

**Burkburnett Development Corporation**  
**Regular Meeting Minutes**  
**August 13, 2019**

The Board of Directors of the Burkburnett Development Corporation (BDC) met in Regular Session, Tuesday, August 13, 2019, at 8:00 a.m., 501 Sheppard Road, Burkburnett, Texas. The meeting was open to the public with notice given in compliance with the Open Meetings Act.

**ITEM 1.** Robert Jones, the President, called the meeting to order at 8:03 a.m.

**ITEM 2.** Matt Patterson gave the invocation.

**ITEM 3.** The following were present:

Directors: Mickey Cornelius, Jonathan Ellzey, Casey McCleskey, and Robert Jones

BDC Executive Director: Richard Gordon

Ex-Officio Members: Bradley Adcock, Tylor Chaplin, Nathaniel Dickerson, Ryan Hardy, Joe Lemond, Matt Patterson, Laurianne Rodriguez

Absent: Teresa Brantley, Danny Cremeens, Stacy Hopkins, Lee Harvey, and Kathy Koch

Guests: Henry Florsheim, CEO and President of the Wichita Falls Chamber of Commerce; Taylor Davis, Talent Partnership Director, Wichita Falls Chamber of Commerce; Lawrence Cutrone, City Manager; and Margie Poole, City Clerk

**ITEM 4.** Casey McCleskey made a motion, seconded by Jonathan Ellzey, to approve the minutes from August 6, 2019, Special Called Meeting. Motion carried unanimously.

President Jones introduced and welcomed the new Chamber of Commerce President, Laurianne Rodriguez. President Jones also moved ITEM 6 before ITEM 5.

**ITEM 5.** Wichita Falls Chamber of Commerce Update and Talent Partnership Planning.

Henry Florsheim, CEO and President of the Wichita Falls Chamber of Commerce presented to the committee the Chamber's new strategy to grow Wichita Falls, inclusive of seven catalysts: modern school facilities, SAFB involvement, traditional economic development (retention/expansion), downtown expansion (live, work, play), development of an entrepreneur-maker hub, become a more bicycle-friendly community, and the Wichita Falls Talent Partnership. Taylor Davis, director of the Talent Partnership, shared with the committee the four content areas which the Partnership is developing: young professionals, internships, military, and business support.

**ITEM 6.** Discuss and take any action on the Fiscal Year 2020 Budget.

Richard Gordon, Executive Director, reviewed the Fiscal Year 2020 budget and incentive timeline with the members. Mr. Gordon confirmed that the proposed final budget includes \$50,000 for the Victron Truck Stop and \$100,000 for the Vitro agreement (3rd and final payment).

Mickey Cornelius made a motion, seconded by Jonathan Ellzey, to accept the budget as proposed. Motion carried unanimously.

**ITEM 7. EXECUTIVE SESSION**

Pursuant to the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, the Board of Directors may convene in Executive Session regarding the following matters:

- A. SECTION 551.087 - Discuss commercial or financial information received from an existing business or business prospect with which the City is negotiating for the location or retention of a facility, or for incentives the City is willing to extend, or financial information submitted by same.

President Jones closed the meeting at 8:37 a.m. and opened the Executive Session. Jonathan Ellzey left the meeting at this time.

**ITEM 8. RECONVENE**

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

President Jones reconvened the regular meeting at 8:51 a.m. No action was taken.

**ITEM 9. DIRECTOR'S REPORT**

- A. Prospect Update
- B. Incentive Applications

Mr. Gordon updated the Board that the auditors have started the annual city audit. Mr. Gordon will be supplying the auditors the incentive level agreements. Mr. Gordon also updated the board with what he learned from his EDI school at the University of Oklahoma.

**ITEM 10.** There were no personal audience comments.

**ITEM 11.** The Board thanked Matt Patterson for his service, as this is his last meeting. Matt thanked the Board for the privilege to serve on the BDC Board. President Jones mentioned that term limits are still under review.

**ITEM 12. ADJOURNMENT**

There being no further business, the meeting adjourned at 9:04 a.m.

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Robert Jones, President

**ATTEST:**

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Richard Gordon, Executive Director