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Cleveland County, OK
Cleveland County Office Building

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County Clerk, Cleveland County

201 South Jones
Norman, OK 73069
Suite 200

Pam Howlett



Public Facilities Authority
Meeting Minutes

Monday, June 15, 2026
10:30 AM

Rusty Grissom - Chairman
Rod Cleveland - Vice-Chairman
Jacob McHughes - Member

<https://www.clevelandcount yok.com/>

Meeting Called to Order**Roll Call**

Present Commissioner Rusty Grissom, Commissioner Rod Cleveland, and Commissioner Jacob McHughes

Notice of the meeting was properly posted on June 12, 2026.

For purposes of this agenda “Action” means any of the following: amending, approving, approving as amended, deferring, denying, giving instructions to staff, making a recommendation to another public body, receiving documents or presentations, referring to committee, reconsidering, re-opening, returning, striking or postponing the item.

Approval of Minutes

1. Discussion and possible action regarding - Approve, Amend, or Modify the Minutes of the Regular Meeting of May 18, 2026.

A motion was made by Commissioner McHughes, seconded by Commissioner Cleveland, to approve minutes. The motion carried by the following vote:

Aye: 3 - Commissioner Grissom, Commissioner Cleveland, and Commissioner McHughes

2. Discussion and possible action regarding - Accept the monthly deposit of \$100,000.00 from Public Safety Sales Tax to Cleveland County Authority Revenue Fund at BancFirst for future debt service payment on the Cleveland County Public Facilities Authority Sales Tax Revenue Bond Series 2021 (Alan J Couch Juvenile Service Center Project).

A motion was made by Commissioner McHughes, seconded by Commissioner Cleveland, approve to receive. The motion carried by the following vote:

Aye: 3 - Commissioner Grissom, Commissioner Cleveland, and Commissioner McHughes

3. Discussion and possible action regarding to receive the following:
Moore Norman Tech LBR 21 D/S Check No. 1108744 in the amount of \$10,505.00
Moore Norman Tech LRB 22 D/S Check No. 1108745 in the amount of \$4,405.00
Old Republic Title Co. of Ok Check No. 357222 in the amount of \$26,436.11 (Refund Escrow Overage)

A motion was made by Commissioner Grissom, seconded by Commissioner McHughes, approve to receive. The motion carried by the following vote:

Aye: 3 - Commissioner Grissom, Commissioner Cleveland, and Commissioner McHughes

4. Discussion and possible action regarding - Accept payments from the following:
CommunityWorks, LLC, Check #4238 for \$2,500.00
Old Republic Title Co. of Ok. Check #358395 for \$3,600.00
Oklahoma Indigent Defense System (OIDS), EFT for \$43,901.67
Service Oklahoma, EFT for \$3,500.00
Tribal Government, Check # 6102 for \$2,400.00
Tyler Broadcasting Corporation, Check #97010 for \$475.00

A motion was made by Commissioner McHughes, seconded by Commissioner Cleveland, approve to receive. The motion carried by the following vote:

Aye: 3 - Commissioner Grissom, Commissioner Cleveland, and Commissioner McHughes

5. Discussion and possible action regarding Quote from Bob Usry & Sons INC. In the amount of \$600.00. Regarding 200 E. Main - the quote is to remove the WYE on the main sewer stack to be able to pump the water to the sewer line. Once the water has been pumped, we will put back the WYE.

A motion was made by Commissioner McHughes, seconded by Commissioner Cleveland, approve to receive. The motion carried by the following vote:

Aye: 3 - Commissioner Grissom, Commissioner Cleveland, and Commissioner McHughes

6. Discussion and possible action regarding - Payment of the following estimated monthly invoices that will come due prior to the next regular meeting: 1)OG&E - \$10,000.00 Northwest Control - \$1,000.00 3)City of Norman - \$1,000.00 4)American Elevator - \$700.00 5)Cox (Phone) - \$300.00 6)Cox (Internet) - \$300.00 7)The Alarm Group - \$100.00.

