

## MINUTES

### ***BOARD OF COMMISSIONERS***

The Board of Commissioners of the City of Burkburnett, Texas met in a regular meeting on Monday, June 17, 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         |
| Marguerite Love | Mayor Pro-Tem |
| Jeremy Duff     | Commissioner  |
| Ted Kwas        | Commissioner  |
| Bill Lindenborn | Commissioner  |

Commissioners Andrajack and Brewster were not present.

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; Mike Whaley, Director of Public Works; Margie Poole, City Clerk; and Fred Tillman, Chief of Police.

**ITEM 1.** Mayor Law called the meeting to order.

**ITEM 2.** Liz Talbert, Pastor; First United Methodist Church gave the invocation.

**ITEM 3.** Commissioner Kwas led the Pledge of Allegiance.

**ITEM 4. CONSENT AGENDA.**

A. Approval of Minutes from May 13, 2019, Special Called Meeting and May 30, 2019, Regular Meeting

Motion made by Commissioner Duff, seconded by Mayor Pro-Tem Love to approve the Consent Agenda. Motion carried unanimously.

**ITEM 5.** Discuss and take any action necessary on Ordinance Number 949.

**AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE CITY OF BURKBURNETT, TEXAS AMENDING THE BURKBURNETT CODE OF ORDINANCES BY AMENDING CHAPTER 97: PARKS AND RECREATION; AMENDING § 97.01 HOURS OF OPERATION; OVERNIGHT CAMPING; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

Brent Battista, Director of Parks and Recreation, addressed the Mayor and Commissioners and stated that due to recent vandalism and theft, the staff recommends changing the operating hours of the parks. The parks would close at 10:00 p.m. to 5:00 a.m. and 10:00 p.m. to 8:00 a.m. for the skate park.

Motion made by Commissioner Lindenborn, seconded by Commissioner Kwas to approve Ordinance Number 949 as presented. Motion carried unanimously.

**ITEM 6.** Mayor Law closed the regular meeting at 7:05 p.m. and opened the “Public Hearing” for the following permit requests to drill two proposed Oil Wells located at 0 Roller Road.

Mike Whaley, Director of Public Works, addressed the Mayor and Commissioners. Mr. Whaley stated that Newport Operating, LLC has applied to drill two (2) additional oil wells at 0 Roller Road and permits were issued by the State Railroad Commissioners. Newport Operating, LLC also submitted the payment for the cost of the two (2) permits which was \$250 per well for a total of \$500 for the two (2) wells. A public hearing was held on June 10<sup>th</sup> as required by Ordinance. All adjacent property owners were notified of the public hearing. There was no one in attendance at this hearing. The staff does not see any conflict with the comprehensive plan or zoning regulations and recommends approval of both well permit requests.

**ITEM 7.** Mayor Law closed the “Public Hearing” and reopened the regular meeting at 7:07 p.m.

Motion was made by Mayor Pro-Tem Love, seconded by Commissioner Duff to approve permit requests to drill two (2) oil wells at 0 Roller Road. Motion carried unanimously.

**ITEM 8.** Richard Gordon, Executive Director for the Burkburnett Development Corporation (BDC), addressed the Mayor and the Commissioners. Mr. Gordon stated that there will be three (3) existing Board Members who will be reaching their term limit. The BDC has applications from three (3) individuals: Kathy Koch, Joe Lemond and Nathaniel Dickerson. These individuals have agreed to serve if the Commissioners approve. They were recommended and approved by the BDC Board by unanimous consent. The staff recommends appointment of these three (3) individuals.

Motion was made by Commissioner Duff, seconded by Commissioner Kwas to approve the appointment of Kathy Koch, Joe Lemond and Nathaniel Dickerson as ex-officio officers of the BDC Board. Motion carried unanimously.

**ITEM 9.** Lawrence Cutrone, City Manager, addressed the Mayor and Commissioners and stated that according to the Tax Increment Finance Board (TIF) By-Laws, the Board of Commissioners shall appoint a Vice Chairman for the TIF Board from the TIF Board members. The current Chairman of the TIF Board, Mr. Bin Ellett, recommended Aaron King.

Motion was made by Commissioner Duff, seconded by Commissioner Lindenborn to appoint Aaron King to serve as Vice Chair on the TIF Board. Motion carried unanimously.

Mayor Law recessed the meeting at 7:15 p.m.  
Mayor Law reconvened the meeting at 7:30 p.m.

**ITEM 10.** Mayor Law closed the meeting at 7:31 p.m. pursuant to the Texas Opening 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 – Consult with Attorney

- a. Discussion regarding Petition to Correct Separation of License Report by Zachary Leonard.

**ITEM 11.** Mayor Law reconvened the meeting at 7:50 p.m. The Executive Session convened with no consultation. The closed session did not commence.

**ITEM 12.** No Public Comments.

**ITEM 13. CITY MANAGER’S REPORT**

Lawrence Cutrone stated that City Hall will be closed on July 4<sup>th</sup> for the Fourth of July holiday. Additionally, Celebrate Freedom will be held on July 5<sup>th</sup>. We will have an opening band and a headline band, Casey Pilgreen, along with bounce houses and fireworks. Celebrate Freedom starts at 6:00 p.m. with fireworks at 9:30 p.m. Mr. Cutrone also announced that Lieutenant Lahoma Vaughn will be retiring on July 5, 2019, after working a total of 22 years in the police force – 16 years with the City of Burkburnett. We thank Lieutenant Vaughn for her service.

**ITEM 14. COMMISSIONERS’ COMMENTS**

Mayor Law thanked the City Staff for their great work putting together Juneteenth Event. The Mayor thought it was a success from the city’s standpoint.

**ITEM 15.** Motion made by Commissioner Lindenborn, seconded by Commissioner Duff to adjourn. Motion carried unanimously.

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Carl Law, Mayor

**ATTEST:**

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Margie Poole, City Clerk