

The City of Durant encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at least 48 hours prior to the scheduled meeting is encouraged in order to make the necessary accommodations. The City of Durant may waive the 48-hour rule if interpreters for the deaf (signing) or translation services for limited English proficient (LEP) individuals are not the necessary accommodation.

DURANT TOURISM ECONOMIC DEVELOPMENT AUTHORITY

4:00 PM

**Roscoe J. Hatfield
Council Chambers, 300
West Evergreen,
Durant, Oklahoma
AGENDA**

May 9, 2018

**DURANT CITY HALL
300 W. EVERGREEN, DURANT, OK
ROSCOE J. HATFIELD COUNCIL CHAMBERS**

CALL TO ORDER

ROLL CALL

ORDER OF BUSINESS

1. Consent Items

- a. Consider Approval of Regular Meeting Minutes of April 11, 2018

2. Consider Items Removed from Consent

3. Citizen Comments on Non-Agenda Items

Citizens wishing to address the council regarding matters which are not listed on the agenda will be required to sign up no later than 5 minutes prior to the scheduled starting time of the meeting. The sign-in sheet will contain space for citizen's name, address, phone number, and topic to be discussed. In this way, city staff will be able to follow-up on any issues presented if necessary.

4. Administration

- a. Consider Approval of Grant Funding
- b. Consider Approval of Logo
- c. Discuss Lease on Highway Signs and Take Possible Action

5. Information Items

- a. Durant Area Chamber of Commerce Activity Report - April/May 2018
- b. Lodging Tax Historical Report

6. New Business

ADJOURNMENT

CERTIFICATE

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 14th day of November, 2017 and that an agenda of said meeting was posted at the place of such meeting at 2:40 p.m. on the 7th day of May, 2018.

Cynthia J. Price, City of Durant



The City of Durant

Office of City Clerk

Memorandum

Date: 5/2/2018
To: Tourism Economic Development Authority
From: Cynthia J. Price, City Clerk and Board Secretary
Re: Consider Approval of Regular Meeting Minutes of April 11, 2018

Council Information / Action Requested

Approval of Regular Meeting Minutes of April 11, 2018.

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

Description	Type	Upload Date
Minutes 5.9.2018	Exhibit	5/7/2018

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 14th day of November, 2017 and that an agenda of said meeting was posted at the place of such meeting at 12:30 p.m. on the 9th day of April, 2018.

**MINUTES OF THE REGULAR SCHEDULED MEETING OF DURANT TOURISM
ECONOMIC DEVELOPMENT AUTHORITY OF April 11, 2018 AT 4:00 PM,
Roscoe J. Hatfield Council Chambers, 300 West Evergreen, Durant, Oklahoma**

CALL TO ORDER

Chairman Thorpe called the meeting to order at 4:20 p.m.

ROLL CALL

Present:

Trustee Charles Calhoun
Trustee Bert Davison
Trustee Janet Reed

Vice Chairman Darrell Mendez
Chairman Jim Thorpe

Absent:

Trustee Bert Davison
Trustee Mina Patel

Trustee Destry Hawthorne

Chairman Thorpe declared a quorum.

1. Consent Items

To help streamline meetings and allow the focus to be on other items requiring strategic thought, the "Consent Items" portion of the agenda groups the routine, procedural, and self-explanatory non-controversial items together. These items are voted on in a single motion (one vote). However, any Council member requesting further information on a specific item thus removes it from the "Consent Items" section for individual attention and separate vote.

a. Consider Approval of Regular Meeting Minutes of March 14, 2018

Approved

Motion was made by Janet Reed and seconded by Darrell Mendez to approve consent item as presented. Motion Passed with the following vote:

Ayes: Calhoun, Mendez, Reed, Thorpe

Absent: Davison, Hawthorne, Patel

2. Consideration Items Removed from Consent

3. Citizen Comments on Non-Agenda Items

4. Administration

a. Consider Approval of Grant Funding

No Action Taken

Trustee Reed visited with three tourism partners. She received suggestions that included creating a simplified application for requests less than a pre-determined amount and a more detailed application for requests over a pre-determined amount. Trustee Reed will provide copies of the proposed applications to the Board for discussion at the next regular scheduled meeting.

Trustee Reed stated the website address of www.discoverdurant.com has been secured. Trustee Reed provided flyers from two upcoming trade shows she in which she will be participating. Trustee Reed urged the Board to attend the Roundtable Meeting portion of the Oklahoma Southeast Golf and Striper Festival. The board secretary cautioned the board that if more than three members attend this function, it would need to be considered a special called meeting and an agenda posted to meet the requirements of the Open Meeting Act.

b. Consider Approval of Logo

No Action Taken

Trustee Reed asked the Board to review and consider the latest logo designs for discussion at the next regular scheduled meeting.

c. Discuss Lease on Highway Signs and Take Possible Action

No Action Taken

Chairman Thorpe discussed determining the location of road signs. Trustee Reed discussed the option of co-opting with other organizations on the cost of the sign.

5. Information Items

a. Durant Area Chamber of Commerce Activity Report - March/April 2018

Trustee Reed will provide board members with the statistics on the last travel show she attended in Dallas.

Trustee Reed stated she would like to participate in the Oklahoma Conference

on Tourism on May 14-15, 2018 for a cost of \$500. Trustee Reed further stated she would like to participate in the Oklahoma Southeast 19th Annual Site Locator's Golf and Striper Event for a cost of \$1,250.

6. New Business

There was no new business.

Adjournment

Motion was made by Charles Calhoun and seconded by Janet Reed to adjourn meeting.
Motion Passed with the following vote:

Ayes: Calhoun, Mendez, Reed, Thorpe

Absent: Davison, Hawthorne, Patel



The City of Durant

Office of City Clerk

Memorandum

Date: 5/7/2018
To: Tourism Economic Development Authority
From: Trustee Janet Reed
Re: Consider Approval of Grant Funding

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:



The City of Durant

Office of City Clerk

Memorandum

Date: 5/7/2018
To: Tourism Economic Development Authority
From: Trustee Janet Reed
Re: Consider Approval of Logo

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:



The City of Durant

Office of City Clerk

Memorandum

Date: 5/7/2018
To: Tourism Economic Development Authority
From: Chairman Jim Thorpe
Re: Discuss Lease on Highway Signs and Take Possible
Action

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:



The City of Durant

Office of City Clerk

Memorandum

Date: 5/7/2018
To: Tourism Economic Development Authority
From: Trustee Janet Reed
Re: Durant Area Chamber of Commerce Activity Report - April/May 2018

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:



The City of Durant

Office of City Clerk

Memorandum

Date: 5/7/2018
To: Tourism Economic Development Authority
From: Interim Treasurer Greg Buckley
Re: Lodging Tax Historical Report

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action: