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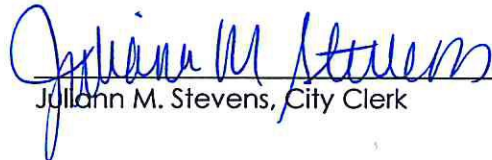
City Clerk's Office

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

**Council Chambers, Old Central Building
109 North Birch, Owasso, OK 74055
Regular Meeting
Tuesday, July 16, 2019 – 6:30 pm**

1. **Call to Order**
Chair Chris Kelley
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
 - July 2, 2019, Regular Meeting
 - July 9, 2019, Regular Meeting
 - 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 to Authority (documents for acknowledgment or information only, no discussion or action will be taken)**
 - Payroll Payment Reports – Pay Period Ending Date July 6, 2019
 - Monthly Budget Status Report - June 2019
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 December 14, 2018, and the Agenda posted at City Hall, 200 South Main Street, at 6:00 pm on Friday, July 12, 2019.



Jullann 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, July 2, 2019

The Owasso Public Golf Authority (OPGA) met in regular session on Tuesday, July 2, 2019, in the Council Chambers at Old Central, 109 North Birch, Owasso, Oklahoma per the Notice of Public Meeting filed December 14, 2018, 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, June 28, 2019.

1. Call to Order

Chair Chris Kelley called the meeting to order at 6:58 pm.

2. Roll Call

Present	Absent
Chair – Chris Kelley	None
Vice Chair – Bill Bush	
Trustee – Doug Bonebrake	
Trustee – Lyndell Dunn	
Trustee – Kelly Lewis	

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
 - June 18, 2019, Regular Meeting
- B. Approve claims

Mr. Dunn moved, seconded by Mr. Bush, to approve the Consent Agenda with claims totaling \$37,460.92.

YEA: Bonebrake, Dunn, Bush, Lewis, Kelley

NAY: None

Motion carried: 5-0

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 Reports – Pay Period Ending Date June 22, 2019

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

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

YEA: Bonebrake, Dunn, Bush, Lewis, Kelley

NAY: None

Motion carried: 5-0 and the meeting adjourned at 6:59 pm.

Chris Kelley, Chair

Juliann M. Stevens, Authority Clerk

OWASSO CITY COUNCIL, PUBLIC WORKS AUTHORITY, AND PUBLIC GOLF AUTHORITY

MINUTES OF JOINT REGULAR MEETING Tuesday, July 9, 2019

The Owasso City Council, Owasso Public Works Authority (OPWA), and Owasso Public Golf Authority (OPGA) met in a joint regular meeting on Tuesday, July 9, 2019, in the Council Chambers at Old Central, 109 North Birch Street, Owasso, Oklahoma, per the Notice of Public Meeting filed December 14, 2018, 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, July 5, 2019.

1. Call to Order/Roll Call

Present

Councilor/Trustee – Doug Bonebrake

Councilor/Trustee – Lyndell Dunn

Councilor/Trustee – Kelly Lewis

A quorum was declared present.

Absent

Mayor/Chair – Chris Kelley

Vice Mayor/Vice Chair – Bill Bush

In the absence of the Mayor and Vice Mayor, the City Clerk, Juliann M. Stevens, called the meeting to order at 6:00 pm, and requested a motion to appoint a Temporary Chair.

Mr. Dunn moved, seconded by Ms. Lewis to appoint Mr. Bonebrake as Temporary Chair.

YEA: Dunn, Lewis, Bonebrake

NAY: None

Motion carried: 3-0

2. Discussion relating to Owasso Public Works Authority capital project financing through the Oklahoma Water Resources Board

Linda Jones and Ben Oglesby, Municipal Finance Service, Inc., presented the item and discussion was held. It was further explained that an item would be placed on the July 16, City Council and OPWA agendas for consideration and action.

3. Discussion relating to Community Development Items

A. Proposed amendment to the Owasso Zoning Code, Chapter 10: Overlay Districts, Section 10.4, Uses in the US-169 Overlay District

B. Request for Annexation (OA 19-03) and rezoning (OZ 19-03) of approximately 2.5 acres located at 11707 East 106th Street North

Brian Dempster and Karl Fritschen presented item A and discussion was held. It was further explained that the item would be placed on the July 16, City Council agenda for a public hearing. Morgan Pemberton presented item B and discussion was held. It was further explained that the item would be placed on the July 16, City Council agenda for consideration and action.

