



**REGULAR CALLED MEETING OF THE
OVERTON MUNICIPAL DEVELOPMENT DISTRICT
January 11, 2018**

Minutes of the Regular Called Meeting of the Overton Municipal Development District Board of Overton, Texas held on **January 11, 2018** at 6:00 PM at City Hall, 1200 South Commerce Street, Overton, Texas.

Overton Municipal Development District (OMDD)

PRESENT:

Joel Kerby, Chairman

Betty Clark

Loretta Posey (arrived @ 7:15 p.m.)

David Stone

ABSENT:

Also, in attendance were Clyde Carter, Interim City Manager/Chief of Police, Wendy Bates, City Comptroller, Rachél Gafford, City Secretary, and Mayor C. R. Evans, Jr. representing staff. Richard Kymala and Jerry Clark representing the Overton Golf Course Association, and Cathy Gregory and Elsie Hollis representing the Queen Price Garden Club.

I. CALL TO ORDER – Chairman Kerby called the meeting to order at 6:00 PM

1. **Mayor Evans** gave the invocation.
2. **Board Member Stone** led the pledge of allegiance.

II. APPROVAL OF MINUTES

1. Board to review and make possible corrections to the following minutes:

- a. Board to review and make possible corrections to minutes of the Regular Called Meeting of the OMMD on November 9, 2017.

Board Member Stone made a motion to approve the November 9, 2017 minutes as submitted.

Board Member Clark seconded the motion.

Chairman Kerby called for a vote.

Motion carried 3 – 0, Board Member Posey absent.

- b. Board to review and make possible corrections to minutes of a Special Joint Workshop of the OMDD and the City Council on November 16, 2017.

Board Member Clark made a motion to approve the November 16, 2017 minutes as submitted.

Board Member Stone seconded the motion.

Chairman Kerby called for a vote.

Motion carried 3 – 0, Board Member Posey absent.

III. FINANCIAL REPORT

1. Presentation of Financial Reports ending November 30, 2017 and December 31, 2017.
2. Presentation of invoices to be paid.

Comptroller Bates presented and reviewed the financial reports and the invoices to be paid to the Board.

No formal action was required for these items

Comptroller Bates excused herself and left the meeting at 6:10 p.m.

IV. BUSINESS (Consider and/or action)

1. Presentation of letter received from Donna Edwards.

City Manager Carter shared the letter of appreciation for OMDD's participation and funding of Light Up Overton with the Board.

No formal action was required for this item

2. Consider and take action regarding Cathy Gregory's request, on behalf of the Queen Price Garden Club, for reimbursement for two banners in an amount not to exceed \$120 to advertise and recognize the contributors for the "Light Up Overton" project.

City Manager Carter submitted an invoice for the amount of \$120 for banners for Light Up Overton to request reimbursement to Queen Price Garden Club for the expenditure that had not been previously approved.

Board Member Stone made a motion to approve the reimbursement of \$120 for the banners.

Board Member Clark seconded the motion.

Chairman Kerby called for a vote.

Motion carried 3 – 0, Board Member Posey absent.

Cathy Gregory informed the Board that they would need an additional 300' in extension cords for next year and requested permission to purchase the extension cords this year with any remaining funds left in the grant dollars not spent.

City Secretary Gafford stated that after the reimbursement of the \$120 there would only be \$111 remaining in the grant. Per the request made by the Queen Price Garden Club, OMDD (at the November meeting) voted to reimburse the City \$500 out of the Light Up Overton grant to pay for the electrical repairs to the greenway electric outlets for the Christmas lights to work. The Electrician cost had exceeded the amount the City had budgeted by \$500.

3. Presentation of Ethics Policy adopted by City Council on December 14, 2017.

City Secretary Gafford presented the adopted Ethics Policy to the Board Members to sign.

No formal action was required for this item

4. Consider and/or take action to accept letter of resignation from Lawrence Davis who resigned effective November 21, 2017.

