

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

Council Chambers Old Central Building

109 North Birch, Owasso, OK

**Tuesday, September 21, 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**

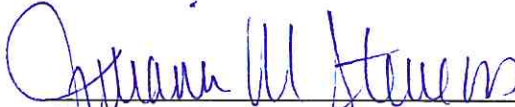
**SEP 17 2021**

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**City Clerk's Office**

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 - September 7, 2021, and September 14, 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 September 11, 2021
  - Monthly Budget Status Report – August 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 12:00 pm on Friday, September 17, 2021.

  
\_\_\_\_\_  
Julidann 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, September 7, 2021

The Owasso Public Works Authority (OPWA) met in regular session on Tuesday, September 7, 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 Thursday, September 2, 2021.

### 1. Call to Order

Chair Bill Bush called the meeting to order at 7:32 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

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 - August 17, 2021, Regular Meeting

B. Approve claims

Mr. Dunn moved, seconded by Ms. Lewis to approve the Consent Agenda, as presented with claims totaling \$1,571,753.52.

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 August 14, 2021, and August 28, 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**

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

YEA: Bonebrake, Dunn, Fruga, Lewis, Bush

NAY: None

Motion carried: 5-0 and the meeting adjourned at 7:33 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, September 14, 2021

The Owasso City Council, Owasso Public Works Authority (OPWA), and Owasso Public Golf Authority (OPGA) met in a joint regular meeting on Tuesday, September 14, 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, September 10, 2021.

### 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 Community Development items

- A. Request for annexation (OA 21-04) and rezoning (OZ 21-06) – approximately 3.27 acres located at 12600 East 116<sup>th</sup> Street North from Agricultural-Residential (AG-R) to Commercial Shopping (CS)
- B. Request for a final plat – Abbott Farms III, approximately 11.64 acres located east of the northeast corner of East 106<sup>th</sup> Street North and North Mingo Road

Alexa Beemer presented items A and B and discussion was held. It was further explained these items would be placed on the September 21, 2021, City Council agenda for consideration and action.

### 3. 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 staff preparation following the President's executive order related to COVID, and announced that Ascension St. John Owasso is holding a recognition event at their locations to honor health care workers and first responders.

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

Mr. Bush commented on the National Guard fly-over before the Ascension St. John Owasso event. Mr. Bonebrake commented on the Bailey Ranch Golf Course renovation project.

### 5. Adjournment

The meeting adjourned at 6:20 pm.

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Bill Bush, Mayor/Chair

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Juliann M. Stevens, City Clerk

