

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

Council Chambers Old Central Building

109 North Birch, Owasso, OK

**Tuesday, July 20, 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**  
**JUL 16 2021**  
City Clerk's Office *JMS*

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 – July 6, 2021, and July 13 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 July 3, 2021
  - Monthly Budget Status Report - June 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, July 16, 2021.

  
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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](mailto:jstevens@cityofowasso.com)*

# OWASSO PUBLIC GOLF AUTHORITY (OPGA)

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## MINUTES OF REGULAR MEETING

Tuesday, July 6, 2021

The Owasso Public Golf Authority (OPGA) met in regular session on Tuesday, July 6, 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 6:00 pm on Thursday, July 1, 2021.

### 1. Call to Order

Chair Bill Bush called the meeting to order at 7:26 pm.

### 2. Roll Call

Present

Absent

Chair – Bill Bush

Trustee – Doug Bonebrake

Vice Chair – Kelly Lewis

Trustee – Alvin Fruga

Trustee – Lyndell Dunn

A quorum was declared present.

Staff:

Authority Manager – Warren Lehr

Acting Authority Attorney – Beth Anne Childs

### 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 15, 2021, Regular Meeting

A. Approve claims

Mr. Dunn moved, seconded by Ms. Lewis to approve the Consent Agenda, as presented with claims totaling \$318,800.18.

YEA: Dunn, 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

None

### 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 June 19, 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**

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

YEA: Dunn, Fruga, Lewis, Bush

NAY: None

Motion carried: 4-0 and the meeting adjourned at 7:27 pm.

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Bill Bush, Chair

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Juliann M. Stevens, Authority Clerk

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

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## MINUTES OF JOINT REGULAR MEETING Tuesday, July 13, 2021

The Owasso City Council, Owasso Public Works Authority (OPWA), and Owasso Public Golf Authority (OPGA) met in a joint regular meeting on Tuesday, July 13, 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 6:00 pm on Friday, July 9, 2021.

### 1. Call to Order/Roll Call

Mayor/Chair Bill Bush called the meeting to order at 6:00 pm.

#### Present

Mayor/Chair – Bill Bush  
Councillor/Trustee – Alvin Fruga  
Councillor/Trustee – Doug Bonebrake  
Councillor/Trustee – Lyndell Dunn  
A quorum was declared present.

#### Absent

Vice Mayor/Vice Chair – Kelly Lewis

### 2. Discussion relating to a proposed renewal of the Motorola Service Agreement for the City's radio communication system

Larry White presented the item and discussion was held. It was further explained that this item will be placed on the July 20, 2021, City Council agenda for consideration and action.

### 3. Discussion relating to Finance Department Items

- A. Proposed contract with Mediclaims, Inc. for ambulance cost recovery of Medicaid funding
- B. Proposed budget amendment in the E-911 Fund

Linda Jones presented item A and discussion was held. Jennifer Newman presented item B and discussion was held. It was further explained that items A and B will be placed on the July 20, 2021, City Council agenda for consideration and action.

### 4. Discussion relating to Community Development Items

- A. Request for a Planned Unit Development (OPUD 21-01) – 51.43 acres located just north of 10800 North 137th East Avenue, Tulsa Tech Owasso Campus (Redbud Village)
- B. Request for a Specific Use Permit (SUP 21-03) – 9.95 acres located at 11121 North 129th East Avenue (Bible Church of Owasso)
- C. Request for a Specific Use Permit (SUP 21-04) – 2.42 acres located south of 11422 North 134th East Avenue (Criterion)
- D. Request for rezoning (OZ 21-03) – 1.19 acres located at 10602 North 97th East Avenue from Agriculture (AG) to Commercial Shopping (CS)

Karl Fritschen presented item A, and discussion was held. Alexa Beemer presented items B through D, and discussion was held. It was further explained that items A through D would be placed on the July 20, 2021, City Council agenda for consideration and action.

### 5. Discussion relating to an increase in rates and fees charged at the Bailey Ranch Golf Club

Corey Burd presented the item and discussion was held. It was further explained that this item will be placed on a future agenda for consideration and action.

### 6. Discussion relating to City/Authority Manager items

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

Chris Garrett introduced Linda Jones to present item A and discussion was held. No Report under item B.

**7. Discussion relating to vacancies on the Owasso Planning Commission and Owasso Sales Tax Oversight Committee and citizen appointments to fill the remaining terms**

Mayor Bush presented the item and discussion was held. It was further explained that this item would be placed on a future agenda for consideration and action.

