

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

Council Chambers Old Central Building

109 North Birch, Owasso, OK

Tuesday, February 21, 2023 - 6:30 PM

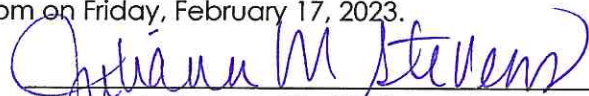
NOTE: APPROPRIATE ACTION may include, but is not limited to: acknowledging, affirming, amending, approving, authorizing, awarding, denying, postponing, or tabling.

AGENDA

**RECEIVED
FEB 17 2023
City Clerk's Office**

1. **Call to Order**
Chair Kelly Lewis
2. **Roll Call**
3. **Consideration and appropriate action relating to 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 – February 7, 2023, and February 14, 2023, 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 February 11, 2023
 - Monthly Budget Status Report – January 2023
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 9, 2022, and the Agenda posted at City Hall, 200 South Main Street, at 1:00 pm on Friday, February 17, 2023.


Julian 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, FEBRUARY 7, 2023

The Owasso Public Works Authority (OPWA) met in regular session on Tuesday, February 7, 2023, in the Council Chambers at Old Central, 109 North Birch, Owasso, Oklahoma per the Notice of Public Meeting filed Friday, December 9, 2022; and the Agenda filed in the office of the City Clerk and posted at City Hall, 200 South Main Street, at 1:00 pm on Friday, February 3, 2023.

1. **Call to Order** - Chair Kelly Lewis called the meeting to order at 7:29 pm.

2. **Roll Call** – A quorum was declared present.

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

Staff: Authority Manager – Warren Lehr; Authority Attorney - Julie Lombardi

3. **Consideration and appropriate action relating to 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 – January 17, 2023, Regular Meeting
- B. Approve claims

Mr. Bonebrake moved, seconded by Mr. Fruga to approve the Consent Agenda as presented, with claims totaling \$1,116,243.59.

YEA: Bonebrake, Bush, Dunn, Fruga, Lewis

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** - The Chair acknowledged receipt of the following:

- Payroll Payment Reports – Pay Period Ending Date January 14, 2023 and January 28, 2023

8. **New Business** - None

9. **Adjournment**

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

YEA: Bonebrake, Bush, Dunn, Fruga, Lewis

NAY: None

Motion carried: 5-0 and the meeting adjourned at 7:30 pm.

Kelly Lewis, Chair

Juliann M. Stevens, Authority Clerk

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

MINUTES OF JOINT REGULAR MEETING TUESDAY, FEBRUARY 14, 2023

The Owasso City Council, Owasso Public Works Authority (OPWA), and Owasso Public Golf Authority (OPGA) met in a joint regular meeting on Tuesday, February 14, 2023, in the Council Chambers at Old Central, 109 North Birch Street, Owasso, Oklahoma, per the Notice of Public Meeting filed Friday, December 9, 2022; and the Agenda filed in the office of the City Clerk and posted at City Hall, 200 South Main Street, at 5:00 pm on Thursday, February 9, 2023; and the notice of Addendum filed in the office of the City Clerk and posted at said City Hall at 1:00 pm on Friday, February 10, 2023.

1. **Call to Order/Roll Call** - Mayor/Chair Kelly Lewis called the meeting to order at 6:00 pm. A quorum was declared present.

Present

Mayor/Chair – Kelly Lewis
Vice Mayor/Vice Chair – Alvin Fruga
Councilor/Trustee – Doug Bonebrake

Absent

Councilor/Trustee – Bill Bush
Councilor/Trustee – Lyndell Dunn

Staff: City/Authority Manager – Warren Lehr; Assistant City/Authority Manager – Chris Garrett;
City/Authority Attorney - Julie Lombardi

2. **Discussion relating to the construction of Pickleball Courts at Rayola Park**
Larry Langford presented the item and discussion was held.
3. **Discussion relating to a request for a planned unit development (PUD) for Twill Johnson Ranch and a rezoning request from Residential Estate (RE) to Residential Neighborhood Mixed (RNX) – approximately 22.55 acres located at the northwest corner of the East 101st Street North and North 129th East Avenue intersection, as referenced in Applications OPUD 23-01 and OZ 23-01**
Alexa Beemer presented the item and discussion was held. It was further explained this item would be placed on the February 21, 2023, City Council agenda for consideration and action.
4. **Discussion relating to a proposed amendment to the list of projects eligible for funding from the Capital Improvements Fund to include East 86th Street North Widening from North 145th East Avenue to North 161st East Avenue**
Chris Garrett presented the item and discussion was held. It was further explained the required public hearing would be placed on the March 7, 2023, City Council agenda for citizens comments.
5. **Discussion relating to proposed revisions to the boundaries of the City Council Wards, following the 2020 Census**
Juliann M. Stevens presented the item and discussion was held.
6. **Discussion relating to bids received for the East 116th Street North Widening from North Mingo Road to North Garnett Road Project**
Daniel Dearing presented the item and discussion was held. It was further explained this item would be placed on the February 21, 2023, City Council agenda for consideration and action.
7. **Discussion relating to City/Authority Manager items**
 - A. Monthly sales tax report and revenue outlook
 - B. City Manager reportWarren Lehr introduced Carly Novozinsky to present item A and discussion was held. Mr. Lehr commented on the Realtor's Workshop to be held February 23, 2023.
8. **City Councilor/Trustee comments and inquiries** - None
9. **Adjournment**
The meeting adjourned at 6:40 pm.

