

AGENDA

Notice is hereby given of a Regular Meeting of the Board of Commissioners of Burkburnett to be held on **Monday, June 17, 2019, at 7:00 p.m.** at City Hall-Council Chambers, 501 Sheppard Road, Burkburnett, Texas for the purpose of considering the following agenda items. The Board of Commissioners may discuss and take action on any item on this agenda. The Board of Commissioners reserves the right to meet in a closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

The public may speak on items listed on the posted agenda. All persons desiring to address a specific agenda item must submit an "Appearance before the City Commissioners" form prior to the reading of the item to the City Clerk, Margie Poole. The Mayor will allow comments before each agenda item for which they have requested to be heard. Comments will be limited to three (3) minutes with a maximum two (2) minute extension following approval by a majority of the members of the Board of Commissioners.

ITEM 1. MAYOR: CALL MEETING TO ORDER

ITEM 2. INVOCATION

ITEM 3. PLEDGE OF ALLEGIANCE

ITEM 4. CONSENT AGENDA

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

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.

ITEM 6. Mayor to close the regular meeting and open "Public Hearing" for the following permit requests to drill proposed Oil Wells located at 0 Roller Road.

ITEM 7. Mayor to close Public Hearing and reopen the regular meeting to discuss and take any action necessary on permit requests to drill proposed Oil Wells located at 0 Roller Road.

ITEM 8. Discuss and take any action necessary on Ex-officio Appointments to the Burkburnett Development Corporation Board of Directors.

ITEM 9. Discuss and take any action necessary on appointing a Vice Chairperson to the Tax Increment Finance Board.

ITEM 10. 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 – Consult with Attorney

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

ITEM 11. RECONVENE

Reconvene to regular session and take action, if any, on matters discussed in Executive Session.

ITEM 12. PUBLIC COMMENTS

The Board of Commissioners invites citizens to speak on any topic.

Please fill out an “Appearance Before City Commissioners” form in order to address the Commissioners and turn the form in prior to 7:00 p.m. to City Clerk, Margie Poole.

Public Comments are limited to five minutes. Time limits can be adjusted by the Mayor to accommodate more or fewer speakers.

Meetings Act to limit its response to a statement of specific factual information or reciting the City’s existing policy on that issue.

ITEM 13. CITY MANAGER’S REPORT

A. City Hall will be closed on July 4, 2019, for the Fourth of July Holiday.

B. Celebrate Freedom will be on July 5, 2019.

Music starts at 6:30 p.m.

Fireworks at 9:30 p.m.

ITEM 14. COMMISSIONERS’ COMMENTS

Pursuant to Government Code Section 551.0415, City Commissioner Members may make a report about items of Community interest during a meeting of the governing body without having given notice of the report. Items of community interest include:

- Expressions of thanks, congratulations, or condolence;
- Information regarding holiday schedules;
- An honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of the person’s public office of public employment is not an honorary or salutary recognition for purposes of this subdivision;
- A reminder about an upcoming event organized or sponsored by the governing body;
- Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and
- Announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

ITEM 15. ADJOURNMENT

I, Margie Poole, City Clerk for the City of Burkburnett, Texas do hereby certify that I posted this agenda on the glass front door of the City Hall, facing the outside at 9:00am on June 14, 2019, in compliance with the Open Meeting Act Chapter 551.

Margie Poole
Margie Poole, City Clerk
Posted 6/14/19 @ 9:00am.

This facility is wheelchair accessible, and accessible parking spaces are available. Requests for accommodation or interpretive services must be made 72 hours prior to this meeting. Please contact the City Clerk's office at (940) 569-2263 for further information.

I certify that the attached notice of the Board of Commissioners was removed by me from the glass front door of City Hall on the _____ day _____ 2019.

Title: _____

MINUTES

BOARD OF COMMISSIONERS

The Board of Commissioners of the City of Burkburnett, Texas met in a special called meeting on May 13, 2019 at 6:00 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; Mike Whaley, Director of Public Works; Brent Battista, Director of Parks and Recreation; and Richard Gordon, Executive Director of Burkburnett Development Corporation/Director of Planning.

Item 1. Mayor Law called the meeting to order.

- A. Commissioner Randy Brewster gave the invocation.
- B. Mayor Pro-Tem Lindenborn led the Pledge of Allegiance.

