

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

Council Chambers Old Central Building

109 North Birch, Owasso, OK

Tuesday, November 16, 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

NOV 12 2021 HS

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 - November 2, 2021, and November 9, 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 November 6, 2021
 - Monthly Budget Status Report - October 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, November 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

OWASSO PUBLIC WORKS AUTHORITY (OPWA)

MINUTES OF REGULAR MEETING

Tuesday, November 2, 2021

The Owasso Public Works Authority (OPWA) met in regular session on Tuesday, November 2, 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 12:00 pm on Friday, October 29, 2021.

1. Call to Order

Chair Bill Bush called the meeting to order at 7:24 pm.

2. Roll Call

Present

Absent

Chair – Bill Bush

Trustee – Lyndell Dunn

Vice Chair – Kelly Lewis

Trustee – Alvin Fruga

Trustee – Doug Bonebrake

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 - October 19, 2021, Regular Meeting

B. Approve claims

Ms. Lewis moved, seconded by Mr. Fruga to approve the Consent Agenda, as presented with claims totaling \$877,774.62.

YEA: Bonebrake, Fruga, Lewis, Bush

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 October 23, 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. Fruga to adjourn the meeting.

YEA: Bonebrake, Fruga, Lewis, Bush

NAY: None

Motion carried: 4-0 and the meeting adjourned at 7:25 pm.

Bill Bush, Chair

Juliann M. Stevens, Authority Clerk

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

MINUTES OF JOINT REGULAR MEETING Tuesday, November 9, 2021

The Owasso City Council, Owasso Public Works Authority (OPWA), and Owasso Public Golf Authority (OPGA) met in a joint regular meeting on Tuesday, November 9, 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 12:00 pm on Friday, November 5, 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 – Lyndell Dunn
A quorum was declared present.

Absent

Mayor/Chair – Bill Bush
Councilor/Trustee – Doug Bonebrake

2. Discussion relating to a request for rezoning (OZ 21-07) – approximately 10 acres located at 10927 East 106th Street North from Agriculture (AG) to Commercial Shopping (CS) and Residential Multi-Family (RM)

Alexa Beemer presented the item and discussion was held. It was further explained that an item would be placed on the November 16, 2021, City Council agenda for consideration and action.

3. Discussion relating to amending the list of projects eligible for expenditure from the Capital Improvements Fund to include renovations of Fire Station #1 and Fire Station #2

Teresa Willson and David Hurst presented the item and discussion was held. It was further explained that the required public hearing would be held on November 16, 2021 during the City Council meeting.

4. Discussion relating to Economic Development Items

- A. Strategic Plan (EDSP) Annual Report
- B. Oklahoma Film Friendly Community Program

Chelsea Levo Feary presented the items and discussion was held.

5. Discussion relating to the sale of surplus property located at East 106th Street North and US Highway 169

Juliann Stevens presented the item and discussion was held.

6. Discussion relating to City Manager items

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

Warren Lehr introduced Linda Jones-Holt to present item A. Mr. Lehr reported on Veteran's Appreciation Week activities.

7. City Councilor/Trustee comments and inquiries

None

8. Adjournment

The meeting adjourned at 7:02 pm.