## Claims List - 9/21/2021

Fund	Vendor Name	Payable Description	Payment Amount	
61	OPWA	KELLOGG ENGINEERING, INC	ENGINEERING SERVICES - 11	\$2,978.25
<b>117TH STREET FORCE MAIN - Total</b>			<b>\$2,978.25</b>	
	KELLOGG ENGINEERING, INC	ENGINEERING SERVICES - CO	\$1,405.00	
<b>COFFEE CREEK LIFT STATION - Total</b>			<b>\$1,405.00</b>	
	AMERICAN MUNICIPAL SERVICES LTD	COLLECTION SERVICES	\$127.37	
<b>OPWA - Total</b>			<b>\$127.37</b>	
	AEP/PSO	ELECTRIC USE	\$1,686.64	
	BLUE ENERGY FUELS LLC	CNG FUEL PURCH AUG 21	\$94.03	
	CITY GARAGE	CITY GARAGE LABOR OH CHG	\$195.17	
	FLEETCOR TECHNOLOGIES	FUELMAN EXPENSES AUG 21	\$527.86	
	JPMORGAN CHASE BANK	DELL-MONITOR	\$428.79	
	JPMORGAN CHASE BANK	DELL-SPEAKER BAR	\$31.78	
	JPMORGAN CHASE BANK	EBAY-PC EQUIP	\$99.98	
	JPMORGAN CHASE BANK	LIBERTY FLAGS-REPAIRS	\$269.00	
	JPMORGAN CHASE BANK	LOCKE-REPAIRS	\$6.01	
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$25.04	
	JPMORGAN CHASE BANK	OWASSO CHAMBER-FEE	\$25.00	
	JPMORGAN CHASE BANK	RESTAURANT EQUIP-SUPP	\$39.70	
	JPMORGAN CHASE BANK	ROSE STATE-LIC RENEW	\$130.00	
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$171.66	
	JPMORGAN CHASE BANK	STAPLES-PAPER	\$119.98	
	JPMORGAN CHASE BANK	STAPLES-REFUND	(\$52.00)	
	ONEOK INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE	\$98.72	
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$76.41	
	UNITED STATES CELLULAR CORPORATION	PW MONTHLY CELL PHONE	\$50.15	
<b>OPWA ADMINISTRATION - Total</b>			<b>\$4,023.92</b>	
	AEP/PSO	ELECTRIC USE	\$170.65	
	CITY GARAGE	CITY GARAGE LABOR OH CHG	\$270.24	
	JPMORGAN CHASE BANK	RULE CO-PARTS	\$26.40	
	JPMORGAN CHASE BANK	WASTE MGMT-REC TIP FE	\$5,134.97	
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$36.70	
<b>RECYCLE CENTER - Total</b>			<b>\$5,638.96</b>	
	BLUE ENERGY FUELS LLC	CNG FUEL PURCH AUG 21	\$1,857.93	
	CITY GARAGE	CITY GARAGE LABOR OH CHG	\$4,299.25	
	CITY GARAGE	CITY GARAGE PARTS AUG 21	\$3,718.92	
	FLEETCOR TECHNOLOGIES	FUELMAN EXPENSES AUG 21	\$4,703.30	
	JPMORGAN CHASE BANK	AMERIFLEX-SUPPLIES	\$43.12	
	JPMORGAN CHASE BANK	BUMP2BUMP-FUSES	\$11.85	
	JPMORGAN CHASE BANK	BUMP2BUMP-HAND SOAP	\$5.34	
	JPMORGAN CHASE BANK	BUMP2BUMP-KIT	\$14.99	

## Claims List - 9/21/2021

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	\$25.29
		JPMORGAN CHASE BANK	\$244.72
		JPMORGAN CHASE BANK	\$84.31
		JPMORGAN CHASE BANK	\$8.75
		JPMORGAN CHASE BANK	\$294.82
		JPMORGAN CHASE BANK	\$235.00
		JPMORGAN CHASE BANK	\$78.98
		JPMORGAN CHASE BANK	\$45.68
		JPMORGAN CHASE BANK	\$130.00
		JPMORGAN CHASE BANK	\$325.00
		JPMORGAN CHASE BANK	\$555.78
	SPOK INC.	PAGER USE	\$64.41
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$144.36
	UNITED STATES CELLULAR CORPORATION	PW MONTHLY CELL PHONE	\$44.78
<b>REFUSE COLLECTIONS - Total</b>			<b>\$16,936.58</b>
	JPMORGAN CHASE BANK	AMAZON-SUPPLIES	\$18.43
	TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES	\$5,285.48
<b>UTILITY BILLING - Total</b>			<b>\$5,303.91</b>
	AEP/PSO	ELECTRIC USE	\$5,860.57
	BLUE ENERGY FUELS LLC	CNG FUEL PURCH AUG 21	\$156.82
	CITY GARAGE	CITY GARAGE LABOR OH CHG	\$1,580.92
	CITY GARAGE	CITY GARAGE PARTS AUG 21	\$440.18
	FLEETCOR TECHNOLOGIES	FUELMAN EXPENSES AUG 21	\$710.98
	JPMORGAN CHASE BANK	AMERIFLEX-HOSE	\$64.00
	JPMORGAN CHASE BANK	ATWOODS-BOLTS	\$9.78
	JPMORGAN CHASE BANK	ATWOODS-BOOTS	\$149.99
	JPMORGAN CHASE BANK	ATWOODS-MATERIALS	\$112.86
	JPMORGAN CHASE BANK	COMM POWER-BATTERIES	\$142.00
	JPMORGAN CHASE BANK	CORE&MAIN-LID	\$49.90
	JPMORGAN CHASE BANK	CORE&MAIN-PAINT	\$43.20
	JPMORGAN CHASE BANK	CORE&MAIN-PARTS	\$14.04
	JPMORGAN CHASE BANK	CORE&MAIN-RISER	\$75.25
	JPMORGAN CHASE BANK	CORE&MAIN-SUPPLIES	\$157.60
	JPMORGAN CHASE BANK	DP SUPPLY-MATERIALS	\$698.00
	JPMORGAN CHASE BANK	JOHNSTONE-THERMOSTATS	\$62.58
	JPMORGAN CHASE BANK	LOWES-PARTS	\$4.48
	JPMORGAN CHASE BANK	RED WING-BOOTS	\$340.00
	JPMORGAN CHASE BANK	TIMMONS-FUEL	\$687.47
	JPMORGAN CHASE BANK	WHITE STAR-CONNECTION	\$51.95
	JPMORGAN CHASE BANK	WHITE STAR-FITTING	\$91.62