Item 2. Resolution Number 660 was presented in its entirety.

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF BURKBURNETT, TEXAS CANVASSING THE ELECTION RETURNS AND DECLARING ELECTION RESULTS IN THE GENERAL AND SPECIAL ELECTION HELD IN THE CITY OF BURKBURNETT ON MAY 4, 2019.

RESOLUTION NUMBER 660

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF BURKBURNETT, TEXAS CANVASSING THE ELECTION RETURNS AND DECLARING ELECTION RESULTS IN THE GENERAL/SPECIAL ELECTION HELD IN THE CITY OF BURKBURNETT ON MAY 4, 2019 TO ELECT THE MAYOR AND TWO COMMISSIONERS AND TO APPROVE OR DENY PROPOSITION A-CIVIL SERVICE LAW.

On this the 13th day of May 2019, The Board of Commissioners of the City of Burkburnett, Texas convened in a special called meeting open to the public at the regular meeting place thereof with the following members present, to wit:

Carl Law	Mayor
Bill Lindenborn	Mayor Pro-Tem
Josh Andrajack	Commissioner
Randy Brewster	Commissioner
Jeremy Duff	Commissioner
Don Hardy	Commissioner
Marguerite Love	Commissioner
Lawrence Cutrone	City Manager
Trish Holley	Dir. of Administration

There came to be considered the returns of a general election held on the 4th day of May 2019 for the purpose of electing the herein after named officials, and it is appearing from said returns, duly and legally made, that there were cast at said election 1,114 valid and legal votes (784 Early and 330 Election Day); that each of the candidates in said election received the following votes:

	Early	Election Day	Total
Mayor			
Carl Law	565	248	813
Commissioners			
Don Hardy	159	88	247
John Beard	126	49	175
Joe B. Lemond	279	104	383
Randy Brewster	297	132	429
Theophile (Ted) Kwas	378	139	517

Therefore, be it resolved by the Board of Commissioners of the City of Burkburnett, Texas that said election was duly called, that said notice of election was given in accordance with law, and the election was held in accordance with law, and that: Carl Law was duly elected as Mayor for a three (3) year term; and that Theophile (Ted) Kwas and Randy Brewster were duly elected as Commissioners. That Theophile (Ted) Kwas will serve in Place One for a two (2) year term and Randy Brewster will serve in Place Two for a two (2) year term.

Said above-named parties are hereby declared duly elected to said respective offices, subject to the taking of their oaths as provided by the laws of the State of Texas.

There came to be considered the returns of a special election held on 4th day of May 2019 for the purpose of Proposition A: Adoption of the police officers' civil service law, and it appearing from said returns, duly and legally made, that there were cast at said election 1156 valid and

legal votes (784 Early and 330 Election Day); and that Proposition A received the following votes:

	Early	Election Day	Total
Proposition A			
For	269	111	380
Against	505	219	724

The Board of Commissioners hereby declares that Proposition A which was submitted to the voters in this election has been denied by a majority of the voters who voted in said election.

It is further found and determined that the meeting at which this Resolution was passed was open to the public as required by law.

PASSED AND APPROVED this 13th day of May 2019.

Carl Law, Mayor

Trish Holley, Dir. of Administration

Motion was made by Commissioner Love, seconded by Commissioner Lindenborn to approve Resolution Number 660 as presented. Motion carried unanimously.

Item 3. The Oath of Office was administered to Carl Law, Mayor; Ted Kwas, Place 1; and Randy Brewster, Place 2 by Trish Holley, Director of Administration.

Item 4. Trish Holley, Director of Administration, opened the floor for Election of Mayor Pro-Tem for the ensuing year in compliance with Article 4, Section 7 of the City Charter.

Commissioner Andrajack nominated Commissioner Marguerite Love to serve as Mayor Pro-Tem for the next ensuing year, seconded by Commissioner Duff.

Ms. Holley asked if there were any other nominations, there being none, the floor was closed for nominations.

Motion carried unanimously to nominate Marguerite Love as the Mayor Pro-Tem for the ensuing year.

Item 5. Resolution Number 661, Resolution of Gratitude, was presented by Mayor Law, to Mayor Pro-Tem Bill Lindenborn for serving ten years on the Board of Commissioners.

