

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

Council Chambers Old Central Building

109 North Birch, Owasso, OK

**TUESDAY, February 16, 2021 - 6:30 PM**

**AGENDA**

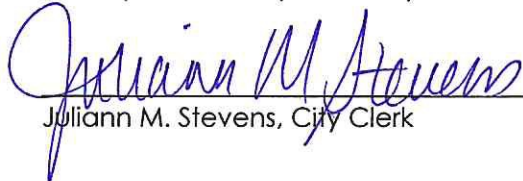
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City Clerk's Office

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 – February 2, 2021, and February 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**
  - 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 January 30, 2021
  - Monthly Budget Status Report - January 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 6:00 pm on Friday, February 12, 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)

## MINUTES OF REGULAR MEETING

Tuesday, February 2, 2021

The Owasso Public Golf Authority (OPGA) met in regular session on Tuesday, February 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 6:00 pm on Friday, January 29, 2021.

### 1. Call to Order

Chair Bill Bush called the meeting to order at 7:38 pm.

### 2. Roll Call

Present	Absent
Chair – Bill Bush	None
Vice Chair – Kelly Lewis	
Trustee – Chris Kelley	
Trustee – Doug Bonebrake	
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 - January 19, 2021, Regular Meeting
- B. Approve claims

Mr. Bonebrake moved, seconded by Mr. Kelley to approve the Consent Agenda, as presented with claims totaling \$72,776.90.

YEA: Bonebrake, Dunn, Kelley, Lewis, Bush

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 (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 January 16, 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. Kelley moved, seconded by Mr. Bonebrake to adjourn the meeting.

YEA: Bonebrake, Dunn, Kelley, Lewis, Bush

NAY: None

Motion carried: 5-0 and the meeting adjourned at 7:39 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, February 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, February 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 6:00 pm on Thursday, February 4, 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

Vice Mayor/Vice Chair – Kelly Lewis

Councilor/Trustee – Chris Kelley

Councilor/Trustee – Doug Bonebrake

Councilor/Trustee – Lyndell Dunn

A quorum was declared present.

Absent

None

### 2. Discussion relating to Community Development items

A. Community Development Block Grant (CDBG) Program Contract for Public Improvements with the Board of County Commissioners of Tulsa County for the Hale Acres Sanitary Sewer Line Rehabilitation

B. Request for a Specific Use Permit (SUP 20-04) - 1.54 acres located south of 11422 North 134<sup>th</sup> East Avenue (Criterion Multi-Use Commercial/Office Building)

C. Request for a Specific Use Permit (SUP 21-01) – 14.91 acres located at the northwest corner of East 76<sup>th</sup> Street North and North Memorial Drive (Trinity Presbyterian Church)

D. Request for a Specific Use Permit (SUP 21-02) – 11.48 acres located northeast of the intersection of US Highway 169 and East 116<sup>th</sup> Street North (Warren Clinic)

Karl Fritschen presented items A and D and discussion was held. Alexa Beemer presented items B and C and discussion was held. It was further explained that items A through D would be placed on the February 16, 2021, City Council agenda for consideration and action.

### 3. Discussion relating to a proposed amendment to the Metropolitan Environmental Trust Indenture, of which the City of Owasso is a beneficiary, to include the City of Wagoner as an additional beneficiary

Travis Blundell presented the item and discussion was held. It was further explained this item would be placed on the February 16, 2021, City Council consent agenda for consideration and action.

### 4. Discussion relating to the release of a personnel investigative report with all attachments, drafted in 2012 by Guy Fortney, Attorney, and requested by Christopher Camp, Attorney for Carol Ross

Julie Lombardi presented the item and discussion was held.

### 5. Discussion relating to City Manager items

A. Monthly sales tax report

B. City Manager report

Warren Lehr introduced Linda Jones to present item A and discussion was held. Mr. Lehr reported on city staff efforts during the winter weather event.

### 6. City Councilor/Trustee comments and inquiries

Mayor Bush commented on the winter weather event.

**7. Adjournment**

The meeting adjourned at 6:35 pm.

