

THE MIAMI COMMUNITY FACILITIES AUTHORITY (MCFA) MET IN REGULAR SESSION MARCH 22, 2023, AT THE MIAMI CIVIC CENTER COUNCIL CHAMBERS AT 5:15PM WITH THE FOLLOWING MEMBERS PRESENT:

Kyle Stafford, Chairman  
Nick Highsmith, Trustee  
Bless Parker, Trustee  
Mark Folks, Trustee/Vice Chairman (Absent)  
Dustin Grover, Trustee  
Bill Osborn, Trustee /Secretary/Treasurer (Absent)  
Shannon Duhon, Trustee

Bo Reese, City Manager  
Ben Loring, Trust Attorney  
Melissa Moore, City Clerk

The agenda for the meeting was displayed in the main lobby of the Miami Civic Center and by posting on [www.miamiokla.net](http://www.miamiokla.net) starting at 3:30PM on March 21, 2023, pursuant to 25 O.S §311(9) (a) and (b).

**THE TRUST MAY DISCUSS, CONSIDER, VOTE ON, AND/OR MAKE RECOMMENDATION TO THE CITY COUNCIL ON ANY ITEM LISTED IN THIS AGENDA:**

**1. Call to Order**

Chairman Stafford called the meeting to order at 5:17PM.

**2. Invocation**

Chairman Stafford gave the invocation.

**3. Pledge of Allegiance**

Chairman Stafford led the pledge of allegiance.

**4. Public Input and Unscheduled Personal Appearances**

None.

**5. \*Action Item\* Consent Agenda**

Trustee Parker moved to transfer agenda Item #6 (*Ratify and Approve Claims*) through Item #7 (*Approve Minutes: November 09, 2023 (Regular)*) to the consent agenda and approve. Trustee Grover made the second. The Trust was polled with the following results:

Parker, Aye Grover, Aye Duhon, Aye Highsmith, Aye Stafford, Aye Osborn, Absent Folks, Absent

Chairman Stafford declared the motion approved.

**6. \*Action Item\* Ratify and Approve Claims**

Moved to Consent

**7. \*Action Item\* Minutes: November 09, 2023 (Regular)**

Moved to Consent

**8. Monthly Financial Report**

Jennifer Swanson explained that the last financial statement is from November two thousand twenty-two (2022). The financials have not changed since this statement was created. She is working to bring the financial statement to current.

No action taken.

**9. \*Action Item\* Fiscal Year 2023-2024 Budget**

Jill Fitzgibbon provided the proposed fiscal year two thousand twenty-three through two thousand twenty-four (2023-2024) budget. Information included current contracts and payments, potential revenues, and projected expenditures.

Trustee Parker explained that J-K Media may decide not to renew their contract to run the video board this football season. Trustee Highsmith will reach out to them. There was a discussion regarding the need to update the field turf and score board. More discussion and research on prices of scoreboard, field turf replacement, and food services due to inflation is needed. The budget will be brought back to a future meeting for approval.

No action taken.

**10. \*Action Item\* Field Turf Maintenance Agreement**

Trustee Grover explained that the only change to the contract besides the dates is that there is an additional charge for the G-MAX testing. Trustee Grover explained that after the last field maintenance the representative recommended replacing the turf after the summer of two thousand twenty-six (2026) if the G-MAX score is good. The field would be replaced after the soccer season in two thousand twenty-six (2026). Bo Reese explained that he has been discussing field turf replacement pricing and it is possible that the replacement cost would be approximately four hundred fifty thousand dollars (\$450,000.00). The target amount to plan for is five hundred thousand dollars (\$500,000.00). Chairman Stafford recommended getting estimates from companies annually. Jill Fitzgibbon provided information about the street/stadium fund and potential money.

Trustee Duhon made a motion to approve the field turf maintenance agreement for program one and program two. Trustee Parker made the second. The Trust was polled with the following results:

Duhon, Aye Highsmith, Aye Grover, Aye Parker, Aye Stafford, Aye Folks, Absent Osborn, Absent

Chairman Stafford declared the motion approved.

**11. Discussion and \*Possible Action\* Regarding Scoreboard Maintenance**

Trustee Grover explained that Daktronics will agree to a one year scoreboard maintenance agreement. Trustee Grover will get a quote on the new tri-caster, controller, videoboard, and new service agreement. Scoreboard maintenance and/or replacement will be placed on a future agenda.

No action taken.

**12. Discussion and \*Possible Action\* on Various Fees Including Suite Leases, Scoreboard Panels, Banner Advertising, Video Board Advertising, and Stadium Rentals**

Chairman Stafford voiced that he is not a fan of the banners. The current rental fee for use of the stadium is a basic fee of seven hundred fifty dollars (\$750.00) and then there are additional fees which could be charged. The crusaders out of Joplin would like to rent the facility for semi-pro football. If the Trust is interested in renting out the facility, then the Joplin Crusaders would need to present to the Trust. Chairman Stafford recommended updated the rental contract to reflect more generic language regarding food services and video board services. The updated rental agreement will come back to the Trust for approval.