Kelly Lewis, Mayor/Chair

Juliann M. Stevens, City Clerk

Claims List - 02/21/2023

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	AMERICAN PUBLIC WORKS ASSOCIATION	2023 MEMBERSHIP \$229.00
		CINTAS CORPORATION	FIRST AID SUPPLIES \$144.49
		COX COMMUNICATIONS	PHONE USAGE \$26.18
		ENTERPRISE FM TRUST	FLEET LEASE \$601.80
		FLEETCOR TECHNOLOGIES	FUEL EXP JAN 23 \$53.48
		JPMORGAN CHASE BANK	AMAZON-EQUIPMENT \$542.94
		JPMORGAN CHASE BANK	GOLDEN ENVIR-RENEWAL \$70.00
		JPMORGAN CHASE BANK	LOCKE-MAINT \$68.56
		JPMORGAN CHASE BANK	ODP-SUPPLIES \$28.72
		JPMORGAN CHASE BANK	OK DEP ENV-LIC RENEW \$140.00
		JPMORGAN CHASE BANK	OK GOV-SVC FEE \$5.20
		JPMORGAN CHASE BANK	ROTO-ROOTER-SERVICE \$194.00
		ONEOK INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE \$1,848.68
		STANDLEY SYSTEMS LLC	COPIER SERVICES \$194.94
		TERMINIX	PEST CONTROL \$128.00
		UNIFIRST HOLDINGS LP	UNIFORM SERVICES \$75.16
OPWA ADMINISTRATION - Total			\$4,351.15
		BECK ASSOCIATES ARCHITECTS, PLLC	PW BUILDING DESIGN \$62,205.47
		EAGLE ENVIRONMENTAL CONSULTING, INC	ENVIRONMENTAL STUDY \$22,000.00
		LEE BHM CORP	PUBLICATION \$150.56
PUBLIC WORKS FACILITY - Total			\$84,356.03
		DOERNER, SAUNDERS, DANIEL &	LEGAL SERVICES \$878.00
RANCH CRK INTCPPT UPGRADE - Total			\$878.00
		COX COMMUNICATIONS	PHONE USAGE \$3.74
		JPMORGAN CHASE BANK	APPLE-EQUIPMENT \$358.00
		JPMORGAN CHASE BANK	CDW GOVT-EQUIPMENT \$4.96
		JPMORGAN CHASE BANK	SQUARE-EQUIPMENT \$215.66
		UNIFIRST HOLDINGS LP	UNIFORM SERVICES \$18.40
RECYCLE CENTER - Total			\$600.76
		LEE BHM CORP	PUBLICATION \$88.88
RECYCLE CENTER EXPANSION - Total			\$88.88
		BLUE ENERGY FUELS LLC	CNG FUEL CHARGES JAN \$2,462.38
		COX COMMUNICATIONS	PHONE USAGE \$3.74
		FLEETCOR TECHNOLOGIES	FUEL EXP JAN 23 \$4,562.06
		JPMORGAN CHASE BANK	MAIL THIS-SUPPLIES \$43.40
		JPMORGAN CHASE BANK	ODP-SUPPLIES \$125.99
		SPOK INC.	PAGER USE \$84.38
		UNIFIRST HOLDINGS LP	UNIFORM SERVICES \$161.14
		VERIZON WIRELESS	WIRELESS CONNECTION \$214.50
REFUSE COLLECTIONS - Total			\$7,657.59

