

REGULAR MEETING
MINUTES
Thursday, March 28, 2019

The Trustees of the Tulsa County Public Facilities Authority met at the hour of 8:30 a.m. at Expo Square, 3902 East 15th Street, Tulsa, Oklahoma in the Armory Conference Center at ExpoSERVE, with the following members present: Stan Sallee, Chairman; Karen Keith, Member; Mike Spradling, Secretary; Daryl Woodard, Vice Chairman. Absent: Ron Peters, Member. Others present: Mark Andrus, President/CEO; JD Weidman, Counsel; Teresa Talley, Deputy Secretary. A copy of the Agenda was posted in the lobby of the Ray Jordan Tulsa County Administration Building on March 25, 2019 at 3:55 p.m.

The Chairman called the meeting to order at 8:31 a.m.

Moved by Woodard, seconded by Spradling, to approve Regular Meeting Minutes of February 28, 2019. Spradling, yes; Keith, yes; Woodard, yes; Sallee, yes. Motion carried.

2019 Agribusiness Events Overview was presented by Brandi Herndon

Moved by Woodard, seconded by Keith, to receive and file January and February 2019 Financial Statements. Spradling, yes; Keith, yes; Woodard, yes; Sallee, yes. Motion carried.

Moved by Woodard, seconded by Keith, to approve extension of payment date in the Letter of Amendment No. Two of the North American Midway Entertainment-Southeast, Carnival Midway Agreement. Spradling, yes; Keith, yes; Woodard, yes; Sallee, yes. Motion carried.

Moved by Woodard, seconded by Spradling, to approve 2019 Tulsa County Public Facilities Authority Policies. Spradling, yes; Keith, yes; Woodard, yes; Sallee, yes. Motion carried.

Moved by Woodard, seconded by Keith, to approve request to access Surcharge Account in the amount of \$149,500 to be used for the following:

- \$75,000 Expo Center – East End Exhaust Fan Project
- \$35,000 Expo Center – Upper Level Floor Support Rehab Project
- \$13,500 Ford Truck Arena – Lighting & Fan Control Update
- \$10,000 Armory Conference Center and Hallway – Carpet Replacement Purchase
- \$ 9,000 Lot 8 – Parking Lot Light Fixture Update Project
- \$ 7,000 Stage Right System – ADA Ramp Purchase

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

Moved by Keith, seconded by Woodard, to accept bid for Carpet for Office Remodel from C&B Carpets & Services, Inc. and Event Carpet from Millcreek Carpet & Tile. Spradling, yes; Keith, yes; Woodard, yes; Sallee, yes. Motion carried.

Moved by Keith, seconded by Woodard, to accept bid for 2019 TSF Decorator Service from Midwest Decorating Company, Inc. Spradling, yes; Keith, yes; Woodard, yes; Sallee, yes. Motion carried.

Moved by Spradling, seconded by Keith, to accept bid received for 2019 TSF Video Board Rentals from Shawnee Services, Inc. Spradling, yes; Keith, yes; Woodard, yes; Sallee, yes. Motion carried.

Moved by Woodard, seconded by Spradling to accept bids received for Wearable's & Promotional Items from the following:

Bid Item #	Company Awarded
1-163 (Embroidery Items), 249-266 (Promo Items), 270-313 (Promo Items)	Admiral Express
164-212 (Screen Printed T-Shirts), 217-248 (Screen Printed T-Shirts)	Tack Designs
213-216 (Screen Printed T-Shirt), 267-269 (Promo Items)	Dimension Specialists

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

Moved by Woodard, seconded by Spradling, to obtain quotes for Fire Suppression Materials. Spradling, yes; Keith, yes; Woodard, yes; Sallee, yes. Motion carried.

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

- 2019 TSF Mobile Offices
- 2019 TSF Restroom Trailers
- Annual Vibration & Balancing of Cooling Towers & Chillers
- Used Mini Dump Truck
- Payroll Services

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

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

Moved by Keith, seconded by Spradling, to approve 2019 Tulsa State Fair Lease Agreements (complete listings in President/CEO's miscellaneous file). Spradling, yes; Keith, yes; Woodard, yes; Sallee, yes. Motion carried.

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

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

President/CEO's Activity Report:

- Auditors Meeting
- HUB Insurance

Chairman's Report – No Report

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

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