

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

Council Chambers Old Central Building

109 North Birch, Owasso, OK

Tuesday, April 19, 2022 - 6:30 PM

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

AGENDA

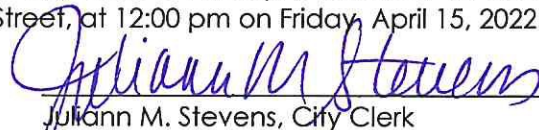
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City Clerk's Office

1. **Call to Order**
Chair Bill Bush
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 – April 5, 2022, Regular Meeting
 - B. Approve claims
4. **Consideration and appropriate action relating to items removed from the Consent Agenda**
5. **Report from OPGA Manager**
 - Golf Report
6. **Report from OPGA Attorney**
7. **Official Notices (documents for acknowledgment or information only, no discussion or action will be taken)**
 - Payroll Payment Report – Pay Period Ending Date April 9, 2022
 - Monthly Budget Status Report – March 2022
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 10, 2021, and the Agenda posted at City Hall, 200 South Main Street, at 12:00 pm on Friday, April 15, 2022.



Julian 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, APRIL 5, 2022

The Owasso Public Golf Authority (OPGA) met in regular session on Tuesday, April 5, 2022, in the Council Chambers at Old Central, 109 North Birch, Owasso, Oklahoma per the Notice of Public Meeting filed Friday, December 10, 2021; and the Agenda filed in the office of the City Clerk and posted at City Hall, 200 South Main Street, at 12:00 pm on Friday, April 1, 2022.

1. Call to Order

Chair Bill Bush called the meeting to order at 7:37 pm.

2. Roll Call

Present	Absent
Chair – Bill Bush	None
Vice Chair – Kelly Lewis	
Trustee – Alvin Fruga	
Trustee – Doug Bonebrake	
Trustee – Lyndell Dunn	

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 15, 2022, Regular Meeting
- B. Approve claims

Ms. Lewis moved, seconded by Mr. Dunn to approve the Consent Agenda, as presented with claims totaling \$46,374.59.

YEA: Bonebrake, Dunn, Fruga, Lewis, Bush

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 (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 March 12, 2022, and March 26, 2022

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. Lewis to adjourn the meeting.

YEA: Bonebrake, Dunn, Fruga, Lewis, Bush

NAY: None

Motion carried: 5-0 and the meeting adjourned at 7:38 pm.

Bill Bush, Chair

Juliann M. Stevens, Authority Clerk

Claims List - 4/19/2022

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	YAMAHA GOLF CAR COMPANY	\$3,545.61
		YAMAHA MOTOR CORPORATION, USA	\$7,091.22
		CART OPERATIONS - Total	\$10,636.83
	AT&T	PHONE SERVICE	\$3.04
	CITY GARAGE	CITY GARAGE OH LABOR MARC	\$67.58
	JESCO PRODUCTS, INC	SUPPLIES	\$707.40
	JPMORGAN CHASE BANK	BULK WILDFLOWERS-SEED	\$168.49
	JPMORGAN CHASE BANK	LOWES-CONCRETE	\$32.10
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	\$26.44
	JPMORGAN CHASE BANK	OREILLY-FILTER	\$54.65
	JPMORGAN CHASE BANK	OREILLY-FILTERS	\$208.61
	JPMORGAN CHASE BANK	OREILLY-FLUID	\$22.99
	JPMORGAN CHASE BANK	OREILLY-SEALANT	\$47.97
	JPMORGAN CHASE BANK	OREILLY-SPARK PLUGS	\$58.87
	JPMORGAN CHASE BANK	OREILLY-SUPPLIES	\$344.28
	JPMORGAN CHASE BANK	OREILLY-VENT	\$4.97
	JPMORGAN CHASE BANK	PLATINUM PRO-SECURITY	\$25.00
	JPMORGAN CHASE BANK	SPRINGDALE-PARTS	\$489.09
	JPMORGAN CHASE BANK	STANDARD SPLY-FILTERS	\$75.84
	JPMORGAN CHASE BANK	STANDARD SPLY-PARTS	\$1,826.59
	JPMORGAN CHASE BANK	TURNPRO-POND TREATMEN	\$630.00
	JPMORGAN CHASE BANK	UNIFIRST-SUPPLIES	\$62.94
	ONEOK INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE	\$446.52
	UNIFIRST HOLDINGS LP	ENV CHARGE	\$33.94
	UNIFIRST HOLDINGS LP	JANITORIAL	\$61.74
	UNIFIRST HOLDINGS LP	SHOP TOWEL SERVICE	\$62.91
	UNIFIRST HOLDINGS LP	SUPPLIES	\$41.36
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$35.91
		COURSE MAINT - Total	\$5,539.23
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$30.09
	JPMORGAN CHASE BANK	SYSCO-SUPPLIES	\$650.24
	JPMORGAN CHASE BANK	TANKERSLEY-SUPPLIES	\$149.12
	JPMORGAN CHASE BANK	UNITED LINEN-RENTAL	\$344.27
	JPMORGAN CHASE BANK	WALMART-SUPPLIES	\$65.76
	OKLAHOMA STATE DEPT OF HEALTH	LICENSE	\$335.00
	STEPHEN R GRINTER	ICE MACHINE REPAIR	\$850.00
		FOOD & BEV - Total	\$2,424.48
	AT&T	LONG DISTANCE PHONE	\$9.07
	AT&T LONG DISTANCE	LONG DISTANCE PHONE	\$62.90
	CYBERGOLF LLC	WEB HOSTING	\$585.00

