

**OVERTON ECONOMIC DEVELOPMENT CORPORATION
January 8, 2019**

Minutes from the Regular Called Meeting of the OEDC held on **Tuesday, January 8, 2019 at 5:30 PM** in City Hall at 1200 S. Commerce St. Overton, Texas:

PRESENT:

Philip Cox, President
Courtney Cox (arrived at 5:35 pm)
Stephen DuBose
John Posey
Joshua Stuart

ABSENT:

Chris Laws, VP/Treasurer/Secretary

Others in attendance were Interim City Manager/OEDC Exec. Director Clyde Carter, OEDC Exec. Secretary/City Controller Wendy Bates, Mayor C. R. Evans, Jr., and City Secretary Rachél Gafford representing staff. Jeremy Buechter with Schaumburg & Polk Inc (SPI).

A – CALL TO ORDER

President Cox called the meeting to order at 5:30 pm.

B – APPOINTMENT

1. Installation to office of newly appointed Board Members.

Mayor Evans installed Joshua Stuart to the Board appointed by Council 10/18/18.

President Cox expressed his gratitude and congratulations to Board Member Stuart on his appointment to the Board.

C – CONSENT AGENDA

1. Board to review and make possible corrections to Minutes of the Regular Called Meeting of the Board held on September 18, 2018.

Board Member Dubose made a motion to approve Consent Agenda as submitted.

Board Member Posey seconded the motion.

Motion carried 4-0. Board Member C. Cox and Vice Chairman Laws absent.

D – FINANCIAL REPORTS

1. Financial report for periods ending September 30, October 31 and November 30, 2018.

Controller Bates presented the monthly financial reports.

No action required

2. Presentation of invoices received through January 4, 2019.

Controller Bates presented the invoices to be paid in the amount of \$6,132.63.

Board Member DuBose made a motion to approve invoices as submitted.

Board Member Posey seconded the motion.

Motion carried 5-0. Vice Chairman Laws absent.

E – BUSINESS (Consider and/or action)

1. Discuss and consider action regarding bid received from LMC Corporation for the Dam and Spillway Project.

City Controller Bates presented staff report regarding the bid received through Gordian from LMC Corporation.

Board Member Posey made a motion to discuss.

Board Member Stuart seconded the motion.

Motion carried 5-0. Vice Chairman Laws absent.

After a brief discussion between the Board and Jeremy Buechter, Schaumburg & Polk Inc (SPI) Project Engineer the Board took the following action.

Board Member Posey made a motion to authorize SPI to negotiate with LMC the contract terms, conditions and pricing, draw up strict guidelines, and perform a background check on references.

Board Member Stuart made a seconded the motion.

Motion carried 5-0. Vice Chairman Laws absent.

President Cox directed staff to get Council permission for the Board to issue debt (loan) in an amount not to exceed \$50,000 for one year to cover possible funding shortage for above project. Cox further directed staff to request a postponement or waiver of the OEDC Admin fee until the Dam/Spillway project is completed.

2. Discuss and consider authorization to advertise and receive bids for construction of the Dam and Spillway project. *(Postponed from 9/18/18 meeting)*

Board Member Posey made a motion to postpone this item until the next meeting.

Board Member C. Cox seconded the motion.

Motion carried 5-0. Vice Chairman Laws absent.

3. Discuss and consider approval of Engineering contract for bidding and construction phase services for the Dam and Spillway project. *(Postponed from 9/18/18 meeting)*

Board Member Posey made a motion to postpone this item until the next meeting.

Board Member C. Cox seconded the motion.

Motion carried 5-0. Vice Chairman Laws absent.

4. Discuss and act regarding setting next quarterly meeting date in March 2019.

Board Member C. Cox made a motion to schedule a Special Called Meeting for Tuesday, February 12, 2019.

Board Member Stuart seconded the motion.

Motion carried 5-0. Vice Chairman Laws absent.

F - ADJOURNMENT

Board Member Posey made a motion to adjourn.

Board Member Stuart seconded the motion.

Motion carried 5-0. Vice Chairman Laws absent.

With no further business, the meeting was adjourned at **6:16 PM**

Minutes submitted, approved and/or corrected this **12th** day of **February, 2019.**



Philip Cox, President

ATTEST:



Wendy Bates, Executive Secretary/City Comptroller