PUBLIC NOTICE OF THE MEETING OF THE

OWASSO PUBLIC GOLF AUTHORITY

RECEIVED
OCT 14 2016
City Clerk's Office

Council Chambers, Old Central Building
109 N Birch, Owasso, OK 74055
Regular Meeting
Tuesday, October 18, 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:
      - October 4, 2016, Regular Meeting
      - October 11, 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:
     - Pay Period Ending Date 10/1/16
   - Monthly Budget Status Report – September 2016

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, at 6:00 pm on Friday, October 14, 2016.

Sherry Bishop

Sherry Bishop, City Clerk

OWASSO PUBLIC GOLF AUTHORITY

MINUTES OF REGULAR MEETING
Tuesday, October 4, 2016

The Owasso Public Golf Authority met in regular session on Tuesday, October 4, 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, September 30, 2016.

1. **Call to Order**
   Chair Lyndell Dunn called the meeting to order at 8:08 pm.

2. **Roll Call**

   Present
   Chair – Lyndell Dunn
   Trustee – Doug Bonebrake
   Trustee – Bill Bush
   Trustee –Jeri Moberly
   A quorum was declared present.

   Absent
   Vice-Chair – Chris Kelley

   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 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:
   - September 20, 2016, Regular Meeting

   B. Approve claims

   Mr. Bonebrake moved, seconded by Mr. Bush to approve the Consent Agenda with claims totaling $26,543.92.

   YEA: Bonebrake, Bush, Moberly, Dunn
   NAY None
   Motion carried: 4-0

4. **Consideration and appropriate action relating to items removed from the Consent Agenda**
   None

5. **Report from OPGA Manager**
   None

6. **Report from OPGA Attorney**
   None

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 9/17/16

8. **New Business (New Business is any item of business which could not have been foreseen at the time of posting of the agenda)**
   None

9. **Adjournment**
   Ms. Moberly moved, seconded by Mr. Bonebrake to adjourn the meeting.
   YEA: Bonebrake, Bush, Moberly, Dunn
   NAY None
   Motion carried 4-0 and the meeting adjourned at 8:09 pm.

Lyndell Dunn, Chair

Lisa Wilson, Minute Clerk

OWASSO CITY COUNCIL, OPWA & OPGA

MINUTES OF JOINT REGULAR MEETING
Tuesday, October 11, 2016

The Owasso City Council, Owasso Public Works Authority, and Owasso Public Golf Authority met in a joint regular meeting on Tuesday, October 11, 2016, in the Council Chambers at Old Central, 109 N Birch Street, Owasso, Oklahoma per the Notice of Public Meeting and Agenda filed in the office of the City Clerk and posted at City Hall, 200 S Main (west side), at 6:00 pm on Friday, October 7, 2016.

1. **Call to Order**
   Mayor/Chair Lyndell Dunn called the meeting to order at 6:00 pm.

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

A quorum was declared present.

2. **Discussion relating to the issuance of the OPWA Sales Tax Revenue Note, Series 2016 to finance capital improvements projects**
   Sherry Bishop introduced Ben Oglesby, Financial Advisor. Linda Jones presented the item and discussion was held. Mr. Oglesby answered questions. Ms. Jones presented the monthly sales tax report, listed in Item 10, and discussion as held. It was further explained that items would be placed on the November 1, 2016, Council and OPWA agendas for consideration and action.

3. **Presentation and discussion relating to the Wastewater Master Plan**
   Dwayne Henderson introduced Ryan Christopher of Greeley and Hansen, who presented the item and discussion was held.

4. **Presentation and discussion relating to Community Center user fees**
   Larry Langford presented the item and discussion was held. It was further explained that an item would be placed on the October 18, 2016, Council agenda for consideration and action.

5. **Discussion relating to Community Development items**

   A. Final Plat – Carrington Pointe II (south of Carrington Pointe I)
   B. Final Plat – Oklahoma Central Credit Union (northeast corner of the intersection of N 129 E Ave and E 116 St N)
   C. Tax Increment Financing (TIF) District in Owasso's Redbud District

   Bronce Stephenson presented items 3A, 3B, 3C and discussion was held. It was further explained that items 3A and 3B would be placed on the October 18, 2016, Council agenda for consideration and action. It was further explained that item 3C would be placed on the November work session to continue discussion.

6. **Discussion relating to the supplemental appropriation carryover budgets**
   Linda Jones presented the item and discussion was held. It was further explained that an item would be placed on the October 18, 2016, Council and OPWA agendas for consideration and action.

7. **Discussion relating to the renewal of property insurance**
   Sherry Bishop presented the item and discussion was held. It was further explained that an item would be placed on the October 18, 2016, Council agenda for consideration and action.

8. **Discussion relating to a proposed amendment to the Owasso Code of Ordinances, Part 10, Chapter 8, Alarms**
   Scott Chambless presented the item and discussion was held. Bill Allen, Civilian Administrator, answered questions. It was further explained that an item would be placed on the November worksession for additional discussion.

