

# OVERTON MUNICIPAL DEVELOPMENT DISTRICT

---

## Meeting Agenda

6:30 p.m.

Oct 12, 2022

1200 South Commerce Street

Overton, Texas 75684

City Hall Council Chamber

**I. Call to Order**

**II. Invocation**

**III. Pledge of Allegiance**

*U.S. flag*

*and Texas flag ("Honor the Texas flag. I pledge allegiance to thee, Texas, one state under God, one and indivisible")*

**IV. Public Forum - *Each individual will be allowed three (3) minutes.***

*Anyone wishing to speak on a posted agenda item must complete a speaker card with his/her name and address and must identify the agenda item number for which he/she would like to speak. A speaker card must be presented to Connie Chasteen, Interim City Secretary, prior to the meeting so that the speaker may be recognized by the Chair at the appropriate time. Speakers will each be allowed a three (3) minute time period to provide comments regarding the posted agenda items for which the request to speak was submitted and may speak before or during the Board's consideration of the agenda item.*

**Please be advised that by law, the Board may not respond to any comments or questions asked of them by a speaker for items not listed on the Agenda.** Any response by a member of the Board or staff is limited by Texas law to a statement of specific factual information, a recitation of existing policy, or a proposal to place the subject on the agenda for a future OMDD Board Meeting.

**V. Consent Agenda**

Any or all items under Consent Agenda may be removed by the President or any Board Member for discussion.

- A. Board to approve the Minutes of the Regular Called Meeting of the Board held on Sept 7<sup>th</sup> 2022.

## **VI. Financial Report (Consider and/or Action)**

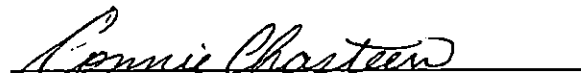
Presentation of Financial Reports

## **VII. Business (Consider and/or action)**

- A. Discussion of resolution for administrative services from the city.
- B. Discuss and take action on quotes for painting Fire Dept Building.
- C. Discuss and take action on painting City Hall Building, see bids.
- D. Discuss and take action on Light Up Overton Project.
- E. Discuss and take action on 6 ft zero turn mower for golf course.
- F. Discuss and take action on purchase of a 50 horsepower tractor for golf course.
- G. Discuss and take action on City Hall Parking Lot

## **VIII. Adjournment**

I, Connie Chasteen, Interim City Secretary of the City of Overton, Texas do hereby certify that notice of the above-named meeting was posted on the City Hall bulletin board of the City of Overton, Texas, a place readily accessible to the public at all times, on Oct 7th 2022 by 6:00 p.m. and remained continuously posted for at least 72 hours immediately preceding the said meeting and that said notice was posted in accordance with Chapter 551, Texas Government Code.

  
\_\_\_\_\_  
Connie Chasteen  
Interim City Secretary



Persons with disabilities who plan to attend this public meeting and who may need auxiliary aid or services are requested to contact the City of Overton forty-eight (48) hours in advance at 903-834-3171, and reasonable accommodations will be made for assistance. This facility is wheelchair accessible and accessible parking spaces are available.

# OVERTON MUNICIPAL DEVELOPMENT DISTRICT

---

## Special Called Meeting Minutes

6:00 p.m. Sept 7, 2022

1200 South Commerce Street, Overton, Texas 75684  
City Hall Council Chamber

### PRESENT:

James Alexander Chairman  
Nathan Kendall Vice-Chairman  
David Stone  
Jane Silvey  
Robbi Carnes  
Others in Attendance; Mayor Gilbert, City Manager West.

### ABSENT:

**Call to Order** at 6:00 pm by Chairman Alexander

**Invocation** led by Councilman Stone

**Pledge of Allegiance** led by Councilwoman Carnes

**Public Forum** – *No Speakers*

### **Consent Agenda**

Board to approve the Minutes of the Regular Called Meeting of the Board held on June 8, 2022. Vice Chair Kendall made a motion to approve with the correction that the June 8<sup>th</sup> meeting was a Special Called meeting as it was not held in Feb., May, Aug., or Nov. Councilwoman Carnes seconded the motion. Motion passed 5/0.

