

REGULAR MEETING

MINUTES

Thursday, January 27, 2022

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: Stan Sallee, Chair; Mike Spradling, Vice Chair; Daryl Woodard, Secretary, Karen Keith, Member; Vicki Adams, Member. Others present: Mark Andrus, CEO; Melissa Westfall, Counsel; Teresa Talley, Deputy Secretary. A copy of the Agenda was posted on January 24, 2022 at 1:52 p.m. A copy of the Amended Agenda was posted on January 24, 2022 at 3:43 p.m.

The Chair called the meeting to order at 8:32 a.m.

Moved by Keith, seconded by Spradling, to approve Regular Meeting Minutes of December 16, 2021 and Special Meeting Minutes of January 6, 2022. Spradling, yes; Adams, yes; Keith, yes; Woodard, yes; Sallee, yes. Motion carried.

Moved by Woodard, seconded by Spradling, to receive and file November 2021 and December 2021 Financial Statements. Spradling, yes; Adams, yes; Keith, yes; Woodard, yes; Sallee, yes. Motion carried.

Moved by Spradling, seconded by Keith, to approve Agreement between Tulsa County Public Facilities Authority and Symmetry Energy Solutions, LLC; and authorize, direct and empower the Chair of Trustees to execute said Agreement on behalf of the Authority. Spradling, yes; Adams, yes; Keith, yes; Woodard, yes; Sallee, yes. Motion carried.

Moved by Keith, seconded by Woodard, to receive and file the 2021 Year-End Inventory Count and Resolutions. Spradling, yes; Adams, yes; Keith, yes; Woodard, yes; Sallee, yes. Motion carried.

Moved by Woodard, seconded by Keith, to approve 2022 Expo Square Regular Employee Benefit Program. Spradling, yes; Adams, yes; Keith, yes; Woodard, yes; Sallee, yes. Motion carried.

Moved by Woodard, seconded by Keith, to award bids received for Heavy Equipment Rentals to Sunbelt Material Handling (Forklifts), and United Rentals (Light Towers and Man lifts). Spradling, yes; Adams, yes; Keith, yes; Woodard, yes; Sallee, yes. Motion carried.

Moved by Woodard, seconded by Adams, to award bid received for Landscaping Services to Gibson Landscaping (mowing), Southwood Landscaping (planting and maintaining flower beds and pots), and Arbor Masters (tree trimming). Spradling, yes; Adams, yes; Keith, yes; Woodard, yes; Sallee, yes. Motion carried.

Moved by Keith, seconded by Woodard, to reject all bids received for Forklift Lease/Purchase for not meeting the requested specifications. Spradling, yes; Adams, yes; Keith, yes; Woodard, yes; Sallee, yes. Motion carried.

Moved by Adams, seconded by Spradling, to award bid received for Equipment Trailer to Quality Trailers for submitting the lowest and best bid. Spradling, yes; Adams, yes; Keith, yes; Woodard, yes; Sallee, yes. Motion carried.

Moved by Keith, seconded by Woodard, to approve permission to advertise for bids for the following:

- Expo and TSF Signage
- Hospitality Personnel
- Temporary Personnel
- TSF Ribbons, Rosettes & Banners
- TSF Livestock Awards
- Forklift Lease-Purchase(s)

Spradling, yes; Adams, yes; Keith, yes; Woodard, yes; Sallee, yes. Motion carried.

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

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

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

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

CEO's Activity Report:

- Focus on Landscaping – Would like to be up to par with the Gathering Place and Philbrook (There are 1140 trees on grounds)
- Expo Square Restroom Fun Facts – 120 Restrooms; 511 toilets; 253 urinals
- Regular Full Time Employees – currently at 33

Chair's Report: No Report

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

The Chair adjourned the meeting at 8:54 a.m.