

Burkburnett Development Corporation
Regular Meeting Minutes
October 8, 2019

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

ITEM 1. CALL MEETING TO ORDER

Robert Jones, the President, called the meeting to order at 8:01 a.m.

ITEM 2. INVOCATION

President Jones gave the invocation.

ITEM 3. ROLL CALL

The following were present:

Directors:	Mickey Cornelius, Jonathan Ellzey, Ryan Hardy, Stacy Hopkins, Casey McCleskey, and Robert Jones
BDC Executive Director:	Richard Gordon
Ex-Officio Members:	Nathaniel Dickerson, Lee Harvey, Joe Lemond, Kathy Koch, and Laurianne Rodriguez
Absent:	Bradley Adcock and Tylor Chaplin
Guest:	Margie Poole, City Clerk

ITEM 4. Stacy Hopkins made a motion, seconded by Jonathan Ellzey, to approve the minutes from the September 10, 2019 Meeting. Motion carried unanimously.

ITEM 5. Casey McCleskey made a motion, seconded by Mickey Cornelius, to approve the September 2019 Financials. Motion carried unanimously.

ITEM 6. PERSONAL/AUDIENCE COMMENTS

County Commissioner Lee Harvey provided the Board of Directors with an update of the Roller Road Construction. Commissioner Harvey stated that the contractor had completed the bridge construction and that the county will now bring in fill dirt to raise the elevation of the road by approximately eight feet.

ITEM 7. Discuss and take any action necessary to amend an incentive agreement for Mr. Lee Harvey / Texas A&M Forest Service who are executing a plan to renovate an existing facility in Burkburnett, Texas at 1900 South FM 369 into a Texas A&M Forest Service Field office.

Mr. Lee Harvey provided the Board an overview of the project and how the construction of the facility incurred additional, unplanned expenses due to various reasons, including termite damage and ADA compliance issues. Mr. Harvey estimated that the final project cost would be \$135,000. As such, Mr. Harvey requested additional funding not to exceed \$40,000.

Richard Gordon, Executive Director, stated that this amendment would allow for additional reimbursement of up to \$40,000 for the project. Mr. Harvey has satisfied the terms of the agreement in the Texas A&M lease – they are occupying part of the building, paying rent under the lease agreement, and have partially accepted the building. Mr. Gordon stated that documentation of paid invoices has been submitted and that he supports this project and this request.

Mickey Cornelius made a motion, seconded by Stacy Hopkins, to approve the additional funding and amend the incentive agreement for Mr. Lee Harvey / Texas A&M Forest Service. Motion carried unanimously.

ITEM 8. 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 8:20 a.m. and opened the Executive Session.

ITEM 9. RECONVENE

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

President Jones reconvened the meeting at 8:41 a.m. No action was taken.

ITEM 10. DIRECTOR'S REPORT

The Director's report was given during Executive Session.

ITEM 11. BOARD MEMBERS' COMMENTS

There were no Board Member comments.

ITEM 12. ADJOURNMENT

Casey McCleskey made a motion, seconded by Stacy Hopkins, to adjourn. Motion carried unanimously, and the meeting was adjourned at 8:42 a.m.

Robert Jones, President

ATTEST:

Richard Gordon, Executive Director