

MINUTES

BOARD OF COMMISSIONERS

The Board of Commissioners of the City of Burkburnett, Texas met in a regular meeting on Monday, August 18, 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
Randy Brewster	Commissioner
Frank Ducos	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 Commissioner Brewster.

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

Item 4. Consent Agenda.

- A. Approval of minutes from July 1, 2014 Special Called Meeting, and July 21, and July 23, 2014 Special Called Meeting

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

Item 5. Mike Whaley, City Manager, addressed the Mayor and Commissioners and stated the City of Burkburnett's current bank depository agreement ends on September 30, 2014. The City accepted sealed bids through August 8, 2014 and only one application was received from First Bank. Mr. Whaley stated no major changes were submitted by First Bank in their banking proposal.

Motion was made by Commissioner Tugman, seconded by Commissioner Hardy to approve the banking bid from First Bank.

Ayes: Mayor Law, Commissioners: Ducos, Hardy, Love and Tugman

Nays: None

Abstained: Commissioners Lindenborn and Brewster

Motion carried.

Item 6. Mr. Whaley addressed the Mayor and Commissioners and stated the City of Burkburnett must hold 2 public hearings for the discussion of the 2014 Proposed Property Tax Rate and the hearings will also include discussion on the FY 2015 Budget. State Law requires a strict timetable before the governing body may vote on the final property tax rate. The publication notice must provide a 7 day notice prior to the 1st public hearing; law requires the governing body to adopt the tax rate no less than 3 days but no more than 14 days after the 2nd public hearing. Discussion held on availability of Commissioners for public hearings.

Motion was made by Commissioner Tugman, seconded by Commissioner Ducos to hold the public hearings on September 2, 2014 and September 10, 2014 at 6:00 pm. Motion carried unanimously.

Item 7. Ordinance Number 858 was presented. Caption of same being:

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE CITY OF BURKBURNETT, TEXAS, REPEALING SECTION 97.50 OF THE CODE OF ORDINANCES, SIGN RULES AND REGULATIONS; ENACTING A NEW SECTION 97.50, COMMUNITY SIGN AND USE POLICY; DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

Mr. Whaley addressed the Mayor and Commissioners and stated for simplification purposes, the City is repealing Section 97.50 of the Code of Ordinances regarding the use of the old Community Center Sign and merging it with the new LED Community Sign Policy. A few changes have been made to the policy to include “customers who have reserved the Community Center: and their use of the Community Sign.

Motion was made by Commissioner Tugman, seconded by Commissioner Lindenborn to approve Ordinance Number 858 with the following change: E. ANNUAL USE: Organizations are limited to a maximum of 10 messages per year. Motion carried unanimously.

Item 8. Resolution Number 566 was presented in its entirety. A resolution ordering payment of up to \$150,000 for initial funding of Neighborhood Reinvestment Grant Program for business façade improvement.

Deana Sheriff, Executive Director of the Burkburnett Development Corporation (BDC), addressed the Mayor and Commissioners and stated that the BDC Board of Directors adopted a program to assist business property owners with the redevelopment and revitalization of existing business buildings with a 50/50 matching grant program. The initial funding of \$150,000 will come from the BDC reserve funds and future funding would come from the sales tax generated from food sales from authorized concession vendors located at the Family Aquatic Center.

Motion was made by Commissioner Brewster, seconded by Commissioner Tugman to approve Resolution Number 566 with the following removed from the resolution: *and future funding for the program would come from annual sales tax generated from concession food sales generated around the Family Aquatic Center*;. Motion carried unanimously.

Item 9. Resolution Number 567 was presented in its entirety. A resolution ordering payment of up to \$180,000 for the purchase of entryway signage. First reading, no action taken.

Item 10. Resolution Number 568 was presented in its entirety. A resolution accepting the Sheppard Air Force Base (Sheppard) Joint Land Use Study (JLUS), Background Report, and Executive Summary, and endorsing and supporting the strategies described therein that are intended to encourage the compatibility of development surrounding Sheppard, maximize Sheppard's usefulness to the Air Force, and ensure Sheppard's long term viability as a center of training excellence.

Mr. Whaley addressed the Mayor and Commissioners and stated the Sheppard Air Force Base Joint Land Use Study (JLUS) was conducted as a collaborative planning effort led by the City of Wichita Falls, and in partnership with the cities of Burkburnett, Cashion Community, Iowa Park, and Frederick, Oklahoma, Town of Pleasant Valley, the counties of Wichita (Texas) and Tillman (Oklahoma), and Sheppard Air Force Base. The Board of Commissioners received a copy of the Executive Summary. The JLUS Coordination Committee will be formed to continue the partnership and coordinate and facilitate implementation of the recommended strategies. This will be an ongoing process.

Motion was made by Commissioner Lindenborn, seconded by Commissioner Hardy to approve Resolution Number 568 as presented. Motion carried unanimously.

Item 11. Review of monthly reports.

A. Administration

- Sales Tax- Trish Holley, Director of Administration, reported that sales tax is up. The City received \$14, 943.15 more than compared to the same month in the prior year.

B. Public Works

- Family Aquatic Center- Gordon Smith, Director of Public Works, reported the pump house foundation is completed. The bath house and entry way

are under construction and the Family Aquatic Center is on track to be completed 3/30/15.

- Water Wells- Mr. Smith reported he is awaiting final TCEQ approval. Staff will be building the roads. Mr. Smith reported staff is building a new wastewater effluent water station for the water vending machine. The driveway is complete and will be beside Animal Control.

B. Public Safety/Fire Department

- Hotter n Hell- Ed Stahr, Chief of Police, reported Hotter 'n Hell is this weekend, usually the first bikers start coming in around 7:30am and the majority of the bikes are through by 12:30pm.

C. Economic Development

- Prospect Update- Ms. Sheriff reported she is working with 3 active prospects. She stated lots of activities going on around town with Dominos opening in September and the future expansions of Sonic and McDonalds.
- Update on the continuation of support of the SMAC- Ms. Sheriff reported that the Burkburnett Development Corporation will continue to support Sheppard Military Affairs Committee (SMAC) with a \$15,000 contribution.

Item 12. There were no public comments.

Item 13. City Manager's report.

- Appointment of Commissioner Ducos to the Golf Committee-
- TML Announcements- Mr. Whaley reported the TML Region V Quarterly Meeting will be held on 9/4/2014 6pm, at MPEC in Wichita Falls. The annual TML Conference will be held in Houston from 10/1-10/3.
- Kiosk-Mr. Whaley reported the Kiosk is operational. Mr. Whaley will be provide information to the newspaper and get on our social media.

Item 14. Commission comments.

Item 15. Motion was made by Commissioner Tugman, seconded by Commissioner Lindenborn to adjourn. Motion carried unanimously.

Carl Law, Mayor

ATTEST:

Janelle Dolan, City Clerk