

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

Council Chambers Old Central Building

109 North Birch, Owasso, OK

Tuesday, September 21, 2021 - 6:30 PM

NOTE: APPROPRIATE ACTION may include, but is not limited to: acknowledging, affirming, amending, approving, authorizing, awarding, denying, postponing, or tabling.

AGENDA

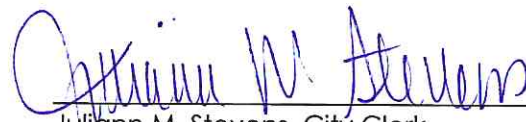
RECEIVED

SEP 17 2021

City Clerk's Office

1. **Call to Order**
Chair Bill Bush
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 - September 7, 2021, and September 14, 2021, 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 September 11, 2021
 - Monthly Budget Status Report - August 2021
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 11, 2020 and the Agenda posted at City Hall, 200 South Main Street, at 12:00 pm on Friday, September 17, 2021.



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, September 7, 2021

The Owasso Public Golf Authority (OPGA) met in regular session on Tuesday, September 7, 2021, in the Council Chambers at Old Central, 109 North Birch, Owasso, Oklahoma, per the Notice of Public Meeting filed Friday, December 11, 2020; 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 Thursday, September 2, 2021.

1. Call to Order

Chair Bill Bush called the meeting to order at 7:33 pm.

2. Roll Call

Present	Absent
Chair – Bill Bush	None
Vice Chair – Kelly Lewis	
Trustee – 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 - August 17, 2021, Regular Meeting
- B. Approve claims

Ms. Lewis moved, seconded by Mr. Dunn to approve the Consent Agenda, as presented with claims totaling \$54,716.39.

YEA: Bonebrake, Dunn, Fruga, Lewis, Bush

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 (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 August 14, 2021, and August 28, 2021

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. Fruga to adjourn the meeting.

YEA: Bonebrake, Dunn, Fruga, Lewis, Bush

NAY: None

Motion carried: 5-0 and the meeting adjourned at 7:34 pm.

Bill Bush, Chair

Juliann M. Stevens, Authority Clerk

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

MINUTES OF JOINT REGULAR MEETING Tuesday, September 14, 2021

The Owasso City Council, Owasso Public Works Authority (OPWA), and Owasso Public Golf Authority (OPGA) met in a joint regular meeting on Tuesday, September 14, 2021, in the Council Chambers at Old Central, 109 North Birch Street, Owasso, Oklahoma, per the Notice of Public Meeting filed Friday, December 11, 2020; 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, September 10, 2021.

1. Call to Order/Roll Call

Mayor/Chair Bill Bush called the meeting to order at 6:00 pm.

Present

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

Absent

None

2. Discussion relating to Community Development items

- A. Request for annexation (OA 21-04) and rezoning (OZ 21-06) – approximately 3.27 acres located at 12600 East 116th Street North from Agricultural-Residential (AG-R) to Commercial Shopping (CS)
- B. Request for a final plat – Abbott Farms III, approximately 11.64 acres located east of the northeast corner of East 106th Street North and North Mingo Road

Alexa Beemer presented items A and B and discussion was held. It was further explained these items would be placed on the September 21, 2021, City Council agenda for consideration and action.

3. 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 reported on staff preparation following the President's executive order related to COVID, and announced that Ascension St. John Owasso is holding a recognition event at their locations to honor health care workers and first responders.

4. City Councilor/Trustee comments and inquiries

Mr. Bush commented on the National Guard fly-over before the Ascension St. John Owasso event. Mr. Bonebrake commented on the Bailey Ranch Golf Course renovation project.

5. Adjournment

The meeting adjourned at 6:20 pm.

