

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

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Council Chambers, Old Central Building  
109 N Birch, Owasso, OK 74055  
Regular Meeting  
Tuesday, September 6 2016 – 6:30 pm

1. **Call to Order**  
Chair Lyndell Dunn
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:
    - August 16, 2016, Regular Meeting
  - B. Approve claims
4. **Consideration and appropriate action relating to items removed from the Consent Agenda**
5. **Report from OPGA Manager**
6. **Report from OPGA Attorney**
7. **Official Notices to Authority (documents for acknowledgment or information only, no discussion or action will be taken)**
  - Payroll Payment Reports:
    - o Pay Period Ending Date 8/20/16
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 and the Agenda posted at City Hall, 200 S Main (west side), at 6:00 pm on Friday, September 2, 2016.

  
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Sherry Bishop, City Clerk

# OWASSO PUBLIC GOLF AUTHORITY

## MINUTES OF REGULAR MEETING Tuesday, August 16, 2016

The Owasso Public Golf Authority met in regular session on Tuesday, August 16, 2016, in the Council Chambers at Old Central, 109 N Birch, Owasso, Oklahoma per the Notice of Public Meeting and Agenda filed in the office of the City Clerk posted at City Hall, 200 S Main (west side), at 6:00 pm on Friday, August 12, 2016.

### 1. Call to Order

Chair Lyndell Dunn called the meeting to order at 7:39 pm.

### 2. Roll Call

Present	Absent
Chair – Lyndell Dunn	None
Vice-Chair – Chris Kelley	
Trustee – Doug Bonebrake	
Trustee – Bill Bush	
Trustee – Jeri Moberly	

A quorum was declared present.

Staff:

Authority Manager - Warren Lehr

Absent:

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 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:

- August 2, 2016, Regular Meeting
- August 9, 2016, Regular Meeting

#### B. Approve claims

Mr. Bonebrake moved, seconded by Mr. Bush to approve the Consent Agenda with claims totaling \$34,650.45.

YEA: Bonebrake, Bush, Kelley, Moberly, Dunn

NAY: None

Motion carried: 5-0

### 4. Consideration and appropriate action relating to items removed from the Consent Agenda

None

### 5. Consideration and appropriate action relating to a lease to purchase contract for golf utility vehicles

Chris Cook presented the item recommending approval to purchase eight (8) Cushman utility vehicles at Oklahoma State Contract pricing of \$8,876.13 each and a five-year lease to purchase contract with EZGO Textron for a total of \$73,600.00.

There were no comments from the audience. After discussion, Ms. Moberly moved, seconded by Mr. Bonebrake to approve the purchase at Oklahoma State Contract pricing and approve the lease to purchase contract, as recommended.

YEA: Bonebrake, Bush, Kelley, Moberly, Dunn

NAY: None

Motion carried: 5-0

**6. Report from OPGA Manager**

None

**7. Report from OPGA Attorney**

None

**8. Official Notices to Authority (documents for acknowledgment or information only, no discussion or action will be taken)**

- Payroll Payment Reports:
  - Pay Period Ending Date 8/6/16
- Monthly Budget Status Report – July 2016

**9. New Business (New Business is any item of business which could not have been foreseen at the time of posting of the agenda)**

None

**10. Adjournment**

Dr. Kelley moved, seconded by Ms. Moberly to adjourn the meeting.

YEA: Bonebrake, Bush, Kelley, Moberly, Dunn

NAY: None

Motion carried 5-0 and the meeting adjourned at 7:50 pm.

