

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

Council Chambers Old Central Building

109 North Birch, Owasso, OK

Tuesday, July 18, 2023 - 6:30 PM

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

AGENDA

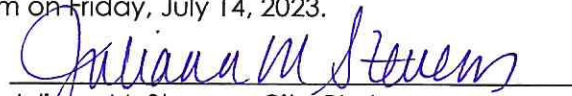
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JUL 14 2023 *HS*

City Clerk's Office

1. **Call to Order** - Chair Kelly Lewis
2. **Roll Call**
3. **Consideration and appropriate action relating to 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 – July 11, 2023, Regular Meeting
 - B. Approve claims
4. **Consideration and 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 June 17, 2023, and July 1, 2023
 - Monthly Budget Status Report – June 2023
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 9, 2022, and the Agenda posted at City Hall, 200 South Main Street, at 1:00 pm on Friday, July 14, 2023.



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

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

**MINUTES OF JOINT REGULAR MEETING
TUESDAY, JULY 11, 2023**

The Owasso City Council, Owasso Public Works Authority (OPWA), and Owasso Public Golf Authority (OPGA) met in a joint regular meeting on Tuesday, July 11, 2023, in the Council Chambers at Old Central, 109 North Birch Street, Owasso, Oklahoma, per the Notice of Public Meeting filed Friday, December 9, 2022; and the Agenda filed in the office of the City Clerk and posted at City Hall, 200 South Main Street, at 12:00 pm on Friday, July 7, 2023.

1. Call to Order – Vice Mayor/Vice Chair Alvin Fruga called the meeting to order at 6:13 pm.

2. Roll Call

Present

Absent

Vice Mayor/Vice Chair – Alvin Fruga

Mayor/Chair – Kelly Lewis

Councilor/Trustee – Doug Bonebrake

Councilor/Trustee – Lyndell Dunn

Councilor/Trustee – Dr. Paul Loving

Staff: City/Authority Manager – Warren Lehr; Assistant City/Assistant Authority Manager – Chris Garrett;
City/Authority Attorney - Julie Lombardi

3. Consideration and appropriate action relating to the Consent Agenda. (All matters listed under "Consent" are considered by the Councilors/Trustees to be routine and will be enacted by one motion. Any Councilor/Trustee may, however, remove an item from the Consent Agenda by request. A motion to adopt the Consent Agenda is non-debatable.)

A. Approve City Council minutes – June 20, 2023, Regular Meeting

B. Approve OPWA minutes – June 20, 2023, Regular Meeting

C. Approve OPGA minutes – June 20, 2023, Regular Meeting

D. Approve claims – City Council, OPWA, OPGA

Mr. Bonebrake moved, seconded by Dr. Loving to approve the Consent agenda as presented, with City Council claims totaling \$856,720.14, OPWA claims totaling \$1,728,009.67, and OPGA claims totaling \$54,237.25.

YEA: Bonebrake, Dunn, Loving, Fruga

NAY: None

Motion Carried: 4-0

4. Consideration and appropriate action relating to items removed from the Consent Agenda - None

5. Owasso Public Works Authority consideration and appropriate action relating to Resolution 2023-02, a Resolution of The Owasso Public Works Authority (the "Borrower") authorizing a loan from the Oklahoma Water Resources Board in the total aggregate principal amount of not to exceed \$9,000,000.00; approving the issuance of a Series 2023 Promissory Note to Oklahoma Water Resources Board in the total aggregate principal amount of not to exceed \$9,000,000.00, secured by a pledge of revenues and authorizing its execution; designating a local trustee; approving and authorizing the execution of a Trust Agreement; approving and authorizing the execution of a Loan Agreement; approving and authorizing the execution of a Security Agreement; ratifying and confirming a Lease Agreement; approving and authorizing a Note Purchase Agreement; authorizing documents pertaining to a year-to-year pledge of certain sales tax revenue; approving various covenants; approving and authorizing payment of fees and expenses; approving and authorizing application to the Oklahoma Water Resources Board; approving and authorizing professional services agreements with The Public Finance Law Group, PLLC and Municipal Finance Services, Inc.; and containing other provisions relating thereto

Carly Novozinsky presented the item, recommending approval of OPWA Resolution 2023-02. Jon Wolff with Municipal Finance Services, Inc and Allan Brooks with The Public Finance Law Group PLLC were present and answered questions of the Trustees. There were no comments from the audience.

