

Overton Economic Development Corporation

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June 2, 2015

Minutes

STATE OF TEXAS

COUNTIES OF RUSK & SMITH

CITY OF OVERTON

MINUTES FROM THE CALLED MEETING OF THE OVERTON ECONOMIC DEVELOPMENT CORPORATION HELD ON JUNE 2, 2015, AT 5:30 PM IN THE CHAMBER OFFICE, 121 E. HENDERSON STREET, OVERTON, TEXAS.

The following were present:

President

Philip Cox, President
Jim Hamblen, Vice President/Treasurer
Charles Long – Absent
Todd Meadows
Matthew Prosser
Jeannie Barber

Others in attendance were Overton Mayor, C.R. Evans and City Manager, Charles Cunningham.

AGENDA ITEM # I – President Cox called the meeting to order at 5:38 PM.

AGENDA ITEM # II – The Board reviewed the Minutes from May 5, 2015. Todd Meadows made a motion to approve and Jim Hamblen seconded. Motion carried 4-0. Board Member Charles Long was absent.

AGENDA ITEM # III – Financial Statements for May 2015 were distributed by City Manager, Charles Cunningham and reviewed. He explained that the May Sales Tax was not included on report because he had just given Jeannie Barber the check (\$11,147.58) before the meeting.

AGENDA ITEM # IV – Old Business: –

1. City Manager, Charles Cunningham a handout for OEDC funding and the contract management process regarding Capital Improvement Projects. He explained this is still in draft form. Once projects are identified, the cost, specifications, and funding would be defined. That project(s) would be on the Board Agenda and if approved, a resolution would be prepared and presented to City Council for consideration. At that time, an Engineering company

would be selected by the City unless one is already under contract. At such time as the project(s) is completed, and the City Manager has inspected and signed off on the work as well as the invoice, it will be forwarded to the OEDC for approval and then payment. After the project(s) are closed out, the files and related documents will be given to the OEDC Executive Secretary. Todd Meadows made a motion to accept this, and James Hamblen seconded. Motion carried 4-0. Board Member Charles Long was absent.

2. City Manager, Charles Cunningham passed out copies of the Capital Improvement Program for 2015-16 with a summary of costs, source of funding, and projected completion schedule. Several were highlighted in yellow showing completion or status.

3. The proposed Engineering Task Order for Proposition Project #3 – Stabilize Slide Area on West Side of Overton Lake Dam was tabled because the City was negotiating with the Geotech Engineer.

4. Jeannie Barber gave an update on the repairs to OEDC office. The back wall repairs contracted with Lloyd Construction is almost completed, and Wilson Industrial is scheduled to start on the roof and awnings in a couple weeks.


AGENDA ITEM # V Todd Meadows made a motion to adjourn and James Hamblen seconded. Motion carried 4-0. Board Member Charles Long was absent.

The Minutes were approved as submitted and/or corrected this 18th day of August 2015.

ATTEST:



PRESIDENT


SECRETARY