

MINUTES

BOARD OF COMMISSIONERS

The Board of Commissioners of the City of Burkburnett, Texas met in a regular meeting on Monday, July 15, 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
Ted Kwas	Commissioner
Bill Lindenborn	Commissioner

Commissioner Jeremy Duff was not present.

Others present Lawrence Cutrone, City Manager; Trish Holley, Director of Administration; 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 at 7:00 p.m.

ITEM 2. Bill Liggett, Pastor, First Baptist Church gave the invocation.

ITEM 3. Commissioner Brewster led the Pledge of Allegiance.

ITEM 4. CONSENT AGENDA.

A. Approval of Minutes from June 17, 2019, Regular Meeting and July 2, 2019, Special Called Meeting.

A motion made by Commissioner Brewster, seconded by Commissioner Lindenborn to approve the Consent Agenda. Motion carried unanimously.

ITEM 5. Discuss and take any action necessary on a Site Plan for Josh Stimpson Six (6) individual quadruplexes at 306-404 S. Preston, Burkburnett.

Lawrence Cutrone, City Manager, addressed the Mayor and Commissioners and stated that Mr. Stimpson had submitted a revised site plan for six Quadruplexes at 306 South Preston. Prior submissions included four Quadruplexes. The site plan has been reviewed by staff. Mr. Devin Smith, with Corlett, Probst, and Boyd is completing the final parts of the Civil Plan for the project to be started. The Civil Plan will include the relocation of a sewer line that dissects the property. The P&Z board unanimously approved this request subject to two conditions: (1) Final submittal of a Stormwater Plan, and (2) Final submittal of a Landscape Plan as specified in the Zoning Ordinance. Staff recommends approval conditionally with the submission of the Stormwater and Landscape Plans.

A motion to approve the Site Plan for Six (6) individual quadruplexes at 306-404 South Preston, with the contingencies noted by the P&Z, was made by Commissioner Andrajack, seconded by Commissioner Brewster. Motion carried unanimously.

ITEM 6. Discuss and take any action necessary on a Site Plan for a Portable Commercial Building at 800 County Road for the Boys and Girls Club of Burkburnett.

Lawrence Cutrone, City Manager, addressed the Mayor and Commissioners and stated that Mr. Mike Stauffer, a board member of the Burkburnett Boys and Girls Club, has presented a site plan for consideration of approval to site a 1500 SF commercial building at 800 County Road. The Building will be used for much-needed classroom space at the Club. The location requested is within an existing commercial/business zone, and the developer has satisfied requirements as set forth by the zoning ordinance. The City staff has reviewed the plat for utility, access, setbacks and so forth and finds no conflict with the Subdivision Ordinance. The P&Z board approved this request to recommend to the Board of Commissioners by a unanimous vote. Staff recommends approval.

A motion made by Commissioner Brewster, seconded by Commissioner Kwas to approve as presented.

Ayes: Mayor Law, Commissioners: Andrajack, Brewster, Kwas, and Lindenborn

Nays: None

Abstained: Mayor Pro Tem Love

Motion carried.

ITEM 7. Resolution Number 664. 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 VICTRON STORES, L.P., dba TEXAS BEST BURKBURNETT PROVIDING FOR THE PAYMENT OF ECONOMIC INCENTIVES IN RETURN FOR CONSTRUCTION AND OPERATION OF THREE RESTAURANTS WITHIN BURKBURNETT, TEXAS.

ITEM 8. Resolution Number 665. 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 LITTLE WORLD LEARNING CENTER, INC. PROVIDING FOR THE PAYMENT OF ECONOMIC INCENTIVES IN RETURN FOR EXPANSION OF A DAYCARE WITHIN BURKBURNETT, TEXAS.

ITEM 9. Chief of Police report regarding Police Department update, including restructuring, certifications, and department identity.

Police Chief Fred Tillman addressed the Mayor and Commissioners and provided a proposal of some changes coming to the Police Department and the reason for these changes.

1. Department Imaging
 - a. Police Patch will be updated
 - b. Graphics Development – for social media and website development, which is crucial for recruitment and retention.
2. Organizational Structure Changes (proposed) to allow closer monitoring of police operations and ensure the efficiency of procedures and policies.
 - a. Deletion of two (2) corporal positions
 - b. Instituting an additional lieutenant and sergeant position, splitting the department into a more modern form of public safety structure - specifically with an Operations Side and a Support Services Division.
 - c. One detective will be assigned as a Community Services Officer, which will support police community outreach programs, especially the schools and the planning of city events from a public safety perspective.
3. Accreditation Initiative – The initial assessment of departmental operations showed that new operation procedures are necessary.
 - a. Texas Police Chiefs Association Foundation Law Enforcement Agency Best Practice Recognition Program.
 - i. Providing Recognition to Texas Law Enforcement Agencies who meet Best Practices in Law Enforcement management and operations
 - ii. Program requires agencies to prove their compliance with 168 best business practices for Texas Law Enforcement to independent assessors
 - iii. A compilation of practices which address the twelve critical areas of law enforcement that form the basis of legal action against police
 - b. Accreditation Goals
 - i. Reduce risk and associated costs
 - ii. Improve the management and operation of Texas Law Enforcement Agencies
 - iii. Improve the protection of citizens and officer safety
 - iv. Council, Mayor, City Manager, and Citizenry are assured that the Police Department is complying with the Best Practices of Texas Law Enforcement
 - c. Process
 - i. Application cost covered by Texas Municipal League for the first year. The ongoing cost is \$500 per year.
 - ii. Contract for Completion
 - iii. Jeff Krc will be instituted as the Program Manager.
 - iv. Internal Review of Policies and Procedures
 - v. Review by Independent Assessors (certified Police Chiefs from other agencies)
 - vi. Findings Forwarded to TPCA Review Committee
 - vii. Awarding of “Recognized” Status (four-year period) if we meet the criteria – an elite group of law enforcement agencies, only 7% of the agencies in the state of Texas have this certification.

ITEM 10. PUBLIC COMMENTS

Pastor Carl English addressed the Mayor and Commissioners and provided the Juneteenth 2019 Historical Summary Report. Pastor English thanked the Commissioners, summarized the history of planning the event, and stated that Juneteenth achieved all expected milestones for 2019. Pastor English announced next year's Juneteenth event – June 19, 2020.

ITEM 11. CITY MANAGER'S REPORT

There were no additional comments from the City Manager.

ITEM 12. COMMISSIONERS' COMMENTS

Commissioner Andrajack commended Pastor English for his detailed reporting of how Juneteenth utilized the funds provided by the City.

ITEM 13. ADJOURNMENT

A motion made by Commissioner Brewster, seconded by Commissioner Kwas to adjourn. Motion carried unanimously, and the meeting was adjourned at 7:27 p.m.

Carl Law, Mayor

ATTEST:

Margie Poole, City Clerk