
Sherry Bishop

Staff recommends approval of Resolution 2018-01.
6. **Consideration and appropriate action relating to Resolution 2018-02, establishing rates, fees and charges for utility services and establishing an effective date**
Sherry Bishop

Staff recommends approval of Resolution 2018-02 establishing fees for utility billing customer services, water and sewer utility connections, hydrant meter water service, and the sale of yardwaste bags.
7. **Report from OPWA Manager**
8. **Report from OPWA Attorney**
9. **Official Notices to Authority (documents for acknowledgment or information only, no discussion or action will be taken)**
 - Payroll Payment Reports – Pay Period Ending Date 3/17/18
10. **New Business (New Business is any item of business which could not have been foreseen at the time of posting of the agenda)**

11. Adjournment

Notice of Public Meeting filed in the office of the City Clerk and the Agenda posted at City Hall, 200 S Main St, at 6:00 pm on Friday, March 30, 2018.



Sherry Bishop, 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

OWASSO CITY COUNCIL, OPWA & OPGA

MINUTES OF JOINT REGULAR MEETING Tuesday, March 13, 2018

The Owasso City Council, Owasso Public Works Authority (OPWA), and Owasso Public Golf Authority (OPGA) met in a joint regular meeting on Tuesday, March 13, 2018, in the Council Chambers at Old Central, 109 N Birch Street, Owasso, Oklahoma, per the Notice of Public Meeting and Agenda filed in the office of the City Clerk and posted at City Hall, 200 S Main (west side), at 6:00 pm on Friday, March 9, 2018.

1. Call to Order

Mayor/Chair Lyndell Dunn called the meeting to order at 6:03 pm.

Present

Mayor/Chair – Lyndell Dunn

Vice-Mayor/Vice-Chair – Chris Kelley

Councilor/Trustee – Doug Bonebrake

Councilor/Trustee – Bill Bush

A quorum was declared present.

Absent

Councilor/Trustee – Jeri Moberly

2. Discussion relating to the Mayor/Chair Leadership Elections Process

Mayor/Chair Lyndell Dunn presented the item and discussion was held.

3. Discussion relating to Community Development items

- A. FY 2018-2019 Community Development Block Grant (CDBG)
- B. Final Plat – Morrow Elementary School (approximately 12200 N 132 E Ave)
- C. PUD-18-01 & OZ-18-01 – McKnight Farm at Preston Lakes (northwest corner of E 86 St N and N 161 E Ave)
- D. Proposed Update to the Owasso Zoning Code

Karl Fritschen presented item 3A, advising that a public input meeting will be held at City Hall on April 2, 2018, at 6:00 pm; discussion was held. Bronce Stephenson and Morgan Pemberton presented items 3B, 3C, and 3D and discussion was held. It was further explained that item 3A would be placed on the April 3, 2018, Council agenda for consideration and action; items 3B and 3C would be placed on the March 20, 2018, Council agenda for consideration and action; and item 3D would be placed on the April 10, 2018, Work Session for further discussion.

4. Discussion relating to Public Works items

- A. Roadway Dieting/Complete Streets
- B. Coffee Creek Lift Station and Force Main Improvements

Roger Stevens presented items 4A and 4B and discussion was held.

5. Discussion relating to rates and fees

- A. Public Works and Utility Billing
- B. Parks, Police Records, and Cemetery

Sherry Bishop presented items 5A and 5B and discussion was held. It was further explained that these items would be placed on the April 3, 2018, Council or OPWA agendas for consideration and action. The rates and fees related to the Cemetery would be placed on the April 10, 2018, Work Session for further discussion.

6. Discussion relating to City Manager items

- Monthly sales tax report
- City Manager report

Jennifer Newman presented the monthly sales tax report and discussed was held.

Warren Lehr reported on the Tulsa Chamber D.C. Fly-In for 2018 scheduled for May 9-11; various upcoming city events (event information can be found on the city's website); efforts of the Owasso FOP and Rib Crib in raising funds for a local family; and the city's participation in the Local Update of Census Addresses and Information.