Claims List - 4/19/2022

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	INFINITE DUO INC	\$10,600.00
		JPMORGAN CHASE BANK	\$110.06
		JPMORGAN CHASE BANK	\$259.46
		JPMORGAN CHASE BANK	\$25.00
		JPMORGAN CHASE BANK	\$100.00
		JPMORGAN CHASE BANK	\$59.42
		JPMORGAN CHASE BANK	\$82.33
		JPMORGAN CHASE BANK	\$1,000.71
		ONEOK INC OKLAHOMA NATURAL GAS	\$575.70
		GOLF ADMIN - Total	\$13,469.65
		BGR DAILY ACCT.	\$1,362.70
		JPMORGAN CHASE BANK	\$876.80
		JPMORGAN CHASE BANK	\$477.25
		JPMORGAN CHASE BANK	\$135.40
		JPMORGAN CHASE BANK	\$40.89
		JPMORGAN CHASE BANK	\$693.18
		JPMORGAN CHASE BANK	\$1,519.00
		JPMORGAN CHASE BANK	\$1,199.18
		JPMORGAN CHASE BANK	\$369.18
		JPMORGAN CHASE BANK	\$375.95
		JPMORGAN CHASE BANK	\$358.89
		JPMORGAN CHASE BANK	\$330.81
		OPGA - Total	\$7,739.23
		OPGA - Total	\$39,809.42
		OPGA Grand Total	\$39,809.42

OWASSO PUBLIC GOLF AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 04/09/22

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
600 Golf Shop Operations	4,773.10	8,427.42
605 Cart Operations	2,928.45	3,269.63
610 Golf Course Operations	9,710.80	15,534.01
670 Food & Beverage	4,040.05	5,873.27
690 General & Administration	3,954.81	5,699.72
<hr/> FUND TOTAL	25,407.21	38,804.05

CITY OF OWASSO
OWASSO PUBLIC GOLF AUTHORITY
FISCAL YEAR 2021-2022
Budgetary Basis
Statement of Revenues & Expenses
As of March 31, 2022

	<u>MONTH TO-DATE</u>	<u>YEAR TO-DATE</u>	<u>BUDGET</u>	<u>PERCENT OF BUDGET</u>
OPERATING REVENUES:				
Golf shop fees	\$ 51,701	\$ 386,705	\$ 422,851	91.45%
Cart Rental	14,817	99,143	118,034	84.00%
Food & beverage	15,415	98,270	99,279	98.98%
COS -- food & beverage	(6,346)	(43,697)	(48,891)	89.38%
Merchandise sales	12,523	100,296	123,567	81.17%
COS -- merchandise	(8,756)	(67,984)	(85,732)	79.30%
TOTAL OPERATING REVENUES	<u>\$ 79,354</u>	<u>\$ 572,733</u>	<u>\$ 629,108</u>	91.04%
OPERATING EXPENSES:				
Golf Shop	\$ (18,498)	\$ (171,296)	\$ (278,167)	61.58%
Cart Operations	(3,556)	(67,616)	(126,738)	53.35%
Golf Course Maintenance	(45,282)	(587,903)	(852,523)	68.96%
Food & Beverage	(14,157)	(96,040)	(146,394)	65.60%
Golf Administration	(19,423)	(209,088)	(296,338)	70.56%
Capital Outlay	-	(7,641)	-	0.00%
TOTAL OPERATING EXPENSES	<u>\$ (100,916)</u>	<u>\$ (1,139,585)</u>	<u>\$ (1,700,160)</u>	67.03%
OPERATING REVENUES OVER (UNDER) EXPENDITURES	<u>\$ (21,562)</u>	<u>\$ (566,852)</u>	<u>\$ (1,071,052)</u>	
NONOPERATING REVENUES (EXPENSES):				
Transfer from General	\$ 12,394	\$ 568,317	\$ 1,040,000	54.65%
Other revenues/(expenses)	55	45	-	0.00%
TOTAL NONOPERATING REVENUES (EXPENSES):	<u>\$ 12,449</u>	<u>\$ 568,362</u>	<u>\$ 1,040,000</u>	54.65%
NET INCOME (LOSS)	<u>\$ (9,113)</u>	\$ 1,510	\$ (31,052)	
ENCUMBRANCES OUTSTANDING		\$ (74,447)		
FUND BALANCE (Budgetary Basis)				
Beginning Balance		72,937	72,937	
Ending Balance		<u>\$ (0)</u>	<u>\$ 41,885</u>	