

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

September 12, 2018

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

CALL TO ORDER

INVOCATION/FLAG SALUTE

ROLL CALL

ORDER OF BUSINESS

1. Consent Items

- a. Consider Approval of Regular Meeting Minutes of August 8, 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. Discuss and Consider Approval for Management with Durant Area Chamber of Commerce
- b. Discuss and Consider Approval for Advertising in Lake Texoma Publication
- c. Discuss and Consider Approval of Website Cost

5. Information Items

- a. Durant Area Chamber of Commerce Activity Report -

August/September 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 _____ p.m. on the 10th day of September, 2018.

Cynthia J. Price, City of Durant



The City of Durant

Office of City Clerk

Memorandum

Date: 9/9/2018
To: Tourism Economic Development Authority
From: Cynthia J. Price, City Clerk
Re: Consider Approval of Regular Meeting Minutes of August 8, 2018

Council Information / Action Requested

Approval of Regular Meeting Minutes of August 8, 2018

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

ATTACHMENTS:

Description	Type	Upload Date
Minutes 8.8.2018	Exhibit	9/10/2018

**MINUTES OF THE REGULAR CALLED MEETING OF THE
DURANT TOURISM ECONOMIC DEVELOPMENT TRUST AUTHORITY
OF AUGUST 8, 2018
IN THE
ROSCOE J. HATFIELD COUNCIL CHAMBERS,
DURANT CITY HALL, 300 W. EVERGREEN
DURANT, OKLAHOMA 74701**

CALL TO ORDER

Chairman Thorpe called the meeting to order at 4:10 p.m.

INVOCATION/FLAG SALUTE

Trustee Reed provided the invocation. Chairman Thorpe led the flag salute.

ROLL CALL

Present:	Trustee Charles Calhoun	Vice Chairman Darrell Mendez
	Trustee Bert Davison	Chairman Jim Thorpe
	Trustee Janet Reed	

Absent:	Trustee Destry Hawthorne	
	Trustee Mina Patel	*denotes partial attendance

ORDER OF BUSINESS

1. Consent Items

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

Motion made by Trustee Davison and seconded by Trustee Calhoun to approve the minutes of July 11, 2018.

Motion carried with the following vote:

Aye: Calhoun, Davison, Reed, Mendez, Thorpe

Nay: None Abstain: None

2. Citizen Comments on Non-Agenda Items

There were no citizen comments.

3. Administration

- a. Consider Approval of Agreement Between the Durant Tourism Economic Development

Trust Authority and the Durant Area Chamber of Commerce

Durant Area Chamber of Commerce Treasurer Savanna Dixon reviewed the proposed contract. Trustee Reed stated she had a long discussion about the contract with Durant City Attorney Tom Marcum and that Attorney Marcum suggested a lump sum managerial fee with expenses reimbursed. Mr. Marcum addressed the board and stated it would be a contract between the Durant Area Chamber of Commerce (Chamber) and the Trust Authority (Authority). Attorney Marcum stated the contractual services are subject to competitive bid. Attorney Marcum stated when the amount rises above \$15,000, it is subject to Section 37 of the Municipal Code for competitive bidding. Attorney Marcum stated he could not find anything that would allow the Chamber to fall within an exception category. Attorney Marcum stated his concern with the proposed contract was that the remainder above a set management fee was not provided for as far as the expenditure, what it was to be expended for, how it was to be accounted for and did the Authority get it back if it wasn't spent. Attorney Marcum stated he thought it was more legally defensible if the Authority contracted with the Chamber or any other entity for a specified management fee. If the entity is authorized by the Authority to make other expenditures, then the Chamber would get reimbursed for those previously approved expenditures. Chairman Thorpe stated he was under the impression that this was a temporary service for the next six months when a director would be hired and the director would take it over. City Attorney Marcum stated his best recommendation is that you set up a list of criteria that you want an entity to provide to this body and you put it out for competitive bid. Vice Chairman Mendez suggested that he and Trustee Davison work together to compile the bid packet on behalf of the Authority and the Chamber can respond to the bid packet. City Attorney Marcum stated the Authority could allocate money to the Chamber on a month to month basis until the bid process is completed but it would have to be very limited in scope.

Motion made by Trustee Davison and seconded by Trustee Calhoun to approve agreement with the Durant Area Chamber of Commerce for an interim managerial fee for the months of July 2018 and August 2018 at the rate of \$5,000 per month for total of \$10,000 plus expenses and reimbursement of trade show expenditures through August 31, 2018.

Motion carried with the following vote:

Aye: Calhoun, Davison, Reed, Mendez, Thorpe

Nay: None Abstain: None

b. Discuss and Consider Approval to Expend Additional Amount for Billboards

Motion made by Trustee Calhoun and seconded by Trustee Davison to table Agenda Item 3(b).

Motion carried with the following vote:

Aye: Calhoun, Davison, Reed, Mendez, Thorpe

Nay: None Abstain: None

c. Discuss and Consider Approval to Reimburse Expenses

This item is covered under Agenda Item 3.(a).

4. Information Items

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

NEW BUSINESS

None

ADJOURNMENT – 5:35 p.m.

Motion made by Trustee Calhoun and seconded by Vice Chairman Mendez to adjourn.

Motion carried with the following vote:

Motion carried with the following vote:

Aye: Calhoun, Davison, Reed, Mendez, Thorpe

Nay: None Abstain: None



The City of Durant

Office of City Clerk

Memorandum

Date: 9/9/2018
To: Tourism Economic Development Authority
From: Trustee Janet Reed
Re: Discuss and Consider Approval for Management with Durant Area Chamber of Commerce

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: 9/9/2018
To: Tourism Economic Development Authority
From: Trustee Janet Reed
Re: Discuss and Consider Approval for Advertising in Lake Texoma
Publication

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: 9/9/2018
To: Tourism Economic Development Authority
From: Trustee Janet Reed
Re: Discuss and Consider Approval of Website Cost

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: 9/9/2018
To: Tourism Economic Development Authority
From: Trustee Janet Reed
Re: Durant Area Chamber of Commerce Activity Report - August/September 2018

Council Information / Action Requested

Information only.

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



The City of Durant

Office of City Clerk

Memorandum

Date: 9/9/2018
To: Tourism Economic Development Authority
From: Greg Buckley, City Treasurer
Re: Lodging Tax Historical Report

Council Information / Action Requested

Information only.

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