## Claims List - 9/21/2021

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	LOT MAINTENANCE OF OKLAHOMA, INC.	\$1,400.00
		ONEOK INC OKLAHOMA NATURAL GAS	\$232.95
		SPOK INC.	\$77.04
		UNIFIRST HOLDINGS LP	\$113.47
		VERDIGRIS VALLEY ELECTRIC COOP	\$693.81
		VERDIGRIS VALLEY ELECTRIC COOP	\$181.58
		WASHINGTON CO RURAL WATER DISTRICT	\$18.00
<b>WASTEWATER COLLECTIONS - Total</b>			<b>\$14,221.04</b>
	AEP/PSO	ELECTRIC USE	\$26,947.76
	BLUE ENERGY FUELS LLC	CNG FUEL PURCH AUG 21	\$15.72
	CITY GARAGE	CITY GARAGE LABOR OH CHG	\$1,364.57
	CITY GARAGE	CITY GARAGE PARTS AUG 21	\$20.83
	FLEETCOR TECHNOLOGIES	FUELMAN EXPENSES AUG 21	\$470.49
	JPMORGAN CHASE BANK	ATWOODS-BOOTS	\$314.98
	JPMORGAN CHASE BANK	ATWOODS-GREASE	\$34.90
	JPMORGAN CHASE BANK	ATWOODS-UNIFORM	\$172.98
	JPMORGAN CHASE BANK	BA ELECTRIC-COIL	\$453.42
	JPMORGAN CHASE BANK	BA ELECTRIC-PARTS	\$393.32
	JPMORGAN CHASE BANK	BA ELECTRIC-TRANSFORM	\$75.77
	JPMORGAN CHASE BANK	BUMP2BUMP-PART	\$6.06
	JPMORGAN CHASE BANK	CINTAS-SUPPLIES	\$84.70
	JPMORGAN CHASE BANK	COMM POWER-REPAIR	\$180.00
	JPMORGAN CHASE BANK	GELCO-BOOTS	\$134.99
	JPMORGAN CHASE BANK	GRAINGER-FUSES	\$220.00
	JPMORGAN CHASE BANK	GRAINGER-REAGENT	\$69.15
	JPMORGAN CHASE BANK	GREEN CO-LAB TESTS	\$470.00
	JPMORGAN CHASE BANK	HACH-PARTS	\$147.98
	JPMORGAN CHASE BANK	HACH-REAGENT	\$939.04
	JPMORGAN CHASE BANK	INTERSTATE-BATTERIES	\$42.80
	JPMORGAN CHASE BANK	LOWES-ROPE	\$4.38
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	\$63.96
	JPMORGAN CHASE BANK	NCL OF WISC-TESTING	\$99.97
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$7.54
	JPMORGAN CHASE BANK	RED WING-BOOTS	\$170.00
	JPMORGAN CHASE BANK	TERMINIX-PEST CONTROL	\$98.00
	JPMORGAN CHASE BANK	UPS-POSTAGE	\$73.77
	JPMORGAN CHASE BANK	WASTE MGMT-SLUDGE REM	\$12,129.31
	SCHUERMANN ENTERPRISES, INC	GBT FEED	\$407.65
	SPOK INC.	PAGER USE	\$31.39
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$257.88