No action taken.

**13. Discussion and \*Possible Action\* on NEO Commission Agreement for Ad Sales**

Trustee Parker made a motion to approve the NEO commission agreement for ad sales. Trustee Highsmith made the second. The Trust was polled with the following results:

Parker, Aye Highsmith, Aye Grover, Abstain Duhon, Aye Stafford, Abstain Folks, Absent Osborn, Absent

Chairman Stafford declared the motion approved.

**14. Discussion and \*Possible Action\* on Miami Public Schools Commission Agreement for Ad Sales**

Trustee Parker made a motion to approve the Miami Public Schools commission agreement for ad sales. Trustee Grover made the second. The Trust was polled with the following results:

Parker, Aye Grover, Aye Duhon, Aye Highsmith, Abstain Stafford, Aye Folks, Absent Osborn, Absent

Chairman Stafford declared the motion approved.

**15. Discussion and \*Possible Action\* on City of Miami Commission Agreement for Ad Sales**

Trustee Duhon made a motion to approve the City of Miami commission agreement for ad sales. Trustee Grover made the second. The Trust was polled with the following results:

Duhon, Aye Grover, Aye Parker, Abstain Highsmith, Aye Stafford, Aye Folks, Absent Osborn, Absent

Chairman Stafford declared the motion approved.

**16. Discussion on Upcoming Football Season**

Trustee Highsmith announced that there will be a huddle camera installed at the stadium. Chairman Stafford brought up that only the sound of the PA can be heard through the speakers in the suites, they aren't able to hear the band or halftime performances. The Trustees discussed the potential to take out the seats and put in waist high tables and controlled access to the suites so that suiteholders can access the suite for soccer games. Chairman Stafford will do some cost analysis on the items discussed.

No action taken.

**17. Chairman and Trustee Community Announcements**

Chairman Stafford announced that NEO celebrated Founders Day today.

No action taken.

**18.\*Potential Action Item\* Other New Business, if any, Which has Arisen Since the Posting of the Agenda and Could not Have Been Anticipated Prior to the Time of Posting (25 O.S. § 311(9))**

None.

**19. Adjournment**


Trustee Grover moved to adjourn. Trustee Parker made the second. The Trust was polled with the following results:

Grover, Aye Parker, Aye Duhon, Aye Highsmith, Aye Stafford, Aye Folks, Absent Osborn, Absent


Chairman Stafford declared the meeting adjourned at 6:10PM.

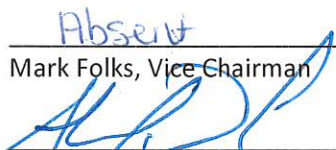
  
\_\_\_\_\_  
Kyle Stafford, Chairman

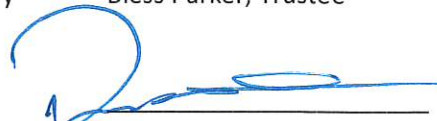
Absent  
\_\_\_\_\_  
Bill Osborn, Treasurer/Secretary

  
\_\_\_\_\_  
Bless Parker, Trustee

ATTEST:

  
\_\_\_\_\_  
Melissa Moore, City Clerk

Absent  
  
\_\_\_\_\_  
Mark Folks, Vice Chairman

  
\_\_\_\_\_  
Dustin Grover, Trustee

Absent  
\_\_\_\_\_  
Nick Highsmith, Trustee



**MCFA  
PURCHASE ORDERS PRESENTED  
3/22/2023**

<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>TOTAL</b>
<b>OFF-CYCLE CHECKS - DECEMBER 2022</b>		
MHS FOOTBALL BOOSTER CLUB	MHS BOOSTER PAYMENT - PO # 23-00936	\$ 8,370.00
NEO ATHLETICS	NEO BOOSTER PAYMENT - PO # 23-00937	\$ 5,680.00
SODEXO INC & AFFILIATES	NEO VS TRINITY VALLEY - PO # 23-00979	\$ 1,588.58
JK MEDIA	MHS & NEO GAMES CONTRACT MCFA22-10 - PO # 23-00977	\$ 8,650.00
		<u>\$ 24,288.58</u>
 <b>CREDIT CARD CHARGES - 10.2.22 - 10.15.22</b>		
DISH NETWORK	SERVICE 10.10.22 - 11.9.22	\$ 289.56
 <b>CREDIT CARD CHARGES - 11.2.22 - 11.15.22</b>		
DISH NETWORK	SERVICE 11.10.22 - 12.9.22	\$ 273.57
	<b>TOTAL</b>	<u>\$ 24,851.71</u>