

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**

December 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 November 14, 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 Website and Take Possible Action
- b. Discussion with City Treasurer and Assistant City Treasurer
- c. Discussion/Approval of Distribution of Grant Funding
- d. Discussion/Approval of Revisions to Grant Applications
- e. Discuss and Consider Approval for Durant Area Chamber of Commerce (Representative of DTEDA) Monthly Management Fee

for December 2018 in the Amount of \$5000

- f. Discussion/Approval of Bill Boards for 2019
- g. Discussion/Approval of Revision to Bid Process

5. Information Items

- a. Durant Area Chamber of Commerce (Representative of DTEDA)
Activity Report - November/December
- 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 2:55 p.m. on the 10th day of December, 2018.

Cynthia J. Price, City of Durant



The City of Durant

Office of City Clerk

Memorandum

Date: 12/5/2018
To: Tourism Economic Development Authority
From: Cynthia J. Price, City Clerk
Re: Consider Approval of Regular Meeting Minutes of November 14, 2018

Council Information / Action Requested

Approval of Regular Meeting Minutes of November 14, 2018

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

ATTACHMENTS:

Description	Type	Upload Date
Minutes - 11.14.2018	Exhibit	12/5/2018

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 6:25 p.m. on the 9th day of November, 2018.

**MINUTES OF THE REGULAR SCHEDULED MEETING OF DURANT TOURISM
ECONOMIC DEVELOPMENT AUTHORITY OF November 14, 2018 AT 4:00 PM,
Roscoe J. Hatfield Council Chambers, 300 West Evergreen, Durant, Oklahoma**

CALL TO ORDER

Chairman Thorpe called the meeting at order at 4:14 p.m.

INVOCATION/FLAG SALUTE

Trustee Davison 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 Destry Hawthorne	
Trustee Janet Reed	

Absent:

Trustee Mina Patel

* denotes partial attendance

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 October 10, 2018

Approved

Motion was made by Destry Hawthorne and seconded by Bert Davison to approve consent item as presented. Motion Passed with the following vote:

Ayes: Calhoun, Davison, Hawthorne, Mendez, Reed, Thorpe

Absent: Patel

2. Consideration Items Removed from Consent

3. Citizen Comments on Non-Agenda Items

There were no citizen comments.

4. Administration

a. Discuss and Consider Approval of Website Design Vendor

Approved

Trustee Reed said there were two bids submitted - one bid from Computer Services for \$4500 and two other bids out of the Dallas area for approximately \$10,000 each. Trustee Reed recommended Computer Services be awarded the bid.

Motion was made by Charles Calhoun and seconded by Darrell Mendez to enter into a contract with Computer Services for the amount of \$4,500 with the requirement that a scale of the website design be completed by January 1, 2019. Motion Passed with the following vote:

Ayes: Calhoun, Davison, Hawthorne, Mendez, Reed, Thorpe

Absent: Patel

b. Update on Event Signs

No Action Taken

Trustee Reed stated one event sign with inserts has been ordered and should arrive in December 2018. Organizations and vendors may purchase advertising space on the sign. Available sign space will be advertised on the website and social media.

c. Update on Bill Boards

No Action Taken

Trustee Reed stated she was waiting on Choctaw Marketing to get back with her with a proposal. A representative of Choctaw Marketing was in attendance and stated a proposal was sent to Trustee Reed today and copies were provided to each Board member. Trustee Reed stated the website needs to be activated before the billboards are up.

d. Update on Advertising for LTA

No Action Taken

Trustee Reed stated the advertising cost was negotiated from \$2500 to \$1750.

- e. Discuss and Consider Approval for DTEDT Trust Authority Request for Proposal

Approved

The Board reviewed and discussed a handout which was in their possession. City Manager Tim Rundel stepped forward and asked all handouts provided to the Board also be provided to himself, the city attorney and the city clerk. The Board agreed. Proposed changes to the handout were discussed.

Motion was made by Bert Davison and seconded by Destry Hawthorne to approve amendments. Motion Passed with the following vote:

Ayes: Calhoun, Davison, Hawthorne, Mendez, Reed, Thorpe

Absent: Patel

- f. Discuss and Consider Approval for Durant Area Chamber of Commerce (Representative of DTEDA) Monthly Management Fee

Approved

Motion was made by Charles Calhoun and seconded by Bert Davison to approve Durant Area Chamber of Commerce (Representative of DTEDA) Management Fee for the Month of November 2018 in the amount of \$5000. Motion Passed with the following vote:

Ayes: Calhoun, Davison, Hawthorne, Mendez, Reed, Thorpe

Absent: Patel

- g. Discuss and Consider Approval for Support of Public Relations Marketing for Community

No Action Taken

Trustee Reed stated they recently had a presentation by the Public Relations Committee from the Durant Area Chamber of Commerce. The committee is looking for a marketing firm to conduct a public relations study. The total cost would be \$4000. Suggestions were made that various organizations contribute to cover the cost. Trustee Reed will talk to other organizations and see what funding is available and report back at the December 12, 2018 meeting.

- h. Discuss and Consider Approval of Grant Applications

Approved

Stephanie Gardner, Director of Durant Main Street, addressed the board and stated she submitted a grant application for the December Christmas holiday events. Trustee Reed stated all criteria has been met. Ms. Gardner gave an overview of the information contained within her grant application. Ms. Gardner will provide the Board with the amount of dollars spent in the Christmas Shopping Spree campaign from 2017.

Oklahoma Museum Association (OMA) is requesting \$5000 and, if selected, would agree to hold their conference at Choctaw Casino and Resort. Trustee Reed stated all criteria has been met. Trustee Reed will talk to OMA representatives about questions and concerns from the Board and report back with her recommendation at next month's meeting.