## Claims List - 9/21/2021

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	<b>WASTEWATER TREATMENT - Total</b>	<b>\$45,903.31</b>
	AEP/PSO	ELECTRIC USE	\$280.20
	BILL BASORE TRUCKING & EXCAVATION,	AUGUST DIRT	\$86.68
	BLUE ENERGY FUELS LLC	CNG FUEL PURCH AUG 21	\$76.50
	CITY GARAGE	CITY GARAGE LABOR OH CHG	\$1,766.25
	CITY GARAGE	CITY GARAGE PARTS AUG 21	\$3,080.18
	CITY OF TULSA DEPT OF FINANCE	WQA LAB SERVICES	\$500.00
	CITY OF TULSA UTILITIES	WATER	\$384,042.25
	FLEETCOR TECHNOLOGIES	FUELMAN EXPENSES AUG 21	\$1,466.97
	JPMORGAN CHASE BANK	ACCURATE-SAMPLES	\$850.00
	JPMORGAN CHASE BANK	ATWOODS-WASP SPRAY	\$14.97
	JPMORGAN CHASE BANK	BROWN FARMS-SOD	\$110.00
	JPMORGAN CHASE BANK	CORE&MAIN-HYD EXTENSI	\$700.00
	JPMORGAN CHASE BANK	CORE&MAIN-METER	\$1,495.00
	JPMORGAN CHASE BANK	INDEPTH UTILITY-PARTS	\$10,644.00
	JPMORGAN CHASE BANK	LOWES-GLASS	\$50.36
	JPMORGAN CHASE BANK	LOWES-MEASURING WHEEL	\$59.98
	JPMORGAN CHASE BANK	LOWES-ROCK	\$13.44
	JPMORGAN CHASE BANK	RED WING-BOOTS	\$175.00
	JPMORGAN CHASE BANK	RED WING-REFUND	(\$175.00)
	JPMORGAN CHASE BANK	TIMMONS-FUEL	\$687.46
	JPMORGAN CHASE BANK	UTILITY SPLY-METER	\$826.38
	JPMORGAN CHASE BANK	UTILITY SPLY-SUPPLIES	\$49.55
	SPOK INC.	PAGER USE	\$82.67
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$147.02
	VERDIGRIS VALLEY ELECTRIC COOP	WATER CONTROL ELECTRI	\$30.60
	<b>WATER - Total</b>		<b>\$407,060.46</b>
	CROSSLAND HEAVY CONTRACTORS	WWTP UPGRADE-LS EXPANSION	\$1,799,937.36
	GREELEY & HANSEN LLC LBX 619776	INSPECTION SERVICES	\$35,719.53
	<b>WWTP UPGRADE - Total</b>		<b>\$1,835,656.89</b>
	<b>OPWA - Total</b>		<b>\$2,339,255.69</b>
	<b>OPWA Grand Total</b>		<b>\$2,339,255.69</b>



**OWASSO PUBLIC WORKS AUTHORITY  
PAYROLL PAYMENT REPORT  
PAY PERIOD ENDING DATE 09/11/21**

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	16,586.63	24,959.28
405 Utility Billing	7,018.40	12,335.80
420 Water	16,477.02	27,611.78
450 Wastewater	13,935.02	23,769.23
455 Wastewater Collection	13,707.89	24,131.11
480 Refuse	15,058.11	26,133.60
485 Recycle Center	2,649.88	4,696.78
<b>FUND TOTAL</b>	<b>85,432.95</b>	<b>143,637.58</b>

