



**NOTICE OF REGULAR MEETING AND AGENDA  
OF THE MIAMI COMMUNITY FACILITIES AUTHORITY (MCFA)  
WEDNESDAY, JULY 10, 2019  
5:15 PM  
MIAMI CIVIC CENTER  
129 5<sup>th</sup> Ave NW, Miami, Oklahoma 74354**

Filed in the Office of the City Clerk and posted in the main lobby and the north outside entryway of the Miami Civic Center at 3:30 AM/PM on July 09, 2019

Melissa Moore  
Melissa Moore, City Clerk

**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 Hale  |
| 2. Invocation   | Trustees       |
| 3. Pledge of Allegiance   | Chairman Hale  |
| 4. <b>CONSENT AGENDA</b><br>By unanimous consent the public body may designate noncontroversial items to be considered in one motion and one vote. The public body may add items from the regular agenda and approve. Posted agenda items not added to the consent docket will be considered separately. Staff recommends that Item 6 through Item 7 be placed on the consent agenda. | Trustees       |
| 5. Approve Claims: \$750.00   | Trustees       |
| 6. Approve Minutes: June 12, 2019 (Regular)   | Trustees       |
| 7. Monthly Financial Report   | Mike Addington |
| 8. Advertising Contracts Update and Stealth Creative Marketing Update   | Trustees       |
| 9. Mudville Internet Broadcasting Exclusive Video Board Operation Contract  | Bless Parker   |
| 10. Junior College Football Festival in 2020, 2021, and 2022  | Chairman Hale  |
| 11. Trustee and Staff Luncheon, July 11, 2019 at 11:30AM, NEO A&M College Student Union - Regent's Room   | Chairman Hale  |
| 12. Chairman and Trustee Community Announcements  | Trustees       |
| 13. 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))  | Trustees       |
| 14. Adjournment   | Trustees       |

*The trustees are committed to making this meeting accessible to all citizens and if special assistance or accommodations are required, please submit your request to the City manager's office. We also ask those in attendance turn off or place on silent all cell phones and pagers.*

**MIAMI COMMUNITY FACILITIES AUTHORITY  
CLAIMS AND PURCHASE ORDERS  
PRESENTED FOR APPROVAL  
WEDNESDAY, JULY 10, 2019**

VIDEO BOARD PRODUCTION - 8 MAN ALL  
STAR GAME

MUDVILLE

750.00

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**750.00**

THE MIAMI COMMUNITY FACILITIES AUTHORITY (MCFA) MET IN REGULAR SESSION JUNE 12, 2019, AT THE MIAMI CIVIC CENTER COUNCIL CHAMBERS AT 5:15PM WITH THE FOLLOWING MEMBERS PRESENT:

Jeff Hale, Chairman  
Rudy Schultz, Trustee/Secretary/Treasurer (Absent)  
Mark Folks, Trustee/Vice Chairman  
Dustin Grover, Trustee  
Stacey Satterwhite, Trustee (Absent)  
Jeremy Hogan, Trustee  
Bill Osborn, Trustee (Arrived at 6:14PM)

Dean Kruithof, Trust Manager  
Ben Loring, Trust Attorney  
Melissa Moore, City Clerk

The agenda for the meeting was posted in the main lobby and the north outside entryway of the Miami Civic Center at 3:20PM on June 11, 2019.

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

**Call to Order**

Chairman Hale called the meeting to order at 5:20PM.

**Invocation**

Trustee Folks gave the invocation.

**Pledge of Allegiance**

Trust Attorney Ben Loring led the pledge of allegiance.

Chairman Hale moved to agenda item #13.

**Chairman and Trustee Community Announcements**

Trust Manager Dean Kruithof provided an update on the flood recovery including the City of Miami Multi-Sports Complex and explained that FEMA guidelines will be followed. Chairman Hale gave a brief update on the flood recovery at NEO and the stadium.

**Oath of Office for Bill Osborn**

Oath of office was not completed at this time due to the absence of Bill Osborn.

**Approve Minutes: May 08, 2019 (Regular)**

Trustee Hogan moved to approve the minutes as presented. Trustee Folks made the second. The Trust was polled with the following results:

Hogan, Aye Folks, Aye Grover, Aye Hale, Aye Schultz, Absent Osborn, Absent Satterwhite, Absent

Chairman Hale declared the motion approved.

**Monthly Financial Report**

Mike Addington explained the bill from the Miami News-Record for the advertising contracts was received for one hundred thirty-five dollars and seventy-nine cents (\$135.79). The 4 State Football LLC final payment is still outstanding. Trust Attorney Ben Loring stated that the next step is to file a small claims suit. He reported that MCFA's cash balance is one hundred sixty-seven thousand four hundred five dollars and thirty-seven cents (\$167,405.37).