Claims List - 02/21/2023

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	COX COMMUNICATIONS	\$18.71
		TECHNICAL PROGRAMMING SERVICES INC	\$3,375.17
		UTILITY BILLING - Total	\$3,393.88
		BLUE ENERGY FUELS LLC	\$75.62
		CINTAS CORPORATION	\$54.09
		COX COMMUNICATIONS	\$7.48
		FLEETCOR TECHNOLOGIES	\$968.87
		JPMORGAN CHASE BANK	\$106.56
		JPMORGAN CHASE BANK	\$130.01
		JPMORGAN CHASE BANK	\$16.98
		JPMORGAN CHASE BANK	\$563.94
		JPMORGAN CHASE BANK	\$760.00
		JPMORGAN CHASE BANK	\$137.28
		JPMORGAN CHASE BANK	\$47.52
		JPMORGAN CHASE BANK	\$119.00
		JPMORGAN CHASE BANK	\$34.99
		JPMORGAN CHASE BANK	\$903.73
		JPMORGAN CHASE BANK	\$1,492.26
		JPMORGAN CHASE BANK	\$40.85
		ONEOK INC OKLAHOMA NATURAL GAS	\$334.42
		SCHUERMAN ENTERPRISES, INC	\$150.00
		SPOK INC.	\$82.61
		TREASURER PETTY CASH	\$241.50
		UNIFIRST HOLDINGS LP	\$136.94
		VERDIGRIS VALLEY ELECTRIC COOP	\$129.83
		VERDIGRIS VALLEY ELECTRIC COOP	\$183.83
		VERIZON WIRELESS	\$120.03
		WASTEWATER COLLECTIONS - Total	\$6,838.34
		ALLEMANN JAMES & ALLEMANN JOHN	\$20,450.00
		AT&T	\$9.92
		BLUE ENERGY FUELS LLC	\$21.57
		COX COMMUNICATIONS	\$14.96
		FLEETCOR TECHNOLOGIES	\$927.35
		FULLERTON HYDRO-TEST INC.	\$150.00
		JPMORGAN CHASE BANK	\$125.00
		JPMORGAN CHASE BANK	\$1,145.00
		JPMORGAN CHASE BANK	\$145.62
		JPMORGAN CHASE BANK	\$748.19
		JPMORGAN CHASE BANK	\$197.16
		JPMORGAN CHASE BANK	\$540.80
		JPMORGAN CHASE BANK	\$53.27

Claims List - 02/21/2023

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	COMM POWER-REPAIR \$24.99
		JPMORGAN CHASE BANK	GRAINGER-SUPPLIES \$80.84
		JPMORGAN CHASE BANK	LODGING EXP 1/22-25 \$336.00
		JPMORGAN CHASE BANK	NCL-REAGENT \$186.61
		JPMORGAN CHASE BANK	OREILLY-TOOLS \$15.99
		JPMORGAN CHASE BANK	PIKEPASS-FEES \$1.65
		JPMORGAN CHASE BANK	REASORS-WATER \$21.75
		JPMORGAN CHASE BANK	STAPLS-SUPPLIES \$44.30
		JPMORGAN CHASE BANK	WASTE MGMT-DISPOSAL \$11,611.43
		SCHUERMANN ENTERPRISES, INC	ISCO FLOW METER \$450.00
		SPOK INC.	PAGER USE \$41.64
		UNIFIRST HOLDINGS LP	UNIFORM SERVICES \$326.55
		VERIZON WIRELESS	WIRELESS CONNECTION \$120.03
		WASTEWATER TREATMENT - Total	\$37,790.62
		BLUE ENERGY FUELS LLC	CNG FUEL CHARGES JAN \$29.11
		CITY OF TULSA UTILITIES	WATER \$230,560.25
		COX COMMUNICATIONS	PHONE USAGE \$7.48
		ENTERPRISE FM TRUST	FLEET LEASE \$601.80
		FLEETCOR TECHNOLOGIES	FUEL EXP JAN 23 \$1,619.43
		FULLERTON HYDRO-TEST INC.	YR CYL LEASE FOR CITY \$75.00
		JPMORGAN CHASE BANK	BROWN FARMS-SOD \$130.00
		JPMORGAN CHASE BANK	CORE&MAIN-PARTS \$9,720.07
		JPMORGAN CHASE BANK	CORE&MAIN-WATER SYST \$42,000.00
		JPMORGAN CHASE BANK	INTERSTATE-MAINT \$27.60
		JPMORGAN CHASE BANK	LOWES-PARTS \$35.37
		JPMORGAN CHASE BANK	LOWES-TOOLS \$417.96
		JPMORGAN CHASE BANK	TRACTOR SUP-TOOLS \$429.99
		SCHUERMANN ENTERPRISES, INC	LEVEL TRANSMITTER \$1,553.96
		SPOK INC.	PAGER USE \$101.43
		TREASURER PETTY CASH	PER DIEM-R ALLISON \$241.50
		UNIFIRST HOLDINGS LP	UNIFORM SERVICES \$129.18
		VERDIGRIS VALLEY ELECTRIC COOP	WATER CONTROL ELECT \$30.60
		VERIZON WIRELESS	WIRELESS CONNECTION \$200.07
		WATER - Total	\$287,910.80
		CP&Y INC	WWTP LS EXPAN PROJECT \$7,654.64
		CROSSLAND HEAVY CONTRACTORS	WWTP & MAIN LS \$206,123.85
		WWTP UPGRADE - Total	\$213,778.49
		OPWA - Total	\$647,644.54
69	OPWA SALES TAX SUB ACCOUN	MORROW PLACE INVESTMENT GROUP LLC	DEVELOPMENT AGREEMENT \$6,229.30
		OPWA ST SUB - DEBT SERV - Total	\$6,229.30

