

**MINUTES**  
**BOARD OF COMMISSIONERS**

The Board of Commissioners of the City of Burkburnett, Texas met in a special called meeting on Monday, March 12, 2012 at 12:30 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
Charlene Lewis	Mayor Pro-Tem
Bill Lindenborn	Commissioner
Chase Thornton	Commissioner
Josh Andrajack	Commissioner
Raymond Holland	Commissioner
Randy Brewster	Commissioner

Others present: Tim James, City Manager; Trish Holley, Director of Administration; Janelle Dolan, City Clerk; Charles Salter, CPA; and Valerie Halverson, CPA, Representatives of MWH Group, Inc.

Item 1. Mayor Law called the meeting to order.

Item 2. Resolution Number 522 was presented. A resolution amending Resolution Number 396. A resolution approving a joint election agreement with the Burkburnett Independent School District Trustees for the purpose of consolidating polling places and designating the type of voting system to be used.

Motion was made by Commissioner Andrajack, seconded by Commissioner Thornton to approve Resolution Number 522 with the following changes: hand counted paper ballots was changed to scanned paper ballots. Motion carried unanimously.

Item 3. The Annual Financial Report for the year ending September 30, 2011 was presented by Charles Salter and Valerie Halverson, of the MWH Group, Inc. Mr. Salter reported during the audit no fraud was found and in the required opinion letter, it is their opinion the City's financial statements fairly represent the financial activity of the City of Burkburnett.

Mr. Salter stated the MWH Group, Inc. is presenting an unqualified opinion (a clear opinion) of the FY11 financial statements.

Motion was made by Commissioner Andrajack, seconded by Commissioner Lindenborn, to accept the annual audit for the year ending September 30, 2011. Motion carried unanimously.

Item 4. City Manager's report.

- Nothing reported at this time.

Item 5. Council comments.

Item 6. Motion was made by Commissioner Thornton, seconded by Commissioner Holland to adjourn. Motion carried unanimously.

Carl Law, Mayor

**ATTEST:**

Janelle Dolan, City Clerk