**Financial Report** Motion made by Vice Chair Kendall to discuss the financial reports, seconded by Councilwoman Carnes. Motion to discuss passed 5/0.

Presentation of the cash reconciliation report and the current standing of the Acacia St. Water Repair Project and the South Street Project. Outstanding invoices were presented for approval to pay on both of those projects as well.

Motion made by Vice Chair Kendall to approve the financial reports and vendor payment, seconded by Councilwoman Carnes. Motion passed 5/0.

**Business** Motion made by Vice Chair Kendall to consider all items A-D, seconded by Councilwoman Carnes. Motion passed 5/0.

A-Discussion of costs for administrative services from the city. Previous expired Resolution was presented. Item tabled for legal advice on need for new resolution to maintain city administrative services at historical price.

B- Discuss and take action on more frequent meetings. Discussion to amend the by-laws to set meetings to the second Wednesday, monthly at 6:30. Motion made by Vice Chair Kendall for amendment, seconded by Councilwoman Carnes. Motion passed 5/0.

C- Discuss and take action on painting City Hall Building

D- Discuss and take action on City Hall Parking Lot.

Discussion that only Chair or Vice-Chair can add to agenda. Items C & D requested to be added to Oct. 12<sup>th</sup> Agenda by Vice Chair Kendall.

**Adjournment 6:59.**

Motion made by Vice Chair Kendall, seconded by Councilwoman Carnes. Motion passed  
5/0

---

James Alexander, OMDD Chairman

Attest:

---

Connie Chasteen, Interim City Secretary





**CITY OF OVERTON, TEXAS**  
 1200 S. Commerce St. ★ Overton, TX  
 Phone: 903-834-3171

**COUNCIL AGENDA ITEM  
 REQUEST FORM**

Date Stamp: \_\_\_\_\_

OMDD

City Council Meeting Date: \_\_\_\_\_

It is the policy of the Overton City Council, that requests for items to be placed on the agenda for City Council Meeting shall be submitted in writing, on this form, to the City Secretary no later than noon (12:00 p.m.) on the Thursday prior to the City Council Meeting on the following Thursday (one week prior to the meeting). All requests must be returned to the City Secretary for approval before being placed on the Agenda.

The purpose of this policy is to allow staff adequate time to prepare the agenda and provide proper notice of the public notice as required by the Open Meetings Act. Staff needs the requestor to provide enough information and or supporting documentation for the council to make a decision on the request at the meeting and not delay action until a later date in order to gather additional information needed and / or obtain staff input, if required.

**Requestor Information:**

Name: BEVERLY RUSSELL

Address: 22596 FM 2767 E, KILGORE 75662

Phone: 903-987-3144 E-mail: br1honey@aol.com

Presenter (if other than requestor): \_\_\_\_\_

*Attach any maps, descriptions, photos or other relevant information, which may help the council in their deliberation of this request.*

