

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

Council Chambers Old Central Building

109 North Birch, Owasso, OK

Tuesday, November 16, 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

NOV 12 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 - November 2, 2021, and November 9, 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 November 6, 2021
 - Monthly Budget Status Report – October 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, November 12, 2021.


Chris Garrett, Deputy 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, November 2, 2021

The Owasso Public Golf Authority (OPGA) met in regular session on Tuesday, November 2, 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 12:00 pm on Friday, October 29, 2021.

1. Call to Order

Chair Bill Bush called the meeting to order at 7:25 pm.

2. Roll Call

Present

Absent

Chair – Bill Bush

Trustee – Lyndell Dunn

Vice Chair – Kelly Lewis

Trustee – Alvin Fruga

Trustee – Doug Bonebrake

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 - October 19, 2021, Regular Meeting

B. Approve claims

Mr. Bonebrake moved, seconded by Ms. Lewis to approve the Consent Agenda, as presented with claims totaling \$38,311.32.

YEA: Bonebrake, Fruga, Lewis, Bush

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

Warren Lehr introduced Chris Cook to provide the Golf Report.

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 October 23, 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

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

YEA: Bonebrake, Fruga, Lewis, Bush

NAY: None

Motion carried: 4-0 and the meeting adjourned at 7:52 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, November 9, 2021

The Owasso City Council, Owasso Public Works Authority (OPWA), and Owasso Public Golf Authority (OPGA) met in a joint regular meeting on Tuesday, November 9, 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 12:00 pm on Friday, November 5, 2021.

1. Call to Order/Roll Call

Vice Mayor/Vice Chair Kelly Lewis called the meeting to order at 6:00 pm.

Present

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

Absent

Mayor/Chair – Bill Bush
Councilor/Trustee – Doug Bonebrake

2. Discussion relating to a request for rezoning (OZ 21-07) – approximately 10 acres located at 10927 East 106th Street North from Agriculture (AG) to Commercial Shopping (CS) and Residential Multi-Family (RM)

Alexa Beemer presented the item and discussion was held. It was further explained that an item would be placed on the November 16, 2021, City Council agenda for consideration and action.

3. Discussion relating to amending the list of projects eligible for expenditure from the Capital Improvements Fund to include renovations of Fire Station #1 and Fire Station #2

Teresa Willson and David Hurst presented the item and discussion was held. It was further explained that the required public hearing would be held on November 16, 2021 during the City Council meeting.

4. Discussion relating to Economic Development Items

- A. Strategic Plan (EDSP) Annual Report
- B. Oklahoma Film Friendly Community Program

Chelsea Levo Feary presented the items and discussion was held.

5. Discussion relating to the sale of surplus property located at East 106th Street North and US Highway 169

Juliann Stevens presented the item and discussion was held.

6. Discussion relating to City Manager items

- A. Monthly sales tax report
- B. City Manager report

Warren Lehr introduced Linda Jones-Holt to present item A. Mr. Lehr reported on Veteran's Appreciation Week activities.

7. City Councilor/Trustee comments and inquiries

None

8. Adjournment

The meeting adjourned at 7:02 pm.