Kelly Lewis, Vice Mayor/Vice Chair

Juliann M. Stevens, City Clerk

Claims List - 11/16/2021

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	MSB CONSTRUCTION LLC	CONSTRUCTION SVCS \$35,150.00
COFFEE CREEK LIFT STATION - Total			\$35,150.00
	AMERICAN MUNICIPAL SERVICES LTD	COLLECTION SERVICES	\$16.52
OPWA - Total			\$16.52
	CITY GARAGE	CITY GARAGE OH CHG OCT21	\$195.17
	COX COMMUNICATIONS	PHONE	\$24.24
	FLEETCOR TECHNOLOGIES	FUELMAN EXPENSES OCT21	\$62.02
	JPMORGAN CHASE BANK	EBAY-PC EQUIP	\$79.99
	JPMORGAN CHASE BANK	MAIL THIS-POSTAGE	\$9.43
	JPMORGAN CHASE BANK	OFFICE DEPOT-FLASH DR	\$228.45
	JPMORGAN CHASE BANK	OFFICE DEPOT-STAMP	\$12.19
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$147.54
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$142.82
	JPMORGAN CHASE BANK	TRAINING EXPENSE 10/2	\$34.19
	OKLAHOMA ONE-CALL SYSTEMS INC	ANNUAL MEM. FEE	\$5,510.80
	ONEOK INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE	\$209.89
	OWASSO CHARACTER COUNCIL, INC	CHARACTER LUNCHEON	\$80.00
	TERMINIX	PEST CONTROL 10/19/2021	\$105.00
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$73.80
OPWA ADMINISTRATION - Total			\$6,915.53
	JEANNE A LAVENDUSKY	EASEMENT ACQUISITION - RA	\$10,000.00
	KELLY S WALKER	EASEMENT ACQUISITION - RA	\$10,000.00
	RANDALL S WALKER	EASEMENT ACQUISITION - RA	\$10,000.00
RANCH CRK INTCPPT UPGRADE - Total			\$30,000.00
	CITY GARAGE	CITY GARAGE OH CHG OCT21	\$270.24
	COX COMMUNICATIONS	PHONE	\$3.46
	JPMORGAN CHASE BANK	WASTE MGMT-REC TIP FE	\$1,356.70
	OSI ENVIRONMENTAL INC	USED OIL COLLECTION	\$100.00
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$18.40
RECYCLE CENTER - Total			\$1,748.80
	CITY GARAGE	CITY GARAGE OH CHG OCT21	\$4,299.25
	COX COMMUNICATIONS	PHONE	\$3.46
	FLEETCOR TECHNOLOGIES	FUELMAN EXPENSES OCT21	\$3,359.42
	JPMORGAN CHASE BANK	AMAZON-LIGHTS	\$259.00
	JPMORGAN CHASE BANK	AMERIFLEX-AIR GAUGES	\$56.90
	JPMORGAN CHASE BANK	ATWOODS-BOOTS	\$149.99
	JPMORGAN CHASE BANK	BUMP2BUMP-PARTS	\$117.86
	JPMORGAN CHASE BANK	BUMP2BUMP-SUPPLIES	\$178.48
	JPMORGAN CHASE BANK	CRANE CARRIER-PARTS	\$3,325.45
	JPMORGAN CHASE BANK	FROST OIL-SUPPLIES	\$477.26

Claims List - 11/16/2021

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	\$67.99
		JPMORGAN CHASE BANK	\$33.42
		JPMORGAN CHASE BANK	\$44.25
		JPMORGAN CHASE BANK	\$190.72
		JPMORGAN CHASE BANK	\$27.98
		JPMORGAN CHASE BANK	\$450.23
		JPMORGAN CHASE BANK	\$12,023.72
		UNIFIRST HOLDINGS LP	\$144.36
		VERIZON WIRELESS	\$161.40
REFUSE COLLECTIONS - Total			\$25,371.14
		COX COMMUNICATIONS	\$17.33
		FELKINS ENTERPRISES LLC	\$195.00
		SUMNERONE INC	\$2,086.00
		SUMNERONE INC	\$119.89
		SUMNERONE INC	\$75.00
		SUMNERONE INC	\$450.00
		TECHNICAL PROGRAMMING SERVICES INC	\$2,000.66
		TECHNICAL PROGRAMMING SERVICES INC	\$1,225.97
UTILITY BILLING - Total			\$6,169.85
		CITY GARAGE	\$1,580.92
		COX COMMUNICATIONS	\$6.93
		FLEETCOR TECHNOLOGIES	\$911.41
		JPMORGAN CHASE BANK	\$119.99
		JPMORGAN CHASE BANK	\$742.61
		JPMORGAN CHASE BANK	\$523.20
		JPMORGAN CHASE BANK	\$9.50
		JPMORGAN CHASE BANK	\$95.00
		JPMORGAN CHASE BANK	\$89.00
		JPMORGAN CHASE BANK	\$12.00
		JPMORGAN CHASE BANK	\$68.00
		JPMORGAN CHASE BANK	\$297.50
		JPMORGAN CHASE BANK	\$10.80
		JPMORGAN CHASE BANK	\$84.94
		JPMORGAN CHASE BANK	\$39.54
		JPMORGAN CHASE BANK	\$1,075.00
		JPMORGAN CHASE BANK	\$1,075.00
		JPMORGAN CHASE BANK	\$1,075.00
		JPMORGAN CHASE BANK	\$30.82
		JPMORGAN CHASE BANK	\$1,359.00
		JPMORGAN CHASE BANK	\$1,112.00

