

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

RECEIVED
DEC 29 2016
City Clerk's Office *lw*

Council Chambers, Old Central Building
109 N Birch, Owasso, OK 74055
Regular Meeting
Tuesday, January 3, 2017 – 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:
 - December 20, 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 12/24/16
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 St, at 6:00 pm on Friday, December 30, 2016.

Sherry Bishop

Sherry Bishop, City Clerk

OWASSO PUBLIC GOLF AUTHORITY

MINUTES OF REGULAR MEETING Tuesday, December 20, 2016

The Owasso Public Golf Authority met in regular session on Tuesday, December 20, 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 St, at 6:00 pm on Friday, December 16, 2016.

1. Call to Order

Chair Lyndell Dunn called the meeting to order at 7:54 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
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:

- December 6, 2016, Regular Meeting
- December 13, 2016, Regular Meeting

B. Approve claims

Mr. Bonebrake moved, seconded by Ms. Moberly to approve the Consent Agenda with claims totaling \$24,456.51.

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. 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 12/10/16
- Monthly Budget Status Report - November 2016
- Red Flag Rule Identity Theft Prevention Program - Annual Report dated November 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)

None

9. Adjournment

Ms. Moberly moved, seconded by Mr. Bonebrake to adjourn the meeting.

YEA: Bonebrake, Bush, Kelley, Moberly, Dunn

NAY: None

Motion carried 5-0 and the meeting adjourned at 7:56 pm.

Lyndell Dunn, Chair

Lisa Wilson, Minute Clerk

Claims List

1/3/2017

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
OPGA	JPMORGAN CHASE BANK	OAKLEY-MERCHANDISE	70.00
	JPMORGAN CHASE BANK	ACUSHNET-MERCHANDISE	230.00
	JPMORGAN CHASE BANK	ACUSHNET-MERCHANDISE	44.21
	JPMORGAN CHASE BANK	ACUSHNET-MERCHANDISE	38.60
	JPMORGAN CHASE BANK	ACUSHNET-MERCHANDISE	77.20
	JPMORGAN CHASE BANK	ACUSHNET-MERCHANDISE	37.60
	BGR DAILY ACCT.	REIMB GOLF PETTY CASH	253.50
	JPMORGAN CHASE BANK	SAMS-FOOD	95.90
	JPMORGAN CHASE BANK	EXEC COFFEE-BEVERAGE	72.94
	JPMORGAN CHASE BANK	REASORS-FOOD	30.66
	JPMORGAN CHASE BANK	SAMS-FOOD	29.02
	JPMORGAN CHASE BANK	SUPERMERCADO-FOOD	140.90
	JPMORGAN CHASE BANK	SUPERMERCADO-FOOD	128.96
	JPMORGAN CHASE BANK	ALDI-FOOD	7.41
	JPMORGAN CHASE BANK	ALDI-FOOD	18.17
	JPMORGAN CHASE BANK	ALDI-FOOD	71.04
JPMORGAN CHASE BANK	SAMS-FOOD	463.69	
TOTAL OPGA			1,809.80
GOLF SHOP	JPMORGAN CHASE BANK	USPS-POSTAGE	35.32
	JPMORGAN CHASE BANK	PGA-PGA SEMINAR	1,000.00
TOTAL GOLF SHOP			1,035.32
CART OPERATIONS	JPMORGAN CHASE BANK	GRAINGER-PICKER PARTS	60.48
	JPMORGAN CHASE BANK	RANGE SERVANT-WHEEL	30.80
	JPMORGAN CHASE BANK	TIMMONS-CART FUEL	2,686.01
TOTAL CART OPERATIONS			2,777.29
COURSE MAINT	AT&T	CONSOLIDATED PHONE BILL	11.26
	JPMORGAN CHASE BANK	TIMMONS OIL-FUEL	1,380.43
	TCF NATIONAL BANK	EQUIPMENT LEASE	5,058.28
	JPMORGAN CHASE BANK	TIMMONS-MAINT FUEL	2,206.93
TOTAL COURSE MAINT			8,656.90
FOOD & BEV	JPMORGAN CHASE BANK	SAMS-SUPPLIES	95.79
	JPMORGAN CHASE BANK	COMM MARKET-MARKETING AD	90.00
	JPMORGAN CHASE BANK	UNITED LINEN-RENTALS	89.13
	JPMORGAN CHASE BANK	UNITED LINEN-RENTALS	45.58
	JPMORGAN CHASE BANK	UNITED LINEN-RENTALS	30.00
	JPMORGAN CHASE BANK	REASORS-SUPPLIES	1.49
TOTAL FOOD & BEV			351.99

Claims List

1/3/2017

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
GOLF ADMIN	JPMORGAN CHASE BANK	MURPHY-CLUBHOUSE SUPPLIES	152.66
	JPMORGAN CHASE BANK	PGA-PGA SEMINAR	1,000.00
	AT&T	CONSOLIDATED PHONE BILL	90.06
	JPMORGAN CHASE BANK	STANDLEY SYSTEMS-COPIES	18.04
	AT&T LONG DISTANCE	LONG DISTANCE PHONE BILL	35.28
	JPMORGAN CHASE BANK	HOME DEPOT-REPAIR PARTS	4.27
	JPMORGAN CHASE BANK	HOME DEPOT-TAX REFUND	-0.35
	JPMORGAN CHASE BANK	E-CONOLIGHT-LED LIGHTS	398.79
TOTAL GOLF ADMIN			1,698.75
FUND GRAND TOTAL			16,330.05
OPGA GRAND TOTAL			\$16,330.05

OWASSO PUBLIC GOLF AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 12/24/16

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
Golf Shop Operations	2,057.75	2,410.00
Cart Operations	1,051.43	1,176.57
Golf Course Operations	7,279.97	8,674.24
Food & Beverage	2,170.07	2,511.55
General & Administration	3,405.75	4,033.69
<u>FUND TOTAL</u>	<u>15,964.97</u>	<u>18,806.05</u>