

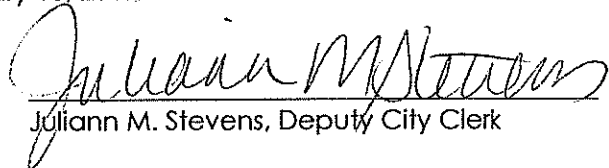
**PUBLIC NOTICE OF THE MEETING OF THE
OWASSO PUBLIC GOLF AUTHORITY**

RECEIVED
JAN 13 2017
City Clerk's Office

Council Chambers, Old Central Building
109 N Birch, Owasso, OK 74055
Regular Meeting
Tuesday, January 17, 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:
 - January 3, 2017, Regular Meeting
 - January 10, 2017, 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 1/7/17
 - Monthly Budget Status Report - December 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 St, at 6:00 pm on Friday, January 13, 2017.


Juliann M. Stevens, Deputy City Clerk

OWASSO PUBLIC GOLF AUTHORITY

MINUTES OF REGULAR MEETING

Tuesday, January 3, 2017

The Owasso Public Golf Authority met in regular session on Tuesday, January 3, 2017, 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 30, 2016.

1. Call to Order

Chair Lyndell Dunn called the meeting to order at 7:02 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 20, 2016, Regular Meeting
- B. Approve claims

Dr. Kelley moved, seconded by Mr. Bush to approve the Consent Agenda with claims totaling \$16,330.05.

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 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)

None

9. Adjournment

Mr. Bonebrake 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 7:04 pm.

Lyndell Dunn, Chair

Lisa Wilson, Minute Clerk

OWASSO CITY COUNCIL, OPWA & OPGA

MINUTES OF JOINT REGULAR MEETING

Tuesday, January 10, 2017

The Owasso City Council, Owasso Public Works Authority, and Owasso Public Golf Authority met in a joint regular meeting on Tuesday, January 10, 2017, 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, January 6, 2017.

1. Call to Order

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

Present

Mayor/Chair – Lyndell Dunn

Vice-Mayor/Vice-Chair – Chris Kelley

Councilor/Trustee – Doug Bonebrake

Councilor/Trustee – Bill Bush

A quorum was declared present.

Absent

Councilor/Trustee – Jeri Moberly

2. Discussion relating to Capital Improvement Project (CIP) funding

Warren Lehr and Linda Jones presented the item and discussion was held.

3. Discussion relating to the Festival Park design

Larry Langford introduced Tyler Wallace, Nick Spriggs, and Jeremy Carlisle of GH2 Architects. GH2 presented the item and discussion was held.

4. Presentation and discussion relating to the results of the water model update of the Owasso Public Works Authority's Water Distribution System

Roger Stevens introduced Tommy Kitchen of TBR Engineering, LLC. Mr. Kitchen presented the item and discussion was held.

5. Discussion relating to Community Development items

A. Final Plat –Keys Landing II, on the west side of N 129 E Ave approximately ½ mile south of E 76 St N, south of Keys Landing I

B. Rezoning and Plat Waiver – 304 N Main Street from RS-3 (Single-Family Residential High Density) to CS (Commercial Shopping)

Bronce Stephenson presented the items and discussion was held. It was further explained that each item would be placed on the January 17, 2017 Council Agenda for consideration and action.

6. Discussion relating to the Policy Guide Document for the Owasso Redbud District –Increment District No. 1 (TIF)

Bronce Stephenson presented the item and discussion was held. It was further explained that an item would be placed on the February 14, 2017 Work Session Agenda for a presentation of a Draft Policy Guide and additional discussion.

7. Discussion relating to Amending the Owasso Code of Ordinances - Part 10, Chapter 8, Alarms

Scott Chambless and Bill Allen presented the item and discussion was held. It was further explained that an item would be placed on the February 14, 2017 Work Session Agenda for additional discussion.

8. Discussion relating to the grass island located in the cul-de-sac adjacent to the driveway at 8925 N 119 E Avenue (presented by Kathryn Helfon during the December 20, 2016 Council meeting)

Warren Lehr presented the item and discussion was held.

9. Discussion relating to Board & Committee vacancies

Mayor Lyndell Dunn presented the item and discussion was held. It was further explained that an item would be placed on the January 17, 2017 Council Agenda for consideration and action to fill vacancies on the Capital Improvements Committee and the Planning Commission.

10. Discussion relating to City Manager items

- Monthly sales tax report – Linda Jones presented the sales tax report and discussion was held.
- City Manager report - Warren Lehr reported that preparations are underway in anticipation of severe winter weather; staff is evaluating the city's program for holiday greenery disposal; a consent item will be placed on the January 17 Council agenda related to a grant from Public Service Company for economic development marketing; and a reception will be held prior to the start of the February 7 Council meeting to welcome students visiting from Chaumont, France.

11. City Council/Trustee comments and inquiries

Councilor Bonebrake expressed appreciation for the improvements to the Recycle Center.

12. Adjournment

The meeting adjourned at 8:55 pm.

