



Meeting Minutes

Regular Meeting of the
Oak Point Economic Development Corporation

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

Tuesday, August 8, 2023 -- 6:00 P.M

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

President Armstrong called the meeting to order at 6:01 p.m. with the following roll call:

Deborah Armstrong	President	Present
James Hankins	Vice President	Present
Ethan Mabe	Director	Present
Debbie Peterman	Director	Present
Chris Risher	Director	Present
Greg Weiler	Director	Present
David Wootton	Director	Absent

City staff present:

Stephen Ashley	City Manager
Joni Vaughn	City Secretary

City Council Present:

Dena Meek	Mayor
John Lusk	Mayor Pro Tem
Scott Dufford	Council Member

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. Public Input

No public input received.

4. Administer Oath of Office and Statement of Appointed/Elected Official to recently appointed EDC/MDD members.

City Secretary Vaughn administered the Oaths of Office to newly appointed and reappointed members Deborah Armstrong, James Hankins, Ethan Mabe, and Chris Risher.

5. Consider and act upon the minutes from the July 11, 2023 meeting of the Oak Point Economic Development Corporation.

Director Weiler made a motion to approve the minutes from the July 11, 2023 meeting of the Oak Point Economic Development Corporation; motion seconded by Vice Chairperson Hankins.

Motion Passed 6-0

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

City Manager Ashley gave the financial report and answered questions from board members.

7. City Projects Update.

City Manager Ashley gave an update on current projects.

- McDonald's poured their slab
- Starbucks is open
- Windsor Springs still has some work left to do in the development

8. Report from the Support Services Coordinator.

City Manager Ashley reported that the City has hired Brad Harris for this position and he will be at the next meeting.

9. Update on sign status.

City Manager Ashley reported that signs were at IMG Manufacturing and Corbin said the signs were lacking engineering details that Corbin wanted to see. City Manager Ashley reported he had been talking with Ashlar about the easement needed for the proposed monument sign. City Manager Ashley will work on getting a schedule on the sign production.

10. Review and approve contract with Catalyst Commercial and authorize City Manager to execute the contract with Catalyst Commercial.

Jason Claunch, Catalyst Commercial, reported to the Board that he is fine with the contract changes the Board proposed. He reviewed the contract with the Board and answered their questions.

Director Peterman made a motion to accept the contract, striking the incentive portion and the accounting portion, subject to Staff and City Attorney approval with changes discussed; motion seconded by Director Risher.

Motion Passed 6-0

11. Recap and review Project Initiation meeting with Halff regarding the formulation of an overlay district and form-based code for the Commercial Corridor.

City Manager Ashley presented the slides from an earlier meeting with Halff for the Board's review. The Board discussed the need to establish a meeting calendar for the work group and establish a calendar for joint meetings with Council and Planning and Zoning.

CLOSED SESSION

12. Recess into Closed Session in compliance with Section 551.001 et. seq. Texas Government Code, to wit:

- a. Section 551.087 (economic development) to deliberate potential commercial opportunities and incentives.*

Chairperson Armstrong recessed the meeting to go into Closed Session at 6:54 p.m.

13. Reconvene into Regular Session and take any actions necessary as a result of the Closed Session.

Chairperson Armstrong reconvened the meeting into Regular Session at 7:37 p.m.

No action was taken.

14. Discuss future agenda items for the next regular meeting of the Economic Development Corporation.

- **Electing of Officers**
- **Retail Incentive Program**
- **Schedule for Signs**
- **Workshop dates (City Manager will set up)**


15. Adjourn.

Vice Chairperson Hankins made a motion to adjourn the meeting; motion seconded by Director Peterman.

President Armstrong adjourned the meeting at 7:46 PM.


Deborah Armstrong, President

ATTEST:


Brad Harris, Management Analyst