Claims List - 11/16/2021

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	OMEGA RAIL MANAGEMENT, INC.	\$548.21
		ONEOK INC OKLAHOMA NATURAL GAS	\$228.36
		UNIFIRST HOLDINGS LP	\$146.14
		VERDIGRIS VALLEY ELECTRIC COOP	\$191.25
		VERDIGRIS VALLEY ELECTRIC COOP	\$9.02
		VERIZON WIRELESS	\$80.02
WASTEWATER COLLECTIONS - Total			\$11,521.16
		AT&T	\$45.67
		CITY GARAGE	\$1,364.67
		COX COMMUNICATIONS	\$13.85
		FLEETCOR TECHNOLOGIES	\$431.40
		JPMORGAN CHASE BANK	\$65.25
		JPMORGAN CHASE BANK	\$57.98
		JPMORGAN CHASE BANK	\$317.20
		JPMORGAN CHASE BANK	\$35.94
		JPMORGAN CHASE BANK	\$28.28
		JPMORGAN CHASE BANK	\$75.00
		JPMORGAN CHASE BANK	\$46.11
		JPMORGAN CHASE BANK	\$14.99
		JPMORGAN CHASE BANK	\$574.41
		JPMORGAN CHASE BANK	\$103.56
		JPMORGAN CHASE BANK	\$15.86
		JPMORGAN CHASE BANK	\$224.64
		JPMORGAN CHASE BANK	\$205.00
		JPMORGAN CHASE BANK	\$250.46
		JPMORGAN CHASE BANK	\$67.99
		JPMORGAN CHASE BANK	\$202.71
		JPMORGAN CHASE BANK	\$48.46
		JPMORGAN CHASE BANK	\$44.98
		JPMORGAN CHASE BANK	\$69.33
		JPMORGAN CHASE BANK	\$212.77
		JPMORGAN CHASE BANK	\$46.00
		JPMORGAN CHASE BANK	\$11,385.00
		JPMORGAN CHASE BANK	\$169.88
		JPMORGAN CHASE BANK	\$2,612.71
		JPMORGAN CHASE BANK	\$7,876.67
		JPMORGAN CHASE BANK	\$44.91
		JPMORGAN CHASE BANK	\$14.70
		JPMORGAN CHASE BANK	\$6,048.76
		UNIFIRST HOLDINGS LP	\$98.84
		VERIZON WIRELESS	\$80.02

Claims List - 11/16/2021

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	WASTEWATER TREATMENT - Total	\$32,894.00
	CITY GARAGE	CITY GARAGE OH CHG OCT21	\$1,766.25
	CITY OF TULSA UTILITIES	WATER	\$259,806.25
	COX COMMUNICATIONS	PHONE	\$6.93
	FLEETCOR TECHNOLOGIES	FUELMAN EXPENSES OCT21	\$1,787.83
	JPMORGAN CHASE BANK	AMERIFLEX-NOZZLE	\$59.00
	JPMORGAN CHASE BANK	HARD HAT SFTY-GLOVES	\$67.99
	JPMORGAN CHASE BANK	HOME DEPOT-BOLTS	\$5.82
	JPMORGAN CHASE BANK	LOWES-BOARDS	\$32.12
	JPMORGAN CHASE BANK	LOWES-BOLTS	\$14.73
	JPMORGAN CHASE BANK	LOWES-TAPE	\$42.92
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$101.29
	JPMORGAN CHASE BANK	RED WING-BOOTS	\$143.99
	JPMORGAN CHASE BANK	SHOE CARNIVAL-BOOTS	\$129.98
	JPMORGAN CHASE BANK	TWIN CITIES-CONCRETE	\$1,470.00
	JPMORGAN CHASE BANK	UTILITY SUPPLY-SUPPLI	\$2,818.15
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$147.31
	WATER - Total		\$268,400.56
	CROSSLAND HEAVY CONTRACTORS	WWTP UPGRADE-LS EXPANSION	\$772,595.69
	GREELEY & HANSEN LLC LBX 619776	INSPECTION SERVICES	\$27,158.04
	WWTP UPGRADE - Total		\$799,753.73
	OPWA - Total		\$1,217,941.29
	OPWA Grand Total		\$1,217,941.29

