

MINUTES

BOARD OF COMMISSIONERS

The Board of Commissioners of the City of Burkburnett, Texas met in a regular meeting on Monday, February 18, 2019, at 7:00 p.m. in the Council Chambers of the City Hall, 501 Sheppard Road, Burkburnett, Texas. The meeting was open to the public with notice being given in compliance with the Open Meetings Act. The following Commissioners were present:

Carl Law	Mayor
Bill Lindenborn	Mayor Pro-Tem
Josh Andrajack	Commissioner
Randy Brewster	Commissioner
Jeremy Duff	Commissioner
Don Hardy	Commissioner
Marguerite Love	Commissioner

Others present: Lawrence Cutrone, City Manager; Trish Holley, Director of Administration; Brent Battista, Director of Parks and Recreation; Richard Gordon, Executive Director of Burkburnett Development Corporation/Director of Planning; Janelle Stahr, City Clerk; Ed Stahr, Chief of Police; and Barbara Quirk, with Shahan, Guevara, Decker and Arrott, Attorneys at Law.

Item 1. Mayor Law called the meeting to order.

Item 2. Commissioner Duff gave the invocation.

Item 3. Commissioner Hardy led the Pledge of Allegiance.

Item 4. Consent Agenda.

A. Approval of Minutes from January 21, 2019, Regular Meeting.

Motion made by Commissioner Brewster, seconded by Commissioner Love to approve the Consent Agenda. Motion carried unanimously.

Item 5. Resolution Number 657 was presented in its entirety.

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF BURKBURNETT, TEXAS AUTHORIZING THE BURKBURNETT DEVELOPMENT CORPORATION TO ENTER INTO A LINE OF CREDIT IN THE AMOUNT OF \$150,000 WITH FIRST BANK FOR THE PURPOSE OF FUNDING NEW GROWTH AND DEVELOPMENT IN THE CITY OF BURKBURNETT, TEXAS AND

DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

Richard Gordon, Executive Director of the Burkburnett Development Corporation, addressed the Mayor and Commissioners and stated Resolution Number 657 establishes a line of credit with First Bank for \$150,000. Mr. Gordon stated the BDC is in good shape, but the availability of the line of credit allows the BDC some flexibility to fund new development and growth opportunities.

Motion made by Commissioner Andrajack, seconded by Commissioner Lindenborn to approve Resolution Number 657 as presented. Motion carried unanimously.

Item 6. Resolution Number 658 was presented in its entirety, First Reading.

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF BURKBURNETT, TEXAS AUTHORIZING AN ECONOMIC DEVELOPMENT AGREEMENT BETWEEN THE BURKBURNETT DEVELOPMENT CORPORATION AND LEE HARVEY PROVIDING FOR THE PAYMENT OF ECONOMIC INCENTIVES IN RETURN FOR THE NEW BUSINESS DEVELOPMENT WITHIN BURKBURNETT, TEXAS.

Mr. Gordon addressed the Mayor and Commissioners and stated this is a joint request between Mr. Lee Harvey and the Texas A&M Forestry. The property is owned by Lee Harvey, and the request is for assistance for renovating 7500 Sq. Ft. of an existing building he owns at 1900 South FM 369 to serve as a Texas A&M Forest Service Field office. The incentive agreement consists of the following: \$50,000 forgivable loan for job creation and a \$50,000 grant for building renovations. More information will be provided at the final reading of the ordinance.

No action required on first reading.

Item 7. Lawrence Cutrone, City Manager, addressed the Mayor and Commissioners and stated the Friends of the Burkburnett Library is seeking assistance in purchasing a storage container. They are a 501(C)(3) Non-Profit organization that donates its proceeds from used book sales to the City's library. They also provide other means of assistance and programs to the City's library. They have submitted a cost estimate for a 40' Double Door Cargo Container at \$5,100 from Waters Ag. They are seeking financial assistance from the City with purchasing half of the storage container at \$2,550. They are also seeking permission for a storage site of the container if approved at the rear of the library.

