

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

**Council Chambers Old Central Building**

**109 North Birch, Owasso, OK**

**Tuesday, November 7, 2023 - 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**

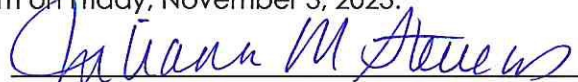
**NOV 03 2023**

*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 17, 2023, 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 21, 2023
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 9, 2022, and the Agenda posted at City Hall, 200 South Main Street, at 1:00 pm on Friday, November 3, 2023.

  
Juliann M. Stevens, City Clerk

*The City of Owasso encourages citizen participation. To request an accommodation due to a disability, contact the City Clerk prior to the scheduled meeting by phone 918-376-1502 or by email to [jstevens@cityofowasso.com](mailto:jstevens@cityofowasso.com)*

# OWASSO PUBLIC GOLF AUTHORITY (OPGA)

## MINUTES OF REGULAR MEETING TUESDAY, OCTOBER 17, 2023

The Owasso Public Golf Authority (OPGA) met in regular session on Tuesday, October 17, 2023, in the Council Chambers at Old Central, 109 North Birch, Owasso, Oklahoma per the Notice of Public Meeting filed Friday, December 9, 2022; 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 13, 2023.

1. **Call to Order** - Chair Kelly Lewis called the meeting to order at 7:16 pm.

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

Present	Absent
Chair – Kelly Lewis	None
Vice Chair – Alvin Fruga	
Trustee – Doug Bonebrake	
Trustee – Lyndell Dunn	
Trustee – Paul Loving	

Staff: Authority Manager – Warren Lehr / Authority Attorney - Julie Lombardi

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 3, 2023, and October 10, 2023, Regular Meetings

B. Approve claims

Mr. Dunn moved, seconded by Mr. Bonebrake, to approve the Consent Agenda as presented, with claims totaling \$59,972.95.

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

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 a Fiscal Year 2023-2024 budget amendment for the re-appropriation of carryover funds from Fiscal Year 2022-2023**

Carly Novozinsky presented the item, recommending approval of a budget amendment in the OPGA Fund, increasing the appropriation for expenditures by \$34,679.00. There were no comments from the audience. Mr. Bonebrake moved, seconded by Mr. Dunn, to approve the budget amendment, as recommended.

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

NAY: None

Motion carried: 5-0

6. **Report from OPGA Manager**

None

7. **Report from OPGA Attorney**

None

8. **Official Notices** - The Chair acknowledged receipt of the following:

- Payroll Payment Report – Pay Period Ending Date October 7, 2023
- Monthly Budget Report – September 2023

**9. New Business**

None

**10. Adjournment**

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

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

NAY: None

Motion carried: 5-0 and the meeting adjourned at 7:17 pm.

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Juliann M. Stevens, Authority Clerk