7. Discussion relating to vacancies on the Citizen Sales Tax Watchdog Committee

Mayor Lyndell Dunn presented the item and discussion was held.

8. Councilor/Trustee comments and inquiries

Councilors commented on the Owasso Chamber's booth at the 2018 Tulsa Home and Garden Show and the 2018 Lady Rams Basketball's State Championship win.

9. Adjournment

The meeting adjourned at 7:35 pm.

Lyndell Dunn, Mayor/Chair

Juliann M. Stevens, Deputy City Clerk

OWASSO PUBLIC WORKS AUTHORITY

MINUTES OF REGULAR MEETING

Tuesday, March 20, 2018

The Owasso Public Works Authority met in regular session on Tuesday, March 20, 2018, 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 at City Hall, 200 S Main St, at 6:00 pm on Friday, March 16, 2018.

1. Call to Order

Chair Lyndell Dunn called the meeting to order at 7:27 pm.

2. Roll Call

Present

Chair – Lyndell Dunn

Vice-Chair – Chris Kelley

Trustee – Bill Bush

Trustee – Jeri Moberly

A quorum was declared present.

Absent

Trustee – Doug Bonebrake

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

- March 9, 2018, Special Meeting
- March 13, 2018, Regular Meeting

B. Approve claims

Mr. Bush moved, seconded by Ms. Moberly to approve the Consent Agenda with claims totaling \$296,727.07.

YEA: Bush, Kelley, 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 the approval of the PepsiCo Recycling Grant Agreement

Tim Doyle presented the item recommending approval and authorization to execute the PepsiCo Recycling Grant Agreement for a Multi-Family Housing Recycling Pilot Project.

There were no comments from the audience. After discussion, Ms. Moberly moved, seconded by Dr. Kelley to approve and authorize execution of the agreement, as recommended.

YEA: Bush, Kelley, Moberly, Dunn

NAY: None

Motion carried: 4-0

6. Consideration and appropriate action relating to a vehicle purchase utilizing Congestion Mitigation and Air Quality (CMAQ) Grant funding

Travis Blundell presented the item recommending approval to purchase a 2018 Ford F-150 4x4 Extended Cab CNG/Bi-fuel truck in the amount of \$39,220 from John Vance Auto Group of Guthrie, Oklahoma, per Oklahoma State Bid Contract SW035.

There were no comments from the audience. After discussion, Ms. Moberly moved, seconded by Mr. Bush to approve the vehicle purchase, as recommended.

YEA: Bush, Kelley, Moberly, Dunn

NAY: None

Motion carried: 4-0

7. Report from OPWA Manager

None

8. Report from OPWA Attorney

None

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

- Payroll Payment Reports:
 - Pay Period Ending Date 2/17/18
 - Pay Period Ending Date 3/3/18
- Monthly Budget Status Report – February 2018

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

None

11. Adjournment

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

YEA: Bush, Kelley, Moberly, Dunn

NAY: None

Motion carried 4-0 and the meeting adjourned at 7:40 pm.

