

**NOTICE OF REGULAR MEETING AND AGENDA
OF THE MIAMI DOWNTOWN REDEVELOPMENT AUTHORITY (MDRA)
TUESDAY, JANUARY 17, 2023
4:00 PM
MIAMI CIVIC CENTER
129 5TH Ave NW, Miami, Oklahoma 74354**

Filed in the Office of the City Clerk and displayed in the main lobby of the Miami Civic Center and by posting on www.miamiokla.net starting at 9:15 AM/PM on January 13, 2023, pursuant to 25 O.S. § 311(9) (a) and (b).


Melissa Moore, City Clerk

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 Forkum |
| 2. Public Input and Unscheduled Personal Appearances
Each person will be limited to three minutes. The purpose of this agenda item is to provide an opportunity for citizens' comments and public announcements. In keeping with the principals of the Oklahoma Open Meeting Act, Trust Authority members and city staff will not engage in discussion or take any action under this agenda item. If you seek discussion or further inquiry, please contact the Chairman or the office of the city manager. Responses to citizen comments, if any, will occur under an applicable Agenda Item at this or a future public meeting, or a response may be given by a phone call, personal meeting or a posting on the city website: www.miamiokla.net . | Chairman Forkum |
| 3. Consent Agenda
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 in their regular order. Staff recommends items 4 and 5 be placed on the consent agenda. | Trustees |
| 4. Minutes: NOV 2022 | Trustees |
| 5. Claims: DEC 2022 and JAN 2023 | Trustee |
| 6. Coleman Managing Director's Report | Danny Dillon |
| 7. Tourism & Visitor Development Department Update | Amanda Davis |
| 8. Discussion of Grants for Downtown Redevelopment | Chairman Forkum |
| 9. 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 |
| 10. Trustee Community Announcements | Trustees |
| 11. Adjournment | Trustees |

The MDRA is committed to making this meeting accessible to all citizens and if special assistance or accommodations are required, please submit your request to the MDRA at the office of the Trust Manager. We also ask that all cell phones and pagers be turned off or placed on silent. Thank you.

MDRA
January 17, 2023

VENDOR	DESCRIPTION		
LIVINGSTON PLUMBING LLC	CHAGED OUT CIRCULATING PUMP	\$	130.05
CHEMSEARCH	WATER TREATMENT	\$	800.00
HE ELECTRIC LLC	INSTALLED 30 AMP 208 VOLT CIRCUIT FOR HOT WATER TANK	\$	425.00
CHARLIE B RARUCK	CONSULTING, SETTING & RUNNING SOUND	\$	85.00
GOLDIE SNOW	SERVICE PERFORM AS STAGE HAND FOR ALEEP AT THE WHEEL	\$	77.00
JUSTICE TAPIA	SERVICE PERFORM AS STAGE HAND FOR ALEEP AT THE WHEEL	\$	105.00
AARON BISHOP	SERVICE PERFORM AS STAGE HAND FOR ALEEP AT THE WHEEL	\$	105.00
HOMETOWN DEALS	JANUARY 2022 ISSUE	\$	75.00
HUGO INDUSTRIAL	55 GAL TRASH BAGS, RISE AID, DISH SANITIZER	\$	237.55
HUGO INDUSTRIAL	C FOLD TOWELS	\$	177.68
HUGO INDUSTRIAL	TOILET TISSUE, MOP HEADS, WAXED LINERS	\$	132.03
SOONER PRINTING	CONSESSION POSTER	\$	60.00
KONE	ELEVATOR MAINTENANCE - PO # 23-01308	\$	349.58
MIAMI LITTLE THEATER	PAYOUT FROM A BIG BAND CHRISTMAS - PO # 23-01321	\$	3,021.25
TULSA PRAISE ORCHESTRA	PAYOUT FROM A BIG BAND CHRISTMAS - PO # 23-01322	\$	1,087.50
FRIENDS OF THE COLEMAN	FOC MERCHANDISE SALES DECEMBER - PO # 23-01323	\$	251.00
		\$	<u>6,018.64</u>
CREDIT CARD CHARGES - 10.02.22 - 10.15.22			
LOCKE	BATTERY	\$	19.35
ONG	MDRA	\$	49.80
FACEBOOK	SILENT MOVIE AD	\$	25.00
		\$	<u>94.15</u>
CREDIT CARD CHARGES - 10.16.22 - 11.01.22			
LOCKE	CONTACTORS	\$	413.16
ACE HARDWARE	DOOR CLOSER	\$	99.99
AT&T	CELL/PAD - OCTOBER	\$	45.77
ONG	FINAL BILL	\$	49.25
PARTY CITY	HALLOWEEN DECOR	\$	119.60
FACEBOOK	ADS	\$	50.00
FACEBOOK	ADS	\$	75.00
FACEBOOK	ADS	\$	51.95
SWANK MOTION PICTURES	WS DVD HOCUS POCUS	\$	465.00
		\$	<u>1,369.72</u>
CITY OF MIAMI	SALARY & BENEFITS - 12.15.22	\$	<u>5,105.05</u>
		GRAND TOTAL	\$ <u>13,187.56</u>