Bill Bush, Mayor/Chair

Juliann M. Stevens, City Clerk

Claims List - 9/21/2021

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	JPMORGAN CHASE BANK	CORNERSTONE-SUPPLIES \$89.98
		JPMORGAN CHASE BANK	WALMART-REPAIRS \$29.85
		O'REILLY AUTOMOTIVE INC	PARTS \$357.52
		CART OPERATIONS - Total	\$477.35
		AEP/PSO	ELECTRIC USE \$1,923.70
		BROWN FARMS LLC	SOD \$940.00
		CITY GARAGE	CITY GARAGE LABOR OH CHG \$67.58
		HOLLIDAY SAND & GRAVEL CO	SAND \$1,054.91
		JPMORGAN CHASE BANK	AMAZON-EASELS \$49.77
		JPMORGAN CHASE BANK	AMAZON-STOP SIGNS \$44.91
		JPMORGAN CHASE BANK	BWI-FERTILIZER \$11,032.92
		JPMORGAN CHASE BANK	BWI-HERBICIDE \$7,423.00
		JPMORGAN CHASE BANK	CERTIFIED LAB-SUPPLIE \$310.00
		JPMORGAN CHASE BANK	GRAINGER-KIT \$242.44
		JPMORGAN CHASE BANK	KANSAS GOLF-HYD CYLIN \$530.90
		JPMORGAN CHASE BANK	KANSAS GOLF-PARTS \$182.34
		JPMORGAN CHASE BANK	KANSAS GOLF-ROLLERS \$1,143.91
		JPMORGAN CHASE BANK	LOWES-DELIVERY \$20.00
		JPMORGAN CHASE BANK	LOWES-LUMBER \$783.85
		JPMORGAN CHASE BANK	LOWES-POSTS \$112.18
		JPMORGAN CHASE BANK	MEETING EXPENSE \$159.65
		JPMORGAN CHASE BANK	OREILLY-AIR FILTERS \$50.07
		JPMORGAN CHASE BANK	OREILLY-ANTIFREEZE \$34.83
		JPMORGAN CHASE BANK	OREILLY-MOTOR OIL \$39.17
		JPMORGAN CHASE BANK	OREILLY-PARTS \$54.72
		JPMORGAN CHASE BANK	OREILLY-SEAL \$5.49
		JPMORGAN CHASE BANK	OREILLY-SUPPLIES \$39.38
		JPMORGAN CHASE BANK	OREILLY-WIRE BRUSH \$39.98
		JPMORGAN CHASE BANK	OREILLY-WIRE PROTECTO \$29.50
		JPMORGAN CHASE BANK	OREILLY-WIRE WHEEL \$39.98
		JPMORGAN CHASE BANK	P&K EQUIP-EDGER BLADE \$143.40
		JPMORGAN CHASE BANK	P&K EQUIP-LIFT ARMS \$1,740.22
		JPMORGAN CHASE BANK	P&K EQUIP-RETURN (\$1,146.57)
		JPMORGAN CHASE BANK	PROF TURF PRO-REBUILD \$340.65
		JPMORGAN CHASE BANK	PROF TURF PRO-ROLLERS \$835.26
		JPMORGAN CHASE BANK	QUALITY TIRE-TURF TIR \$202.00
		JPMORGAN CHASE BANK	SPIIO-SENSORS \$2,533.00
		JPMORGAN CHASE BANK	STANDARD SPLY-BLADES \$71.91
		JPMORGAN CHASE BANK	STANDARD SPLY-FILTERS \$374.59
		MOHAWK MATERIALS	SAND \$915.50
		ONEOK INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE \$41.37
		RIVERVIEW SOD RANCH	SOD \$920.00

Claims List - 9/21/2021

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	TIMMONS OIL COMPANY	\$2,701.41
		UNIFIRST HOLDINGS LP	\$44.00
		UNIFIRST HOLDINGS LP	\$76.00
		UNIFIRST HOLDINGS LP	\$83.88
		UNIFIRST HOLDINGS LP	\$47.88
COURSE MAINT - Total			\$36,279.68
	JPMORGAN CHASE BANK	AMAZON-FOAM CUPS	\$222.00
	JPMORGAN CHASE BANK	AMAZON-LIDS	\$120.15
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$73.16
	JPMORGAN CHASE BANK	SYSCO-REFUND	(\$76.02)
	JPMORGAN CHASE BANK	SYSCO-SUPPLIES	\$826.90
	JPMORGAN CHASE BANK	WALMART-SUPPLIES	\$62.35
	STEPHEN R GRINTER	REPAIR	\$125.00
FOOD & BEV - Total			\$1,353.54
	AEP/PSO	ELECTRIC USE	\$1,467.53
	AT&T	LONG DISTANCE PHONE	\$10.15
	AT&T LONG DISTANCE	LONG DISTANCE PHONE	\$74.86
	JPMORGAN CHASE BANK	BILLER DIRECT-UNIFORM	\$134.18
	JPMORGAN CHASE BANK	COX-CABLE	\$103.48
	JPMORGAN CHASE BANK	GO DADDY-DOMAIN	\$19.17
	JPMORGAN CHASE BANK	JST INC-CLEANING	\$640.00
	JPMORGAN CHASE BANK	LOWES-REPAIR	\$13.64
	JPMORGAN CHASE BANK	MURPHY -SUPPLIES	\$30.00
	JPMORGAN CHASE BANK	MURPHY-SUPPLIES	\$505.59
	JPMORGAN CHASE BANK	TV PROS-REPAIR	\$704.62
	JPMORGAN CHASE BANK	UNIFIRST-RUG SERVICE	\$40.23
	ONEOK INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE	\$182.37
GOLF ADMIN - Total			\$3,925.82
	JPMORGAN CHASE BANK	EASY PICKER-PART	\$438.64
	JPMORGAN CHASE BANK	OK GOLF-SERVICE	\$550.00
	JPMORGAN CHASE BANK	PGA OF AMER-DUES	\$692.00
	JPMORGAN CHASE BANK	SOUTH CNRTL-REFUND	(\$125.00)
	JPMORGAN CHASE BANK	SOUTH CNTRAL-PRO/ASSI	\$500.00
GOLF SHOP - Total			\$2,055.64
	BGR DAILY ACCT.	REIMB PETTY CASH	\$339.95
	JPMORGAN CHASE BANK	ACUSHNET-MERCHANDISE	\$3,906.03
	JPMORGAN CHASE BANK	BUSHNELL-MERCHANDISE	\$610.56
	JPMORGAN CHASE BANK	COBRA-MERCHANDISE	\$81.09
	JPMORGAN CHASE BANK	IMPERIAL-COFFEE	\$58.00
	JPMORGAN CHASE BANK	LUXOTTICA-MERCHANDISE	\$117.59
	JPMORGAN CHASE BANK	PEPSICO-BEVERAGES	\$363.88