Lyndell Dunn, Mayor/Chair

Juliann M. Stevens, Minute Clerk

Claims List

1/17/2017

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
CART OPERATIONS	YAMAHA MOTOR CORPORATION, USA	CART LEASE	3,595.49
TOTAL CART OPERATIONS			3,595.49
COURSE MAINT	TCF NATIONAL BANK	MAINTENANCE CART LEASE	1,600.00
	AT&T	LONG DISTANCE PHONE BILL	0.78
	JPMORGAN CHASE BANK	OREILLY-RETURN	-2.00
	UNIFIRST HOLDINGS LP	SHOP TOWELS	12.84
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	11.39
	UNIFIRST HOLDINGS LP	SHOP TOWELS	12.84
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	11.39
	UNIFIRST HOLDINGS LP	SUPPLIES	56.45
	UNIFIRST HOLDINGS LP	SHOP TOWELS	12.84
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	11.39
	UNIFIRST HOLDINGS LP	ENV CHARGE	6.00
	UNIFIRST HOLDINGS LP	ENV CHARGE	6.00
	UNIFIRST HOLDINGS LP	ENV CHARGE	6.00
	CITY GARAGE	LABOR/OVERHEAD CHGS - JAN	71.83
	JPMORGAN CHASE BANK	OREILLY-FILTER/FLUID	24.49
	JPMORGAN CHASE BANK	LOCKE SUPPLY-REPAIR PARTS	71.32
	JPMORGAN CHASE BANK	ROBERTSON TIRE-TRLR TIRE	63.50
	JPMORGAN CHASE BANK	EQUIP ONE-SOD CUTTER	92.58
	JPMORGAN CHASE BANK	BROWN FARMS-SOD	95.00
	JPMORGAN CHASE BANK	LOWES-CORDLESS DRILL	159.00
	JPMORGAN CHASE BANK	LOWES-PLYWOOD/TAPE	136.21
	JPMORGAN CHASE BANK	LOWES-PIPE FITTINGS	31.04
	JPMORGAN CHASE BANK	LOWES-LUMBER	86.60
	JPMORGAN CHASE BANK	LOWES-MARKING PAINT	5.28
	JPMORGAN CHASE BANK	P & K -TRACTOR REPAIR	4,229.06
	VERIZON WIRELESS	WIRELESS CONNECTION	40.70
	ONEOK, INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE	155.57
TOTAL COURSE MAINT			7,008.10
GOLF ADMIN	ONEOK, INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE	380.88
	GPS TECHNOLOGIES, INC	CART GPS	840.00
	AT&T	LONG DISTANCE PHONE BILL	1.09
TOTAL GOLF ADMIN			1,221.97
FUND GRAND TOTAL			11,825.56
OPGA GRAND TOTAL			\$11,825.56

OWASSO PUBLIC GOLF AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 01/07/17

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
Golf Shop Operations	2,200.38	3,653.41
Cart Operations	1,164.70	1,307.75
Golf Course Operations	7,474.46	12,732.44
Food & Beverage	2,530.32	3,986.77
General & Administration	3,405.75	5,133.65
<u>FUND TOTAL</u>	<u>16,775.61</u>	<u>26,814.02</u>

CITY OF OWASSO
OWASSO PUBLIC GOLF AUTHORITY
Statement of Revenues & Expenses
As of December 31, 2016

December 31, 2016

	Month To-Date	Year To-Date	Budget	Percent of Budget
OPERATING REVENUES:				
Golf shop fees	\$ 20,475	\$ 240,800	\$ 567,300	42.45%
Merchandise sales	5,195	61,139	140,000	43.67%
COS -- merchandise	(4,062)	(46,990)	(100,000)	46.99%
Cart Rental	3,676	65,657	130,000	50.51%
Food & beverage	7,688	66,792	189,300	35.28%
COS -- food & beverage	(2,528)	(27,619)	(86,000)	32.11%
Other Revenue	32	462	700	66.02%
TOTAL OPERATING REVENUES	\$ 30,477	\$ 360,242	\$ 841,300	42.82%
OPERATING EXPENSES:				
Golf Shop	\$ (9,004)	\$ (62,264)	\$ (137,069)	45.43%
Cart Operations	(6,564)	(55,958)	(115,564)	48.42%
Golf Course Maintenance	(44,905)	(341,989)	(627,659)	54.49%
Food & Beverage	(9,321)	(63,030)	(137,365)	45.89%
Golf Administration	(16,651)	(114,522)	(220,612)	51.91%
TOTAL OPERATING EXPENSES	\$ (86,445)	\$ (637,763)	\$ (1,238,269)	51.50%
OPERATING INCOME (LOSS)	\$ (55,969)	\$ (277,521)	\$ (396,969)	
Transfer from General	\$ 50,000	\$ 100,000	\$ 450,000	22.22%
TOTAL OTHER REVENUES	\$ 50,000	\$ 100,000	\$ 450,000	22.22%
NET INCOME (LOSS)	\$ (5,969)	\$ (177,521)	\$ 53,031	
ENCUMBRANCES OUTSTANDING		\$ (69,084)		
FUND BALANCE (Budgetary Basis)				
Beginning Balance		(3,454,647)	(3,454,647)	
Ending Balance		\$ (3,701,252)	\$ (3,401,616)	