

A MEETING OF THE SHAWNEE
CIVIC AND CULTURAL DEVELOPMENT AUTHORITY
DECEMBER 20, 2018 @ 12:30PM
HEART OF OKLAHOMA EXPOSITION CENTER

THE TRUSTEES OF THE SHAWNEE CIVIC AND CULTURAL DEVELOPMENT AUTHORITY WAS ORIGINALLY SCHEDULED TO HAVE THEIR REGULAR MEETING DATE THURSDAY, DECEMBER 20, 2018 AT 12:30PM AT HEART OF OKLAHOMA EXPOSITION CENTER, PURSUANT TO NOTICE DULY POSTED AS PRESCRIBED BY LAW. NOTICE WAS FILED AT CITY HALL ON DECEMBER 17, 2018 AT 4:37PM.

AGENDA ITEM NO.1

CALL TO ORDER.

THE MEETING WAS CALLED TO ORDER AT 12:38PM BY CHAIRMAN RANDY GILBERT.

AGENDA ITEM NO.2

ROLL CALL

TRUSTEES PRESENT: MR. RANDY GILBERT
MR. TIM BARRICK
MR. LANCE WORTHAM
MS. RACHEL MELOT
MR. CARL PACKWOOD
MR. ERIC BENSON

TRUSTEES ABSENT: MR. KARL KOZEL

*GUESTS ALSO IN ATTENDANCE: EMILY FLETCHER, KEN STAFFORD, COUNTY COMMISSIONER MELISSA DENNIS, FAY , & COUNTYWIDE NEWS

AGENDA ITEM NO.4

APPROVAL OF THE MINUTES OF THE REGULAR
MEETING NOVEMBER 2018

THE MOTION MADE BY TRUSTEE PACKWOOD, SECONDED BY TRUSTEE WORTHAM TO APPROVE THE MINUTES AS PRESENTED FOR THE OCTOBER 2018 REGULAR BOARD MEETING. -MOTION CARRIED.

AYE: GILBERT, BARRICK, WORTHAM, MELOT, PACKWOOD, BENSON
NAY: NONE
ABSTAIN: NONE

AGENDA ITEM NO. 6

APPROVAL OF THE MONTHLY FINANCIAL REPORT

THE MOTION MADE BY TRUSTEE MELOT, SECONDED BY TRUSTEE BARRICK TO APPROVE THE MONTHLY FINANCIAL REPORT. -MOTION CARRIED.

AYE: GILBERT, BARRICK, PACKWOOD, WORTHAM, MELOT, BENSON
NAY: NONE
ABSTAIN: NONE

AGENDA ITEM NO.7

APPROVAL OF GENERAL CLAIMS

THE MOTION MADE BY TRUSTEE PACKWOOD, SECONDED BY TRUSTEE BARRICK TO APPROVE THE GENERAL CLAIMS AND WITH ADD ONS AS PRESENTED. -MOTION CARRIED.

AYE: GILBERT, BARRICK, PACKWOOD, WORTHAM, MELOT, BENSON
NAY: NONE
ABSTAIN: NONE

General Claims:

Monthly Bills:

1. MetTel	\$886.46
2. AT&T Mobility	\$56.42
3. OK Tax Commission	\$3,246.53
4. ONG (9)	\$1,558.63
5. Pitney Bowes Power Purchase	\$197.13
6. OG&E (Nov & Dec)	\$28,586.86
7. John Deere (2)	\$1,407.77
8. Constellation	\$1,057.35
9. Shawnee Municipal Authority	\$52.11
10. AT&T	\$365.14

Legal:

1. Stuart & Clover	\$675.00
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Temp Labor:

1. Express	\$703.28
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Office:

1. Finley & Cook	\$517.50
2. INS	\$734.00
3. Staples (2)	\$301.97
4. FUB SMG (2)	\$1,201.96
5. City of Shawnee Surcharge	\$273.75
6. Pitney Bowes-Lease	\$170.82
7. FUB CD	\$202.77

Marketing:

1. Vann & Associates (*Oct & Dec)	\$2,374.00
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Membership Fees:

1. Vann & Associates Expo Website	\$650.00
2. OK Tax Commission	\$20.00
3. OMAG (1 of 4)	\$2,345.25

Equipment Maintenance:

