

**PUBLIC NOTICE OF THE MEETING OF THE
OWASSO PUBLIC WORKS AUTHORITY**

Council Chambers, Old Central Building
109 N Birch, Owasso, OK 74055
Regular Meeting
Tuesday, November 20, 2018 – 6:30 pm

RECEIVED
NOV 16 2018
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 6, 2018, Regular Meeting
 - November 13, 2018, 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 to Authority (documents for acknowledgment or information only, no discussion or action will be taken)**
 - Payroll Payment Reports – Pay Period Ending Date 11/10/18
 - Monthly Budget Status Report – October 2018
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 15, 2017, and the Agenda posted at City Hall, 200 S Main St, at 6:00 pm on Friday, November 16, 2018.



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

MINUTES OF REGULAR MEETING Tuesday, November 6, 2018

The Owasso Public Works Authority (OPWA) met in regular session on Tuesday, November 6, 2018, in the Council Chambers at Old Central, 109 N Birch, Owasso, Oklahoma per the Notice of Public Meeting filed December 15, 2017, and the Agenda filed in the office of the City Clerk and posted at City Hall, 200 S Main St, at 6:00 pm on Friday, November 2, 2018.

1. Call to Order

Vice-Chair Bill Bush called the meeting to order at 7:31 pm.

2. Roll Call

Present

Vice Chair – Bill Bush

Trustee – Lyndell Dunn

Trustee – Kelly Lewis

A quorum was declared present.

Absent

Chair – Chris Kelley

Trustee – Doug Bonebrake

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 of the October 16, 2018 Regular Meeting
- B. Approve claims

Mr. Dunn moved, seconded by Ms. Lewis to approve the Consent Agenda with claims totaling \$536,517.80.

YEA: Dunn, Lewis, Bush

NAY: None

Motion carried: 3-0

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 10/13/18
- Payroll Payment Reports – Pay Period Ending Date 10/27/18

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: Dunn, Lewis, Bush

NAY: None

Motion carried: 3-0 and the meeting adjourned at 7:32 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 13, 2018

The Owasso City Council, Owasso Public Works Authority (OPWA), and Owasso Public Golf Authority (OPGA) met in a joint regular meeting on Tuesday, November 13, 2018, in the Council Chambers at Old Central, 109 N Birch Street, Owasso, Oklahoma, per the Notice of Public Meeting filed December 15, 2017, and the Agenda filed in the office of the City Clerk and posted at City Hall, 200 S Main, at 6:00 pm on Friday, November 9, 2018.

1. Call to Order

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

Present

Mayor/Chair – Chris Kelley
Vice Mayor/Vice Chair – Bill Bush (*arrived at 6:15pm*)
Councilor/Trustee – Doug Bonebrake
Councilor/Trustee – Lyndell Dunn
Councilor/Trustee – Kelly Lewis
A quorum was declared present.

Absent

None

2. Discussion relating to Community Development Items

- A. Request for Replat - Lot 5, The Greens at Owasso and the Owasso Golf and Athletic Club (SW corner of E 86 St N and N 145 E Ave)
- B. Request for Rezoning – OZ 18-04 (SW corner of E 86 St N and N 145 E Ave)
- C. Request for Rezoning – OZ 18-06 (SW corner of E 76 St N and N 161 E Ave)
- D. Request for a Planned Unit Development and Rezoning – OPUD 18-02 and OZ 18-05 (Johnson Farms, west of N 129 E Ave at E 100 St N)
- E. Request for Final Plat - Arvest Bank North (13716 E 106 St N)
- F. Proposed GrOwasso 2030 Land Use Masterplan Update
- G. Proposed adoption of an Official Zoning Map

Brian Dempster advised that items 2D and 2E are removed from the agenda. Mr. Dempster and Karl Fritschen presented item 2A and discussion was held. Mr. Dempster and Morgan Pemberton presented items 2B, and 2C, and discussion was held. Mr. Dempster and Karl Fritschen presented items 2F, and 2G, and discussion was held. Items discussed will be placed on the November 20, 2018, City Council agenda for consideration and action.

3. Discussion relating to the Sports Park Regional Detention Pond and Mitigation Project

Dwayne Henderson presented the item and discussion was held. It was further explained that an item will be placed on the November 20, 2018 City Council agenda for consideration and action.

4. Discussion relating to City Manager items

- A. Monthly sales tax report
- B. Owasso Economic Development Authority Code of Conduct
- C. 2019 Council Meeting Calendar
- D. City Manager report

Linda Jones presented the monthly sales tax report and discussion as held. Warren Lehr provided members of the City Council with a copy of the Owasso Economic Development Authority Code of Conduct and discussion was held. Mr. Lehr discussed the 2019 meeting calendar to advise that the first Tuesday in January 2019 falls on a holiday. Under the City Manager's report, Mr. Lehr reported on the Police Renovation Project and accompanying landscaping, the Veterans Week events, the Character Luncheon, and that the annual Holly Trolley would begin November 23, 2018.