Trustee Folks made a motion to direct legal counsel to file a lawsuit in small claims against 4 State Football LLC. Trustee Hogan made the second. The Trust was polled with the following results:

Folks, Aye Hogan, Aye Grover, Aye Hale, Aye Schultz, Absent Osborn, Absent Satterwhite, Absent

Chairman Hale declared the motion approved.

Mike Addington explained that the satellite dish is hooked back up and invoices will be coming. Steve Grimes stated he will contract other satellite companies to look at other options and will report back to the Trust.

**Revised Video Board Advertising Contract Template**

Jill Fitzgibbon presented a combined field banner/video board advertising contact template to the Trust.

Trustee Grover made a motion to approve the combined contract template. Trustee Hogan made the second. The Trust was polled with the following results:

Grover, Aye Hogan, Aye Folks, Aye Hale, Aye Schultz, Absent Osborn, Absent Satterwhite, Absent

Chairman Hale declared the motion approved.

**Advertising Contracts Update and Stealth Creative Marketing Update**

Garrette Jeffries from Stealth Creative gave an update on potential ad sales. The projected revenue to date is twelve thousand five hundred dollars (\$12,500). The projected revenue does not include any new advertising contracts from new clients. There was a recommendation to contact Pittsburg State University and national corporations. Jefferies stated he is trying to contact sponsors from the rodeo. There is drone footage of the stadium that Stealth Creative can utilize. Jill Fitzgibbon gave an update on the status of the ad panels and one-half suite that expired June 2019. Sodexo and Welch State Bank have decided not to renew their contract agreement for their ad panels. Contract renewals were received from Satterwhite Agency Inc, Family Dental Associates, and Osborn Drugs. The Trust directed Fitzgibbon to bill for the contracts that had not paid. Peoria, Freeman, and Integris have not committed in writing.

No action taken.

**Memorandum of Understanding With Miami Youth Football League for Fiscal Year 2019-2020**

The memorandum of understanding was presented to the Trust for their approval. The only changes included the dates.

Trustee Hogan made a motion to approve memorandum of understanding with Miami Youth Football League for the fiscal year 2019-2020. Trustee Folks made the second. The Trust was polled with the following results:

Hogan, Aye Folks, Aye Grover, Aye Hale, Aye Schultz, Absent Osborn, Absent Satterwhite, Absent

Chairman Hale declared the motion approved.

**Junior College Football Festival in 2020, 2021, and 2022**

Chairman Hale stated everything for this event is still on track, there have not been any changes. The NJCAA is interested and will want to look at each year at a time. The Iowa and Kansas schools meet this month.

No action taken.

**Trust Membership and Chairman Position**

Chairman Hale stated the public announcement of the Interim President of NEO Mark Rasor will take place on Friday. The Trust Indenture states the President of NEO will be the Chairman of the Trust if s/he chooses to be the Chairman. Chairman Hale is recommending a couple of Trust members to serve on the screening and selection committee for the new President of NEO.

**Trustee and Staff Luncheon, July 11, 2019 at 11:30AM, NEO A&M College Student Union - Regent's Room**

Chairman Hale stated this event is a thank you. The suiteholder's luncheon is planned for August 13, 2019 at 11:30AM at the Crossland Center and NEO.

No action taken.

**Chairman and Trustee Community Announcements**

Trust Manager Kruithof announced the FY 2019-2020 budget has been approved by Council. There are continued discussions regarding a Public Safety Center. Flood recovery is progressing. Trustee Hogan announced the Miami Public School bond projects are underway.

Bill Osborn arrived at 6:14PM

Chairman Hale explained NEO just completed and submitted their budget for the upcoming fiscal year including a maintenance budget.

**Oath of Office for Bill Osborn**

The oath of office was administered to Bill Osborn by Melissa Moore.

**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.

**Adjournment**

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

Hogan, Aye Grover, Aye Folks, Aye Osborn, Aye Hale, Aye Satterwhite, Absent Schultz, Absent

Chairman Hale declared the meeting adjourned at 6:20PM.

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Jeff Hale, Chairman

\_\_\_\_\_  
Rudy Schultz, Treasurer/Secretary

\_\_\_\_\_  
Jeremy Hogan, Trustee

ATTEST:

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

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

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

\_\_\_\_\_  
Stacey Satterwhite, Trustee

\_\_\_\_\_  
Bill Osborn, Trustee

**MIAMI COMMUNITY FACILITIES AUTHORITY (MCFA)**  
**FISCAL YEAR THRU JUNE 31, 2019**

	<u>Original Budget</u>	<u>MCFA Funds as of Current Period FY 18/19</u>
		July - June
<b>BEGINNING BALANCE AS OF 6/30/18</b>	<b>\$ 119,815</b>	<b>\$ 119,815</b>
REVENUES	\$ 165,500	\$ 237,890 **
TRANSFERS IN	\$ -	\$ -
<b>Total Revenues</b>	<b>\$ 165,500</b>	<b>\$ 237,890</b>
EXPENDITURES	\$ 110,100	\$ 155,784
TRANSFERS OUT	\$ -	\$ -
ENCUMBRANCES OUTSTANDING OR DEBT RESERVES	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 110,100</b>	<b>\$ 155,784</b>
<b>Net Revenues/(Expenditures)</b>	<b>\$ 175,215</b>	<b>\$ 201,922</b>
<b>ENDING BALANCE</b>	<b>\$ 175,215</b>	<b>\$ 201,922</b>

