

MINUTES

BOARD OF COMMISSIONERS

The Board of Commissioners of the City of Burkburnett, Texas, met in a Special-Called Meeting on Friday, March 26, 2021 at noon 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
Ted Kwas	Commissioner, Place 1
Randy Brewster	Commissioner, Place 2
Mike Tugman	Commissioner, Place 3
John Beard	Commissioner, Place 4
Marguerite Love	Mayor Pro-Tem, Commissioner, Place 5
Bill Lindenborn	Commissioner, Place 6

Others present were: Lawrence Cutrone, City Manager; Trish Holley, Director of Admission; Sarah Culp, Director of Planning; Harold Watkins, Fire Chief; F.C. Tillman, Chief of Police; and Margie Poole, City Clerk.

ITEM 1. CALL MEETING TO ORDER: MAYOR CARL LAW

Mayor Law called the meeting to order at noon.

ITEM 2. INVOCATION

Commissioner Tugman gave the invocation.

ITEM 3. PLEDGE OF ALLEGIANCE

Commissioner Lindenborn led the Pledge of Allegiance.

ITEM 4. PERSONAL/AUDIENCE COMMENTS

There were no comments.

ITEM 5. Mayor closed the Special-Called Meeting and opened the Public Hearing at 12:02 p.m. to discuss:

A. Case 2021-1: Creation of a Carport Overlay District for the 500 Block of E 1st Street, Burkburnett, Texas.

There were no public comments.

B. Case 2021-2: Specific Use Permit to operate a daycare at 100 W Kramer Road, Burkburnett, Texas. Legal Description 0.614 Acres Abst 49 CTTR.

There were no public comments.

ITEM 6. Mayor closed the Public Hearing and reopened the Special-Called Meeting at 12:03 p.m. to discuss and take any action necessary on:

A. Case 2021-1: Creation of a Carport Overlay District for the 500 Block of E 1st Street, Burkburnett, Texas.

Commissioner Tugman made a motion, seconded by Mayor Pro-Tem Love, to approve the Carport Overlay District Case 2021-1. Motion carried unanimously.

B. Case 2021-2: Specific Use Permit to operate a daycare at 100 W Kramer Road, Burkburnett, Texas. Legal Description 0.614 Acres Abst 49 CTTR.

Commissioner Tugman made a motion, seconded by Commissioner Lindenborn, to approve the Specific Use Permit Case 2021-2. Motion carried unanimously.

ITEM 7. Discuss and take any action necessary regarding the Fair Labor Standards Act (FLSA) pertaining to Fire Protection Employees.

Mr. Lawrence Cutrone, City Manager, provided the Mayor and Commissioners an overview of the regulations to ensure compliance by the Fire Department. Commissioner Tugman made a motion, seconded by Commissioner Kwas, to put the six employees under the Texas Commission on Fire Protection guidelines. Motion carried unanimously.

ITEM 8. Discuss and take any action necessary regarding the Standard Professional Services Agreement for fire services with Bureau Veritas North America, Inc.

Mr. Lawrence Cutrone, City Manager, addressed the Mayor and Commissioners, stating that this agreement is for reviewing and inspecting fire-related items. Commissioner Tugman made a motion, seconded by Commissioner Beard, to approve the Standard Professional Services Agreement for fire services with the Bureau Veritas North America, Inc. Motion carried unanimously.

ITEM 9. Update on the Tax Increment Financing (TIF) Board and any existing development agreements.

Ms. Sarah Culp, Director of Planning, provided the Mayor and Commissioners with an update on the TIF Board, including current membership, bylaws, and existing agreements. There was no action taken.

ITEM 10. Discuss and take any action necessary on allowing in-person attendance for the public at future meetings.

Commissioner Brewster made a motion, seconded by Commissioner Lindenborn, to re-open the meetings to in-person attendance. Motion carried unanimously.

ITEM 11. COMMISSIONERS' COMMENTS

Commissioners Tugman and Lindenborn stated their appreciation for the work performed by the staff. Mayor Law noted activities are picking up again at Sheppard AFB.

ITEM 12. ADJOURNMENT

Commissioner Tugman made a motion, seconded by Commissioner Lindenborn, to adjourn. Motion carried unanimously, and the meeting adjourned at 12:57 p.m.

Carl Law, Mayor

ATTEST:

Margie Poole, City Clerk