Motion was made by Janet Reed and seconded by Destry Hawthorne to approve grant funding to Durant Main Street in the amount of \$10,000 with \$5000 being designated for prize money and \$5,000 being designated for advertising, and Durant Main Street must provide receipts. Motion Passed with the following vote:

Ayes: Calhoun, Davison, Hawthorne, Mendez, Reed, Thorpe

Absent: Patel

5. Information Items

- a. Durant Area Chamber of Commerce (Representative of DTEDA)
Activity Report - October/November
- b. Lodging Tax Historical Report

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, Davison, Hawthorne, Mendez, Reed, Thorpe

Absent: Patel



The City of Durant

Office of City Clerk

Memorandum

Date: 12/5/2018
To: Tourism Economic Development Authority
From: Chairman Jim Thorpe
Re: Discuss Website 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: 12/5/2018
To: Tourism Economic Development Authority
From: Chairman Jim Thorpe
Re: Discussion with City Treasurer and Assistant City
Treasurer

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: 12/10/2018
To: Tourism Economic Development Authority
From: Trustee Janet Reed
Re: Discussion/Approval of Distribution 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: 12/10/2018
To: Tourism Economic Development Authority
From: Trustee Janet Reed
Re: Discussion/Approval of Revisions to Grant Applications

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: 12/5/2018
To: Tourism Economic Development Authority
From: Trustee Janet Reed
Re: Discuss and Consider Approval for Durant Area Chamber of Commerce
(Representative of DTEDA) Monthly Management Fee for December 2018 in the
Amount of \$5000

Council Information / Action Requested

Approval for Durant Area Chamber of Commerce (Representative of DTEDA) Monthly
Management Fee for December 2018 in the amount of \$5000

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



The City of Durant

Office of City Clerk

Memorandum

Date: 12/5/2018
To: Tourism Economic Development Authority
From: Chairman Jim Thorpe/Trustee Janet Reed
Re: Discussion/Approval of Bill Boards for 2019

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:

To: Tourism Economic Development Authority

From:

Re: Discussion/Approval of Revision to Bid Process

The revision has already been made to the attachment. Please refer to Paragraph 6(a) which originally read 'this would be a four person staff ' and has been revised to read 'have an adequate'.

Council Information / Action Requested

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

ATTACHMENTS:

Description	Type	Upload Date
Request for Proposal	Exhibit	12/10/2018

Durant Tourism Economic Development Tax Trust Authority

Request for Proposal

Outline

1. Project Overview
2. Organization Background
3. Project Goals and Target Audience
4. Scope of Work and Deliverables
5. Timeline
6. Requirements
7. Principal Point of Contact
8. Budget
9. Criteria for Selection
10. Format and Proposal Timeline

1. Project Overview

The Durant Tourism Economic Development Tax Trust Authority was established the 4th day of April, 2017. The trust authority is responsible for allocating lodging tax revenues received to tourism-related efforts. The purpose of our Request for Proposal is to engage with a management company in order to further efforts for increased tourism in Durant, Oklahoma and surrounding areas. Current attractions for our city include, but are not limited to, Southeastern Oklahoma State University, The Durant Multi-Sports Complex, Lake Texoma, Choctaw Casino of Durant, walking trails, and a thriving downtown boasting eateries, lofts, and boutiques.

With a premier location north of Dallas, Texas and right off Highway 75, our community is ready for continued growth and visitors! The management team selected will establish new ideas for promoting tourism in our community, create and maintain relationships with individuals and organizations who are seeking funding to generate tourism-related events, attend trade shows both in and out of state, spearhead advertising (print, billboard, and social media), create and maintain a website, and handle phone calls pertaining to tourism inquiries.

2. Organization Background

The Durant Tourism Economic Development Tax Trust Authority is a brand new entity for Durant. The board consists of seven members: three hoteliers the Executive Director of the Durant Area Chamber of Commerce, one board member of the Durant Area Chamber of Commerce, one designated representative from the Durant Industrial Authority, and the Mayor of Durant or a designated City Council member. The Durant City Manager and designated representative of Choctaw Nation are non-voting members. We are tasked with ensuring taxpayer dollars are allocated appropriately and work directly under the City of Durant.

3. Project Goals and Target Audience

Because the lodging tax is assessed by hotels and other short-term stay facilities, our target audience are those coming from out-of-town. Our success may be directly measured by the increase in lodging tax revenue, and a specific goal of such an increase may be established between our board and the selected management team, to ensure dollars are being well spent. This metric may be utilized by both parties in order to continue the contractual agreement on a go forward basis. Examples of projects that may aid in this revenue stream include job fairs at Southeastern Oklahoma State University, league tournaments at the Durant Multi-Sports Complex, and partnering with Choctaw Nation to assist with advertising, as events hosted at the casino often lead to sell-outs and require vacancies at other hotels.

4. Scope of Work and Deliverables

The selected management team will be responsible for the following roles under the terms of the contract:

- a. Project management
- b. Advertising strategies
- c. Website design and maintenance collaboration with Information Technology company
- d. Social media account maintenance
- e. Trade show scheduling and attendance
- f. Office management (phone, email, and fax communications)
- g. Review and implementation of grant funding (for tourism event applications)

5. Timeline

The contract is for a one year term. Metrics, including increased lodging tax revenue, expanded tourism and special events, quantity and quality of trade shows, and website traffic will be evaluated on a quarterly basis. Timelines for a given event or specific project are subject to deadlines agreed upon between the board and the management company.

Compensation will be paid quarterly.

6. Requirements

The management company must:

- a. Maintain a professional office in a prominent, high visibility traffic area within the Durant city limits. Amenities should include a lobby with a tourism display area, an available conference room for meetings with local organizations, and a dedicated onsite receptionist, who will greet and meet with individuals or groups seeking additional information about local tourist attractions. The office will maintain regular business hours weekdays from 9 am to 5 pm.
- b. Provide a dedicated phone line(s) and email supporting Durant Tourism.
- c. Have a proven record of developing relationships with key organizations and businesses in the community and a keen understanding of local history and attractions.
- d. Staff adequately to provide the level of service required to meet the stated terms and goals of the contract. At a minimum, have an adequate staff who can provide project management, develop advertising strategies, website design and maintenance

collaboration, develop, implement and maintain social medial accounts, develop community presence through office functions and management, plan and oversee trade shows, and review and implantation of grant funding.

- e. Provide professional presentations and subject matter expertise at Durant Tourism Economic Development Tax Trust Authority board meetings.

