

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

Council Chambers Old Central Building

109 North Birch, Owasso, OK

TUESDAY, OCTOBER 6, 2020 - 6:30 PM

AGENDA

RECEIVED

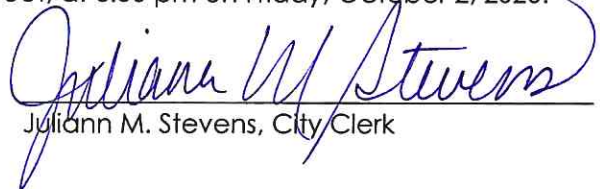
OCT 02 2020

HS

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 15, 2020, Regular Meeting
 - B. Approve claims
 - C. Declare the following furniture as surplus to the needs of the Authority and authorize disposal via on-line auction:
 - 13 round banquet tables
 - 52 cushioned banquet chairs
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 Report – pay period ending date September 12, 2020, and September 26, 2020
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 13, 2019, and the Agenda posted at City Hall, 200 South Main Street, at 6:00 pm on Friday, October 2, 2020.



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 15, 2020

The Owasso Public Golf Authority (OPGA) met in regular session on Tuesday, September 15, 2020, in the Council Chambers at Old Central, 109 North Birch, Owasso, Oklahoma, per the Notice of Public Meeting filed Friday, December 13, 2019; 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 11, 2020.

1. Call to Order

Chair Bill Bush called the meeting to order at 7:47 pm.

2. Roll Call

Present	Absent
Chair – Bill Bush	None
Vice Chair – Kelly Lewis	
Trustee – Chris Kelley	
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 - September 1, 2020, and September 8, 2020, Regular Meetings
- B. Approve claims

Mr. Kelley moved, seconded by Ms. Lewis to approve the Consent Agenda, as presented, with claims totaling \$27,272.02.

YEA: Bonebrake, Dunn, Kelley, Lewis, Bush

NAY: None

Motion carried: 5-0

4. Consideration and appropriate action relating to items removed from the Consent Agenda

None

5. Consideration and appropriate action relating to bids received for the Bailey Ranch Golf Club Bridge Renovation Project and a budget amendment

Chris Cook presented the item, recommending award of the bid to American Native Ventures, LLC, of Muskogee, Oklahoma, in the amount of \$75,400.00, authorization to execute the agreement, and approval of a budget amendment increasing the appropriation for expenditures by \$75,400.00, utilizing carryover FY 2019-2020 funds.

There were no comments from the audience. After discussion, Mr. Bonebrake moved, seconded by Ms. Lewis to award the bid, authorize execution of the agreement, and approve the budget amendment, as recommended.

YEA: Bonebrake, Dunn, Kelley, Lewis, Bush

NAY: None

Motion carried: 5-0

6. Report from OPGA Manager

None

7. Report from OPGA Attorney

None

8. 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 Report – pay period ending date August 29, 2020
- Monthly Budget Status Report – August 2020

9. New Business (New Business is any item of business which could not have been foreseen at the time of posting of the agenda)

None

10. Adjournment

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

YEA: Bonebrake, Dunn, Kelley, Lewis, Bush

NAY: None

Motion carried: 5-0 and the meeting adjourned at 7:55 pm.

Bill Bush, Chair

Juliann M. Stevens, Authority Clerk

Claims List - 10/6/2020

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	JPMORGAN CHASE BANK	\$939.35
		YAMAHA MOTOR CORPORATION, USA	\$3,594.38
		CART OPERATIONS - Total	\$4,533.73
	AEP/PSO	ELECTRIC USE	\$2,422.34
	AGSOURCE HARRIS LABORATORIES	WATER TEST	\$51.69
	AT&T	CONSOLIDATED PHONE	\$13.16
	JPMORGAN CHASE BANK	BWI-FERTILIZER	\$5,280.58
	JPMORGAN CHASE BANK	CERTIFIED LAB-GREASE	\$335.95
	JPMORGAN CHASE BANK	GREEN GUARD-FIRST AID	\$254.61
	JPMORGAN CHASE BANK	HARRELLS-FUNGICIDE	\$684.58
	JPMORGAN CHASE BANK	HARRELLS-PESTICIDES	\$7,374.00
	JPMORGAN CHASE BANK	HARRELLS-SUPPLIES	\$403.00
	JPMORGAN CHASE BANK	IBT-HARDWARE	\$8.92
	JPMORGAN CHASE BANK	INNOVATIVE TURF-SUPPL	\$464.86
	JPMORGAN CHASE BANK	KANSAS GOLF-PARTS	\$4,124.43
	JPMORGAN CHASE BANK	KANSAS GOLF-REPAIR	\$801.80
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	\$87.52
	JPMORGAN CHASE BANK	MAIL THIS-POSTAGE	\$53.31
	JPMORGAN CHASE BANK	OK GOLF-REGIS FEE	\$35.00
	JPMORGAN CHASE BANK	OREILLY-DEGREASER	\$15.98
	JPMORGAN CHASE BANK	OREILLY-FILTERS	\$24.41
	JPMORGAN CHASE BANK	OREILLY-LIGHT KIT	\$56.83
	JPMORGAN CHASE BANK	OREILLY-OIL	\$58.97
	JPMORGAN CHASE BANK	OREILLY-PARTS	\$36.53
	JPMORGAN CHASE BANK	OREILLY-SUPPLIES	\$18.97
	JPMORGAN CHASE BANK	P&K-REPAIR	\$98.99
	JPMORGAN CHASE BANK	P&K-STRING	\$49.99
	JPMORGAN CHASE BANK	RR PROD-REEL	\$250.51
	JPMORGAN CHASE BANK	STANDARD SPLY-OIL FIL	\$37.00
	JPMORGAN CHASE BANK	TIFCO-HARDWARE	\$596.64
	JPMORGAN CHASE BANK	TIMMONS OIL-FUEL	\$1,783.09
	JR SIMPLOT COMPANY	SEAWEED EXTRACT	\$360.00
	PONDS RX OK INC	POND TREATMENTS	\$549.00
	TCF NATIONAL BANK	MAINT CART LEASE	\$1,160.00
	TCF NATIONAL BANK	MAINT EQUIP LEASE	\$5,207.39
	TULSA WORLD	PUBLICATIONS	\$61.50
	UNIFIRST HOLDINGS LP	ENV CHARGE	\$33.00
	UNIFIRST HOLDINGS LP	JANITORIAL	\$55.74
	UNIFIRST HOLDINGS LP	SHOP TOWEL SERVICE	\$50.94
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$36.81
		COURSE MAINT - Total	\$32,938.04
	JPMORGAN CHASE BANK	MURPHY-SUPPLIES	\$84.44

Claims List - 10/6/2020

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	JPMORGAN CHASE BANK	\$164.41
		JPMORGAN CHASE BANK	\$61.88
		JPMORGAN CHASE BANK	\$1,350.51
		JPMORGAN CHASE BANK	\$53.12
		JPMORGAN CHASE BANK	\$203.86
		JPMORGAN CHASE BANK	\$23.46
		FOOD & BEV - Total	\$1,941.68
		AEP/PSO	\$1,392.76
		AT&T	\$26.32
		AT&T LONG DISTANCE	\$59.58
		JPMORGAN CHASE BANK	\$96.63
		JPMORGAN CHASE BANK	\$18.17
		JPMORGAN CHASE BANK	\$33.60
		JPMORGAN CHASE BANK	\$33.07
		JPMORGAN CHASE BANK	\$7.96
		JPMORGAN CHASE BANK	\$258.96
		JPMORGAN CHASE BANK	\$375.00
		JPMORGAN CHASE BANK	\$90.00
		JPMORGAN CHASE BANK	\$41.61
		JPMORGAN CHASE BANK	\$632.69
		JPMORGAN CHASE BANK	\$1,003.00
		GOLF ADMIN - Total	\$4,069.35
		JPMORGAN CHASE BANK	\$100.00
		JPMORGAN CHASE BANK	\$468.88
		OKLAHOMA GOLF ASSOCIATION	\$525.00
		GOLF SHOP - Total	\$1,093.88
		BGR DAILY ACCT.	\$3,007.80
		CALLAWAY GOLF SALES COMPANY	\$694.83
		JPMORGAN CHASE BANK	\$1,191.06
		JPMORGAN CHASE BANK	\$396.99
		JPMORGAN CHASE BANK	\$2,529.95
		JPMORGAN CHASE BANK	\$26.95
		JPMORGAN CHASE BANK	\$996.37
		JPMORGAN CHASE BANK	\$1,423.33
		JPMORGAN CHASE BANK	\$264.39
		JPMORGAN CHASE BANK	\$1,938.08
		JPMORGAN CHASE BANK	\$159.04
		JPMORGAN CHASE BANK	\$185.16
		JPMORGAN CHASE BANK	\$358.88
		JPMORGAN CHASE BANK	\$179.96
		NIKE USA, INC	\$849.88

Claims List - 10/6/2020

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	OPGA - Total	\$14,202.67
	OPGA	- Total	\$58,779.35
OPGA Grand Total			\$58,779.35



TO: The Honorable Chair and Trustees
Owasso Public Golf Authority (OPGA)

FROM: Larry Langford
Director of Recreation and Culture

SUBJECT: Surplus Equipment and Authorization for Disposal

DATE: October 2, 2020

BACKGROUND:

The Owasso Public Golf Authority declares items surplus that have reached their end of life or are no longer useful. An estimated value of \$500 or more for the individual item requires Trustee approval for disposal.

ITEMS TO BE DECLARED SURPLUS:

The following equipment has been deemed no longer serviceable due to age and/or condition. The equipment has been replaced, is no longer needed, and has no value to the organization; therefore, staff is requesting that the following items be declared surplus by the OPGA:

- 13 (thirteen) round banquet tables
- 52 (fifty-two) cushioned banquet chairs

RECOMMENDATION:

Staff recommends declaring the following equipment as surplus to the needs of the OPGA and approving of their disposal via online auction:

- 13 (thirteen) round banquet tables
- 52 (fifty-two) cushioned banquet chairs

OWASSO PUBLIC GOLF AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 09/12/2020

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
600 Golf Shop Operations	4,848.56	7,881.51
605 Cart Operations	1,876.94	2,109.69
610 Golf Course Operations	13,713.78	20,520.39
670 Food & Beverage	3,157.00	4,825.99
690 General & Administration	3,564.45	5,190.43
<hr/> FUND TOTAL	<hr/> 27,160.73	<hr/> 40,528.01

OWASSO PUBLIC GOLF AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 09/26/2020

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
600 Golf Shop Operations	5,016.81	8,061.74
605 Cart Operations	1,964.63	2,208.24
610 Golf Course Operations	13,186.35	19,945.28
670 Food & Beverage	3,112.47	4,776.25
690 General & Administration	3,564.45	5,190.43
<hr/> FUND TOTAL	<hr/> 26,844.71	<hr/> 40,181.94