

MINUTES

BOARD OF COMMISSIONERS

The Board of Commissioners of the City of Burkburnett, Texas, met in a Special-Called Meeting on Thursday, July 9, 2020, at 5:30 p.m. at City Hall-Council Chambers, 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
Jeremy Duff (<i>via conference phone</i>)	Commissioner
Ted Kwas	Commissioner
Bill Lindenborn	Commissioner

Commissioners Andrajack and Brewster were absent.

Others present were Lawrence Cutrone, City Manager; Mike Whaley, Director of Public Works; Trish Holley, Director of Administration; and Margie Poole, City Clerk.

Present in the City Hall Lobby were: Mr. Tom Wilson and Ms. Brenda Bledsoe with Boley Featherston Insurance. Mr. Joe Sanchez, Ms. Renee Smith, and Mr. Craig Peterson with TML Health Benefits Pool.

ITEM 1. CALL MEETING TO ORDER: MAYOR CARL LAW

Mayor Law called the meeting to order at 5:30 p.m.

ITEM 2. INVOCATION

Christina Haworth, Pastor of the First Christian Church, gave the invocation.

ITEM 3. PLEDGE OF ALLEGIANCE

Margie Poole, City Clerk, led the Pledge of Allegiance.

ITEM 4. Discuss and take any action necessary on Employee Benefits and Medical Insurance for Fiscal Year 2021.

A. Presentation by Boley-Featherston Insurance

Mr. Tom Wilson and Ms. Brenda Bledsoe presented the Group Benefit Proposal for Boley Featherston Insurance.

B. Presentation by TML Health Benefits Pool

Ms. Renee Smith and Mr. Joe Sanchez presented the renewal proposal for TML Health Benefits Pool.

Commissioner Lindenborn made a motion, seconded by Commissioner Kwas, to continue service with TML Health Benefits insurance. Motion carried unanimously.

Ayes (5): Mayor Law, Mayor Pro-Tem Love, Commissioners Duff (*via conference phone*), Kwas, and Lindenborn

Not present: Commissioners Andrajack and Brewster

ITEM 5. Update on the bond proposition for Water Meter Replacements.

Mr. Mike Whaley, Director of Public Works, addressed the Mayor and Commissioners, stating that, due to the high volume of re-reads and meter edits, Mr. Cutrone requested staff to secure proposals for the purpose of converting from our current AMR (Automatic Meter Reading) system to an AMI (Advanced Metering Infrastructure) system, as well as looking at changing our current provider for our water metering system.

Staff secured three proposals from Master Meter, who is our current supplier (\$1,192,387.11), Neptune (\$2,174,815.76), and Badger Meter (\$2,940,781.75). Master Meter came in much lower because it would not have to change out all meters only to convert the current meters from AMR to AMI. Staff felt it prudent to secure their proposal but is recommending a change from the Master Meter metering system.

Hilltop Securities has performed a water and sewer revenue bond funding analysis based upon the highest proposal of \$2,940,781.75. The analysis reflects that the City currently has the capability to issue debt for the revenue bond without increasing current water rates to cover the required average annual coverage of 1.25. The City would potentially need to increase rates in the future to cover the average annual coverage of 1.25 (*see analysis column J years 2022-2026*).

In response to Mayor Law's question, Mr. Whaley confirmed that there would be no effect to the Interest and Sinking (I&S) Fund. Mr. Whaley then detailed the benefits of AMI versus AMR, based on questions from Mayor Law and Commissioner Duff. Based on Mayor Pro-Tem Love's question, Mr. Whaley will research the salvageability of the current meters.

Mr. Lawrence Cutrone, City Manager, addressed the Mayor and Commissioners, stating that his expectations were to give the Board information to review before the budget workshop meetings.

ITEM 6. Update on the bond proposition for Street and Drainage Reconstruction.

Mayor Law directed the Commissioners' attention to emails received by the City Clerk from residents of Roller Road. Since no decision will be made at this meeting, the Mayor stated that the City Clerk would not read the emails, but asked the Commissioners to read them carefully.

Mr. Mike Whaley, Director of Public Works, addressed the Mayor and Commissioners, stating that the Board had previously approved funding an engineering study to review potential bond issues for reconstruction and repair of various street infrastructure. Staff received the engineering review and estimates and grouped the streets in preliminary propositions (*A through E*). Hilltop Securities has prepared Tax Rate Analysis sheets for issuance of debt for all propositions combined and each respective proposition to determine the impact on the tax rate if approved.

Based upon Commissioner Lindenborn's questions, Ms. Trish Holley confirmed that the last street bond was in 2008 for about \$3.5M, and Mr. Whaley stated that Column 6 indicates the existing debt service.

ITEM 7. CITY MANAGER'S REPORT

The city manager had no comments.

ITEM 8. COMMISSIONERS' COMMENTS

Commissioner Lindenborn commented that the staff and vendor presentations were excellent.

ITEM 9. ADJOURNMENT

Commissioner Lindenborn made a motion, seconded by Mayor Law, to adjourn. The meeting at 6:59 p.m.

Carl Law, Mayor

ATTEST:

Margie Poole, City Clerk