

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

Council Chambers Old Central Building

109 North Birch, Owasso, OK

TUESDAY, APRIL 7, 2020 - 6:30 PM

RECEIVED
APR 07 2020
City Clerk's Office

Pursuant to the recent and rapid escalation of the COVID-19 Pandemic and the immediate local health threats posed by such pandemic, the following procedural changes will apply for this meeting:

- The meeting will be available for viewing through YouTube Live Stream. <https://www.youtube.com/channel/UCxpXATOr7VRKOyo-Rdf2d1Q/live>
- The meeting will be audio recorded and available no later than the close of business on the following day at <https://cityofowasso.com/525/Meeting-Audio>
- **There will be no opportunity for citizen comment during this meeting.** To address members of the Trustees regarding any listed agenda item, **Citizens may submit questions/comments to the City Clerk, no later than 5:00pm on Tuesday, April 7, 2020**, in order to be read into the record. Submit by phone 918-376-1502 or by email to jstevens@cityofowasso.com.
- Trustees participating remotely via Teleconferencing [Title 25, Ok. Stat. 307.1(C)(2)] – Chair Chris Kelley, Vice Chair Bill Bush, Trustee Doug Bonebrake, Trustee Lyndell Dunn, Trustee Kelly Lewis

AGENDA

1. **Call to Order** - Chair Chris Kelley
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 - March 17, 2020, 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 March 14, 2020, and March 28, 2020
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 13, 2019, and the Agenda posted at City Hall, 200 South Main Street, at 1:00 pm on Friday, April 3, 2020.



Juliann M. Stevens, City Clerk

The City of Owasso encourages citizen participation. To request an accommodation due to a disability, contact the City Clerk at least 48 hours 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, March 17, 2020

The Owasso Public Golf Authority (OPGA) met in regular session on Tuesday, March 17, 2020, in the Council Chambers at Old Central, 109 North Birch, Owasso, Oklahoma, per the Notice of Public Meeting filed Friday, December 13, 2019; and the Agenda filed in the office of the City Clerk and posted at City Hall, 200 South Main Street, at 6:00 pm on Friday, March 13, 2020.

1. Call to Order

Chair Chris Kelley called the meeting to order at 8:05 pm.

2. Roll Call

Present	Absent
Chair – Chris Kelley	None
Vice Chair – Bill Bush	
Trustee – Doug Bonebrake	
Trustee – Lyndell Dunn	
Trustee – Kelly Lewis	

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 Authority 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 – March 3, 2020, and March 10, 2020, Regular Meetings
- B. Approve claims

Ms. Lewis moved, seconded by Mr. Dunn to approve the Consent Agenda, as presented, with claims totaling \$14,867.78.

YEA: Bonebrake, Dunn, Bush, Lewis, Kelley

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 Council (documents for acknowledgment or information only, no discussion or action will be taken)

The Chair acknowledged receipt of the following:

- Payroll Payment Report – pay period ending date February 29, 2020
- Monthly Budget Status Report – February 2020

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

YEA: Bonebrake, Dunn, Bush, Lewis, Kelley

NAY: None

Motion carried: 5-0 and the meeting adjourned at 8:06 pm.

