

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

Council Chambers Old Central Building

109 North Birch, Owasso, OK

TUESDAY, JULY 21, 2020 - 6:30 PM

AGENDA

RECEIVED

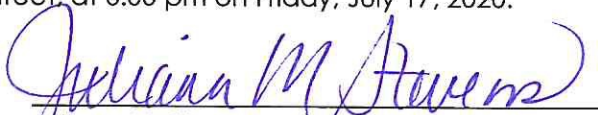
JUL 16 2020

NS

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 - July 7, 2020, and July 14, 2020, Regular Meetings
 - 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 Report – pay period ending date July 4, 2020
 - Monthly Budget Status Report - June 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 6:00 pm on Friday, July 17, 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, July 7, 2020

The Owasso Public Golf Authority (OPGA) met in regular session on Tuesday, July 7, 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 Thursday, July 2, 2020.

1. Call to Order

Chair Bill Bush called the meeting to order at 7:36 pm.

2. Roll Call

Present

Absent

Chair – Bill Bush

Trustee – Chris Kelley

Vice Chair – Kelly Lewis

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 - June 16, 2020, Regular Meeting

B. Approve claims

Ms. Lewis moved, seconded by Mr. Dunn to approve the Consent Agenda, as presented, with claims totaling \$41,713.74.

YEA: Bonebrake, Dunn, Lewis, Bush

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 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 June 20, 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. Bonebrake moved, seconded by Ms. Lewis to adjourn the meeting.

YEA: Bonebrake, Dunn, Lewis, Bush

NAY: None

Motion carried: 4-0 and the meeting adjourned at 7:37 pm.

Bill Bush, Chair

Juliann M. Stevens, Authority Clerk

OWASSO CITY COUNCIL, PUBLIC WORKS AUTHORITY, AND PUBLIC GOLF AUTHORITY

MINUTES OF JOINT REGULAR MEETING Tuesday, July 14, 2020

The Owasso City Council, Owasso Public Works Authority (OPWA), and Owasso Public Golf Authority (OPGA) met in a joint regular meeting on Tuesday, July 14, 2020, in the Council Chambers at Old Central, 109 North Birch Street, 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, July 10, 2020.

1. Call to Order/Roll Call

Mayor/Chair Bill Bush called the meeting to order at 6:00 pm.

Present

Mayor/Chair – Bill Bush
Vice Mayor/Vice Chair – Kelly Lewis
Councilor/Trustee – Doug Bonebrake
Councilor/Trustee – Lyndell Dunn
Councilor/Trustee – Chris Kelley
A quorum was declared present.

Absent

None

2. Discussion relating to the COVID-19 Pandemic and local public health issues

Warren Lehr presented the item and discussion was held.

3. Discussion relating to Community Development Items

- A. Request for a final plat – 2.77 acres located south and east of the East 96th Street North and North 129th East Avenue intersection (13000 Center)
- B. Request for a final plat – 0.937 acres located north and east of the East 116th Street North and North 129th East Avenue intersection (MedWise Urgent Care)

Brian Dempster presented the items and discussion was held. It was further explained that both items would be placed on the July 21, 2020, City Council agenda for consideration and action.

4. Discussion relating to the use of Compressed Natural Gas (CNG) in City vehicles

Roger Stevens and Travis Blundell presented the item and discussion was held.

5. Discussion relating to a proposed Quit Claim Deed for right-of-way located at 108 West 1st Avenue

Roger Stevens presented the item and discussion was held. It was further explained that this item would be placed on the July 21, 2020, City Council agenda for consideration and action.

6. Discussion relating to City Manager items

- A. Monthly sales tax report
- B. City Manager report

Linda Jones presented the monthly sales tax report and discussion was held. No City Manager report.

7. City Councilor/Trustee comments and inquiries

None

8. Adjournment

The meeting adjourned at 7:27 pm.

