

THE MIAMI COMMUNITY FACILITIES AUTHORITY (MCFA) MET IN REGULAR SESSION NOVEMBER 08, 2023, AT THE MIAMI CIVIC CENTER COUNCIL CHAMBERS AT 5:15PM WITH THE FOLLOWING MEMBERS PRESENT:

Kyle Stafford, Chairman
Nick Highsmith, Trustee/Vice Chairman (Absent)
Bless Parker, Trustee
Mark Zordel, Trustee
Dustin Grover, Trustee (Absent)
Brandon Fletcher, Trustee /Secretary/Treasurer
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 starting at 2:05PM on November 07, 2023, pursuant to 25 O.S §311(9) (a) and (b).

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 5:19PM.

2. Invocation

Trustee Fletcher 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* Ratify/Approve Claims:

Trustee Zordel made a motion to approve the claims. Trustee Parker made the second. The Trust was polled with the following results:

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

Chairman Stafford declared the motion approved.

6. *Action Item* Minutes: September 13, 2023 (Regular)

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

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

Chairman Stafford declared the motion approved.

7. Monthly Financial Report

Jennifer Watts provided the Trust with an updated financial report through October 31, 2023. The claims that were just approved will be reflected in the November financial report. Chairman Stafford explained that the total available cash is four hundred sixty-five thousand three hundred sixty-seven dollars and eight cents (\$465,367.08).

No action taken.

8. *Discussion and Possible Action* on Number of Cameras Used for Each Game

Chairman Stafford explained that NEO staff and students have been running the video board operations and have been utilizing four (4) cameras except for the first game. Using four (4) cameras will increase the cost per game from seven hundred fifty dollars (\$750.00) to nine hundred fifty dollars (\$950.00).

Chairman Stafford made a motion to approve the use of four (4) cameras per game for the season and moving forward. Trustee Fletcher made the second. The Trust was polled with the following results:

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

Chairman Stafford declared the motion approved.

Chairman Stafford moved to agenda item number 10.

10. *Action Item* 2024 MCFA Meeting Schedule

Trustee Zordel made a motion to approve the 2024 meeting schedule. Trustee Fletcher made the second. The Trust was polled with the following results:

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

Chairman Stafford declared the motion approved.

11. *Discussion and Possible Action* on Creating the Access Control Policy to the Stadium Elevator and Suites

Chairman Stafford explained that a subcommittee made up of Trustee Highsmith, City Manager Bo Reese, and himself met a few weeks ago to discuss the access control policy. Bo Reese explained that there has been a rough draft created by AI but is not included in the packet. Chairman Stafford explained some questions the policy will want to address are to differentiate between a full-service football game night and a no service night, expectations during the no service night, violations of the policy, children being in the suites, expectation for time of access, and alcohol consumption.

No action taken.

12. *Discussion and Possible Action* Regarding the Field Turf at the Stadium

Chairman Stafford explained that Purchasing Agent Brian Brassfield, Trustee Highsmith, Chuck McKibben and himself visited eight (8) different sites with field turf installed by Shaw Construction, Astro Turf, and Hellas Construction. Chuck McKibben provided an overview of the overall experience. Safety is the top priority for whatever turf is ultimately chosen. McKibben's opinion is that the top three (3) field turf companies to consider are Hellas, Field Turf, and Astro Turf. Chairman Stafford explained that there was not a site visit to a Field Turf field since that is what is currently used at the stadium. Trustee Parker explained that he and City Manager Bo Reese visited with a Hellas representative at the OML Conference about the products they offer. Chairman Stafford explained that during the presentations all representatives talked about the safety aspects of their product. Hellas provides an eight (8) year warranty.

Ben Loring explained that there are two options for obtaining a company to replace the field turf. One option is to request bids on utilizing general specifications. Bid specifications cannot be brand specific. The second option is to go through a purchasing cooperative such as The Oklahoma Purchasing System (TOPS) or Sourcewell. Loring explained that the Trust is a member of Sourcewell.

Chairman Stafford confirmed that the goal is to have the new field turf installed between the Miami High School graduation and the 8-man football game, which leaves a month for completion. Chuck McKibben explained that since Hellas completes the installation themselves from beginning to end, they do not leave on the weekends. Other companies that bid out sections of the process could go home for periods of time, causing delays.

No action taken.

9. *Discussion and Possible Action* on Options for Upgrading the Scoreboard and Scoreboard Equipment From Daktronics

Chairman Stafford explained that the pricing options range from approximately three hundred thousand dollars (\$300,00.00) to approximately five hundred thousand dollars (\$500,000.00). The Daktronics representative recommends having a larger board due to the location. The Trust will continue to consider scoreboard and scoreboard equipment options once the cost of the field turf replacement has been determined.

No action taken.

The Trust returned to agenda item #12.

12. *Discussion and Possible Action* Regarding the Field Turf at the Stadium

The approximate estimate for replacement is five hundred thousand dollars (\$500,000) or more depending on the company and product. The Trust will need to decide if they want to keep the old turf for any reason and let the company know before the removal process begins. Trustee Zordel would like to see what the progression looks like on a Hellas field after ten (10) years. Chairman Stafford will contact the Athletic Director at Southeastern regarding their turf. Trustee Duhon would like to know which of the three (3) field turf companies, Field Turf, Astro Turf and Hellas are part of the purchasing cooperatives. Staff will continue to research information on using one of the previously mentioned purchasing cooperatives. Specifications will need to include the ability to complete the installation within a thirty (30) to forty (40) day window, best top tier of field turf, coolplay included or added (depending on the product), maintenance agreement, length of warranty, and cost. The design component would be to replicate the current design with the addition of a line for the chain gang, coaches' boxes, and additional lines for out of bounds (one foot) and grey lines for soccer. The city logo will be added to both sidelines on the twenty (20) yard line. The request for bids will need to be published before Christmas so that reviews can be done after the first of the year.