Lyndell Dunn, Chair

Lisa Wilson, Minute Clerk

Claims List - 4/3/2018

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	AMERICAN MUNICIPAL SERVICES CORP.	COLLECTION SERVICES \$186.41
	OPWA	- Total	\$186.41
	AEP/PSO	ELECTRIC USE	\$1,160.47
	AT&T	CONSOLIDATED PHONE	\$146.81
	CITY OF OWASSO	ADMIN OVERHEAD	\$25,000.00
	CLEAN UNIFORM COMPANY	UNIFORM SERVICE	\$137.60
	JPMORGAN CHASE BANK	INTERSTATE-BATTERIES	\$24.20
	JPMORGAN CHASE BANK	OFFICE DEPOT-RETURN	(\$25.79)
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$21.63
	STANDLEY SYSTEMS, LLC	COPIER MAINTENANCE	\$418.53
	TREASURER PETTY CASH	VEHICLE REGISTRATION	\$107.50
	OPWA ADMINISTRATION	- Total	\$26,990.95
	BANCFIRST	874320013/13-06DW	\$112,515.34
	BANCFIRST	FAP-10-0002-L/10	\$7,232.44
	BANCFIRST	ORF-09-0003-CW/09B	\$55,960.40
	BANCFIRST	ORF-09-0007-CW/09C	\$23,361.34
	BANCFIRST	ORF-10-0014-CW/SANTA FE	\$14,375.74
	BANCFIRST	ORF-13-0005-CW/RANCH CR	\$25,377.32
	OPWA DEBT SERVICE	- Total	\$238,822.58
	AEP/PSO	ELECTRIC USE	\$106.36
	AT&T	CONSOLIDATED PHONE	\$12.04
	CLEAN UNIFORM COMPANY	UNIFORM SERVICE	\$4.61
	CLEAN UNIFORM COMPANY	UNIFORM SERVICE	\$13.83
	INTEGRITY WEIGHING SOLUTIONS LLC	CALIBRATION	\$353.00
	JPMORGAN CHASE BANK	W MGMT-REC TIP FEE	\$582.56
	RECYCLE CENTER	- Total	\$1,072.40
	AT&T	CONSOLIDATED PHONE	\$12.04
	CLEAN UNIFORM COMPANY	UNIFORM SERVICE	\$120.76
	JPMORGAN CHASE BANK	BUMP2BUMP-FILTERS	\$122.85
	JPMORGAN CHASE BANK	BUMP2BUMP-GLOVES	\$18.99
	JPMORGAN CHASE BANK	KIMS INT'L-HOSES	\$318.77
	JPMORGAN CHASE BANK	SEALCO-FILTER SEAL	\$5.00
	JPMORGAN CHASE BANK	SUMMIT TRUCK-SERVICE	\$697.06
	JPMORGAN CHASE BANK	W MGMT-REF TIP FEE	\$3,651.29
	LENOX WRECKER SERVICE INC	TOWING	\$295.00
	SPOK, INC.	PAGER USE	\$86.01
	TREASURER PETTY CASH	DRIVE SHAFTS	\$93.24
	UNITED ENGINES, LLC	PARTS	\$215.86
	REFUSE COLLECTIONS	- Total	\$5,636.87
	JARED MICHAEL BARNES	METER READER	\$470.25

Claims List - 4/3/2018

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JARETT BROWN	METER READER \$837.75
		JPMORGAN CHASE BANK	AMAZON-BATTERY \$88.07
		JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES \$16.67
		TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES \$1,470.73
		TODD C. KIMBALL	METER READER \$720.75
		UTILITY BILLING - Total	\$3,604.22
		AEP/PSO	ELECTRIC USE \$6,176.60
		CLEAN UNIFORM COMPANY	UNIFORM SERVICE \$101.44
		JPMORGAN CHASE BANK	CORE&MAIN-VALVE \$819.50
		SPOK, INC.	PAGER USE \$45.00
		WASTEWATER COLLECTIONS - Total	\$7,142.54
		AEP/PSO	ELECTRIC USE \$30,736.31
		AT&T	CONSOLIDATED PHONE \$72.23
		CLEAN UNIFORM COMPANY	UNIFORM SERVICE \$275.74
		JAMES A. OZBUN	REPAIR \$1,296.00
		JPMORGAN CHASE BANK	ATWOODS-SUPPLIES \$19.16
		JPMORGAN CHASE BANK	COGENT-REFUND (\$24.45)
		JPMORGAN CHASE BANK	COGENT-REPAIR KIT \$314.40
		JPMORGAN CHASE BANK	DITCH WITCH-RENTAL \$350.00
		JPMORGAN CHASE BANK	FORT BEND SVC-POLYMER \$2,790.00
		JPMORGAN CHASE BANK	FULLERTON-RENTAL \$120.00
		JPMORGAN CHASE BANK	GRAINGER-NOZZLE \$13.50
		JPMORGAN CHASE BANK	HACH CO-SUPPLIES \$165.79
		JPMORGAN CHASE BANK	HAYNES EQUIP-MOTOR \$826.68
		JPMORGAN CHASE BANK	INTERSTATE-BATTERIES \$6.00
		JPMORGAN CHASE BANK	NORTHERN SAFETY-PARTS \$424.78
		JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES \$7.32
		JPMORGAN CHASE BANK	W MGMT-SLUDGE REMOVAL \$13,947.39
		JPMORGAN CHASE BANK	WALMART-WATER \$8.80
		SCHUERMANN ENTERPRISES, INC	REPAIR \$1,917.77
		SCHUERMANN ENTERPRISES, INC	TROUBLESHOOTING \$414.24
		SPOK, INC.	PAGER USE \$17.80
		WASTEWATER TREATMENT - Total	\$53,699.46
		AEP/PSO	ELECTRIC USE \$426.12
		CITY OF TULSA DEPT OF FINANCE	LAB SERVICE \$500.00
		CLEAN UNIFORM COMPANY	UNIFORM SERVICE \$150.00
		JET TRUCKING, LLC	DIRT \$40.00
		JPMORGAN CHASE BANK	ATWOODS-BULB \$14.98
		JPMORGAN CHASE BANK	BUMP2BUMP-PARTS \$4.35
		JPMORGAN CHASE BANK	CORE&MAIN-METERS \$1,694.10
		JPMORGAN CHASE BANK	CORE&MAIN-REGISTERS \$4,932.70