9. **Consideration and appropriate action relating to a request for an executive session for the purpose of discussing confidential communications between the City Council and the City Attorney concerning the potential acquisition of real property located at 10010 N Garnett Rd, as provided for in Title 25, O.S. Section § 307(B)(3)**
   Bill Bush moved, seconded by Jeri Moberly to enter into executive session.
   YEA: Bonebrake, Bush, Kelley, Moberly, Dunn
   NAY: None
   Motion carried: 5-0

   At 8:41pm, the Council, along with Warren Lehr, Julie Lombardi, and Rogers Stevens entered into executive session.

   At 9:02 pm, the Council returned to open session.

10. **Discussion relating to City Manager items**

    - Monthly sales tax report
    - City Manager report

    Linda Jones presented the Monthly sales tax report under Item 2. Under the City Manager Report, Mr. Lehr advised that a resolution calling for an election for Wards 3 and 4 would be presented for Council consideration and action in November; and advised that The Wall That Heals, mobile Vietnam Veterans Memorial would be displayed at the Tulsa Tech Owasso Campus from Thursday, October 13 through Sunday, October 16.

11. **City Council/Trustee comments and inquiries**
    None

12. **Adjournment**
    The meeting adjourned at 9:09 pm.

_____
Lyndell Dunn, Mayor/Chair

_____
Juliann M. Stevens, Minute Clerk

Claims List

10/18/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
OPGA	JPMORGAN CHASE BANK	SAMS-FOOD	604.66
	JPMORGAN CHASE BANK	SAMSCLUB-FOOD	327.44
	JPMORGAN CHASE BANK	SYSCO-FOOD	558.12
	JPMORGAN CHASE BANK	TAYLORMADE-MERCHANDISE	1,014.79
	JPMORGAN CHASE BANK	TAYLORMADE-MERCHANDISE	202.64
	JPMORGAN CHASE BANK	SYSCO-FOOD	800.34
	JPMORGAN CHASE BANK	SAMSCLUB-FOOD	313.36
	JPMORGAN CHASE BANK	SAMSCLUB-FOOD	356.37
	JPMORGAN CHASE BANK	SAMSCLUB-FOOD	82.68
	JPMORGAN CHASE BANK	GRT PLAINS-BEVERAGE ORDER	261.36
	JPMORGAN CHASE BANK	GRT PLAINS-BEVERAGES	330.72
	JPMORGAN CHASE BANK	SAMSCLUB-FOOD RETURN	-43.64
	JPMORGAN CHASE BANK	CUTTER & BUCK-MERCHANDISE	830.33
	BGR DAILY ACCT.	REIMB GOLF PETTY CASH	305.45
	JPMORGAN CHASE BANK	CUTTER & BUCK-MERCHANDISE	34.16
	JPMORGAN CHASE BANK	CUTTER & BUCK-MERCHANDISE	165.73
	JPMORGAN CHASE BANK	EXEC COFFEE-BEVERAGES	72.94
	JPMORGAN CHASE BANK	SAMSCLUB-FOOD	35.28
	JPMORGAN CHASE BANK	REASORS-FOOD	46.46
TOTAL OPGA			**6,299.19**
GOLF SHOP	JPMORGAN CHASE BANK	US HOLE IN ONE-TOURN EXP	450.00
	JPMORGAN CHASE BANK	USPS-RETURN SHIPPING	46.01
	JPMORGAN CHASE BANK	WALMART-STEAMER	49.88
TOTAL GOLF SHOP			**545.89**
COURSE MAINT	JPMORGAN CHASE BANK	HARRELLS-CREDIT	-9,807.00
	JPMORGAN CHASE BANK	LUBER BROS-BEDKNIVES	143.77
	JPMORGAN CHASE BANK	HARRELLS-FERTILIZER	619.54
	JPMORGAN CHASE BANK	HARRELLS-PESTICIDES	820.70
	CITY GARAGE	LABOR/OVERHEAD CHGS - OCT	71.83
	TCF NATIONAL BANK	EQUIPMENT LEASE	5,058.28
	BWI COMPANIES, INC	HERBICIDES	6,300.16
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	11.39
	UNIFIRST HOLDINGS LP	SUPPLIES	15.55
	UNIFIRST HOLDINGS LP	SUPPLIES	6.00
	UNIFIRST HOLDINGS LP	SHOP TOWELS	12.84
	UNIFIRST HOLDINGS LP	SHOP TOWELS	12.84
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	11.39
	UNIFIRST HOLDINGS LP	ENV CHARGE	6.00
	HOLLIDAY SAND & GRAVEL CO	SAND	1,389.12
	JPMORGAN CHASE BANK	HARRELLS-FERTILIZER	10,709.90
	AMERICAN BACTERIAL SOLUTIONS LLC	POND TREATMENTS	600.00
	JR SIMPLOT COMPANY	SEAWEED EXTRACT	180.00

