

PUBLIC NOTICE OF THE MEETING OF THE
OWASSO PUBLIC GOLF AUTHORITY (OPGA)

Council Chambers Old Central Building

109 North Birch, Owasso, OK

Tuesday, February 6, 2024 - 6:30 PM

NOTE: APPROPRIATE ACTION may include, but is not limited to: acknowledging, affirming, amending, approving, authorizing, awarding, denying, postponing, or tabling.

AGENDA

RECEIVED

FEB 01 2024

HS

City Clerk's Office

1. Call to Order - Chair Kelly Lewis
2. Roll Call
3. Consideration and appropriate action relating to 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 16, 2024, 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 (documents for acknowledgment or information only, no discussion or action will be taken)
 - Payroll Payment Reports – pay period ending dates January 13, 2024 and January 27, 2024
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 on Friday, December 8, 2023, and the Agenda posted at City Hall, 200 South Main Street, at 5:00 pm on Thursday, February 1, 2024.


Julian M. Stevens, City Clerk

The City of Owasso encourages citizen participation. To request an accommodation due to a disability, contact the City Clerk prior to the scheduled meeting by phone 918-376-1502 or by email to jstevens@cityofowasso.com

OWASSO PUBLIC GOLF AUTHORITY (OPGA)

MINUTES OF REGULAR MEETING TUESDAY, JANUARY 16, 2024

The Owasso Public Golf Authority (OPGA) met in regular session on Tuesday, January 16, 2024, in the Council Chambers at Old Central, 109 North Birch, Owasso, Oklahoma per the Notice of Public Meeting filed Friday, December 8, 2023; and the Agenda filed in the office of the City Clerk and posted at City Hall, 200 South Main Street, at 5:00 pm on Friday, January 12, 2024.

1. **Call to Order** - Chair Kelly Lewis called the meeting to order at 6:57 pm.

2. **Roll Call** – A quorum was declared present.

Present

Absent

Chair – Kelly Lewis

Trustee – Lyndell Dunn

Vice Chair – Alvin Fruga

Trustee – Doug Bonebrake

Trustee – Paul Loving

Staff: Authority Manager – Warren Lehr / Authority Attorney - Julie Lombardi

3. **Consideration and appropriate action relating to 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 9, 2024, Regular Meetings

B. Approve claims

Mr. Bonebrake moved, seconded by Mr. Fruga, to approve the Consent Agenda as presented, with claims totaling \$11,450.38.

YEA: Bonebrake, Loving, Fruga, Lewis

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** - The Chair acknowledged receipt of the following:

- Monthly Budget Report – December 2023

8. **New Business** – None

9. **Adjournment**

Mr. Bonebrake moved, seconded by Mr. Loving, to adjourn the meeting.

YEA: Bonebrake, Loving, Fruga, Lewis

NAY: None

Motion carried: 4-0 and the meeting adjourned at 6:59 pm.