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Kelly Lewis, Chair

## Claims List - 11/07/2023

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	FLEET FUELS LLC	\$1,511.02
		JPMORGAN CHASE BANK	\$79.96
		YAMAHA MOTOR CORPORATION, USA	\$4,821.85
<b>CART OPERATIONS - Total</b>			<b>\$6,412.83</b>
		AEP/PSO	\$3,773.67
		AT&T	\$29.13
		BROWN FARMS LLC	\$800.00
		BWI COMPANIES, INC	\$620.71
		FLEET FUELS LLC	\$2,228.06
		JPMORGAN CHASE BANK	\$38.12
		JPMORGAN CHASE BANK	\$33.47
		JPMORGAN CHASE BANK	\$149.16
		JPMORGAN CHASE BANK	\$588.84
		JPMORGAN CHASE BANK	\$807.16
		JPMORGAN CHASE BANK	\$3,488.25
		JPMORGAN CHASE BANK	\$49.96
		JPMORGAN CHASE BANK	\$48.56
		JPMORGAN CHASE BANK	\$150.00
		JPMORGAN CHASE BANK	\$39.00
		JPMORGAN CHASE BANK	\$520.64
		JPMORGAN CHASE BANK	\$290.00
		JPMORGAN CHASE BANK	\$107.91
		JPMORGAN CHASE BANK	\$129.39
		JPMORGAN CHASE BANK	\$1,899.00
		JPMORGAN CHASE BANK	\$41.00
		JPMORGAN CHASE BANK	\$68.05
		JR SIMPLOT COMPANY	\$331.92
		THE HUNTINGTON NATIONAL BANK	\$5,207.39
		UNIFIRST HOLDINGS LP	\$39.75
		UNIFIRST HOLDINGS LP	\$57.00
		UNIFIRST HOLDINGS LP	\$65.58
		UNIFIRST HOLDINGS LP	\$81.39
<b>COURSE MAINT - Total</b>			<b>\$21,683.11</b>
		COX COMMUNICATIONS	\$7.61
		JPMORGAN CHASE BANK	\$159.74
		JPMORGAN CHASE BANK	\$71.76
		JPMORGAN CHASE BANK	\$155.83
		JPMORGAN CHASE BANK	\$11.64
<b>FOOD &amp; BEV - Total</b>			<b>\$406.58</b>
		AEP/PSO	\$1,743.78
		AT&T LONG DISTANCE	\$96.56

## Claims List - 11/07/2023

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	COX COMMUNICATIONS	\$3.80
		GPS TECHNOLOGIES INC	\$876.00
		JAMES R HAYES	\$645.00
		JPMORGAN CHASE BANK	\$119.04
		JPMORGAN CHASE BANK	\$1,300.00
		JPMORGAN CHASE BANK	\$181.40
		JPMORGAN CHASE BANK	\$34.60
		JPMORGAN CHASE BANK	\$33.51
		JPMORGAN CHASE BANK	\$285.44
		JPMORGAN CHASE BANK	\$395.00
		JPMORGAN CHASE BANK	\$645.00
		<b>GOLF ADMIN - Total</b>	<b>\$6,359.13</b>
		ENVIROTECH ENGINEERING & CONSULTING	\$1,336.25
		<b>GOLF MAINT FACILITY RENOV - Total</b>	<b>\$1,336.25</b>
		COX COMMUNICATIONS	\$11.41
		JPMORGAN CHASE BANK	\$99.99
		JPMORGAN CHASE BANK	\$21.55
		JPMORGAN CHASE BANK	\$260.45
		JPMORGAN CHASE BANK	\$99.00
		JPMORGAN CHASE BANK	\$50.00
		<b>GOLF SHOP - Total</b>	<b>\$542.40</b>
		BGR DAILY ACCT.	\$3,774.79
		JPMORGAN CHASE BANK	\$5,535.52
		JPMORGAN CHASE BANK	\$272.44
		JPMORGAN CHASE BANK	\$1,078.44
		JPMORGAN CHASE BANK	\$111.45
		JPMORGAN CHASE BANK	\$929.87
		JPMORGAN CHASE BANK	\$1,641.06
		JPMORGAN CHASE BANK	\$2,019.00
		JPMORGAN CHASE BANK	\$189.45
		<b>OPGA - Total</b>	<b>\$15,552.02</b>
		<b>OPGA - Total</b>	<b>\$52,292.32</b>
		<b>OPGA Grand Total</b>	<b>\$52,292.32</b>

**OWASSO PUBLIC GOLF AUTHORITY  
PAYROLL PAYMENT REPORT  
PAY PERIOD ENDING DATE 10/21/23**

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
600 Golf Shop Operations	6,880.54	10,987.67
605 Cart Operations	2,915.75	3,255.46
610 Golf Course Operations	17,535.20	24,599.14
670 Food & Beverage	4,132.45	6,079.47
690 General & Administration	4,333.21	6,198.20
<hr/> FUND TOTAL	<hr/> 35,797.15	<hr/> 51,119.94