MDRA
December 19, 2022

VENDOR	DESCRIPTION		
BRAVO	BRAVO BASE INVOICE NOVEMBER	\$	441.65
CHARLIE B RARUCK	CONSULTING, SETTING & RUNNING SOUND	\$	340.00
AARON BISHOP	SERVICES PERFORMED AS STAGE HAND FOR JIM BRICKMAN	\$	120.00
KAYLA FORD	SERVICES PERFORMED AS STAGE HAND FOR JIM BRICKMAN	\$	120.00
FFATC	PROVIDING FOUR STAGEHANDS FOR JIM BRICKMAN	\$	240.00
JUSTICE TAPIA	SERVICES PERFORMED AS STAGE HAND FOR JIM BRICKMAN	\$	105.00
ASCAP	WYNONNA	\$	400.00
ASCAP	LATE REPORT FEE	\$	94.68
HOMETOWN DEALS	DECEMBER 2022 ISSUE	\$	75.00
OKLAHOMA GLASS & MIRROR	FLUSH BOLTS FOR COMMERCIAL DOOR	\$	48.00
FRIENDS OF THE COLEMAN	DONATION FOR DOUG HALL INVOICE FROM SMILES DENTISTRY	\$	400.00
MIAMI LITTLE THEATER	PAYOUT FROM FAMILY FRUIT CAKE - PO # 23-01145	\$	3,201.25
WILLIAM L MARTIN	RENTED FOR "THE RETURN OF THE NUTCRACKER" - PO # 23-01148	\$	7,348.00
		\$	<u>12,933.58</u>
CREDIT CARD CHARGES - 9.16.22 - 10.1.22			
FACEBOOK	META ADS	\$	25.00
FACEBOOK	META ADS	\$	4.94
		\$	<u>29.94</u>
PAID VIA AUTODRAFT			
BEN E KEITH	CONSESSION STAND SUPPLIES - PO # 23-01183	\$	508.29
AUTHORIZE.NET	CREDIT CARD FEES - OCTOBER	\$	62.85
AUTHORIZE.NET	CREDIT CARD FEES - NOVEMBER	\$	66.95
FIRST AMERICAN	CREDIT CARD FEES - OCTOBER	\$	361.08
FIRST AMERICAN	CREDIT CARD FEES - NOVEMBER	\$	418.55
CITY OF MIAMI	SALARY & BENEFITS - 11.17.22	\$	4,471.25
CITY OF MIAMI	CHRISTMAS BONUS - 11.23.22	\$	941.44
CITY OF MIAMI	SALARY & BENEFITS - 12.01.22	\$	4,255.33
GRAND TOTAL			<u>\$ 24,049.26</u>

