

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

Council Chambers Old Central Building

109 North Birch, Owasso, OK

**Tuesday, August 17, 2021 - 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**

**AUG 12 2021** *HS*

**City Clerk's Office**

1. **Call to Order**  
Chair Bill Bush
2. **Roll Call**
3. **Consideration and other 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 - August 3, 2021, and August 10, 2021, Regular Meetings
  - 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 July 31, 2021
  - Monthly Budget Status Report - July 2021
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 11, 2020, and the Agenda posted at City Hall, 200 South Main Street, at 6:00 pm on Thursday, August 12, 2021.



Chris Garrett, Deputy 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, August 3, 2021

The Owasso Public Works Authority (OPWA) met in regular session on Tuesday, August 3, 2021, in the Council Chambers at Old Central, 109 North Birch, Owasso, Oklahoma per the Notice of Public Meeting filed Friday, December 11, 2020; and the Agenda filed in the office of the City Clerk and posted at City Hall, 200 South Main Street, at 6:00 pm on Friday, July 30, 2021.

### 1. Call to Order

Chair Bill Bush called the meeting to order at 7:27 pm.

### 2. Roll Call

Present	Absent
Chair – Bill Bush	None
Vice Chair – Kelly Lewis	
Trustee – Alvin Fruga	
Trustee – Doug Bonebrake	
Trustee – Lyndell Dunn	

A quorum was declared present.

Staff:

Authority Manager – Warren Lehr  
Acting Authority Attorney – Beth Anne Childs

### 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 – July 20, 2021, Regular Meeting
- B. Approve claims

Mr. Dunn moved, seconded by Ms. Lewis to approve the Consent Agenda, as presented with claims totaling \$942,423.14.

YEA: Bonebrake, Dunn, Fruga, Lewis, Bush

NAY: None

Motion carried: 5-0

### 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 July 17, 2021

### 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**

Ms. Lewis moved, seconded by Mr. Bonebrake to adjourn the meeting.

YEA: Bonebrake, Dunn, Fruga, Lewis, Bush

NAY: None

Motion carried: 5-0 and the meeting adjourned at 7:28 pm.

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Bill Bush, Chair

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Juliann M. Stevens, Authority Clerk

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

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## MINUTES OF JOINT REGULAR MEETING Tuesday, August 10, 2021

The Owasso City Council, Owasso Public Works Authority (OPWA), and Owasso Public Golf Authority (OPGA) met in a joint regular meeting on Tuesday, August 10, 2021, in the Council Chambers at Old Central, 109 North Birch Street, Owasso, Oklahoma, per the Notice of Public Meeting filed Friday, December 11, 2020; and the Agenda filed in the office of the City Clerk and posted at City Hall, 200 South Main Street, at 6:00 pm on Friday, August 6, 2021.

### 1. Call to Order/Roll Call

Vice Mayor/Vice Chair Kelly Lewis called the meeting to order at 6:00 pm.

#### Present

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

#### Absent

Mayor/Chair – Bill Bush

### 2. Discussion relating to Community Development Items

- A. Request for a Planned Unit Development (OPUD 21-02) and Rezoning (OZ 21-05) – 33.97 acres located at the southeast corner of the East 96<sup>th</sup> Street North and North Garnett Road intersection
- B. Request to vacate two (2) drainage easements located in the Garrett Creek Center Phase II development, south of East 116<sup>th</sup> Street North, on the west side of North 135<sup>th</sup> East Avenue

Alexa Beemer presented items A and B and discussion was held. It was further explained these items will be placed on the August 17, 2021, City Council agenda for consideration and action.

### 3. Discussion relating to proposed project sites for the annual street rehabilitation program

Roger Stevens presented the item and discussion was held. It was further explained this item will be placed on the August 17, 2021, City Council agenda for consideration and action.

### 4. Discussion relating a proposed amendment to the list of projects eligible for funding from the Capital Improvements Fund to include East 76<sup>th</sup> Street North and US 169 Bridge/Interchange improvements

Teresa Willson and Roger Stevens presented the item and discussion was held. It was further explained the required public hearing will take place during the August 17, 2021, City Council meeting.