7. Principal Point of Contact

The principal point of contact shall be Chairman Jim Thorpe. A designated board representative may serve in this capacity if at any time the Chairman is unavailable or unable to act as the point of contact. Phone, email, mail, fax or in person correspondence will suffice.

8. Budget

The management fee will be for a one year term. The fee may be utilized at the management company's discretion. The Durant Tourism Economic Development Tax Trust Authority understands this cost is for the management fee only, and the selected company will not be responsible for costs such as marketing collateral and/or ancillary costs, publication printings, website and social media development, travel directly associated with the tourism trade shows, booth displays and signage. Design, creation and management only associated with these activities will be covered by the management fee.

9. Criteria for Selection

The selection will be based on many contributing factors. The management team may use full-time staff and sub-contractors as needed. Requirements for submission include:

- a. Examples of similar projects overseen
- b. References from community members and other organizations (maximum of three)
- c. A Scope of Work
- d. Itemized project budget
- e. Plan for new tourism events and increased revenue stream
- f. Requirements listed in **Item 6** must also be met

10.Format and Proposal Timeline

The proposal should be submitted_____by_____. It must be accompanied by notarized paper copies. The company should be in attendance at the _____meeting. Names, titles and biographies of each vendor staff member should be included.



The City of Durant

Office of City Clerk

Memorandum

Date: 12/5/2018
To: Tourism Economic Development Authority
From: Trustee Janet Reed
Re: Durant Area Chamber of Commerce (Representative of DTEDA) Activity Report - November/December

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: 12/5/2018
To: Tourism Economic Development Authority
From: City of Durant Treasurer's Office
Re: Lodging Tax Historical Report

Council Information / Action Requested

Information only.

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

ATTACHMENTS:

Description	Type	Upload Date
Financial Reports	Exhibit	12/10/2018

CITY OF DURANT
BALANCE SHEET
AS OF: OCTOBER 31ST, 2018

125-5% LODGING TOURISM TAX

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
=====		
125-000-102.00-00	CLAIM ON POOLED CASH	<u>418,952.80</u>
		<u>418,952.80</u>
TOTAL ASSETS		<u>418,952.80</u>
		=====
LIABILITIES		
=====		
125-000-243.00-00	ENCUMBRANCES	(2,335.96)
125-000-244.00-00	RESERVE FOR ENCUMBRANCES	<u>2,335.96</u>
EQUITY		
=====		
125-000-271.00-00	FUND BALANCE	<u>279,654.09</u>
TOTAL BEGINNING EQUITY		<u>279,654.09</u>
TOTAL REVENUE		159,163.65
TOTAL EXPENSES		<u>19,864.94</u>
TOTAL INCREASE/(DECREASE) IN FUND BAL.		<u>139,298.71</u>
TOTAL EQUITY & FUND BALANCE		<u>418,952.80</u>
TOTAL LIABILITIES, EQUITY & FUND BALANCE		<u>418,952.80</u>
		=====

FINANCIAL STATEMENT
AS OF: OCTOBER 31ST, 2018

125-5% LODGING TOURISM TAX

33.33 % OF YEAR COMPLETED

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
REVENUE SUMMARY						
BALANCE FORWARD	306,920.00	0.00	0.00	0.00	0.00	306,920.00
TAXES	460,100.00	33,042.47	158,173.13	34.38	0.00	301,926.87
MISCELLANEOUS REVENUES	<u>1,000.00</u>	<u>327.21</u>	<u>990.52</u>	<u>99.05</u>	<u>0.00</u>	<u>9.48</u>
*** TOTAL REVENUES ***	<u>768,020.00</u>	<u>33,369.68</u>	<u>159,163.65</u>	<u>20.72</u>	<u>0.00</u>	<u>608,856.35</u>
EXPENDITURE SUMMARY						
ECONOMIC DEVELOPMENT	<u>768,020.00</u>	<u>5,000.00</u>	<u>19,864.94</u>	<u>2.89</u>	<u>2,335.96</u>	<u>745,819.10</u>
*** TOTAL EXPENDITURES ***	<u>768,020.00</u>	<u>5,000.00</u>	<u>19,864.94</u>	<u>2.89</u>	<u>2,335.96</u>	<u>745,819.10</u>
*** REVENUE OVER/(UNDER) EXPENSES	<u>0.00</u>	<u>28,369.68</u>	<u>139,298.71</u>	<u>0.00</u>	<u>(2,335.96)</u>	<u>(136,962.75)</u>

FINANCIAL STATEMENT
AS OF: OCTOBER 31ST, 2018

125-5% LODGING TOURISM TAX
REVENUES

33.33 % OF YEAR COMPLETED

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>BALANCE FORWARD</u>						
000-301.10-00 BEGINNING BALANCE	306,920.00	0.00	0.00	0.00	0.00	306,920.00
TOTAL BALANCE FORWARD	306,920.00	0.00	0.00	0.00	0.00	306,920.00
<u>TAXES</u>						
000-311.10-00 5% LODGING TOURISM TAX REV	460,100.00	33,042.47	158,173.13	34.38	0.00	301,926.87
TOTAL TAXES	460,100.00	33,042.47	158,173.13	34.38	0.00	301,926.87
<u>MISCELLANEOUS REVENUES</u>						
000-361.10-00 INTEREST EARNINGS REVENUE	1,000.00	327.21	990.52	99.05	0.00	9.48
TOTAL MISCELLANEOUS REVENUES	1,000.00	327.21	990.52	99.05	0.00	9.48
*** TOTAL REVENUES ***	768,020.00	33,369.68	159,163.65	20.72	0.00	608,856.35

