

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

Council Chambers Old Central Building

109 North Birch, Owasso, OK

**Tuesday, August 16, 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**

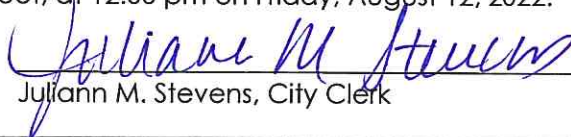
**RECEIVED**

**AUG 12 2022** *KS*

City Clerk's Office

1. **Call to Order**  
Chair Kelly Lewis
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 – August 2, 2022 and August 9, 2022, 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 (documents for acknowledgment or information only, no discussion or action will be taken)**
  - Payroll Payment Report – Pay Period Ending Date July 30, 2022
  - Monthly Budget Status Report – July 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, August 12, 2022.

  
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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](mailto:jstevens@cityofowasso.com)*

# OWASSO PUBLIC GOLF AUTHORITY (OPGA)

## MINUTES OF REGULAR MEETING TUESDAY, AUGUST 2, 2022

The Owasso Public Golf Authority (OPGA) met in regular session on Tuesday, August 2, 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 5:00 pm on Thursday, July 28, 2022.

### 1. Call to Order

Chair Kelly Lewis called the meeting to order at 7:57 pm.

### 2. Roll Call

Present

Absent

Chair – Kelly Lewis

Trustee – Bill Bush

Vice Chair – 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 – July 19, 2022, Regular Meeting

B. Approve claims

Mr. Dunn moved, seconded by Mr. Fruga to approve the Consent Agenda, as presented with claims totaling \$73,762.76.

YEA: Bonebrake, Dunn, 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 (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 16, 2022
- Monthly Budget Status Report – June 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 Mr. Dunn to adjourn the meeting.

YEA: Bonebrake, Dunn, Fruga, Lewis

NAY: None

Motion carried: 4-0 and the meeting adjourned at 7:58 pm.

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Kelly Lewis, Chair

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Juliann M. Stevens, Authority Clerk

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

## MINUTES OF JOINT REGULAR MEETING TUESDAY, AUGUST 9, 2022

The Owasso City Council, Owasso Public Works Authority (OPWA), and Owasso Public Golf Authority (OPGA) met in a joint regular meeting on Tuesday, August 9, 2022, in the Council Chambers at Old Central, 109 North Birch Street, 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, August 5, 2022.

### 1. Call to Order/Roll Call

Mayor/Chair Kelly Lewis called the meeting to order at 6:00 pm.

#### Present

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

#### Absent

None

### 2. Discussion relating to the Community Development Block Grant (CDBG) Program

Vice-Mayor/Chair Alvin Fruga removed the item from the agenda.

### 3. Discussion relating to Community Development Items

A. Proposed amendments to the Land Use Master Plan – GrOwasso 2035

B. Request for rezoning (OZ 22-07) – approximately 0.45 acres located at 414 South Birch Street from Residential Single-Family (RS-3) to Residential Multi-family (RM)

Karl Fritschen and Alexa Beemer presented the items and discussion was held.

### 4. Discussion relating to the agreement with Grand Gateway Economic Development Authority for Pelivan Transit services

Josh Quigley presented the item and discussion was held.

### 5. Discussion relating to a proposed architect and engineering agreement for Fire Station No. 1 and Fire Station No. 2 Renovation Projects

David Hurst presented the item and discussion was held.

### 6. Discussion relating to Public Works Department items

A. Proposed project site for the Annual Street Rehabilitation Program

B. Contract negotiations for household refuse disposal services

C. Proposed agreement with Meshek & Associates, LLC, for engineering services - Garnett Culvert Improvement Project

D. Condemnation action – Ranch Creek Interceptor Upgrade from East 96th Street North to East 116th Street North

Roger Stevens presented items A, B, and D. Daniel Dearing presented item C. Discussion was held.

### 7. Discussion relating to City/Authority Manager items

Warren Lehr

A. Monthly sales tax report

B. City Manager report

Warren Lehr introduced Carly Novozinsky to present item A and discussion was held. Mr. Lehr reported on current road and bridge improvements, and upcoming Redbud Park events. Discussion was held.

### 8. City Councilor/Trustee comments and inquiries

Mr. Bush encouraged citizen participation in upcoming Redbud Park events.

**9. Adjournment**

The meeting adjourned at 7:23 pm.

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Kelly Lewis, Mayor/Chair

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Juliann M. Stevens, City Clerk