Bill Bush, Mayor/Chair

Juliann M. Stevens, City Clerk

Claims List - 7/21/2020

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	AEP/PSO	ELECTRIC USE \$2,491.56
		CITY GARAGE	LABOR/OVERHEAD - JULY, 20 \$75.83
		JPMORGAN CHASE BANK	CUTTER&BUCK-UNIFORMS \$962.50
		JPMORGAN CHASE BANK	P&K-PARTS \$8.32
		ONEOK, INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE \$38.95
		VERIZON WIRELESS	WIRELESS CONNECTION \$40.89
		COURSE MAINT - Total	\$3,618.05
		JPMORGAN CHASE BANK	SAMS-OIL \$17.46
		JPMORGAN CHASE BANK	SYSCO-SUPPLIES \$241.91
		JPMORGAN CHASE BANK	UNITED LINEN-RENTAL \$176.06
		FOOD & BEV - Total	\$435.43
		AEP/PSO	ELECTRIC USE \$1,415.84
		AT&T	LONG DISTANCE PHONE \$4.12
		AT&T LONG DISTANCE	LONG DISTANCE PHONE \$48.74
		JPMORGAN CHASE BANK	COX-CABLE \$224.92
		JPMORGAN CHASE BANK	PGA-DUES \$546.00
		JPMORGAN CHASE BANK	PGA-TRAINING \$275.00
		JPMORGAN CHASE BANK	SOUTH CENTRAL-TRAININ \$160.00
		ONEOK, INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE \$149.41
		GOLF ADMIN - Total	\$2,824.03
		JPMORGAN CHASE BANK	PGA-CLARK DUES \$393.50
		JPMORGAN CHASE BANK	PGA-MOORE DUES \$358.50
		GOLF SHOP - Total	\$752.00
		BGR DAILY ACCT.	REIMB GOLF PETTY CASH \$3,426.25
		JPMORGAN CHASE BANK	ACUSHNET-MERCHANDISE \$5,341.18
		JPMORGAN CHASE BANK	AHEAD-MERCHANDISE \$2,028.68
		JPMORGAN CHASE BANK	CCSWB-BEVERAGES \$530.59
		JPMORGAN CHASE BANK	IMPERIAL CATER-COFFEE \$50.50
		JPMORGAN CHASE BANK	LUXOTTICA-MERCHANDISE \$566.00
		JPMORGAN CHASE BANK	SAMS-FOOD \$542.80
		JPMORGAN CHASE BANK	SYSCO-FOOD \$352.44
		JPMORGAN CHASE BANK	SYSCO-REFUND (\$37.99)
		JPMORGAN CHASE BANK	TEXOMA-MERCHANDISE \$322.36
		JPMORGAN CHASE BANK	WALMART-BEER \$47.96
		JPMORGAN CHASE BANK	WALMART-FOOD \$176.05
		JPMORGAN CHASE BANK	WALMART-WATER \$26.88
		OPGA - Total	\$13,373.70
	OPGA - Total		\$21,003.21
	OPGA Grand Total		\$21,003.21

OWASSO PUBLIC GOLF AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 07/04/2020

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
600 Golf Shop Operations	4,475.56	6,915.20
605 Cart Operations	3,292.93	3,701.25
610 Golf Course Operations	15,365.14	22,403.39
670 Food & Beverage	3,682.50	5,414.87
690 General & Administration	3,564.45	5,190.43
<hr/> FUND TOTAL	<hr/> 30,380.58	<hr/> 43,625.14

CITY OF OWASSO
OWASSO PUBLIC GOLF AUTHORITY
FISCAL YEAR 2019-2020
Budgetary Basis
Statement of Revenues & Expenses
As of June 30, 2020

	MONTH TO-DATE	YEAR TO-DATE	BUDGET	PERCENT OF BUDGET
OPERATING REVENUES:				
Golf shop fees	\$ 72,143	\$ 522,639	\$ 492,510	106.12%
Merchandise sales	19,348	146,279	146,433	99.89%
COS -- merchandise	(17,223)	(103,387)	(110,068)	93.93%
Cart Rental	28,304	164,186	132,610	123.81%
Food & beverage	21,176	129,191	131,399	98.32%
COS -- food & beverage	(9,153)	(63,479)	(60,034)	105.74%
TOTAL OPERATING REVENUES	\$ 114,595	\$ 795,429	\$ 732,850	108.54%
OPERATING EXPENSES:				
Golf Shop	(16,104)	(182,711)	\$ (191,726)	95.30%
Cart Operations	(14,668)	(135,528)	(134,398)	100.84%
Golf Course Maintenance	(73,302)	(689,269)	(721,311)	95.56%
Food & Beverage	(14,145)	(129,207)	(134,805)	95.85%
Golf Administration	(21,181)	(229,128)	(232,883)	98.39%
TOTAL OPERATING EXPENSES	\$ (139,399)	\$ (1,365,843)	\$ (1,415,123)	96.52%
OPERATING REVENUES OVER (UNDER) EXPENDITURES	\$ (24,804)	\$ (570,413)	\$ (682,273)	
NONOPERATING REVENUES (EXPENSES):				
Transfer from General	\$ -	\$ 881,573	\$ 881,573	100.00%
Transfer from OPWA	-	326,201	326,201	100.00%
Other revenues/(expenses)	56	28,371	700	4052.96%
TOTAL NONOPERATING REVENUES (EXPENSES):	\$ 56	\$ 1,236,145	\$ 1,208,474	102.29%
NET INCOME (LOSS)	\$ (24,748)	\$ 665,731	\$ 526,201	
ENCUMBRANCES OUTSTANDING		\$ (44,747)		
FUND BALANCE (Budgetary Basis)				
Beginning Balance		(2,132,613)	(2,132,613)	
Ending Balance		\$ (1,511,628)	\$ (1,606,412)	