

TULSA PUBLIC FACILITIES AUTHORITY

Special Meeting: November 7, 2013

MINUTES

Trustees of the Tulsa Public Facilities Authority met for a Special Meeting on Thursday, November 7, 2013 at 4:30 PM in RM 10-205 at City Hall at One Technology Center. Due notice was posted at 9:48 AM on November 5, 2013 with the City Clerk's Office, Suite 260, City Hall at One Technology Center, Tulsa, Oklahoma.

1. Call to Order.

Upon obtaining a quorum, Mr. Cremin called the meeting to order at 4:30 PM

TRUSTEES PRESENT

J. Patrick Cremin, Chairman
Marcia MacLeod, Vice Chairman
Chuck Blue, Secretary
George Sartain
Jim Twombly, Mayoral Designee

TRUSTEES ABSENT

Dewey F. Bartlett, Mayor

OFFICERS PRESENT: Michael P. Kier, Treasurer & Assistant Secretary
Wendy Z. Martin, Acting Assistant Secretary

OTHERS PRESENT: Kristen Hughes, McGladrey; Marsha Hinds, Engineering;
Norman Kildow, Finance; Clay Bird, Mayor's Office; Tom Simpson, SMG

2. Approval of Minutes from the August 28, 2013 Special Meeting.

Motion: Sartain moved to approve the minutes from the August 28, 2013 Special Meeting.

Second: Blue

Vote: The motion carried with the following votes:

Aye: MacLeod, Blue, Sartain, Twombly, Cremin

Nay: None

3. Election of 2013-2014 Officers.

Motion: Sartain moved to retain the officers of the current year to serve in the same capacity for the 2013-2014 year.

Second: Blue

Vote: The motion carried with the following votes:

Aye: MacLeod, Blue, Sartain, Twombly, Cremin

Nay: None

4. Approval of the 2014 Annual Schedule.

Motion: Twombly moved approval of the 2014 Annual Schedule.
Second: MacLeod
Vote: The motion carried with the following votes:
Aye: MacLeod, Blue, Sartain, Twombly, Cremin
Nay: None

5. Discussion of Request for Proposal to obtain detailed proposals for developing the site at 71st and Riverside with emphasis on retail/recreation venues. (Clay Bird)

Mr. Bird presented this item explaining that, to everyone's surprise, there was only one response received and it was ultimately considered to be non-responsive. There was follow-up to try to determine why there was no response. A major deterrent was that it was felt it would be difficult to obtain funding for developing a leased property. Mr. Bird stated that he would provide information to TPGA regarding how the requests were solicited.

6. Agreement between GH2 Architects and Tulsa Public Facilities Authority for professional architectural services on Project No. SP 13-36 BOK Center Renovations in an amount not to exceed \$41,600.00 (Marsha Hinds, Engineering)

Ms. Hinds presented this item. She distributed a document breaking out the different aspects of the projects and the contractors working on each piece.

Motion: Sartain moved approval of the Agreement between GH2 Architects and Tulsa Public Facilities Authority for professional architectural services on Project No. SP 13-36 BOK Center Renovations in an amount not to exceed \$41,600.00.
Second: MacLeod
Vote: The motion carried with the following votes:
Aye: MacLeod, Blue, Sartain, Twombly, Cremin
Nay: None

7. Tulsa Public Facilities Authority Audited Financial Statements June 30, 2013. (Kristen Hughes, McGladrey LLP and Norman Kildow, Finance)

Ms. Hughes with McGladrey presented the required communications to the Authority. There were no material weaknesses or significant deficiencies and there were no disagreements with management concerning the financial reporting. There was a clean opinion, an unmodified opinion, given. Mr. Kildow presented the details of the audit.

8. BOK Arena & Tulsa Convention Center Financial Reports for period ending June 30, 2013. (Tom Simpson, SMG)

Mr. Simpson presented the June financial statements to the Authority members.

9. BOK Center & Tulsa Convention Center Special Purpose Financial Statements and Incentive Fee Reports. (Tom Simpson, SMG)

Mr. Simpson presented the reports to the Authority members. The BOK Center and the Convention Center audits were conducted by Grant Thornton and were both clean audits. Regarding the incentive fee for the BOK Center, SMG was able to obtain 100% of the gross income, 100% of the net profit, and 80% of the attendance incentive, which was better than last year. For the Convention Center, SMG was able to obtain 100% for all three items.

10. Discussion of upcoming agenda items:

No items presented for discussion.

11. Next Regular Meeting: November 21, 2013 and December 19, 2013

It was noted that the November 21, 2013 meeting will be cancelled and it is likely that the December 19, 2013 meeting will also be canceled as there is not an expectation that there will be any actionable items.

12. Adjournment.

Motion: At approximately, 5:30 PM, Twombly moved that the meeting be adjourned.

Second: MacLeod

Vote: The motion carried with the following votes:
Aye: MacLeod, Blue, Sartain, Twombly, Cremin
Nay: None



Wendy Z. Martin, TPFA Assistant Secretary

April 10, 2014

Date Approved by Authority