FINANCIAL STATEMENT
AS OF: OCTOBER 31ST, 2018

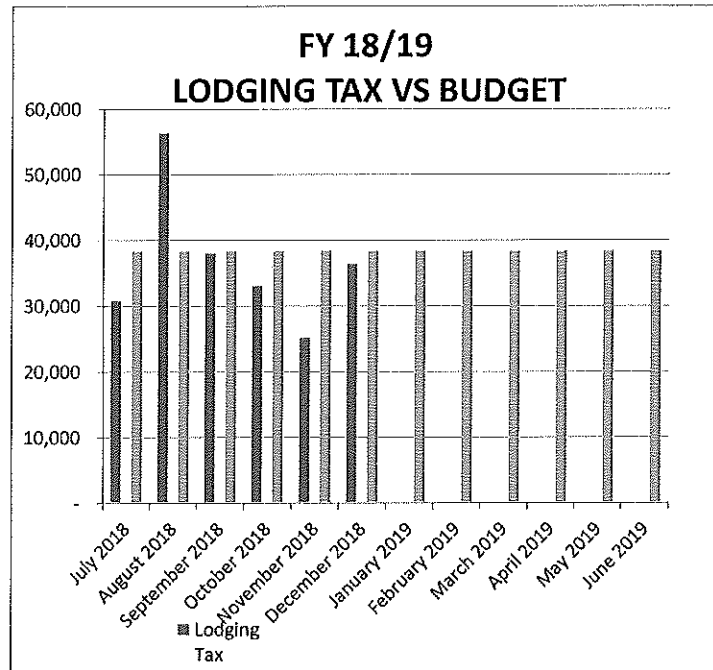
125-5% LODGING TOURISM TAX
ECONOMIC DEVELOPMENT
DEPARTMENT EXPENSES

33.33 % OF YEAR COMPLETED

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>PROFESSIONAL SERVICES</u>						
070-518.20-05 LEGAL FEES	5,000.00	0.00	595.00	11.90	0.00	4,405.00
070-518.20-21 PRORATED AUDIT FEES	744.00	0.00	23.74	81.95	585.96	134.30
TOTAL PROFESSIONAL SERVICES	5,744.00	0.00	618.74	20.97	585.96	4,539.30
<u>CONTRACTUAL EXPENDITURES</u>						
070-518.30-50 PUBLIC RELATIONS	0.00	0.00	325.00	0.00	0.00	(325.00)
070-518.30-51 CONTRACT LABOR	75,000.00	5,000.00	15,000.00	20.00	0.00	60,000.00
TOTAL CONTRACTUAL EXPENDITURES	75,000.00	5,000.00	15,325.00	20.43	0.00	59,675.00
<u>OTHER EXPENSES</u>						
070-518.70-10 SPECIAL PROJECTS	300,000.00	0.00	0.00	0.00	0.00	300,000.00
070-518.70-17 FUND RESERVE	387,276.00	0.00	0.00	0.00	0.00	387,276.00
070-518.70-38 PROMOTIONS/ADVERTISING/SPO	0.00	0.00	2,308.70	0.00	1,750.00	(4,058.70)
070-518.70-40 CONFERENCE SHOWS	0.00	0.00	1,612.50	0.00	0.00	(1,612.50)
TOTAL OTHER EXPENSES	687,276.00	0.00	3,921.20	0.83	1,750.00	681,604.80
TOTAL ECONOMIC DEVELOPMENT	768,020.00	5,000.00	19,864.94	2.89	2,335.96	745,819.10
*** TOTAL EXPENSES ***	768,020.00	5,000.00	19,864.94	2.89	2,335.96	745,819.10
*** REVENUE OVER/(UNDER) EXPENSES	0.00	28,369.68	139,298.71	0.00	(2,335.96)	(136,962.75)
*** END OF REPORT ***						

FY 18/19 LODGING Tax VS Budget

	Lodging Tax	Budget
July 2018	30,805	38,342
August 2018	56,328	38,342
September 2018	37,998	38,342
October 2018	33,042	38,342
November 2018	25,137	38,342
December 2018	36,342	38,342
January 2019		38,342
February 2019		38,342
March 2019		38,342
April 2019		38,342
May 2019		38,342
June 2019		38,342
	219,653	460,100



12-10-2018 2:48 PM

D E T A I L L I S T I N G

PAGE: 1

FUND : 125-5% LODGING TOURISM TAX

PERIOD TO USE: Jul-2018 THRU Jun-2019

DEPT : N/A

ACCOUNTS: ALL

POST	DATE	TRAN #	REFERENCE	PACKET=====	DESCRIPTION=====	VEND	INV/JE #	NOTE	-----AMOUNT-----	-----BALANCE-----
------	------	--------	-----------	-------------	------------------	------	----------	------	------------------	-------------------

000-102.00-00 CLAIM ON POOLED CASH

B E G I N N I N G B A L A N C E

283,779.09

7/09/18	8/22	B41378	Misc	000000	01964	5% LODGING TOURISM TAX	JE# 020243		30,804.60	314,583.69
7/11/18	7/05	A82927	TRANSFER		09157	125-601 A/P REIMBURSEMEN			4,125.00CR	310,458.69
7/31/18	8/22	B41381	Deposit	000000	01965	INTEREST EARNINGS	JE# 020246		199.14	310,657.83
8/09/18	10/02	B41699	Misc	000000	01989	5% LODGING TOURISM TAX	JE# 020289		56,328.37	366,986.20
8/15/18	8/06	A84509	TRANSFER		09214	125-601 A/P REIMBURSEMEN			227.36CR	366,758.84
8/23/18	8/23	A85098	TRANSFER		09287	125-601 A/P REIMBURSEMEN			5,000.00CR	361,758.84
8/31/18	10/02	B41775	Deposit	000000	01997	INTEREST EARNINGS	JE# 020526		210.60	361,969.44
9/10/18	10/09	B41865	Misc	000000	02016	5% LODGING TOURISM TAX	JE# 020571		37,997.69	399,967.13
9/12/18	9/05	A85792	TRANSFER		09279	125-601 A/P REIMBURSEMEN			1,991.97CR	397,975.16
9/17/18	9/14	A86191	TRANSFER		09341	125-601 A/P REIMBURSEMEN			5,000.00CR	392,975.16
9/30/18	10/09	B41928	Deposit	000000	02017	INTEREST EARNINGS	JE# 020633		253.57	393,228.73
10/04/18	10/04	A87027	TRANSFER		09351	125-601 A/P REIMBURSEMEN			2,645.61CR	390,583.12
10/05/18	11/13	B42057	Misc	000000	02049	5% LODGING TOURISM TAX	JE# 020741		33,042.47	423,625.59
10/15/18	10/12	A87475	TRANSFER		09393	125-601 A/P REIMBURSEMEN			5,000.00CR	418,625.59
10/31/18	11/29	B42180	Deposit	000000	02061	INTEREST EARNINGS	JE# 020763		327.21	418,952.80
11/09/18	11/28	B42175	Misc	000000	02058	5% LODGING TOURISM TAX	JE# 020759		25,137.45	444,090.25
11/14/18	11/14	A88787	TRANSFER		09458	125-601 A/P REIMBURSEMEN			5,000.00CR	439,090.25
12/05/18	12/04	A89554	TRANSFER		09462	125-601 A/P REIMBURSEMEN			236.60CR	438,853.65
					=====	ACCOUNT TOTAL	DB:	184,301.10	CR:	29,226.54CR

