



**ODESSA PUBLIC DEVELOPMENT AUTHORITY
MINUTES OF DECEMBER 19, 2011**

THE CALL TO ORDER:

The meeting was called to order at 7:35 p.m. by President Steven Powell.

BOARD MEMBERS:

Present: Steven Powell, Mike Edens, Clark Kagele, Todd King, Kim Ramm, George Rodeck

Absent: Jim Walter

Others Present:

MINUTES:

Chairman Powell declared the minutes of 11/28/11 approved as presented prior to the meeting.

Action: Clark Kagele moved and Mike Edens seconded a motion to approve the Minutes as presented prior to the meeting. Motion carried. 6 – 0

TREASURER’S REPORT:

Bills: The following bills were presented to be paid:

Payable To:	Regarding:	Project:	Amount:
State Auditor's	Statutory Audit Services	Bill Tenants	\$4,058.80
LOW	November Accounting	Bill Tenants	\$115.00
LOW	State Audit	OPDA	\$410.00
	TOTAL LOW	\$525.00	
Department of Commerce	CERB Contract C2002-142	OPDA	\$5,807.30
Department of Commerce	CERB Contract C2002-143	Seed Rite	\$12,202.74
The Odessa Record	Newspaper Subscriptions	OEDC	\$500.00
CMD	November Billing	OPDA	\$520.00
CMD	November Billing	IEO	\$3,726.70
	TOTAL CMD	\$4,246.70	
Steven Powell	December 2011 Payroll	OPDA	\$1,000.00
Steven Powell	Mileage	OPDA	\$145.00
Kim King	December 2011 Payroll	OPDA	\$1,073.46
	Nov 941	OPDA	\$942.81

Action: George Rodeck moved and Todd King seconded a motion to approve bills as presented. Motion carried. 6 – 0

The following bills were paid:

Payable To:	Regarding:	Project:	Amount:	CK #:	Date Pd:
State Auditor's	Statutory Audit Services	All Tenants	\$1,455.48	1035	12/23/2011
LOW	October Accounting	OPDA	\$115.00	1034	12/23/2011
CMD	October billing	OIP	\$2,373.00	1036	12/23/2011
CMD	October billing	IEO	\$804.00	1036	12/23/2011
	TOTAL CMD	\$3,177.00			
Steven Powell	November 2011 Payroll	OPDA	\$1,000.00	1032	12/6/11
Kim King	November 2011 Payroll	OPDA	\$947.93	1033	12/6/11

OLD BUSINESS:

Audit Update: Waiting to schedule the exit conference. Melissa will be working on the 2009 financial statement. Te auditor asked for a letter from our attorney regarding the audit. Mark DeWulf has provided a letter to the OPDA regarding the request and provided a response to the State Auditor’s Office.

Inland Empire Oilseeds: Final negotiations on 1138 assuming majority interest of IEO.

Cattle Producers of Washington: CPoW co-op working on raising money.

NEW BUSINESS:

Kim King has notified the Board she will be relocating and resigning her position with the OPDA effective April 1, 2012. Discussion about replacing her.

Steven and Kim discussed their meeting with a potential new business. The Board approved several options for the lease/purchase of the OPDA building at the Industrial Park and some financial incentives to offer employees that would be relocating to Odessa.

Next meeting will be Tuesday, January 17, 2012 because of a holiday on the third Monday

ADJOURNMENT:

Chairman Powell adjourned the meeting at 9:40 p.m.

Steven Powell, President

Kim Ramm, Secretary