### 5. Discussion relating to City Manager items

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

Warren Lehr introduced Linda Jones to present item A, and discussion was held. Mr. Lehr reported on various City events to include staff monitoring of the COVID pandemic. Mr. Lehr announced the arrival of Fahren, a service therapy dog, currently in training with the Fire Department, and Owasso Day at Tulsa Driller's Stadium to be held August 20, 2021.

### 6. City Councilor/Trustee comments and inquiries

Councilor Bonebrake commented on the Police Department's traffic control efforts as school is now back in session.

**7. Adjournment**

The meeting adjourned at 7:15 pm.

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Kelly Lewis, Vice Mayor/Vice Chair

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Juliann M. Stevens, City Clerk

## Claims List - 8/17/2021

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	BLUE ENERGY FUELS LLC	CNG FUEL PURCHASED JULY 2 \$101.89
		CITY GARAGE	CITY GARAGE OVERHEAD CHAR \$195.17
		FLEETCOR TECHNOLOGIES	FUELMAN EXPENSES JULY 202 \$441.72
		JPMORGAN CHASE BANK	HOME DEPOT-SUPPLIES \$162.67
		JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES \$244.42
		JPMORGAN CHASE BANK	OWASSO CHAMBER-FEE \$20.00
		ONEOK INC OKLAHOMA NATURAL GAS	NATURAL GAS \$99.60
		UNIFIRST HOLDINGS LP	UNIFORM SERVICES \$78.96
<b>OPWA ADMINISTRATION - Total</b>			<b>\$1,344.43</b>
		CITY GARAGE	CITY GARAGE OVERHEAD CHAR \$270.24
		CITY GARAGE	JULY 2021 CITY GARAGE PAR \$312.81
		JPMORGAN CHASE BANK	SEMI TRUCK-WASH \$130.00
		UNIFIRST HOLDINGS LP	UNIFORM SERVICES \$36.70
<b>RECYCLE CENTER - Total</b>			<b>\$749.75</b>
		BLUE ENERGY FUELS LLC	CNG FUEL PURCHASED JULY 2 \$1,562.77
		CITY GARAGE	CITY GARAGE OVERHEAD CHAR \$4,299.25
		CITY GARAGE	JULY 2021 CITY GARAGE PAR \$594.42
		FLEETCOR TECHNOLOGIES	FUELMAN EXPENSES JULY 202 \$5,716.80
		JPMORGAN CHASE BANK	AMAZON-CASE \$85.73
		UNIFIRST HOLDINGS LP	UNIFORM SERVICES \$144.36
		VERIZON WIRELESS	WIRELESS \$515.34
<b>REFUSE COLLECTIONS - Total</b>			<b>\$12,918.67</b>
		TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES \$3,074.62
<b>UTILITY BILLING - Total</b>			<b>\$3,074.62</b>
		BLUE ENERGY FUELS LLC	CNG FUEL PURCHASED JULY 2 \$101.84
		CITY GARAGE	CITY GARAGE OVERHEAD CHAR \$1,580.92
		CITY GARAGE	JULY 2021 CITY GARAGE PAR \$678.19
		FLEETCOR TECHNOLOGIES	FUELMAN EXPENSES JULY 202 \$724.02
		JPMORGAN CHASE BANK	ATWOODS-AC \$699.99
		JPMORGAN CHASE BANK	ATWOODS-REFUND (\$9.00)
		JPMORGAN CHASE BANK	ATWOODS-SUPPLIES \$87.97
		JPMORGAN CHASE BANK	BROWN FARMS-SOD \$465.00
		JPMORGAN CHASE BANK	BUMP2BUMP-SUPPLIES \$46.00
		JPMORGAN CHASE BANK	DEQ-RENEW FEE \$184.00
		JPMORGAN CHASE BANK	INTERSTATE-BATTERY \$41.60
		JPMORGAN CHASE BANK	LOWES-ADHESIVE \$104.52
		JPMORGAN CHASE BANK	NSC-SUPPLIES \$378.75
		JPMORGAN CHASE BANK	RED WING-BOOTS \$143.99