**Request (be specific):**

FUNDS FOR LIGHT UP OVERTON

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

OMDD Year in Review- Financials

| Account Number | Post Date    | Check | Description  | Debit    | Credit   | Status      |
|----------------|--------------|-------|--|----------|----------|-------------|
| OMDD ACCT TBT  | Oct business | 1063  | John Wright Construction- Fire Hydrants              |          | 30460.00 | Outstanding |
| OMDD ACCT TBT  | 09-14-2022   | 1062  | CHECK- B&C Services- Acacia St-Trackhoe              | 1240.00  |          | Posted      |
| OMDD ACCT TBT  | 09-13-2022   | 1061  | CHECK-Bryan & Bryan Acacia St Proj-Oil Dirt          | 11060.00 |          | Posted      |
| OMDD ACCT TBT  | 09-09-2022   |       | INV-PAYMTS CPA STATE FISCAL CTX                      |          | 9905.26  | Posted      |
| OMDD ACCT TBT  | 09-06-2022   | 1060  | CHECK- B&C Services South St Proj.                   | 10586.00 |          | Posted      |
| OMDD ACCT TBT  | 08-31-2022   |       | INTEREST DEPOSIT                                     |          | 93.03    | Posted      |
| OMDD ACCT TBT  | 08-11-2022   |       | INV-PAYMTS CPA STATE FISCAL CTX                      |          | 11547.59 | Posted      |
| OMDD ACCT TBT  |              | 1058  | Voided- incorrect amount (12864.00) replcd by 1060   |          |          |             |
| OMDD ACCT TBT  | 08-05-2022   | 1059  | CHECK- John Wright Cons. McKay/Rusk St Proj.         | 6500.00  |          | Posted      |
| OMDD ACCT TBT  | 08-03-2022   | 1055  | CHECK- B&C Services Acacia St Project                | 7704.00  |          | Posted      |
| OMDD ACCT TBT  | 08-02-2022   | 1057  | CHECK - Underground Utility Supply- South St Proj.   | 3003.00  |          | Posted      |
| OMDD ACCT TBT  | 08-02-2022   | 1056  | CHECK- Underground Utility Supply-Acacia St Proj     | 1305.08  |          | Posted      |
| OMDD ACCT TBT  | 07-31-2022   |       | INTEREST DEPOSIT                                     |          | 95.07    | Posted      |
| OMDD ACCT TBT  | 07-29-2022   | 1054  | CHECK- City of Overton Admin Services April-June     | 3000.00  |          | Posted      |
| OMDD ACCT TBT  | 07-08-2022   |       | INV-PAYMTS CPA STATE FISCAL CTX                      |          | 9957.84  | Posted      |
| OMDD ACCT TBT  | 06-30-2022   |       | INTEREST DEPOSIT                                     |          | 91.18    | Posted      |
| OMDD ACCT TBT  | 06-09-2022   | 1053  | CHECK- City of Overton Admin Services Oct21-Mar 22   | 6000.00  |          | Posted      |
| OMDD ACCT TBT  | 06-09-2022   | 1052  | CHECK- City reimburse Underground Utility -Acacia ST | 18077.40 |          | Posted      |
| OMDD ACCT TBT  | 06-09-2022   |       | INV-PAYMTS CPA STATE FISCAL CTX                      |          | 10827.17 | Posted      |
| OMDD ACCT TBT  | 05-31-2022   |       | INTEREST DEPOSIT                                     |          | 92.16    | Posted      |
| OMDD ACCT TBT  | 05-12-2022   |       | INV-PAYMTS CPA STATE FISCAL CTX                      |          | 14673.69 | Posted      |
| OMDD ACCT TBT  | 05-01-2022   |       | INTEREST DEPOSIT                                     |          | 92.73    | Posted      |
| OMDD ACCT TBT  | 04-07-2022   |       | INV-PAYMTS CPA STATE FISCAL CTX                      |          | 9900.64  | Posted      |
| OMDD ACCT TBT  | 03-31-2022   |       | INTEREST DEPOSIT                                     |          | 90.30    | Posted      |
| OMDD ACCT TBT  | 03-10-2022   |       | INV-PAYMTS CPA STATE FISCAL CTX                      |          | 11551.05 | Posted      |
| OMDD ACCT TBT  | 02-28-2022   |       | INTEREST DEPOSIT                                     |          | 79.23    | Posted      |
| OMDD ACCT TBT  | 02-10-2022   |       | INV-PAYMTS CPA STATE FISCAL CTX                      |          | 12024.93 | Posted      |
| OMDD ACCT TBT  | 01-31-2022   |       | INTEREST DEPOSIT                                     |          | 85.11    | Posted      |
| OMDD ACCT TBT  | 01-13-2022   |       | INV-PAYMTS CPA STATE FISCAL CTX                      |          | 10473.72 | Posted      |
| OMDD ACCT TBT  | 12-31-2021   |       | INTEREST DEPOSIT                                     |          | 83.16    | Posted      |
| OMDD ACCT TBT  | 12-09-2021   |       | INV-PAYMTS CPA STATE FISCAL CTX                      |          | 10405.16 | Posted      |
| OMDD ACCT TBT  | 11-30-2021   |       | INTEREST DEPOSIT                                     |          | 78.05    | Posted      |
| OMDD ACCT TBT  | 11-12-2021   |       | INV-PAYMTS CPA STATE FISCAL CTX                      |          | 10899.27 | Posted      |
| OMDD ACCT TBT  | 10-31-2021   |       | INTEREST DEPOSIT                                     |          | 78.80    | Posted      |
| OMDD ACCT TBT  | 10-07-2021   |       | INV-PAYMTS CPA STATE FISCAL CTX                      |          | 8960.02  | Posted      |

