

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

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Council Chambers, Old Central Building  
109 N Birch, Owasso, OK 74055  
Regular Meeting  
Tuesday, September 4, 2018 – 6:30 pm

RECEIVED  
AUG 31 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 of the August 21, 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 8/18/18
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 31, 2018.

  
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Juliann M. Stevens, City Clerk

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*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)*

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**OWASSO PUBLIC GOLF AUTHORITY**

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**MINUTES OF REGULAR MEETING  
Tuesday, August 21, 2018**

The Owasso Public Golf Authority met in regular session on Tuesday, August 21, 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 posted at City Hall, 200 S Main St, at 6:00 pm on Friday, August 17, 2018.

**1. Call to Order**

Chair Chris Kelley called the meeting to order at 7:31pm.

**2. Roll Call**

Present	Absent
Chair – Dr. 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 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**

Mr. Bonebrake moved, seconded by Ms. Lewis to approve the Consent Agenda with claims totaling \$11,323.26.

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 Authority (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 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)**

None

**9. Adjournment**

Mr. Dunn moved, seconded by Ms. Lewis to adjourn the meeting.

YEA: Bonebrake, Bush, Dunn, Lewis, Kelley

NAY: None

Motion carried: 5-0 and the meeting adjourned at 7:32pm.

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Dr. Chris Kelley, Chair

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Juliann M. Stevens, Authority Clerk

## Claims List - 9/4/2018

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	AT&T LONG DISTANCE	\$12.00
	JPMORGAN CHASE BANK	ATWOODS-PARTS	\$129.98
	JPMORGAN CHASE BANK	CLASSIC CIGARS-RETURN	(\$8.20)
	JPMORGAN CHASE BANK	GEMPLERS-SUPPLIES	\$618.97
	JPMORGAN CHASE BANK	HARRELLS-FERTILIZER	\$392.00
	JPMORGAN CHASE BANK	HARRELLS-FUNGICIDE	\$172.50
	JPMORGAN CHASE BANK	HARRELLS-INSECTICIDE	\$99.87
	JPMORGAN CHASE BANK	HARRELLS-PESTICIDES	\$1,951.65
	JPMORGAN CHASE BANK	HARRELLS-REGULATOR	\$442.00
	JPMORGAN CHASE BANK	HARRELLS-SUPPLIES	\$457.59
	JPMORGAN CHASE BANK	IBT-BEARINGS	\$189.67
	JPMORGAN CHASE BANK	KANSAS GOLF-ASSEMBLY	\$436.51
	JPMORGAN CHASE BANK	KANSAS GOLF-EQUIPMENT	\$194.06
	JPMORGAN CHASE BANK	KANSAS GOLF-PARTS	\$60.95
	JPMORGAN CHASE BANK	LOWES-RETURN	(\$33.85)
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	\$110.70
	JPMORGAN CHASE BANK	LOWES-TOOLS	\$302.77
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$123.44
	JPMORGAN CHASE BANK	OREILLY-BATTERY	\$85.94
	JPMORGAN CHASE BANK	OREILLY-FILTERS	\$15.99
	JPMORGAN CHASE BANK	OREILLY-PARTS	\$33.52
	JPMORGAN CHASE BANK	OREILLY-RETURN	(\$22.99)
	JPMORGAN CHASE BANK	OREILLY-SEALANT	\$22.00
	JPMORGAN CHASE BANK	OREILLY-SUPPLIES	\$89.92
	JPMORGAN CHASE BANK	ROBERTSON-TIRES	\$112.98
	JPMORGAN CHASE BANK	TIMMONS-FUEL	\$1,941.41
	JPMORGAN CHASE BANK	TIMMONS-OIL DRUMS	\$1,156.10
	JPMORGAN CHASE BANK	TIMMONS-PUMP	\$37.46
	JPMORGAN CHASE BANK	WICHITA TRACTOR-PARTS	\$318.79
<b>COURSE MAINT</b>		<b>- Total</b>	<b>\$9,443.73</b>
	JPMORGAN CHASE BANK	AMUNDSEN-ICE MACHINE	\$254.00
	JPMORGAN CHASE BANK	KOOLIT-SUPPLIES	\$197.80
	JPMORGAN CHASE BANK	MURPHY SANITARY-SUPPL	\$170.56
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$34.68
	JPMORGAN CHASE BANK	UNITED LINEN-RENTAL	\$30.00
<b>FOOD &amp; BEV</b>		<b>- Total</b>	<b>\$687.04</b>
	AT&T LONG DISTANCE	CONSOLIDATED PHONE	\$95.97
	AT&T LONG DISTANCE	LONG DISTANCE PHONE	\$35.56
	JPMORGAN CHASE BANK	MURPHY SANITARY-SUPPL	\$119.40
	JPMORGAN CHASE BANK	PGA-TRAINING	\$125.00
<b>GOLF ADMIN</b>		<b>- Total</b>	<b>\$375.93</b>

## Claims List - 9/4/2018

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	JPMORGAN CHASE BANK	LOWES-SUPPLIES \$31.72
		JPMORGAN CHASE BANK	USPS-POSTAGE \$20.65
		JPMORGAN CHASE BANK	USPS-SHIPPING \$22.40
	<b>GOLF SHOP</b>	<b>- Total</b>	<b>\$74.77</b>
	BGR DAILY ACCT.	REIMB GOLF PETTY CASH	\$1,743.05
	JPMORGAN CHASE BANK	COBRA-MERCHANDISE	\$69.35
	JPMORGAN CHASE BANK	JMW GOLF-MERCHANDISE	\$320.27
	JPMORGAN CHASE BANK	SAMS-FOOD	\$323.73
	JPMORGAN CHASE BANK	WALMART-BEER	\$91.68
	JPMORGAN CHASE BANK	WALMART-FOOD	\$33.22
	<b>OPGA</b>	<b>- Total</b>	<b>\$2,581.30</b>
	<b>OPGA</b>	<b>- Total</b>	<b>\$13,162.77</b>
	<b>OPGA Grand Total</b>		<b>\$13,162.77</b>

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

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
600 Golf Shop Operations	2,403.69	3,918.83
605 Cart Operations	3,645.82	4,097.92
610 Golf Course Operations	12,184.53	18,203.57
670 Food & Beverage	2,642.97	3,693.75
690 General & Administration	3,405.75	5,170.00
<hr/> FUND TOTAL	24,282.76	35,084.07