

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

Council Chambers Old Central Building

109 North Birch, Owasso, OK

TUESDAY, NOVEMBER 17, 2020 - 6:30 PM

AGENDA

RECEIVED

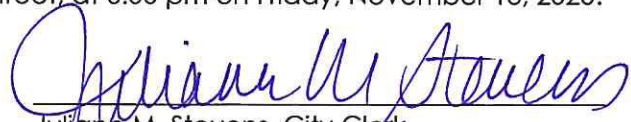
NOV 13 2020



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 3, 2020, and November 10, 2020, Regular Meetings
 - 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 to Authority (documents for acknowledgment or information only, no discussion or action will be taken)**
 - Payroll Payment Report – pay period ending date November 7, 2020
 - Monthly Budget Status Report - October 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, November 13, 2020.


Julian 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, November 3, 2020

The Owasso Public Golf Authority (OPGA) met in regular session on Tuesday, November 3, 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, October 30, 2020.

1. Call to Order

Chair Bill Bush called the meeting to order at 6:57 pm.

2. Roll Call

Present

Absent

Chair – Bill Bush

Trustee – Doug Bonebrake

Vice Chair – Kelly Lewis

Trustee – Chris Kelley

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 of the October 20, 2020, Regular Meeting

B. Approve claims

Mr. Dunn moved, seconded by Mr. Kelley to approve the Consent Agenda, as presented, with claims totaling \$33,058.76.

YEA: Dunn, Kelley, 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

None

6. Report from OPGA Attorney

None

7. 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 October 24, 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)

None

9. Adjournment

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

YEA: Dunn, Kelley, Lewis, Bush

NAY: None

Motion carried: 4-0 and the meeting adjourned at 7:58 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 10, 2020

The Owasso City Council, Owasso Public Works Authority (OPWA), and Owasso Public Golf Authority (OPGA) met in a joint regular meeting on Tuesday, November 10, 2020, in the Council Chambers at Old Central, 109 North Birch Street, 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, November 6, 2020.

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 – Chris Kelley

Councilor/Trustee – Doug Bonebrake (leaves meeting at 7:04pm)

Councilor/Trustee – Lyndell Dunn

A quorum was declared present.

Absent

None

Mayor Bush announced that Councilor Bonebrake will need to leave the meeting early and moved items #6 and #4 to the beginning of the meeting.

6. **Discussion relating to the COVID-19 Pandemic and local public health issues**

Warren Lehr presented the item and discussion was held.

4. **Discussion relating to the sale of surplus city property located at the northeast corner of East 96th Street North and Mingo Road (Bailey Creek)**

Julie Lombardi presented the item and discussion was held. It was further explained this item would be placed on the November 17, 2020, City Council agenda for consideration and action.

2. **Discussion relating to a final plat for 1.51 acres, located at 13311 East 116th Street North (Tommy's Car Wash)**

Alexa Beemer presented the item, explaining this item would be placed on the November 17, 2020, City Council agenda for consideration and action.

3. **Discussion relating to bids received for the Wastewater Treatment Plant and Main Lift Station Expansion Project**

Roger Stevens presented the item and discussion was held. It was further explained this item would be placed on the December 1, 2020, OPWA agenda for consideration and action.

Councilor Bonebrake leaves the meeting.

5. **Discussion relating to the dissolution of the Owasso Public Golf Authority**

Julie Lombardi and Warren Lehr presented the item and discussion was held.

7. **Discussion relating to City Manager items**

Warren Lehr

A. Citizen appointment to the Board of Adjustment

B. Monthly sales tax report

C. City/Authority Manager report

Mr. Lehr presented Item A and discussion was held. It was further explained an item would be listed on the November 17, 2020, City Council agenda for consideration and action. Linda Jones presented Item B and discussion was held. Under Item C, Mr. Lehr reported on community activities recognizing military Veterans and discussion as held.

