

## ***MINUTES***

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

The Board of Commissioners of the City of Burkburnett, Texas met in a regular meeting on Monday, June 17, 2013 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
Don Hardy	Commissioner
Marguerite Love	Commissioner
Michael Tugman	Commissioner

Commissioner Brewster was not present.

Others present: Tim James, City Manager; Trish Holley, Director of Administration; Mike Whaley, Director of Public Works; Janelle Dolan, City Clerk; and Chief Mike Tracey, Police Department.

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 Hardy.

Item 4. Consent Agenda.

- A. Approval of Minutes from May 8 Special Called Workshop, May 8 Special Called Meeting, May 20, 2013.

Motion was made by Commissioner Andrajack seconded by Commissioner Love to approve Consent Agenda 4 with the following correction to the minutes of May 20, 2013 Item 10. *Motion was made by Commissioner Tugman seconded by Commissioner Andrajack to approve Consent Agenda 4 with the following correction to April 15, 2013 Item 8:(removed Commissioner Brewster's name from the Ayes).* Motion carried unanimously. Motion carried unanimously.

Item 5. Tim James, City Manager, addressed the Mayor and Commissioners and reported Planning and Zoning member Carla Walters term expires in June.

Motion was made by Commissioner Andrajack seconded by Commissioner Lindenborn to reappoint Carla Walters to the Planning and Zoning Board. Motion carried unanimously.

Item 6. Mr. James addressed the Mayor and Commissioners and reviewed the City's current water consumption. Mr. James as of 6/17/2013 the City had used 17.5 million gallons of water (5.328 million gallons from Wichita Falls). The City is on track to use a total of 30.9 million gallons of water for the month (9.4 million gallons coming from Wichita Falls. Mr. James reviewed a 3 yr. average, 5 yr. average, and 10 yr. average. Mr. James stated the City will continue to closely monitor the City's water consumption.

Mr. James stated he does not recommend going to Stage 4 Restrictions at this time.

Mayor moved up Item 8.

Item 8. Mayor Law closed the meeting at 7:12 p.m. and opened the Executive Session 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 551.074(a)-Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

1) Employment of Interim City Manager and/or City Manager

Item 9. Mayor Law reconvened the regular meeting at 7:37 p.m. No action was taken on Items 7 or 8.

Item 7. No action taken.

Item 10. Review of monthly reports.

- A. Administration- Trish Holley, Director of Administration reported sales tax has increased again this month. This is an 11.38% increase from the same time last year. Mrs. Holley also reported the Library has received a \$23,000 grant, from the Priddy Fund, for flooring at the library.
- B. Public Works- Mike Whaley, Director of Public Works, reported the pavilion is 90% complete. Mr. Whaley also reported sidewalks are being installed on Davey Dr. and the City has received a CDBG grant of \$275,000 for utility infrastructure.
- C. Public Safety-

Item 11. Public Comments.

Item 12. City Manager's report.

- A. Calendar- Mr. James stated his last day is June 28 all monthly scheduled meetings will be held as usual.
- B. Water Well project-Mr. James stated contract with LBG Guyton and Associates has been approved contingent upon the insurance changes. LBG Guyton will complete the design of the wells and submit to TCEQ for approval, once approval received will send out bids for construction. Mr. James stated Alan Plummer and Associates has begun the process of modeling the City's water system and a meeting is set for Friday to review.
- C. Family Aquatic Center- Mr. James stated he anticipates receiving agreement from Kimley-Horn and Associates this week. Mr. James stated the anticipated time line is as follows: 1) the design will be completed by the time swimming season is over; 2) construction begins; and 3) Family Aquatic Center completed by the start of next year's swimming season.
- D. Water Conservation- Mr. James stated the drought situation will continue to be closely monitored.
- E. Thank you-Mr. James thanked the council, staff, and citizens for the opportunity he had to serve them and the City of Burkburnett.

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