After discussion, Mr. Bonebrake moved, seconded by Mr. Dunn to approve OPWA Resolution 2023-02, as recommended.

YEA: Bonebrake, Dunn, Loving, Fruga

NAY: None

Motion Carried: 4-0

6. City Council consideration and appropriate action relating to Resolution 2023-15, a Resolution of the City of Owasso, Oklahoma (the "City") approving action taken by The Owasso Public Works Authority (the "Authority") authorizing issuance, sale and delivery of the Authority's Series 2023 Promissory Note to Oklahoma Water Resources Board; ratifying and confirming a Lease Agreement; authorizing documents pertaining to a year-to-year pledge of certain sales tax revenue; and containing other provisions related thereto

Carly Novozinsky presented the item, recommending approval of City Council Resolution 2023-15. There were no comments from the audience. Mr. Dunn moved, seconded by Dr. Loving to approve City Council Resolution 2023-15, as recommended.

YEA: Bonebrake, Dunn, Loving, Fruga

NAY: None

Motion Carried: 4-0

7. City Council consideration and appropriate action relating to a fiscal year 2023 payment to Mediclaims, Inc., as part of the Ground Emergency Medical Transportation Supplemental Payment Program for emergency transportation services

Carly Novozinsky presented the item, recommending authorization of payment to Mediclaims, Inc., of Tonkawa, Oklahoma, in the amount of \$36,618.60. There were no comments from the audience. After discussion, Mr. Bonebrake moved, seconded by Mr. Dunn to authorize payment, as recommended.

YEA: Bonebrake, Dunn, Loving, Fruga

NAY: None

Motion Carried: 4-0

8. Presentation and discussion relating to fiduciary duty of care, responsibility and obligation for the City Council and Public Trusts

Julie Lombardi presented the item and discussion was held.

9. Discussion relating to bids received for Fire Station No.1 and Fire Station No. 2 renovation projects

David Hurst presented the item and discussion was held.

10. Discussion relating to proposed fees for a city-managed adult male and co-ed softball league

Larry Langford presented the item and discussion was held. It was further explained this item would be placed on the July 18, 2023, City Council agenda for consideration and action.

11. Discussion relating to City/Authority Manager items

A. Monthly sales tax report and revenue outlook

Warren Lehr introduced Carly Novozinsky to present the item.

12. City/Authority Manager report

Warren Lehr reported on the recent inclement weather and storm debris removal efforts of staff, the upcoming Town Hall meetings regarding the 55/100^{ths} Sales Tax Election will be held on July 24, at 6:30 pm at Owasso First Assembly in the Xtreme Youth Building and July 27, at 6:30 pm at Baptist Village in the Redbud Enrichment Center Tea Room; the annual Red White and Boom, the Surface Transportation Grant for the 86th Street North Improvements from Main to Garnett.

13. City Councilor/Trustee comments and inquiries - None

14. Adjournment

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

YEA: Bonebrake, Dunn, Loving, Fruga

NAY: None

Motion Carried: 4-0 and the meeting adjourned at 7:21 pm.