**OMDD FINANCIAL SUMMARY-Projects Project Listing/ Projected Fund Balance Report 10/7/2022**

| Date Approved   | Description of Project                     | Authorized Amount  | Expended Balance | Unexpended Balance | Project Checks request |
|---|--|--------------------|------------------|--------------------|------------------------|
| 12/15/2020  | Walking Path at Overton Lake (Grant Match) | \$32,000.00        |                  | \$32,000.00        |                        |
|   | Approved Project outstanding balances      | \$29,064.52        |                  | \$29,064.52        |                        |
| <b>Total of assigned funds (reduce from bank balance)</b> |  | <b>\$61,064.52</b> | <b>\$0.00</b>    | <b>\$61,064.52</b> | <b>\$0.00</b>          |

**City Of Overton- OMDD Approved Projects**

| Approved Project Totals and Balances |   |                   |                  |                    |                        |
|--------------------------------------|---|-------------------|------------------|--------------------|------------------------|
| Date Approved                        | Description of Project                  | Authorized Amount | Expended Balance | Unexpended Balance | Project Checks request |
| 3/29/2022                            | Acacia Street Water Repairs             | \$40,000.00       | \$39,386.48      | \$613.52           |                        |
| 3/29/2022                            | 6 Fire Hydrant Replacements             | \$45,000.00       | \$30,460.00      | \$14,540.00        |                        |
| 3/29/2022                            | 8" water Valve replacement-McKay & Rusk | \$20,000.00       | \$6,500.00       | \$13,500.00        |                        |
| 6/1/2022                             | South St                                | 14000-16000.      | \$13,589.00      | \$411.00           |                        |
|                                      |   |                   |                  | \$29,064.52        |                        |

| Acacia St Project | Water Main- 850ft 6" water main with fire hydrant and 8 water taps and valve |               |           |                    |                         |
|-------------------|--|---------------|-----------|--------------------|-------------------------|
|                   | B&C Services   | inv 4000      | 7/4/2022  | \$2,849.00         |                         |
|                   | B&C Services   | inv 4001      | 7/4/2022  | \$1,395.00         |                         |
|                   | B&C Services   | inv 4002      | 7/4/2022  | \$1,240.00         |                         |
|                   | B&C Services   | inv 4003      | 7/4/2022  | \$2,220.00         |                         |
|                   | <b>B&amp;C Services</b>  |               |           | <b>\$7,704.00</b>  | pd ck 1054              |
|                   | Underground Utilities  | inv 251417    | 7/5/2022  | \$775.08           |                         |
|                   | Underground Utilities  | inv 248570    | 5/10/2022 | \$530.00           |                         |
|                   | <b>Underground Utilities</b>   |               |           | <b>\$1,305.08</b>  | pd ck 1056              |
|                   | Underground utilities-city reimbursed by OMDD                                | inv 248245    | 5/2/2022  | <b>\$18,077.40</b> | city ck 2868/ OMDD 1052 |
|                   | Bryan & Bryan (road oil-5.130 ton)   | inv 940276718 | 8/15/2022 | \$3,591.00         |                         |
|                   | Bryan & Bryan (road oil-5.240 ton)   | inv 940276833 | 8/16/2022 | \$3,668.00         |                         |
|                   | Bryan & Bryan (road oil-5.430 ton)   | inv 940276832 | 8/16/2022 | \$3,801.00         |                         |
|                   |  |               |           | <b>\$11,060.00</b> | check # 1061            |
|                   | B&C Services (trackhoe w/operator +laborer                                   | inv 4024      | 7/13/2022 | \$1,240.00         |                         |
|                   |  |               |           | <b>\$1,240.00</b>  | ck # 1062               |