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Lyndell Dunn, Chair

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Lisa Wilson, Minute Clerk

## Claims List

9/6/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
OPGA	JPMORGAN CHASE BANK	ACUSHNET-MERCHANDISE	371.68
	JPMORGAN CHASE BANK	ACUSHNET-MERCHANDISE	430.14
	JPMORGAN CHASE BANK	ACUSHNET-MERCHANDISE	238.91
	JPMORGAN CHASE BANK	ACUSHNET-MERCHANDISE	254.00
	JPMORGAN CHASE BANK	ACUSHNET-MERCHANDISE	247.77
	JPMORGAN CHASE BANK	CUTTER & BUCK-MERCHANDISE	215.36
	JPMORGAN CHASE BANK	CUTTER & BUCK-MERCHANDISE	827.52
	JPMORGAN CHASE BANK	CUTTER & BUCK-MERCHANDISE	669.56
	JPMORGAN CHASE BANK	TEXOMA-MERCHANDISE	59.25
	JPMORGAN CHASE BANK	TEXOMA-MERCHANDISE	835.36
	JPMORGAN CHASE BANK	TEXOMA-MERCHANDISE	174.02
	JPMORGAN CHASE BANK	WINDY CITY-MERCHANDISE	1,020.69
	JPMORGAN CHASE BANK	OAKLEY-MERCHANDISE	75.13
	JPMORGAN CHASE BANK	ACUSHNET-MERCHANDISE	47.35
	JPMORGAN CHASE BANK	ACUSHNET-MERCHANDISE	254.49
	JPMORGAN CHASE BANK	ACUSHNET-MERCHANDISE	54.98
	JPMORGAN CHASE BANK	ACUSHNET-MERCHANDISE	248.46
JPMORGAN CHASE BANK	ACUSHNET-MERCHANDISE	43.19	
<b>TOTAL OPGA</b>			<b>6,067.86</b>
GOLF SHOP	JPMORGAN CHASE BANK	ACUSHNET-UNIFORM	70.34
	JPMORGAN CHASE BANK	USPS-POSTAGE	20.70
	JPMORGAN CHASE BANK	VACUM DIRECT-BRUSH BAR	37.84
	JPMORGAN CHASE BANK	TEXOMA-RANGE BALLS	314.69
<b>TOTAL GOLF SHOP</b>			<b>443.57</b>
CART OPERATIONS	YAMAHA MOTOR CORPORATION, USA	CART LEASE	3,595.49
	JPMORGAN CHASE BANK	CUTTER & BUCK-UNIFORMS	625.49
	JPMORGAN CHASE BANK	LOWES-HOSES/NOZZLES	51.88
<b>TOTAL CART OPERATIONS</b>			<b>4,272.86</b>
COURSE MAINT	JPMORGAN CHASE BANK	AMERICAN HOSE-HOSES	303.60
	JPMORGAN CHASE BANK	LOWES-IRRIGATION SUPPLIES	87.14
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	86.08
	JPMORGAN CHASE BANK	P & K EQUIP-SPRING	2.18
	JPMORGAN CHASE BANK	GEMPLERS-GAUGE/THERMO	78.60
	AEP/PSO	ELECTRIC USE	2,488.72
	JPMORGAN CHASE BANK	KIMBALL MIDWEST-BOLTS	28.00
	AT&T	CONSOLIDATED PHONE BILL	80.25
	UNIFIRST HOLDINGS LP	AIR FRESHENER	23.75
	UNIFIRST HOLDINGS LP	SHOP TOWELS	12.84
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	11.39
	UNIFIRST HOLDINGS LP	AIR FRESHENER	8.20

## Claims List

9/6/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
COURSE MAINT...	UNIFIRST HOLDINGS LP	SHOP TOWELS	12.84
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	11.39
	JPMORGAN CHASE BANK	JOHNSTONE-RETURN	-9.64
	HOLLIDAY SAND & GRAVEL CO	SAND	276.86
	HOLLIDAY SAND & GRAVEL CO	SAND	247.10
	TOTAL RADIO INC	RADIO REPAIRS	191.00
	JPMORGAN CHASE BANK	JOHNSTONE-CAPACITOR	9.64
	JPMORGAN CHASE BANK	OREILLY-FUEL FILTER	5.98
	JPMORGAN CHASE BANK	OREILLY-THREAD KIT	39.99
	JPMORGAN CHASE BANK	SAV ON-SIGNAGE	130.00
<b>TOTAL COURSE MAINT</b>			<b>4,125.91</b>
FOOD & BEV	JPMORGAN CHASE BANK	CUTTER & BUCK-UNIFORMS	451.35
<b>TOTAL FOOD &amp; BEV</b>			<b>451.35</b>
GOLF ADMIN	GPS TECHNOLOGIES, INC	CART GPS	840.00
	JPMORGAN CHASE BANK	ACUSHNET-UNIFORM	87.55
	AT&T	CONSOLIDATED PHONE BILL	87.56
	AEP/PSO	ELECTRIC USE	1,969.60
	JPMORGAN CHASE BANK	ADMIRAL EXPRESS-PAPER	29.99
	AT&T	LONG DISTANCE PHONE BILL	1.95
	JPMORGAN CHASE BANK	MURPHY-JANITORIAL SUPPLIE	401.55
	JPMORGAN CHASE BANK	COX-CABLE	75.43
	JPMORGAN CHASE BANK	GOLF SCORECARDS-SCORECARD	1,157.00
	JPMORGAN CHASE BANK	VACUUM DIRECT-VACUUM PRT	26.84
	AT&T LONG DISTANCE	LONG DISTANCE PHONE BILL	35.34
	JPMORGAN CHASE BANK	ACUSHNET-PROMO BALLS	773.17
<b>TOTAL GOLF ADMIN</b>			<b>5,485.98</b>
<b>FUND GRAND TOTAL</b>			<b>20,847.53</b>
<b>OPGA GRAND TOTAL</b>			<b>\$20,847.53</b>

OWASSO PUBLIC GOLF AUTHORITY  
PAYROLL PAYMENT REPORT  
PAY PERIOD ENDING DATE 08/20/16

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
Golf Shop Operations	3,266.13	4,828.88
Cart Operations	2,538.00	2,849.66
Golf Course Operations	11,700.39	17,159.64
Food & Beverage	2,062.01	3,454.23
General & Administration	3,325.75	5,008.07
<b>FUND TOTAL</b>	<b>22,892.28</b>	<b>33,300.48</b>