

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

Council Chambers Old Central Building

109 North Birch, Owasso, OK

Tuesday, November 1, 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

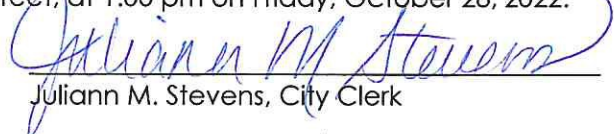
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OCT 28 2022 *HS*

City Clerk's Office

1. **Call to Order**
Chair Kelly Lewis
2. **Roll Call**
3. **Consideration and appropriate action relating to 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 – October 18, 2022, Regular Meeting
 - B. Approve claims
4. **Consideration and appropriate action relating to items removed from the Consent Agenda**
5. **Report from OPGA Manager**
 - Golf Report
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 October 22, 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 1:00 pm on Friday, October 28, 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, OCTOBER 18, 2022

The Owasso Public Golf Authority (OPGA) met in regular session on Tuesday, October 18, 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 1:00 pm on Friday, October 14, 2022.

1. **Call to Order** - Chair Kelly Lewis called the meeting to order at 7:50 pm.

2. **Roll Call** – A quorum was declared present.

| | |
|--------------------------|---------------------|
| Present | Absent |
| Chair – Kelly Lewis | Trustee – Bill Bush |
| Vice Chair – Alvin Fruga | |
| Trustee – Doug Bonebrake | |
| 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 – October 4, 2022, and October 11, 2022, Regular Meetings
- B. Approve claims

Mr. Dunn moved, seconded by Mr. Fruga to approve the Consent Agenda as presented, with claims totaling \$60,139.73.

YEA: Bonebrake, Dunn, Fruga, Lewis

NAY: None

Motion carried: 4-0

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 October 8, 2022
- Monthly Budget Report – September 2022

8. **New Business** – None

9. **Adjournment**

Mr. Dunn moved, seconded by Mr. Fruga to adjourn the meeting.

YEA: Bonebrake, Dunn, Fruga, Lewis

NAY: None

Motion carried: 4-0 and the meeting adjourned at 7:51 pm.

Juliann M. Stevens, Authority Clerk

Kelly Lewis, Chair

Claims List - 11/01/2022

| Fund | Vendor Name | Payable Description | Payment Amount |
|------|------------------------------|--------------------------------|-----------------------|
| 55 | OPGA | JPMORGAN CHASE BANK | FLEET-FUEL \$1,179.87 |
| | | YAMAHA MOTOR CORPORATION, USA | CART LEASE \$3,790.82 |
| | | CART OPERATIONS - Total | \$4,970.69 |
| | AEP/PSO | ELECTRIC USE | \$3,640.40 |
| | DALE & LEES SERVICE INC | REPAIRS | \$92.00 |
| | HOLLIDAY SAND & GRAVEL CO | SAND | \$374.07 |
| | JPMORGAN CHASE BANK | KANSAS GOLF-REFUND | (\$215.65) |
| | JPMORGAN CHASE BANK | OREILLY-PARTS | \$65.66 |
| | JPMORGAN CHASE BANK | OREILLY-REFUND | (\$23.43) |
| | JPMORGAN CHASE BANK | ROTO-ROOTER-SERVICE | \$194.00 |
| | JPMORGAN CHASE BANK | RR PRODUCTS-PARTS | \$124.65 |
| | JPMORGAN CHASE BANK | TWIN CITIES-CONCRETE | \$678.40 |
| | THE HUNTINGTON NATIONAL BANK | MAINT EQUIP LEASE | \$5,207.39 |
| | UNIFIRST HOLDINGS LP | ENV CHARGE | \$28.00 |
| | UNIFIRST HOLDINGS LP | JANITORIAL | \$38.00 |
| | UNIFIRST HOLDINGS LP | SHOP TOWEL SERVICE | \$43.72 |
| | UNIFIRST HOLDINGS LP | UNIFORM SERVICE | \$23.94 |
| | | COURSE MAINT - Total | \$10,271.15 |
| | JPMORGAN CHASE BANK | IMAGEFIRST-RENTAL | \$145.22 |
| | JPMORGAN CHASE BANK | SAMS-SUPPLIES | \$180.58 |
| | JPMORGAN CHASE BANK | SYSCO-SUPPLIES | \$472.66 |
| | JPMORGAN CHASE BANK | TANKERSLEY-SUPPLIES | \$167.43 |
| | JPMORGAN CHASE BANK | WALMART-SUPPLIES | \$4.77 |
| | | FOOD & BEV - Total | \$970.66 |
| | AEP/PSO | ELECTRIC USE | \$1,611.05 |
| | AT&T | LONG DISTANCE PHONE | \$9.45 |
| | JPMORGAN CHASE BANK | GRIMSLEYS-SUPPLIES | \$322.37 |
| | JPMORGAN CHASE BANK | WASTE MGMT-DISPOSAL | \$788.56 |
| | | GOLF ADMIN - Total | \$2,731.43 |
| | JPMORGAN CHASE BANK | WITTEK GOLF-SUPPLIES | \$180.16 |
| | | GOLF SHOP - Total | \$180.16 |
| | JPMORGAN CHASE BANK | ACUSHNET-MERCH | \$2,604.72 |
| | JPMORGAN CHASE BANK | BLACK COVER-MERCH | \$105.75 |
| | JPMORGAN CHASE BANK | BUSHNELL-MERCH | \$1,606.15 |
| | JPMORGAN CHASE BANK | IMPERIAL-SUPPLIES | \$85.90 |
| | JPMORGAN CHASE BANK | PEPSI-BEVERAGE | \$635.94 |
| | JPMORGAN CHASE BANK | PLAYMAKAR-MERCH | \$1,017.36 |
| | JPMORGAN CHASE BANK | PRO GOLF-MERCH | \$939.95 |
| | JPMORGAN CHASE BANK | SAMS-FOOD | \$1,241.05 |
| | JPMORGAN CHASE BANK | SYSCO-FOOD | \$356.18 |
| | JPMORGAN CHASE BANK | TANKERSLEY-FOOD | \$393.76 |

Claims List - 11/01/2022

| Fund | Vendor Name | Payable Description | Payment Amount |
|-------------------------|-------------|---------------------|--------------------|
| 55 | OPGA | JPMORGAN CHASE BANK | \$119.79 |
| | OPGA | - Total | \$9,106.55 |
| | OPGA | - Total | \$28,230.64 |
| OPGA Grand Total | | | \$28,230.64 |

OWASSO PUBLIC GOLF AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 10/22/22

| <u>Department</u> | <u>Payroll Expenses</u> | <u>Total Expenses</u> |
|------------------------------|-------------------------|-----------------------|
| 600 Golf Shop Operations | 5,748.71 | 9,520.13 |
| 605 Cart Operations | 3,702.25 | 4,131.11 |
| 610 Golf Course Operations | 12,769.85 | 19,486.53 |
| 670 Food & Beverage | 4,974.42 | 6,918.44 |
| 690 General & Administration | 4,159.23 | 5,931.29 |
| <hr/> FUND TOTAL | <hr/> 31,354.46 | <hr/> 45,987.50 |