

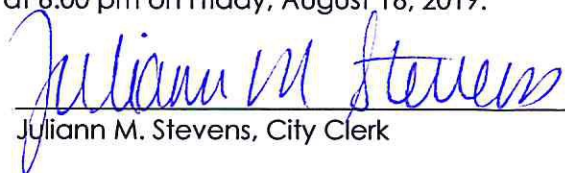
**PUBLIC NOTICE OF THE MEETING OF THE
OWASSO PUBLIC GOLF AUTHORITY (OPGA)**

RECEIVED
AUG 16 2019 *AS*
City Clerk's Office

Council Chambers, Old Central Building
109 North Birch, Owasso, OK 74055
Regular Meeting
Tuesday, August 20, 2019 – 6:30 pm

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
 - August 6, 2019, Regular Meeting
 - August 13, 2019, 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 August 3, 2019
 - Monthly Budget Status Report – July 2019
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 December 14, 2018, and the Agenda posted at City Hall, 200 South Main Street, at 6:00 pm on Friday, August 16, 2019.



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, August 6, 2019

The Owasso Public Golf Authority (OPGA) met in regular session on Tuesday, August 6, 2019, in the Council Chambers at Old Central, 109 North Birch, Owasso, Oklahoma per the Notice of Public Meeting filed December 14, 2018, 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, August 2, 2019.

1. Call to Order

Chair Chris Kelley called the meeting to order at 7:06 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
 - July 16, 2019, Regular Meeting
- B. Approve claims

Mr. Bonebrake moved, seconded by Ms. Lewis to approve the Consent Agenda with claims totaling \$51,368.47.

YEA: Bonebrake, Bush, Dunn, 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 Reports – Pay Period Ending Date July 20, 2019

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. Bush to adjourn the meeting.

YEA: Bonebrake, Bush, Dunn, Lewis, Kelley

NAY: None

Motion carried: 5-0 and the meeting adjourned at 7:07 pm.

Chris Kelley, Chair

Juliann M. Stevens, Authority Clerk

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

MINUTES OF JOINT REGULAR MEETING Tuesday, August 13, 2019

The Owasso City Council, Owasso Public Works Authority (OPWA), and Owasso Public Golf Authority (OPGA) met in a joint regular meeting on Tuesday, August 13, 2019, in the Council Chambers at Old Central, 109 North Birch Street, Owasso, Oklahoma, per the Notice of Public Meeting filed December 14, 2018, 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, August 9, 2019.

1. Call to Order/Roll Call

Mayor/Chair Chris Kelley called the meeting to order at 6:00 pm.

Present

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

Absent

None

2. Discussion relating to Community Development Items

- A. Proposed amendment to the Owasso Zoning Code, Chapter 10, Overlay Districts, Section 10.4, Uses in the US-169 Overlay District
- B. Final Plat – Bailey Creek, located on the northeast corner of East 96th Street and Mingo Road
- C. Amendment to the Real Property Lease, dated June 19, 2001, between the City and Owasso Land Trust, LLC

Brian Dempster and Karl Fritschen presented item A, and discussion was held. Brian Dempster and Morgan Pemberton presented item B. Brian Dempster and Julie Lombardi presented item C, and discussion was held. Bob Parker, Owasso Land Trust Assessment Management, answered questions from the City Council. It was further explained that Items A and B would be placed on the August 20, 2019, City Council Agenda for consideration and action.

3. Discussion relating to proposed project sites for the 2020 Street Rehabilitation Program

Roger Stevens presented the item and discussion was held. It was further explained that this item would be placed on the August 20, 2019, City Council Agenda for consideration and action.

4. Discussion relating to a proposed amendment to Part 10, Offenses and Crimes, Section 10-312, Noises, of the Code of Ordinances

Julie Lombardi introduced Beth Anne Childs, City Prosecutor. Ms. Lombardi and Ms. Childs presented the item and discussion was held. It was further explained that this item would be placed on the September work session agenda for further discussion.