Claims List - 4/3/2018

Fund	Vendor Name	Payable Description	Payment Amount	
61	OPWA	JPMORGAN CHASE BANK	FULLERTON-RENTAL	\$60.00
		JPMORGAN CHASE BANK	LOWES-CORDLESS DRILL	\$118.96
		JPMORGAN CHASE BANK	LOWES-GAS CAN	\$42.98
		JPMORGAN CHASE BANK	OREILLY-SUPPLIES	\$25.00
		JPMORGAN CHASE BANK	UTILITY SPLY-PARTS	\$368.59
		SPOK, INC.	PAGER USE	\$89.50
		TREASURER PETTY CASH	CDL RENEWAL	\$56.50
		TWIN CITIES READY MIX, INC	CONCRETE	\$205.00
		WATER - Total		\$8,728.78
OPWA - Total			\$345,884.21	
67	OPWA SALES TAX	BANCFIRST	800650020/2016 NOTE	\$83,100.50
		BANCFIRST	874405004/2008 NOTE	\$99,427.50
		OPWA STF DEBT SERVICE - Total		\$182,528.00
OPWA SALES TAX - Total			\$182,528.00	
69	OPWA SALES TAX SUB ACCOUN	MORROW PLACE INVESTMENT GROUP LLC	DEVELOPMENT AGREEMENT	\$2,594.53
		OPWA ST SUB - DEBT SERV - Total		\$2,594.53
OPWA SALES TAX SUB ACCOUN - Total			\$2,594.53	
OPWA Grand Total			\$531,006.74	



TO: The Honorable Chair and Trustees
Owasso Public Works Authority

FROM: Sherry Bishop
Assistant City Manager

SUBJECT: OPWA Resolution 2018-01
Recycle Center & Disposal Station Fees

DATE: March 30, 2018

BACKGROUND:

OPWA Resolution 2018-01 would establish disposal fees to be charged at the Recycle Center & Disposal Station effective July 1, 2018 and July 1, 2019.

As part of an ongoing review of all rates and fees, a number of rate changes have been approved for various operations over the past several months. At the February and March work sessions, proposed changes were discussed for fees related to Public Works and Utility Billing.

RECYCLE CENTER & DISPOSAL STATION FEES:

The fees charged to customers for disposal of trash and other large items were established in 2002, sixteen years ago. The current fees collected do not cover the cost to the OPWA to dispose of those items at the landfill. Consequently, the fees originally proposed included significant increases. Based on Council discussion, the proposed fee changes were amended to spread those fee increases over a two year period.

The attached resolution includes fees to become effective July 1, 2018, and fees to become effective July 1, 2019.