1. Hunzicker Brothers (2)	\$3,194.57
2. Tennant	\$1,233.62
3. Thyssenkrupp	\$1,030.45

Supplies:

1. Airgas (2)	\$39.28
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Bldg & Grounds Maintenance:

1. Locke Supply	\$14.58
2. Grimsley's	\$37.67
3. Marsh Electric (2)	\$1,769.19
4. Winkler Door	\$293.40
5. Buford Whites (2)	\$138.77
6. Chuck Jones	\$300.00
7. Personal Plumbing	\$492.50
8. Ask About Windows	\$216.00
9. Armstrong Termite & Pest	\$150.00
10. 24 Hour Lockout Service	\$188.25
11. Automatic Fire Control	\$659.72
12. City Grease Trap	\$225.00
13. NAPA	\$291.67

Sponsorship:

1. OK Junior Swine Association	\$500.00
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Insurance Claim:

1. Ryan Walker	\$2,500.00
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Refund:

1. Dennis Redwine	\$60.00
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AGENDA ITEM NO.8

APPROVAL OF SPECIAL CLAIMS

THE MOTION MADE BY TRUSTEE PACKWOOD, SECONDED BY TRUSTEE BARRICK TO APPROVE THE SPECIAL CLAIMS WITH ADD ONS AS PRESENTED. -MOTION CARRIED.

AYE: GILBERT, BARRICK, PACKWOOD, WORTHAM, MELOT, BENSON
NAY: NONE
ABSTAIN: NONE

Special Claims:

Marketing:

1. Vann & Associates (*Oct & Dec)	\$2,374.00
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IFR:

1. IPRA	\$2,405.00
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AGENDA ITEM NO. 9

APPROVAL OF SHAVINGS CLAIMS

NONE

AGENDA ITEM NO. 10

D, C, & PA ON RENEWAL OF VANN & ASSOCIATES
MARKETING CONTRACT FOR THE EXPO & IFYR
2019

THE MOTION MADE BY TRUSTEE WORTHAM, SECONDED BY TRUSTEE BARRICK TO DO A 60-DAY
TERMINATION CLAUSE, A MONTH TO MONTH BASIS STARTING JAN 1, 2019. -MOTION CARRIED.

AYE: GILBERT, BARRICK, WORTHAM, MELOT, PACKWOOD, BENSON
NAY: NONE
ABSTAIN: NONE

AGENDA ITEM NO. 11

D, C, & PA ON SOFT GOODS VENDOR FOR IFYR
2019

THE MOTION MADE BY TRUSTEE WORTHAM, SECONDED BY TRUSTEE BARRICK TO CONTRACT
EMILY FLETCHER WITH DE FINE BOUTIQUE FOR IFYR 2019 & 2020 SOFT GOODS VENDOR. -MOTION CARRIED.

AYE: GILBERT, BARRICK, WORTHAM, MELOT, PACKWOOD
NAY: BENSON
ABSTAIN: NONE

AGENDA ITEM NO. 12

IFYR UPDATE

*IFR COMING UP, IFYR YOUTH DIRECTORS WILL BE ATTENDING AND THEIR JACKETS ARE ORDERED
*BILLY JOE CHRZ-LONGTIME IFYR VOLUNTEERED PASSED AWAY, FUNERAL WAS HELD AT THE EXPO
DEC 17, 2018
* PERSONNEL PACKETS SENDING OUT IN JAN 2019
*MELISSA DENNIS IS ORDERING GRAVEL(SHELL) NOW
*IFYR MEETINGS WILL BEGIN IN JAN 2019
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AGENDA ITEM NO. 13

