

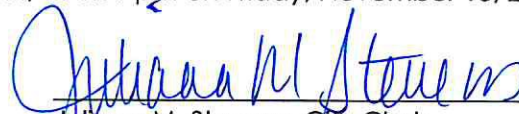
**PUBLIC NOTICE OF THE MEETING OF THE
OWASSO PUBLIC WORKS AUTHORITY (OPWA)**

Council Chambers, Old Central Building
109 North Birch, Owasso, OK 74055
Regular Meeting
Tuesday, November 19, 2019 – 6:30 pm

RECEIVED
NOV 15 2019 *AS*
City Clerk's Office

1. **Call to Order**
Chair Chris Kelley
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 5, 2019, and November 12, 2019, 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 to Authority (documents for acknowledgment or information only, no discussion or action will be taken)**
 - Payroll Payment Reports – pay period ending date November 9, 2019
 - Monthly Budget Status Report - October 2019
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 December 14, 2018, and the Agenda posted at City Hall, 200 South Main Street, at 6:00 pm on Friday, November 15, 2019.



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 PUBLIC WORKS AUTHORITY (OPWA)

MINUTES OF REGULAR MEETING Tuesday, November 5, 2019

The Owasso Public Works Authority (OPWA) met in regular session on Tuesday, November 5, 2019, in the Council Chambers at Old Central, 109 North Birch, Owasso, Oklahoma per the Notice of Public Meeting filed December 14, 2018, 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, November 1, 2019.

1. Call to Order

Vice Chair Bill Bush called the meeting to order at 8:17pm.

2. Roll Call

Present	Absent
Vice Chair – Bill Bush	Chair – Chris Kelley
Trustee – Doug Bonebrake	
Trustee – Lyndell Dunn	
Trustee – Kelly Lewis	

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 15, 2019, Regular Meeting
- B. Approve claims

Mr. Dunn moved, seconded by Ms. Lewis to approve the Consent Agenda with claims totaling \$722,877.92.

YEA: Bonebrake, Dunn, 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 to Council (documents for acknowledgment or information only, no discussion or action will be taken)

The Vice Chair acknowledged receipt of the following:

- Payroll Payment Reports – pay period ending date October 12, 2019, and October 26, 2019

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. Dunn to adjourn the meeting.

YEA: Bonebrake, Dunn, Lewis, Bush

NAY: None

Motion carried: 4-0 and the meeting adjourned at 8:18 pm.

Bill Bush, Vice Chair

Juliann M. Stevens, Authority Clerk

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

MINUTES OF JOINT REGULAR MEETING Tuesday, November 12, 2019

The Owasso City Council, Owasso Public Works Authority (OPWA), and Owasso Public Golf Authority (OPGA) met in a joint regular meeting on Tuesday, November 12, 2019, in the Council Chambers at Old Central, 109 North Birch Street, Owasso, Oklahoma, per the Notice of Public Meeting filed December 14, 2018, 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, November 8, 2019.

1. Call to Order/Roll Call

Mayor/Chair Chris Kelley called the meeting to order at 6:00 pm.

Present

Mayor/Chair – Chris Kelley
Vice Mayor/Vice Chair – Bill Bush
Councilor/Trustee – Doug Bonebrake
Councilor/Trustee – Lyndell Dunn
Councilor/Trustee – Kelly Lewis
A quorum was declared present.

Absent

None

2. Discussion relating to proposed amendments to the Owasso Code of Ordinances

- A. Part 3, Alcoholic Beverages
- B. Part 10, Offenses and Crimes

Beth Anne Childs, Julie Lombardi, and Scott Chambless presented the items and discussion was held.

3. Discussion for the purpose of reviewing various City policies and procedures

David Weatherford and Bill Tackett, Oklahoma Municipal Assurance Group (OMAG), presented the item and discussion was held.

4. Discussion relating to the purchase of an ambulance

David Hurst and Mark Stuckey presented the item and discussion was held. It was further explained that this item would be placed on the November 19, 2019, City Council agenda for consideration and action.

5. Discussion relating to the purchase of an armored vehicle

Scott Chambless presented the item and discussion was held.

