

THE MIAMI COMMUNITY FACILITIES AUTHORITY (MCFA) MET IN SPECIAL SESSION AUGUST 23, 2023, IN THE NEO A&M
CROSSLAND CENTER COMPLEX AT 11:00AM WITH THE FOLLOWING MEMBERS PRESENT:

Kyle Stafford, Chairman
Nick Highsmith, Trustee
Bless Parker, Trustee (Absent)
Mark Zordel, Trustee
Dustin Grover, Trustee
Brandon Fletcher, Trustee
Shannon Duhon, Trustee

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

Notice of special meeting of the Miami Community Facilities Authority, Miami, Oklahoma, called by Chairman Kyle Stafford was posted on Monday, August 21, 2023, at 9:30AM in the main lobby and the north outside entryway of the Miami Civic Center and the agenda was posted in the same manner at 10:35AM on August 22, 2023.

THE TRUST MAY TAKE ANY OF THE FOLLOWING ACTIONS: DISCUSS, CONSIDER AND VOTE FOR APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ANY ITEM LISTED IN THIS AGENDA:

1. Call to Order

Chairman Stafford called the meeting to order at 11:04AM.

2. Invocation

Trustee Duhon gave the invocation.

3. Pledge of Allegiance

Chairman Stafford led the pledge of allegiance.

4. Oath of Office: Brandon Fletcher and Mark Zordel

City Clerk Melissa Moore administered the oath of office to Brandon Fletcher and Mark Zordel prior to the start of the meeting.

5. *Action Item* Ratify and Approve Claims:

Trustee Duhon made a motion to ratify and approve the claims. Trustee Grover made the second. The Trust was polled with the following results:

Duhon, Aye Grover, Aye Fletcher, Aye Highsmith, Aye Zordel, Aye Stafford, Aye Parker, Absent

Chairman Stafford declared the motion approved.

6. *Action Item* Minutes: June 14, 2023 (Regular)

Trustee Highsmith made a motion to approve the minutes. Trustee Duhon made the second. The Trust was polled with the following results:

Highsmith, Aye Duhon, Aye Grover, Aye Fletcher, Abstain Zordel, Abstain Stafford, Aye Parker, Absent

Chairman Stafford declared the motion approved.

7. Monthly Financial Report

Jennifer watts provided a monthly report for the months of June and July. The suiteholders were invoiced in July for the suite leases and will be shown in the August financial report.

No action taken.

8. *Discussion and Possible Action* Regarding the Scoreboard and Scoreboard Equipment

Chairman Stafford explained that the scoreboard is not working, and Daktronics has been out several times this week to fix the problem. Chairman Stafford explained that all the staff are trained on Daktronics equipment and the other boards across campus are Daktronics. Declaring Daktronics, a sole source would allow the Trust to utilize any current equipment, and the staff would not need additional training. Chairman Stafford stated he also had a conversation with the City Attorney who agreed with this declaration if so desired.

Trustee Grover made a motion to declare Daktronics the sole source vendor. Trustee Zordel made the second. The Trust was polled with the following results:

Grover, Aye Zordel, Aye Highsmith, Aye Duhon, Aye Fletcher, Aye Stafford, Aye Parker, Absent

Chairman Stafford declared the motion approved.

9. *Action Item* Suite Lease Agreement With Modoc Nation

The Modoc Nation agreement in the packet that was signed by the Modoc Nation contained a scrivener's error and the actual cost of the full suite is ten thousand dollars (\$10,000.00) annually for five (5) years for a total of fifty thousand dollars (50,000.00).

Trustee Fletcher made a motion to approve the amended suite lease agreement with Modoc Nation for fifty thousand dollars and resubmit to the Modoc Nation for their signature. Trustee Highsmith made the second. The Trust was polled with the following results:

Fletcher, Aye Highsmith, Aye Grover, Aye Duhon, Aye Zordel, Aye Stafford, Aye Parker, Absent

Chairman Stafford declared the motion approved.

10. *Action Item* Suite Lease Agreement With Integris

Chairman Stafford explained that the suite lease agreement with Integris is a one (1) year agreement for the half suite that they previously shared with Oelke Construction.

Trustee Highsmith made a motion to approve the suite lease agreement with Integris. Trustee Grover made the second. The Trust was polled with the following results:

Highsmith, Aye Grover, Aye Zordel, Aye Stafford, Aye Fletcher, Aye Duhon, Aye Parker, Aye

Chairman Stafford declared the motion approved.

11. Discussion and Possible Action* on Rates and Renovation of the Suites for the New Contract Term

Most of the suite leases go through the 2024 football season. There will need to be a discussion in the future regarding the rates that the Trust wants to set on the new suite leases. The suiteholders have expressed interest in having more access to their suites throughout the year. The suiteholders have also expressed an interest in having the suites set up to provide more socializing. Chairman Stafford explained that J-M Farms & Crossland Construction have agreed to be the first suite to be renovated once they sign their new ten (10) year lease agreement. Instead of the level seating, the suites will contain ten (10) seats with high top tables. Further information and discussions are needed.

No action taken.