A motion was made by Commissioner McHughes, seconded by Commissioner Cleveland, approve to receive. The motion carried by the following vote:

Aye: 3 - Commissioner Grissom, Commissioner Cleveland, and Commissioner McHughes

7. Discussion and possible action regarding - Payment to Don's Mobil Lock Shop Inc. Invoice No. 068810, in the amount of \$387.97 for Arvest Locks.

A motion was made by Commissioner McHughes, seconded by Commissioner Cleveland, approve to receive. The motion carried by the following vote:

Aye: 3 - Commissioner Grissom, Commissioner Cleveland, and Commissioner McHughes

8. Discussion and possible action regarding - Payment to AE (American elevator Solutions, LLC) Invoice No. INV-68880-G8H4 in the amount of \$692.00 for Maintenance for the month of June.

A motion was made by Commissioner McHughes, seconded by Commissioner Cleveland, approve to receive. The motion carried by the following vote:

Aye: 3 - Commissioner Grissom, Commissioner Cleveland, and Commissioner McHughes

9. Discussion and possible action regarding Payment to VOSS Lighting, Invoice No. 30223176-00, in the amount of \$490.00, for the Vista Building for ten (10) six inch can lights.

A motion was made by Commissioner McHughes, seconded by Commissioner Cleveland, approve to receive.. The motion carried by the following vote:

Aye: 3 - Commissioner Grissom, Commissioner Cleveland, and Commissioner McHughes

10. Discussion and possible action regarding - Sage software renewal, to be split between all six Authorities, Public Facilities Authority share is \$780.84.

A motion was made by Commissioner McHughes, seconded by Commissioner Cleveland, approve. The motion carried by the following vote:

Aye: 3 - Commissioner Grissom, Commissioner Cleveland, and Commissioner McHughes

11. Discussion and possible action regarding - Approve payment for the following Debt Service Payment to BancFirst in the amount of \$82,827.50 for the Sales Tax Revenue Bonds Series 2021 at the Alan J. Couch Center at 1650 W. Tecumseh.

A motion was made by Commissioner McHughes, seconded by Commissioner Cleveland, approve. The motion carried by the following vote:

Aye: 3 - Commissioner Grissom, Commissioner Cleveland, and Commissioner McHughes

12. Discussion and possible action regarding Lease Agreement between Cleveland County Public Facilities Authority (hereafter Landlord) and Stockwell Law Office (hereafter Tenant), property located at 111 North Peters Street, Norman. The term of this lease is from July 1, 2026, through December 30, 2026. This is a lease with the Tenant planned to occupy a space that is roughly 700 gross SF within a larger office building, with such floor plan(s) as shown attached Exhibit A.

A motion was made by Commissioner McHughes, seconded by Commissioner Grissom, approve. The motion carried by the following vote:

Aye: 3 - Commissioner Grissom, Commissioner Cleveland, and Commissioner McHughes

13. Discussion and possible action regarding Memorandum of Understanding between Public Facilities Authority and Cleveland County Building Maintenance Department. The MOU is an understanding to manage the day to day maintenance and operations of properties owned operated by the Public Facilities Authority.

A motion was made by Commissioner McHughes, seconded by Commissioner Cleveland, that this item be approved. The motion carried by the following vote:

Aye: 3 - Commissioner Grissom, Commissioner Cleveland, and Commissioner McHughes

14. Discussion and possible action regarding purchase of sewage pump for the Arvest building for \$575.11.

A motion was made by Commissioner McHughes, seconded by Commissioner Cleveland, that this item be approved. The motion carried by the following vote:

Aye: 3 - Commissioner Grissom, Commissioner Cleveland, and Commissioner McHughes

No New Business

No Board Member Statements and Announcements

Adjourn

A motion was made by Commissioner Grissom, seconded by Commissioner McHughes, to adjourn.. The motion carried by the following vote:

Aye: 3 - Commissioner Grissom, Commissioner Cleveland, and Commissioner McHughes

**Public Facilities Authority
CLEVELAND COUNTY, OKLAHOMA**

Chairman

ATTEST:

Pam Howlett, County Clerk

Minutes Prepared by: _____
Deputy County Clerk