Mayor Pro-Tem Lindenborn was presented a blanket depicting the City of Burkburnett's Flag and a blue crystal teardrop paperweight.

Motion was made by Commissioner Brewster, seconded by Commissioner Andrajack to approve Resolution Number 661 as presented. Motion carried unanimously.

Item 6. Resolution Number 662, Resolution of Gratitude, was presented to Commissioner Don Hardy for serving two years on the Board of Commissioners. Commissioner Hardy was presented a gift of appreciation.

Motion was made by Commissioner Duff, seconded by Commissioner Love to approve Resolution Number 662 as presented. Motion carried unanimously.

Item 7. Mayor Law closed the meeting at 6:12 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 551.074(a)-Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.
 - a. Employment of Margaret Poole as City Clerk.

Item 8. Mayor Law reconvened the special called meeting at 6:22 p.m.

Motion was made by Commissioner Duff, seconded by Commissioner Kwas to employ Margaret Poole as City Clerk. Motion carried unanimously.

Item 9. City Manager comments:

Mr. Cutrone stated he is looking forward in working with Ms. Poole and the new Chief Tillman.

Item 10. City Commissioners Comments:

Mayor Pro-Tem Love thanked Commissioner Hardy and Commissioner Lindenborn for the guidance they have given to her.

Commissioner Duff thanked Commissioner Hardy and Commissioner Lindenborn for their service and welcomes Chief Tillman and Ms. Poole.

Commissioner Andrajack thanked both Commissioners for their service.

Commissioner Brewster thanked both Commissioners for their service.

Commissioner Kwas thanked both Commissioners for their good decisions and citizens that voted for him.

Mayor Law thanked Commissioner Lindenborn and Commissioner Hardy for their service.

Item 11. Motion made by Commissioner Duff, seconded by Commissioner Love to adjourn. Motion carried unanimously.

Carl Law, Mayor

ATTEST:

Trish Holley, Director of Administration

MINUTES

BOARD OF COMMISSIONERS

The Board of Commissioners of the City of Burkburnett, Texas met in a regular meeting on Thursday, May 30, 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
Josh Andrajack	Commissioner
Randy Brewster	Commissioner
Jeremy Duff	Commissioner
Ted Kwas	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; Fred Tillman, Chief of Police; and Mike Whaley, Director of Public Works.

Item 1. Mayor Law called the meeting to order.

Item 2. Commissioner Duff gave the invocation.

Item 3. Commissioner Andrajack led the Pledge of Allegiance.

Item 4. Motion was made by Commissioner Andrajack, seconded by Mayor Pro-Tem Love to appoint Bill Lindenborn to the Board of Commissioners to fill a vacancy for a one (1) year term. Motion carried unanimously.

Item 5. The Oath of Office was administered to Bill Lindenborn by Trish Holley, Director of Administration.

Item 6. Consent Agenda.

- A. Approval of Minutes from April 2, 2019, Special Called Meeting and April 15, 2019, Regular Meeting.

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

Mayor Law removed Item 7 and Item 8 from the agenda.

Item 9. Ordinance Number 948 was presented in its entirety.

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE CITY OF BURKBURNETT, TEXAS AMENDING CHAPTER 100 OF THE BURKBURNETT CODE OF ORDINANCES; REGULATIONS PERTAINING TO THE PUBLIC POOLS AND SPAS; DEFINING CERTAIN TERMS; CREATING AN OFFENSE FOR VIOLATION OF THE REGULATIONS AND ESTABLISHING A PENALTY; ESTABLISHING PROCEDURES FOR PERMITS AND CERTIFICATION OF MANAGERS OF OPERATIONS; AUTHORIZING INSPECTIONS; ESTABLISHING MAINTENANCE AND OPERATION PROCEDURES; PROVIDING FOR REGULATIONS IN THE POOL AND SPA AREA AND FOR SUSPENSION OF A PERMIT; ADOPTING DESIGN STANDARDS; PROVIDING FOR REVIEW OF REPAIR PLANS AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

Brent Battista, Director of Parks and Recreation, addressed the Mayor and Commissioners and stated Ms. Susan Morris with the Wichita Falls Health Department, which is the regulatory authority for the City of Burkburnett, can answer any questions you may have.

