

**OVERTON MUNICIPAL DEVELOPMENT DISTRICT
REGULAR CALLED MEETING
NOVEMBER 14, 2018**

Minutes of the Overton Municipal Development District Board Meeting held on **November 14, 2018** at 5:00 PM at City Hall, 1200 South Commerce Street, Overton, Texas.

Overton Municipal Development District (OMDD)

PRESENT:

Joel Kerby, Chairman
Betty Clark
Loretta Posey
David Stone

ABSENT:

Nathan Kendall, Vice-Chairman

Also, in attendance were Clyde Carter, Interim City Manager/Chief of Police, Wendy Bates, City Controller, Rachél Gafford, City Secretary and Mayor C. R. Evans, Jr. representing staff.

I. CALL TO ORDER – Chairman Kerby called the meeting to order at 5:06 PM

1. *Mayor Evans gave the invocation.*
2. *Board Member Stone led the pledge of allegiance to the U.S. flag and Texas flag.*

II. INSTALLATION OF APPOINTED OFFICIALS

1. Administration of the oath and installation of re-appointed Board Members David Stone and Nathan Kendall.

Mayor Evans installed re-appointed Board Member David Stone, Vice-Chairman Nathan Kendall was absent.

III. APPROVAL OF MINUTES

1. Board to review and make possible corrections to minutes of the Regular Called Meeting of the OMMD on August 8, 2018.
2. Board to review and make possible corrections to minutes of the Special Called Meeting of the OMMD on September 6, 2018.

Board Member Stone made a motion to approve the minutes for August 8, 2018 as submitted; and to approve the minutes for September 6, 2018 with the correction in the heading from Regular Called Meeting to Special Called Meeting.

Board Member Clark seconded the motion.

Motion carried 4 – 0; Vice-Chairman Kendall absent.

IV. FINANCIAL REPORT

1. Presentation of Financial Reports for the periods ending:
 - a. August 31, 2018
 - b. September 30, 2018
 - c. October 31, 2018.

2. Presentation of invoices paid or to be paid.

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

No action taken

V. BUSINESS (Consider and/or action)

1. 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 Secretary Gafford presented the resolution for the Board to approve stating that the last changes made to the bank signature card had been in January 2018 when the Board removed Lawrence Davis from the bank account after his resignation. Gafford went on to state that the motion needed to include a meeting date in December to approve the minutes so that the Bank would be able to process the new bank signature card.

Board Member Clark made a motion to approve OMDD Resolution 2018.11.14A as submitted adding Nathan Kendall to the OMDD bank account at Texas Bank & Trust and to schedule a Special Called Meeting for December 11, 2018 at 6 pm to review and approve the minutes.

Board Member Stone seconded the motion.

Motion carried 4 – 0; Vice-Chairman Kendall absent.

2. Discuss and/or consider action regarding funding the installation of the electronic sign donated by the Chamber of Commerce at Kennamer Square. *(This item was postponed from the August 8, 2018 meeting pending staff verification on the sign's functionality).*

City Manager Carter presented a quote from Sign Express for the installation of the electronic sign in the amount of \$1,200. Carter stated that John Posey had hooked up the sign to verify that it is in good condition and working order. Carter also stated that he had contacted Robert Loftice, owner of 126 E. Henderson (the building on the west side of Kennamer Square (128 E. Henderson)) and that Robert Loftice was happy to allow the City to install the sign on the wall of his building for the community.

Board Member Posey made a motion to authorize up to \$1,200 for the installation of the electronic sign by Sign Express at Kennamer Square to be located on the East side wall of 126 E. Henderson Street.

Board Member Clark seconded the motion.

Chairman Kerby called for discussion and questions.

Summary of the Board discussion included concerns of installing the sign on a building not owned by the City and thoughts were expressed that an easement may need to be obtained from Robert Loftice for the installation of the sign on 126 E. Henderson St.

Board Member Posey made a motion to amend the original motion to include a written agreement or easement that in the event that the building was ever sold or demolished that the City would retain ownership of the electronic sign.

Board Member Clark seconded the motion to amend the original motion.

Motion carried 4 – 0; Vice-Chairman Kendall absent.

Chairman Kerby then asked the City Secretary to read back the original motion as now amended.

City Secretary Gafford stated the Motion before the Board as amended is:

Motion to authorize up to \$1,200 for the installation of the electronic sign by Sign Express at Kennamer Square to be located on the East side wall of 126 E. Henderson Street and to request a written agreement or easement from building owner Robert Loftice that allows the City to install the sign and retain the ownership of the sign in the event the building was ever sold or demolished.

Chairman Kerby called for the vote on the amended motion.

Motion carried 4 – 0; Vice-Chairman Kendall absent.

3. Board to hear staff update on the USDA Severe Weather Warning Sirens Loan and Siren purchase and installation.

City Controller Bates presented that the order will be placed for the purchase of the two Severe Weather Warning Sirens and that the installation locations would be on the City's water tower behind City Hall and at some City owned property close to the City Cemetery on Henderson St. Estimated installation date is set for January 2019.

4. Board to hear staff update regarding the status and progress of the CDBG Grant Project.

City Manager Carter presented an update on the CDBG Grant project stating that work had begun, that the contractor has started the grinding on Mundy, Short and Lamar streets that were hoping to be able to pour Short and Mundy street the following Thursday and Arcola and Rusk Streets by the following Friday.

5. Board to hear staff update regarding the replacement of sewer line along West Henderson Street (FM 850).

City Manager Carter updated the Board stating that the sewer line replacement project along West Henderson Street had been completed as of 11/2/2018 and we were waiting on confirmation from the City's Engineer for the project that the City's TxDOT permit had been closed out. The street patch work would be completed by TxDOT.

6. Discuss and/or consider action regarding Emergency Reserve Funds replenishment policy after use.

City Controller Bates requested additional direction from the Board on how they would know like to establish the Emergency Reserve Funds Replenishment policy.

Board Member Stone made a motion to discuss.

Board Member Posey seconded the motion.

Motion carried 4 – 0; Vice-Chairman Kendall absent.

After a short discussion between the Board the following motion was made.

Board Member Stone made a motion to create a policy authorizing the replenishment of the Reserve Fund in the amount of \$5,000 per year to be adjusted at the end of each Fiscal Year.

Board Member Clark seconded the motion.

Motion carried 4 – 0; Vice-Chairman Kendall absent.

VI. ADJOURNMENT

Board Member Stone made a motion to adjourn.

Board Member Clark seconded the motion.

Motion carried 4 – 0; Vice-Chairman Kendall absent.

With no further business, Chairman Kerby adjourned the meeting at **5:58 PM**

Minutes submitted, approved and/or corrected this **11th** day of **December, 2018.**


Joel L. Kerby, CHAIRMAN

Attested by:


Rachel Gafford, CITY SECRETARY



UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF NEW YORK

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