|                                 |                             |                    |
|---------------------------------|-----------------------------|--------------------|
| <b>Approved for \$40,000.00</b> | <b>Project Total Spent;</b> | <b>\$39,386.48</b> |
|---------------------------------|-----------------------------|--------------------|

**Fire Hydrant Replacement Project**

\$45,000.00 Acquire 6 fire hydrants for replacement

|  |            |                     |
|--|------------|---------------------|
| 1 Exxon on the Corner of Commerce and South Street | \$9,400.00 | JW Wright           |
| 2 the school by the football field                 | \$3,560.00 | invoice 2375        |
| 3 Lamar Street                                     | \$8,900.00 | presented 9/12/2022 |
| 4 Helen Street                                     | \$8,600.00 | for \$30,460.00     |
| 5 JW Green and old hospital - 323                  | open       |                     |
| 6 Pine Street                                      | open       | 2 hydrants to go    |

**Approved for \$45,000.00**

**McKay/Rusk St 8" water valve replc**

John Wright Construction

\$20,000.00 Replace water valve on 8" line at corner

inv 2351 6/17/2022 \$6,500.00 pd ck 1059

**Approved for \$20,000.00**

**South St Project**

Underground Utility Supply

\$14,000 400 ft of 6" sewer pipe, not to exceed \$16,000. total cost

inv 250326 6/13/2022 \$3,003.00

**\$3,003.00** pd ck 1057

|              |          |           |            |
|--------------|----------|-----------|------------|
| B&C Services | inv 3946 | 6/21/2022 | \$2,278.00 |
| B&C Services | inv 3947 | 6/21/2022 | \$1,072.00 |
| B&C Services | inv 3948 | 6/21/2022 | \$2,412.00 |
| B&C Services | inv 3949 | 6/21/2022 | \$2,412.00 |
| B&C Services | inv 3950 | 6/21/2022 | \$2,412.00 |

**\$10,586.00** pd check #1060

|   |  |  |                    |
|---|--|--|--------------------|
| <b>Approved for \$14,000. Project Total to Date</b> |  |  | <b>\$13,589.00</b> |
|---|--|--|--------------------|





Good Afternoon, CONNIE CHASTEEN

# OMDD 8502

Last Updated: October 7, 2022 2:09 PM

|                     |                     |
|---------------------|---------------------|
| <b>\$427,576.66</b> | <b>\$427,576.66</b> |
| Collected Balance   | Available Balance   |

[Transactions](#)    [Details & Settings](#)

Start Date

10/01/2021



to

End Date

09/30/2022



Description

Transaction Type

Min Amount

\$

0.00

to

Max Amount

\$

0.00

Starting Check #

to

Ending Check #

Date

Description

Amount

|                |              |              |   |
|----------------|--------------|--------------|---|
| SEP 14<br>2022 | CHECK - 1062 | (\$1,240.00) | ⋮ |
|----------------|--------------|--------------|---|

