

TULSA PUBLIC FACILITIES AUTHORITY

Regular Meeting: December 18, 2014

MINUTES

Trustees of the **Tulsa Public Facilities Authority** met for its Regular Meeting on Thursday, December 18, 2014 at 4:30 PM in RM 10-205 at City Hall at One Technology Center. Due notice was posted at 3:42 PM on December 17, 2014 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. Sartain, Acting Chairman called the meeting to order at approximately 4:45 PM.

TRUSTEES PRESENT

Marcia MacLeod, Vice Chairman (arrived 4:50PM)
Chuck Blue, Secretary
Jim Twombly, Mayoral Designee
George Sartain

TRUSTEES ABSENT

Dewey F. Bartlett, Mayor
J. Patrick Cremin, Chairman

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

OTHERS PRESENT: Tom Simpson, SMG; Matt Cooper, City Finance; Lucy Dolman, City Parks; Tawnie Larson, CBRE; Christy Basgall, City Finance; Shirley Twilley, City Finance; Jean Lu, City Finance; Mark Hogan, Asset Management.

2. Approval of Minutes from the October 23, 2014 Regular Meeting.

Without objection, this item was pulled.

3. Audited Financial Statements for the Year Ended June 30, 2014 and Auditor communications (Christy Basgall, Finance and Kristen Hughes, McGladrey)

Ms. Basgall and Ms. Hughes presented this item. Ms. Hughes participated via telephone. Ms. Hughes stated the opinion was unmodified, clean opinion and went through the required communications. There were no questions.

Motion: Mr. Blue moved to accept the report on the Audited Financial Statements.

Second: Twombly

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

Ms. Macleod arrived at approximately 4:50 PM.

4. Approval BOK Arena & Cox Business Center Financial Reports for period ending October 31, 2014. (Tom Simpson, SMG)

Mr. Simpson presented the BOK Arena and Cox Business Center reports. The members discussed the sale of BOK Arena club seats. Mr. Simpson explained that the advantage of club seats is that customers have the first right of refusal for upcoming events. If they opt not to purchase the event ticket then the seat is released for sale to the public. Club seats also include season tickets to the Oilers games. Mr. Sartain asked several questions regarding expenses, which Mr. Simpson satisfactorily explained were timing issues. There were no questions on the Cox Business Center report.

5. Discuss and approve Golf Course Fees and associated charges. (Lucy Dolman, Parks)

Lucy Dolman presented this item on behalf of Tom Wolf who could not be present. The request is to raise fees \$2 per round on weekend mornings at Page Belcher and an overall raise of \$2 per round for seniors. These rates would remain competitive with Tulsa County which is also raising rates. Ms. Dolman stated that Mr. Wolf is requesting the freedom to adjust the rates back if the response is negative. If the rates are adjusted back downward, Mr. Wolf would share that information with TPFA.

Motion: MacLeod moved approval of raising the rates as requested and allow for the adjustment of lowering fees should the increase result in reduced revenues.

Second: Blue

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

6. Update the TPFA Trustees on firm selection for consulting services related to the City of Tulsa' current and future obligations in OTC, relative to potential options, and report to the Mayor and City Council on or before January 1, 2015 (Mike Kier, Finance)

Mr. Kier presented this item. A request for proposal was issued and as a result Newmark Grubb has been selected. They expect to have a draft report by the end

of January to present to TPFA. The City Council is placing the item on its first agenda in March 2015.

7. Approval of First Amendment to Lease Agreement between the City of Tulsa, Tulsa Public Facilities Authority and Magellan Midstream Partners, L. P. for office space in OTC. (Mark Hogan, Asset Management and Mike Kier, Finance)

Mr. Kier introduced this item and Ms. Larsen summarized the transaction. The lease is an amendment to the current lease. The 9th floor lease is extended and the entire 8th floor will be added. The delivery date is March 1, 2015 with rent beginning April 1st and expiration of the lease in 2020.

Mr. Kier noted that the City currently occupies the 8th floor and will be relocating primarily to the 5th and 14th floors.

Motion: Twombly moved approval of First Amendment to Lease Agreement between the City of Tulsa, Tulsa Public Facilities Authority and Magellan Midstream Partners, L.P. for office space in OTC.

Second: MacLeod

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

8. Consider a motion and vote to enter Executive Session pursuant to Title 25 O.S. Section 307(C)(10) to discuss a development proposal and engaging a broker for land owned by Tulsa Public Facilities Authority at 71st and Riverside and which includes a determination that public disclosure of the matter would violate the confidentiality of the business (Clay Bird, City of Tulsa).

Motion: Twombly moved to enter Executive Session pursuant to Title 25 O.S. Section 307(C)(10) to discuss a development proposal for land owned by Tulsa Public Facilities Authority at 71st and Riverside and which includes a determination that public disclosure of the matter would violate the confidentiality of the business.

Second: Blue

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

The members entered Executive Session at 5:31 PM. Mr. Bird, Mr. Kier, and Ms. Martin were also present. Mr. Bird presented the item.

9. Leave Executive Session on discussion of a development proposal and engaging a broker for 71st & Riverside for the purpose of taking any appropriate related action.

Upon conclusion of the discussion, the meeting was opened to the public.

Motion: Twombly moved that the members of TPFPA affirm that the information presented did support the need for an executive session, that nothing other than the development proposal for 71st & Riverside was discussed, and that the members leave executive session.

Second: MacLeod

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

Motion: Blue moved approval of authorization to engage Newmark Grubb for consulting services for the review and analysis of a certain ground lease between TPFPA and an unnamed developer for the property generally located within the Helmerich Park area on the Southwest corner of 71st and Riverside Dr. in an amount not to exceed \$2,500 and to be paid at the completion of the analysis.

Second: Twombly

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

10. Discussion of upcoming agenda items.

Mr. Kier stated that in addition to the 71st and Riverside update in January, there is a possibility of additional leasing items for One Technology Center in February.

11. Next Regular Meeting: January 22, 2015.

Mr. Bird noted that if things begin to move along on the 71st and Riverside item he may request a special meeting.

12. Adjournment.

Without objection, Mr. Sartain adjourned the meeting at approximately 5:48 PM.



Melissa C. Stice, TPFPA Assistant Secretary

1/22/15

Date Approved by Authority