

## ***MINUTES***

### ***BOARD OF COMMISSIONERS***

The Board of Commissioners of the City of Burkburnett, Texas, met in a Regular Meeting on Monday, June 21, 2021, at 7:00 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
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

Commissioner Cory Brinkley was absent.

Others present were Alan Coleman, MD; Ron Hobbs, President, Ron Hobbs Architecture; Tyler Miller, Marseal Group; Brady Sandlin, Sandlin Adjusting; Lawrence Cutrone, City Manager; Brent Battista, Director of Parks and Recreation; Sarah Culp, Planning Director; Mike Whaley, Director of Public Works; Richard Gordon, Executive Director, Burkburnett Development Corporation; F.C. Tillman, Chief of Police; Harold Watkins, Fire Chief; Mike Guevara, City Attorney; Trish Holley, Director of Administration; and Margie Poole, City Clerk.

#### **ITEM 1. CALL MEETING TO ORDER: MAYOR CARL LAW**

Mayor Law called the meeting to order at 7:00 p.m.

#### **ITEM 2. INVOCATION**

Commissioner Brewster gave the invocation.

#### **ITEM 3. PLEDGE OF ALLEGIANCE**

Mayor Pro-Tem Love led the Pledge of Allegiance.

#### **ITEM 4. CONSENT AGENDA**

Approval of Minutes from the May 17, 2021 Meeting

Commissioner Tugman made a motion, seconded by Mayor Pro-Tem Love, to approve the Consent Agenda. Motion carried unanimously.

#### **ITEM 5. PERSONAL/AUDIENCE COMMENTS**

There were no comments.

#### **ITEM 6. Mayor closed the Regular Meeting and opened the Public Hearing at 7:01 p.m. to discuss:**

- A. Final Plat Application 2021-P2: Final Plat for Henderson's Subdivision Section 8 (9.03 acres out of the Red River Valley Lands, Block 5)

There were no public comments.

- B. Final Plat Application 2021-P3: Final Plat for Lots 7A, 7B, 8A, 8B, 9A, 9B, 10A, and 10B Block 16 Original Townsite (a replat of lots 7-10 blk 16 Original Townsite)

There were no public comments.

- C. Final Plat Application 2021-P4: Lots 1-8 Block 1 West College Addition (a Plat of 55 X 218', W55 X 218', and 90 X 218' Block 2 Buckner Addition.)

There were no public comments.

**ITEM 7.** Mayor closed the Public Hearing and re-opened the Regular Meeting at 7:03 p.m. to discuss and take any action necessary on:

- A. Final Plat Application 2021-P2: Final Plat for Henderson's Subdivision Section 8 (9.03 acres out of the Red River Valley Lands, Block 5)

After a staff presentation by Sarah Culp, Planning Director, Commissioner Brewster made a motion, seconded by Commissioner Lindenborn, to approve Case 2021-P2. Motion carried unanimously.

- B. Final Plat Application 2021-P3: Final Plat for Lots 7A, 7B, 8A, 8B, 9A, 9B, 10A, and 10B Block 16 Original Townsite (a replat of lots 7-10 blk 16 Original Townsite)

After a staff presentation by Sarah Culp, Planning Director, Commissioner Lindenborn made a motion, seconded by Commissioner Beard, to approve Case 2021-P3. Motion carried unanimously.

- C. Final Plat Application 2021-P4: Lots 1-8 Block 1 West College Addition (a Plat of 55 X 218', W55 X 218', and 90 X 218' Block 2 Buckner Addition.)

After a staff presentation by Sarah Culp, Planning Director, Commissioner Tugman made a motion, seconded by Mayor Pro-Tem Love, to approve Case 2021-P4. Motion carried unanimously.

**ITEM 8.** Discuss and take any action necessary regarding the Letter of Agreement for EMS Medical Director Services by Alan Coleman, MD.

After a staff presentation from Fire Chief Harold Watkins, Jr., and introductory remarks by Alan Coleman, MD, Commissioner Tugman made a motion, seconded by Commissioner Lindenborn, to approve the contract with Dr. Alan Coleman. Motion carried unanimously.

**ITEM 9.** Discuss and take any action necessary on the Public Adjuster – Insured Agreement with Sandlin Adjusting and Consulting, Inc.

