



City of Broken Arrow
Meeting Agenda
Convention and Visitors Bureau

City of Broken Arrow
220 S 1st Street
Broken Arrow OK
74012

Chairperson Rob Whitlock
Vice Chair Mark Frie
Member Patsy Terry
Member LaTonya Cundiff
Member Tonya Ellison
Member Dianna Yingst
Member Lori Lewis

Monday, March 13, 2017

1:30 PM

TownePlace Suites Hotel

RESCHEDULED REGULAR MEETING

1. Call to Order

2. Roll Call and Introductions

3. General CVB Business

- a. [17-1883](#) Presentation and possible approval of the meeting minutes from the February 13, 2017 CVB meeting
- b. [17-1736](#) Consideration, discussion and possible approval of the 2017 Rooster Days Festival grant request in the amount of \$20,000.00
- c. [17-1880](#) Consideration, discussion and possible approval of the 2017 Camp Bandage event grant request in the amount of \$5,000.00
- d. [17-1885](#) Consideration, discussion and possible approval of identifying recommended actions from the Tourism Asset Inventory final report to be presented to City Council
- e. [17-1831](#) Consideration, discussion and possible approval of Services Contract with Destination Services, LLC to assist the Convention and Visitors Bureau with the implementation of the Strategic Plan for a cost of \$8,400.00 for Fiscal Year 2017
- f. [17-1917](#) Consideration, discussion and possible approval of the purchase of the Smith Travel Research Monthly Broken Arrow Lodging Trend Destination Report for one year for a cost of \$2,000.00

4. Tourism Director Report including updates on the following:

- a. [17-1881](#) Presentation and discussion of updated hotel/motel tax collection report

- b. [17-1882](#) Presentation and discussion of year-to-date expenditures
- c. [17-1884](#) Presentation of follow up report for the 2016 Ruts n Guts grant request
- d. [17-1728](#) Presentation of follow up report for the 2016 Rooster Days Festival grant request
- e. [17-1916](#) Presentation and discussion of holding quarterly meetings with Broken Arrow hotel staff to provide tourism, meeting and event updates and providing informational tours in Broken Arrow

5. Adjournment

All cell phones and pagers must be turned OFF or operated SILENTLY during meetings.

Exhibits, petitions, pictures, etc., shall be received and deposited in case files to be kept at the Broken Arrow City Hall. If you are a person with a disability and need some accommodation in order to participate in this meeting, please contact the City Clerk at 918-259-2400 Ext. 5418 to make arrangements.

POSTED this ____ day of _____, _____, at _____ a.m./p.m.

City Clerk