4. Discussion relating to proposed amendments to the Owasso Code of Ordinances

A. Part 3, Alcoholic Beverages, Section 3-114 Consuming Spirits in Public; Intoxication

B. Part 10, Offenses and Crimes, Sections 10-201 Petit Larceny Prohibited; 10-401 Public Intoxication and Drinking Prohibited; 10-402 Marijuana Prohibited

Julie Lombardi and Scott Chambless presented both items and discussion was held. It was further explained that the items would be placed on a future City Council agenda for additional discussion.

5. Discussion relating to City Manager items

A. Proposed professional services agreement - 5K Heart Healthy Trail and Funtastic Island renovations and splash pad

B. Monthly sales tax report

C. City Manager report

Warren Lehr presented item A and discussion was held. It was further explained that this item would be placed on the July 16, City Council agenda for consideration and action. Jennifer

Newman presented item B and discussion was held. Mr. Lehr reported on the Planning Commission election of Dr. Loving as Chair and Tim Miller as Vice Chair; the recent visit from Chaumont, France Mayor Christine Guillemy and Vice Mayor Paul Fournié; and Owasso's response to the E 911 outage across the region.

6. City Councilor/Trustee comments and inquiries

Mr. Bonebrake commented on the City's annual fireworks display.

7. Adjournment

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

YEA: Dunn, Lewis, Bonebrake

NAY: None

Motion carried: 3-0

The meeting adjourned at 6:57 pm.

Doug Bonebrake, Temporary Chair

Juliann M. Stevens, City Clerk

Claims List - 7/16/2019

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	JPMORGAN CHASE BANK	TIMMONS-FUEL \$1,153.56
CART OPERATIONS - Total			\$1,153.56
	AMERICAN BACTERIAL SOLUTIONS LLC	POND TREATMENT	\$550.00
	AT&T	CONSOLIDATED PHONE	\$12.34
	CITY GARAGE	LABOR/OVERHEAD - JULY, 20	\$68.08
	JPMORGAN CHASE BANK	4 SEASONS-SUPPLIES	\$68.01
	JPMORGAN CHASE BANK	4 SEASONS-SWITCH	\$21.67
	JPMORGAN CHASE BANK	HARRELLS-FERTILIZER	\$23.05
	JPMORGAN CHASE BANK	HARRELLS-FUNGICIDE	\$202.50
	JPMORGAN CHASE BANK	INTERSTATE-BATTERY	\$123.35
	JPMORGAN CHASE BANK	KANSAS GOLF-BEDKNIVES	\$223.65
	JPMORGAN CHASE BANK	MOHAWK-SAND	\$2,757.28
	JPMORGAN CHASE BANK	OREILLY-PARTS	\$63.96
	JPMORGAN CHASE BANK	OREILLY-REPAIR	\$47.16
	JPMORGAN CHASE BANK	OREILLY-SUPPLIES	\$57.93
	ONEOK, INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE	\$71.79
	RIVERVIEW SOD RANCH	SOD	\$1,691.00
	UNIFIRST HOLDINGS LP	ENV CHARGE	\$22.00
	UNIFIRST HOLDINGS LP	SERVICE	\$36.74
	UNIFIRST HOLDINGS LP	SHOP TOWEL SERVICE	\$21.60
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$23.94
COURSE MAINT - Total			\$6,086.05
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$160.76
	JPMORGAN CHASE BANK	SYSCO-SUPPLIES	\$106.41
	JPMORGAN CHASE BANK	UNITED LINEN-RENTAL	\$157.28
	JPMORGAN CHASE BANK	WALMART-SUPPLIES	\$27.14
FOOD & BEV - Total			\$451.59
	AT&T	CONSOLIDATED PHONE	\$98.74
	GPS TECHNOLOGIES, INC	CART GPS	\$840.00
	JPMORGAN CHASE BANK	ADMIRAL EXP-SUPPLIES	\$57.98
	JPMORGAN CHASE BANK	COX-CABLE	\$77.53
	JPMORGAN CHASE BANK	MURPHY-SUPPLIES	\$454.12
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$41.47
	JPMORGAN CHASE BANK	PGA-DUES	\$486.00
	JPMORGAN CHASE BANK	USPS-POSTAGE	\$4.54
	JPMORGAN CHASE BANK	WASTE MGMT-REFUSE	\$457.07
	ONEOK, INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE	\$212.16
GOLF ADMIN - Total			\$2,729.61
	JPMORGAN CHASE BANK	GOLF CARS TULSA-RENTA	\$350.00
	JPMORGAN CHASE BANK	PGA-DUES	\$692.00
GOLF SHOP - Total			\$1,042.00