Claims List - 9/21/2021

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	JPMORGAN CHASE BANK	\$482.71
		JPMORGAN CHASE BANK	\$558.12
		JPMORGAN CHASE BANK	\$166.83
		JPMORGAN CHASE BANK	\$295.70
		JPMORGAN CHASE BANK	\$7.74
	OPGA	- Total	\$6,988.20
		JPMORGAN CHASE BANK	\$1,609.88
	PRO SHOP RENOVATION	- Total	\$1,609.88
	OPGA	- Total	\$52,690.11
	OPGA Grand Total		\$52,690.11

CITY OF OWASSO
OWASSO PUBLIC GOLF AUTHORITY
FISCAL YEAR 2020-2021
Budgetary Basis
Statement of Revenues & Expenses
As of August 31, 2021

	MONTH TO-DATE	YEAR TO-DATE	BUDGET	PERCENT OF BUDGET
OPERATING REVENUES:				
Golf shop fees	\$ 16,750	\$ 23,204	\$ 422,851	5.49%
Cart Rental	-	-	118,034	0.00%
Food & beverage	2,058	4,572	99,279	4.61%
COS -- food & beverage	(1,425)	(4,569)	(48,891)	9.35%
Merchandise sales	6,461	12,955	123,567	10.48%
COS -- merchandise	(1,965)	(5,014)	(85,732)	5.85%
TOTAL OPERATING REVENUES	\$ 21,878	\$ 31,148	\$ 629,108	4.95%
OPERATING EXPENSES:				
Golf Shop	(17,247)	(34,462)	\$ (278,167)	12.39%
Cart Operations	(8,297)	(14,015)	(126,738)	11.06%
Golf Course Maintenance	(112,945)	(168,076)	(852,523)	19.72%
Food & Beverage	(7,811)	(15,436)	(146,394)	10.54%
Golf Administration	(18,859)	(44,340)	(264,892)	16.74%
Capital Outlay	(831)	(831)	-	
Capital Outlay Greens Replacement	-	-	-	
TOTAL OPERATING EXPENSES	\$ (165,991)	\$ (277,160)	\$ (1,668,714)	16.61%
OPERATING REVENUES OVER (UNDER) EXPENDITURES	\$ (144,112)	\$ (246,012)	\$ (1,039,606)	
NONOPERATING REVENUES (EXPENSES):				
Transfer from General	\$ 137,869	\$ 361,894	\$ 1,040,000	34.80%
Transfer from OPWA	-	-	-	0.00%
Other revenues/(expenses)	1	2	-	
TOTAL NONOPERATING REVENUES (EXPENSES):	\$ 137,870	\$ 361,895	\$ 1,040,000	34.80%
NET INCOME (LOSS)	\$ (6,242)	\$ 115,883	\$ 394	
ENCUMBRANCES OUTSTANDING		\$ (117,094)		
FUND BALANCE (Budgetary Basis)				
Beginning Balance		1,211	1,211	
Ending Balance		\$ -	\$ 1,605	

OWASSO PUBLIC GOLF AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 09/11/21

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
600 Golf Shop Operations	4,822.29	8,447.10
605 Cart Operations	1,874.50	2,092.91
610 Golf Course Operations	11,958.28	19,063.04
670 Food & Beverage	2,797.99	4,478.31
690 General & Administration	3,644.04	5,323.31
<hr/> FUND TOTAL	<hr/> 25,097.10	<hr/> 39,404.67