


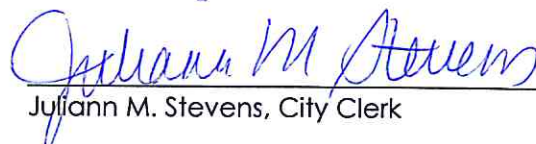
**PUBLIC NOTICE OF THE MEETING OF THE
OWASSO PUBLIC GOLF AUTHORITY**

Council Chambers, Old Central Building
109 N Birch, Owasso, OK 74055
Regular Meeting
Tuesday, August 21, 2018 – 6:30 pm

RECEIVED
AUG 17 2018
City Clerk's Office


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 7, 2018, Regular Meeting
 - August 14, 2018, 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 8/4/18
 - Monthly Budget Status Report - July 2018
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 and the Agenda posted at City Hall, 200 S Main St, at 6:00 pm on Friday, August 17, 2018.


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

MINUTES OF REGULAR MEETING Tuesday, August 7, 2018

The Owasso Public Golf Authority (OPGA) met in regular session on Tuesday, August 7, 2018, in the Council Chambers at Old Central, 109 N Birch, Owasso, Oklahoma per the Notice of Public Meeting and Agenda filed in the office of the City Clerk and posted at City Hall, 200 S Main St, at 6:00 pm on Friday, August 3, 2018.

1. Call to Order

Chair Chris Kelley called the meeting to order at 7:49 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 OPGA 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 of the July 17, 2018 Regular Meeting
- B. Approve claims

Mr. Dunn moved, seconded by Ms. Lewis to approve the Consent Agenda with claims totaling \$58,914.49

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 7/21/2018

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, Bush, Dunn, Lewis, Kelley

NAY: None

Motion carried: 5-0 and the meeting adjourned at 7:50pm.

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 14, 2018

The Owasso City Council, Owasso Public Works Authority, and Owasso Public Golf Authority met in a joint regular meeting on Tuesday, August 14, 2018, in the Council Chambers at Old Central, 109 N Birch Street, Owasso, Oklahoma, per the Notice of Public Meeting and Agenda filed in the office of the City Clerk and posted at City Hall, 200 S Main, at 6:00 pm on Friday, August 10, 2018.

1. Call to Order

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

The Mayor explained the order of the agenda would be as follows:

Item 4B, followed by Item 3, followed by Item 2, then returning to Item 4, 5, 6, and 7.

2. Discussion relating to Mobile Food Vendor Ordinance and Fee Resolution

Bronce Stephenson presented the item and discussion was held. It was further explained that the item would be placed on the September 11, 2018, work session agenda for additional discussion.

3. Discussion relating to an agreement with Grand Gateway Economic Development Authority for Pelivan Transit

Larry Langford and Josh Quigley presented the item and discussion was held. It was further explained that this item would be placed on the August 21, 2018, City Council agenda for consideration and action.

4. Discussion relating to City Attorney items

- A. Beneficial Interest Amendment to the Regional Metropolitan Utility Authority (RMUA) Trust Indenture
- B. Potential City participation in Federal Opioid Litigation

Julie Lombardi presented item 4A and discussion was held. It was further explained that item 4A would be placed on the August 21, 2018, City Council consent agenda for consideration and action. Julie Lombardi presented item 4B and introduced Tony Puckett, McAfee & Taft, and Chris Bergin, Fulmer Sill Law Firm. Mr. Puckett and Mr. Bergin presented information and discussion was held.

5. Discussion relating to City Manager items

Jennifer Newman presented the monthly sales tax report. Warren Lehr reported that an item would be placed on the August 21, 2018 City Council consent agenda for action related to the selection of Oklahoma Municipal Retirement Fund District 1 Trustee; reported that staff attended mediation in the case styled City of Owasso vs Mary Lynn Cook and such mediation was continued to September; advised that staff is working to gather information on the Redbud Festival Park alleyway closure request; and reported on a recent conversation with Dr. Amy Fichtner, Owasso Public School Superintendent, to include the use of Ad Valorem taxes.

6. City Councilor/Trustee comments and inquiries

Mr. Bonebrake commented on the activities of first responders as Owasso begins a new school year.

7. Adjournment

The Mayor adjourned the meeting at 7:56pm.