Other operational policies established when the facility opened in 1988 are included in the proposed resolution. Commercial businesses are prohibited from using the Recycle Center & Disposal Station for "routine or normal trash disposal" and the Authority Manager is authorized to promulgate operating rules.

RECOMMENDATION:

Staff recommends approval of Resolution 2018-01, establishing disposal fees to be charged at the Recycle Center & Disposal Station effective July 1, 2018, and July 1, 2019.

ATTACHMENTS:

Resolution 2018-01
Schedule of Proposed Changes

**OWASSO PUBLIC WORKS AUTHORITY
OWASSO, OKLAHOMA**

RESOLUTION 2018-01

A RESOLUTION OF THE OWASSO PUBLIC WORKS AUTHORITY ESTABLISHING DISPOSAL FEES TO BE CHARGED AT THE RECYCLE CENTER & DISPOSAL STATION AND AUTHORIZING THE AUTHORITY MANAGER TO PROMULGATE RULES AND REGULATIONS RELATING TO THE OPERATION OF THE OWASSO DISPOSAL STATION AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the Trustees of the Owasso Public Works Authority desire to establish the following fee schedule for the disposal of common trash and bulk items at the Recycle Center & Disposal Station, effective July 1, 2018, and July 1, 2019.

NOW THEREFORE, BE IT RESOLVED BY THE TRUSTEES OF THE OWASSO PUBLIC WORKS AUTHORITY, THAT:

SECTION ONE:

From and after the effective dates as set forth below, the following fees are established for disposal of the following described quantities, volume or items of trash for users of the Recycle Center & Disposal Station:

		Effective July 1, 2018	Effective July 1, 2019
Common Trash:			
Bag	Each	\$3.00	\$4.00
Can	Each	\$4.00	\$6.00
Car Trunk	Each	\$6.00	\$8.00
Polycart	Each	\$6.00	\$8.00
Barrel	Each	\$6.00	\$8.00
Pickup/Flat Bed Truck-	Bed Length - 5' to 5.9'	\$14.00	\$20.00
	Bed Length - 6.0' to 6.9'	\$18.00	\$25.00
	Bed Length - 7.0' to 7.9'	\$30.00	\$35.00
	Bed Length - 8.0' plus	\$35.00	\$40.00
	Stacked Bed Add \$10.00	\$10.00	\$10.00
Trailer-	Single Axle Trailer Level	\$22.00	\$30.00
	Single Axle Trailer Stacked	\$33.00	\$40.00
	Double Axle Trailer Level	\$120.00	\$125.00
	Double Axle Trailer Stacked	\$175.00	\$180.00
Bulk Items / White Goods	Each - Based on Size	\$2 to \$25	\$3 to \$35

SECTION TWO:

Commercial businesses are prohibited from utilizing the Recycle Center & Disposal Station for routine or normal trash disposal.

SECTION THREE:

The Authority Manager shall promulgate rules and regulations that may be needed for the efficient and safe operation of the Recycle Center & Disposal Station.

APPROVED AND ADOPTED this 3rd day of April, 2018

Lyndell Dunn, Authority Chair

ATTEST:

Sherry Bishop, Authority Secretary

APPROVED AS TO FORM:

Julie Lombardi, Authority Attorney

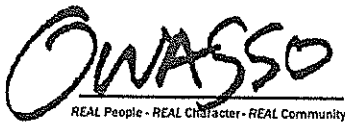
**OPWA -- Rates & Fees
Recycle Center & Disposal Station
Schedule of Proposed Changes
March 30, 2018**

