

MINUTES

Thursday, June 6, 2013

The Trustees of the Tulsa County Public Facilities Authority met at the hour of 9:00 a.m. at Expo Square, 3902 East 15th Street, Tulsa, Oklahoma at ExpoServe at Armory Hall, with the following members present: Chairman, John Smaligo; Fred Perry, Member; Karen Keith, Member; Daryl Woodard, Vice Chairman; Mike Spradling, 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 June 5, 2013 at 8:34 a.m.

The meeting was called to order at 9:03 a.m. and the following business was transacted:

Moved by Keith, seconded by Spradling, to approve Regular Meeting Minutes of May 2, 2013 and defer Special Meeting Minutes of May, 28, 2012 (*incorrect year*). Upon roll call, Keith, yes; Perry, yes; Woodard, yes; Spradling, yes; Smaligo, yes. Motion carried.

Moved by Spradling, seconded by Woodard, to receive and file February 2013 Financial Statement. Upon roll call, Keith, yes; Perry, yes; Woodard, yes; Spradling, yes; Smaligo, yes. Motion carried.

Moved by Woodard, seconded by Keith, to receive and file March 2013 Financial Statement. Upon roll call, Keith, yes; Perry, yes; Woodard, yes; Spradling, yes; Smaligo, yes. Motion carried.

Moved by Woodard, seconded by Keith, to approve the Amended TCPFA Accounts Receivable Collection Policy. Upon roll call, Keith, yes; Perry, yes; Woodard, yes; Spradling, yes; Smaligo, yes. Motion carried.

Moved by Perry, seconded by Woodard, to approve the Amended TCPFA Employee Handbook. Upon roll call, Keith, yes; Perry, yes; Woodard, yes; Spradling, yes; Smaligo, yes. Motion carried.

Moved by Perry, seconded by Spradling, to approve the TCPFA Equipment Rental Terms/Policy. Upon roll call, Keith, yes; Perry, yes; Woodard, yes; Spradling, yes; Smaligo, yes. Motion carried.

Moved by Keith, seconded by Woodard, to approve request to access Excess Excise (\$397,000) and Surcharge Account (\$229,000) to be utilized for the following:

- Arena dirt-working equipment...\$17,000
- Powder-Coating of 30+ year old livestock and arena panels at OCI...\$79,000
- ADA compliant, permanent seating for Mustang Arena...\$125,000
- Purchase vs. leasing of two forklifts...\$105,000
- Two hand-washing stations for livestock locations...\$15,000
- Purchase of a grant assisted CNG vehicle...\$30,000
- Two additional Fair ticket booths...\$40,000
- Target hardening/security construction for Food & Beverage Department money room...\$50,000
- Livestock security perimeter fencing/gates (OSU Office to Health Building)...\$87,000
- Air circulation system for Ford Truck Barn...\$78,000

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

Moved by Woodard, seconded by Keith, to approve permission to advertise for proposals for Livestock Barn & Arena Ventilation Project. Upon roll call, Keith, yes; Perry, yes; Woodard, yes; Spradling, yes; Smaligo, yes. Motion carried.

Moved by Keith, seconded by Spradling, to accept Clear-Span Tent Rental bid for 2013 Arabian Show. Upon roll call, Keith, yes; Perry, yes; Woodard, yes; Spradling, yes; Smaligo, yes. Motion carried.

Moved by Keith, seconded by Woodard, to approve permission to advertise for bids for Lease-Purchase for Golf Carts. Upon roll call, Keith, yes; Perry, yes; Woodard, yes; Spradling, yes; Smaligo, yes. Motion carried.

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

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

President/CEO's Activity Report:

- Between August 2008 and June 2013 there has been an increase of \$3.5 MM due to revenue and cost efficiencies savings

Chairs Report – Expressed gratitude to Commissioner Perry and thanked him for his years of service and dedication to Tulsa County and acknowledged his great love for the fairgrounds.

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

The Chair adjourned the meeting at 9:48 a.m.