000-151.00-00

INVESTMENTS

B E G I N N I N G B A L A N C E

0.00

000-171.10-00

5% LODGING TAX RECEIVABLE

B E G I N N I N G B A L A N C E

0.00

000-171.30-00

ACCOUNTS RECEIVABLE

B E G I N N I N G B A L A N C E

0.00

000-207.18-00

A/P PENDING

B E G I N N I N G B A L A N C E

4,125.00CR

7/11/18	7/05	A82927	TRANSFER		09157	125-601 A/P REIMBURSEMEN			4,125.00	0.00
7/30/18	7/30	A83873	CHK: 172818		09237	MARCUM, THOMAS	004546 #18 DIA		210.00CR	210.00CR
7/30/18	7/30	A83821	CHK: 172737		09237	CRAWFORD & ASSOCIATES PC	000944 11612		17.36CR	227.36CR
8/15/18	8/06	A84509	TRANSFER		09214	125-601 A/P REIMBURSEMEN			227.36	0.00
8/21/18	8/21	A84809	CHK: 173133		09278	PRICE'S PRINTING	000484 56339		780.00CR	780.00CR
8/21/18	8/21	A84812	CHK: 173164		09278	THE SIGN DEPOT, LLC	000525 21844		823.00CR	1,603.00CR
8/23/18	8/23	A85096	CHK: 172941		09286	DURANT AREA CHAMBER OF	000346 5203		5,000.00CR	6,603.00CR
8/23/18	8/23	A85098	TRANSFER		09287	125-601 A/P REIMBURSEMEN			5,000.00	1,603.00CR
8/28/18	8/29	A85251	CHK: 173012		09300	CRAWFORD & ASSOCIATES PC	000944 11743		3.97CR	1,606.97CR

12-10-2018 2:48 PM

D E T A I L L I S T I N G

PAGE: 2

FUND : 125-5% LODGING TOURISM TAX

PERIOD TO USE: Jul-2018 THRU Jun-2019

DEPT : N/A

ACCOUNTS: ALL

POST	DATE	TRAN #	REFERENCE	PACKET=====	DESCRIPTION=====	VEND	INV/JE #	NOTE	=====AMOUNT=====	=====BALANCE=====
8/29/18	8/29	A85284	CHK: 173092	09300	MARCUM, THOMAS	004546	#19 TOURISM		385.00CR	1,991.97CR
9/12/18	9/05	A85792	TRANSFER	09279	125-601 A/P REIMBURSEMEN				1,991.97	0.00
9/14/18	9/14	A86109	CHK: 173235	09347	DURANT AREA CHAMBER OF	000346	5269		5,000.00CR	5,000.00CR
9/17/18	9/14	A86191	TRANSFER	09341	125-601 A/P REIMBURSEMEN				5,000.00	0.00
9/20/18	9/25	A86414	CHK: 173485	09360	THE SIGN DEPOT, LLC	000525	22206		180.70CR	180.70CR
9/20/18	9/25	A86456	CHK: 173372	09360	COMPUTER SERVICES OF DUR	002246	703795		325.00CR	505.70CR
9/20/18	9/25	A86504	CHK: 173489	09360	UNICOMM, LLC	006031	1900101-B		1,612.50CR	2,118.20CR
9/27/18	10/02	A86683	CHK: 173375	09376	CRAWFORD & ASSOCIATES PC	000944	11828		2.41CR	2,120.61CR
9/27/18	10/02	A86777	CHK: 173455	09376	OKLAHOMA TOURISM & REC.	006004	42-TB-1909		525.00CR	2,645.61CR
10/04/18	10/04	A87027	TRANSFER	09351	125-601 A/P REIMBURSEMEN				2,645.61	0.00
10/08/18	10/11	A87229	CHK: 173557	09395	DURANT AREA CHAMBER OF	000346	5267		5,000.00CR	5,000.00CR
10/15/18	10/12	A87475	TRANSFER	09393	125-601 A/P REIMBURSEMEN				5,000.00	0.00
11/14/18	11/14	A88785	CHK: 173956	09457	DURANT AREA CHAMBER OF	000346	5363		5,000.00CR	5,000.00CR
11/14/18	11/14	A88787	TRANSFER	09458	125-601 A/P REIMBURSEMEN				5,000.00	0.00
11/28/18	11/30	A89233	CHK: 174015	09482	CRAWFORD & ASSOCIATES PC	000944	12001		236.60CR	236.60CR
12/05/18	12/04	A89554	TRANSFER	09462	125-601 A/P REIMBURSEMEN				236.60	0.00
=====				ACCOUNT TOTAL	DB:	29,226.54	CR:	25,101.54CR		

