



**ODESSA PUBLIC DEVELOPMENT AUTHORITY
MINUTES OF March 20, 2012**

THE CALL TO ORDER:

The meeting was to order at 7:04 p.m. by President Steven Powell.

BOARD MEMBERS:

Present: Jim Walter, Clark Kagele, Kim Ramm, Mike Edens, George Rodeck and Steven Powell

Absent: Todd King

Others Present: Margie Hall

MINUTES:

Chairman Powell declared the minutes of February 27, 2012 and March 12, 2012 approved as presented prior to the meeting.

Action: Mike Edens moved and George Rodeck seconded a motion to approve the minutes as presented prior to the meeting. Motion carried. 5 – 0

TREASURER’S REPORT:

Bills: The following bills were presented to be paid:

Payable To:	Regarding:	Project:	Amount:	Account
LOW	February Accounting	OPDA	\$130.00	OPDA
CMD	February Billing	CPoW	\$2,453.00	OPDA
CMD	February Billing	General	\$60.00	OPDA
	TOTAL CMD	\$2,513.00		
Lincoln County Treasurer	1st Half Property Taxes	IEO	\$4.00	Tenant
Lincoln County Treasurer	1st Half Property Taxes	North Basin Seed	\$5,450.45	Tenant
Lincoln County Treasurer	1st Half Property Taxes	Seed-Rite	\$2,407.50	Tenant
Lincoln County Treasurer	1st Half Property Taxes	SemBioSys	\$1,097.85	Tenant
Lincoln County Treasurer	1st Half Property Taxes	Barr	\$126.82	Tenant
Steven Powell	March 2012 Payroll	OPDA	\$1,000.00	OPDA
Kim King	March 2012 Payroll	OPDA	TBD	OPDA

Stacey Rasmussen	March 2012 Payroll	OPDA	TBD	ODPA
	Misc. Payroll Expense	OPDA	TBD	OPDA

Action: Jim Walter moved and George Rodeck seconded a motion to approve bills as presented. Motion carried. 5 – 0

The following bills were paid:

Payable To:	Regarding:	Project:	Amount:	CK #:	Date Pd:
LOW	January Accounting	OPDA	\$130.00	1063	3/8/12
CMD	January Billing	IEO	\$792.00	1062	3/8/12
CMD	January Billing	CPoW	\$100.00	1062	3/8/12
CMD	January Billing	OIP Covenants	\$4,686.00	1062	3/8/12
CMD	January Billing	Barr	\$1,164.00	1062	3/8/12
	TOTAL CMD	\$6,742.00			3/8/12
Steven Powell	February 2012 Payroll	OPDA	\$1,000.00	1060	3/8/12
Steven Powell	Office Expenses	OPDA	\$172.56	1067	3/8/12
Kim King	February 2012 Payroll	OPDA	\$1263.03	1058	3/8/12
Stacey Rasmussen	February 2012 Payroll	OPDA	\$99.07	1059	3/8/12
US Bank	Administration Fees	IEO	\$750.00	1064	3/8/12
The Odessa Record	Administrative Asst Ad	OPDA	\$80.00	1061	3/8/12
Parks Print	Administrative Asst Ad	OPDA	\$38.80	1061	3/8/12
State Auditor	On-site Audit	Bill Tenants	\$459.80	1065	3/8/12
Dept. of Revenue	Payroll Taxes	OPDA	\$112.00	1048	3/8/12
Dept. of L&I	Payroll Taxes	OPDA	\$61.11	1047	3/8/12
Employment Sec.	Payroll Taxes	OPDA	\$41.65	1046	3/8/12
	January 941	OPDA	\$1,030.66	EFTPS	3/5/12

OLD BUSINESS:

Gun Guy: The gun manufacturer had a question about the \$50,000 improvements and how it will affect his income. Steven communicated that it would not have any impact because the money will not be paid directly to him. The owner indicated he should have a decision by the end of the month.

Inland Empire Oilseeds: Steven met with the manager and he indicated the lease payment would be made by the end of the month. The manager also informed Steven they purchased a rail car pusher to aid in productivity. Their 1st Quarter report will be due and Stacey Rasmussen will use it as well as other information to submit to WSDA.

Barr-Tech: OPDA received a request to process public records relating to Barr-Tech. The OPDA responded and will have those documents processed by April 1, 2012.

NEW BUSINESS:

CPoW: The lease has been signed and a RFQ has be placed in the paper, as well as on our web site. This project should be a design-build rather than a design-bid-build because it meets qualifications to do so.

Board update: Steven announced that the OPDA has created official email addresses and now has an official phone number. All documents of the OPDA will now be stored on a back-up hard drive that is updated on a weekly basis. This hard drive will be in the possession of Stacey Rasmussen.

Action: Clark Kaegle moved and George Rodeck seconded a motion to approve the addition of Steven Powell to the signature cards for OPDA accounts. Motion carried. 5-0.

Next meeting will be April 23rd, 2012. A working session with the CPoWLPCA Board is scheduled for Wednesday, March, 28, 2012, 7:30pm at Any Occasion.

ADJOURNMENT:

Chairman Powell adjourned the meeting at 8:05 p.m.

Steven Powell, President

Kim Ramm, Secretary