## Claims List - 08/16/2022

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	JPMORGAN CHASE BANK	\$1,200.95
		JPMORGAN CHASE BANK	\$164.84
		YAMAHA MOTOR CORPORATION, USA	\$57.52
		<b>CART OPERATIONS - Total</b>	<b>\$1,423.31</b>
		AT&T	\$3.23
		JPMORGAN CHASE BANK	(\$45.00)
		JPMORGAN CHASE BANK	\$25.00
		ONEOK INC OKLAHOMA NATURAL GAS	\$40.15
		VERIZON WIRELESS	\$80.02
		<b>COURSE MAINT - Total</b>	<b>\$103.40</b>
		COX COMMUNICATIONS	\$7.13
		JPMORGAN CHASE BANK	\$21.33
		JPMORGAN CHASE BANK	\$208.10
		JPMORGAN CHASE BANK	\$674.90
		JPMORGAN CHASE BANK	\$391.49
		JPMORGAN CHASE BANK	\$243.20
		STEPHEN R GRINTER	\$225.00
		<b>FOOD &amp; BEV - Total</b>	<b>\$1,771.15</b>
		AT&T	\$9.75
		COX COMMUNICATIONS	\$3.56
		GPS TECHNOLOGIES INC	\$1,506.00
		JPMORGAN CHASE BANK	\$216.00
		JPMORGAN CHASE BANK	\$160.00
		JPMORGAN CHASE BANK	\$25.00
		JPMORGAN CHASE BANK	\$100.00
		JPMORGAN CHASE BANK	\$808.38
		ONEOK INC OKLAHOMA NATURAL GAS	\$340.00
		<b>GOLF ADMIN - Total</b>	<b>\$3,168.69</b>
		COX COMMUNICATIONS	\$10.69
		JPMORGAN CHASE BANK	\$86.63
		<b>GOLF SHOP - Total</b>	<b>\$97.32</b>
		BGR DAILY ACCT.	\$1,316.20
		JPMORGAN CHASE BANK	\$4,114.43
		JPMORGAN CHASE BANK	\$433.07
		JPMORGAN CHASE BANK	\$81.90
		JPMORGAN CHASE BANK	\$1,835.47
		JPMORGAN CHASE BANK	\$62.13
		JPMORGAN CHASE BANK	\$801.44
		JPMORGAN CHASE BANK	\$506.87
		JPMORGAN CHASE BANK	\$856.28
		JPMORGAN CHASE BANK	\$1,164.90

## Claims List - 08/16/2022

Fund	Vendor Name	Payable Description	Payment Amount	
55	OPGA	JPMORGAN CHASE BANK	TRACER-MERCHANDISE	\$284.39
		JPMORGAN CHASE BANK	WALMART-FOOD	\$2.98
	<b>OPGA</b>	<b>- Total</b>		<b>\$11,460.06</b>
	<b>OPGA</b>	<b>- Total</b>		<b>\$18,023.93</b>
	<b>OPGA Grand Total</b>			<b>\$18,023.93</b>

**OWASSO PUBLIC GOLF AUTHORITY  
PAYROLL PAYMENT REPORT  
PAY PERIOD ENDING DATE 07/30/22**

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
600 Golf Shop Operations	5,763.96	9,556.47
605 Cart Operations	4,020.25	4,493.45
610 Golf Course Operations	13,891.80	20,175.65
670 Food & Beverage	3,317.14	5,071.26
690 General & Administration	3,679.23	5,400.17
<hr/> FUND TOTAL	<hr/> 30,672.38	<hr/> 44,697.00



**CITY OF OWASSO  
OWASSO PUBLIC GOLF AUTHORITY  
FISCAL YEAR 2022-2023  
Budgetary Basis  
Statement of Revenues & Expenses  
As of July 31, 2022**

	<u>MONTH TO-DATE</u>	<u>YEAR TO-DATE</u>	<u>BUDGET</u>	<u>PERCENT OF BUDGET</u>
<b>OPERATING REVENUES:</b>				
Golf shop fees	\$ 73,794	\$ 73,794	\$ 683,322	10.80%
Cart Rental	26,533	26,533	197,103	13.46%
Food & beverage	20,004	20,004	188,822	10.59%
COS -- food & beverage	(10,295)	(10,295)	(78,814)	13.06%
Merchandise sales	20,500	20,500	178,275	11.50%
COS -- merchandise	(14,546)	(14,546)	(124,729)	11.66%
<b>TOTAL OPERATING REVENUES</b>	<u>\$ 115,990</u>	<u>\$ 115,990</u>	<u>\$ 1,043,979</u>	11.11%
<b>OPERATING EXPENSES:</b>				
Golf Shop	\$ (19,652)	\$ (19,652)	\$ (292,076)	6.73%
Cart Operations	(15,919)	(15,919)	(139,441)	11.42%
Golf Course Maintenance	(52,844)	(52,844)	(1,099,664)	4.81%
Food & Beverage	(13,325)	(13,325)	(149,331)	8.92%
Golf Administration	(22,045)	(22,045)	(332,553)	6.63%
Capital Outlay	-	-	-	0.00%
<b>TOTAL OPERATING EXPENSES</b>	<u>\$ (123,785)</u>	<u>\$ (123,785)</u>	<u>\$ (2,013,065)</u>	6.15%
<b>OPERATING REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (7,795)</u>	<u>\$ (7,795)</u>	<u>\$ (969,086)</u>	
<b>NONOPERATING REVENUES (EXPENSES):</b>				
Transfer from General	\$ 79,805	\$ 79,805	\$ 1,040,000	7.67%
Other revenues/(expenses)	319	319	300	106.36%
<b>TOTAL NONOPERATING REVENUES (EXPENSES):</b>	<u>\$ 80,124</u>	<u>\$ 80,124</u>	<u>\$ 1,040,300</u>	7.70%
<b>NET INCOME (LOSS)</b>	<u>\$ 72,329</u>	\$ 72,329	\$ 71,214	
<b>ENCUMBRANCES OUTSTANDING</b>		\$ (72,329)		
<b>FUND BALANCE (Budgetary Basis)</b>				
Beginning Balance		262,298	262,298	
Ending Balance		<u>\$ 262,298</u>	<u>\$ 333,512</u>	