000-243.00-00

ENCUMBRANCES

B E G I N N I N G B A L A N C E

0.00

7/13/18	7/13	E00019		55360	AUDIT CONSULTING & PREPARATION				390.00	390.00
7/16/18	7/16	E00020		55368	FINANCIAL STATEMENT AUDIT				219.70	609.70
7/17/18	7/17	E00021		55375	500--TOTES WITH IMPRINTING				780.00	1,389.70
7/18/18	7/18	E00022		55387	500--STRESS BALL PEANUT				823.00	2,212.70
7/26/18	7/26	E00023		55442	LEGAL SERVICES				210.00	2,422.70
7/30/18	7/30	E00024		09237	CM PROF SERVICE THRU JUNE 30	11612			17.36CR	2,405.34
7/30/18	7/30	E00025		09237	DURANT TOURISM ECON. DEVELOPE.	#18 DIA			210.00CR	2,195.34
8/21/18	8/21	E00026		09278	TA PROMO ITEMS	56339			780.00CR	1,415.34
8/21/18	8/21	E00027		09278	TA PEANUT STRESS BALLS	21844			823.00CR	592.34
8/23/18	8/23	E00028		55622	TOURISM MANAGEMENT FEE				10,000.00	10,592.34
8/23/18	8/23	E00029		09286	TOURISM MGMT FEE	5203			5,000.00CR	5,592.34
8/27/18	8/27	E00030		55649	TOURISM LEGAL SERVICES				385.00	5,977.34
8/28/18	8/29	E00031		09300	GG AUDIT CONSULTING & PREP	11743			3.97CR	5,973.37
8/29/18	8/29	E00032		09300	CM TOURISM-00005	#19 TOURISM			385.00CR	5,588.37
8/30/18	8/30	E00033		55667	TABLE THROW COVER				180.70	5,769.07
9/13/18	9/13	E00034		55744	PROGRAMMING & REGISTRATION				325.00	6,094.07
9/14/18	9/14	E00035		09347	TOURISM MGMT FEE	5269			5,000.00CR	1,094.07
9/18/18	9/18	E00036		55766	TOURISM MANAGEMENT FEE				5,000.00	6,094.07
9/18/18	9/18	E00037		55766	DALLAS TRAVEL & ADV SHOW 2019				1,612.50	7,706.57
9/20/18	9/25	E00039		09360	TOURISM-TABLE THROW COVER	22206			180.70CR	7,525.87
9/20/18	9/25	E00040		09360	TOURISM-PROGRAM'G& REG	703795			325.00CR	7,200.87
9/20/18	9/25	E00041		09360	TOURISM-DALLAS TRVL & ADV SHOW	1900101-B			1,612.50CR	5,588.37
9/24/18	9/24	E00038		55795	WOVEN TOTE BAGS				525.00	6,113.37
9/27/18	10/02	E00042		09376	GG-AUDIT CONSULTING & PREP	11828			2.41CR	6,110.96
9/27/18	10/02	E00043		09376	TOURISM-TOTE BAGS	42-TB-1909			525.00CR	5,585.96
10/08/18	10/11	E00044		09395	CM TOURISM MGMT FEE	5267			5,000.00CR	585.96
10/24/18	10/24	E00045		55965	2019 GUIDE TO LAKE TEXOMA AD				1,750.00	2,335.96

12-10-2018 2:48 PM

D E T A I L L I S T I N G

PAGE: 3

FUND : 125-5% LODGING TOURISM TAX

PERIOD TO USE: Jul-2018 THRU Jun-2019

DEPT : N/A

ACCOUNTS: ALL

POST	DATE	TRAN #	REFERENCE	PACKET=====	DESCRIPTION=====	VEND	INV/JE #	NOTE	=====AMOUNT=====	=====BALANCE=====
11/01/18	11/01	E00046		56009	OCTOBER 2018 MANAGMENT FEES				5,000.00	7,335.96
11/14/18	11/14	E00047		09457	DIA TOURISM MGMT OCT 2018		5363		5,000.00CR	2,335.96
11/27/18	11/27	E00048		56122	DISCOVER DURANT AD FOR JAN '19				965.00	3,300.96
11/28/18	11/30	E00049		09482	GG AUDIT CONSULTING & PREP		12001		236.60CR	3,064.36
12/04/18	12/04	E00050		56168	TOURISM MANAGEMENT FEE----NOV.				5,000.00	8,064.36
				=====	ACCOUNT TOTAL	DB:	33,165.90	CR:	25,101.54CR	