**8. City Councilor/Trustee comments and inquiries**

None

**9. Presentation on Best Practices for Municipal Elected Officials, including questions and related discussion**

Beth Anne Childs, Acting City Attorney, presented the item and discussion was held.

**10. Adjournment**

The meeting adjourned at 8:17 pm.

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Bill Bush, Mayor/Chair

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Juliann M. Stevens, City Clerk

## Claims List - 7/20/2021

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	YAMAHA GOLF CAR COMPANY	REPAIR \$178.50
		YAMAHA GOLF CAR COMPANY	REPAIRS \$522.59
		<b>CART OPERATIONS - Total</b>	<b>\$701.09</b>
		CITY GARAGE	LABOR/OVERHEAD-JULY2021 \$67.58
		JPMORGAN CHASE BANK	AMAZON-LAWN ROLLER \$109.00
		JPMORGAN CHASE BANK	CORE&MAIN-FITTINGS \$155.32
		JPMORGAN CHASE BANK	CORE&MAIN-PVC FITTING \$10.48
		JPMORGAN CHASE BANK	CORE&MAIN-SUPPLIES \$83.14
		JPMORGAN CHASE BANK	GRAINGER-FITTING \$8.54
		JPMORGAN CHASE BANK	KANSAS GOLF-ASSEMBLY \$127.66
		JPMORGAN CHASE BANK	KEELING-PARTS \$2,011.22
		JPMORGAN CHASE BANK	MAXWELL-REFUND (\$42.70)
		JPMORGAN CHASE BANK	NORBERG-FUSES \$570.00
		JPMORGAN CHASE BANK	OREILLY-AIR COUPLER \$3.12
		JPMORGAN CHASE BANK	OREILLY-SUPPLIES \$17.48
		JPMORGAN CHASE BANK	P&K-PARTS \$7.35
		JPMORGAN CHASE BANK	RICKERT-TREE REMOVAL \$3,500.00
		JPMORGAN CHASE BANK	SITEONE-HERBICIDES \$246.29
		JPMORGAN CHASE BANK	TIMMONS-FUEL \$1,561.51
		JPMORGAN CHASE BANK	TULSA NEW HOLLAND-ALT \$212.16
		ONEOK INC OKLAHOMA NATURAL GAS	NATURAL GAS USAGE \$40.89
		STEPHEN R GRINTER	SERVICE \$2,700.00
		UNIFIRST HOLDINGS LP	ENV CHARGE \$33.00
		UNIFIRST HOLDINGS LP	JANITORIAL \$57.00
		UNIFIRST HOLDINGS LP	SHOP TOWEL SERVICE \$109.86
		UNIFIRST HOLDINGS LP	UNIFORM SERVICE \$35.91
		VERIZON WIRELESS	WIRELESS CONNECTION \$80.02
		<b>COURSE MAINT - Total</b>	<b>\$11,704.83</b>
		JPMORGAN CHASE BANK	HOME DEPOT-PARTS \$21.97
		JPMORGAN CHASE BANK	LOWES-PARTS \$32.44
		JPMORGAN CHASE BANK	MURPHY-SUPPLIES \$29.76
		JPMORGAN CHASE BANK	SYSCO-SUPPLIES \$312.05
		JPMORGAN CHASE BANK	UNITED LINEN-RENTAL \$35.01
		<b>FOOD &amp; BEV - Total</b>	<b>\$431.23</b>
		AT&T	LONG DISTANCE PHONE \$8.83
		AT&T LONG DISTANCE	LONG DISTANCE PHONE \$74.86
		CYBERGOLF LLC	WEB HOSTING \$585.00
		JPMORGAN CHASE BANK	HAWKEYE-BANNER \$63.00
		JPMORGAN CHASE BANK	LOWES-SUPPLIES \$52.58
		JPMORGAN CHASE BANK	S CENTRAL PGA-TRAININ \$125.00
		JPMORGAN CHASE BANK	WASTE MGMT-REF SVC \$738.85

