

## AGENDA

Special Called  
Commissioners Meeting  
November 30, 2015  
6:00 p.m.-City Hall  
501 Sheppard Road  
Burkburnett, Texas 76354

**Item 1.** Mayor: Call meeting to order.

**Item 2.** Invocation.

**Item 3.** Pledge of Allegiance.

**Item 4.** Discuss and take any action necessary on Golf Course lease.

**Item 5.** Discuss and take any action necessary on reappointment of Dan King to the Emergency Medical Service Advisory Board.

**Item 6.** Resolution Number 596. A resolution declaring support for the River Terrace Senior Apartments.

**Item 7.** Pursuant to the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, the Board of Commissioners may convene in Executive Session regarding the following matters:

A. SECTION 551.072-Deliberation Regarding Real Property

a. Facility Assessment

B. Section 551.074-Personnel matters:

a. Discussion and take any action necessary regarding the salaries and potential raises for the following employees:

1. Amanda Angle
2. Daniel Elbaum
3. Roy Mullens
4. Michael Ikeler
5. Blake Deeb
6. Matthew McDonald
7. Keenan Stubblefield
8. Donnie Osborn
9. Liberty Billingsley
10. Jonathan Zellner
11. Jeffery KRC
12. Steven Barnes

13. Eric Holt
14. Royce Challis
15. Zachary Leonard
16. Juan Gonzales
17. Donald Morgan
18. Lahoma Vaughn
19. Eddie Stahr

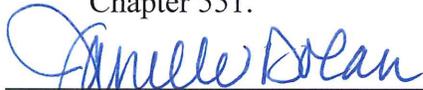
**Item 8.** Reconvene to regular session and take action, if any, on matters discussed in Executive Session.

**Item 9.** City Manager Comments.

**Item 10.** Council comments.

**Item 11.** Adjournment.

I, Janelle Dolan, City Clerk for the City of Burkburnett, Texas do hereby certify that I posted this agenda on the glass front door of the City Hall facing the outside on November 25, 2015 at 4:15 p.m. in compliance with the Open Meeting Act Chapter 551.



Janelle Dolan, City Clerk

Posted 11/25/2015 @ 4:15 Pm

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodation or interpretive services must be made 48 hours prior to this meeting. Please contact the City Clerk's office at (940)569-2263 for further information.



## City Commission Agenda Memo

**From:** Mike Whaley  
City Manager

**Date:** November 30<sup>th</sup>, 2015

**Item:** River Creek Golf Course Lease Agreement Extension

### Background

Per the terms in the lease agreement for River Creek Golf Course, Mr. Scott Anderson is exercising his right to request a one year extension to the current lease agreement. Currently the lease agreement would end on December 31<sup>st</sup>, 2016. This extension would effectively push the date out to December 31<sup>st</sup> 2017. All other matters within the lease agreement will remain the same.

### Fiscal Impact

N/A

### Options

- Approve Extension
- Do not approve

### Staff Recommendation

Staff recommends approval of extension

### Attachments

Lease Agreement  
Extension Signature Page

**LEASE AGREEMENT  
CITY OF BURKBURNETT RIVER CREEK GOLF COURSE  
Addendum 1 - Extension**

THE STATE OF TEXAS     §  
  §     KNOW ALL MEN BY THESE PRESENTS:  
COUNTY OF WICHITA     §

The LEASE AGREEMENT (“Agreement”) was made and entered into effective the 1<sup>st</sup> day of January, 2014, by and between the CITY OF BURKBURNETT, a municipal corporation of Wichita County, Texas (the “City”) and River Golf, Ltd., a Texas Corporation (the “Lessee”).

**W I T N E S S E T H:**

WHEREAS, the Board of Commissioners of the City of Burkburnett and River Golf, Ltd. (the Lessee) entered into the Agreement effective January 1, 2014 and ending on December 31, 2016;

WHEREAS, according to section III. 2. of the Agreement, the parties may extend the term of the Agreement by an additional year on or before December 1 of any year during the term of the Agreement;

WHEREAS, the parties desire and the Board of Commissioners finds that it is in the best interest of the City of Burkburnett to extend the term of the Agreement for an additional year; and

NOW, THEREFORE, the City and the Lessee, for and in consideration of the terms, conditions and provisions hereinafter established have agreed, and do hereby agree as follows:

**I. TERM**

1. The term of the Agreement shall be extended by this Addendum for an additional year beginning on January 1, 2017 and ending on December 31, 2017. Provided, however, that the term of this Addendum and the Agreement shall be subject to earlier termination as set forth in Section VI of the Agreement.

**II. RENT**

Lessee shall pay an annual rent of \$72,000.00 during the term of this Addendum in monthly installments on the first day of each month:

- a. For the months of January, February, March, October, November and December, the monthly installment shall be \$3,000;
- b. For the months of April, May, June, July, August and September, the monthly installment shall be \$9,000.

