

MINUTES

BOARD OF COMMISSIONERS

The Board of Commissioners of the City of Burkburnett, Texas met in a regular meeting on Monday, November 17, 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
Mike Tugman	Commissioner

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

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

Item 2. Invocation was given by Joe Coombes, Senior Pastor of First Baptist Church.

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

Item 4. Consent Agenda.

A. Approval of Minutes from October 20, 2014

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

Item 5. Gordon Smith, Director of Public Works, addressed the Mayor and Commissioners and reported a variance request was submitted by Ms. Robbie Landrum who resides at 913 Mimosa Dr. She is requesting the Board of Commissioners allow her to drill a private water well in the front yard of her property. Ordinance Number 612 pertaining to drilling of private water wells restricts the well to the rear yard and does not allow for drilling in the front or side yard. Section 12 of the ordinance does allow for a variance request to be made under cases of emergency and hardship. Ms. Landrum chose to seek a variance from the City under hardship of the Drought Restrictions. Utility pole locations and site constraints will not allow the driller to enter the back yard to drill the

well even with sections of the fence removed. The proposed well site if approved will be required to have a well cover that is aesthetically pleasing.

Motion was made by Commissioner Tugman, seconded by Commissioner Love to approve the variance request for a front yard water well. Motion carried unanimously.

Item 6. Mike Whaley, City Manager, addressed the Mayor and Commissioners and stated Mike Avey has been the City's representative on the Wichita Appraisal District and his term is expiring on December 31, 2014. Mr. Whaley stated Mr. Avey also serves as the representative for both the City and Burkburnett ISD.

Motion was made by Commissioner Lindenborn, seconded by Commissioner Hardy to re-appoint Mike Avey to serve as Burkburnett's representative on the Wichita Appraisal District Board of Directors for a two-year term. Motion carried unanimously.

Item 7. Mr. Whaley addressed the Mayor and Commissioners and stated the Park and Recreation Board has requested the Board of Commissioners review their suggestions for donors and sponsors for the Family Aquatic Center. Mr. Whaley stated the Park and Recreation Board was not comfortable soliciting funds without further guidance from the Board of Commissioners. Jeremy Duff, Secretary of the Park and Recreation Board was present to answer any questions from the Board of Commissioners.

Motion was made by Commissioner Tugman, seconded by Commissioner Brewster to give the Park and Recreation Board the latitude to move forward but come back to the Board of Commissioners in some type of workshop format where discussion can be held on some of these options and how they are going to work. Motion carried unanimously.

Item 8. Mr. Whaley addressed the Mayor and Commissioners and stated there is a vacancy on the Planning and Zoning Commission due to the resignation of Bob Franklin. Mr. Whaley reported a volunteer application was submitted by John Erickson. If approved Mr. Erickson would serve the remainder of Mr. Franklin's term which would expire on 5-21-2015.

Motion was made by Commissioner Lindenborn, seconded by Commissioner Ducos to approve John Erickson to serve on the Planning and Zoning Commission. Motion carried unanimously.

Item 9. Mr. Smith addressed the Mayor and Commissioners and stated there is a vacancy on the Park and Recreation Board due to the resignation of Mark Swope. Mr. Smith reported a volunteer application was submitted by Danny Cremeens and the Park and Recreation Board voted unanimously to recommend Mr. Cremeens to the Board of Commissioners for appointment to the Park and Recreation Board. If approved Mr. Cremeens would serve the remainder of Mr. Swope's term.

Motion was made by Commissioner Tugman, seconded by Commissioner Love to approve Danny Cremeens to serve on the Park and Recreation Board. Motion carried unanimously.

Item 10. Resolution Number 569 was presented in its entirety. A resolution authorizing the Burkburnett Development Corporation to fund \$500,000 for the development and support of the Burkburnett Family Aquatic Center. Deana Sheriff, Economic Development Director, addressed the Mayor and Commissioners and stated in September 2010 the Burkburnett Development Corporation (BDC) proposed entering into an agreement with the City to finance up to five hundred thousand dollars (\$500,000) for the development and support of the Family Aquatic Center, pending passage of Proposition Number 2 on the November 2, 2010 ballot. The Proposition passed, but a resolution was not put before the City for approval and this corrects the oversight.

Motion was made by Commissioner Brewster, seconded by Commissioner Hardy to approve Resolution Number 569 as presented. Motion carried unanimously.

Item 11. Review of monthly reports.

A. Administration-Nothing reported.

B. Public Works

- Family Aquatic Center-Mr. Smith reported progress on the Family Aquatic Center is going well and they are ahead of schedule at this time.
- Water Wells- Mr. Smith reported TCEQ is executing the 2nd water test on the wells at this time.
- Effluent/Reuse Water Vending- Mr. Smith reported the effluent water reuse vending machine is up and running and several individuals have been in to get their PINs.
- Community Development Block Grant (CDBG)-Mr. Smith reported this project is complete.

C. Public Safety/Fire Department-Ed Stahr, Police Chief, reviewed the Asset Forfeiture Fiscal Year Budget. Chief Stahr also reported there are 3 new reserves and Keenan Stubblefield is the new K-9 handler.

D. Economic Development-Ms. Sheriff provided prospect update and reported that 10 businesses have been approved for the Neighborhood Reinvestment Grant Program. Ms. Sheriff reported this is a positive impact in the community and instills a better sense of pride.

Item 12. The following addressed the Mayor and Commissioners:

Kyle Avey, 1500 Chaparral, Burkburnett, TX

Item 13. City Manager's report.

Mr. Whaley reported City Hall will be closed for the Thanksgiving Holiday on November 27 and November 28. The City Christmas party will be held on December 11 and the Christmas Parade is scheduled for December 12.

Item 14. Commission comments.

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

Carl Law, Mayor

ATTEST:

Janelle Dolan, City Clerk