5. Discussion relating to City Manager items

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

Warren Lehr introduced Linda Jones to present item A and discussion was held. Mr. Lehr recognized the Finance Department for receiving the Certificate of Achievement for Excellence in Financial Reporting by Government Finance Officers Association of the United States and Canada (GFOA) for Owasso's Comprehensive Annual Financial Report (CAFR).

6. City Councilor/Trustee comments and inquiries

None

7. Adjournment

The meeting adjourned at 7:09 pm.

Chris Kelley, Mayor/Chair

Juliann M. Stevens, City Clerk

Claims List - 8/20/2019

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	AEP/PSO	\$3,127.46
		CITY GARAGE	\$68.08
		JPMORGAN CHASE BANK	\$189.51
		JPMORGAN CHASE BANK	\$205.00
		JPMORGAN CHASE BANK	\$405.00
		JPMORGAN CHASE BANK	\$168.00
		JPMORGAN CHASE BANK	(\$986.11)
		JPMORGAN CHASE BANK	\$85.25
		JPMORGAN CHASE BANK	(\$298.08)
		JPMORGAN CHASE BANK	\$361.14
		JPMORGAN CHASE BANK	\$237.57
		JPMORGAN CHASE BANK	\$72.36
		JPMORGAN CHASE BANK	\$97.10
		JPMORGAN CHASE BANK	\$16.49
		JPMORGAN CHASE BANK	\$39.98
		JPMORGAN CHASE BANK	\$159.51
		JPMORGAN CHASE BANK	\$48.99
		JPMORGAN CHASE BANK	\$32.65
		JPMORGAN CHASE BANK	\$18.19
		JPMORGAN CHASE BANK	\$6.37
		JPMORGAN CHASE BANK	\$145.47
		JPMORGAN CHASE BANK	\$539.98
		JPMORGAN CHASE BANK	\$191.20
		JPMORGAN CHASE BANK	\$136.90
		JPMORGAN CHASE BANK	\$74.89
		JPMORGAN CHASE BANK	\$264.02
		JPMORGAN CHASE BANK	\$943.55
		MOTOR CONTROLS	\$37,720.70
		ONEOK, INC OKLAHOMA NATURAL GAS	\$38.20
		VERIZON WIRELESS	\$40.91
		COURSE MAINT - Total	\$44,150.28
		JPMORGAN CHASE BANK	\$489.11
		JPMORGAN CHASE BANK	\$13.56
		JPMORGAN CHASE BANK	\$5.26
		JPMORGAN CHASE BANK	\$24.74
		JPMORGAN CHASE BANK	\$459.97
		JPMORGAN CHASE BANK	\$307.73
		JPMORGAN CHASE BANK	\$78.64
		JPMORGAN CHASE BANK	\$162.85
		JPMORGAN CHASE BANK	\$62.49
		FOOD & BEV - Total	\$1,604.35
		AEP/PSO	\$1,910.06

Claims List - 8/20/2019

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	AT&T	LONG DISTANCE PHONE \$1.09
		JPMORGAN CHASE BANK	BROOKS-GREASE TRAP \$125.00
		JPMORGAN CHASE BANK	JST-VENT CLEANING \$640.00
		JPMORGAN CHASE BANK	LOWES-SUPPLIES \$186.21
		JPMORGAN CHASE BANK	STANDLEY-PRINTS \$122.26
		JPMORGAN CHASE BANK	TV PROS-REPAIR \$1,408.47
		ONEOK, INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE \$219.18
		GOLF ADMIN - Total	\$4,612.27
		JPMORGAN CHASE BANK	USPS-STAMPS \$55.00
		GOLF SHOP - Total	\$55.00
		BGR DAILY ACCT.	REIMB GOLF PETTY CASH \$2,508.80
		JPMORGAN CHASE BANK	ACUSHNET-MERCHANDISE \$1,730.96
		JPMORGAN CHASE BANK	CCSWB-BEVERAGES \$682.02
		JPMORGAN CHASE BANK	CUTTER&BUCK-MERCHANDI \$646.47
		JPMORGAN CHASE BANK	LUXOTTICA-MERCHANDISE \$1,158.99
		JPMORGAN CHASE BANK	SAMS-FOOD \$1,174.10
		JPMORGAN CHASE BANK	SPIKES GOLF-MERCHANDI \$547.41
		JPMORGAN CHASE BANK	SYSCO-FOOD \$1,003.72
		JPMORGAN CHASE BANK	TEXOMA-MERCHANDISE \$93.78
		JPMORGAN CHASE BANK	WALMART-BEER \$175.58
		JPMORGAN CHASE BANK	WALMART-FOOD \$262.59
		OPGA - Total	\$9,984.42
	OPGA - Total		\$60,406.32
	OPGA Grand Total		\$60,406.32