	<u>Current Amount</u>	<u>FY 18-19 Proposed</u>	<u>FY 19-20 Proposed</u>	<u>Notes</u>	<u>Last Change</u>
Common Trash:					
Bag	\$1.00	\$3.00	\$4.00	Increase	2002
Can	\$2.00	\$4.00	\$6.00	Increase	2002
Car Trunk	\$3.00	\$6.00	\$8.00	Increase	2002
Polycart	\$3.00	\$6.00	\$8.00	Increase	2002
Barrel	\$3.00	\$6.00	\$8.00	Increase	2002
Pickup/Flat Bed Truck-					
Bed Length - 5' to 5.9'	\$7.00	\$14.00	\$20.00	Increase & Redefine	2002
Bed Length - 6.0' to 6.9'	\$10.00	\$18.00	\$25.00	Increase & Redefine	2002
Bed Length - 7.0' to 7.9'	\$25.00	\$30.00	\$35.00	Increase & Redefine	2002
Bed Length - 8.0' plus	N/A	\$35.00	\$40.00	Increase & Redefine	2002
Stacked Bed Add \$10.00		\$10.00	\$10.00	Redefine	2002
Small Flatbed Truck	\$25.00	Delete	Delete	Redefine	2002
1-Ton Flatbed Truck	\$140.00	Delete	Delete	Redefine	2002
Trailer-					
Single Axle Trailer Level	\$14.00	\$22.00	\$30.00	Increase & Redefine	2002
Single Axle Trailer Stacked	\$25.00	\$33.00	\$40.00	Increase & Redefine	2002
Double Axle Trailer Level	\$115.00	\$120.00	\$125.00	Increase & Redefine	2002
Double Axle Trailer Stacked	\$170.00	\$175.00	\$180.00	Increase & Redefine	2002
Bulk Items / White Goods	\$1-\$18	\$2-\$25	\$3-\$35	Increase	2002
Based on Size					

**OPWA -- Rates & Fees
 Recycle Center & Disposal Station
 Schedule of Proposed Changes
 March 30, 2018**

**Actual fees are based on bulk of items disposed
 Amounts listed are for guidance**

	<u>Current Amount</u>	<u>FY 18-19 Proposed</u>	<u>FY 19-20 Proposed</u>	<u>Notes</u>
Bulk Items / White Goods:				
Furniture:				
Recliner	\$10.00	\$13.00	\$15.00	Increase
Love Seat	\$13.00	\$16.00	\$20.00	Increase
Couch	\$18.00	\$22.00	\$25.00	Increase
Sectional		\$25.00	\$35.00	New
Kitchen Chair/Stool		\$4.00	\$7.00	New
Living Room Chair	\$8.00	\$9.00	\$10.00	Increase
Dresser - Small		\$5.00	\$10.00	New
Dresser - Large		\$10.00	\$20.00	New
Desk - Small		\$5.00	\$10.00	New
Desk - Large		\$10.00	\$20.00	New
Ottoman	\$7.00	\$7.00	\$7.00	No Change
Bookcase		\$8.00	\$15.00	New
Cabinet		\$8.00	\$15.00	New
Table - Small		\$5.00	\$10.00	New
Table - Large		\$10.00	\$20.00	New
Beds, Mattresses or Box Springs:				
Twin Size	\$5.00	\$7.00	\$8.00	Increase
Full Size	\$7.00	\$9.00	\$10.00	Increase
Queen Size	\$8.00	\$11.00	\$13.00	Increase
King Size	\$10.00	\$13.00	\$15.00	Increase
Bed Frame		\$5.00	\$10.00	New
Headboard or Footboard		\$5.00	\$10.00	New
Appliances:				
Hot Water Tank	\$4.00	\$10.00	\$15.00	Increase
Washer	\$5.00	\$10.00	\$15.00	Increase
Dryer	\$5.00	\$10.00	\$15.00	Increase
Stove	\$6.00	\$11.00	\$15.00	Increase
Microwave	\$3.00	\$5.00	\$7.00	Increase
Dishwasher	\$4.00	\$7.00	\$10.00	Increase
Refrigerator - No Refrigerant		\$10.00	\$20.00	New
Refrigerant Removal Service		\$15.00	\$15.00	New
Toilet	\$3.00	\$5.00	\$7.00	Increase
Sink	\$3.00	\$5.00	\$7.00	Increase
Vacuum		\$5.00	\$7.00	New
Lawnmower - Push	\$5.00	\$8.00	\$10.00	Increase
Lawnmower - Rider		\$15.00	\$25.00	New
Miscellaneous:				
Latex Paint - 1 Gallon or Less	\$1.00	\$2.00	\$3.00	Increase
Latex Paint - 5 Gallons or More	\$3.00	\$9.00	\$15.00	Increase
Carpet Roll		\$15.00	\$25.00	New