8. City Councilor/Trustee comments and inquiries
None

9. Adjournment
The meeting adjourned at 7:20 pm.

Bill Bush, Mayor/Chair

Juliann M. Stevens, City Clerk

Claims List - 11/17/2020

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	AEP/PSO	\$1,275.90
		CITY GARAGE	\$75.83
		JPMORGAN CHASE BANK	\$242.07
		JPMORGAN CHASE BANK	\$242.07
		JPMORGAN CHASE BANK	(\$1,457.48)
		JPMORGAN CHASE BANK	\$108.29
		JPMORGAN CHASE BANK	\$101.52
		JPMORGAN CHASE BANK	\$42.94
		JPMORGAN CHASE BANK	\$59.00
		JPMORGAN CHASE BANK	\$75.00
		JPMORGAN CHASE BANK	\$266.24
		JPMORGAN CHASE BANK	\$172.01
		JPMORGAN CHASE BANK	\$112.17
		ONEOK, INC OKLAHOMA NATURAL GAS	\$62.69
		TCF NATIONAL BANK	\$5,207.39
		VERIZON WIRELESS	\$40.95
		COURSE MAINT - Total	\$6,626.59
		JPMORGAN CHASE BANK	\$124.98
		JPMORGAN CHASE BANK	\$295.06
		JPMORGAN CHASE BANK	\$47.27
		JPMORGAN CHASE BANK	\$52.58
		STEPHEN R GRINTER	\$180.00
		FOOD & BEV - Total	\$699.89
		AEP/PSO	\$733.58
		APS FIRECO TULSA	\$316.25
		HOLLON FIRE PROTECTION	\$76.00
		JPMORGAN CHASE BANK	\$157.28
		ONEOK, INC OKLAHOMA NATURAL GAS	\$217.90
		OWASSO CHAMBER OF COMMERCE	\$1,350.00
		GOLF ADMIN - Total	\$2,851.01
		JPMORGAN CHASE BANK	\$208.35
		GOLF SHOP - Total	\$208.35
		JPMORGAN CHASE BANK	\$911.19
		JPMORGAN CHASE BANK	\$587.79
		JPMORGAN CHASE BANK	\$419.02
		JPMORGAN CHASE BANK	\$166.67
		JPMORGAN CHASE BANK	\$65.53
		JPMORGAN CHASE BANK	\$32.90
		OPGA - Total	\$2,183.10
OPGA	- Total		\$12,568.94

Claims List - 11/17/2020

Fund	Vendor Name	Payable Description	Payment Amount
<hr/> OPGA Grand Total			\$12,568.94

**OWASSO PUBLIC GOLF AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 11/07/20**

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
600 Golf Shop Operations	4,978.19	10,287.90
605 Cart Operations	1,352.88	1,520.65
610 Golf Course Operations	10,740.61	17,182.62
670 Food & Beverage	2,614.88	4,219.04
690 General & Administration	3,564.45	5,190.43
<hr/> FUND TOTAL	<hr/> 23,251.01	<hr/> 38,400.64

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

	MONTH TO-DATE	YEAR TO-DATE	BUDGET	PERCENT OF BUDGET
OPERATING REVENUES:				
Golf shop fees	\$ 71,434	\$ 297,796	\$ 512,467	58.11%
Merchandise sales	12,109	64,747	163,230	39.67%
COS -- merchandise	(7,944)	(41,374)	(118,349)	34.96%
Cart Rental	19,959	113,043	142,931	79.09%
Food & beverage	14,527	77,405	134,139	57.70%
COS -- food & beverage	(6,564)	(35,869)	(67,487)	53.15%
TOTAL OPERATING REVENUES	\$ 103,520	\$ 475,748	\$ 766,931	62.03%
OPERATING EXPENSES:				
Golf Shop	(18,301)	(72,821)	\$ (276,141)	26.37%
Cart Operations	(12,217)	(46,776)	(120,058)	38.96%
Golf Course Maintenance	(56,532)	(271,552)	(731,714)	37.11%
Food & Beverage	(11,507)	(55,631)	(140,778)	39.52%
Golf Administration	(24,987)	(82,308)	(227,912)	36.11%
Capital Outlay	-	-	(75,400)	0.00%
TOTAL OPERATING EXPENSES	\$ (123,544)	\$ (529,088)	\$ (1,572,003)	33.66%
OPERATING REVENUES OVER (UNDER) EXPENDITURES	\$ (20,024)	\$ (53,340)	\$ (805,072)	
NONOPERATING REVENUES (EXPENSES):				
Transfer from General	\$ 462,333	\$ 596,537	\$ 929,672	64.17%
Transfer from OPWA		-	326,201	0.00%
Other revenues/(expenses)	5	46	-	
TOTAL NONOPERATING REVENUES (EXPENSES):	\$ 462,338	\$ 596,583	\$ 1,255,873	47.50%
NET INCOME (LOSS)	\$ 442,314	\$ 543,243	\$ 450,801	
ENCUMBRANCES OUTSTANDING		\$ (92,442)		
FUND BALANCE (Budgetary Basis)				
Beginning Balance		(1,484,615)	(1,484,615)	
Ending Balance		\$ (1,033,814)	\$ (1,033,814)	