

## REGULAR MEETING

### MINUTES

Thursday, July 26, 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: Daryl Woodard, Vice Chairman; Mike Spradling, Secretary; Mike Craddock, Acting Member. Absent: Ron Peters, Chairman; Karen Keith, 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 July 24, 2018 at 2:04 p.m.

The Vice Chairman called the meeting to order at 8:00 a.m.

Moved by Craddock, seconded by Spradling, to approve Regular Meeting Minutes of June 21, 2018 and Special Meeting Minutes of June 27, 2018. Spradling, yes; Craddock, yes; Woodard, yes. Motion carried.

Moved by Spradling, seconded by Craddock, to receive and file June 2018 Financial Statements. Spradling, yes; Craddock, yes; Woodard, yes. Motion carried.

Moved by Craddock, seconded by Spradling, to approve request to access Surcharge Fund Account in the amount of \$86,178.47 for the following projects:

- \$25,300 for replacement bleacher parts
- \$8,500 for replacement beer canopies
- \$7,899.95 for security camera equipment
- \$20,000 for Creative Director equipment
- \$12,241.52 for barn water pressure modification balance
- \$8,100 for bike racks for livestock show arenas
- \$4,137 for bike racks for fair

Spradling, yes; Craddock, yes; Woodard, yes. Motion carried.

Moved by Spradling, seconded by Craddock, to approve request to access Excess Excise Fund Account in the amount of \$82,110.23 to be utilized for the purchase of a 305.5E2 Caterpillar Mini Excavator. Spradling, yes; Craddock, yes; Woodard, yes. Motion carried.

Moved by Craddock, seconded by Spradling, to approve the donation of thirteen sections, five rows high of Wooden Bleachers & Risers valued at approximately \$2,000 received from Lucas Oil Chili Bowl Nationals. Spradling, yes; Craddock, yes; Woodard, yes. Motion carried.

Moved by Spradling, seconded by Craddock, to accept the proposal for Financial Lending for Investment Properties received from Bank of Oklahoma and authorize staff to continue negotiations. Spradling, yes; Craddock, yes; Woodard, yes. Motion carried.

Moved by Craddock, seconded by Spradling, to accept the bid for Backlit Can Signs received from A-MAX Signs in the amount of \$19,156. Spradling, yes; Craddock, yes; Woodard, yes. Motion carried.

Moved by Spradling, seconded by Craddock, to accept the bid for Epoxy Flooring received from Concrete & Joint Specialists. Spradling, yes; Craddock, yes; Woodard, yes. Motion carried.

Moved by Spradling, seconded by Craddock, to reject the only bid received for Fabrication and Installation of Exhaust Fans for Expo from Coenco, Inc. due to the bid exceeding the budgetary limit for this project. Spradling, yes; Craddock, yes; Woodard, yes. Motion carried.

Moved by Craddock, seconded by Spradling, to accept the bid for Stainless Steel Fabricator received from Advantage TerraFab, LLC. Spradling, yes; Craddock, yes; Woodard, yes. Motion carried.

Moved by Spradling, seconded by Craddock, to accept bid for Custom Tents received from Tent Craft. Spradling, yes; Craddock, yes; Woodard, yes. Motion carried.

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

- Paint Services
- Framing & Sheetrock
- Ticket Stock

Spradling, yes; Craddock, yes; Woodard, yes. Motion carried.

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

Moved by Craddock, 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; Craddock, yes; Woodard, yes. Motion carried.

President/CEO's Activity Report:

- High point beer sales will kick in after the first weekend of the Fair; Monday, October 1<sup>st</sup>.
- Jeans & Jewels Gala – August 10, 2018

Vice Chairs Report: No Report

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

The Chair adjourned the meeting at 8:25 a.m.