Chris Kelley, Mayor/Chair

Juliann M. Stevens, City Clerk

Claims List - 8/21/2018

Fund	Vendor Name	Payable Description	Payment Amount	
55	OPGA	YAMAHA GOLF CAR COMPANY	REPAIR	\$27.60
		CART OPERATIONS - Total		\$27.60
	AEP/PSO	ELECTRIC USE		\$2,948.97
	AMERICAN BACTERIAL SOLUTIONS LLC	POND TREATMENTS		\$600.00
	BWI COMPANIES, INC	FERTILIZER		\$111.35
	CITY GARAGE	LABOR/OVERHEAD - AUG., 20		\$1.75
	JPMORGAN CHASE BANK	COOPS DRIVES-SERVICE		\$207.00
	JR SIMPLOT COMPANY	SEAWEED EXTRACT		\$180.00
	ONEOK, INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE		\$38.41
	TCF NATIONAL BANK	MAINT CART LEASE		\$1,156.87
	UNIFIRST HOLDINGS LP	ENV CHARGE		\$22.00
	UNIFIRST HOLDINGS LP	JANITORIAL SERVICE		\$2.20
	UNIFIRST HOLDINGS LP	SHOP TOWELS		\$38.70
	UNIFIRST HOLDINGS LP	SUPPLIES		\$2.20
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE		\$29.08
	VERIZON WIRELESS	WIRELESS CONNECTION		\$40.91
		COURSE MAINT - Total		\$5,379.44
	JPMORGAN CHASE BANK	SAMS-SUPPLIES		\$55.60
	JPMORGAN CHASE BANK	UNITED LINEN-RENTAL		\$30.00
		FOOD & BEV - Total		\$85.60
	AEP/PSO	ELECTRIC USE		\$2,061.65
	AT&T	LONG DISTANCE PHONE		\$1.27
	JPMORGAN CHASE BANK	ADMIRAL EXP-PAPER		\$89.99
	ONEOK, INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE		\$208.13
	TREASURER PETTY CASH	BEER/WINE LICENSE		\$525.00
		GOLF ADMIN - Total		\$2,886.04
	BLACK CLOVER ENTERPRISES LLC	MERCHANDISE		\$156.04
	JPMORGAN CHASE BANK	CALLAWAY-MERCHANDISE		\$1,901.35
	JPMORGAN CHASE BANK	SAMS-FOOD		\$14.94
	JPMORGAN CHASE BANK	SYSCO-FOOD		\$1,144.67
	JPMORGAN CHASE BANK	SYSCO-REFUND		(\$510.95)
	JPMORGAN CHASE BANK	TEXOMA GOLF-MERCHANDI		\$186.79
	JPMORGAN CHASE BANK	WALMART-FOOD		\$51.74
		OPGA - Total		\$2,944.58
	OPGA - Total			\$11,323.26
	OPGA Grand Total			\$11,323.26

OWASSO PUBLIC GOLF AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 08/04/18

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
600 Golf Shop Operations	2,728.25	4,283.63
605 Cart Operations	4,150.34	4,664.97
610 Golf Course Operations	13,457.50	19,618.47
670 Food & Beverage	2,540.22	3,586.96
690 General & Administration	3,405.75	5,170.00
<hr/> FUND TOTAL	26,282.06	37,324.03

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

	<u>MONTH TO-DATE</u>	<u>YEAR TO-DATE</u>	<u>BUDGET</u>	<u>PERCENT OF BUDGET</u>
OPERATING REVENUES:				
Golf shop fees	\$ 53,853	\$ 53,853	\$ 509,000	10.58%
Merchandise sales	14,884	14,884	135,000	11.03%
COS – merchandise	(10,359)	(10,359)	(106,400)	9.74%
Cart Rental	19,471	19,471	132,000	14.75%
Food & beverage	14,731	14,731	158,125	9.32%
COS – food & beverage	(6,842)	(6,842)	(66,900)	10.23%
TOTAL OPERATING REVENUES	<u>\$ 85,737</u>	<u>\$ 85,737</u>	<u>\$ 760,825</u>	<u>11.27%</u>
OPERATING EXPENSES:				
Golf Shop	\$ (12,350)	\$ (12,350)	\$ (153,762)	8.03%
Cart Operations	(15,810)	(15,810)	(113,073)	13.98%
Golf Course Maintenance	(60,255)	(60,255)	(748,448)	8.05%
Food & Beverage	(8,331)	(8,331)	(136,397)	6.11%
Golf Administration	(16,864)	(16,864)	(226,525)	7.44%
TOTAL OPERATING EXPENSES	<u>\$ (113,609)</u>	<u>\$ (113,609)</u>	<u>\$ (1,378,205)</u>	<u>8.24%</u>
OPERATING REVENUES OVER EXPENDITURES	<u>\$ (27,872)</u>	<u>\$ (27,872)</u>	<u>\$ (617,380)</u>	
NONOPERATING REVENUES (EXPENSES):				
Transfer from General	\$ -	\$ -	\$ 817,380	0.00%
Transfer from OPWA	-	-	326,201	0.00%
Other revenues/(expenses)	(3)	(3)	-	152.07%
TOTAL NONOPERATING REVENUES (EXPENSES):	<u>\$ (3)</u>	<u>\$ (3)</u>	<u>\$ 1,143,581</u>	<u>0.00%</u>
NET INCOME (LOSS)	<u>\$ (27,875)</u>	<u>\$ (27,875)</u>	<u>\$ 526,201</u>	
ENCUMBRANCES OUTSTANDING		<u>\$ (130,484)</u>		
FUND BALANCE (Budgetary Basis)				
Beginning Balance		(2,917,784)	(2,917,784)	
Ending Balance		<u>\$ (3,076,143)</u>	<u>\$ (2,391,583)</u>	