

REGULAR MEETING

MINUTES

Thursday, March 3, 2016

The Trustees of the Tulsa County Public Facilities Authority met at the hour of 8:30 a.m. at Expo Square, 3902 East 15th Street, Tulsa, Oklahoma in the Culinary Training Center at ExpoSERVE, with the following members present: Chairman, John Smaligo; Karen Keith, Member; Ron Peters, Member; Mike Spradling, Secretary; Daryl Woodard, Member. Absent: Thomas G. Hilborne, Jr., Counsel. Others present: Mark Andrus, President/CEO; Melissa Westfall, Acting Counsel; Teresa Clayton, Deputy Secretary. A copy of the Agenda was posted in the lobby of the Ray Jordan Tulsa County Administration Building on March 1, 2016 at 3:06 p.m.

The Chairman called the meeting to order at 8:30 a.m.

Moved by Peters, seconded by Spradling, to approve the Regular Meeting Minutes of February 4, 2016. Spradling, yes; Peters, yes; Keith, yes; Woodard, yes; Smaligo, yes. Motion carried.

Moved by Peters, seconded by Keith, to receive and file the December 2015 Financial Statements. Spradling, yes; Peters, yes; Keith, yes; Woodard, yes; Smaligo, yes. Motion carried.

Moved by Keith, seconded by Woodard, to receive and file the 2016 Operating Budget. Spradling, yes; Peters, yes; Keith, yes; Woodard, yes; Smaligo, yes. Motion carried.

Moved by Keith, seconded by Woodard, to approve Delegation of Signing Authority to Chief Operating Officer in the absence of the President/CEO and will be amended in the Bylaws to reflect the change. Spradling, yes; Peters, yes; Keith, yes; Woodard, yes; Smaligo, yes. Motion carried.

Moved by Keith, seconded by Woodard, to approve Change Order #1 for Bleacher Replacement or Retrofit Project. Spradling, yes; Peters, yes; Keith, yes; Woodard, yes; Smaligo, yes. Motion carried.

Moved by Spradling, seconded by Keith, to approve Addendum #1 for High Volume Low Speed Fans. Spradling, yes; Peters, yes; Keith, yes; Woodard, yes; Smaligo, yes. Motion carried.

Moved by Peters, seconded by Woodard, to accept bid received from TNT as the primary for Temporary Personnel and to award Command Center (event personnel positions) and Stand by Personnel (food service & maintenance) as secondary, or backup, vendors. Spradling, yes; Peters, yes; Keith, yes; Woodard, yes; Smaligo, yes. Motion carried.

Moved by Woodard, seconded by Peters, to accept bid received from Merrifield Office Supply for (135) Chairs for Simulcast in the amount of \$14,833.80. Spradling, yes; Peters, yes; Keith, yes; Woodard, yes; Smaligo, yes. Motion carried.

Moved by Peters, seconded by Keith, to accept bid received from Meeks Group for 2016 TSF and Expo Signage. Spradling, yes; Peters, yes; Keith, yes; Woodard, yes; Smaligo, yes. Motion carried.

Moved by Woodard, seconded by Spradling, to approve request for permission to advertise for bids/proposals for the following:

- TSF Golf Cart Rentals
- TSF Tickets, Passes and Stickers
- TSF Visitor's Guide Printing
- TSF Wearable's and Promotional Items
- TSF Trailer Rentals
- Expo Square Ticket Stock
- Live Race Ambulance

Spradling, yes; Peters, yes; Keith, yes; Woodard, yes; Smaligo, yes. Motion carried.

Moved by Woodard, seconded by Peters, to approve Facilities Lease Agreements, and Miscellaneous Contracts & Agreements (complete listings in President/CEO's miscellaneous file). Spradling, yes; Peters, yes; Keith, yes; Woodard, yes; Smaligo, yes. Motion carried.

Moved by Peters, seconded by Spradling, to approve all claims, including payroll, and to ratify all handwritten checks (complete listing in President/CEO's miscellaneous file). Spradling, yes; Peters, yes; Keith, yes; Woodard, yes; Smaligo, yes. Motion carried.

President/CEO's Activity Report:

- Received an email from Rep. Jim Bridenstine's office complimenting Expo's staff and Food & Beverage for all their efforts and attention to detail concerning the Ted Cruz Campaign which was held in Central Park Hall

Chairs Report: No Report

Moved by Peters, seconded by Keith, to adjourn the meeting. Spradling, yes; Peters, yes; Keith, yes; Woodard, yes; Smaligo, yes. Motion carried.

The Chair adjourned the meeting at 9:04 a.m.