

MINUTES
BOARD OF COMMISSIONERS

The Board of Commissioners of the City of Burkburnett, Texas met in a Special Called Meeting on Monday, January 7, 2013 at 1:00 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 Meeting 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: Tim James, City Manager; Trish Holley, Director of Administration, Michael Whaley, Public Works Director; and Janelle Dolan, City Clerk.

Item 1. Mayor Law called the meeting to order.

Item 2. Invocation was given by Commissioner Brewster.

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

Item 4. Rick Sims, Corlett, Probst & Boyd, Inc., addressed the Mayor and Commissioners and presented two color choices for the Cemetery Pavilion Metal roof: slate gray and green.

Motion was made by Commissioner Love, seconded by Commissioner Hardy to choose slate gray for the metal roof.

Ayes: Mayor Law; Commissioners Lindenborn, Andrajack, Brewster, Hardy, Love

Abstained: Commissioner Tugman

Motion carried.

Item 5. Workshop to discuss the direction and guidance for City Boards and Committees was held.

Item 6. Motion was made by Commissioner Andrajack, seconded by Commissioner Lindenborn regarding the following Boards and Committees:

With respect to the Burkburnett Development Corporation (BDC): charge them with looking into the acquisition of economic impact software for the projects they consider and recommend to the Council; they look at Quality of Life projects most specifically contributing \$500,000 to a potential aquatic center for the City; and that they increase their focus on industrial expansion within the city.

With respect to the Planning and Zoning Commission: they reassess zoning districts and make change recommendations to the Council to include but not be limited to the downtown area and the I-44 corridor.

With respect to the Tax Increment Financing Board: they look at project expansion of Glendale across I-44.

With respect to the Parks and Recreation Board: they consider projects or events to increase usage of the amphitheatre; a replacement plan for park equipment; possibilities for a dog park in the City; and planning for the City's 4th of July celebration.

In respect to the Golf Committee: they look at putting together a long term Capital Improvement Plan for the Golf Course.

Motion carried unanimously.

Item 7. Mr. James addressed the Mayor and Commissioners and stated this is a follow-up to previous conversations and recommendations from Strategic Government Resources (SGR). Mr. James is verifying to see if the Board of Commissioners wants to make any amendments to the BDC by-laws.

Motion was made by Commissioner Andrajack, seconded by Commissioner Hardy to amend the BDC by-laws to reflect the Executive Director be a city employee reporting to the City Manager; the Executive Director's salary be reimbursed by the BDC to the City; and the Executive Director be considered a department head. Motion carried unanimously.

Item 8. Mr. James addressed the Mayor and Commissioners and stated the City sent out a request for qualifications (RFQ) in December to eight firms that have experience in the design of municipal pools. Mr. James stated seven RFQs were received and the Parks and Recreation Board conducted interviews with the following four firms: Schrickel, Rollins, and Associates, Inc., Brinkley Sargent & Architects, Larkin Aquatics, and Kimley-Horn and Associates. The Parks and Recreation Board recommended that the Board of Commissioners enter into a professional service agreement with Kimley-Horn and Associates to perform a concept design and feasibility analysis for a family aquatic center. Mr. James stated the proposed cost is \$30,000 and the BDC has approved funding for up to \$30,000 for this project.

Motion was made by Commissioner Lindenborn, seconded by Commissioner Brewster to approve the professional agreement with Kimley-Horn and

Associates, Inc. to include a Face to Face Meeting on 1/23/13 for Task I (Conceptual Design). Motion carried unanimously.

Item 9. City Manager's report.

Item 10. Council comments.

Item 11. Motion was made by Commissioner Tugman, seconded by Commissioner Hardy to adjourn. Motion carried unanimously.

Carl Law, Mayor

ATTEST:

Janelle Dolan, City Clerk