

## ***MINUTES***

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

The Board of Commissioners of the City of Burkburnett, Texas met in a regular meeting on Monday, April 21, 2014 at 7:00 p.m. in the Council Chambers of the City Hall, 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
Bill Lindenborn	Mayor Pro Tem
Josh Andrajack	Commissioner
Randy Brewster	Commissioner
Don Hardy	Commissioner
Marguerite Love	Commissioner
Michael Tugman	Commissioner

Others present: Mike Whaley, City Manager; Trish Holley, Director of Administration; Gordon Smith, Director of Public Works; Janelle Dolan, City Clerk; Ed Stahr, Police Chief; and Deana Sheriff, Economic Development Director.

Item 1. Mayor Law called the meeting to order and welcomed the visitors.

Item 2. Invocation was given by Duane Perkinson, Pastor of Central Baptist Church.

Item 3. The Pledge of Allegiance was led by Commissioner Tugman.

Item 4. Consent Agenda.

A. Approval of Minutes from March 17, 2014 and March 27, 2014 Special Called Meeting

Motion was made by Commissioner Tugman, seconded by Commissioner Hardy to approve Consent Agenda 4. Motion carried unanimously.

Item 5. Mike Whaley, City Manager, addressed the Mayor and Commissioners and reported Dan Fears currently serves on the Wichita-Wilbarger 9-1-1 District Board of Managers and represents municipalities. Mr. Fears has indicated he does not wish to be reappointed when his term expires on May 15, 2014. Mr.

Whaley stated Dana Ross, owner of Farmers Insurance Agency in Iowa Park, has expressed her willingness to fill the board position being vacated by Mr. Fears.

Motion was made by Commissioner Love, seconded by Commissioner Andrajack to recommend Dana Ross to the Wichita-Wilbarger 9-1-1 District Board of Managers. Motion carried unanimously.

Item 6. Resolution Number 559 was presented in its entirety. A resolution authorizing the Burkburnett Development Corporation to fund up to \$55,000 for the purchase and installation of an electric message center for the Burkburnett Community Center. First reading, no action taken.

Item 7. Resolution Number 560 was presented in its entirety. A resolution adopting an internal grievance procedure for complaints having to do with the Texas Community Development Block Grant (TxCDBG). Gordon Smith, Director of Public Works, addressed the Mayor and Commissioners and stated the City was awarded a TxCDBG in the amount of \$275,000 from the Texas Department of Agriculture (TDA). Mr. Gordon stated Resolution Number 560 is a new CDBG requirement by TDA and it is an agreement between the City and TDA indicating the City will manage any citizen's grievance/complaint regarding the City's participation in a CDBG application and/or grant activity.

Motion was made by Commissioner Andrajack, seconded by Commissioner Lindenborn to approve Resolution Number 560 as presented. Motion carried unanimously.

Item 8. Mr. Smith addressed the Mayor and Commissioners and reported the Parks and Recreation Board met on April 9, 2014 and reviewed the volunteer application received from Brian Love. A vacancy on the Parks and Recreation Board was created by the resignation of Don Hardy. The Parks and Recreation Board voted unanimously to recommend Mr. Love to the Board of Commissioners for appointment to the Parks and Recreation Board.

Motion was made by Commissioner Tugman, seconded by Commissioner Andrajack to approve the appointment of Brian Love to the Parks and Recreation Board.

Ayes: Mayor Law, Commissioners: Lindenborn, Andrajack, Brewster, Hardy, and Tugman

Abstained: Commissioner Love

Motion carried.

Item 9. Mr. Smith addressed the Mayor and Commissioners and reported the terms of four Cemetery Board members expired in December 2013. The members with expired terms are: Denise Kirkpatrick, Ron Clarke, Nova Dickson, and

Shannon Waitman. Mr. Smith stated the Cemetery Board met on April 14, 2014 and Denise Kirkpatrick, Ron Clarke, and Nova Dickson indicated they are willing to serve again on the Cemetery Board. Shannon Waitman turned in her resignation from the Board at that meeting.

Motion was made by Commissioner Lindenborn, seconded by Commissioner Hardy to approve the re-appointments of Denise Kirkpatrick, Ron Clarke, and Nova Dickson to the Cemetery Board. Motion carried unanimously.

Item 10. Review of monthly reports.

- A. Administration-None.
- B. Public Works- Mr. Smith reported he is glad to be in Burkburnett. He has hit the ground running.
- C. Public Safety- Ed Stahr, Chief of Police, reported the Police Department has applied and been approved for a Criminal Justice Grant of \$21,000 for equipment upgrades.
- D. Economic Development-Deana Sheriff, Economic Development Director, reported she is working with four active prospects. Ms. Sheriff reported will be attending the Wind and Air Show next week.

Item 11. Public comments.

Item 12. City Manager's report.

Item 13. Commission comments.

Item 14. Motion was made by Commissioner Tugman, seconded by Commissioner Lindenborn to adjourn. Motion carried unanimously.

Carl Law, Mayor

**ATTEST:**

Janelle Dolan, City Clerk