

Overton Economic Development Corporation  
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Overton, TX 75684  
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May3, 2016

**MINUTES**

STATE OF TEXAS

COUNTIES OF RUSK & SMITH

CITY OF OVERTON

MINUTES FROM THE SPECIAL CALLED MEETING OF THE OVERTON ECONOMIC DEVELOPMENT CORPORATION HELD ON MAY 3, 2016, 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  
Todd Meadows – Absent  
Christopher Laws  
Jeannie Barber

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

**AGENDA ITEM # I** – President Cox called the meeting to order at 5:35 PM.

**AGENDA ITEM # II** – The Board reviewed the Minutes from April 12, 2016.

**Charles Long made a motion to accept, seconded by Jim Hamblen. Motion carried 4-0. Board Member Todd Meadows was absent.**

**AGENDA ITEM # III** – City Manager Charles Cunningham presented the financial statements to the Board for the month of April 2016.

*Mr. Cunningham said at the next month's meeting he would have an amended copy to the Budget which the Board approved previously.*

**AGENDA ITEM # IV – Old Business:**

1. Discuss, review, and take possible action on a final draft Annual Report of OEDC Activities in the 12 months ending Dec. 31, 2015.

*After reviewing the final draft, President Cox said this would be presented to the City Council at their next regularly called meeting, Thursday, May 19, 2016, by him and Board member Chris Laws. Mr. Cox said he felt it states the OEDC's goals and intentions for projects with the allocated monies that the general consensus voted on. He then asked the Board for their opinions on the report. They were all in agreement it was very thorough and impressive.*

**Charles Long made a motion to accept this final draft, seconded by Chris Laws. Motion carried 4-0. Board Member Todd Meadows was absent.**

2. Discuss and take action on approval of a Project Engineering Services Agreement regarding utility, street, and drainage improvements, between the Overton Municipal Development District; Schaumburg & Polk Inc., City of Overton, and the Overton Municipal Development District, and authorize the OEDC Board Chairman to execute said Agreement on behalf of the OEDC.

*\*\*President Cox corrected this to read as follows:*

2. *Discuss and take action on approval of a Project Engineering Services Agreement regarding utility, street, and drainage improvements, between the **Overton Economic Development Corporation**; Schaumburg & Polk Inc., City of Overton, and the Overton Municipal Development District, and authorize the OEDC Board Chairman to execute said Agreement on behalf of the OEDC.*

*City Manager Cunningham explained the Project Engineering Services Agreement (PESA) is not a final draft, something to get things started. The engineering company will send out bids and once that information is gathered, more specifics can be identified regarding the budgeted amounts allocated. He said regarding the Holland Street improvements, he has made it clear the street will not be repaired, only the sewer lines. Each project in the PESA report has a lot of detail. However, we can cut back after the estimates are received. Once the final data is gathered, the OEDC, OMDD, and City Council will have to approve it. He also offered to do an analysis.*

**Charles Long made a motion to accept, seconded by Chris Laws. Motion carried 4-0. Board Member Todd Meadows was absent.**

#### **AGENDA ITEM # V – Adjournment**

**Jim Hamblen made a motion to accept. Chris Laws seconded. Motion carried. 4-0. Board Member Todd Meadows was absent.**

The meeting adjourned at 6:10 P.M.

The Minutes were approved as submitted and/or corrected this 7th day of June 2016.

ATTEST:

VP [Signature]  
PRESIDENT

[Signature]  
SECRETARY