After a staff presentation from Lawrence Cutrone, City Manager, Mr. Tyler Miller with the Marseal Group addressed the Mayor and Commissioners regarding the severity of the hail damage to the metal roofs. Mr. Brady Sandlin then addressed the Mayor and Commissioners regarding the changes incorporated in this new contract.

Commissioner Tugman made a motion, seconded by Mayor Pro-Tem Love, to approve the contract with the public adjuster. Motion carried unanimously.

**ITEM 10.** Discuss and take any action necessary on the Design Schematics for the Burkburnett Events Center.

After a staff presentation from Lawrence Cutrone, City Manager, Mr. Ron Hobbs presented the events center design schematics to the Mayor and Commissioners.

Commissioner Tugman made a motion, seconded by Mayor Pro-Tem Love, to approve the design schematics for the Burkburnett Events Center.

Ayes (3): Mayor Pro-Tem Love, Commissioner Beard, and Commissioner Tugman

Nays (3): Mayor Law, Commissioner Brewster, and Commissioner Lindenborn

Motion failed.

**ITEM 11.** Discuss and take any action necessary regarding the Proposed Budget for the Burkburnett Fire Station and Events Center.

Mr. Ron Hobbs presented the cost estimates for the Events Center, Outside Event Space, and Fire Station to the Mayor and Commissioners.

Commissioner Tugman made a motion, seconded by Commissioner Beard, to approve the proposed budgets for the Fire Department and Events Center.

Ayes (2): Commissioner Beard and Commissioner Tugman

Nays (4): Mayor Law, Mayor Pro-Tem Love, Commissioner Brewster, and Commissioner Lindenborn

Motion failed.

**ITEM 12.** Discuss and take any action necessary regarding awarding the bid for the Mill and Overlay Project.

After a staff presentation by Mike Whaley, Director of Public Works, Commissioner Lindenborn made a motion, seconded by Mayor Pro-Tem Love, to award the contract to A.L. Helmcamp, Inc. Motion carried unanimously.

**ITEM 13.** Discuss and take any action necessary regarding the Memorandum of Understanding Agreement with the City of Wichita Falls to use a reserve fire engine.

Commissioner Tugman made a motion, seconded by Commissioner Brewster, to approve the Memorandum of Understanding. Motion carried unanimously.

**ITEM 14.** Discuss and take any action necessary on Ordinance Number 1003.

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE CITY OF BURKBURNETT, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING THE ZONING ORDINANCE APPENDIX A-1 DEFINITIONS TO ADD THE DEFINITION OF INTRADERMAL COSMETICS AND ADDING INTRADERMAL COSMETICS AS A PERMITTED USE IN AREAS ZONED COMMERCIAL/BUSINESS AND INDUSTRIAL BY ADDING SUCH TO USE CHART 27.10 RETAIL & SERVICE USES; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT HERewith; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Commissioner Tugman made a motion, seconded by Commissioner Lindenborn, to approve the Zoning Ordinance Number 589 addition. Motion carried unanimously.

**ITEM 15. FIRST READING:** Resolution Number 706.

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF BURKBURNETT, TEXAS AUTHORIZING AN ECONOMIC DEVELOPMENT AGREEMENT BETWEEN THE BURKBURNETT DEVELOPMENT CORPORATION AND OWENS & BRUMLEY FUNERAL HOMES OF WICHITA FALLS TX, LTD. PROVIDING FUNDING TO PROMOTE BUSINESS DEVELOPMENT WITHIN BURKBURNETT, TEXAS.

Margie Poole, City Clerk, read the caption for this First Reading.

**ITEM 16. CITY MANAGER'S REPORT**

City offices will be closed on Monday, July 5, 2021 in observance of Independence Day. Chief of Police, FC Tillman, addressed the Mayor and Commissioners to praise District Attorney John Gillespie and Sheriff David Duke's staff regarding their assistance with a recent critical investigation. Mayor Law thanked Chief Tillman and his officers for their role as well.

**ITEM 17. COMMISSIONERS' COMMENTS**

Commissioner Tugman thanked Trish Holley for her assistance this weekend. As the Region V Director, Commissioner Lindenborn commented that he would be attending the TML Board of Directors' Meeting this Friday.

**ITEM 18. ADJOURNMENT**

Commissioner Tugman made a motion, seconded by Commissioner Lindenborn, to adjourn. Motion carried unanimously, and the meeting adjourned at 8:14 p.m.

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Carl Law, Mayor

**ATTEST:**

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Margie Poole, City Clerk