

**Burkburnett Development Corporation**  
**Regular Meeting Minutes**  
**Tuesday, October 13, 2020**

The Board of Directors of the Burkburnett Development Corporation (BDC) met in Regular Session on Tuesday, October 13, 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 8:01 a.m.

**ITEM 2. INVOCATION**

Robert Jones, the President, gave the invocation.

**ITEM 3. ROLL CALL**

Directors: Bradley Adcock (*via conference phone*), Jonathan Ellzey, Ryan Hardy, Stacy Hopkins, Dale Lewis, and Robert Jones

BDC Executive Director: Richard Gordon

Ex-Officio Members: Nathaniel Dickerson (*via conference phone*) and Laurianne Rodriguez (*via conference phone*)

Absent: Mickey Cornelius, Lee Harvey, Kathy Koch, and Joe Lemond

Guests: Katie Ford, Executive Director, Boys & Girls Club of Burkburnett (*via conference phone*)

**ITEM 4.** Approval of the minutes from the August 11, 2020 meeting.

Jonathan Ellzey made a motion, seconded by Dale Lewis, to approve the minutes from the August 11, 2020 meeting. Motion carried unanimously.

**ITEM 5.** Approval of the August and September 2020 financials.

Richard Gordon, Executive Director, reviewed the financials with the Board.

Stacy Hopkins made a motion, seconded by Ryan Hardy, to approve the August and September 2020 financials. Motion carried unanimously.

**ITEM 6.** President closed the Regular Meeting and opened the Public Hearing at 8:13 a.m. to discuss the:

- A. Incentive agreement for the Burkburnett Boys and Girls Club who plan to renovate an existing facility in Burkburnett, Texas, and add a required Fire Protection Sprinkler System to the facility at 800 County Road.

Richard Gordon, Executive Director, reviewed the project and incentive agreement with the Board. Katie Ford, Executive Director, Boys & Girls Club of Burkburnett, detailed the project with the Board.

**ITEM 7.** President closed the Public Hearing and re-opened the Regular Meeting at 8:18 a.m. to discuss and take any action necessary for the:

- A. Incentive agreement for the Burkburnett Boys and Girls Club who plan to renovate an existing facility in Burkburnett, Texas, and add a required Fire Protection Sprinkler System to the facility at 800 County Road.

The discussion focused on whether this project qualifies as a legal project per the BDC's bylaws.

Ryan Hardy made a motion, seconded by Jonathan Ellzey, to approve the incentive agreement with the Burkburnett Boys and Girls Club, with written documentation from the attorney. Motion carried, with Stacy Hopkins abstaining.

**ITEM 8.** Discuss and take any action necessary on Resolution Number 2020-1.

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BURKBURENTT DEVELOPMENT CORPORATION AUTHORIZING FOUR SIGNATURES ON ALL CHECKING ACCOUNT SIGNATURE CARDS AT FIRST BANK, BURKBURNETT, TEXAS, DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

Richard Gordon, Executive Director, stated that this resolution is for our banking signature cards, removing Casey McClesky and adding Jonathan Ellzey.

Dale Lewis made a motion, seconded by Jonathan Ellzey, to approve Resolution Number 2020-1. Motion carried unanimously.

**ITEM 9. 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 551.072 - Discuss the purchase, exchange, lease, sale, or value of real property, and public discussion of such would not be in the best interests of the City's bargaining position.
- B. 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 8:30 a.m. and opened the Executive Session.

**ITEM 10. RECONVENE**

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

President Jones reconvened the meeting at 9:06 a.m. No action was taken.

**ITEM 11. DIRECTOR'S REPORT**

A. Prospect Update

The Director's Report was given during Executive Session.

**ITEM 12. BOARD MEMBERS' COMMENTS**

There were no Board Member comments.

**ITEM 13. ADJOURNMENT**

Dale Lewis made a motion, seconded by Ryan Hardy, to adjourn. Motion carried unanimously. The meeting adjourned at 9:10 a.m.

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Robert Jones, President

**ATTEST:**

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Richard Gordon, Executive Director