III. COMPLETE AGREEMENT

Unless specifically revised by this Addendum, all terms, conditions and agreements as set forth in the underlying Agreement attached hereto as Exhibit A remain in full force and effect. The underlying Agreement and this Addendum constitute the entire agreement between the City and the Lessee.

**CITY OF BURKBURNETT, TEXAS**

By: \_\_\_\_\_  
Carl Law, Mayor

Executed this the \_\_\_\_ day of \_\_\_\_\_, 2015.

**LESSEE:**

\_\_\_\_\_  
Scott Anderson, President  
River Golf Management, L.L.C., general partner of River Golf, Ltd.

Executed this the \_\_\_\_ day of \_\_\_\_\_, 2015.



## City Commission Agenda Memo

**From:** Mike Whaley, City Manager

**Date:** November 30, 2015

**Item:** Discuss and take any action necessary on reappointment of Dan King to the Emergency Medical Service Advisory Board.

### Background

The Emergency Medical Service Advisory Board an advisory Board to ensure a quality EMS program by monitoring the personnel, vehicles, financial information and service level of the joint Ambulance Services Contract between the cities of Wichita Falls, Burkburnett, Iowa Park and Wichita County; and to review citizen complaint. Dan King has been jointly appointed to serve on this board by the City of Burkburnett and City of Iowa Park. Mr. King's term is ending December 21, 2015. The City of Iowa Park will be also be reappointing Mr. King at their December 14, 2015 meeting.

### Fiscal Impact

There is no fiscal impact.

### Options

- Re-appoint Dan King
- Take no action.

### Staff Recommendation

Staff recommends re-appointment of Dan King.

### Attachments

None



## City Commission Agenda Memo

**From:** Gary Robinett, Executive Director, Burkburnett Development Corporation

**Date:** November 30, 2015

**Item:** Resolution Number 596. A resolution of support for JES Development Company's application for Texas Department of Housing and Community Affairs (TDHCA) for 2016 Housing Tax Credits for River Terrace Senior Apartments.

### Background

JES Development Company has applied to the TDHCA for 2016 Housing Tax Credits to build a 50 unit affordable senior housing rental project, to be known as "River Terrace Senior Apartments." The approximate cost for development of the project is between \$7 and \$7.5 million dollars.

JES Development Company has entered into a contract with Burkburnett Development Corporation to purchase 5.459 acres on Sheppard Road (ABST 322 WINTERS), located between the Red River Inn and Twilite Inn. Purchase price for the property was set at \$150,000, and sale is contingent upon JES Development Company receiving the TDHCA 2016 Housing Tax Credits.

### Fiscal Impact

The TDHCA Housing Tax Credit program requires the community wherein the project will be located to provide financial assistance to the development. A letter indicating that some form of financial assistance will be provided is all that is required at this point. The Burkburnett Development Corporation will meet Dec 8, 2015 to discuss, consider and act upon providing up to \$10,000 towards the project in the form of a grant, reduced fees or contribution of other value for the benefit of the development.

### Options

- Approve Resolution Number 596
- Not approve Resolution Number 596

### Staff Recommendation

Approve Resolution Number 596

### Attachments

Resolution Number 596

**RESOLUTION NUMBER 596**

**A RESOLUTION OF SUPPORT OF THE BOARD OF COMMISSIONERS OF THE CITY OF BURKBURNETT, TEXAS SUPPORTING JES DEVELOPMENT COMPANY'S PROPOSED DEVELOPMENT OF AFFORDABLE SENIOR HOUSING RENTALS KNOWN AS RIVER TERRACE SENIOR APARTMENTS, TO BE LOCATED IN THE 1000 BLOCK OF SHEPPARD ROAD IN THE CITY OF BURKBURNETT, WICHITA COUNTY, FINDING AND DETERMINING THIS MEETING WAS OPEN TO THE PUBLIC AS REQUIRED BY LAW.**

**WHEREAS**, JES Development Company has proposed a development for affordable senior rental housing in the 1000 block of Sheppard Road named **River Terrace Senior Apartments** in the City of Burkburnett; and

**WHEREAS**, JES Development Company has advised that it intends to submit an application to the Texas Department of Housing and Community Affairs (TDHCA) for 2016 Competitive 9% Housing Tax Credits for **River Terrace Senior Apartments**.

**NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF COMMISSIONERS OF THE CITY OF BURKBURNETT, TEXAS;**

**SECTION 1.** That acting through its Governing Body, hereby confirms that it supports the proposed **River Terrace Senior Apartments** development.

**SECTION 2.** That on behalf of the Governing Body, Carl Law, Mayor of the City of Burkburnett, Texas is hereby authorized, empowered, and directed to certify these resolutions to the Texas Department of Housing and Community Affairs.

**SECTION 3.** The meeting at which this resolution was passed was open to the public as required by law.

**PASSED AND APPROVED** on this 30<sup>th</sup> day of November, 2015.

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Carl Law, Mayor

**ATTEST:**

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Janelle Dolan, City Clerk