Alvin Fruga, Vice Mayor/Vice Chair

Juliann M. Stevens, City Clerk

Claims List - 07/18/2023

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	ENTERPRISE FM TRUST	\$2,311.33
		FLEETCOR TECHNOLOGIES	\$350.10
		JPMORGAN CHASE BANK	\$180.93
		UNIFIRST HOLDINGS LP	\$29.58
		OPWA ADMINISTRATION - Total	\$2,871.94
		ENTERPRISE FM TRUST	\$974.49
		JPMORGAN CHASE BANK	\$30.56
		NATIONAL WASTE & DISPOSAL, INC.	\$63.30
		UNIFIRST HOLDINGS LP	\$18.40
		RECYCLE CENTER - Total	\$1,086.75
		DARIS CONTRACTORS LLC	\$167,783.30
		RECYCLE CENTER EXPANSION - Total	\$167,783.30
		BLUE ENERGY FUELS LLC	\$1,845.83
		ENTERPRISE FM TRUST	\$974.49
		FLEETCOR TECHNOLOGIES	\$5,063.25
		JPMORGAN CHASE BANK	\$351.80
		JPMORGAN CHASE BANK	\$29.18
		JPMORGAN CHASE BANK	\$303.61
		JPMORGAN CHASE BANK	\$341.48
		JPMORGAN CHASE BANK	\$12.96
		JPMORGAN CHASE BANK	\$110.91
		JPMORGAN CHASE BANK	\$4,046.22
		UNIFIRST HOLDINGS LP	\$69.42
		REFUSE COLLECTIONS - Total	\$13,149.15
		TECHNICAL PROGRAMMING SERVICES INC	\$2,089.46
		UTILITY BILLING - Total	\$2,089.46
		BLUE ENERGY FUELS LLC	\$20.01
		DEPARTMENT OF ENVIRONMENTAL QUALITY	\$62.00
		ENTERPRISE FM TRUST	\$1,679.48
		FLEETCOR TECHNOLOGIES	\$1,516.45
		JPMORGAN CHASE BANK	\$1,900.00
		JPMORGAN CHASE BANK	\$41.60
		JPMORGAN CHASE BANK	\$593.38
		JPMORGAN CHASE BANK	\$351.31
		JPMORGAN CHASE BANK	\$149.98
		TREASURER PETTY CASH	\$625.75
		UNIFIRST HOLDINGS LP	\$58.73
		VERDIGRIS VALLEY ELECTRIC COOP	\$32.06
		VERDIGRIS VALLEY ELECTRIC COOP	\$221.90
		WASTEWATER COLLECTIONS - Total	\$7,252.65

Claims List - 07/18/2023

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	FLEETCOR TECHNOLOGIES	\$651.55
		JPMORGAN CHASE BANK	\$120.00
		JPMORGAN CHASE BANK	\$122.00
		JPMORGAN CHASE BANK	\$3,120.00
		JPMORGAN CHASE BANK	\$297.45
		JPMORGAN CHASE BANK	\$210.36
		JPMORGAN CHASE BANK	\$34.44
		JPMORGAN CHASE BANK	\$1,940.00
		JPMORGAN CHASE BANK	\$67.70
		JPMORGAN CHASE BANK	\$45.75
		JPMORGAN CHASE BANK	\$4,413.17
		UNIFIRST HOLDINGS LP	\$62.75
		WASTEWATER TREATMENT - Total	\$11,085.17
		CITY OF TULSA UTILITIES	\$398,399.25
		ENTERPRISE FM TRUST	\$1,203.60
		FLEETCOR TECHNOLOGIES	\$1,496.87
		JPMORGAN CHASE BANK	\$750.00
		JPMORGAN CHASE BANK	\$2,019.00
		JPMORGAN CHASE BANK	\$49.96
		JPMORGAN CHASE BANK	\$47.96
		JPMORGAN CHASE BANK	\$109.90
		SCHUERMANN ENTERPRISES, INC	\$566.27
		UNIFIRST HOLDINGS LP	\$54.37
		VERDIGRIS VALLEY ELECTRIC COOP	\$40.80
		WATER - Total	\$404,737.98
		OPWA - Total	\$610,056.40
69	OPWA SALES TAX SUB ACCOUN	SPROUTS FARMERS MARKET INC	\$30,000.00
		OPWA ST SUB - DEBT SERV - Total	\$30,000.00
		OPWA SALES TAX SUB ACCOUN - Total	\$30,000.00
		OPWA Grand Total	\$640,056.40

**OWASSO PUBLIC WORKS AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 06/17/23**

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	18,792.70	27,582.75
405 Utility Billing	7,832.81	13,373.97
420 Water	14,460.64	23,267.60
450 Wastewater	16,511.33	26,250.93
455 Wastewater Collection	16,207.47	27,089.03
480 Refuse	15,103.29	26,305.63
485 Recycle Center	2,776.00	5,078.43
<u>FUND TOTAL</u>	<u>91,684.24</u>	<u>148,948.34</u>