Juliann M. Stevens, Authority Clerk

Kelly Lewis, Chair

Claims List - 02/06/2024

Fund	Vendor Name	Payable Description	Payment Amount	
55	OPGA	YAMAHA MOTOR CORPORATION, USA	CART LEASES	\$4,821.85
CART OPERATIONS - Total			\$4,821.85	
	AEP/PSO	ELECTRIC USE	\$597.84	
	ENTERPRISE FM TRUST	FLEET LEASE	\$887.21	
	JPMORGAN CHASE BANK	AMAZON-SPACE HEATER	\$26.97	
	JPMORGAN CHASE BANK	AMAZON-SUPPLIES	\$134.95	
	JPMORGAN CHASE BANK	GRAINGER-TUNNEL PUMP	\$1,658.80	
	JPMORGAN CHASE BANK	HARRELLS-FUNGICIDES	\$4,162.97	
	JPMORGAN CHASE BANK	KANSAS GOLF-MOWER	\$262.78	
	JPMORGAN CHASE BANK	LOWES-SPRAY PAINT	\$123.66	
	JPMORGAN CHASE BANK	ONG-NATURAL GAS USAGE	\$316.47	
	JPMORGAN CHASE BANK	OREILLY-FUEL ADD	\$68.94	
	JPMORGAN CHASE BANK	OREILLY-FUEL FILTER	\$20.80	
	JPMORGAN CHASE BANK	OREILLY-FUEL PUMP	\$671.11	
	JPMORGAN CHASE BANK	OREILLY-GREASE	\$19.99	
	JPMORGAN CHASE BANK	OREILLY-OIL FILTER	\$3.15	
	JPMORGAN CHASE BANK	OREILLY-REFUND	(\$689.66)	
	JPMORGAN CHASE BANK	OREILLY-WATER PUMP	\$43.34	
	JPMORGAN CHASE BANK	P&K-PARS	\$193.32	
	JPMORGAN CHASE BANK	P&K-PARTS	\$551.19	
	JPMORGAN CHASE BANK	P&K-SHAFT KEY	\$51.68	
	JPMORGAN CHASE BANK	P&K-SHIPPING	\$10.00	
	JPMORGAN CHASE BANK	PAYPAL-RENEWAL	\$150.00	
	JPMORGAN CHASE BANK	ROBERTSON-TURF TIRE	\$44.89	
	JPMORGAN CHASE BANK	UATTEND-SUBSCRIPTION	\$41.00	
	MOTOR CONTROLS	SERVICE CONTRACT	\$650.00	
	THE HUNTINGTON NATIONAL BANK	MAINT EQUIP LEASE	\$5,207.39	
	UNIFIRST HOLDINGS LP	ENVIRONMENTAL CHARGE	\$26.50	
	UNIFIRST HOLDINGS LP	JANITORIAL SERVICE	\$38.00	
	UNIFIRST HOLDINGS LP	SHOP TOWEL SERVICE	\$43.72	
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	\$24.70	
COURSE MAINT - Total			\$15,341.71	
	COX COMMUNICATIONS	PHONE USAGE	\$7.73	
	JPMORGAN CHASE BANK	GRIMSLEYS-SUPPLIES	\$87.14	
	JPMORGAN CHASE BANK	WALMART-SUPPLIES	\$24.94	
FOOD & BEV - Total			\$119.81	
	AEP/PSO	ELECTRIC USE	\$705.15	
	AT&T	LONG DISTANCE PHONE	\$10.12	
	AT&T LONG DISTANCE	LONG DISTANCE PHONE	\$96.60	
	COX COMMUNICATIONS	PHONE USAGE	\$3.86	
	GPS TECHNOLOGIES INC	CART GPS	\$876.00	

Claims List - 02/06/2024

Fund	Vendor Name	Payable Description	Payment Amount	
55	OPGA	JAMES R HAYES	HVAC REPLACEMENT	\$9,900.00
		JPMORGAN CHASE BANK	ONG-NATURAL GAS USAGE	\$523.47
		JPMORGAN CHASE BANK	TULSA WORLD-PAPER	\$525.20
		JPMORGAN CHASE BANK	WASTE MGMT-DISPOSAL	\$562.39
	GOLF ADMIN	- Total		\$13,202.79
	COX COMMUNICATIONS	PHONE USAGE		\$11.59
	GOLF SHOP	- Total		\$11.59
	BGR DAILY ACCT.	REIMB PETTY CASH		\$273.15
	CUTTER & BUCK INC	MERCHANDISE EXPENSE		\$808.31
	JPMORGAN CHASE BANK	ACUSHNET-MERCH EXP		\$9,057.38
	JPMORGAN CHASE BANK	IMPERIAL-MERCH EXP		\$684.85
	JPMORGAN CHASE BANK	SAMS-FOOD		\$153.48
	JPMORGAN CHASE BANK	WALMART-FOOD		\$15.85
	OPGA	- Total		\$10,993.02
	OPGA	- Total		\$44,490.77
	OPGA Grand Total			\$44,490.77

OWASSO PUBLIC GOLF AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 01/13/24

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
600 Golf Shop Operations	6,335.00	10,434.64
605 Cart Operations	1,667.75	1,862.08
610 Golf Course Operations	10,364.22	16,720.86
670 Food & Beverage	2,480.53	4,251.22
690 General & Administration	4,413.21	6,326.05
<hr/> FUND TOTAL	25,260.71	39,594.85

OWASSO PUBLIC GOLF AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 01/27/24

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
600 Golf Shop Operations	6,461.30	10,575.67
605 Cart Operations	936.75	1,045.92
610 Golf Course Operations	9,918.23	16,189.92
670 Food & Beverage	2,006.49	3,722.36
690 General & Administration	4,413.21	6,326.05
<hr/> FUND TOTAL	23,735.98	37,859.92