

Meeting Minutes

Regular Meeting of the  
Oak Point Economic Development Corporation

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



ECONOMIC DEVELOPMENT CORPORATION

Tuesday, August 13, 2019 -- 6:15 P.M. (or immediately following the MDD meeting at 6:00 P.M.)

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

Vice President Hankins called the meeting to order at 6:23 p.m. with the following roll call:

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

**City staff present:**

Stephen Ashley	City Manager
Joni Vaughn	City Secretary
Jennifer Henry	Court Clerk/Administrative Assistant

And with a quorum present the following items were addressed:

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

Vice President Hankins led the Pledge of Allegiance and the Pledge to the Texas Flag.

**3. Administer Oath of Office and Statement of Elected/Appointed Officials to recently appointed Economic Development Corporation/Municipal Development District members.**

The recently appointed members Hankins, Labinjo, and Palmer gave their Statement of Appointed Official and City Secretary Vaughn administered the Oath of Office to the recently appointed members.

**4. Consider and act upon the nomination and appointment of a President, Vice President, Treasurer, and Secretary of the Economic Development Corporation/Municipal Development District.**

Council Liaison Palmer nominated Deborah Armstrong as President, James Hankins as Vice President, Stephen Ashley as Treasurer, and Joni Vaughn as Secretary; motion seconded by Council Liaison Don Lindemann.

**Motion Passed 6-0**

**5. Discuss and approve the minutes from the July 9, 2019 Regular Meeting of the Oak Point Economic Development Corporation.**

Council Liaison Palmer made a motion to approve the minutes of the July 9, 2019 meeting with corrections; motion seconded by Director Rush.

**Motion Passed 6-0**

**6. Review and discuss a financial report of the Oak Point Economic Development Corporation.**

City Manager Ashley presented a monthly financial report to the EDC and answered questions.

**7. Discuss and approve the FY2019-2020 Economic Development Corporation budget.**

Council Liaison Palmer made a motion to approve the FY2019-2020 Economic Development Corporation budget with amendments to include \$15,000 for EDC consulting fees; motion seconded by Council Liaison Lindemann.

**Motion Passed 6-0**

**8. Discuss and approve the EDC's annual report to the City Council.**

City Manager Ashley presented the EDC's annual report to the City Council. Director Rush made a motion to approve the EDC annual report to the City Council with changes; motion seconded by Council Liaison Lindemann.

**Motion Passed 6-0**

**9. Discuss the Flyer View/CoServ Grant.**

City Manager Ashley reported that the EDC had been approved for a CoServ grant in the amount of \$12,025.00 to cover the cost of the Flyer View project.

**10. Update on Buxton report.**

City Manager Ashley reported there has been no word from Buxton that they have located a copy of their 2011 report to EDC. Buxton did indicate the EDC could contract for an updated report, but the Board was not interested in doing that.


**11. Discuss possible topics to include on agendas of future meetings and the date of the next Economic Development Corporation meeting.**

Vice President Hankins recommended that the EDC not meet in September due to attending NTCAR and that for the October meeting agenda, the EDC discuss follow-up from NTCAR, way-finding signs, other opportunities with Greg Last in regard to the website and comprehensive economic development strategy, and discuss the EDC's role in the Comprehensive Plan.

**12. Adjourn.**

Director Labinjo made a motion to adjourn and Director Dickson seconded the motion.

**Vice President Hankins adjourned the meeting at 7:43 p.m.**

  
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James Hankins, Vice President

**ATTEST:**

  
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Joni Vaughn, City Secretary