**OWASSO PUBLIC WORKS AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 07/01/23**

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	19,387.61	28,621.46
405 Utility Billing	8,668.68	14,562.34
420 Water	17,102.80	25,940.89
450 Wastewater	16,234.07	26,329.93
455 Wastewater Collection	19,517.48	31,436.92
480 Refuse	16,756.71	28,770.23
485 Recycle Center	2,845.60	5,267.37
FUND TOTAL	100,512.95	160,929.14

CITY OF OWASSO
OWASSO PUBLIC WORKS AUTHORITY - OPERATING FUND
FISCAL YEAR 2022-2023
Budgetary Basis
Statement of Revenues & Expenses
As of June 30, 2023

	<u>MONTH TO-DATE</u>	<u>YEAR TO-DATE</u>	<u>BUDGET</u>	<u>PERCENT OF BUDGET</u>
OPERATING REVENUES:				
Water	\$ 667,692	\$ 8,086,603	\$ 7,801,161	103.66%
Wastewater	624,749	6,256,356	6,020,212	103.92%
Refuse	235,712	2,667,904	2,589,680	103.02%
Recycle	3,049	32,959	72,533	45.44%
Other Utility fees	18,677	231,461	215,145	107.58%
TOTAL OPERATING REVENUES	<u>\$ 1,549,879</u>	<u>\$ 17,275,283</u>	<u>\$ 16,698,731</u>	103.45%
OPERATING EXPENSES:				
OPWA administration	\$ (166,281)	\$ (1,524,223)	\$ (2,224,915)	68.51%
Utility Billing	(43,697)	(526,626)	(523,553)	100.59%
Water	(375,884)	(4,524,054)	(4,950,844)	91.38%
Wastewater Treatment	(141,926)	(1,599,113)	(1,669,990)	95.76%
Wastewater Collections	(110,038)	(1,169,778)	(2,102,189)	55.65%
Refuse	(138,709)	(1,357,143)	(1,441,637)	94.14%
Recycle	(204,930)	(510,184)	(1,197,018)	42.62%
Debt payments	(239,025)	(2,905,385)	(2,953,250)	98.38%
TOTAL OPERATING EXPENSES	<u>\$ (1,420,489)</u>	<u>\$ (14,116,506)</u>	<u>\$ (17,063,396)</u>	82.73%
OPERATING REVENUES OVER/(UNDER) EXPENDITURES	<u>\$ 129,389</u>	<u>\$ 3,158,777</u>	<u>\$ (364,665)</u>	
NONOPERATING REVENUES (EXPENSES):				
Interest	\$ 18,365	\$ 153,507	\$ 33,661	456.04%
Other revenues/(expenses)	2,881	40,175	24,850	161.67%
TIF revenues/(expenses)	17,445	228,977	(341,760)	-67.00%
Transfers in	-	-	-	0.00%
TOTAL NONOPERATING REVENUES (EXPENSES)	<u>\$ 38,690</u>	<u>\$ 422,660</u>	<u>\$ (283,249)</u>	
LONG-TERM DEBT PROCEEDS AND EXPENDITURES:				
Proceeds of long-term debt	\$ -	\$ 10,706,267	\$ 20,846,448	
Expenditures of long-term debt	(1,207,983)	(11,081,942)	(22,548,463)	
TOTAL LONG-TERM DEBT PROCEEDS AND EXPENDITURES	<u>\$ (1,207,983)</u>	<u>\$ (375,675)</u>	<u>\$ (1,702,015)</u>	
NET INCOME (LOSS)	<u>\$ (1,039,903)</u>	\$ 3,205,761	\$ (2,349,929)	
ENCUMBRANCES OUTSTANDING		\$ (3,330,233)		
FUND BALANCE (Budgetary Basis)				
Beginning Balance		9,920,046	9,920,046	
Ending Balance		<u>\$ 9,795,574</u>	<u>\$ 7,570,117</u>	