Ms. Morris stated Ordinance Number 948 will meet the federal aquatic code regulating public and semi-public pools, spas, and aquatic facilities.

Motion made by Commissioner Andrajack, seconded by Commissioner Kwas to approve Ordinance Number 948 as presented. Motion carried unanimously.

Item 10. Richard Gordon, Planning Director, addressed the Mayor and Commissioners. Mr. Gordon stated Victron, Inc. presented a site plan to construct a Commercial Building for a Truck Stop at I44 and East Third Street in Burkburnett.

Mr. Gordon stated the proposed site plan reflects proper building limit lines and easements. The Planning and Zoning Board unanimously approved the request subject to two conditions: 1) Submit final stormwater plans, and 2) Submit final landscape plan specified by the Zoning Ordinance. The members present were Tim Cornelius, Robert Jones, Carla Walters, Mark Barefield, and Paul Gerstner.

Motion was made by Commissioner Lindenborn, seconded by Commissioner Duff to approve the site plan for Victron, Inc. as presented subject to submitting the final stormwater and landscape plans. Motion carried unanimously.

Item 11. Richard Gordon, Planning Director, addressed the Mayor and Commissioners. Mr. Gordon stated Lipscomb Chevrolet presented a site plan to construct a Commercial Building for an Automobile Dealership at I44 and Daniels Road in Burkburnett.

Mr. Gordon stated the proposed site plan reflects the proper building limit lines and easements. The Planning and Zoning Board unanimously approved the request subject to two conditions: 1) Submit final stormwater plans; and 2) Submit final landscape plan specified by the Zoning Ordinance. The members present were Tim Cornelius, Robert Jones, Carla Walters, Mark Barefield, and Paul Gerstner.

Motion was made by Commissioner Brewster, seconded by Commissioner Duff.

Ayes: Mayor Law, Commissioners: Andrajack, Brewster, Duff, Love, and Kwas

Nays: None

Abstained: Commissioner Lindenborn

Item 12. Mayor Law closed the regular meeting at 7:15 p.m. and opened the “Public Hearing” for the following permit requests to drill two proposed Oil Wells located at:

The location of the two proposed oil wells were inadvertently left off the agenda. The location is 0 Roller Road.

Mike Whaley, Director of Public Works, addressed the Mayor and Commissioners. Mr. Whaley stated Newport Operating, L.L.C. has applied to drill two oil wells at 0 Roller Road and permits were issued by the State Railroad Commissioners. A public hearing was held on May 15th for the proposed locations. All adjacent property owners were notified of the hearings. After review and discussion of the well locations, there were no objections from the residents.

Item 13. Mayor Law closed the “Public Hearing” and reopened the regular meeting at 7:18 p.m.

Motion was made by Commissioner Brewster, seconded by Commissioner Duff to approve permit requests to drill two oil wells at 0 Roller Road.

Ayes: Mayor Law, Commissioners: Brewster, Duff, Lindenborn, Love, and Duff

Nays: None

Abstained: Commissioner Andrajack

Item 14. Resolution Number 663 was presented in its entirety.

A RESOLUTION OF THE CITY OF BURKBURNETT, TEXAS FINDING THAT ONCOR ELECTRIC DELIVERY COMPANY LLC’S APPLICATION FOR APPROVAL TO AMEND ITS DISTRIBUTION COST RECOVERY FACTOR PURSUANT TO 16 TEX. ADMIN. CODE § 25.243 TO INCREASE DISTRIBUTION RATES WITHIN THE CITY SHOULD BE DENIED; FINDING THAT THE CITY’S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE

PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

Lawrence Cutrone, City Manager, addressed the Mayor and Commissioners. Mr. Cutrone stated on April 8, 2019, Oncor Electric Delivery Company, LLC filed an application for approval to amend its Distribution Cost Recovery Factor with the Public Utility Commission of Texas to increase rates. The city is a member of the Steering Committee of Cities and attorneys recommended members deny the rate increase.

Motion was made by Commissioner Andrajack, seconded by Mayor Pro-Tem Love. Motion carried unanimously.

Item 15. Richard Gordon, Executive Director for the Burkburnett Development Corporation (BDC), addressed the Mayor and the Commissioners.