THE MIAMI DOWNTOWN REDEVELOPMENT AUTHORITY (MDRA) MET IN REGULAR MEETING MONDAY, NOVEMBER 21, 2022, IN THE MIAMI CIVIC CENTER COUNCIL CHAMBERS AT 4:00 PM WITH THE FOLLOWING MEMBERS PRESENT:

Lynn Forkum, Chairman
Brad Williams, Trustee
Joe Morgan, Trustee
Ron Stowell, Trustee
Shawn Howe, Trustee (Absent)
Brian Estep, Trustee (Absent)
Rich Lillard, Trustee (Absent)

The agenda was filed in the office of the City Clerk and posted in the main hallway and the north outside entryway of the Civic Center at 9:50AM on November 18, 2022

THE TRUST MAY DISCUSS, CONSIDER, AND VOTE ON ANY ITEM LISTED IN THIS AGENDA:

Call to Order

Chairman Forkum called the meeting to order at 4:10 PM

Public Input and Unscheduled Personal Appearances

None

CONSENT AGENDA

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 in their regular order. Staff recommends that Items 4 and 6 be placed on the consent agenda.

Chairman Forkum moved to approve Item #4 (Minutes for October 2022), item #6 (Claims November 2022). Trustee Stowell the second. The trust was polled with the following results:

Chairman Forkum: Aye, Stowell: Aye, Williams: Aye, Morgan: Aye, Howe: Absent, Lillard: Absent, Estep: Absent.

Chairman Forkum declared the motion carried.

Approve Minutes: October 22

Moved to the consent agenda

Budget Amendment:

#23-11 MDRA- General & Administrative (Receipt & Expend Unbudgeted Carryover from Donations for Final Payment on Lighting Project)

Danny Dillon presenting the budget amendment to the trust. Dillon stated that this is the 2nd payment for lighting upgrade and is coming from the money in carryover.

Trustee Morgan moved to approve the budget amendment for the lighting upgrade. Trustee Williams made the second. The trust was polled with the following results:

Morgan: Aye, Williams: Aye, Stowell: Aye, Chairman Forkum: Aye, Howe: Absent, Lillard: Absent, Estep: Absent.

Chairman Forkum declared the motion carried.

Approve Claims: November 2022
Moved to the consent agenda

Coleman Managing Director's Report:

Danny Dillon gave an update on the Coleman Theatre. Dillon reported that the Christmas shows are selling well. Dillon also reported that the lighting upgrade at the Coleman is almost complete.

None

Tourism & Visitors Development Department Update:

Amanda Davis gave an update for Visit Miami. Davis gave an update on upcoming CVB events. Davis also reported that the CVB is still closed due to the flooding and remodeling process in the office.

Discussion of Grants for Downtown Redevelopment.

None

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

Trustee Community Announcements

Amanda Davis gave and update on the Main Street Program and that the application is due in January.

Adjournment

Trustee Stowell made a motion to adjourn. Trustee Morgan made the second. The trust was polled with the following results:

Stowell: Aye, Morgan: Aye, Williams: Aye, Chairman Forkum: Aye, Howe: Absent, Lillard: Absent, Estep: Absent.

Chairman Forkum declared the meeting adjourned.

Trustee Lillard

Trustee Estep

Trustee Morgan

Trustee Howe

Trustee Stowell

Trustee Williams

Chairman Forkum

ATTEST:

Amanda Davis

MDRA
November 21, 2022

VENDOR	DESCRIPTION		
ADMIRAL EXPRESS	PAPER ORDER 1 CASE	\$	41.57
BRAVO	BRAVO BASE INVOICE SEPTEMBER	\$	739.75
BRAVO	BRAVO BASE INVOICE OCTOBER	\$	393.80
THE FROZEN ELEPHANT	CONCESSION SUPPLIES	\$	60.00
INTEGRIS	CATERING 18 PPL - 10.11.22	\$	135.00
INTEGRIS	CATERING 18 PPL - 11.4.22	\$	135.00
HOMETOWN DEALS	NOVEMBER 2022 ISSUE	\$	75.00
ALLEN SIGN	HALLOWEEN POSTERS	\$	120.00
HUGO INDUSTRIAL	C FOLD TOWELS	\$	133.26
AMY MARTIN - AM BAKERY	CUPCAKES/SUGER COOKIES	\$	220.00
SERVICE SOLUTIONS	PLUMBING SERVICE - GREASE TRAP	\$	214.10
CHEMSEARCH	WATER TREATMENT	\$	300.00
OK DEPT LABOR	BOILER/PRESSURE VESSEL INSPECTION - OK #78063	\$	25.00
OK DEPT LABOR	BOILER/PRESSURE VESSEL INSPECTION - OK #78062	\$	25.00
KONE	ELEVATOR MAINTENANCE AUGUST - PO # 23-00833	\$	349.58
KONE	ELEVATOR MAINTENANCE OCTOBER - PO # 23-00677	\$	349.58
KONE	ELEVATOR MAINTENANCE NOVEMBER - PO # 23-00916	\$	349.58
PARAGON 360	LIGHTING PROJECT - PO # 23-00999	\$	26,353.00
SHARPTONES PRODUCTIONS	ASLEEP AT THE WHEEL FINAL BILLING - PO 23-00974	\$	11,800.00
BEN E KEITH	CONCESSION SUPPLIES - PO # 23-00994	\$	832.08
BEN E KEITH	CONCESSION SUPPLIES - PO # 23-00995	\$	751.97
JMB TOURS LLC	ARTIST FEES JIM BRICKMAN - PO # 23-01020	\$	12,500.00
SODEXO INC	ALL AMERICAN TOURS DINNER 43 PPL - PO # 23-00975	\$	910.05
SODEXO INC	WATKINS CAR CLUB DINNER 49 PPL - PO # 23-00975	\$	1,027.55
FRIENDS OF THE COLEMAN	FOC MERCHANDISE OCTOBER - PO # 23-01019	\$	199.00
		\$	58,039.87
OFF-CYCLE CHECKS			
SHARPTONES PRODUCTIONS	ASLEEP AT THE WHEEL SHOW DEPOSIT - PO 23-00837	\$	10,000.00
		\$	10,000.00
CITY OF MIAMI	SALARY & BENEFITS - 10.6.22	\$	3,889.68
CITY OF MIAMI	SALARY & BENEFITS - 10.20.22	\$	5,178.67
CITY OF MIAMI	SALARY & BENEFITS - 11.3.22	\$	4,710.58
		GRAND TOTAL \$	81,818.80

Coleman Theatre FY22/23

DEC Revenue Report

MDRA meeting 01/17/23

<u>Categories</u>	<u>Earnings</u>		<u>Earnings YTD (12/31/22)</u>	<u>Projected Revenue</u>	<u>Variance</u>	<u>% of Revenue</u>
	<u>DEC</u>					
Donations	\$ 1,104.54		\$ 16,425.55	\$ 20,000.00	\$ (3,574.45)	82%
Concessions	\$ 4,289.00		\$ 9,081.10	\$ 15,000.00	\$ (5,918.90)	61%
Theatre Revenue	\$ 5,391.94	**	\$ 70,932.65	\$ 100,000.00	\$ (29,067.35)	71%
Commercial Rental	\$ 610.00		\$ 6,345.00	\$ 14,520.00	\$ (8,175.00)	44%
Ballroom Rental	\$ 1,248.00		\$ 6,773.26	\$ 31,350.00	\$ (24,576.74)	22%
Theatre Rental	\$ -		\$ 11,532.00	\$ 18,300.00	\$ (6,768.00)	63%
TOTALS	\$12,643.48		\$121,089.56	\$199,170.00	\$78,080.44	61%

** Incode 12-09-22

***INCODE 12-09-22