

TOWN OF HOCHATOWN
SPECIAL MEETING OF THE BOARD OF TRUSTEES

September 25, 2023 at 8:00 a.m.

Hocha Town Hall

9983 N. U.S. Hwy 259, Ste. A - Hochatown, OK 74728

MEETING MINUTES

1. Call to Order.

Who ordered: Mayor Dian Jordan

Time: 8:04 a.m.

2. Roll Call of Board of Trustees.

Trustee Name	Present	Absent
Janet Cress	Y	
Howard Haggard	Y	
Dian Jordan	Y	
Todd McDaniel	Y	
Chad Sargent	Y	

A Quorum was present.

3. Recognition of Guests.

Mayor Jordan recognized the guests present, including Counsel Liz George and Counsel Julie Fort, and thanked them for their attendance.

4. Discussion, consideration, and possible action to enter into contract with Avenu Insights & Analytics, LLC for the provision of administrative services related to assistance with monitoring and collection of the Hochatown Lodging Tax.

Discussion:

Maher Masso, of Ryan Consulting Services, introduced representatives of Avenu. Karen Bond, Avenu Sr. Account Executive, gave a presentation of their services and explanation of their solutions to Hochatown's tax collections and delinquent account recoveries. After her presentation and question & answer session, the Avenu representatives stepped out of the meeting to allow the Trustees time to discuss. After the Trustees' discussion, they decided to take no action on this agenda item at this time. The Trustees agreed to revisit this proposal at a future Board meeting.

Note - Trustee Janet Cress left the meeting at 9:20 a.m.

Motion: To take no action

By: Todd McDaniel

Second: Howard Haggard

Roll Call Vote:

Trustee Name	Vote
Janet Cress	Absent
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

The Motion carried.

5. **Discussion, consideration, and possible action to enter into contract with Interware Development Company, Inc. (an Avenu Holdings, LLC entity) for the provision of credit card processing and automated clearing house payment processing in connection with Aven Insights & Analytics, LLC's assistance with the monitoring and collection of the Hochatown Lodging Tax.**

Discussion:

The Avenu representatives gave a presentation of their Interware Development Company (IDC) services which has the ability to add an action button to Hochatown's public website that taxpayers can use to pay their lodging taxes online. The button would seamlessly transfer the taxpayer to the IDC's portal and allow payment via credit card, debit card or ACH method. The taxpayer would pay a convenience fee for this service at the time of payment, resulting in no services payment due to IDC from the Town. After the presentation, Maher Masso advised the Trustees to request the addition of a 90-day Termination on Notice clause, to which the Avenu representatives agreed.

After the Trustees discussed the matter, Mayor Jordan asked if there was a Motion regarding this item.

Motion: To accept the IDC contract for the provision of credit card processing for the collection of Hochatown Lodging Tax, with provision to add a 90-day Termination on Notice clause.

By: Todd McDaniel

Second: Chad Sargent

Roll Call Vote:

Trustee Name	Vote
Janet Cress	Absent
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

The Motion carried.

6. Discussion, consideration and possible action to enter into contract with Garver, LLC for the provision of consulting services related to engineering, planning, and environmental needs of the Town.

Discussion:

Hochatown Counsel Liz George, who was personally in attendance, informed the Trustees that Garver LLC had accepted all requested legal provisions and explained there was nothing in the agreement that was required to be paid nor was any compensation due at this time. This agreement allows Garver to begin on retainer, and it is not an exclusive contract. An engineer is needed to be on contract for town purposes such as municipal master planning services, road work and waste water and Garver has these capabilities, along with the bandwidth, to offer these services to the Town.

After a discussion with the Trustees, Mayor Jordan asked if there was a Motion regarding this item.

Motion: To approve the Garver LLC Contract.

By: Todd McDaniel

Second: Howard Haggard

Roll Call Vote:

Trustee Name	Vote
Janet Cress	Absent
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

The Motion carried.

7. Discussion regarding future potential ordinances.

The Trustees and Counsel reviewed and discussed a lengthy and wide range of potential ordinances, and it was agreed to continue the ordinances review at a future meeting.

8. Discussion, Consideration and Possible Action to Adjourn.

Motion: To adjourn the meeting.

By: Todd McDaniel

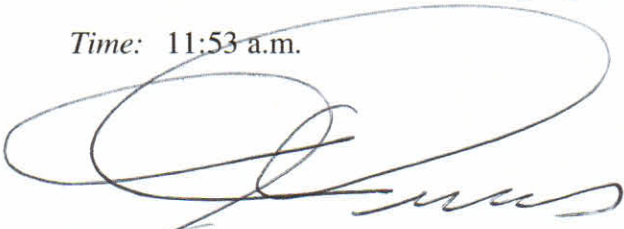
Second: Chad Sargent

Roll Call Vote:

Trustee Name	Vote
Janet Cress	Absent
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

The Motion carried and the meeting adjourned.


Time: 11:53 a.m.



Janet Cress, Trustee




Howard Haggard, Trustee



Dian Jordan, Mayor



Todd McDaniel, Trustee



Chad Sargent, Trustee

Attest:

Helen Harden

Helen Harden, Town Clerk

