

Meeting Minutes

Regular Meeting of the  
Oak Point Economic Development Corporation

Oak Point City Hall  
100 Naylor Road  
Oak Point, Texas 75068

Tuesday, May 14, 2019 -- 6:15 P.M.



ECONOMIC DEVELOPMENT CORPORATION

**1. Call to order, roll call, and announce a quorum is present**

President Armstrong called the meeting to order at 6:17 p.m. with the following roll call:

Deborah Armstrong	President	Present
James Hankins	Vice President	Present
Dagny Boaz	Director	Absent
Rennie Dickson	Director	Present
David Rush	Director	Present
Don Lindemann	Council Liaison	Absent
Keith Palmer	Council Liaison	Absent

**City staff present:**

Stephen Ashley	City Manager
Joni Vaughn	City Secretary

And with a quorum present the following items were addressed:

**2. Pledge of Allegiance and Pledge to the Texas Flag**

President Armstrong led the Pledge of Allegiance and the Pledge to the Texas Flag.

**3. Discuss and act upon the minutes from the April 9, 2019 Regular Meeting of the Oak Point Economic Development Corporation**

Vice President Hankins motioned to approve the minutes of the April 9, 2019 meeting with a notation being added that the City is responsible for the maintenance of the electronic sign and seconded by Director Rush.

**Motion passed 4-0**

**4. Discuss and act upon the financial report**

City Manager Ashley gave the financial report. A break down of the advertising account was requested. Motion to approve the financial report was made by Director Dickson and seconded by Vice-President Hankins.

**Motion passed 4-0**

**5. Consider and act upon an agreement for training services between EDP Best Practices, LLC (Consultant) and the Oak Point Economic Development Corporation (OPEDC)**

Director Dickson reviewed the contract with the Board. Motion to approve the agreement for training services between the Oak Point Economic Development and EDP Best Practices, LLP; to invite additional city boards to participate; and to schedule training for some time in August was made by Vice-President Hankins and seconded by Director Rush.

**Motion passed 4-0**

**6. Presentation by Flyer View (formerly Aerial Focus) for an aerial map and marketing materials**

Dale Appleby from Flyer View gave a presentation to the Board regarding aerial maps and marketing materials and answered questions. Mr. Appleby presented a quote for services and explained the CoServ grant that is available to cover the services. The Board would like to proceed with contracting with Flyer View and applying for the CoServ grant.

**7. Workshop on Website page**

The Board discussed the city website and how they would like the EDC page to be designed. They looked at two different proposals from CivicPlus; one to design a department header page with a theme and one to design a sub-site. The Board also discussed the integration of the Flyer View materials into the EDC web page. The Board and Staff will work with the existing page to see what changes can be made in-house before proceeding with purchasing design work from CivicPlus.

**8. Workshop on Trade Booth updates**

Chairman Armstrong suggested the Board not discuss trade booth updates until website update is complete.

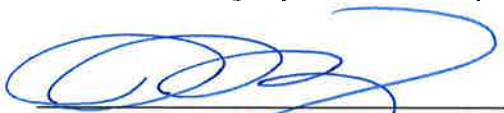
Chairman Armstrong would like the following items on the next agenda:

- City signage and identity
- Flyer View materials and the CoServ grant
- Website
- Update on the August training session
- Buxton Survey


**9. Adjourn**

Director Rush made a motion to adjourn and Vice-President Hankins seconded the motion.

**The EDC meeting adjourned at 8:01 p.m.**

  
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Deborah Armstrong, President

**ATTEST:**

  
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Joni Vaughn, City Secretary