Chairman Kerby moved that the Board accept Lawrence Davis' letter of resignation by acclamation.

5. Consider and/or take action to appoint a board member to fill to fill unexpired term created by resignation of Lawrence Davis through September 2018.

City Secretary Gafford asked the Board if they had anyone they would like to recommend to fill the vacancy on the Board.

Mayor Evans stated that City Council would be interviewing applicants for the vacant position on the City Council and he was going to ask these applicants if any of them would be interested on serving on the Board if they were not selected for the position on Council.

No action taken on this item

6. Consider and/or take action on election of Officer for Vice-Chairperson to fill the vacancy left by the resignation of Lawrence Davis.

Board Member Stone made a recommendation to postpone election of officers until all members of the Board could be present to discuss.

Board Member Clark made a motion to postpone this item until the next Board Meeting.

Board Member Stone seconded the motion.

Chairman Kerby called for a vote.

Motion carried 3 – 0, Board Member Posey absent.

7. Consider and/or take action on adopting a Resolution providing for authorized Signatures on the Overton Municipal Development District operating bank account and/or investment accounts as may be established in the future; and providing for an effective date.

City Manager Carter presented a Resolution to remove Lawrence Davis and to list the following people on the OMDD bank account signature card: Joel Kerby, David Stone, Betty Clark, Loretta Posey, Rachél Gafford and Clyde Carter.

Board Member Clark made a motion to approve the Resolution to change the Bank Account signatures for the OMDD account as presented.

Board Member Stone seconded the motion.

Chairman Kerby called for a vote.

Motion carried 3 – 0, Board Member Posey absent.

8. Discuss, consider and/or take action regarding City Council decision to keep the Carousel Swing in the City Park.

City Manager Carter informed the Board that City Council had voted to keep the Carousel Swing at the City Park and the Jason Wood had offered to donate his labor in the repair and refurbishing of the swing.

No action taken on this item

9. Board to hear an update regarding the Warren/McKay street project.

City Manager Carter informed the Board that he was able to get the guard rails for the project donated by East Texas Road & Bridge so that we would only be out the cost of the poles and the labor to install these poles which should save approximately \$3,000 on this project.

10. Reconsider and/or take action regarding the replacement flooring project for City Council Chambers and the Executive Conference Rooms (item postponed from the November 9, 2017 meeting).

City Manager Carter presented revised quotes for using vinyl plank to replace the flooring which would be an additional \$3,138.25 (including labor) to the total cost of the project. Carter stated that they had researched the possibility of staining the concrete and determined that it would be more expensive to proceed that way then with the vinyl plank and the noise and echo would be an issue for both Council and Court if they proceeded with the stained concrete.

Board Member Stone made a motion to approve the additional \$3,138.25 toward the replacement flooring project.

Board Member Clark seconded the motion.

Chairman Kerby called for a vote.

Motion carried 3 – 0, Board Member Posey absent.

11. Consider and/or take action on moving OMDD to quarterly meetings unless a Special Called Meeting is needed.

Board Member Clark made a motion to set the OMDD meetings quarterly for February, May, August and November.

Board Member Stone seconded the motion.

Chairman Kerby called for a vote.

Motion carried 3 – 0, Board Member Posey absent.

12. Board to discuss and take action to set a standard date and time for the quarterly meetings beginning in February 2018.

Board Member Stone made a motion to set the OMDD standard meeting date for the second Wednesday of the month at 5 p.m. unless that day fell on the day before City Council or on a Holiday, then the meeting would be moved to the week before on that Wednesday.

Board Member Clark seconded the motion.

Chairman Kerby called for a vote.

Motion carried 3 – 0, Board Member Posey absent.

Board Member Posey arrived at 7:15 p.m.

Board Member Clark recused herself from the meeting.

