

SPECIAL MINUTES

Thursday, April 10, 2014

The Trustees of the Tulsa County Public Facilities Authority met at the hour of 2:00 p.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, Vice Chairman. Absent: Daryl Woodard, Secretary. Others present: Mark Andrus, President/CEO; Thomas G. Hilborne, Jr., 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 8, 2014 at 11:51 a.m. A copy of the Amended Agenda was posted in the lobby of the Ray Jordan Tulsa County Administration Building on April 8, 2014 at 4:52 p.m.

The Chairman called the special meeting to order at 2:00 p.m. and the following business was transacted:

Moved by Smaligo, seconded by Spradling, to approve Regular Meeting Minutes of March 6, 2014. Upon roll call, Smaligo, yes; Peters, yes; Spradling, yes; Keith, yes. Motion carried.

Moved by Spradling, seconded by Smaligo, to receive and file the January 2014 Financial Statements. Upon roll call, Smaligo, yes; Peters, yes; Spradling, yes; Keith, yes. Motion carried.

Moved by Smaligo, seconded by Spradling, to approve request to access Excess Excise fund account in the amount of \$294,350 to be utilized for the following:

- **\$17,000** for HVAC Project for OSU Extension Office
- **\$10,000** for Server upgrade for HVAC, EBMS and additional network switches
- **\$50,000** for the RSE Tunnel Flood Repairs- this will cover the cleanup, new electrical fuses, reinsulating of the steam lines and chilled water lines and the replacement of phone & network cabling as well as replacement network switches that were located in the tunnel
- **\$20,000** for the purchase of a Replacement Forklift for the Warehouse
- **\$28,000** to Repair/Refurb the JCB All Terrain Forklift
- **\$98,000** for the following Tulsa State Fair related purchases:
 1. Glass Food Display Case – Wine Garden Cheese Case (\$3,500)
 2. Scrim for International Beer Garden (\$3,000)
 3. Custom Electric Covers for outdoor challenge areas (\$5,000)
 4. Custom Fence Panels with Graphics (\$30,140)
 5. Update Infield Shuttles (\$7,500)
 6. Livestock Arena Signs (\$3,300)
 7. Competitive Exhibit Ceiling Signs (\$8,760)
 8. Livestock Display Cases for Birthing Center (\$4,000)
 9. Competitive Exhibits Display Cases (\$4,000)
 10. Livestock Kiosk Check-In and AirPrint Printers (\$2,800)
 11. OK Stage Merchandise Tent (\$6,000)
 12. Just For Kids Benches (\$10,000)
 13. Food Court Tables and Umbrellas (\$10,000)
- **\$71,350** for upgraded Tote System for Fair Meadows (up to \$41,850 for 2014 & up to \$29,500 for 2015)

Upon roll call, Smaligo, yes; Peters, yes; Spradling, yes; Keith, yes. Motion carried.

Moved by Spradling, seconded by Smaligo, to approve the designation of Mark Andrus as General Manager of Fair Meadows of Tulsa and Amanda Blair as Assistant General Manager of Fair Meadows of Tulsa and grant authority to perform those duties previously performed earlier by Ron Shotts, Racing Director and Kevin Jones, Assistant Racing Director. Upon roll call, Smaligo, yes; Peters, yes; Spradling, yes; Keith, yes. Motion carried.

Item #17 –

Moved by Peters, seconded by Spradling, to rescind the request for proposals for Video Simulcast Services for 2014 Live Race Meet. Upon roll call, Smaligo, yes; Peters, yes; Spradling, yes; Keith, yes. Motion carried.

Moved by Spradling, seconded by Smaligo, to approve Service Agreement between Will Rogers Downs, LLC and, dba Fair Meadows at Tulsa, the Tulsa County Public Facilities Authority. Upon roll call, Smaligo, yes; Peters, yes; Spradling, yes; Keith, yes. Motion carried.

Moved by Peters, seconded by Smaligo, to approve Expo Square 2015 & 2016 Facility Rental Rates. Upon roll call, Smaligo, yes; Peters, yes; Spradling, yes; Keith, yes. Motion carried.

Moved by Peters, seconded by Smaligo, to approve Request for Waiver for Soliciting Bids or Quotes & Sole Source Designation for United Tote. Upon roll call, Smaligo, yes; Peters, yes; Spradling, yes; Keith, yes. Motion carried.

Moved by Smaligo, seconded by Peters, to accept proposal received by CBS Constructors for Portable Bleachers for Events. Upon roll call, Smaligo, yes; Peters, yes; Spradling, yes; Keith, yes. Motion carried.

Moved by Peters, seconded by Spradling, to obtain quotes for Power Washing Services. Upon roll call, Smaligo, yes; Peters, yes; Spradling, yes; Keith, yes. Motion carried.

Moved by Smaligo, seconded by Spradling, to accept proposal received by TranSol, LLC for the 2014 Tulsa State Fair Transit System. Upon roll call, Smaligo, yes; Peters, yes; Spradling, yes; Keith, yes. Motion carried.

Moved by Smaligo, seconded by Peters, to accept bid received by Whirley Drinkworks/Technimark LLC for Souvenir Cups for the 2014 Tulsa State Fair. Upon roll call, Smaligo, yes; Peters, yes; Spradling, yes; Keith, yes. Motion carried.