No action taken.

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

Chairman Stafford explained that he believes the cost to rent the stadium should be a premium amount. MCFA does not have staff to provide the stadium as a rental space. A subcommittee made up of Trustee Grover, Trustee Highsmith, City Manager Bo Reese, and Chairman Stafford will review and come back to the Trust.

No discussion or action taken.

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

Trustee Duhon made a motion to approve the NEO Commission Agreement for Ad Sales. Trustee Parker made the second. The Trust was polled with the following results:

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

Chairman Stafford declared the motion approved.

15. 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 Fletcher made the second. The Trust was polled with the following results:

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

Chairman Stafford declared the motion approved.

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

Trustee Fletcher made a motion to approve the City of Miami Commission Agreement for Ad Sales. Trustee Zordel made the second. The Trust was polled with the following results:

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

Chairman Stafford declared the motion approved.

17. Discussion on Upcoming Football Season

Miami High School plays in Potaau, Oklahoma Friday night.

18. Chairman and Trustee Community Announcements

None.

19. *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))

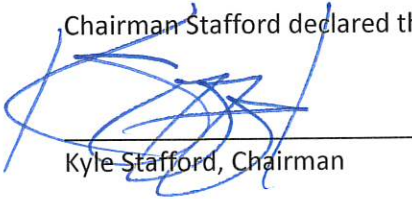
None.

20. Adjournment

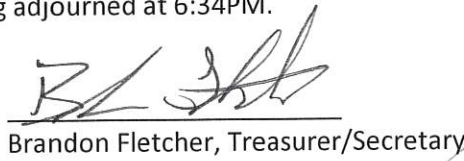
Trustee Duhon moved to adjourn. Trustee Parker made the second. The Trust was polled with the following results:

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

Chairman Stafford declared the meeting adjourned at 6:34PM.



Kyle Stafford, Chairman



Brandon Fletcher, Treasurer/Secretary

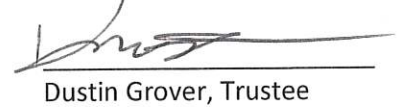


Bless Parker, Trustee

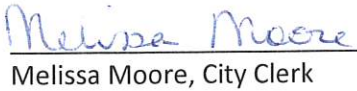
ATTEST:



Mark Zordel, Trustee



Dustin Grover, Trustee



Melissa Moore, City Clerk



Shannon Duhon, Trustee

Absent

Nick Highsmith, Vice Chairman



**MCFA
PURCHASE ORDERS PRESENTED
11/8/2023**

VENDOR	DESCRIPTION	TOTAL
SODEXO INC & AFFILIATES	MHS VS. OOLOGAH 10.19.23 - PO # 24-00850	\$ 1,499.49
SODEXO INC & AFFILIATES	NEO VS. NEW MEXICO MILITARY 10.21.23 - PO # 24-00850	\$ 1,700.09
SODEXO INC & AFFILIATES	MHS VS. CLEVELAND 10.27.23 - PO # 24-00957	\$ 1,950.84
SODEXO INC & AFFILIATES	NEO VS. BLINN 10.28.23 - PO # 24-00957	\$ 1,599.79
		\$ 6,750.21
CREDIT CARD CHARGES - 8.2.23 - 8.15.23		
DISH NETWORK	SERVICE 9.10.23 - 10.9.23	\$ 278.59
		\$ 278.59

CREDIT CARD CHARGES - 9.16.23 - 10.1.23

DISH NETWORK	SERVICE 10.10.23 - 11.9.23	\$ 278.59
		<u>\$ 278.59</u>

OFF-CYCLE CHECK - OCTOBER 2023

SODEXO INC & AFFILIATES	NEO VS. NAVARRO 9.16.23 - PO # 24-00610	\$ 1,920.75
SODEXO INC & AFFILIATES	MHS VS. TULSA MCCLAIN 9.29.23 - PO # 24-00748	\$ 1,800.39
SODEXO INC & AFFILIATES	NEO VS. SKITOOK 10.06.23 - PO # 24-00751	\$ 1,920.75
NEO DEVELOPMENT FOUNDATION	NEO SPORTS BROADCASTING 8.31.23 - PO # 24-00755	\$ 950.00
NEO DEVELOPMENT FOUNDATION	NEO SPORTS BROADCASTING 9.8.23 - PO # 24-00755	\$ 950.00
NEO DEVELOPMENT FOUNDATION	NEO SPORTS BROADCASTING 9.16.23 - PO # 24-00755	\$ 950.00
NEO DEVELOPMENT FOUNDATION	NEO SPORTS BROADCASTING 9.23.23 - PO # 24-00755	\$ 750.00
NEO DEVELOPMENT FOUNDATION	NEO SPORTS BROADCASTING 9.29.23 - PO # 24-00755	\$ 950.00
NEO DEVELOPMENT FOUNDATION	NEO SPORTS BROADCASTING 10.6.23 - PO # 24-00755	\$ 950.00
NEO DEVELOPMENT FOUNDATION	NEO SPORTS BROADCASTING 10.21.23 - PO # 24-00755	\$ 950.00
NEO DEVELOPMENT FOUNDATION	NEO SPORTS BROADCASTING 10.28.23 - PO # 24-00755	\$ 950.00
WIRELESS CONNECTIONS	SUITE TV REPAIR - PO # 24-00786	\$ 1,000.00
		<u>\$ 14,041.89</u>

TOTAL \$ 21,349.28