

REGULAR MEETING

MINUTES

Thursday, May 17, 2018

The Trustees of the Tulsa County Public Facilities Authority met at the hour of 8:00 a.m. at Expo Square, 3902 East 15<sup>th</sup> Street, Tulsa, Oklahoma in the Culinary Training Center at ExpoSERVE, with the following members present: Ron Peters, Chairman; Karen Keith, Member; Mike Spradling, Secretary; Daryl Woodard, Vice Chairman. Absent: Mike Craddock, Acting Member. Others present: Mark Andrus, President/CEO; Melissa Westfall, Counsel; Teresa Clayton, Deputy Secretary. A copy of the Agenda was posted in the lobby of the Ray Jordan Tulsa County Administration Building on May 14, 2018 at 4:04 p.m.

The Chairman called the meeting to order at 8:01 a.m.

Moved by Keith, seconded by Spradling, to approve Regular Meeting Minutes of April 19, 2018 and Special Meeting Minutes of May 14, 2018. Spradling, yes; Keith, yes; Woodard, yes; Peters, yes. Motion carried.

Property Insurance and Premium Summary presented by Grant Allen and Christine Shasteen with Hubb International Mid-America

Moved by Keith, seconded by Spradling, to approve Amended TCPFA Property and Business Insurance with Hub International Mid-America Insurance. Spradling, yes; Keith, yes; Woodard, yes; Peters, yes. Motion carried.

Moved by Spradling, seconded by Keith, to receive and file March 2018 and April 2018 Financial Statements. Spradling, yes; Keith, yes; Woodard, yes; Peters, yes. Motion carried.

Moved by Woodard, seconded by Spradling, to accept and file the Amended and Restated TCPFA Employee Handbook. Spradling, yes; Keith, yes; Woodard, yes; Peters, yes. Motion carried.

Moved by Woodard, seconded by Keith, to access Surcharge Account in the amount of \$99,304 for the following projects:

- \$17,950 – Concession Rebranding/Updates
- \$15,382 – OSU Extension Office Sewer Line Repair
- \$42,000 – Administration Restrooms Remodel
- \$5,360 – Replacement Seats in Ford Truck Arena
- \$2,790 – Esplanade Architectural Services
- \$15,822 – Live Race Roof Repairs

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

Moved by Woodard, seconded by Keith, to accept and file the 2018 Revised Certificate of Regular Meetings. Spradling, yes; Keith, yes; Woodard, yes; Peters, yes. Motion carried.

Moved by Woodard, seconded by Spradling, to accept bid received for Restroom Trailers from Porta John of Tulsa. Spradling, yes; Keith, yes; Woodard, yes; Peters, yes. Motion carried.

Moved by Keith, seconded by Woodard, to accept bid received for Electrical Wire from Broken Arrow Electric Supply. Spradling, yes; Keith, yes; Woodard, yes; Peters, yes. Motion carried.

Moved by Spradling, seconded by Keith, to accept bid received for Street Sweeping Services from Lot Maintenance. Spradling, yes; Keith, yes; Woodard, yes; Peters, yes. Motion carried.

Moved by Keith, seconded by Spradling, to accept bid received for Tickets, Passes & Stickers from the following:

	Description	Award Vendor	Amount
Item 1	Advance Gate Admission Ticket	Globe Ticket & Label Co.	\$ 9,850.00
Item 2	General Service Ticket	Globe Ticket & Label Co.	Included in Item #1
Item 3	Gate Ticket Mon.-Thurs.	Globe Ticket & Label Co.	Included in Item #1
Item 4	Gate Ticket Fri.- Sun.	Weldon, Williams & Lick Company	\$ 988.44
Item 5	Gate Ticket Discount: Youth/ Military/ Senior/ Student	Weldon, Williams & Lick Company	\$ 672.14
Item 6	Opening Night Admission Ticket	Weldon, Williams & Lick Company	\$ 513.99
Item 7	Family Fest Admission Ticket	Weldon, Williams & Lick Company	\$ 513.99
Item 8	Event Badge	Rydin Decal	\$ 1,386.66
Item 9	Advance Discount Ride Coupon Books	Weldon, Williams & Lick Company	\$ 2,198.00
Item 10	Midway Ride Coupons (Sheets of 22)	Premier Southern Ticket Company	\$ 1,400.00
Item 11	Midway Ride Coupons (Sheets of 55)	Premier Southern Ticket Company	\$ 1,200.00
Item 12	Midway Single (Rolls of 1,000)	Premier Southern Ticket Company	\$ 997.50
Item 13	Preferred Parking Tickets (Rolls of 250)	Premier Southern Ticket Company	\$ 470.00
Item 14	5-Day Pass Wallet Card, Livestock Exhibitor	Globe Ticket & Label Co.	\$ 500.00
Item 15	Livestock Exhibitor/Trailer ID Sticker	Weldon, Williams & Lick Company	\$ 780.00
Item 16	Preferred Exhibitor Windshield Sticker A (1st Weekend)	Weldon, Williams & Lick Company	\$ 47.18
Item 17	Preferred Exhibitor Windshield Sticker B (2nd Weekend)	Weldon, Williams & Lick Company	\$ 47.18
Item 18	Parking/ Access Windshield Sticker	Weldon, Williams & Lick Company	\$ 99.09
Item 19	Grooming Chute Sticker	Weldon, Williams & Lick Company	\$ 299.07
Item 20	Livestock Exhibitor Windshield Sticker	Weldon, Williams & Lick Company	\$ 1,415.54
Item 21	Preferred Parking Tickets (Rolls of 250)	Premier Southern Ticket Company	\$ 300.00
Item 22	Sky Ride One Way Roll Tickets (Rolls of 250)	Weldon, Williams & Lick Company	\$ 395.38
Item 23	Sky Ride Round Trip Roll Tickets (Rolls of 250)	Premier Southern Ticket Company	\$ 425.70
Item 24	Opening Night Ride Coupon Roll Tickets (Rolls of 1,000)	Weldon, Williams & Lick Company	\$ 593.06

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

Moved by Woodard, seconded by Keith, to accept bid received for Stage, Sound and Lighting from Miller Pro Audio. Spradling, yes; Keith, yes; Woodard, yes; Peters, yes. Motion carried.

Moved by Keith, seconded by Spradling, to strike Fabrication and Installation of Exhaust Fans for Expo from the below request. Spradling, yes; Keith, yes; Woodard, yes; Peters, yes. Motion carried.

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

- Financial Lending for Investment Properties
- Backlit Can Signs for Concession Stand Remodels
- Steel for Various Projects
- Mobile Office Trailers

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

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

Moved by Woodard, 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; Keith, yes; Woodard, yes; Peters, yes. Motion carried.

President/CEO's Activity Report:

- Barn construction, permanent stage, exterior of Pavilion & gate improvements plan to be completed by Labor Day; total costs \$23M & some change, under the \$30M
  
- Future needs still are dirt storage, demolition of stadium, Simulcast rebuild and Golden Driller main entrance

Chairs Report: Expo Square Vision Projects way ahead due to the thorough work done by Expo Staff

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

The Chair adjourned the meeting at 8:46 a.m.