13. Consider and/or take action regarding Richard Kymala requests, on behalf of the Overton Golf Course Association, for the funding of some repairs and maintenance issues facing the Overton Municipal Golf Course:
 - a. Request for funding for repairs of the Golf Cart Shed to repair a collapsed rear wall of the cart shed and to replace and upgrade to code the existing electrical wiring and lights in the cart shed at a cost not to exceed \$10,235.
 - b. Request for funding to help with the Spring Maintenance requirements that are needed annually to prepare the greens for the new season at a cost not to exceed \$5,380.
 - c. Request for reimbursement of funds that have been spent for a lipstick improvement of the club house at a cost not to exceed \$1,056.
 - d. Other funding requests for discussion include replacement tools for the Maintenance Shop and some new replacement equipment for the golf course.

Richard Kymala, on behalf of the Overton Golf Course Association, presented the above requests to the OMDD Board requesting funding for the Golf Course to be able to remain open.

Chairman Kerby said he would entertain a motion on the Overton Golf Course Associations requests.

No one made a motion.

No action was taken on any of the items as listed above; therefore Chairman Kerby moved to the next item on the agenda.

V. ADJOURNMENT

With no further business, Chairman Kerby adjourned the meeting at **7:45 PM**

Minutes submitted, approved and/or corrected this **21st** day of **February, 2018.**



Joel L. Kerby, CHAIRMAN

Attested by:



Rachél Gafford, CITY SECRETARY

**ATTACHMENT A
AUTHORIZED OMDD BANK ACCOUNT SIGNATURES**

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OMDD RESOLUTION NO. 2018-01-11

A RESOLUTION OF THE OVERTON MUNICIPAL DEVELOPMENT DISTRICT OF THE CITY OF OVERTON, TEXAS PROVIDING FOR AUTHORIZED SIGNATURES ON THE OVERTON MUNICIPAL DEVELOPMENT DISTRICT BANK ACCOUNTS AND INVESTMENT ACCOUNTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Overton Municipal Development District (OMDD) Board understands that it is both necessary and desirable to designate certain individuals as the authorized signers on the Overton Municipal Development District's Operating Bank Account and/or any Investment Accounts as may be established from time-to-time in the future.

NOW, THEREFORE, BE IT RESOLVED BY THE OVERTON ECONOMIC DEVELOPMENT CORPORATION BOARD OF THE CITY OF OVERTON, TEXAS:

SECTION 1. Rescinding Prior Directives.

That all prior directives given by the Overton Municipal Development District's Board or its authorized representatives to any individual(s) named as authorized signatories on the Overton Municipal Development District's Operating Bank Account and Investment Accounts are hereby rescinded and replaced with the above-cited list of individuals.

SECTION 2. Removal and Addition of Signatories

That the Overton Economic Development Corporation hereby changes the official bank signatories by the removal of Lawrence Davis as an authorized signer and the addition of authorized signers as listed below on the Overton Economic Development Corporation Bank Accounts.

SECTION 3. Signatures.

That the below individuals are designated as the authorized signers on the OMDD Operating Bank Account and Investment Accounts:

- Joel L. Kerby, Board Member
- David Stone, Board Member
- Betty Clark, Board Member
- Loretta Posey, Board Member
- Clyde Carter, Interim City Manager / Chief of Police
- Rachél Gafford, City Secretary

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SECTION 4. Checks Requiring Two Signatures.

That all checks issued by the Ove Overton Municipal Development District's Bank Accounts, must contain two (2) signatures to execute a check, one of which must be a Board Member.

SECTION 5. Effective Date.

This Resolution shall be in full force and effect from and after the date of January 11, 2018 and is accordingly so resolved.

DULY PASSED AND APPROVED FOR ADOPTION AT A REGULAR MEETING

OF THE OVERTON MUNICIPAL DEVELOPMENT DISTRICT OF THE CITY OF OVERTON, TEXAS ON THIS THE 11TH DAY OF JANUARY, 2018.


Joel L. Kerby, President



ATTEST:


Wendy Bates
CITY COMPTROLLER