Claims List

10/18/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
COURSE MAINT...	JPMORGAN CHASE BANK	SITEONE-AERATOR PARTS	316.00
	AT&T	LONG DISTANCE PHONE BILL	0.94
	JPMORGAN CHASE BANK	HARRELLS-PESTICIDES	2,258.82
	JPMORGAN CHASE BANK	LOWES-FALL DECOR CLUBHSE	32.12
	JPMORGAN CHASE BANK	OREILLY-SUPPLIES	167.78
	JPMORGAN CHASE BANK	OREILLY-HYDRAULIC FILTER	5.19
	TCF NATIONAL BANK	MAINTENANCE CART LEASE	1,160.00
	JPMORGAN CHASE BANK	R & R PRODUCTS-COMPOUND	166.44
	WATER UTILITIES SERVICES, INC	IRRIGATION NOZZLES	224.21
	STAND-BY PERSONNEL, INC	TEMP LABOR	3,308.82
	BWI COMPANIES, INC	HERBICIDES	518.93
	MILLERS SUPERIOR ELECTRIC	IRRIGATION REPAIR	1,500.00
	JPMORGAN CHASE BANK	HARRELLS-FERTILIZER	15.77
	JPMORGAN CHASE BANK	HARRELLS-FUNGICIDE	152.50
	JPMORGAN CHASE BANK	PROF TURF-STEERING REPAIR	126.90
	VERIZON WIRELESS	WIRELESS CONNECTION	40.01
	ONEOK, INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE	40.36
TOTAL COURSE MAINT			**26,197.10**
FOOD & BEV	AIRCO SERVICE	VENT HOOD REPAIRS	2,745.39
	JPMORGAN CHASE BANK	REST EQUIP-SUPPLIES	58.16
	JPMORGAN CHASE BANK	SAMSCLUB-SUPPLIES	10.98
	JPMORGAN CHASE BANK	SAMSCLUB-SUPPLIES	29.45
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	125.82
	JPMORGAN CHASE BANK	SAMSCLUB-SUPPLIES	108.71
	JPMORGAN CHASE BANK	UNITED LINEN-RENTAL	38.21
TOTAL FOOD & BEV			**3,116.72**
GOLF ADMIN	AT&T	LONG DISTANCE PHONE BILL	2.75
	JPMORGAN CHASE BANK	COUSETRENDS-WEB HOSTING	300.00
	JPMORGAN CHASE BANK	WASTE MGMT-REFUSE SERV	318.34
	ONEOK, INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE	148.73
TOTAL GOLF ADMIN			**769.82**
FUND GRAND TOTAL			**36,928.72**
OPGA GRAND TOTAL			**$36,928.72**

OWASSO PUBLIC GOLF AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 10/01/16

Department	Payroll Expenses	Total Expenses
Golf Shop Operations	2,805.75	4,311.95
Cart Operations	2,153.32	2,417.75
Golf Course Operations	8,819.66	14,415.21
Food & Beverage	2,837.01	4,324.42
General & Administration	3,325.75	5,008.07
FUND TOTAL	19,941.49	30,477.40

CITY OF OWASSO
OWASSO PUBLIC GOLF AUTHORITY
Statement of Revenues & Expenses
As of September 30, 2016

	September 30, 2016			
	Month To-Date	Year To-Date	Budget	Percent of Budget
OPERATING REVENUES:				
Golf shop fees	$ 53,167	$ 148,535	$ 567,300	26.18%
Merchandise sales	15,294	40,439	140,000	28.88%
COS -- merchandise	(11,989)	(30,288)	(100,000)	30.29%
Cart Rental	14,901	45,554	130,000	35.04%
Food & beverage	11,481	36,711	189,300	19.39%
COS -- food & beverage	(5,342)	(16,251)	(86,000)	18.90%
Other Revenue	80	288	700	41.10%
TOTAL OPERATING REVENUES	$ 77,591	$ 224,987	$ 841,300	26.74%
OPERATING EXPENSES:				
Golf Shop	$ (9,613)	$ (34,203)	$ (137,069)	24.95%
Cart Operations	(10,020)	(31,313)	(115,564)	27.10%
Golf Course Maintenance	(50,664)	(168,761)	(627,659)	26.89%
Food & Beverage	(8,058)	(30,921)	(137,365)	22.51%
Golf Administration	(23,768)	(60,652)	(220,612)	27.49%
TOTAL OPERATING EXPENSES	$ (102,124)	$ (325,849)	$ (1,238,269)	26.31%
OPERATING INCOME (LOSS)	$ (24,532)	$ (100,862)	$ (396,969)	
Transfer from General	$ -	$ -	$ 450,000	0.00%
TOTAL OTHER REVENUES	$ -	$ -	$ 450,000	0.00%
NET INCOME (LOSS)	$ (24,532)	$ (100,862)	$ 53,031	
ENCUMBRANCES OUTSTANDING		$ (91,404)		
FUND BALANCE (Budgetary Basis)				
Beginning Balance		(3,410,667)	(3,410,667)	
Ending Balance		$ (3,602,934)	$ (3,357,636)	