6. Discussion relating to Community Development items

- A. Request for annexation (OA 19-04) and rezoning (OZ 19-06) of approximately 11.48 acres located near 13691 East 116th Street North
- B. Request for rezoning (OZ 19-07) of approximately 0.22 Acres located at 103 West 3rd Street

Brian Dempster and Karl Fritschen presented the items and discussion was held. It was further explained that both items would be placed on the November 19, 2019, City Council agenda for consideration and action.

7. Discussion relating to the purchase of golf course equipment

Chris Cook and Larry Langford presented the item and discussion was held. It was further explained that this item would be placed on the November 19, 2019, Owasso Public Golf Authority agenda for consideration and action.

8. Discussion relating to the Water Meter Replacement Program

Travis Blundell presented the item and discussion was held.

9. Discussion relating to City Managers Items

- A. Tulsa Regional Chamber 2020 OneVoice Regional Legislative Agenda
- B. Monthly sales tax report
- C. City Manager report

Warren Lehr presented item 9A and discussion was held. Mr. Lehr explained that a Resolution endorsing the legislative agenda will be placed on the November 19, 2019, City Council consent agenda for consideration and action. Linda Jones presented item 9B and discussion was held. Under item 9C, Mr. Lehr reported on Veterans Week activities, upcoming city events, the November yard waste event, and the Owasso Public Schools Teen Community Emergency Response Team (CERT) training conducted by the Owasso Fire Department.

10. City Councilor/Trustee comments and inquiries

None

11. Adjournment

The meeting adjourned at 8:50 pm.

Chris Kelley, Mayor/Chair

Juliann M. Stevens, City Clerk

Actual Claims List - 11/19/19

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	AEP/PSO	\$1,022.59
		AT&T	\$12.74
		BLUE ENERGY FUELS, LLC	\$81.39
		CITY GARAGE	\$160.58
		JPMORGAN CHASE BANK	\$37.86
		JPMORGAN CHASE BANK	\$98.50
		JPMORGAN CHASE BANK	\$20.00
		JPMORGAN CHASE BANK	\$16.94
		OKLAHOMA ONE-CALL SYSTEMS INC	\$2,969.10
		ONEOK, INC OKLAHOMA NATURAL GAS	\$491.05
		UNIFIRST HOLDINGS LP	\$52.88
		OPWA ADMINISTRATION - Total	\$4,963.63
		BKL INCORPORATED	\$1,500.00
		OPWA BUILDING RENOVATION - Total	\$1,500.00
		AEP/PSO	\$108.78
		CITY GARAGE	\$856.51
		JPMORGAN CHASE BANK	\$42.00
		JPMORGAN CHASE BANK	\$170.00
		JPMORGAN CHASE BANK	\$119.99
		UNIFIRST HOLDINGS LP	\$35.56
		RECYCLE CENTER - Total	\$1,332.84
		BLUE ENERGY FUELS, LLC	\$3,071.68
		CITY GARAGE	\$5,215.42
		CITY GARAGE	\$623.40
		FLEETCOR TECHNOLOGIES	\$3,274.24
		JPMORGAN CHASE BANK	\$99.99
		JPMORGAN CHASE BANK	\$149.00
		JPMORGAN CHASE BANK	\$2.45
		JPMORGAN CHASE BANK	\$90.34
		JPMORGAN CHASE BANK	\$5.60
		JPMORGAN CHASE BANK	\$18.99
		JPMORGAN CHASE BANK	\$14.84
		JPMORGAN CHASE BANK	\$111.98
		JPMORGAN CHASE BANK	\$13.65
		JPMORGAN CHASE BANK	\$33.75
		JPMORGAN CHASE BANK	\$55.89
		JPMORGAN CHASE BANK	\$17.49
		JPMORGAN CHASE BANK	\$6.20
		JPMORGAN CHASE BANK	\$134.99