OWASSO PUBLIC WORKS AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 11/06/21

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	16,339.31	24,647.79
405 Utility Billing	7,018.40	12,335.80
420 Water	17,233.06	28,543.18
450 Wastewater	12,250.86	21,122.64
455 Wastewater Collection	14,165.07	24,122.61
480 Refuse	15,017.97	26,043.51
485 Recycle Center	1,295.04	2,300.23
<u>FUND TOTAL</u>	<u>83,319.71</u>	<u>139,115.76</u>

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

	<u>MONTH TO-DATE</u>	<u>YEAR TO-DATE</u>	<u>BUDGET</u>	<u>PERCENT OF BUDGET</u>
OPERATING REVENUES:				
Water	\$ 848,855	\$ 3,126,357	\$ 7,341,475	42.58%
Wastewater	472,039	1,880,895	5,387,234	34.91%
Refuse	222,055	887,956	2,513,437	35.33%
Recycle	3,772	20,567	36,903	55.73%
Other Utility fees	21,284	72,892	280,659	25.97%
TOTAL OPERATING REVENUES	<u>\$ 1,568,005</u>	<u>\$ 5,988,667</u>	<u>\$ 15,559,708</u>	38.49%
OPERATING EXPENSES:				
OPWA administration	\$ (97,061)	\$ (483,023)	\$ (2,161,292)	22.35%
Utility Billing	(46,357)	(159,737)	(495,454)	32.24%
Water	(484,731)	(1,501,116)	(4,600,561)	32.63%
Wastewater Treatment	(130,936)	(408,695)	(1,414,542)	28.89%
Wastewater Collections	(85,583)	(303,072)	(8,004,844)	3.79%
Refuse	(117,080)	(356,303)	(1,347,987)	26.43%
Recycle	(16,486)	(56,005)	(751,281)	7.45%
Debt payments	(240,634)	(873,515)	(5,222,200)	16.73%
TOTAL OPERATING EXPENSES	<u>\$ (1,218,870)</u>	<u>\$ (4,141,466)</u>	<u>\$ (23,998,161)</u>	17.26%
OPERATING REVENUES OVER/(UNDER) EXPENDITURES	<u>\$ 349,135</u>	<u>\$ 1,847,201</u>	<u>\$ (8,438,453)</u>	
NONOPERATING REVENUES (EXPENSES):				
Interest	\$ 2,428	\$ 9,297	\$ 27,670	33.60%
Other revenues/(expenses)	2,274	60,296	24,838	242.76%
TIF revenues/(expenses)	13,913	97,154	(386,641)	-25.13%
Transfers in	-	-	3,042,000	0.00%
Transfers out	-	-	-	#DIV/0!
TOTAL NONOPERATING REVENUES (EXPENSES)	<u>\$ 18,615</u>	<u>\$ 166,747</u>	<u>\$ 2,707,867</u>	
LONG-TERM DEBT PROCEEDS AND EXPENDITURES:				
Proceeds of long-term debt	\$ 3,458,373	\$ 7,248,005	\$ 37,170,693	
Expenditures of long-term debt	(1,492,128)	(5,749,952)	(33,135,261)	
TOTAL LONG-TERM DEBT PROCEEDS AND EXPENDITURES	<u>\$ 1,966,245</u>	<u>\$ 1,498,053</u>	<u>\$ 4,035,432</u>	
NET INCOME (LOSS)	<u>\$ 2,333,995</u>	<u>\$ 3,512,001</u>	<u>\$ (1,695,154)</u>	
ENCUMBRANCES OUTSTANDING		\$ (24,726,790)		
BOND PROCEEDS RECEIVABLE		\$ 21,806,015		
FUND BALANCE (Budgetary Basis)				
Beginning Balance		6,575,164	6,575,164	
Ending Balance		<u>\$ 7,166,390</u>	<u>\$ 4,880,010</u>	