The following addressed the Mayor and Commissioners:

- Diana Lochridge, President of the Friends of the Library – provided information on the Friends of the Library members, fundraising, and visitors to the library.

- Betty Kutchera, Chair Book Sale Committee-provided information on the storage of books for the Book Sale. Ms. Kutchera requested the City pay half of the cost of the container and the container be placed at the rear of the library. Ms. Kutchera stated the City would maintain ownership of the container.

Motion made by Commissioner Andrajack, seconded by Commissioner Duff to approve the City purchasing the 40' cargo container for the Friends of the Library for \$5,100 with the understanding the Friends of the Library will reimburse the City one-half of the cost, and the container be placed at the proposed location. Motion carried unanimously.

Item 8. Richard Gordon, Director of Planning, addressed the Mayor and Commissioners and stated Mr. Robert Jones term ends this month, and he has agreed to continue to serve as an alternate to the planning and Zoning Commission. Mr. Jones is the current President of the Burkburnett Development Corporation.

Motion made by Commissioner Duff, seconded by Commissioner Brewster to approve the reappointment of Robert Jones to the Planning and Zoning Commission as an alternate. Motion carried unanimously.

Item 9. Brent Battista, Director of Parks and Recreation, addressed the Mayor and Commissioners and stated the City of Burkburnett Parks and Recreation Board consists of seven (7) appointed members that serve two (2) year terms. Parks & Recreation Board has members up for term reappointments: Staff contacted Cory Brinkley, Brett Einhaus, and Brian Love and they are willing to serve another term.

Motion made by Commissioner Hardy, seconded by Commissioner Brewster to approve the reappointments of Cory Brinkley, Brett Einhaus, and Brian Love to the Parks and Recreation Board. Motion carried unanimously.

Item 10. Mr. Battista addressed the Mayor and Commissioners and stated the City posted the Parks and Recreation Board position openings on the city website and Facebook page. Brian Pindell submitted a volunteer application to serve on the for Parks and Recreation Board. Currently, the Parks Board is full having seven voting members at this time. Staff would like Brian Pindell to serve as an ex officio member on the Parks and Recreation Board.

Motion made by Commissioner Brewster, seconded by Commissioner Duff to approve the appointment of Brian Pindell, as an ex-officio member to the Parks and Recreation Board. Motion carried unanimously.

Item 11. Ordinance Number 946 was presented in its entirety.

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE CITY OF BURKBURNETT, TEXAS, AMENDING THE CITY OF BURKBURNETT CODE OF

ORDINANCES BY AMENDING CHAPTER 36: CITY COMMISSIONERS BY REPEALING SECTION 36.24 SPECIAL MEETINGS AND SECTION 36.30 ABSENCE; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT THEREWITH; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Mayor Law stated Ordinance Number 946 amends two sections of Chapter 36 that conflict with the Charter.

Motion made by Commissioner Brewster, seconded by Commissioner Duff to approve Ordinance Number 946 as presented. Motion carried unanimously.

Item 12. Mayor Law closed the meeting at 7:32 p.m. and opened the Executive Session pursuant to the Texas Open Meetings Act, Chapter 551 of the Texas Government Code; the Board of Commissioners may convene in Executive Session regarding the following matters:

A. Section 551.071 – Consultation with Attorney

- a. Discuss and take any action necessary regarding instituting and implementing civil service in the Burkburnett Police Department.

B. Section 551.072-Deliberation Regarding Real Property

Item 13. Mayor Law reconvened the regular meeting at 8:53 p.m. No action taken.

Item 14. No Public Comments.

Item 15. City Manager’s report.

- Friends of the Library Book Sale February 28th – March 1st.

Item 16. No Commissioners Comments.

Item 17. Motion made by Commissioner Lindenborn, seconded by Commissioner Duff to adjourn. Motion carried unanimously.

Carl Law, Mayor

ATTEST:

Janelle Stahr, City Clerk