Actual Claims List - 11/19/19

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	\$50.15
		JPMORGAN CHASE BANK	\$90.94
		JPMORGAN CHASE BANK	\$92.63
		JPMORGAN CHASE BANK	\$1,076.25
		JPMORGAN CHASE BANK	\$219.00
		JPMORGAN CHASE BANK	\$14.76
		JPMORGAN CHASE BANK	\$183.15
		UNIFIRST HOLDINGS LP	\$131.20
		REFUSE COLLECTIONS - Total	\$14,797.98
		JPMORGAN CHASE BANK	\$200.00
		JPMORGAN CHASE BANK	\$79.99
		TECHNICAL PROGRAMMING SERVICES INC	\$2,436.25
		TYRONE EUGENE DINKINS	\$817.05
		UTILITY BILLING - Total	\$3,533.29
		AEP/PSO	\$5,483.99
		BLUE ENERGY FUELS, LLC	\$284.47
		CITY GARAGE	\$1,853.08
		CITY GARAGE	\$91.78
		FLEETCOR TECHNOLOGIES	\$179.90
		JIM GLOVER CDJR LLC	\$52,126.00
		JPMORGAN CHASE BANK	\$11.99
		JPMORGAN CHASE BANK	\$25.05
		JPMORGAN CHASE BANK	\$11.07
		JPMORGAN CHASE BANK	\$20.57
		JPMORGAN CHASE BANK	\$23.88
		JPMORGAN CHASE BANK	\$757.50
		JPMORGAN CHASE BANK	\$563.57
		JPMORGAN CHASE BANK	\$151.50
		JPMORGAN CHASE BANK	\$46.28
		JPMORGAN CHASE BANK	\$416.99
		JPMORGAN CHASE BANK	\$230.31
		JPMORGAN CHASE BANK	\$125.00
		JPMORGAN CHASE BANK	\$50.13
		JPMORGAN CHASE BANK	\$317.97
		JPMORGAN CHASE BANK	\$451.31
		JPMORGAN CHASE BANK	\$9.58
		JPMORGAN CHASE BANK	\$13.46
		JPMORGAN CHASE BANK	\$156.69
		JPMORGAN CHASE BANK	\$1,703.40
		JPMORGAN CHASE BANK	\$371.90

Actual Claims List - 11/19/19

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	TRANSCO-PPE \$14.76
		JPMORGAN CHASE BANK	WARREN CAT-BATTERIES \$538.46
		OMEGA RAIL MANAGEMENT, INC.	LEASE AGREEMENT \$515.00
		ONEOK, INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE \$163.53
		ROBBINS ENTERPRISES, INC	ELECTRICAL REPAIR \$1,232.10
		SCHUERMAN ENTERPRISES, INC	SANTA FE LIFTSTATION REPA \$719.37
		UNIFIRST HOLDINGS LP	UNIFORM SERVICE \$128.88
		VERDIGRIS VALLEY ELECTRIC COOP	COFFEE CRK ELEC \$432.49
		VERDIGRIS VALLEY ELECTRIC COOP	GARRETT CRK LIGHTING \$192.23
		WASTEWATER COLLECTIONS - Total	\$69,414.19
		AEP/PSO	ELECTRIC USE \$26,872.94
		CITY GARAGE	LABOR/OVERHEAD CHGS - NOV \$1,154.00
		CITY GARAGE	VEH PARTS PURCHASED - OCT \$422.37
		FLEETCOR TECHNOLOGIES	FUELMAN EXPENSES - OCT, 2 \$355.68
		JPMORGAN CHASE BANK	5.11 TACTICAL-FLASHLI \$88.26
		JPMORGAN CHASE BANK	ACCURATE ENV-CLASS FE \$270.00
		JPMORGAN CHASE BANK	ACCURATE-TESTING \$105.00
		JPMORGAN CHASE BANK	AMAZON-EFFLUENT \$12.37
		JPMORGAN CHASE BANK	AMAZON-FUSES \$32.50
		JPMORGAN CHASE BANK	AMAZON-GLOVES \$12.24
		JPMORGAN CHASE BANK	AMAZON-HEATER \$402.17
		JPMORGAN CHASE BANK	AMAZON-HEATER MOTOR \$314.08
		JPMORGAN CHASE BANK	AMAZON-STRAINER \$6.97
		JPMORGAN CHASE BANK	AMAZON-SUPPLIES \$17.33
		JPMORGAN CHASE BANK	CONTINENTAL-KIT \$585.91
		JPMORGAN CHASE BANK	CORE&MAIN-PARTS \$1,749.02
		JPMORGAN CHASE BANK	GELCO-BOOTS \$179.99
		JPMORGAN CHASE BANK	GRAINGER-BOTTLE \$43.29
		JPMORGAN CHASE BANK	GRAINGER-GREASE \$110.20
		JPMORGAN CHASE BANK	GRAINGER-SUPPLIES \$600.43
		JPMORGAN CHASE BANK	GRAINGER-TOOLS \$23.64
		JPMORGAN CHASE BANK	HACH-SUPPLIES \$281.76
		JPMORGAN CHASE BANK	HARD HAT SAFETY-PPE \$50.13
		JPMORGAN CHASE BANK	HUTHER & ASSOC-TESTIN \$1,015.00
		JPMORGAN CHASE BANK	INSITE INST-PARTS \$218.00
		JPMORGAN CHASE BANK	KOMLINES-SLEEVE & SEA \$336.30
		JPMORGAN CHASE BANK	LOWES-MATERIALS \$33.18
		JPMORGAN CHASE BANK	LOWES-RETURN (\$73.98)
		JPMORGAN CHASE BANK	LOWES-ROCK \$35.21
		JPMORGAN CHASE BANK	LOWES-TOOLS \$109.93
		JPMORGAN CHASE BANK	MOTION INDUST-FILTERS \$70.34