5. City Councilor/Trustee comments and inquiries

Councilor Lewis commented on the Annual Character Luncheon. Councilor Dunn commented on a recent Tulsa Regional meeting held in Collinsville, Oklahoma.

6. Consideration and appropriate action relating to a request for an executive session, as provided for in Title 25, O.S. § 307(B)(4), for purposes of discussing confidential communications between the City Council and its Attorneys concerning potential litigation arising out of a demand letter requesting Pinnacle Performance Repair be declared a public noise nuisance

Mr. Bush moved, seconded by Mr. Bonebrake to enter into executive session.

YEA: Bonebrake, Bush, Dunn, Lewis, Kelley

NAY: None

Motion carried: 5-0

At 7:18 pm, the City Council, along with Attorney Keith Wilkes, Julie Lombardi, Warren Lehr, Chris Garrett, Scott Chambless, and Brian Dempster entered into executive session. At 8:34 pm, the City Council returned to open session.

7. Adjournment

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

YEA: Bonebrake, Bush, Dunn, Lewis, Kelley

NAY: None

Motion carried: 5-0 and the meeting adjourned at 8:34 pm.

Chris Kelley, Mayor/Chair

Juliann M. Stevens, City Clerk

Claims List - 11/20/2018

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	AEP/PSO	\$894.20
		AT&T	\$6.57
		BLUE ENERGY FUELS, LLC	\$89.69
		CITY GARAGE	\$505.33
		CLEAN UNIFORM COMPANY	\$112.23
		JPMORGAN CHASE BANK	\$115.96
		JPMORGAN CHASE BANK	\$26.99
		JPMORGAN CHASE BANK	\$30.52
		JPMORGAN CHASE BANK	\$119.80
		JPMORGAN CHASE BANK	\$29.01
		JPMORGAN CHASE BANK	\$426.98
		JPMORGAN CHASE BANK	\$351.95
		JPMORGAN CHASE BANK	\$79.88
		ONEOK, INC OKLAHOMA NATURAL GAS	\$280.61
		OWASSO FENCE CO	\$6,240.00
		TERMINIX	\$81.00
		UNITED STATES CELLULAR CORPORATION	\$36.39
OPWA ADMINISTRATION - Total			\$9,427.11
		HAWKINS DELAFIELD & WOOD LLP	\$4,000.00
OPWA DEBT SERVICE - Total			\$4,000.00
		AEP/PSO	\$116.13
		AT&T	\$0.04
		CITY GARAGE	\$357.43
		CLEAN UNIFORM COMPANY	\$13.83
		JPMORGAN CHASE BANK	\$45.00
		TERMINIX	\$59.00
RECYCLE CENTER - Total			\$591.43
		BLUE ENERGY FUELS, LLC	\$3,692.78
		CITY GARAGE	\$4,844.17
		CITY GARAGE	\$5,324.73
		CLEAN UNIFORM COMPANY	\$81.35
		COVANTA LANCASTER, INC	\$10,840.95
		FLEETCOR TECHNOLOGIES	\$2,871.49
		HOLLON FIRE PROTECTION	\$77.50
		J & R EQUIPMENT	\$30.16
		JPMORGAN CHASE BANK	\$22.00
		JPMORGAN CHASE BANK	\$18.99
		JPMORGAN CHASE BANK	\$9.98
		JPMORGAN CHASE BANK	\$13.42
		JPMORGAN CHASE BANK	\$129.99

Claims List - 11/20/2018

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	\$116.58
		JPMORGAN CHASE BANK	\$52.03
		JPMORGAN CHASE BANK	\$565.00
		UNITED STATES CELLULAR CORPORATION	\$38.42
		REFUSE COLLECTIONS - Total	\$28,729.54
		JPMORGAN CHASE BANK	\$716.29
		SO MAIN GRAV SEWER LINE - Total	\$716.29
		TECHNICAL PROGRAMMING SERVICES INC	\$2,186.28
		TODD C. KIMBALL	\$110.25
		TYRONE EUGENE DINKINS	\$987.00
		UTILITY BILLING - Total	\$3,283.53
		AEP/PSO	\$4,536.98
		BLUE ENERGY FUELS, LLC	\$232.59
		CITY GARAGE	\$1,525.25
		CITY GARAGE	\$647.33
		CLEAN UNIFORM COMPANY	\$85.42
		FLEETCOR TECHNOLOGIES	\$72.23
		JPMORGAN CHASE BANK	\$13.43
		ONEOK, INC OKLAHOMA NATURAL GAS	\$127.29
		VERDIGRIS VALLEY ELECTRIC COOP	\$474.66
		VERDIGRIS VALLEY ELECTRIC COOP	\$209.64
		VERIZON WIRELESS	\$80.02
		WASTEWATER COLLECTIONS - Total	\$8,004.84
		AEP/PSO	\$24,489.17
		AT&T	\$2.48
		CITY GARAGE	\$1,017.75
		CITY GARAGE	\$67.17
		CLEAN UNIFORM COMPANY	\$188.19
		FLEETCOR TECHNOLOGIES	\$522.88
		JPMORGAN CHASE BANK	\$27.99
		JPMORGAN CHASE BANK	\$13.43
		VERIZON WIRELESS	\$80.02
		WASTEWATER TREATMENT - Total	\$26,409.08
		AEP/PSO	\$310.40
		BLUE ENERGY FUELS, LLC	\$81.51
		CITY GARAGE	\$2,579.33
		CITY GARAGE	\$497.24
		CITY OF TULSA UTILITIES	\$245,260.25
		CLEAN UNIFORM COMPANY	\$37.51

