Burkburnett Development Corporation
Meeting Minutes

The Board of Directors of the Burkburnett Development Corporation (BDC) met in a Special-Called Session on Thursday, September 27, 2022, 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
Jonathan Ellzey, Acting President, called the meeting to order at 8:00 a.m.

ITEM 2. INVOCATION
Jonathan Ellzey gave the invocation

ITEM 3. ROLL CALL
Jonathan Ellzey welcomed Travis Haggard, Executive Director of the BDC, and each member present introduced themselves.

Directors: Mickey Cornelius, Nathaniel Dickerson, Jonathan Ellzey, Stacy Hopkins, Joe Lemond, and Dale Lewis

BDC Executive Director: Travis Haggard

Ex-Officio Members: Kathy Koch, Ted Kwas, Brad Owen, Matt Patterson, and Kristina Pindell

Absent: Mickey Fincannon

Others present: Matt Patterson, Chair of the Golf Committee; Scott Anderson, River Creek Golf Course; Dan King, Interim Fire Chief; and Margie Poole, City Clerk

ITEM 4. Approval of the Minutes from the August 25, 2022 Special-Called Meeting.
Joe Lemond made a motion, seconded by Stacy Hopkins, to approve the minutes from the August 25th Meeting. Motion carried unanimously.

ITEM 5. Approval of the August 2022 Financials.
After a staff presentation by Travis Haggard, Executive Director, BDC, regarding the sales tax revenue, Joe Lemond made a motion, seconded by Mickey Cornelius, to approve the August 2022 financials. Motion carried unanimously.

ITEM 6. PERSONAL/AUDIENCE COMMENTS
There were no public comments.
ITEM 7. Discuss and take any action necessary regarding the River Creek Golf Course presentation by Matt Patterson, Chair of the Golf Committee.

Matt Patterson, Chair of the Golf Committee, presented the River Creek Golf Course Final Improvement Plan to the Board. Discussion ensued, and no action was taken.

ITEM 8. Discuss and take any action necessary regarding the Senior Center Memorandum of Understanding (MOU) to fund a generator.

After an introduction by Travis Haggard, Executive Director, Fred Tillman, Director of Public Safety, and Dan King, interim Fire Chief, addressed the Board regarding the need for the generator.

Motion 1: Mickey Cornelius made a motion, seconded by Stacy Hopkins, to approve funding for the generator. Motion carried unanimously.

In response to the need for clarification on the amount of funding, a second motion was made.

Motion 2: Mickey Cornelius amended his motion, seconded by Nathaniel Dickerson, to approve up to $14,375. Motion carried unanimously.

ITEM 9. Discuss and take any action necessary on the application for Neighborhood Reinvestment Grant (NRG) funding from Texan Brew Coffee House.

As the project is all new construction, Travis Haggard, Executive Director, BDC, does not believe this project meets the NRG requirements and asked the Board to consider other funding opportunities (forgivable loan or grant) for the applicant. No action was taken.

ITEM 10. Discuss and take any action necessary on the application for Neighborhood Reinvestment Grant (NRG) funding from Charlene Carey & Nicholas Swanner (motorcycle business).

After a staff presentation by Travis Haggard, Executive Director, BDC, and the applicant Nicholas Swanner, Dale Lewis made a motion, seconded by Stacy Hopkins, to approve the NRG funding subject to the Public Hearing. Motion carried unanimously.

ITEM 11. Discuss and take any action necessary to increase the one-time relocation expense from $3,000 to a maximum of $6,000 of allowable relocation expenses.

After a staff presentation by Travis Haggard, Executive Director, BDC, Jonathan Ellzey made a motion, seconded by Stacy Hopkins, to increase the one-time relocation expenses to up to $6,000, based on receipts. Motion carried unanimously.

ITEM 12. Discuss and take any action necessary on the new board member application from Danny Taylor.

After a staff presentation by Travis Haggard, Executive Director, BDC, Dale Lewis made a motion, seconded by Mickey Cornelius, to elect Danny Taylor to fill the unexpired term of Robert Jones. Motion carried unanimously.

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ITEM 13. 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.

Jonathan Ellzey, Acting President, closed the Special-Called Meeting and opened the Executive Session at 9:13 a.m.

ITEM 14. RECONVENE
Reconvene to regular session and take action, if any, on matters discussed in Executive Session.

Jonathan Ellzey, Acting President, closed the Executive Session and re-opened the Special-Called meeting at 9:18 a.m. No action was taken.

ITEM 15. ANNUAL MEETING
A. Discuss and take any action necessary for the Election of Officers for the Fiscal Year 2023.
B. Discuss and take any action necessary to amend the bank signature cards.

Jonathan Ellzey, Acting President, closed the Special-Called Meeting and opened the Annual Meeting at 9:20 a.m.

A. Election of Officers
Dale Lewis made a motion, seconded by Joe Lemond, to nominate Jonathan Ellzey as President. Motion carried, with Jonathan Ellzey abstaining.

Nathaniel Dickerson made a motion, seconded by Stacy Hopkins, to nominate Dale Lewis as Vice President. Motion carried.

Jonathan Ellzey made a motion, seconded by Joe Lemond, to nominate Stacy Hopkins as Secretary/Treasurer. Motion carried, with Stacy Hopkins abstaining.

B. Bank Signature Cards
Jonathan Ellzey made a motion, seconded by Joe Lemond, to amend the signature cards to reflect the current officers and the Executive Director. Motion carried unanimously.

Jonathan Ellzey, Acting President, closed the Annual Meeting and re-opened the Special-Called Meeting at 9:24 a.m.

ITEM 16. BOARD MEMBERS' COMMENTS
Jonathan Ellzey stated that he and Travis Haggard had talked about returning to the regularly scheduled meetings on the second Tuesday of the month at 8:00 a.m. Stacy Hopkins thanked Matt Patterson for his presentation. Matt Patterson thanked everyone for their time.
ITEM 17. ADJOURNMENT
Joe Lemond made a motion, seconded by Stacy Hopkins, to adjourn. Motion carried unanimously, and the meeting adjourned at 9:26 a.m.

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Jonathan Ellzey, Acting President

ATTEST:

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Margie Poole, City Clerk