


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

**Council Chambers, Old Central Building
109 N Birch, Owasso, OK 74055
Regular Meeting
Tuesday, January 2, 2018 – 6:30 pm**

RECEIVED
DEC 29 2017 *lw*
City Clerk's Office

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 19, 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 12/23/17
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 29, 2017.



Sherry Bishop, City Clerk

OWASSO PUBLIC GOLF AUTHORITY

MINUTES OF REGULAR MEETING Tuesday, December 19, 2017

The Owasso Public Golf Authority met in regular session on Tuesday, December 19, 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 15, 2017.

1. Call to Order

Chair Lyndell Dunn called the meeting to order at 8:19 pm.

2. Roll Call

Present

Chair – Lyndell Dunn

Trustee – Doug Bonebrake

Trustee – Jeri Moberly

A quorum was declared present.

Absent

Vice-Chair – Chris Kelley

Trustee – Bill Bush

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 5, 2017, Regular Meeting
- December 12, 2017, Regular Meeting

B. Approve claims

Ms. Moberly moved, seconded by Mr. Bonebrake to approve the Consent Agenda with claims totaling \$13,860.44.

YEA: Bonebrake, Moberly, Dunn

NAY: None

Motion carried: 3-0

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

None

5. Consideration and appropriate action relating to a bid for the purchase of golf carts

Corey Burd presented the item recommending awarding a bid and approval of a lease to purchase contract with Yamaha Golf-Cart Company for a seventy-four (74) Yamaha (EFI) golf cart fleet with annual payments of \$43,130.16.

There were no comments from the audience. After discussion, Mr. Bonebrake moved, seconded by Ms. Moberly to award the bid and approve the lease to purchase contract, as recommended.

YEA: Bonebrake, Moberly, Dunn

NAY: None

Motion carried: 3-0

6. Report from OPGA Manager

No Report

7. Report from OPGA Attorney

No Report

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 12/9/17
- Monthly Budget Status Report - November 2017

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

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

YEA: Bonebrake, Moberly, Dunn

NAY: None

Motion carried 3-0 and the meeting adjourned at 8:25 pm.

Lyndell Dunn, Chair

Juliann M. Stevens, Deputy City Clerk

Claims List - 1/2/2018

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	JPMORGAN CHASE BANK	LOWES-SUPPLIES \$31.08
		JPMORGAN CHASE BANK	ROBERTSON TIRE-TIRES \$130.98
		JPMORGAN CHASE BANK	TIMMONS-FUEL \$1,032.71
		YAMAHA GOLF CAR COMPANY	PARTS \$47.19
		CART OPERATIONS - Total	\$1,241.96
		AEP/PSO	ELECTRIC USE \$1,141.91
		BROWN FARMS LLC	SOD \$280.00
		INTERNATIONAL SPORTS TURF RESEARCH	SOIL TEST \$990.00
		JPMORGAN CHASE BANK	BROWN FARMS-CREDIT (\$95.00)
		JPMORGAN CHASE BANK	CORE&MAIN-PARTS \$99.22
		JPMORGAN CHASE BANK	DALE & LEES-REPAIR \$146.00
		JPMORGAN CHASE BANK	HARRELLS-INSECTICIDE \$95.29
		JPMORGAN CHASE BANK	LOWES-SUPPLIES \$94.20
		JPMORGAN CHASE BANK	LUBER BROS-MOWER BELT \$380.45
		JPMORGAN CHASE BANK	LUBER BROS-TOOLS \$329.30
		JPMORGAN CHASE BANK	OK TURF-CONF REGIST F \$160.00
		JPMORGAN CHASE BANK	OREILLY-DEGREASER \$12.98
		JPMORGAN CHASE BANK	OREILLY-RETURN (\$22.00)
		JPMORGAN CHASE BANK	OWASO TOP SOIL-SOIL \$125.00
		JPMORGAN CHASE BANK	P&K-BEARINGS, SEALS \$27.14
		JPMORGAN CHASE BANK	P&K-TOOLS \$162.70
		KEELING COMPANY	ELECTRICAL CONNECTORS \$176.23
		SIP CORPORATION	TRAINING \$500.00
		SPOK, INC.	CONSOLIDATED PHONE \$0.00
		TCF NATIONAL BANK	EQUIPMENT LEASE \$5,058.28
		UNIFIRST HOLDINGS LP	ENV CHARGE \$18.00
		UNIFIRST HOLDINGS LP	SHOP TOWELS \$34.98
		UNIFIRST HOLDINGS LP	UNIFORM SERVICE \$26.52
		WATER UTILITIES SERVICES, INC	SPRINKLER HEADS \$54.01
		COURSE MAINT - Total	\$9,795.21
		JPMORGAN CHASE BANK	ALDI-SUPPLIES \$0.50
		JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES \$77.37
		JPMORGAN CHASE BANK	SAMS-SUPPLIES \$267.84
		JPMORGAN CHASE BANK	UNITED LINEN-LINEN RE \$121.66
		JPMORGAN CHASE BANK	UNITED LINEN-RENTAL \$62.44
		FOOD & BEV - Total	\$529.81
		AEP/PSO	ELECTRIC USE \$928.70
		AT&T LONG DISTANCE	LONG DISTANCE PHONE \$35.84
		BH MEDIA HOLDING GROUPS, INC	PARKS BID ADVERTISEMENT \$29.52
		GPS TECHNOLOGIES, INC	CART GPS \$840.00
		JPMORGAN CHASE BANK	COX-CABLE \$76.47

Claims List - 1/2/2018

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	JPMORGAN CHASE BANK	JOHNSTONE-AC MOTOR \$200.14
		JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES \$28.50
		SOUTH CENTRAL GOLF INC	ADVERTISEMENT \$90.00
		SPOK, INC.	CONSOLIDATED PHONE \$0.00
	GOLF ADMIN	- Total	\$2,229.17
	JPMORGAN CHASE BANK	PGA-FEES	\$982.11
	JPMORGAN CHASE BANK	PGA-TRAINING SEMINAR	\$2,050.00
	JPMORGAN CHASE BANK	USPS-POSTAGE	\$14.56
	GOLF SHOP	- Total	\$3,046.67
	BGR DAILY ACCT.	REIMB GOLF PETTY CASH	\$458.40
	JPMORGAN CHASE BANK	ALDI-FOOD	\$86.87
	JPMORGAN CHASE BANK	EXECUTIVE-COFFEE	\$116.44
	JPMORGAN CHASE BANK	FABRITEC-MERCHANDISE	\$163.00
	JPMORGAN CHASE BANK	GRT PLAINS-BEVERAGES	\$50.61
	JPMORGAN CHASE BANK	OAKLEY-MERCHANDISE	\$40.00
	JPMORGAN CHASE BANK	SAMS-FOOD	\$925.33
	JPMORGAN CHASE BANK	WALMART-FOOD	\$19.20
	OPGA	- Total	\$1,859.85
	OPGA	- Total	\$18,702.67
	OPGA Grand Total		\$18,702.67

OWASSO PUBLIC GOLF AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 12/23/17

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
600 Golf Shop Operations	2,449.25	2,865.41
605 Cart Operations	1,779.39	1,990.58
610 Golf Course Operations	7,775.41	9,284.92
670 Food & Beverage	3,353.32	3,862.53
690 General & Administration	3,405.75	4,040.00
<hr/> FUND TOTAL	18,763.12	22,043.44