

## ***MINUTES***

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

The Board of Commissioners of the City of Burkburnett, Texas met in a special called meeting/workshop on July 12, 2016 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 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
Mike 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; Gary Robinett, Economic Development Director; Francene Neff, Utility Billing Supervisor; and Chris Eckrut, NewGen Strategies & Solutions.

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

Item 2. Invocation was given by Commissioner Tugman.

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

Item 4. Resolution Number 611. A resolution authorizing the Burkburnett Development Corporation to fund up to thirty-five thousand dollars for sponsorship of the 75<sup>th</sup> SAFB/35<sup>th</sup> ENJJPT anniversary celebration.

Gary Robinett, Economic Development Director, addressed the Board and stated the Sheppard Military Affairs Committee (SMAC) requested a \$35,000 sponsorship from the Burkburnett Development Corporation (BDC) for the September 21, 2016 75<sup>th</sup> SAFB/35<sup>th</sup> ENJJPT anniversary. This event will include an air show featuring the Thunderbirds, a Pat Green concert, speakers TBD, and high-ranking AF and DOD officials. This will be an event that will be recognized across the military and will receive considerable attention. The BDC Board of Directors approved the request on June 14, 2016 contingent that funding could be found from past years where the marketing/promotion dollars were not fully spent. Economic Development agencies are required to file an annual Economic Development Corporation Report to the state comptroller that contains annual sales tax revenues received and dollars spent on

marketing and promotion. Mr. Robinett stated he reviewed all past reports dating back to 1998, the BDC's first report filed, to determine if there was a cumulative \$35,000 of unspent marketing dollars that could be used to support SMAC's request. He stated in reviewing data from past years, there is \$35,000 available from unspent marketing funds over the years to support sponsorship of SMAC 75th SAFB/35th ENJJPT anniversary.

Motion was made by Commissioner Love, seconded by Commissioner Lindenborn to approve Resolution Number 611 as presented.

Ayes: Mayor Law; Commissioners Lindenborn, Brewster, Ducos, Duff, Love

Nays: Commissioner Tugman

Motion passed.

Item 5. Mike Whaley, City Manager, addressed the Mayor and Commissioners and introduced Chris Eckrut, NewGen Strategies & Solutions who discussed the key utility issues for FY 2017 which included the following: financial performance has improved, but not to historic levels and water demand is still lower than "normal". Mr. Eckrut also reviewed the historical utility operation net income; historical water production; and projected FYE 2017 consumption; year over year budget comparison; anticipated revenue performance; and various rate comparisons.

Mr. Whaley then highlighted the Fiscal Year 2017 Water Fund Budget. Mr. Whaley presented a proposed Water Fund budget in the amount of \$3,786,588 expenses and \$4,018,983 in revenues. This will leave a projected unappropriated balance of \$232,395. Mr. Whaley stated there are no capital requests in the proposed working budget.

Mr. Whaley also reviewed the employees' health and dental benefits. He stated that TML has imposed some earlier deadlines this year as far as employee participation in the health and dental plans. Mr. Whaley stated he would need a consensus of the Board of Commissioners on those benefits. After reviewing all available health dental plans it was the consensus of the Board of Commissioners for the following: Health insurance will be provided for the employees but there is now a choice of a \$1,250 or \$1,5000 in network deductible. If the employee chooses the \$1,250 deductible they will be required to pay \$22.40 monthly to receive the lower deductible; the Family Plan health insurance will remain the same with the City contributing to 25% of the premium for coverage for an employees' family. Dental Option 3: Dental insurance will now be optional for the employees and the employee will be responsible for the monthly premium. There is no orthodontics coverage and the plan will pay up to \$1,500; and the HRA Card will remain the same with the City placing \$50 per month on the card

Item 6. City Manager Comments.

- Mr. Whaley stated the next scheduled budget meetings are 8/8 and 8/9 all at 1:00 pm.

Item 7. No Commissioner Comments.

Item 8. Motion was made by Commissioner Tugman, seconded by Commissioner Lindenborn to adjourn. Motion carried unanimously.

Carl Law, Mayor

**ATTEST:**

Janelle Dolan, City Clerk