



City of Broken Arrow

Request for Action

File #: 19-312, Version: 1

**Broken Arrow Economic Development Authority
Meeting of: 03/05/2019**

Title:

Consideration, discussion, and possible approval of the First Amendment to the contract for Economic Development Services between the Broken Arrow Economic Development Authority and the Broken Arrow Economic Development Corporation

Background:

At the December 18, 2018 Broken Arrow Economic Development Authority meeting, Board Members approved a contract for Economic Development Services with the Broken Arrow Economic Development Corporation for the period January 1, 2019 to June 30, 2021. Section 5 of the contract indicates the BAEDC shall submit to BAEDA a Monthly Activity Report detailing services and activities that accurately state the progress made in implementing the terms, conditions and scope of work required by the Contract. The Monthly Activity Report shall accompany an invoice requesting payment not to exceed \$32,292.00 per month. The parties acknowledge that the above stated monthly payment shall begin upon the employment of a permanent President to the BAEDC. In the interim, the monthly payment shall be \$6,700.00.

At the January 23, 2019 BAEDC Board Meeting, Board Members interviewed and agreed to negotiate a contract for employment with Ms. Darla Heller for the position of Vice President of Economic Development. On February 11, 2019, The Broken Arrow Chamber and the Economic Development Corporation announced the hiring of Ms. Heller as the Vice President of Economic Development. Darla will join the BAEDC on March 1, 2019.

Broken Arrow Economic Development Board Chairman Rob Whitlock requested an amendment to the contract for Economic Development to increase the amount paid to the BAEDC an additional \$13,300.00 per month to compensate for Ms. Heller's salary, benefits and expenses. If the Authority agrees to amend the contract, the amount paid to the BAEDC will be \$20,000.00 per month until the BAEDC hires a permanent President.

Cost: \$20,000.00 per month

Funding Source: BAEDA

Requested By: Norm Stephens, Economic Development Manager

Approved By: Michael L. Spurgeon, City Manager

Attachments: Amended Agreement to the contract for Economic Development Services

Recommendation:

Approve the Amended agreement to the contract for Economic Development Services between the Broken

Arrow Economic Development Authority and the Broken Arrow Economic Development Corporation.