|                |                                 |               |   |
|----------------|---------------------------------|---------------|---|
| SEP 13<br>2022 | ☰ CHECK - 1061                  | (\$11,060.00) | ⋮ |
| SEP 9<br>2022  | INV-PAYMTS CPA STATE FISCAL CTX | \$9,905.26    | ⋮ |
| SEP 6<br>2022  | ☰ CHECK - 1060                  | (\$10,586.00) | ⋮ |
| AUG 31<br>2022 | INTEREST DEPOSIT                | \$93.03       | ⋮ |
| AUG 11<br>2022 | INV-PAYMTS CPA STATE FISCAL CTX | \$11,547.59   | ⋮ |
| AUG 5<br>2022  | ☰ CHECK - 1059                  | (\$6,500.00)  | ⋮ |
| AUG 3<br>2022  | ☰ CHECK - 1055                  | (\$7,704.00)  | ⋮ |
| AUG 2<br>2022  | ☰ CHECK - 1057                  | (\$3,003.00)  | ⋮ |
| AUG 2<br>2022  | ☰ CHECK - 1056                  | (\$1,305.08)  | ⋮ |
| JUL 31<br>2022 | INTEREST DEPOSIT                | \$95.07       | ⋮ |
| JUL 29<br>2022 | ☰ CHECK - 1054                  | (\$3,000.00)  | ⋮ |
| JUL 8<br>2022  | INV-PAYMTS CPA STATE FISCAL CTX | \$9,957.84    | ⋮ |
| JUN 30<br>2022 | INTEREST DEPOSIT                | \$91.18       | ⋮ |
| JUN 9<br>2022  | ☰ CHECK - 1053                  | (\$6,000.00)  | ⋮ |
| JUN 9<br>2022  | ☰ CHECK - 1052                  | (\$18,077.40) | ⋮ |

|                |                                 |             |   |
|----------------|---------------------------------|-------------|---|
| JUN 9<br>2022  | INV-PAYMTS CPA STATE FISCAL CTX | \$10,827.17 | ⋮ |
| MAY 31<br>2022 | INTEREST DEPOSIT                | \$92.16     | ⋮ |
| MAY 12<br>2022 | INV-PAYMTS CPA STATE FISCAL CTX | \$14,673.69 | ⋮ |
| MAY 1<br>2022  | INTEREST DEPOSIT                | \$92.73     | ⋮ |
| APR 7<br>2022  | INV-PAYMTS CPA STATE FISCAL CTX | \$9,900.64  | ⋮ |
| MAR 31<br>2022 | INTEREST DEPOSIT                | \$90.30     | ⋮ |
| MAR 10<br>2022 | INV-PAYMTS CPA STATE FISCAL CTX | \$11,551.05 | ⋮ |
| FEB 28<br>2022 | INTEREST DEPOSIT                | \$79.23     | ⋮ |
| FEB 10<br>2022 | INV-PAYMTS CPA STATE FISCAL CTX | \$12,024.93 | ⋮ |
| JAN 31<br>2022 | INTEREST DEPOSIT                | \$85.11     | ⋮ |
| JAN 13<br>2022 | INV-PAYMTS CPA STATE FISCAL CTX | \$10,473.72 | ⋮ |
| DEC 31<br>2021 | INTEREST DEPOSIT                | \$83.16     | ⋮ |
| DEC 9<br>2021  | INV-PAYMTS CPA STATE FISCAL CTX | \$10,405.16 | ⋮ |
| NOV 30<br>2021 | INTEREST DEPOSIT                | \$78.05     | ⋮ |
| NOV 12<br>2021 | INV-PAYMTS CPA STATE FISCAL CTX | \$10,899.27 | ⋮ |

|                |                  |         |   |
|----------------|------------------|---------|---|
| OCT 31<br>2021 | INTEREST DEPOSIT | \$78.80 | ⋮ |
|----------------|------------------|---------|---|

---

|               |                                 |            |   |
|---------------|---------------------------------|------------|---|
| OCT 7<br>2021 | INV-PAYMTS CPA STATE FISCAL CTX | \$8,960.02 | ⋮ |
|---------------|---------------------------------|------------|---|

---

**Page totals:** Credits: [23] **\$132,085.16** | Debits: [10] **(\$68,475.48)**