Actual Claims List - 11/19/19

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	MUSTANG MOWERS-FUEL F \$7.20
		JPMORGAN CHASE BANK	MUSTANG MOWERS-MOWER \$339.22
		JPMORGAN CHASE BANK	NCL OF WISC-BOTTLES \$61.40
		JPMORGAN CHASE BANK	NCL OF WISC-SOLUTION \$33.97
		JPMORGAN CHASE BANK	NCL OF WISC-SUPPLIES \$418.75
		JPMORGAN CHASE BANK	NCL-FILTER \$215.12
		JPMORGAN CHASE BANK	NCL-TSS FILTERS \$80.35
		JPMORGAN CHASE BANK	O'REILLY -UTILITY CAR \$52.02
		JPMORGAN CHASE BANK	OFFICE DEPOT-BOOK COV \$35.98
		JPMORGAN CHASE BANK	OREILLY-SUPPLIES \$8.47
		JPMORGAN CHASE BANK	PRECISION-CALIBRATION \$515.00
		JPMORGAN CHASE BANK	TIMMONS-FUEL \$291.78
		JPMORGAN CHASE BANK	TRANSCO-PPE \$14.76
		JPMORGAN CHASE BANK	VACMOTION -PARTS \$46.64
		JPMORGAN CHASE BANK	WALMART-WATER \$10.20
		JPMORGAN CHASE BANK	WASTE MGMT -SLUDGE RE \$6,407.13
		JPMORGAN CHASE BANK	WASTE MGMT-SLUDGE REM \$5,943.85
		SCHUERMANN ENTERPRISES, INC	ANNUAL SERVICE \$1,752.00
		UNIFIRST HOLDINGS LP	UNIFORM SERVICE \$140.88
WASTEWATER TREATMENT - Total			\$51,808.98
		AEP/PSO	ELECTRIC USE \$299.18
		BLUE ENERGY FUELS, LLC	CNG FUEL PURCHASED - OCT, \$91.40
		CITY GARAGE	LABOR/OVERHEAD CHGS - NOV \$2,945.33
		CITY GARAGE	VEH PARTS PURCHASED - OCT \$45.55
		CITY OF TULSA DEPT OF FINANCE	LABORATORY SERVICES FOR O \$540.00
		CITY OF TULSA UTILITIES	WATER \$256,855.75
		CORE & MAIN	WATER METERS \$112,320.00
		FLEETCOR TECHNOLOGIES	FUELMAN EXPENSES - OCT, 2 \$1,298.23
		JPMORGAN CHASE BANK	ATWOOD-COVERALLS \$119.99
		JPMORGAN CHASE BANK	CORE&MAIN-PARTS \$886.29
		JPMORGAN CHASE BANK	CORE&MAIN-SUPPLIES \$553.24
		JPMORGAN CHASE BANK	HARD HAT SAFETY-PPE \$50.13
		JPMORGAN CHASE BANK	LOWES-BATTERY \$228.88
		JPMORGAN CHASE BANK	LOWES-NOZZLE \$8.98
		JPMORGAN CHASE BANK	OFFICE DEPOT -HARD DR \$49.99
		JPMORGAN CHASE BANK	OFFICE DEPOT -OFFICE \$7.15
		JPMORGAN CHASE BANK	OREILLY-BLUE DEF \$25.18
		JPMORGAN CHASE BANK	OREILLY-MATERIAL \$18.43
		JPMORGAN CHASE BANK	TIMMONS-FUEL \$370.90
		JPMORGAN CHASE BANK	TRACTOR SPLY-COVERALL \$79.99