## Claims List - 7/20/2021

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	MIDWEST PAINTING INC	\$8,482.00
		ONEOK INC OKLAHOMA NATURAL GAS	\$169.42
	<b>GOLF ADMIN</b>	<b>- Total</b>	<b>\$10,299.54</b>
	JPMORGAN CHASE BANK	ACUSHNET-TRAINING SPL	\$1,999.97
	JPMORGAN CHASE BANK	ERIGGING.COM-RANGE RO	\$113.62
	<b>GOLF SHOP</b>	<b>- Total</b>	<b>\$2,113.59</b>
	FLEETWOOD SERVICES LLC	GREENS RENOVATION	\$37,393.85
	<b>GREENS REPLACEMENT PROJ</b>	<b>- Total</b>	<b>\$37,393.85</b>
	CALLAWAY GOLF SALES COMPANY	MERCHANDISE	\$996.32
	JPMORGAN CHASE BANK	ACUSHNET-MERCHANDISE	\$394.68
	JPMORGAN CHASE BANK	IMPERIAL-COFFEE	\$27.95
	JPMORGAN CHASE BANK	LUXOTTICA-MERCHANDISE	\$106.99
	JPMORGAN CHASE BANK	SAMS-FOOD	\$343.51
	JPMORGAN CHASE BANK	SYSCO-FOOD	\$239.37
	JPMORGAN CHASE BANK	TAYLORMADE-MERCHANDIS	\$301.87
	JPMORGAN CHASE BANK	TEXOMA-MERCHANDISE	\$889.98
	<b>OPGA</b>	<b>- Total</b>	<b>\$3,300.67</b>
	<b>OPGA</b>	<b>- Total</b>	<b>\$65,944.80</b>
	<b>OPGA Grand Total</b>		<b>\$65,944.80</b>

OWASSO PUBLIC GOLF AUTHORITY  
PAYROLL PAYMENT REPORT  
PAY PERIOD ENDING DATE 07/03/21

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
600 Golf Shop Operations	4,742.29	8,372.51
605 Cart Operations	685.57	765.46
610 Golf Course Operations	16,825.05	24,526.68
670 Food & Beverage	1,897.41	3,480.97
690 General & Administration	3,644.04	5,323.31
<hr/> FUND TOTAL	<hr/> 27,794.36	<hr/> 42,468.93



**CITY OF OWASSO**  
**OWASSO PUBLIC GOLF AUTHORITY**  
**FISCAL YEAR 2020-2021**  
**Budgetary Basis**  
**Statement of Revenues & Expenses**  
**As of June 30, 2021**

	<u>MONTH TO-DATE</u>	<u>YEAR TO-DATE</u>	<u>BUDGET</u>	<u>PERCENT OF BUDGET</u>
<b>OPERATING REVENUES:</b>				
Golf shop fees	\$ 6,375	\$ 516,384	\$ 512,467	100.76%
Merchandise sales	6,453	146,587	163,230	89.80%
COS -- merchandise	(11,338)	(107,318)	(118,349)	90.68%
Cart Rental	-	174,947	142,931	122.40%
Food & beverage	2,411	130,170	134,139	97.04%
COS -- food & beverage	(1,674)	(61,514)	(67,487)	91.15%
<b>TOTAL OPERATING REVENUES</b>	<u>\$ 2,227</u>	<u>\$ 799,256</u>	<u>\$ 766,931</u>	104.21%
<b>OPERATING EXPENSES:</b>				
Golf Shop	(18,178)	(232,228)	\$ (276,141)	84.10%
Cart Operations	(6,116)	(106,239)	(120,058)	88.49%
Golf Course Maintenance	(87,907)	(730,211)	(731,714)	99.79%
Food & Beverage	(7,745)	(128,229)	(140,778)	91.09%
Golf Administration	(29,269)	(236,493)	(227,912)	103.76%
Capital Outlay Bridge Renovation	-	(76,900)	(75,400)	101.99%
Capital Outlay Greens Replacement	(255,555)	(765,970)	(803,377)	95.34%
<b>TOTAL OPERATING EXPENSES</b>	<u>\$ (404,770)</u>	<u>\$ (2,276,269)</u>	<u>\$ (2,375,380)</u>	95.83%
<b>OPERATING REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (402,542)</u>	<u>\$ (1,477,013)</u>	<u>\$ (1,608,449)</u>	
<b>NONOPERATING REVENUES (EXPENSES):</b>				
Transfer from General	\$ 141,071	\$ 2,673,517	\$ 1,733,049	154.27%
Transfer from OPWA	-	326,201	326,201	100.00%
Other revenues/(expenses)	(0)	2,927	-	
<b>TOTAL NONOPERATING REVENUES (EXPENSES):</b>	<u>\$ 141,071</u>	<u>\$ 3,002,645</u>	<u>\$ 2,059,250</u>	145.81%
<b>NET INCOME (LOSS)</b>	<u>\$ (261,472)</u>	\$ 1,525,632	\$ 450,801	
<b>ENCUMBRANCES OUTSTANDING</b>		\$ (39,806)		
<b>FUND BALANCE (Budgetary Basis)</b>				
Beginning Balance		(1,484,615)	(1,484,615)	
Ending Balance		<u>\$ 1,212</u>	<u>\$ (1,033,814)</u>	