

**Burkburnett Development Corporation  
Regular Meeting Minutes  
Tuesday, January 14, 2020**

The Board of Directors of the Burkburnett Development Corporation (BDC) met in Regular Session on Tuesday, January 14, 2020, 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 8:00 a.m.

**ITEM 2. INVOCATION**

President Jones gave the invocation.

**ITEM 3. ROLL CALL**

The following were present:

Directors: Bradley Adcock, Mickey Cornelius, Jonathan Ellzey, Ryan Hardy, Stacy Hopkins, Casey McCleskey, and Robert Jones

BDC Executive Director: Richard Gordon

Ex-Officio Members: Tylor Chaplin, Kathy Koch, Dale Lewis, and Laurianne Rodriguez

Absent: Nathaniel Dickerson, Lee Harvey, and Joe Lemond

Guests: Sarah Culp, Executive Assistant; and Margie Poole, City Clerk

**ITEM 4. Approval of the minutes from December 10, 2019 Meeting**

Ryan Hardy made a motion, seconded by Mickey Cornelius, to approve the minutes from the December 10, 2019 Meeting. Motion carried unanimously.

**ITEM 5. Approval of the December 2019 financials**

Richard Gordon, Executive Director, stated that the sales tax revenue for the year is up 11.67%, and gave an overview of the financials.

Stacy Hopkins made a motion, seconded by Bradley Adcock, to approve the December 2019 Financials. Motion carried unanimously.

**ITEM 6. PERSONAL/AUDIENCE COMMENTS**

There were no audience comments.

**ITEM 7. Update on progress made by the Verdunity Group for a comprehensive Master Plan for Downtown Burkburnett.**

Richard Gordon, Executive Director, stated that the consultant firm is still gathering information and will update the Board of Commissioners on January 20, 2020. The boundary of the downtown

focus area has been defined, and the process has begun to form a Steering Committee to oversee the developmental planning segments and to help in executing the Master Plan. The Historical Society will start offering historical tours, posting hours to tour the depot building, and hosting art classes in the Chamber building. The Verdunity Group has done some completion work on the GIS data and mapping system for the downtown district. They are reviewing the zoning laws as well as street and building conditions. The final results of the community survey are currently being analyzed, with a draft for viewing soon. The first outline of a plan document, listing key components of the master plan for downtown, is being drafted and will be available soon. This project represents an excellent chance to make significant progress in an area that has been perceived as being tough to tackle.

#### **ITEM 8. DIRECTOR'S REPORT**

##### **A. Prospect Update.**

Richard Gordon, Executive Director, updated the Board on prospects and the status of the following projects:

- Little World Daycare
- Burk Light Truck and Auto
- Victron Project
- Dr. Alix Hill's Veterinary Clinic
- Carwash

Additionally, Mr. Gordon reminded the Board that the Chamber Banquet is this Saturday.

#### **ITEM 9. BOARD MEMBERS' COMMENTS**

There were no comments.

#### **ITEM 10. ADJOURNMENT**

Ryan Hardy made a motion, seconded by Mickey Cornelius, to adjourn. Motion carried unanimously, and the meeting was adjourned at 8:20 a.m.

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Robert Jones, President

#### **ATTEST:**

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Richard Gordon, Executive Director