Mr. Gordon stated Mr. Ted Kwas resigned after being elected to the Board of Commissioners, which has created an open voting position on the BDC board. The BDC board selected Mickey Cornelius to fill that position. Mr. Cornelius was serving as an ex-officio member. BDC board members attending were Danny Cremeens, Robert Jones, Teresa Brantley, Casey McCleskey, and Stacy Hopkins and voted unanimously.

Motion was made by Commissioner Brewster, seconded by Commissioner Lindenborn to approve the appointment of Mickey Cornelius to serve as a voting member on the Burkburnett Development Corporation. Motion carried unanimously.

Item 16. Lawrence Cutrone, City Manager, addressed the Mayor and Commissioners and stated the Tax Increment Finance Board (TIF) needs a Chairman, and per Ordinance Number 708, the Board of Commissioners shall appoint one member of the TIF board to serve as the chair.

Motion was made by Commissioner Duff, seconded by Mayor Pro-Tem Love to appoint Bin Ellett to serve as Chair on the TIF board.

Ayes: Mayor Law, Commissioners: Andrajack, Brewster, Duff, Lindenborn, and Love

Nays: None

Abstained: Commissioner Kwas

Item 17. No Public Comments.

Item 18. City Manager's report.

Mr. Cutrone congratulated Bill Lindenborn and apologized for the mistakes on the agenda, thanked the staff for the hard work they do each week.

Item 19. Commissioners' Comments.

Mayor Pro-Tem Love stated the vandalism to the Park Restrooms is disheartening and hopes that it will eventually stop.

Commissioner Kwas stated he feels the same on the park vandalism.

Commissioner Lindenborn thanked the board for appointing him to serve the one-year vacancy and thanked the staff.

Commissioners: Brewster, Duff, and Andrajack thanked the staff as well.

Mayor Law made appointments to the Hotel Tax Occupancy Board. Mayor Pro-Tem Love will serve as the Chairperson, with Commissioners Lindenborn and Brewster as board members.

Item 20. Motion made by Commissioner Duff, seconded by Mayor Pro-Tem Love to adjourn. Motion carried unanimously.

Carl Law, Mayor

ATTEST:

Trish Holley, Director of Administration

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.

WHEREAS, the City parks have recently been the subject of frequent vandalism and damage; and

WHEREAS, the Board of Commissioners finds that it is in the best interest of the City to amend Chapter 97; Parks and Recreation of the Code of Ordinances, General Provisions 97.01 Hours of Operation; Overnight Camping to change the time for park closure to 10:00 p.m. for all City parks, including the Skate Park.

NOW, THEREFORE BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF BURKBURNETT, TEXAS, THAT:

Part 1. Enacted.

THAT the City of Burkburnett Code of Ordinances is hereby amended by amending § 97.01 Hours of Operation; Overnight Camping which shall read as follows:

§ 97.01 HOURS OF OPERATION.

- (A) All city parks shall be closed every day from 10:00 p. m. until 5:00 a. m.
- (B) The Burkburnett Skate Park shall be closed every day from 10:00 p.m. until 8:00 a. m.
- (C) It shall be unlawful for anyone to be present in a city park or to use any improvements in a city park during such period when they are closed. If the City Manager or their designee, upon receipt of a written application for park use after hours, determines, in consultation with the Chief of Police or their designee, that such activity will not create a disturbance or public nuisance, the City Manager or their designee shall have authority to issue a special permit for such activity
- (D) The City may close any park or all parks at its discretion.

Part 2. Severability.

In the event any portion of this ordinance is held to be invalid, illegal or unenforceable, such invalidity, illegality, or unenforceability shall not affect the validity, legality, or enforceability of the other provisions of this ordinance.

Part 3. Effective Date.

This Ordinance shall be in full force and effect after passage.