COMMITTEE

NO COMMITTEE REPORTS

AGENDA ITEM NO. 14

ADMINISTRATIVE REPORTS

ADMINISTRATIVE REPORT SENT TO ALL BOARD MEMBERS BEFORE MEETING
*WORKING ON BIDS WITH OG&E & ELECTRICAL CONTRACTORS FOR LED LIGHTING IN ALL BARN &
THE PARKING LOT
*OTTO SEC C-CHANGED OUT WHOLE LIGHT FIXTURES.
*OTTO SEC B-HEATING UNITS RUSTED, 3 BIDS AVAILABLE IN JAN 2019, ESTIMATED \$25,000
REPLACEMENT COST
*WORKING ON MAYBE GETTING EASTON CORBIN TO PERFORM A CONCERT IN MAY 2019
*STAFF KEEPING UP WITH MAINTENANCE & REPAIRS ON BUILDINGS FOR THE NEW YEAR
*SURPLUS ITEMS TOTAL COST \$8,948.70 FROM EXCEL AUCTION.
*MEETING W/VANN & ASSOCIATES TO GET A BID FOR MARKETING THE RODEO AND LIVE
FACEBOOK VIDEOS FOR DEC 2018, JAN & FEB 2019.
*STEPHANIE & DANIELLE WORKING ON A BUDGET FOR IFYR 2019 & MADE NEW BID PACKETS,
SURVEY, AND BUILDING RATES. 11 OF 31 SURVEYS ANSWERED.
*AUTOMATIC FIRE CONTROL INSPECTED ALL VENT HOODS & FIRE EXTINGUISHERS

AGENDA ITEM NO. 14 & 15

OLD BUSINESS & NEW BUSINESS

*KARL KOZEL SCULPTURE IDEA? INSTEAD OF NAMING OF ARENA /GRANDSTANDS
*POSSIBLE SPONSORSHIP PLACEMENTS ON BUILDINGS/ARENA/GRANDSTANDS
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AGENDA ITEM NO. 16

PUBLIC & TRUSTEE COMMENTS

COMCAST SPECTATOR BUSINESS MANAGEMENT IS BEING CONSIDERED BY THE CITY OF SHAWNEE TO MANAGE THE HEART OF OKLAHOMA EXPOSITION CENTER. IT WAS BROUGHT TO THE CITY MANAGER, ERIC BENSON'S ATTENTION WITH CONCERNS ABOUT HOW THE FACILITY WAS NOT TURNING A PROFIT. THOUGH THE HEART OF OKLAHOMA EXPOSITION CENTER & ITS BOARD OF DIRECTORS OWN THE INTERNATIONAL FINALS YOUTH RODEO, WHICH BRINGS IN NUMEROUS AMOUNTS OF VISITORS AND COMPETITORS TO TOWN. COMCAST WAS BROUGHT IN AND HAD FOUR SMALL GROUP MEETINGS WITH CONCERNS DISCUSSED OF WHAT WOULD HAPPEN TO LEGACY EVENTS? WOULD THEIR CONTRACTS WILL BE HONORED? WOULD FUTURE SIGNED CONTRACTS FOR 2019 BE HONORED? WHAT WOULD HAPPEN TO THE RODEO? THE EXPO EMPLOYEES? WOULD IT REALLY BE WORTH BRINGING IN ANOTHER COMPANY TO MANAGE THE EXPO? IT WAS STATED BY ERIC BENSON THAT ALL CONTRACTS SIGNED FOR THE YEAR 2019 WOULD BE HONORED. THE LEGACY EVENTS WOULD CONTINUE TO BE HONORED AS WELL. THE IFYR WILL CONTINUE RUN AS NORMAL. EXPO EMPLOYEES WOULD BE OFFERED A POSITION WITH COMCAST OR A POSITION WITH THE CITY OF SHAWNEE. ALTHOUGH THE QUESTION OF WOULD IT BE WORTH BRINGING IN A NEW MANAGEMENT COMPANY IS YET TO BE DETERMINED. THOUGH THE EXPO BOARD OF TRUSTEES ARE TO VOTE WHETHER OR NOT COMCAST TAKES OVER MANAGEMENT OF THE EXPO CENTER AT THE JAN 2019 BOARD MEETING.

AGENDA ITEM NO. 17

ADJOURNMENT @ 2:10PM

THE MOTION MADE BY TRUSTEE BARRICK, SECONDED BY TRUSTEE MELOT TO ADJOURN THE MEETING. -MOTION CARRIED.

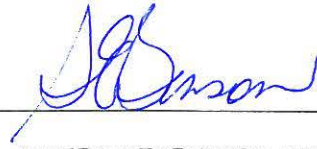
AYE: GILBERT, BARRICK, WORTHAM, MELOT, PACKWOOD, BENSON

NAY: NONE

ABSTAIN: NONE



CHAIRMAN: MR. RANDY GILBERT



INTERIM SECRETARY: MR. ERIC BENSON