

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

Council Chambers Old Central Building

109 North Birch, Owasso, OK

Tuesday, September 6, 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

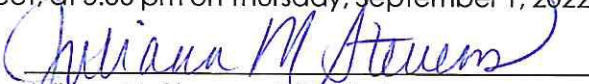
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SEP 01 2022

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 16, 2022, 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 (documents for acknowledgment or information only, no discussion or action will be taken)**
 - Payroll Payment Reports – Pay Period Ending Date August 13, 2022 and August 27, 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 5:00 pm on Thursday, September 1, 2022.



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 16, 2022

The Owasso Public Golf Authority (OPGA) met in regular session on Tuesday, August 16, 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 12:00 pm on Friday, August 12, 2022.

1. **Call to Order** - Chair Kelly Lewis called the meeting to order at 7:41 pm.
2. **Roll Call** - A quorum was declared present.

| | |
|--------------------------|--------------------------|
| Present | Absent |
| Chair – Kelly Lewis | Vice Chair – Alvin Fruga |
| Trustee – Doug Bonebrake | Trustee – Bill Bush |
| Trustee – Lyndell Dunn | |

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 – August 2, 2022, and August 9, 2022, Regular Meetings
- B. Approve claims

Mr. Dunn moved, seconded by Mr. Bonebrake to approve the Consent Agenda, as presented with claims totaling \$18,023.93.
YEA: Bonebrake, Dunn, Lewis
NAY: None
Motion carried: 3-0

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** - The Chair acknowledged receipt of the following:
 - Payroll Payment Report – Pay Period Ending Date July 30, 2022
 - Monthly Budget Report – July 2022
8. **New Business** -None
9. **Adjournment** - Mr. Dunn moved, seconded by Mr. Bonebrake to adjourn the meeting.
YEA: Bonebrake, Dunn, Lewis
NAY: None
Motion carried: 3-0 and the meeting adjourned at 7:42 pm.

Kelly Lewis, Chair

Juliann M. Stevens, Authority Clerk

Claims List - 09/06/2022

| Fund | Vendor Name | Payable Description | Payment Amount |
|--------------------------------|------------------------------|-------------------------------|------------------------|
| 55 | OPGA | JPMORGAN CHASE BANK | FLEET-FUEL \$4,623.82 |
| | | JPMORGAN CHASE BANK | LOWES-SUPPLIES \$91.32 |
| | | YAMAHA GOLF CAR COMPANY | CARTS \$3,790.82 |
| | | YAMAHA MOTOR CORPORATION, USA | REPAIRS \$271.32 |
| CART OPERATIONS - Total | | | \$8,777.28 |
| | AEP/PSO | ELECTRIC USE | \$3,114.79 |
| | AGSOURCE HARRIS LABORATORIES | WATER TEST | \$56.45 |
| | AT&T | PHONE USE | \$26.17 |
| | BROWN FARMS LLC | SOD | \$1,370.00 |
| | HOLLIDAY SAND & GRAVEL CO | SAND | \$3,820.80 |
| | JPMORGAN CHASE BANK | AMAZON-EQUIPMENT | \$61.48 |
| | JPMORGAN CHASE BANK | AMAZON-SUPPLIES | \$159.19 |
| | JPMORGAN CHASE BANK | ATWOOD-SUPPLIES | \$131.21 |
| | JPMORGAN CHASE BANK | BWI-SUPPLIES | \$726.15 |
| | JPMORGAN CHASE BANK | CERT LAB-SUPPLIES | \$949.45 |
| | JPMORGAN CHASE BANK | FLEET-FUEL | \$2,931.80 |
| | JPMORGAN CHASE BANK | GALLAGHER-MAINT | \$1,748.73 |
| | JPMORGAN CHASE BANK | HARRELLS-SUPPLIES | \$2,168.00 |
| | JPMORGAN CHASE BANK | HOOTEN-SUPPLIES | \$1,561.11 |
| | JPMORGAN CHASE BANK | IMPERIAL-UNIFORMS | \$555.18 |
| | JPMORGAN CHASE BANK | INNOVATIVE-SUPPLIES | \$2,755.31 |
| | JPMORGAN CHASE BANK | KANSAS GOLF-PARTS | \$841.15 |
| | JPMORGAN CHASE BANK | LOWES-REFUND | (\$25.52) |
| | JPMORGAN CHASE BANK | LOWES-SUPPLIES | \$114.48 |
| | JPMORGAN CHASE BANK | OREILLY-REFUND | (\$102.57) |
| | JPMORGAN CHASE BANK | OREILLY-SUPPLIES | \$315.87 |
| | JPMORGAN CHASE BANK | P&K EQUIP-PARTS | \$67.98 |
| | JPMORGAN CHASE BANK | P&K-PARTS | \$337.47 |
| | JPMORGAN CHASE BANK | QUALITY TIRE-EQUIP | \$278.99 |
| | JPMORGAN CHASE BANK | RR PRODUCTS-PARTS | \$518.90 |
| | JPMORGAN CHASE BANK | STANDARD-PARTS | \$2,311.79 |
| | JPMORGAN CHASE BANK | TIFCO-SUPPLIES | \$563.27 |
| | JPMORGAN CHASE BANK | TURNPRO-TREATMENT | \$630.00 |
| | JPMORGAN CHASE BANK | UATTEND-SUBSCRIPTION | \$74.00 |
| | MOHAWK MATERIALS | SAND | \$1,071.35 |
| | ROB'S SOD, INC | TOPSOIL | \$275.00 |
| | THE HUNTINGTON NATIONAL BANK | MAINT EQUIP LEASE | \$5,207.39 |
| | UNIFIRST FIRST AID CORP | SUPPLIES | \$103.55 |
| | UNIFIRST HOLDINGS LP | ENV CHARGE | \$84.00 |
| | UNIFIRST HOLDINGS LP | JANITORIAL | \$114.00 |
| | UNIFIRST HOLDINGS LP | SHOP TOWEL SERVICE | \$115.35 |
| | UNIFIRST HOLDINGS LP | SUPPLIES | \$165.02 |