Part 4. Open Meetings

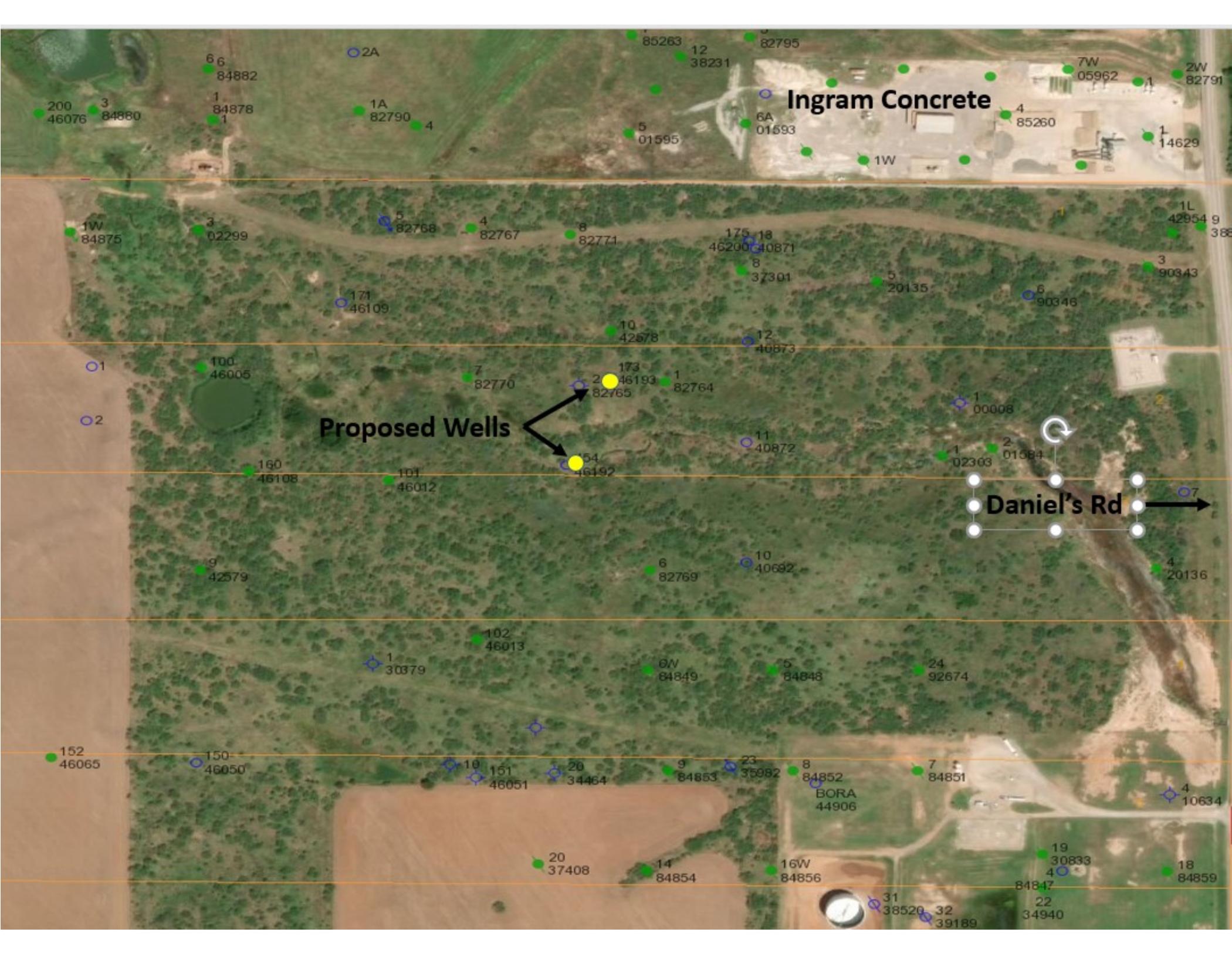
It is hereby officially found and determined that the meeting at which this Ordinance is passed was open to the public as required by law and that public notice of the time, place, and purpose of said meeting was given as required.

PASSED AND APPROVED on this 17th day of June 2019.

Carl Law, Mayor

ATTEST:

Margie Poole, City Clerk



Ingram Concrete

Proposed Wells

Daniel's Rd

200 46076
3 84880
1 84878
1

2A
1A 82790
4

85263
12 38231
5 01595

82795
6A 01693
1W
7W 05962
4 85260
1 14629
2W 82791

1W 84875
3 02299

5 82768
4 82767

8 82771

175 18 46200 40871
8 37301

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152 46065

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9 84853

23 35982

8 84852
BORA 44906

7 84851

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20 37408

14 84854

16W 84856

19 30833
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18 84859



31 38520
32 39189

84847
22 34940