Kelly Lewis, Vice Mayor/Vice Chair

Juliann M. Stevens, City Clerk

Claims List - 11/16/2021

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	JPMORGAN CHASE BANK	CUTTER&BUCK-UNIFORMS \$450.78
		JPMORGAN CHASE BANK	TIMMONS-FUEL \$1,575.84
CART OPERATIONS - Total			\$2,026.62
	AT&T	CONSOLIDATED PHONE	\$15.22
	CITY GARAGE	CITY GARAGE OH CHG OCT21	\$67.58
	JPMORGAN CHASE BANK	AMAZON-PESTICIDE	\$21.97
	JPMORGAN CHASE BANK	ATWOODS-SUPPLIES	\$205.42
	JPMORGAN CHASE BANK	BWI-SEED	\$720.00
	JPMORGAN CHASE BANK	EZGO FINANCE-REPAIRS	\$2,181.49
	JPMORGAN CHASE BANK	IBT-BEARINGS	\$165.92
	JPMORGAN CHASE BANK	INNOVATIVE-WETTING AG	\$322.19
	JPMORGAN CHASE BANK	LOCKE-BULBS	\$331.30
	JPMORGAN CHASE BANK	LOCKE-FOSES	\$34.84
	JPMORGAN CHASE BANK	LOWES-FITTINGS	\$99.40
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	\$23.90
	JPMORGAN CHASE BANK	LOWES-TOOLS	\$30.94
	JPMORGAN CHASE BANK	OK GOLF-REGIS FEE	\$75.00
	JPMORGAN CHASE BANK	OREILLY-AIR FILTER	\$25.91
	JPMORGAN CHASE BANK	OREILLY-BATTERY CLAMP	\$10.99
	JPMORGAN CHASE BANK	OREILLY-OIL FILTER	\$20.10
	JPMORGAN CHASE BANK	OREILLY-SUPPLIES	\$177.75
	JPMORGAN CHASE BANK	P&K-GRASS SHIELD	\$222.69
	JPMORGAN CHASE BANK	P&K-SERVICE	\$341.67
	JPMORGAN CHASE BANK	PROF TURF-MOTOR	\$697.01
	JPMORGAN CHASE BANK	REXEL-PARTS	\$162.58
	JPMORGAN CHASE BANK	RR PRODUCTS-BEDKNIVES	\$211.35
	JPMORGAN CHASE BANK	RR PRODUCTS-PARTS	\$34.50
	JPMORGAN CHASE BANK	SITEONE-FLOWERS	\$110.00
	JPMORGAN CHASE BANK	SPECTRUM TECH-PARTS	\$162.00
	JPMORGAN CHASE BANK	STANDARD SPLY-SUPPLIE	\$389.95
	JPMORGAN CHASE BANK	TURNPRO-TREATMENTS	\$549.00
	JR SIMPLOT COMPANY	FERTILIZER	\$280.00
	ONEOK INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE	\$64.11
	UNIFIRST HOLDINGS LP	ENV CHARGE	\$44.00
	UNIFIRST HOLDINGS LP	JANITORIAL	\$76.00
	UNIFIRST HOLDINGS LP	SHOP TOWEL SERVICE	\$83.88
	UNIFIRST HOLDINGS LP	SUPPLIES	\$20.68
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$47.88
	UNITED RENTALS NORTH AMERICA INC	WATER TRAILER RENTAL	\$361.95
	VERIZON WIRELESS	WIRELESS CONNECTION	\$80.02
COURSE MAINT - Total			\$8,469.19
	COX COMMUNICATIONS	PHONE	\$6.93

Claims List - 11/16/2021

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	JPMORGAN CHASE BANK	\$105.12
		JPMORGAN CHASE BANK	\$439.65
		JPMORGAN CHASE BANK	\$109.24
	FOOD & BEV	- Total	\$660.94
	AT&T	LONG DISTANCE PHONE	\$10.63
	AT&T LONG DISTANCE	LONG DISTANCE PHONE	\$72.40
	COX COMMUNICATIONS	PHONE	\$3.46
	GPS TECHNOLOGIES INC	CART GPS	\$630.00
	JPMORGAN CHASE BANK	MURPHY-SUPPLIES	\$427.07
	ONEOK INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE	\$324.78
	SOUTH CENTRAL GOLF INC	AD	\$1,850.00
	GOLF ADMIN	- Total	\$3,318.34
	COX COMMUNICATIONS	PHONE	\$10.39
	JPMORGAN CHASE BANK	TEXOMA-SUPPLIES	\$44.09
	JPMORGAN CHASE BANK	WALMART-SUPPLIES	\$17.92
	GOLF SHOP	- Total	\$72.40
	BGR DAILY ACCT.	REIMB GOLF PETTY CASH	\$1,439.85
	CALLAWAY GOLF SALES COMPANY	MERCHANDISE	\$175.58
	JPMORGAN CHASE BANK	ACUSHNET-MERCHANDISE	\$1,080.49
	JPMORGAN CHASE BANK	PEPSI-BEVERAGES	\$973.59
	JPMORGAN CHASE BANK	SAMS-FOOD	\$603.08
	JPMORGAN CHASE BANK	SYSCO-FOOD	\$751.40
	JPMORGAN CHASE BANK	TEXOMA-MERCHANDISE	\$82.29
	JPMORGAN CHASE BANK	TRACER-MERCHANDISE	\$282.41
	JPMORGAN CHASE BANK	WALMART-BEER	\$212.48
	JPMORGAN CHASE BANK	WALMART-FOOD	\$214.01
	OPGA	- Total	\$5,815.18
	OPGA	- Total	\$20,362.67
	OPGA Grand Total		\$20,362.67