Claims List - 09/06/2022

| Fund | Vendor Name | Payable Description | Payment Amount |
|-------------------------------|-----------------------|----------------------|-------------------------|
| 55 | OPGA | UNIFIRST HOLDINGS LP | UNIFORM SERVICE \$71.82 |
| COURSE MAINT - Total | | | \$35,269.11 |
| | COX COMMUNICATIONS | PHONE USAGE | \$7.13 |
| | JPMORGAN CHASE BANK | GRIMSLEYS-SUPPLIES | \$258.39 |
| | JPMORGAN CHASE BANK | SAMS-SUPPLIES | \$60.06 |
| | JPMORGAN CHASE BANK | SYSCO-SUPPLIES | \$358.80 |
| | JPMORGAN CHASE BANK | TANKERSLEY-SUPPLIES | \$59.76 |
| | JPMORGAN CHASE BANK | UNITED LINEN-RENTAL | \$92.19 |
| | JPMORGAN CHASE BANK | WALMART-SUPPLIES | \$34.44 |
| | STEPHEN R GRINTER | REPAIR | \$90.00 |
| FOOD & BEV - Total | | | \$960.77 |
| | AEP/PSO | ELECTRIC USE | \$2,035.83 |
| | AT&T LONG DISTANCE | LONG DISTANCE PHONE | \$77.78 |
| | COX COMMUNICATIONS | PHONE USAGE | \$3.56 |
| | GPS TECHNOLOGIES INC | CART GPS | \$246.00 |
| | JPMORGAN CHASE BANK | COX-SERVICE | \$110.06 |
| | JPMORGAN CHASE BANK | GRIMSLEYS-SUPPLIES | \$436.24 |
| | STANDLEY SYSTEMS, LLC | COPIER | \$442.40 |
| GOLF ADMIN - Total | | | \$3,351.87 |
| | COX COMMUNICATIONS | PHONE USAGE | \$10.69 |
| | JPMORGAN CHASE BANK | SUNDANCE-SUPPLIES | \$379.98 |
| GOLF SHOP - Total | | | \$390.67 |
| | JPMORGAN CHASE BANK | ACUSHNET-MERCHANDISE | \$2,165.55 |
| | JPMORGAN CHASE BANK | BUSHNELL-MERCHANDISE | \$2,376.00 |
| | JPMORGAN CHASE BANK | GOLF COURSE BEER | \$87.42 |
| | JPMORGAN CHASE BANK | IMPERIAL-MERCHANDISE | \$1,696.23 |
| | JPMORGAN CHASE BANK | PEPSI-BEVERAGE | \$426.00 |
| | JPMORGAN CHASE BANK | SAMS-FOOD | \$1,521.65 |
| | JPMORGAN CHASE BANK | SYSCO-FOOD | \$397.41 |
| | JPMORGAN CHASE BANK | TANKERSLEY-FOOD | \$564.82 |
| | JPMORGAN CHASE BANK | TEXOMA-MERCHANDISE | \$711.13 |
| | JPMORGAN CHASE BANK | WALMART-FOOD | \$212.09 |
| OPGA - Total | | | \$10,158.30 |
| OPGA - Total | | | \$58,908.00 |
| OPGA Grand Total | | | \$58,908.00 |

**OWASSO PUBLIC GOLF AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 08/13/22**

| <u>Department</u> | <u>Payroll Expenses</u> | <u>Total Expenses</u> |
|------------------------------|-------------------------|-----------------------|
| 600 Golf Shop Operations | 5,742.71 | 9,527.59 |
| 605 Cart Operations | 3,006.00 | 3,361.02 |
| 610 Golf Course Operations | 14,270.75 | 20,649.04 |
| 670 Food & Beverage | 3,560.16 | 5,348.42 |
| 690 General & Administration | 3,679.23 | 5,400.17 |
| <hr/> FUND TOTAL | <hr/> 30,258.85 | <hr/> 44,286.24 |

OWASSO PUBLIC GOLF AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 08/27/22

| <u>Department</u> | <u>Payroll Expenses</u> | <u>Total Expenses</u> |
|------------------------------|-------------------------|-----------------------|
| 600 Golf Shop Operations | 5,871.71 | 9,669.31 |
| 605 Cart Operations | 4,196.50 | 4,683.43 |
| 610 Golf Course Operations | 13,604.58 | 20,433.53 |
| 670 Food & Beverage | 5,036.59 | 6,990.21 |
| 690 General & Administration | 4,159.23 | 5,931.29 |
| <hr/> FUND TOTAL | <hr/> 32,868.61 | <hr/> 47,707.77 |