**CITY OF OWASSO**  
**OWASSO PUBLIC WORKS AUTHORITY - OPERATING FUND**  
**FISCAL YEAR 2021-2022**  
**Budgetary Basis**  
**Statement of Revenues & Expenses**  
**As of August 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	\$ 674,336	\$ 1,403,327	\$ 7,341,475	19.12%
Wastewater	453,808	917,538	5,387,234	17.03%
Refuse & recycle	227,543	457,139	2,550,340	17.92%
Other Utility fees	19,141	34,796	280,659	12.40%
<b>TOTAL OPERATING REVENUES</b>	<b><u>\$ 1,374,828</u></b>	<b><u>\$ 2,812,800</u></b>	<b><u>\$ 15,559,708</u></b>	<b>18.08%</b>
<b>OPERATING EXPENSES:</b>				
OPWA administration	\$ (228,562)	\$ (306,345)	\$ (2,161,292)	14.17%
Utility Billing	(37,413)	(73,648)	(493,126)	14.93%
Water	(473,497)	(553,003)	(4,558,917)	12.13%
Wastewater	(205,667)	(321,200)	(9,191,125)	3.49%
Refuse & Recycle	(116,205)	(193,888)	(1,974,224)	9.82%
Debt payments	(204,018)	(429,613)	(5,222,200)	8.23%
<b>TOTAL OPERATING EXPENSES</b>	<b><u>\$ (1,265,361)</u></b>	<b><u>\$ (1,877,697)</u></b>	<b><u>\$ (23,600,884)</u></b>	<b>7.96%</b>
<b>OPERATING REVENUES OVER/(UNDER) EXPENDITURES</b>	<b><u>\$ 109,467</u></b>	<b><u>\$ 935,103</u></b>	<b><u>\$ (8,041,176)</u></b>	
<b>NONOPERATING REVENUES (EXPENSES):</b>				
Interest	\$ 2,383	\$ 4,609	\$ 27,670	16.66%
Other revenues/(expenses)	3,356	7,110	24,838	28.63%
TIF revenues/(expenses)	16,476	63,890	(205,852)	-31.04%
Transfers in	-	-	3,042,000	0.00%
Transfers out	-	-	-	#DIV/0!
<b>TOTAL NONOPERATING REVENUES (EXPENSES)</b>	<b><u>\$ 22,214</u></b>	<b><u>\$ 75,609</u></b>	<b><u>\$ 2,888,656</u></b>	
<b>LONG-TERM DEBT PROCEEDS AND EXPENDITURES:</b>				
Proceeds of long-term debt	\$ 1,098,029	\$ 2,530,014	\$ 7,100,000	
Expenditures of long-term debt	(1,518,647)	(1,588,367)	-	
<b>TOTAL LONG-TERM DEBT PROCEEDS AND EXPENDITURES</b>	<b><u>\$ (420,618)</u></b>	<b><u>\$ 941,647</u></b>	<b><u>\$ 7,100,000</u></b>	
<b>NET INCOME (LOSS)</b>	<b><u>\$ (288,937)</u></b>	<b><u>\$ 1,952,360</u></b>	<b><u>\$ 1,947,480</u></b>	
<b>ENCUMBRANCES OUTSTANDING</b>		<b>\$ (28,551,293)</b>		
<b>BOND PROCEEDS RECEIVABLE</b>		<b>\$ 25,238,853</b>		
<b>FUND BALANCE (Budgetary Basis)</b>				
Beginning Balance		5,378,682	5,378,682	
Ending Balance		<b><u>\$ 4,018,602</u></b>	<b><u>\$ 7,326,162</u></b>	