**\*\*FY 18/19 Billed Revenues Outstanding \$ 68,069**

	<u>MCFA Funds</u>	<u>Repair &amp; Replacement (Turf, etc.)</u>
<b>Beginning Bank Balance</b>	<b>\$ 45,976.20</b>	<b>\$ 69,528.69</b>
Revenues	\$ 180,292.44	
Expenses	\$ (155,783.52)	
<b>Ending Bank Balance</b>	<b>\$ 70,485.12</b>	<b>\$ 69,528.69</b>
<b>Total Available Cash</b>	<b>\$ 140,013.81</b>	

Total Paid \$70,471.31  
 (Original obligation \$72,800)

**Revenues:**  
 Facility Lease FY 18/19:  
 - MPS \$50,000 + \$50,000 - FY19/20  
 - 4 States Showdown \$ 2,719  
 Suite Leases \$20,000  
 Advertising \$82,600+\$30,900  
 (Integriss \$6,750 collected FY 17/18)  
 (\$30,900 from Crossland,  
 Satterwhite, Family Dental, Integriss,  
 and Osborn Drugs received for FY  
 19/20)  
 Concessions \$1,671.13  
 Field Rental \$  
 Misc. Facility Rental \$  
 Revenue/Other \$

**\*\*Outstanding Billed Revenues**  
 4 States \$1,569  
 Family Dental \$5,500. Osborn Drug \$5,500,  
 Integriss \$5,500, MHS \$50,000

**Expenses:**  
 Suite Expenses \$16,447.87  
 Dish Network \$758.24  
 Mudville Broadcasting \$10,900  
 MHS Booster Club \$11,800  
 NEO Booster Club \$7,900  
 Allen Signs - Stad.Vinyl Sign \$45  
 Field Turf \$  
 Legal Fees \$  
 Choice Marketing \$4,400  
 Sodexo \$  
 Honors Plaza \$70,471.31  
 Personnel Services \$541.48  
 Elevator Repair \$5,008.83  
 Miami News Record Ad Bid \$135.79  
 Daktronics Agreement \$27,375

### Video Board Contract

This contract between Mudville Internet Broadcasting(MIB) and MCFA will run from 07/01/2019 to 06/30/2020

MIB will have the exclusive rights to operate the video board at all events during the time frame of this contract. Any events operated by someone other than MIB will still Result in MIB being paid the \$800 base fee for that event. MIB also retains the right to first refusal for 2020-2021.

All content for MHS must be emailed to MIB no later than the Tuesday at 4:00 pm prior to the Friday night game. All content for NEO must be emailed to MIB no later than the Wednesday at 4:00 pm prior to the Saturday game. Any games scheduled on Thursday for either team will have a deadline of Monday at 4:00 pm prior to the event. Any content delivered or changed past the deadline will result in a \$100 late/change fee per change to be added for that weeks game invoice. Email address that all content needs to be emailed to is werpar5@swbell.net

Fee Schedule: all prices are per event & per day

Partner Events: Base Charge NO live video-Static Ads Only \$400

Base Charge 2 Cameras \$800

Base Charge 3 Cameras \$900

Base Charge 4 Cameras \$1000

Non Partner Events: Base Charge NO live video-Static Ads Only \$500

Base Charge 2 Cameras \$900

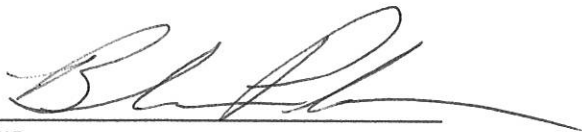
Base Charge 3 Cameras \$1000

Base Charge 4 Cameras \$1200

Base 2 camera charge includes 2 cameras both on top of press box. For cameras on field level you would have to choose Base 3 camera or Base 4 camera. Base 3 and Base 4 are the only packages that allow for field level cameras.

MHS and NEO must notify MIB how many cameras they would like per football game for the 2019 season by 08-19-2019. So MIB can hire and schedule employees accordingly.

Any Non-Partner events must email all video board content to MIB no later than 4 days prior to the event by 4:00 pm. Any content provided after that will be charged a \$100 late/change fee. All content must be emailed to MIB at werpar5@swbell.net



MIB

MCFA