

## ***MINUTES***

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

The Board of Commissioners of the City of Burkburnett, Texas met in a regular meeting on Monday, March 21, 2016 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
Mike Tugman	Commissioner

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

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

Item 2. Invocation was given by Liz Talbert, Pastor of First United Methodist Church.

Item 3. The Pledge of Allegiance was led by Boy Scout Pack 600.

Item 4. Consent Agenda.

- A. Approval of Minutes from February 15, 2016 Regular Meeting and February 19, 2016 Special Called Meeting

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

Item 5. Mike Whaley, City Manager, addressed the Mayor and Commissioners and stated the Architectural firm of Bundy, Young, Sims, & Potter has been working with the City of Burkburnett to develop a Facility Assessment Plan, specifically as it pertains to the Police Department Project. They have submitted a proposal to continue to work with the City as we move into the design/bid/construct phase of the project. Bundy, Young, Sims & Potter has partnered with Brinkley, Sargent, Wiginton Architects who specialize in public law enforcement design for this particular project. They have proposed a fee of 8% of the final cost of the project. At current estimates, the fee would be approximately \$384,000. Staff has reviewed the proposal and is recommending approval.

Motion was made by Commissioner Tugman, seconded by Commissioner Brewster to accept the proposal from Bundy, Young, Sims, & Potter for architectural and engineering basic services for a new police station with the contingency that the certificates of obligation are issued on April 18, 2016. Motion carried unanimously.

Item 6. Mayor Law closed the regular meeting at 7:09 p.m. and opened the “Public Hearing” for the following Planning & Zoning Commission Case:

- A. Case #2016-27, re-zone application for 1000 and 1100 blocks of Frances, blocks rezoned as a carport overlay district.

Gordon Smith, Director of Public Works, addressed the Mayor and Commissioners and stated an application was presented by LaDonna Anderson owner of the property located at 1027 Frances. The request is to allow for a carport overlay district on the 1000 block and 1100 block of Frances. All publishing and mail out requirements have been met and the required number of signatures (75%) has been satisfied and property ownership has been verified by City staff. Twenty Seven (27) out of the Thirty Four (34) total property owners on the block have signed the petition. Mr. Smith stated the public notices required by the Zoning Ordinance were sent to the proposed district and all properties 200 feet adjacent to the proposed district. Staff received two responses in favor of the carport district. On March 7, 2016 the Planning and Zoning Board met and staff presented the information for review and a recommendation to the Board of Commissioners. Ms. Anderson presented additional information. The Planning and Zoning Board voted unanimously (5-0) to approve the re-zone application.

The following addressed the Mayor and Commissioners:

David Turner, 1100 Frances Street

Item 7. Mayor Law closed the “Public Hearing” at 7:12 p.m. and reopened the regular meeting to take action on the Planning & Zoning Commission Case:

- A. Case #2016-27, re-zone application for 1000 and 1100 blocks of Frances, blocks rezoned as a carport overlay district.

Motion was made by Commissioner Tugman, seconded by Commissioner Hardy to approve Case #2016-27, re-zone application for 1000 and 1100 blocks of Frances, block rezoned as a carport overlay district. Motion carried unanimously.

Item 8. No action was taken due to agenda posting error.

Item 9. Mr. Smith addressed the Mayor and Commissioners and stated the City requested a proposal and contract from Pyro Shows Of Texas, Inc. to produce a firework display in conjunction with the July 4<sup>th</sup> celebration to be held on Saturday July 2, 2016. Pyro Shows of Texas Inc. is one of two companies the City has used in the past. City staff presented to the Parks and Recreation Board on March 8, 2016 a proposed itinerary for

the 4<sup>th</sup> of July Celebration which includes area local bands, limited food vendors, children's area and fireworks. Mr. Smith stated the contract is for a 20 minute fireworks Display of 611 shells with sizes ranging from 3 inch to 6 inch for a total amount of \$10,000.

Motion was made by Commissioner Brewster, seconded by Commissioner Ducos to approve the proposal with Pyro Shows of Texas Inc. Motion carried unanimously.

Item 10. Review of monthly reports.

A. Public Works

- Mr. Smith provided an update on the Glendale Drainage Project – the curb and gutter had deteriorated. The City replaced 510 ft. using Storm Water Drainage Funds.

Item 11. No public comments.

Item 12. City Manager comments.

- BVFD-Annual Easter Egg Hunt-10 am-March 26<sup>th</sup> , Permian Park

Item 13. No Commissioner comments.

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

Carl Law, Mayor

**ATTEST:**

Janelle Dolan, City Clerk