## Claims List - 8/17/2021

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	\$346.53
		JPMORGAN CHASE BANK	\$460.00
		OMEGA RAIL MANAGEMENT, INC.	\$339.91
		ONEOK INC OKLAHOMA NATURAL GAS	\$224.79
		UNIFIRST HOLDINGS LP	\$103.82
		VERDIGRIS VALLEY ELECTRIC COOP	\$718.40
		VERDIGRIS VALLEY ELECTRIC COOP	\$188.03
		VERIZON WIRELESS	\$80.02
<b>WASTEWATER COLLECTIONS - Total</b>			<b>\$7,689.29</b>
		BLUE ENERGY FUELS LLC	\$7.57
		CITY GARAGE	\$1,364.67
		CITY GARAGE	\$3.76
		FLEETCOR TECHNOLOGIES	\$631.02
		JAMES A. OZBUN	\$125.00
		JPMORGAN CHASE BANK	\$960.00
		JPMORGAN CHASE BANK	\$59.99
		JPMORGAN CHASE BANK	\$1,239.57
		JPMORGAN CHASE BANK	\$69.04
		JPMORGAN CHASE BANK	\$18.99
		JPMORGAN CHASE BANK	\$196.74
		JPMORGAN CHASE BANK	\$92.00
		JPMORGAN CHASE BANK	\$138.00
		JPMORGAN CHASE BANK	\$5.34
		JPMORGAN CHASE BANK	\$66.70
		JPMORGAN CHASE BANK	\$95.00
		JPMORGAN CHASE BANK	\$628.10
		JPMORGAN CHASE BANK	\$1.43
		JPMORGAN CHASE BANK	\$449.09
		JPMORGAN CHASE BANK	\$267.19
		JPMORGAN CHASE BANK	\$28.52
		JPMORGAN CHASE BANK	\$1,303.19
		JPMORGAN CHASE BANK	\$10.20
		JPMORGAN CHASE BANK	\$20,153.75
		UNIFIRST HOLDINGS LP	\$116.78
		VERIZON WIRELESS	\$80.02
<b>WASTEWATER TREATMENT - Total</b>			<b>\$28,111.66</b>
		BLUE ENERGY FUELS LLC	\$64.52
		CITY GARAGE	\$1,766.25
		CITY GARAGE	\$386.45
		CITY OF TULSA UTILITIES	\$400,000.00

## Claims List - 8/17/2021

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	FLEETCOR TECHNOLOGIES	\$1,314.35
		JPMORGAN CHASE BANK	\$33.60
		JPMORGAN CHASE BANK	\$41.94
		JPMORGAN CHASE BANK	\$241.28
		JPMORGAN CHASE BANK	\$28.96
		JPMORGAN CHASE BANK	\$31.89
		JPMORGAN CHASE BANK	\$27.75
		JPMORGAN CHASE BANK	\$139.49
		JPMORGAN CHASE BANK	\$346.52
		JPMORGAN CHASE BANK	\$110.00
		JPMORGAN CHASE BANK	\$808.44
		UNIFIRST HOLDINGS LP	\$147.02
		VERDIGRIS VALLEY ELECTRIC COOP	\$30.60
		<b>WATER - Total</b>	<b>\$405,519.06</b>
		CROSSLAND HEAVY CONTRACTORS	\$518,146.57
		GREELEY & HANSEN LLC LBX 619776	\$29,943.03
		<b>WWTP UPGRADE - Total</b>	<b>\$548,089.60</b>
		<b>OPWA - Total</b>	<b>\$1,007,497.08</b>
		<b>OPWA Grand Total</b>	<b>\$1,007,497.08</b>