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Bill Bush, Mayor/Chair

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Juliann M. Stevens, City Clerk

## Claims List - 2/16/2021

Fund	Vendor Name	Payable Description	Payment Amount
55	OPGA	AT&T	\$13.50
		CITY GARAGE	\$75.83
		JPMORGAN CHASE BANK	\$2,314.39
		ONEOK, INC OKLAHOMA NATURAL GAS	\$142.12
		TCF NATIONAL BANK	\$5,207.39
		VERIZON WIRELESS	\$40.95
		<b>COURSE MAINT - Total</b>	<b>\$7,794.18</b>
		AT&T	\$27.00
		GPS TECHNOLOGIES INC	\$630.00
		JPMORGAN CHASE BANK	\$130.27
		ONEOK, INC OKLAHOMA NATURAL GAS	\$338.37
		SOUTH CENTRAL GOLF INC	\$1,850.00
		TULSA WORLD	\$529.15
		<b>GOLF ADMIN - Total</b>	<b>\$3,504.79</b>
		JPMORGAN CHASE BANK	\$77.95
		OKLAHOMA GOLF ASSOCIATION	\$175.00
		<b>GOLF SHOP - Total</b>	<b>\$252.95</b>
		BGR DAILY ACCT.	\$212.65
		CALLAWAY GOLF SALES COMPANY	\$109.84
		JPMORGAN CHASE BANK	\$1,812.09
		JPMORGAN CHASE BANK	\$199.72
		JPMORGAN CHASE BANK	\$43.88
		NIKE USA, INC	\$57.74
		<b>OPGA - Total</b>	<b>\$2,435.92</b>
	<b>OPGA - Total</b>		<b>\$13,987.84</b>
	<b>OPGA Grand Total</b>		<b>\$13,987.84</b>

**OWASSO PUBLIC GOLF AUTHORITY  
PAYROLL PAYMENT REPORT  
PAY PERIOD ENDING DATE 01/30/21**

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
600 Golf Shop Operations	5,231.89	8,824.67
605 Cart Operations	852.06	957.70
610 Golf Course Operations	7,937.39	13,604.95
670 Food & Beverage	1,986.02	3,529.79
690 General & Administration	3,611.92	5,280.13
<hr/> FUND TOTAL	<hr/> 19,619.28	<hr/> 32,197.24

CITY OF OWASSO  
OWASSO PUBLIC GOLF AUTHORITY  
FISCAL YEAR 2020-2021  
Budgetary Basis  
Statement of Revenues & Expenses  
As of January 31, 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	\$ 19,314	\$ 389,652	\$ 512,467	76.03%
Merchandise sales	5,479	85,594	163,230	52.44%
COS -- merchandise	(4,476)	(55,755)	(118,349)	47.11%
Cart Rental	2,825	135,322	142,931	94.68%
Food & beverage	2,419	94,292	134,139	70.29%
COS -- food & beverage	(1,026)	(44,206)	(67,487)	65.50%
<b>TOTAL OPERATING REVENUES</b>	<u>\$ 24,535</u>	<u>\$ 604,899</u>	<u>\$ 766,931</u>	78.87%
<b>OPERATING EXPENSES:</b>				
Golf Shop	(19,430)	(136,016)	\$ (276,141)	49.26%
Cart Operations	(6,860)	(71,351)	(120,058)	59.43%
Golf Course Maintenance	(45,257)	(411,706)	(731,714)	56.27%
Food & Beverage	(7,990)	(83,508)	(140,778)	59.32%
Golf Administration	(18,256)	(136,963)	(227,912)	60.09%
Capital Outlay Bridge Renovation	(52,868)	(52,868)	(75,400)	70.12%
Capital Outlay Greens Replacement	-	-	(803,377)	0.00%
<b>TOTAL OPERATING EXPENSES</b>	<u>\$ (150,661)</u>	<u>\$ (892,413)</u>	<u>\$ (2,375,380)</u>	37.57%
<b>OPERATING REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (126,126)</u>	<u>\$ (287,514)</u>	<u>\$ (1,608,449)</u>	
<b>NONOPERATING REVENUES (EXPENSES):</b>				
Transfer from General	\$ 137,447	\$ 818,965	\$ 1,733,049	47.26%
Transfer from OPWA			326,201	0.00%
Other revenues/(expenses)	1	59	-	
<b>TOTAL NONOPERATING REVENUES (EXPENSES):</b>	<u>\$ 137,448</u>	<u>\$ 819,024</u>	<u>\$ 2,059,250</u>	39.77%
<b>NET INCOME (LOSS)</b>	<u>\$ 11,323</u>	<u>\$ 531,510</u>	<u>\$ 450,801</u>	
<b>ENCUMBRANCES OUTSTANDING</b>		\$ (80,709)		
<b>FUND BALANCE (Budgetary Basis)</b>				
Beginning Balance		(1,484,615)	(1,484,615)	
Ending Balance		<u>\$ (1,033,814)</u>	<u>\$ (1,033,814)</u>	