Claims List - 02/21/2023

Fund	Vendor Name	Payable Description	Payment Amount
69	OPWA SALES TAX SUB ACCOUN - Total		\$6,229.30
OPWA Grand Total			\$653,873.84

OWASSO PUBLIC WORKS AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 02/11/23

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	17,670.94	26,402.20
405 Utility Billing	7,752.81	13,303.95
420 Water	17,090.12	27,449.59
450 Wastewater	15,642.87	25,297.89
455 Wastewater Collection	15,607.26	26,431.87
480 Refuse	14,581.04	25,728.92
485 Recycle Center	2,664.00	4,942.36
<u>FUND TOTAL</u>	<u>91,009.04</u>	<u>149,556.78</u>

CITY OF OWASSO
OWASSO PUBLIC WORKS AUTHORITY - OPERATING FUND
FISCAL YEAR 2022-2023
Budgetary Basis
Statement of Revenues & Expenses
As of January 31, 2023

	<u>MONTH TO-DATE</u>	<u>YEAR TO-DATE</u>	<u>BUDGET</u>	<u>PERCENT OF BUDGET</u>
OPERATING REVENUES:				
Water	\$ 489,909	\$ 5,203,761	\$ 7,801,161	66.70%
Wastewater	490,056	3,538,497	6,020,212	58.78%
Refuse	217,270	1,573,795	2,589,680	60.77%
Recycle	26	22,926	72,533	31.61%
Other Utility fees	19,134	139,020	215,145	64.62%
TOTAL OPERATING REVENUES	<u>\$ 1,216,395</u>	<u>\$ 10,477,999</u>	<u>\$ 16,698,731</u>	62.75%
OPERATING EXPENSES:				
OPWA administration	\$ (119,537)	\$ (806,561)	\$ (2,224,764)	36.25%
Utility Billing	(40,920)	(304,973)	(523,553)	58.25%
Water	(292,754)	(2,766,869)	(5,260,123)	52.60%
Wastewater Treatment	(133,485)	(871,821)	(1,669,990)	52.21%
Wastewater Collections	(96,240)	(618,961)	(2,137,910)	28.95%
Refuse	(89,012)	(798,619)	(1,441,637)	55.40%
Recycle	(13,994)	(126,075)	(823,518)	15.31%
Debt payments	(240,343)	(1,706,225)	(2,953,250)	57.77%
TOTAL OPERATING EXPENSES	<u>\$ (1,026,285)</u>	<u>\$ (8,000,103)</u>	<u>\$ (17,034,745)</u>	46.96%
OPERATING REVENUES OVER/(UNDER) EXPENDITURES	<u>\$ 190,110</u>	<u>\$ 2,477,896</u>	<u>\$ (336,014)</u>	
NONOPERATING REVENUES (EXPENSES):				
Interest	\$ 15,214	\$ 68,751	\$ 33,661	204.25%
Other revenues/(expenses)	2,868	22,100	24,850	88.93%
TIF revenues/(expenses)	(101,703)	26,027	(341,760)	-7.62%
Transfers in	-	-	-	0.00%
TOTAL NONOPERATING REVENUES (EXPENSES)	<u>\$ (83,620)</u>	<u>\$ 116,878</u>	<u>\$ (283,249)</u>	
LONG-TERM DEBT PROCEEDS AND EXPENDITURES:				
Proceeds of long-term debt	\$ 1,846,353	\$ 10,149,882	\$ 20,846,448	
Expenditures of long-term debt	(656,491)	(8,203,627)	(22,577,114)	
TOTAL LONG-TERM DEBT PROCEEDS AND EXPENDITURES	<u>\$ 1,189,863</u>	<u>\$ 1,946,255</u>	<u>\$ (1,730,666)</u>	
NET INCOME (LOSS)	<u>\$ 1,296,352</u>	<u>\$ 4,541,029</u>	<u>\$ (2,349,929)</u>	
ENCUMBRANCES OUTSTANDING		\$ (7,154,346)		
BOND PROCEEDS RECEIVABLE		411,687		
FUND BALANCE (Budgetary Basis)				
Beginning Balance		9,920,046	9,920,046	
Ending Balance		<u>\$ 7,718,415</u>	<u>\$ 7,570,117</u>	