Claims List - 7/16/2019

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	BGR DAILY ACCT.	\$2,251.55
		JPMORGAN CHASE BANK	\$2,200.18
		JPMORGAN CHASE BANK	\$493.03
		JPMORGAN CHASE BANK	\$329.72
		JPMORGAN CHASE BANK	\$163.00
		JPMORGAN CHASE BANK	\$618.31
		JPMORGAN CHASE BANK	\$428.52
		JPMORGAN CHASE BANK	\$629.71
		JPMORGAN CHASE BANK	\$237.90
	OPGA	- Total	\$7,351.92
	OPGA	- Total	\$18,814.73
	OPGA Grand Total		\$18,814.73

OWASSO PUBLIC GOLF AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 07/06/19

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
600 Golf Shop Operations	2,366.95	3,876.89
605 Cart Operations	4,913.08	5,522.32
610 Golf Course Operations	15,912.67	21,957.69
670 Food & Beverage	3,343.37	4,937.27
690 General & Administration	3,435.80	5,202.73
<hr/> FUND TOTAL	<hr/> 29,971.87	<hr/> 41,496.90

CITY OF OWASSO
OWASSO PUBLIC GOLF AUTHORITY
FISCAL YEAR 2018-2019
Budgetary Basis
Statement of Revenues & Expenses
As of June 30, 2019

	<u>MONTH TO-DATE</u>	<u>YEAR TO-DATE</u>	<u>BUDGET</u>	<u>PERCENT OF BUDGET</u>
OPERATING REVENUES:				
Golf shop fees	\$ 67,820	\$ 486,820	\$ 509,000	95.64%
Merchandise sales	18,172	145,853	135,000	108.04%
COS -- merchandise	(12,834)	(109,272)	(106,400)	102.70%
Cart Rental	16,117	126,628	132,000	95.93%
Food & beverage	18,768	125,784	158,125	79.55%
COS -- food & beverage	(8,814)	(59,545)	(66,900)	89.01%
TOTAL OPERATING REVENUES	<u>\$ 99,228</u>	<u>\$ 716,267</u>	<u>\$ 760,825</u>	94.14%
OPERATING EXPENSES:				
Golf Shop	\$ (10,253)	\$ (119,389)	\$ (153,762)	77.65%
Cart Operations	(20,276)	(150,367)	(113,073)	132.98%
Golf Course Maintenance	(75,342)	(662,349)	(748,448)	88.50%
Food & Beverage	(13,403)	(105,555)	(136,397)	77.39%
Golf Administration	(17,934)	(219,047)	(226,525)	96.70%
TOTAL OPERATING EXPENSES	<u>\$ (137,207)</u>	<u>\$ (1,256,706)</u>	<u>\$ (1,378,205)</u>	91.18%
OPERATING REVENUES OVER (UNDER) EXPENDITURES	<u>\$ (37,979)</u>	<u>\$ (540,439)</u>	<u>\$ (617,380)</u>	
NONOPERATING REVENUES (EXPENSES):				
Transfer from General	\$ 362,380	\$ 1,062,380	\$ 817,380	129.97%
Transfer from OPWA	326,201	326,201	326,201	100.00%
Other revenues/(expenses)	7	334	-	152.07%
TOTAL NONOPERATING REVENUES (EXPENSES):	<u>\$ 688,588</u>	<u>\$ 1,388,915</u>	<u>\$ 1,143,581</u>	121.45%
NET INCOME (LOSS)	<u>\$ 650,610</u>	<u>\$ 848,476</u>	<u>\$ 526,201</u>	
ENCUMBRANCES OUTSTANDING		\$ (41,982)		
FUND BALANCE (Budgetary Basis)				
Beginning Balance		(2,917,784)	(2,917,784)	
Ending Balance		<u>\$ (2,111,290)</u>	<u>\$ (2,391,583)</u>	