TO: The Honorable Chair and Trustees
Owasso Public Works Authority

FROM: Sherry Bishop
Assistant City Manager

SUBJECT: OPWA Resolution 2018-02
Utility Service Fees

DATE: March 30, 2018

BACKGROUND:

As part of an ongoing review of all rates and fees, a number of rate changes have been approved for various operations over the past several months. At the February and March work sessions, proposed changes were discussed for fees related to Public Works and Utility Billing.

OPWA Resolution 2018-02 would approve fee changes for various types of utility services including: utility billing customer services, water and sewer utility connections, hydrant meter water service, and the sale of yardwaste bags.

Most of the utility billing customer service fees are not proposed to change. The fee schedule includes the following changes:

- Increase utility deposit for owner occupied single-family location from \$50 to \$75;
- Increase utility deposit for rental or commercial occupied location from \$100 to \$125;
- New fee of \$100 for tampering with the utility service or meter;
- New fee of \$100 for requested immediate service after 3pm.

The fees to connect to the water and sewer utility service are proposed to increase. Water connection fees are based on the meter size. Those fees range from \$800 (3/4" meter) to \$2,800 (3" meter). The sewer connection fee would increase from \$400 to \$600.

The proposed hydrant meter water service fee changes for are primarily intended to encourage customers to report usage, to pay on time and to return the meter. The fee schedule includes the following changes:

- Increase the deposit for a hydrant meter from \$750 to \$1,000;
- Restrict hydrant service and use of the meter to six months;
- Require pre-payment of \$1,000 or authorize monthly payment by ACH or credit card;
- Increase the fee for failure to report a monthly meter reading of water used.

The charge for a roll of ten Yardwaste bags is proposed to increase from \$8 to \$9.

RECOMMENDATION:

Staff recommends approval of Resolution 2018-02, establishing fees for various utility services.

ATTACHMENTS:

Resolution 2018-02
Schedule of Proposed Changes

**OWASSO PUBLIC WORKS AUTHORITY
OWASSO, OKLAHOMA**

RESOLUTION 2018-02

**A RESOLUTION OF THE OWASSO PUBLIC WORKS AUTHORITY, OWASSO, OKLAHOMA,
ESTABLISHING RATES, FEES AND CHARGES FOR UTILITY SERVICES AND ESTABLISHING
AN EFFECTIVE DATE**

WHEREAS, the Trustees of the Owasso Public Works Authority desire to establish the following fee schedules for the provision of various utility services.

NOW THEREFORE, BE IT RESOLVED BY THE TRUSTEES OF THE OWASSO PUBLIC WORKS AUTHORITY, THAT:

SECTION ONE:

From and after the effective date of this Resolution, the following fees are established for Utility Billing Customer Services:

Utility Deposit	Owner Occupied Single Family	\$75.00
Utility Deposit	Rental or Commercial Occupied	\$125.00
Service Initiation Fee		\$10.00
Reconnect Fee/Default Fee	\$50 Total Fee--	\$50.00
	Non-Refundable Portion = \$25	
	Additional Refundable Deposit = \$25	
Tampering Fee	Per Occurrence	\$100.00
After Hours Service	Request for Immediate Service After 3pm	\$100.00
Meter Re-Read Request-	Per Customer Service Request	
Initial Re-Read	Deemed to be Accurate	\$15.00
Initial Re-Read	Deemed to be Inaccurate - No Charge	\$0.00
Late Payment Fee	% of Current Month Billing	10%
Non-Sufficient Funds Check Fee	Per Item	\$30.00
Collections Fee	Accounts Referred for Collections	Up to 35%

SECTION TWO:

From and after the effective date of this Resolution, the following fees are established for Water and Sewer Utility Connections:

Water Connection Fee	Connection Size	
	5/8" - 3/4" Meter	\$800.00
	1" Meter	\$1,000.00
	1 1/2" Meter	\$2,100.00
	2" Meter	\$2,600.00
	3" Meter	\$2,800.00
Sewer Connection Fee	Per connection	\$600.00

SECTION THREE:

From and after the effective date of this Resolution, the following fees are established for Hydrant Meter Water Services:

Service Initiation Fee	Maximum 6 Months	\$10.00
Hydrant Meter Deposit	Maximum 6 Months	\$1,000.00
Hydrant Meter Pre-Pay	Require ACH, Credit Card or Pre-Payment	\$1,000.00
Minimum Meter Charge	Per Month	\$75.00
Usage Tier Rates	Same as City Water Usage Rates	
Failure to Report Readings	Meter Usage Due 10th of Month	
	Failure to Report - 1st Occurrence	\$50.00
	Failure to Report - 2nd Occurrence	\$100.00
	Failure to Report - 3rd Occurrence	\$150.00

SECTION FOUR:

From and after the effective date of this Resolution, the fee for the sale of Yardwaste Bags (roll of ten) shall be \$9.00.

SECTION FIVE:

Provisions of this Resolution shall become effective July 1, 2018.

APPROVED AND ADOPTED this 3rd day of April, 2018

Lyndell Dunn, Chair

ATTEST:

Sherry Bishop, Authority Secretary

APPROVED AS TO FORM:

Julie Lombardi, Authority Attorney

**OPWA Fees - Schedule of Proposed Changes
March 30, 2018**

Utility Billing Customer Services:

	<u>Current Amount</u>	<u>Proposed</u>	<u>Notes</u>	<u>Last Change</u>
Utility Deposit	50.00	75.00	Increase	1987
Utility Deposit	100.00	125.00	Increase	2010
Service initiation fee	10.00	10.00	No change	2010
Reconnect fee/Default fee	50.00	50.00	No change	2010
Tampering fee		100.00	New	
Meter lock/pull fee	25.00	0.00	Replace with Tampering fee	2010
After Hours Service		100.00	New	
Meter Re-read Request-				
Initial Re-read	15.00	15.00	No change	2010
Initial Re-read	0.00	0.00	No change	2010
Late payment fee	10%	10%	No change	pre 1986
Non-sufficient funds check fee	25.00	30.00	Increase	2010
Collections fee	35%	35%	Amount not to exceed	2010

Utility Connections:

Water Connection Fee				
Connection Size				
5/8" - 3/4" Meter	\$700.00	\$800.00	Increase	2010
1" Meter	\$900.00	\$1,000.00	Increase	2010
1 1/2" Meter	\$1,750.00	\$2,100.00	Increase	2010
2" Meter	\$2,500.00	\$2,600.00	Increase	2010
3" Meter	\$1,810.00	\$2,800.00	Increase	2010
Per connection	\$400.00	\$600.00	Increase	1998

Hydrant Meter Water Service:

Service initiation fee				
Hydrant Meter Deposit	10.00	10.00	No change	2016
Hydrant Meter Pre-pay	750.00	1,000.00	Cost of meter is \$1,100	2016
Minimum Meter Charge		1,000.00	New	
Usage Tier Rates	75.00	75.00	No change	2016
Failure to report readings				
Failure to report - 1st occurrence	25.00	50.00	Problem - usage not reported	2016
Failure to report - 2nd occurrence		100.00	New	
Failure to report - 3rd occurrence		150.00	New	

Yardwaste Bags

Roll of 10 Bags	\$8.00	\$9.00	Increase	2007
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OWASSO PUBLIC WORKS AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 03/17/18

OPWA

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	10,998.47	16,342.54
405 Utility Billing	6,246.00	10,431.58
420 Water	13,213.82	23,300.30
450 Wastewater	12,931.57	22,910.61
455 Wastewater Collection	10,872.75	18,282.26
480 Refuse	12,951.30	20,361.73
485 Recycle Center	1,160.00	1,788.24
<u>FUND TOTAL</u>	<u>68,373.91</u>	<u>113,417.26</u>