Claims List - 11/20/2018

Fund	Vendor Name	Payable Description	Payment Amount	
61	OPWA	FLEETCOR TECHNOLOGIES	FUELMAN EXP - OCT, 2018	\$1,056.49
		JPMORGAN CHASE BANK	GRAINGER-PPE	\$13.43
		JPMORGAN CHASE BANK	LOWES-LUMBER	\$6.41
		VERDIGRIS VALLEY ELECTRIC COOP	WATER CONTROL ELECTRI	\$30.60
		WATER - Total		\$249,873.17
	OPWA - Total			\$331,034.99
OPWA Grand Total				\$331,034.99

OWASSO PUBLIC WORKS AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 11/10/18

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	11,521.05	17,065.40
405 Utility Billing	6,086.40	11,418.55
420 Water	16,605.08	27,896.73
450 Wastewater	13,249.92	23,390.16
455 Wastewater Collection	11,646.86	19,337.81
480 Refuse	12,588.59	20,907.59
485 Recycle Center	2,322.40	3,111.41
<u>FUND TOTAL</u>	<u>74,020.30</u>	<u>123,127.65</u>

CITY OF OWASSO
OWASSO PUBLIC WORKS AUTHORITY - OPERATING FUND
FISCAL YEAR 2017-2018
Budgetary Basis
Statement of Revenues & Expenses
As of October 31, 2018

	MONTH TO-DATE	YEAR TO-DATE	BUDGET	PERCENT OF BUDGET
OPERATING REVENUES:				
Water	\$ 536,304	\$ 2,462,076	\$ 6,422,450	38.34%
Wastewater	391,226	1,578,050	4,731,475	33.35%
Refuse & recycle	193,365	772,987	2,199,492	35.14%
Other Utility fees	27,293	103,502	259,050	39.95%
TOTAL OPERATING REVENUES	<u>\$ 1,148,187</u>	<u>\$ 4,916,616</u>	<u>\$ 13,612,467</u>	36.12%
OPERATING EXPENSES:				
OPWA administration	\$ (63,799)	\$ (458,650)	\$ (1,274,598)	35.98%
Utility Billing	(39,110)	(152,961)	(521,269)	29.34%
Water	(584,684)	(1,451,767)	(4,585,349)	31.66%
Wastewater	(179,398)	(702,903)	(3,866,383)	18.18%
Refuse & Recycle	(119,144)	(366,792)	(1,440,705)	25.46%
Debt payments	(126,731)	(735,272)	(2,063,500)	35.63%
TOTAL OPERATING EXPENSES	<u>\$ (1,112,865)</u>	<u>\$ (3,868,344)</u>	<u>\$ (13,751,804)</u>	28.13%
OPERATING REVENUES OVER EXPENDITURES	<u>\$ 35,322</u>	<u>\$ 1,048,272</u>	<u>\$ (139,337)</u>	
NONOPERATING REVENUES (EXPENSES):				
Interest	\$ 6,948	\$ 21,682	\$ 34,600	62.66%
Other revenues/(expenses)	1,296	7,265	2,255	322.18%
Transfers in	-	-	-	0.00%
Transfers out	-	-	(326,201)	0.00%
TOTAL NONOPERATING REVENUES (EXPENSES)	<u>\$ 8,244</u>	<u>\$ 28,947</u>	<u>\$ (289,346)</u>	
LONG-TERM DEBT PROCEEDS AND EXPENDITURES:				
Proceeds of long-term debt	\$ 1,859,254	\$ 4,578,725	\$ 30,221,086	
Expenditures of long-term debt	(1,864,254)	(4,583,725)	(30,221,086)	
TOTAL LONG-TERM DEBT PROCEEDS AND EXPENDITURES	<u>\$ (5,000)</u>	<u>\$ (5,000)</u>	<u>\$ -</u>	
NET INCOME (LOSS)	<u>\$ 38,566</u>	<u>\$ 1,072,218</u>	<u>\$ (428,683)</u>	
ENCUMBRANCES OUTSTANDING		<u>\$ (1,569,284)</u>		
FUND BALANCE (Budgetary Basis)				
Beginning Balance		1,503,028	1,503,028	
Ending Balance		<u>\$ 1,005,962</u>	<u>\$ 1,074,345</u>	