

REGULAR MEETING MINUTES

Thursday, April 27, 2023

The Trustees of the Tulsa County Public Facilities Authority met at the hour of 8:30 a.m. at the Armory Conference Center, 3902 East 15th Street with the following members present: Karen Keith, Chair; Kelly Dunkerley, Member; Stan Sallee, Member; Mike Spradling, Secretary. Absent: Daryl Woodard, Vice Chair. Others present: Mark Andrus, CEO; Melissa Westfall, Counsel; Teresa Talley, Deputy Secretary. A copy of the agenda was posted on April 25, 2023, at 1:37 p.m.

The Chair called the meeting to order at 8:30 a.m.

Moved by Spradling, seconded by Dunkerley, to approve Regular Meeting Minutes of March 30, 2023. Spradling, yes; Dunkerley, yes; Sallee, yes; Keith, yes. Motion carried.

Moved by Dunkerley, seconded by Sallee, to receive and file March 2023 Financial Statements. Spradling, yes; Dunkerley, yes; Sallee, yes; Keith, yes. Motion carried.

Moved by Spradling, seconded by Sallee, to approve EideBailly, CPA's & Business Advisors Engagement Letter for Auditing Service for 2022. Spradling, yes; Dunkerley, yes; Sallee, yes; Keith, yes. Motion carried.

Moved by Spradling, seconded by Dunkerley, to accept and award bid received from Freedom Ice for TSF Ice Provider. Spradling, yes; Dunkerley, yes; Sallee, yes; Keith, yes. Motion carried.

Moved by Spradling, seconded by Sallee, to reject all bids received for TSF Shuttle Service. Spradling, yes; Dunkerley, yes; Sallee, yes; Keith, yes. Motion carried.

Moved by Spradling, seconded by Sallee, to defer bids received for Boiler Maintenance & Repairs. Spradling, yes; Dunkerley, yes; Sallee, yes; Keith, yes. Motion carried.

Moved by Sallee, seconded by Spradling, to reject all bids received for Electric Pallet Jacks. Spradling, yes; Dunkerley, yes; Sallee, yes; Keith, yes. Motion carried.

Moved by Sallee, seconded by Dunkerley, to accept and award proposal received from Venture Food Trucks for Concession Container Cube. Spradling, yes; Dunkerley, yes; Sallee, yes; Keith, yes. Motion carried.

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

- TSF & Expo Wearables
- Mobile Office
- Center Controlled Pallet Jack

Spradling, yes; Dunkerley, yes; Sallee, yes; Keith, yes. Motion carried.

Moved by Spradling, seconded by Dunkerley, to approve Fair Meadows Import Agreements (complete listings in President/CEO's miscellaneous file). Spradling, yes; Dunkerley, yes; Sallee, yes; Keith, yes. Motion carried.

Moved by Sallee, seconded by Spradling, to approve Facilities Lease Agreements, (complete listings in President/CEO's miscellaneous file). Spradling, yes; Dunkerley, yes; Sallee, yes; Keith, yes. Motion carried.

Moved by Spradling, seconded by Dunkerley, to approve 2023 Tulsa State Fair Lease Agreements, (complete listings in President/CEO's miscellaneous file). Spradling, yes; Dunkerley, yes; Sallee, yes; Keith, yes. Motion carried.

Moved by Spradling, seconded by Dunkerley, to approve 2023 Tulsa State Fair Local Entertainment Tent Summary, (complete listings in President/CEO's miscellaneous file). Spradling, yes; Dunkerley, yes; Sallee, yes; Keith, yes. Motion carried.

Moved by Dunkerley, seconded by Sallee, to approve 2023 Tulsa State Fair Advertising Agreement Summary, (complete listings in President/CEO's miscellaneous file). Spradling, yes; Dunkerley, yes; Sallee, yes; Keith, yes. Motion carried.

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

Moved by Spradling, seconded by Dunkerley, to receive and file all claims, including payroll, and to ratify all handwritten checks (complete listings in President/CEO's miscellaneous file). Spradling, yes; Dunkerley, yes; Sallee, yes; Keith, yes. Motion carried.

CEO's Activity Report:

- Bedding & Feed
- EV Stations presented by Terry Simonson
- Electrical Project moving forward – Mark Enterline
- Equine Herpes Virus update by Brandi Herndon
- OSU Free Medical Care Clinic – “Thank you to Amanda and Staff” given by Trustee Sallee from OSU

Chair's Report: No Report

Moved by Spradling, seconded by Dunkerley, to adjourn the meeting. Spradling, yes; Dunkerley, yes; Sallee, yes; Keith, yes. Motion carried.

The Chair adjourned the meeting at 9:04 a.m.