000-244.00-00

RESERVE FOR ENCUMBRANCES

B E G I N N I N G B A L A N C E

0.00

7/13/18	7/13	E00019		55360	AUDIT CONSULTING & PREPARATION				390.00CR	390.00CR
7/16/18	7/16	E00020		55368	FINANCIAL STATEMENT AUDIT				219.70CR	609.70CR
7/17/18	7/17	E00021		55375	500--TOTES WITH IMPRINTING				780.00CR	1,389.70CR
7/18/18	7/18	E00022		55387	500--STRESS BALL PEANUT				823.00CR	2,212.70CR
7/26/18	7/26	E00023		55442	LEGAL SERVICES				210.00CR	2,422.70CR
7/30/18	7/30	E00024		09237	CM PROF SERVICE THRU JUNE 30		11612		17.36	2,405.34CR
7/30/18	7/30	E00025		09237	DURANT TOURISM ECON. DEVELOPE.		#18 DIA		210.00	2,195.34CR
8/21/18	8/21	E00026		09278	TA PROMO ITEMS		56339		780.00	1,415.34CR
8/21/18	8/21	E00027		09278	TA PEANUT STRESS BALLS		21844		823.00	592.34CR
8/23/18	8/23	E00028		55622	TOURISM MANAGEMENT FEE				10,000.00CR	10,592.34CR
8/23/18	8/23	E00029		09286	TOURISM MGMT FEE		5203		5,000.00	5,592.34CR
8/27/18	8/27	E00030		55649	TOURISM LEGAL SERVICES				385.00CR	5,977.34CR
8/28/18	8/29	E00031		09300	GG AUDIT CONSULTING & PREP		11743		3.97	5,973.37CR
8/29/18	8/29	E00032		09300	CM TOURISM-00005		#19 TOURISM		385.00	5,588.37CR
8/30/18	8/30	E00033		55667	TABLE THROW COVER				180.70CR	5,769.07CR
9/13/18	9/13	E00034		55744	PROGRAMMING & REGISTRATION				325.00CR	6,094.07CR
9/14/18	9/14	E00035		09347	TOURISM MGMT FEE		5269		5,000.00	1,094.07CR
9/18/18	9/18	E00036		55766	TOURISM MANAGEMENT FEE				5,000.00CR	6,094.07CR
9/18/18	9/18	E00037		55766	DALLAS TRAVEL & ADV SHOW 2019				1,612.50CR	7,706.57CR
9/20/18	9/25	E00039		09360	TOURISM-TABLE THROW COVER		22206		180.70	7,525.87CR
9/20/18	9/25	E00040		09360	TOURISM-PROGRAM'G& REG		703795		325.00	7,200.87CR
9/20/18	9/25	E00041		09360	TOURISM-DALLAS TRVL & ADV SHOW		1900101-B		1,612.50	5,588.37CR
9/24/18	9/24	E00038		55795	WOVEN TOTE BAGS				525.00CR	6,113.37CR
9/27/18	10/02	E00042		09376	GG-AUDIT CONSULTING & PREP		11828		2.41	6,110.96CR
9/27/18	10/02	E00043		09376	TOURISM-TOTE BAGS		42-TB-1909		525.00	5,585.96CR
10/08/18	10/11	E00044		09395	CM TOURISM MGMT FEE		5267		5,000.00	585.96CR
10/24/18	10/24	E00045		55965	2019 GUIDE TO LAKE TEXOMA AD				1,750.00CR	2,335.96CR
11/01/18	11/01	E00046		56009	OCTOBER 2018 MANAGMENT FEES				5,000.00CR	7,335.96CR
11/14/18	11/14	E00047		09457	DIA TOURISM MGMT OCT 2018		5363		5,000.00	2,335.96CR
11/27/18	11/27	E00048		56122	DISCOVER DURANT AD FOR JAN '19				965.00CR	3,300.96CR
11/28/18	11/30	E00049		09482	GG AUDIT CONSULTING & PREP		12001		236.60	3,064.36CR
12/04/18	12/04	E00050		56168	TOURISM MANAGEMENT FEE----NOV.				5,000.00CR	8,064.36CR
				=====	ACCOUNT TOTAL	DB:	25,101.54	CR:	33,165.90CR	

000-247.00-00

PRIOR YEAR ENCUMBRANCES

12-10-2018 2:48 PM

DETAIL LISTING

PAGE: 4

FUND : 125-5% LODGING TOURISM TAX

PERIOD TO USE: Jul-2018 THRU Jun-2019

DEPT : N/A

ACCOUNTS: ALL

POST	DATE	TRAN #	REFERENCE	PACKET=====	DESCRIPTION=====	VEND	INV/JE #	NOTE	=====AMOUNT=====	=====BALANCE=====
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B E G I N N I N G B A L A N C E

0.00

000-249.00-00

PRIOR YR RES FOR ENCUMBRANCES

B E G I N N I N G B A L A N C E

0.00

000-271.00-00

FUND BALANCE

B E G I N N I N G B A L A N C E

279,654.09CR

000-301.10-00

BEGINNING BALANCE

B E G I N N I N G B A L A N C E

0.00

000-311.10-00

5% LODGING TOURISM TAX REVENUE

B E G I N N I N G B A L A N C E

0.00

7/09/18	8/22	B41378	Misc	000000	01964	5% LODGING TOURISM TAX	JE# 020243	30,804.60CR	30,804.60CR
8/09/18	10/02	B41699	Misc	000000	01989	5% LODGING TOURISM TAX	JE# 020289	56,328.37CR	87,132.97CR
9/10/18	10/09	B41865	Misc	000000	02016	5% LODGING TOURISM TAX	JE# 020571	37,997.69CR	125,130.66CR
10/05/18	11/13	B42057	Misc	000000	02049	5% LODGING TOURISM TAX	JE# 020741	33,042.47CR	158,173.13CR
11/09/18	11/28	B42175	Misc	000000	02058	5% LODGING TOURISM TAX	JE# 020759	25,137.45CR	183,310.58CR
=====					ACCOUNT TOTAL	DB:	0.00	CR:	183,310.58CR

000-361.10-00

INTEREST EARNINGS REVENUE

B E G I N N I N G B A L A N C E

0.00

7/31/18	8/22	B41381	DEPOSIT		01965	POOLED INTEREST PRORATION	JE# 020246	199.14CR	199.14CR
8/31/18	10/02	B41775	DEPOSIT		01997	POOLED INTEREST PRORATION	JE# 020526	210.60CR	409.74CR
9/30/18	10/09	B41928	DEPOSIT		02017	POOLED INTEREST PRORATION	JE# 020633	253.57CR	663.31CR
10/31/18	11/29	B42180	DEPOSIT		02061	POOLED INTEREST PRORATION	JE# 020763	327.21CR	990.52CR
=====					ACCOUNT TOTAL	DB:	0.00	CR:	990.52CR

000-361.40-00

MISCELLANEOUS REVENUE

B E G I N N I N G B A L A N C E

0.00

DEPT: 070 ECONOMIC DEVELOPMENT

070-518.20-05

LEGAL FEES

B E G I N N I N G B A L A N C E

0.00

7/30/18	7/30	A83873	CHK: 172818		09237	LEGAL SERVICES	004546 #18 DIA	210.00	210.00
8/29/18	8/29	A85284	CHK: 173092		09300	TOURISM LEGAL SERVICES	004546 #19 TOURISM	385.00	595.00
=====					ACCOUNT TOTAL	DB:	595.00	CR:	0.00

12-10-2018 2:48 PM

D E T A I L L I S T I N G

PAGE: 5

FUND : 125-5% LODGING TOURISM TAX

PERIOD TO USE: Jul-2018 THRU Jun-2019

DEPT : 070 ECONOMIC DEVELOPMENT

ACCOUNTS: ALL

POST DATE TRAN # REFERENCE PACKET=====DESCRIPTION===== VEND INV/JE # NOTE =====AMOUNT===== BALANCE=====

070-518.20-21 PRORATED AUDIT FEES

B E G I N N I N G B A L A N C E

0.00

7/30/18	7/30	A83821	CHK: 172737	09237	AUDIT CONSULTING & PREPA	000944	11612	17.36	17.36
8/28/18	8/29	A85251	CHK: 173012	09300	AUDIT CONSULTING & PREPA	000944	11743	3.97	21.33
9/27/18	10/02	A86683	CHK: 173375	09376	AUDIT CONSULTING & PREPA	000944	11828	2.41	23.74
11/28/18	11/30	A89233	CHK: 174015	09482	AUDIT CONSULTING & PREPA	000944	12001	236.60	260.34
=====				ACCOUNT TOTAL	DB:	260.34	CR:	0.00	