12. Action Item* Suite Lease Agreement Templates for Half Suite and Full Suite

Chairman Stafford explained that using the suite lease agreement templates would allow the Trust Manager to sign the agreement in between Trust meetings. The suite lease agreement templates presented are for both half and full suites, and for one (1) year, five (5), and ten (10) year terms.

Trustee Zordel made a motion to approve the suite lease agreement templates for half suite and full suite as presented. Trustee Fletcher made the second. The Trust was polled with the following results:

Zordel, Aye Fletcher, Aye Highsmith, Aye Grover, Aye Duhon, Aye Stafford, Aye Parker, Absent

Chairman Stafford declared the motion approved.

13. *Action Item* Updated Stadium Rental Application and Agreement

No action taken.

14. *Action Item* Award Stadium Access Control Project to Ts3 for MCFA RFQ 23-09; Give Related Signing and Payment Authority to the Trust Chairman or his Designee; Authorize the Trust Chairman or his Designee to Sign the Contract Contingent Upon Legal Approval

Brian Brassfield explained that requests for quotes were sent to three (3) companies: Ts3, Bolt, and Elite Systems. Ts3 was the lowest responder with a quote of forty thousand four hundred ten dollars and fifty-three cents (\$40,410.53) and met all the spec requirements. The quote included seven (7) cameras and sixteen (16) access code panels. There will be a monthly cloud storage fee of ten dollars (\$10.00) per camera (7) for a total of seventy dollars (\$70.00). All parts and labor are warranted for three (3) years. If awarded, the work would begin the week of September 4, 2023 and be completed by September 14, 2023. Chairman Stafford explained that this system would provide either key card, key fob, or Bluetooth access. Bluetooth access could only be provided by Ts3. This access will provide separation from the second and third levels of the building. The cameras start recording once access is activated. An access policy will need to be created by the Trust.

Trustee Grover made a motion to approve awarding the stadium access control project to Ts3 for MCFA RFQ 23-09; give related signing and payment authority to the Trust Chairman or his designee; authorize the Trust Chairman or his designee to sign the contract contingent upon legal approval. Trustee Highsmith made the second. The Trust was polled with the following results:

Grover, Aye Highsmith, Aye Duhon, Aye Fletcher, Aye Zordel, Aye Stafford, Aye Parker, Absent

Chairman Stafford declared the motion approved.

15. Discussion on Upcoming Football Season

Chairman Stafford welcomed everyone. The attendees ate lunch prepared by Sodexo, which highlighted this season's new suite menu items. Chairman Stafford introduced Drew Shemanske with Sodexo. Shemanske gave a brief overview of the menu and made sure to let the Suiteholders know that feedback is appreciated. The Miami High School and NEO A&M College football coaches and athletic directors discussed their upcoming seasons.

No action taken.

16. Chairman Remarks

Chairman Stafford thanked the suiteholders for attending and for continuing to be supporters of the complex. For the first time since the inception of the suites, they are completely leased out for the season. Chairman Stafford also introduced the Trustees of MCFA and announced that there will be more access given to the suiteholders once a policy is in place.

No action taken.

17. Discussion of 8-Man Football Game

There was no discussion.

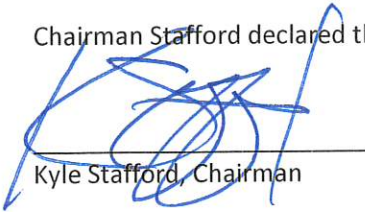
No action taken.

18. *Action Item* Adjournment

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

Grover, Aye Duhon, Aye Highsmith, Aye Zordel, Aye Fletcher, Aye Stafford, Aye Parker, Aye

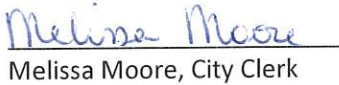
Chairman Stafford declared the meeting adjourned at 12:43PM.

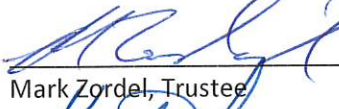

 Kyle Stafford, Chairman


 Brandon Fletcher, Trustee

Abstained
 Bless Parker, Trustee

ATTEST:


 Melissa Moore, City Clerk


 Mark Zordel, Trustee


 Dustin Grover, Trustee


 Shannon Duhon, Trustee


 Nick Highsmith, Trustee

**MCFA
 PURCHASE ORDERS PRESENTED
 AUGUST 9, 2023 FY 22/23**



VENDOR	DESCRIPTION	TOTAL
OFF-CYCLE CHECKS - JULY 2023		
TREY DAWSON	FEES FOR GAMEDAY VIDEOBOARD	\$ 300.00
SODEXO	8 MAN FOOTBALL GAME SUITES 100 PPL - 7.17.23	\$ 1,593.00
TOTAL		\$ 1,893.00

**MCFA
 PURCHASE ORDERS PRESENTED
 8/9/2023**

VENDOR	DESCRIPTION	TOTAL
OFF-CYCLE CHECK - JULY 2023		
DAKTRONICS	SERVICE AGREEMENT 7.1.23 - 6.30.24	\$ 10,755.00
TOTAL		\$ 10,755.00