

REGULAR MEETING

MINUTES

Thursday, April 7, 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. Absent: Daryl Woodard, Member; Thomas G. Hilborne, Jr., Counsel. Others present: Mark Andrus, President/CEO; John Weidman, 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 April 5, 2016 at 3:15 p.m.

The Chairman called the meeting to order at 8:31 a.m.

Moved by Peters, seconded by Spradling, to approve the Regular Meeting Minutes of March 3, 2016. Spradling, yes; Peters, yes; Keith, yes; Smaligo, yes. Motion carried.

Moved by Spradling seconded by Peters, to receive and file the January 2016 Financial Statements. Spradling, yes; Peters, yes; Keith, yes; Smaligo, yes. Motion carried.

Moved by Keith, seconded by Peters, to receive and file the February 2016 Financial Statements. Spradling, yes; Peters, yes; Keith, yes; Smaligo, yes. Motion carried.

Moved by Peters, seconded by Keith, to approve the TCPFA Marketing and Advertisement Policy as amended to include wording “on a case by case basis” in No. 1 of the terms. Spradling, yes; Peters, yes; Keith, yes; Smaligo, yes. Motion carried.

Presentation of Conceptual Designs for the Facility and Grounds Improvements – Amanda Blair

Moved by Peters, seconded by Spradling, to accept proposal received from Shikoba Recycling for TSF Cleaning Service. Spradling, yes; Peters, yes; Keith, yes; Smaligo, yes. Motion carried.

Moved by Spradling, seconded by Keith, to accept proposal received from Frontier Rodeo Company in the amount of \$18,500 for TSF Rodeo Stock Contractor. Spradling, yes; Peters, yes; Keith, yes; Smaligo, yes. Motion carried.

Moved by Peters, seconded by Keith, to accept bid received from Entrematic Fans in the amount of \$49,994 for High Volume Low Speed Fans. Spradling, yes; Peters, yes; Keith, yes; Smaligo, yes. Motion carried.

Moved by Spradling, seconded by Peters, to accept bid received from Dever, Inc. for TSF Golf Cart Rentals. Spradling, yes; Peters, yes; Keith, yes; Smaligo, yes. Motion carried.

Moved by Peters, seconded by Keith, to accept bids received from the following for TSF Tickets, Passes and Stickers.

	Description	Award Vendor	Amount
Item 1	Advance Gate Admission Ticket	Globe Ticket & Label Company	\$6,854.00
Item 2	General Service Ticket	Globe Ticket & Label Company	\$3,728.00
Item 3	Gate Ticket Mon.-Thurs.	Globe Ticket & Label Company	\$3,195.00
Item 4	Gate Ticket Fri.- Sun.	Globe Ticket & Label Company	Incl in Item 3
Item 5	Gate Ticket Discount: Youth/ Military/ Senior/ Student	Globe Ticket & Label Company	Incl in Item 3
Item 6	Opening Night Admission Ticket	Globe Ticket & Label Company	Incl in Item 3
Item 7	Family Fest Admission Ticket	Globe Ticket & Label Company	Incl in Item 3
Item 8	Event Badge	Rydin Decal	\$1,294.56
Item 9	Advance Discount Ride Coupon Books	Premier Southern Ticket Comp	\$2,270.00
Item 10	Midway Ride Coupons (Sheets of 22)	Premier Southern Ticket Comp	\$2,100.00
Item 11	Midway Ride Coupons (Sheets of 55)	Premier Southern Ticket Comp	\$1,217.00
Item 12	Midway Single (Rolls of 1,000)	Premier Southern Ticket Comp	\$1,200.00
Item 13	Preferred Parking Tickets (Rolls of 250)	Premier Southern Ticket Company	\$650.00
Item 14	5-Day Pass Wallet Card, Livestock Exhibitor	Premier Southern Ticket Company	\$612.00
Item 15	Livestock Exhibitor/Trailer ID Sticker	Rydin Decal	\$717.00
Item 16	Preferred Exhibitor Windshield Sticker A (1st Weekend)	Rydin Decal	\$186.80
Item 17	Preferred Exhibitor Windshield Sticker B (2nd Weekend)	Rydin Decal	\$186.80
Item 18	Parking/ Access Windshield Sticker	Rydin Decal	\$372.26
Item 19	Grooming Chute Sticker	Rydin Decal	\$307.50
Item 20	Livestock Exhibitor Windshield Sticker	Rydin Decal	\$690.00
Item 21	Preferred Parking Tickets (Rolls of 250)	Premier Southern Ticket Company	\$450.00

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

Moved by Peters, seconded by Spradling, to accept bid received from Printed Products for TSF Visitor's Guide Printing. Spradling, yes; Peters, yes; Keith, yes; Smaligo, yes. Motion carried.

Moved by Keith, seconded by Peters, to accept bids received from Dimension Specialists for embroidered items; Vet Promo for promotional items; and to reject all bids for screen printed T-Shirts for TSF Wearable's and Promotional Items. Spradling, yes; Peters, yes; Keith, yes; Smaligo, yes. Motion carried.

Moved by Spradling, seconded by Keith, to accept bid received from Acton Mobile for TSF Trailer Rentals. Spradling, yes; Peters, yes; Keith, yes; Smaligo, yes. Motion carried.

Moved by Peters, seconded by Keith, to accept bid received from Worldwide Ticketcraft for Expo Square Ticket Stock. Spradling, yes; Peters, yes; Keith, yes; Smaligo, yes. Motion carried.

Moved by Peters, seconded by Keith, to accept proposal received from VCI Emergency Vehicle Specialists in the amount of \$24,800 for Live Race Ambulance. Spradling, yes; Peters, yes; Keith, yes; Smaligo, yes. Motion carried.

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

- TSF Hotel Accommodations
- TSF Transit System
- TSF Software Development
- TSF T-Shirts
- Street Sweeper

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

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

Moved by Keith, seconded by Peters, 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; Smaligo, yes. Motion carried.

President/CEO's Activity Report:

- Expo Square is eternally grateful for the support of the Vision Extension
- BMX Partners on the property
- CTC wall wrap
- AHA business lunch meeting
- Golden Driller Birthday Bash for Client Appreciation this Friday the 8th from 4pm-7pm
- Golden Driller Birthday Bash for United Way on Saturday the 9th

Chairs Report: No Report

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

The Chair adjourned the meeting at 9:24 a.m.