OWASSO PUBLIC GOLF AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 08/03/19

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
600 Golf Shop Operations	3,660.57	5,837.83
605 Cart Operations	3,913.07	4,398.30
610 Golf Course Operations	16,747.41	22,976.42
670 Food & Beverage	3,539.50	5,145.58
690 General & Administration	3,435.80	5,202.73
<hr/> FUND TOTAL	31,296.35	43,560.86

CITY OF OWASSO
OWASSO PUBLIC GOLF AUTHORITY
FISCAL YEAR 2018-2019
Budgetary Basis
Statement of Revenues & Expenses
As of July 31, 2019

	<u>MONTH TO-DATE</u>	<u>YEAR TO-DATE</u>	<u>BUDGET</u>	<u>PERCENT OF BUDGET</u>
OPERATING REVENUES:				
Golf shop fees	\$ 66,348	\$ 66,348	\$ 492,510	13.47%
Merchandise sales	15,788	15,788	146,433	10.78%
COS – merchandise	(11,778)	(11,778)	(110,068)	10.70%
Cart Rental	22,742	22,742	132,610	17.15%
Food & beverage	19,296	19,296	131,399	14.69%
COS – food & beverage	(10,100)	(10,100)	(60,034)	16.82%
TOTAL OPERATING REVENUES	<u>\$ 102,295</u>	<u>\$ 102,295</u>	<u>\$ 732,850</u>	13.96%
OPERATING EXPENSES:				
Golf Shop	\$ (11,666)	\$ (11,666)	\$ (211,726)	5.51%
Cart Operations	(16,441)	(16,441)	(114,398)	14.37%
Golf Course Maintenance	(54,941)	(54,941)	(721,311)	7.62%
Food & Beverage	(10,861)	(10,861)	(134,805)	8.06%
Golf Administration	(16,881)	(16,881)	(232,883)	7.25%
TOTAL OPERATING EXPENSES	<u>\$ (110,789)</u>	<u>\$ (110,789)</u>	<u>\$ (1,415,123)</u>	7.83%
OPERATING REVENUES OVER (UNDER) EXPENDITURES	<u>\$ (8,494)</u>	<u>\$ (8,494)</u>	<u>\$ (682,273)</u>	
NONOPERATING REVENUES (EXPENSES):				
Transfer from General	\$ -	\$ -	\$ 881,573	0.00%
Transfer from OPWA	-	-	326,201	0.00%
Other revenues/(expenses)	1	1	700	152.07%
TOTAL NONOPERATING REVENUES (EXPENSES):	<u>\$ 1</u>	<u>\$ 1</u>	<u>\$ 1,208,474</u>	0.00%
NET INCOME (LOSS)	<u>\$ (8,493)</u>	<u>\$ (8,493)</u>	<u>\$ 526,201</u>	
ENCUMBRANCES OUTSTANDING		\$ (128,241)		
FUND BALANCE (Budgetary Basis)				
Beginning Balance		(2,290,489)	(2,290,489)	
Ending Balance		<u>\$ (2,427,222)</u>	<u>\$ (1,764,288)</u>	