070-518.30-32 FREIGHT & POSTAGE

B E G I N N I N G B A L A N C E

0.00

070-518.30-50 PUBLIC RELATIONS

B E G I N N I N G B A L A N C E

0.00

9/20/18	9/25	A86456	CHK: 173372	09360	PLANNING & REGISTRATION	002246	703795	325.00	325.00
=====				ACCOUNT TOTAL	DB:	325.00	CR:	0.00	

070-518.30-51 CONTRACT LABOR

B E G I N N I N G B A L A N C E

0.00

8/23/18	9/17	B41494		01988	JULY MGMT FEES PAID IN AUGUST	JE# 020275	000006	5,000.00	5,000.00
9/14/18	9/17	B41495		01988	AUG CHAMBER MGMT FEE CORRECT	JE# 020276	000007	5,000.00	10,000.00
10/08/18	11/01	B41982	CODING ERROR	02029	FROM 70-38 TO 30-51	JE# 020650	000008	5,000.00	15,000.00
11/14/18	11/14	A88785	CHK: 173956	09457	OCTOBER 2018 MANAGMENT F	000346	5363	5,000.00	20,000.00
=====				ACCOUNT TOTAL	DB:	20,000.00	CR:	0.00	

070-518.50-50 PHOTOCOPIES

B E G I N N I N G B A L A N C E

0.00

070-518.70-10 SPECIAL PROJECTS

B E G I N N I N G B A L A N C E

0.00

070-518.70-17 FUND RESERVE

B E G I N N I N G B A L A N C E

0.00

070-518.70-19 GRANTS

B E G I N N I N G B A L A N C E

0.00

12-10-2018 2:48 PM

D E T A I L L I S T I N G

PAGE: 6

FUND : 125-5% LODGING TOURISM TAX

PERIOD TO USE: Jul-2018 THRU Jun-2019

DEPT : 070 ECONOMIC DEVELOPMENT

ACCOUNTS: ALL

POST	DATE	TRAN #	REFERENCE	PACKET=====	DESCRIPTION=====	VEND	INV/JE #	NOTE	=====AMOUNT=====	=====BALANCE=====
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070-518.70-38 PROMOTIONS/ADVERTISING/SPONSOR

B E G I N N I N G B A L A N C E

0.00

8/21/18	8/21	A84809	CHK: 173133	09278	500--TOTES WITH IMPRINTI	000484	56339		780.00	780.00
8/21/18	8/21	A84812	CHK: 173164	09278	500-- STRESS BALL PEANUT	000525	21844		823.00	1,603.00
8/23/18	8/23	A85096	CHK: 172941	09286	TOURISM MANAGEMENT FEE	000346	5203		5,000.00	6,603.00
8/23/18	9/17	B41494		01988	JULY MGMT FEES PAID IN AUGUST	JE#	020275	000006	5,000.00CR	1,603.00
9/14/18	9/14	A86109	CHK: 173235	09347	TOURISM MANAGEMENT FEE	000346	5269		5,000.00	6,603.00
9/14/18	9/17	B41495		01988	AUG CHAMBER MGMT FEE CORRECT	JE#	020276	000007	5,000.00CR	1,603.00
9/20/18	9/25	A86414	CHK: 173485	09360	TABLE THROW COVER	000525	22206		180.70	1,783.70
9/27/18	10/02	A86777	CHK: 173455	09376	WOVEN TOTE BAGS	006004	42-TB-1909		525.00	2,308.70
10/08/18	11/01	B41982	CODING ERROR	02029	FROM 70-38 TO 30-51	JE#	020650	000008	5,000.00CR	2,691.30CR
10/08/18	10/11	A87229	CHK: 173557	09395	TOURISM MANAGEMENT FEE	000346	5267		5,000.00	2,308.70
=====				ACCOUNT TOTAL	DB:	17,308.70	CR:	15,000.00CR		

070-518.70-40 CONFERENCE SHOWS

B E G I N N I N G B A L A N C E

0.00

9/20/18	9/25	A86504	CHK: 173489	09360	DALLAS TRAVEL & ADV SHOW	006031	1900101-B		1,612.50	1,612.50
=====				ACCOUNT TOTAL	DB:	1,612.50	CR:	0.00		

070-518.99-13 TRSF TO INS CASH FUND

B E G I N N I N G B A L A N C E

0.00

--*-*-*

000 ERRORS IN THIS REPORT!

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** REPORT TOTALS **	--- DEBITS ---	--- CREDITS ---
BEGINNING BALANCES:	283,779.09	283,779.09CR
REPORTED ACTIVITY:	311,896.62	311,896.62CR
ENDING BALANCES:	595,675.71	595,675.71CR
TOTAL FUND ENDING BALANCE:	0.00	

City of Durant, Oklahoma

Yearly History Report - 5% Lodging Tax Revenue

	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	Single Month Period
July	\$0	\$30,805				May / June
August	\$0	\$56,328				June / July
September	\$37,971	\$37,998				July / Aug.
October	\$43,423	\$33,042				Aug. / Sept.
November	\$39,261	\$25,137				Sept. / Oct.
December	\$35,990	\$36,342				Oct. / Nov.
January	\$35,065					Nov. / Dec.
February	\$41,008					Dec. / Jan.
March	\$29,722					Jan. / Feb.
April	\$37,876					Feb. / March
May	\$30,622					March / April
June	\$27,592					April / May
Total	\$358,531	\$219,653		\$0	\$0	
FY Monthly Average	\$35,853	\$36,609				
% change from prior year for December	N/A	0.98%				
\$ change from prior year for December	N/A	\$352				