Moved by Smaligo, seconded by Peters, to accept bids received by the following vendors for Tickets, Passes & Stickers for the 2014 Tulsa State Fair:

	Description	Award Vendor	Amount
Item 1	Advance Gate Admission Ticket	Premier Southern Ticket	\$7,534.50
Item 2	General Service Ticket	Premier Southern Ticket	\$3,767.25
Item 3	Gate Ticket Mon.-Thurs.	Worldwide Ticketcraft	\$3,698.00
Item 4	Gate Ticket Fri.- Sun.	Worldwide Ticketcraft	Included in item 3
Item 5	Gate Ticket Discount: Youth/ Military/ Senior/ Student	Worldwide Ticketcraft	Included in item 3
Item 6	Opening Night Admission Ticket	Worldwide Ticketcraft	Included in item 3
Item 7	Family Fest Admission Ticket	Worldwide Ticketcraft	Included in Item 3
Item 8	Event Badge	Globe Ticket	\$1,331.00
Item 9	Advance Discount Ride Coupon Books	Premier Southern Ticket	\$1,971.00
Item 10	Midway Ride Coupons(Sheets of 20)	Premier Southern Ticket	\$3,155.00
Item 11	Midway Ride Coupons (Rolls of 2000)	Premier Southern Ticket	\$1,857.60
Item 12	Preferred Parking Tickets (Rolls of 250)	Premier Southern Ticket	\$580.50
Item 13	5-Day Pass Wallet Card, Livestock Exhibitor	Globe Ticket	\$536.25
Item 14	Livestock Exhibitor/Trailer ID Sticker	Rydin Decal	\$672.00
Item 15	Scale Permit Sticker	Rydin Decal	\$54.00
Item 16	Preferred Exhibitor Windshield Sticker A (1st Weekend)	Rydin Decal	\$89.80
Item 17	Preferred Exhibitor Windshield Sticker B (2nd Weekend)	Rydin Decal	\$89.80
Item 18	Parking/ Access Windshield Sticker	Rydin Decal	\$188.58
Item 19	Grooming Chute Sticker	Rydin Decal	\$202.50
Item 20	Livestock Exhibitor Windshield Sticker A	Rydin Decal	\$665.00

Upon roll call, Smaligo, yes; Peters, yes; Spradling, yes; Keith, yes. Motion carried.

Moved by Spradling, seconded by Smaligo, to accept bid received by Graphic Alliance for Visitor's Guide Printing for the 2014 Tulsa State Fair. Upon roll call, Smaligo, yes; Peters, yes; Spradling, yes; Keith, yes. Motion carried.

Moved by Smaligo, seconded by Spradling, to accept bids received by the following vendors for Wearable's & Promotional Items for the 2014 Tulsa State Fair:

Item #	Award Vendor
1-15, 17-19, 21-59, 61-69, 73-78, 80, 89, 96, 99, 102, 108, 111, 114, 14, 141	MEI Labels
16, 20, 30, 60, 70-72, 83, 86, 93, 105, 146, 149-152	Dimension Specialists
148, 153-155	E.G. Staats
79, 81, 82, 84, 85, 87, 88, 90-92, 94, 95, 97, 98, 100, 101, 103, 104, 106, 107, 109, 110, 112, 113, 115-139, 142, 143-145, 147	No Award Reject These Items

Upon roll call, Smaligo, yes; Peters, yes; Spradling, yes; Keith, yes. Motion carried.

Moved by Smaligo, seconded by Spradling, to accept bid received by Gulf Industries Material Sales, LLC for Yodock Water Filled Barricades. Upon roll call, Smaligo, yes; Peters, yes; Spradling, yes; Keith, yes. Motion carried.

Moved by Smaligo, seconded by Peters, to strike agenda item #18 (Carpet for Pintos). Upon roll call, Smaligo, yes; Peters, yes; Spradling, yes; Keith, yes. Motion carried.

Moved by Spradling, seconded Smaligo, to approve request to advertise for bids for Wind Damage Repair for Multiple Barns. Upon roll call, Smaligo, yes; Peters, yes; Spradling, yes; Keith, yes. Motion carried.

Moved by Smaligo, seconded by Peters, to approve request to advertise for bids for Perimeter Fencing. Upon roll call, Smaligo, yes; Peters, yes; Spradling, yes; Keith, yes. Motion carried.

Moved by Smaligo, seconded by Peters, to approve request to advertise for proposals for ATM Services. Upon roll call, Smaligo, yes; Peters, yes; Spradling, yes; Keith, yes. Motion carried.

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

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

President/CEO's Activity Report:

- Staff continues to help with locating savings for Expo Square

Chairs Report:

- "Thank you" to staff

Moved by Peters, seconded by Spradling, to convene to Executive Session to discuss the employment, and/or appointment, and compensation of President/Chief Executive Officer of the Authority pursuant to Title 25, Oklahoma Statutes 2001, Section 307 (B) (1). Upon roll call, Smaligo, yes; Peters, yes; Spradling, yes; Keith, yes. Motion carried.

Executive Session began at 2:45 p.m.

Executive Session ended at 3:15 p.m.

[Trustees returned to regular open session]

Moved by Peters, seconded by Smaligo, to give the CEO full bonus described in his contract and for an agreement renewal per contract under the terms to be negotiated between the Chair and the CEO for an additional four years. Upon roll call, Smaligo, yes; Peters, yes; Spradling, yes; Keith, yes. Motion carried.

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

The Chair adjourned the meeting at 3:17 p.m.

Chairman

Secretary