

MINUTES

Thursday, July 21, 2011

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, Karen Keith; John Smaligo, Member; Daryl Woodard, Vice Chairman. Absent: Fred Perry, Member; 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 Tulsa County Administration Building on July 19, 2011 at 11:32 a.m.

The meeting was called to order at 9:00 a.m. and the following business was transacted:

Moved by Smaligo, seconded by Woodard, to approve the Regular Minutes of the July 7, 2011 Meeting. Upon roll call, Woodard, yes; Smaligo, yes; Keith, yes. Motion carried.

Moved by Woodard, seconded by Smaligo, to approve request to access Surcharge Account Funds in the amount of \$386,000 to fund the Scoreboard for Ford Truck Arena. Upon roll call, Woodard, yes; Smaligo, yes; Keith, yes. Motion carried.

Moved by Smaligo, seconded by Woodard, to approve Request for Waiver of Soliciting Bids, Quotes & Sole Source Designation for Modspace for units to be rented during the fair on a one month term. Upon roll call, Woodard, yes; Smaligo, yes; Keith, yes. Motion carried.

Moved by Smaligo, seconded by Woodard, to approve and Rescind Change Order #1 for Oklahoma Correctional Industries Contract. Upon roll call, Woodard, yes; Smaligo, yes; Keith, yes. Motion carried.

Moved by Woodard, seconded by Smaligo, to approve Change Order #2 for Oklahoma Correctional Industries Contract. Upon roll call, Woodard, yes; Smaligo, yes; Keith, yes. Motion carried.

A complete listing of all information relating to the following bids are on file and available for public inspection in the office of the President/CEO.

Sealed bids were received and opened for the following:

- A. **Wayfinding and Signage for Expo Square** – The bidders were two in numbers as follows:

Claude Neon Federal Signs	By Item
Global Sign Solutions	By Item

- B. **Induction Lighting System for QuikTrip Center** – The bidders were three in numbers as follows:

Broken Arrow Electric Supply	\$735.00 per fixture
First Light of Tulsa	\$577.00 per fixture
Green Analytics, Inc.	\$864.70 per fixture

- C. **Annual Fiscal Audit** – The bidders were three in numbers as follows:

Hartog, Kallenberger & Swarthout, P.L.L.C.	By Item
HoganTaylor LLP	By Item
Stanfield & O'Dell	By Item

- D. **Clear Span Tent Rental for 2011 Arabian Horse Show** – The bidders were two in numbers as follows:

	40' X 140'	83' X 183'
All Seasons Tent Rental	\$18,492	\$48,738
Party Pro Rents	\$ 3,080	\$18,986.25

Moved by Woodard, seconded by Smaligo, to refer opened bids to staff for review and recommendation. Upon roll call, Woodard, yes; Smaligo, yes; Keith, yes. Motion carried.

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

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

President/CEO's Activity Report:

- Appaloosa Show successful
- Employee Handbooks and Conflict of Interest Policy, HR Department

Chairs Report:

- Thank you to all staff for bringing in new groups

The Chair adjourned the meeting at 9:13 a.m.

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

Chairman

Secretary