Chris Kelley, Chair

Juliann M. Stevens, Authority Clerk

Claims List - 4/7/2020

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	YAMAHA GOLF CAR COMPANY	REPAIRS \$221.00
		YAMAHA MOTOR CORPORATION, USA	GOLF CART LEASE \$3,594.38
		CART OPERATIONS - Total	\$3,815.38
	AEP/PSO	ELECTRIC USE	\$624.20
	AT&T	CONSOLIDATED PHONE	\$12.18
	HOLLIDAY SAND & GRAVEL CO	SAND	\$305.57
	JESCO PRODUCTS, INC	SUPPLIES	\$1,733.40
	JPMORGAN CHASE BANK	AMAZON-SUPPLIES	\$142.16
	JPMORGAN CHASE BANK	CERTIFIED LAB-SUPPLOE	\$314.75
	JPMORGAN CHASE BANK	EZGO MDWST-REPAIR/PAR	\$1,238.62
	JPMORGAN CHASE BANK	GRAINGER-VALVE	\$122.43
	JPMORGAN CHASE BANK	HARRELLS-HERBICIDE	\$134.00
	JPMORGAN CHASE BANK	HARRELLS-SUPPLIES	\$316.00
	JPMORGAN CHASE BANK	IBT-BEARINGS	\$27.26
	JPMORGAN CHASE BANK	LOCKE-CIRCUIT BREAKER	\$10.09
	JPMORGAN CHASE BANK	LOCKE-ELECTRICAL WIRE	\$45.24
	JPMORGAN CHASE BANK	LOCKE-PARTS	\$55.28
	JPMORGAN CHASE BANK	LOWES-MATERIALS	\$40.10
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	\$90.16
	JPMORGAN CHASE BANK	OREILLY-BEARING/SEAL	\$37.04
	JPMORGAN CHASE BANK	OREILLY-HYDRAULIC OIL	\$49.99
	JPMORGAN CHASE BANK	OREILLY-SUPPLIES	\$99.24
	JPMORGAN CHASE BANK	P&K-HEDGER	\$369.99
	JPMORGAN CHASE BANK	PROF TURF-PARTS	\$916.81
	TCF NATIONAL BANK	MAINT CART LEASE	\$1,160.00
	TURFCENTRIC INC	SOFTWARE FEES	\$1,800.00
	UNIFIRST HOLDINGS LP	ENV CHARGE	\$44.00
	UNIFIRST HOLDINGS LP	JANITORIAL	\$68.74
	UNIFIRST HOLDINGS LP	SHOP TOWEL SERVICE	\$43.20
	UNIFIRST HOLDINGS LP	SUPPLIES	\$15.16
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$47.88
	VERIZON WIRELESS	WIRELESS CONNECTION	\$40.89
		COURSE MAINT - Total	\$9,904.38
	JPMORGAN CHASE BANK	SYSCO-SUPPLIES	\$200.63
	JPMORGAN CHASE BANK	UNITED LINEN-RENTAL	\$76.09
		FOOD & BEV - Total	\$276.72
	AEP/PSO	ELECTRIC USE	\$607.21
	AT&T	CONSOLIDATED PHONE	\$97.43
	BUD WHITE GOLF SOLUTIONS	CONSULTING	\$3,535.00
	GPS TECHNOLOGIES, INC	CART GPS	\$630.00
	JPMORGAN CHASE BANK	ACUSHNET-PROMO	\$123.78

Claims List - 4/7/2020

Fund	Vendor Name	Payable Description	Payment Amount	
55	OPGA	JPMORGAN CHASE BANK	ACUSHNET-UNIFORM	\$111.57
		JPMORGAN CHASE BANK	MICHAEL DEGIDIO-ADS	\$1,000.00
		JPMORGAN CHASE BANK	MURPHY-SUPPLIES	\$84.41
		JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$31.19
		JPMORGAN CHASE BANK	SAVE THE MMNT-PROMO	\$135.00
		JPMORGAN CHASE BANK	WASTE MGMT-REFUSE	\$529.76
		JPMORGAN CHASE BANK	ZEUS-BATTERIES	\$224.29
		SZEN CORP	SOFTWARE SUPPORT	\$1,600.00
	GOLF ADMIN	- Total		\$8,709.64
		JPMORGAN CHASE BANK	CUTTER&BUCK-UNIFORMS	\$154.92
		JPMORGAN CHASE BANK	TEXOMA-TAPE	\$90.74
	GOLF SHOP	- Total		\$245.66
		BGR DAILY ACCT.	REIM GOLF PETTY CASH	\$1,209.15
		JPMORGAN CHASE BANK	ACUSHNET-MERCHANDISE	\$14,030.54
		JPMORGAN CHASE BANK	AHEAD LLC-MERCHANDISE	\$829.10
		JPMORGAN CHASE BANK	CCSWB-BEVERAGES	\$393.00
		JPMORGAN CHASE BANK	PING-MERCHANDISE	\$5,337.15
		JPMORGAN CHASE BANK	SAMS-FOOD	\$206.10
		JPMORGAN CHASE BANK	SYSCO-FOOD	\$739.31
		JPMORGAN CHASE BANK	TEXOMA-MERCHANDISE	\$26.50
		JPMORGAN CHASE BANK	WALMART-FOOD	\$8.72
		NIKE USA, INC	MERCHANDISE	\$2,691.85
	OPGA	- Total		\$25,471.42
	OPGA	- Total		\$48,423.20
	OPGA Grand Total			\$48,423.20

OWASSO PUBLIC GOLF AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 03/14/2020

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
600 Golf Shop Operations	4,091.32	6,354.69
605 Cart Operations	1,778.39	1,998.91
610 Golf Course Operations	8,242.17	13,396.45
670 Food & Beverage	3,033.00	4,603.50
690 General & Administration	3,564.45	5,109.23
<hr/> FUND TOTAL	20,709.33	31,462.78

OWASSO PUBLIC GOLF AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 03/28/2020

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
600 Golf Shop Operations	4,041.01	6,298.14
605 Cart Operations	1,831.75	2,058.88
610 Golf Course Operations	8,754.26	13,956.31
670 Food & Beverage	2,448.50	3,945.18
690 General & Administration	3,564.45	5,106.99
<hr/> FUND TOTAL	20,639.97	31,365.50