Actual Claims List - 11/19/19

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	\$7.85
		JPMORGAN CHASE BANK	\$14.76
		JPMORGAN CHASE BANK	\$695.34
		UNIFIRST HOLDINGS LP	\$139.14
		VERDIGRIS VALLEY ELECTRIC COOP	\$30.60
		WATER - Total	\$377,682.28
	OPWA - Total		\$525,033.19
OPWA Grand Total			\$525,033.19

OWASSO PUBLIC WORKS AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 11/09/19

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	14,712.42	21,108.64
405 Utility Billing	6,448.00	11,849.41
420 Water	15,510.92	25,422.12
450 Wastewater	11,325.96	19,347.57
455 Wastewater Collection	11,898.11	20,031.49
480 Refuse	14,466.25	24,317.57
485 Recycle Center	2,335.20	3,214.31
<u>FUND TOTAL</u>	<u>76,696.86</u>	<u>125,291.11</u>

CITY OF OWASSO
OWASSO PUBLIC WORKS AUTHORITY - OPERATING FUND
FISCAL YEAR 2019-2020
Budgetary Basis
Statement of Revenues & Expenses
As of October 31, 2019

	MONTH TO-DATE	YEAR TO-DATE	BUDGET	PERCENT OF BUDGET
OPERATING REVENUES:				
Water	\$ 625,424	\$ 2,432,002	\$ 6,652,106	36.56%
Wastewater	428,761	1,615,190	5,059,107	31.93%
Refuse & recycle	198,883	808,807	2,320,564	34.85%
Other Utility fees	49,972	117,960	294,076	40.11%
TOTAL OPERATING REVENUES	\$ 1,303,041	\$ 4,973,959	\$ 14,325,853	34.72%
OPERATING EXPENSES:				
OPWA administration	\$ (72,665)	\$ (295,552)	\$ (1,214,450)	24.34%
Utility Billing	(46,209)	(165,643)	(566,128)	29.26%
Water	(329,664)	(1,135,467)	(5,019,064)	22.62%
Wastewater	(164,491)	(811,442)	(2,953,285)	27.48%
Refuse & Recycle	(127,807)	(412,995)	(1,609,681)	25.66%
Debt payments	(203,967)	(779,779)	(2,371,949)	32.88%
TOTAL OPERATING EXPENSES	\$ (944,804)	\$ (3,600,879)	\$ (13,734,557)	26.22%
OPERATING REVENUES OVER/(UNDER) EXPENDITURES	\$ 358,237	\$ 1,373,080	\$ 591,296	
NONOPERATING REVENUES (EXPENSES):				
Interest	\$ 7,288	\$ 26,583	\$ 57,935	45.88%
Other revenues/(expenses)	2,635	6,880	20,807	33.07%
Transfers in	-	-	-	0.00%
Transfers out	(89,569)	(326,201)	(326,201)	100.00%
TOTAL NONOPERATING REVENUES (EXPENSES)	\$ (79,646)	\$ (292,738)	\$ (247,459)	
LONG-TERM DEBT PROCEEDS AND EXPENDITURES:				
Proceeds of long-term debt	\$ 59,310	\$ 1,762,340	\$ 36,154,177	
Expenditures of long-term debt	(113,236)	(850,822)	(36,447,813)	
TOTAL LONG-TERM DEBT PROCEEDS AND EXPENDITURES	\$ (53,926)	\$ 911,518	\$ (293,636)	
NET INCOME (LOSS)	\$ 224,665	\$ 1,991,860	\$ 50,201	
ENCUMBRANCES OUTSTANDING		\$ (1,136,756)		
FUND BALANCE (Budgetary Basis)				
Beginning Balance		2,830,301	2,830,301	
Ending Balance		\$ 3,685,405	\$ 2,880,502	