OWASSO PUBLIC GOLF AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 11/06/21

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
600 Golf Shop Operations	4,936.29	8,562.20
605 Cart Operations	2,144.06	2,393.87
610 Golf Course Operations	11,050.20	18,055.42
670 Food & Beverage	2,796.36	4,472.39
690 General & Administration	3,954.81	5,699.72
<hr/> FUND TOTAL	<hr/> 24,881.72	<hr/> 39,183.60

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

	<u>MONTH TO-DATE</u>	<u>YEAR TO-DATE</u>	<u>BUDGET</u>	<u>PERCENT OF BUDGET</u>
OPERATING REVENUES:				
Golf shop fees	\$ 82,352	\$ 188,780	\$ 422,851	44.64%
Cart Rental	18,662	45,978	118,034	38.95%
Food & beverage	19,409	45,013	99,279	45.34%
COS -- food & beverage	(7,556)	(21,250)	(48,891)	43.46%
Merchandise sales	19,743	53,063	123,567	42.94%
COS -- merchandise	(14,119)	(34,156)	(85,732)	39.84%
TOTAL OPERATING REVENUES	<u><u>\$ 118,491</u></u>	<u><u>\$ 277,427</u></u>	<u><u>\$ 629,108</u></u>	44.10%
OPERATING EXPENSES:				
Golf Shop	(26,509)	(79,975)	\$ (278,167)	28.75%
Cart Operations	(18,556)	(36,577)	(126,738)	28.86%
Golf Course Maintenance	(76,981)	(338,110)	(852,523)	39.66%
Food & Beverage	(15,279)	(41,967)	(146,394)	28.67%
Golf Administration	(27,272)	(92,182)	(296,338)	31.11%
Capital Outlay	-	(2,441)	-	
Capital Outlay Greens Replacement	-	-	-	
TOTAL OPERATING EXPENSES	<u><u>\$ (164,597)</u></u>	<u><u>\$ (591,252)</u></u>	<u><u>\$ (1,700,160)</u></u>	34.78%
OPERATING REVENUES OVER (UNDER) EXPENDITURES	<u><u>\$ (46,106)</u></u>	<u><u>\$ (313,825)</u></u>	<u><u>\$ (1,071,052)</u></u>	
NONOPERATING REVENUES (EXPENSES):				
Transfer from General	\$ 26,631	\$ 398,413	\$ 1,040,000	38.31%
Transfer from OPWA	-	-	-	0.00%
Other revenues/(expenses)	-	(9)	-	
TOTAL NONOPERATING REVENUES (EXPENSES):	<u><u>\$ 26,631</u></u>	<u><u>\$ 398,404</u></u>	<u><u>\$ 1,040,000</u></u>	38.31%
NET INCOME (LOSS)	<u><u>\$ (19,475)</u></u>	<u><u>\$ 84,579</u></u>	<u><u>\$ (31,052)</u></u>	
ENCUMBRANCES OUTSTANDING		\$ (85,790)		
FUND BALANCE (Budgetary Basis)				
Beginning Balance		72,937	72,937	
Ending Balance		<u><u>\$ 71,726</u></u>	<u><u>\$ 41,885</u></u>	