**OWASSO PUBLIC WORKS AUTHORITY  
PAYROLL PAYMENT REPORT  
PAY PERIOD ENDING DATE 07/31/21**

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	16,243.27	24,546.92
405 Utility Billing	7,018.40	12,350.94
420 Water	16,847.40	28,065.44
450 Wastewater	15,994.43	24,700.62
455 Wastewater Collection	13,008.17	23,295.87
480 Refuse	13,898.10	24,763.51
485 Recycle Center	3,355.20	5,469.82
<b>FUND TOTAL</b>	<b>86,364.97</b>	<b>143,193.12</b>

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

	<u>MONTH TO-DATE</u>	<u>YEAR TO-DATE</u>	<u>BUDGET</u>	<u>PERCENT OF BUDGET</u>
<b>OPERATING REVENUES:</b>				
Water	\$ 728,991	\$ 728,991	\$ 7,341,475	9.93%
Wastewater	463,730	463,730	5,387,234	8.61%
Refuse & recycle	229,596	229,596	2,550,340	9.00%
Other Utility fees	15,655	15,655	280,659	5.58%
<b>TOTAL OPERATING REVENUES</b>	<b><u>\$ 1,437,972</u></b>	<b><u>\$ 1,437,972</u></b>	<b><u>\$ 15,559,708</u></b>	<b>9.24%</b>
<b>OPERATING EXPENSES:</b>				
OPWA administration	\$ (77,784)	\$ (77,784)	\$ (2,161,292)	3.60%
Utility Billing	(36,235)	(36,235)	(493,126)	7.35%
Water	(79,506)	(79,506)	(4,558,917)	1.74%
Wastewater	(115,533)	(115,533)	(9,191,125)	1.26%
Refuse & Recycle	(77,683)	(77,683)	(1,974,224)	3.93%
Debt payments	(225,595)	(225,595)	(5,222,200)	4.32%
<b>TOTAL OPERATING EXPENSES</b>	<b><u>\$ (612,336)</u></b>	<b><u>\$ (612,336)</u></b>	<b><u>\$ (23,600,884)</u></b>	<b>2.59%</b>
<b>OPERATING REVENUES OVER/(UNDER) EXPENDITURES</b>	<b><u>\$ 825,636</u></b>	<b><u>\$ 825,636</u></b>	<b><u>\$ (8,041,176)</u></b>	
<b>NONOPERATING REVENUES (EXPENSES):</b>				
Interest	\$ 2,227	\$ 2,227	\$ 27,670	8.05%
Other revenues/(expenses)	3,755	3,755	24,838	15.12%
TIF revenues/(expenses)	47,413	47,413	(205,852)	-23.03%
Transfers in	-	-	3,042,000	0.00%
Transfers out	-	-	-	0.00%
<b>TOTAL NONOPERATING REVENUES (EXPENSES)</b>	<b><u>\$ 53,395</u></b>	<b><u>\$ 53,395</u></b>	<b><u>\$ 2,888,656</u></b>	
<b>LONG-TERM DEBT PROCEEDS AND EXPENDITURES:</b>				
Proceeds of long-term debt	\$ 1,431,985	\$ 1,431,985	\$ 7,100,000	
Expenditures of long-term debt	(69,719)	(69,719)	-	
<b>TOTAL LONG-TERM DEBT PROCEEDS AND EXPENDITURES</b>	<b><u>\$ 1,362,266</u></b>	<b><u>\$ 1,362,266</u></b>	<b><u>\$ 7,100,000</u></b>	
<b>NET INCOME (LOSS)</b>	<b><u>\$ 2,241,297</u></b>	<b><u>\$ 2,241,297</u></b>	<b><u>\$ 1,947,480</u></b>	
ENCUMBRANCES OUTSTANDING		\$ (29,884,322)		
BOND PROCEEDS RECEIVABLE		\$ 26,451,864		
<b>FUND BALANCE (Budgetary Basis)</b>				
Beginning Balance		5,378,682	5,378,682	
Ending Balance		<b><u>\$ 4,187,521</u></b>	<b><u>\$ 7,326,162</u></b>	