

MINUTES

BOARD OF COMMISSIONERS

The Board of Commissioners of the City of Burkburnett, Texas met in a regular meeting on Monday, February 19, 2018, 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:

Frank Ducos	Mayor Pro-Tem
Randy Brewster	Commissioner
Jeremy Duff	Commissioner
Don Hardy	Commissioner
Bill Lindenborn	Commissioner
Marguerite Love	Commissioner

Mayor Michael R. Tugman was not present.

Others present: Mike Whaley, City Manager; Trish Holley, Director of Administration; Lawrence Cutrone, Director of Public Works; Brent Battista, Director of Parks and Recreation; Richard Gordon, Executive Director of Burkburnett Development Corporation /Director of Planning; Janelle Dolan, City Clerk; and Ed Stahr, Police Chief.

Item 1. Mayor Pro-Tem Ducos called the meeting to order.

Item 2. Invocation was given by Commissioner Lindenborn.

Item 3. The Pledge of Allegiance was led by Brent Battista.

Item 4. Consent Agenda.

A. Approval of Minutes from January 15, 2018 Regular Scheduled Meeting

Motion was made by Commissioner Brewster, seconded by Commissioner Hardy to approve the Consent Agenda. Motion carried unanimously.

Item 5. Mayor Pro-Tem Ducos closed the regular meeting at 7:02 p.m. and opened the “Public Hearing” for the following Planning & Zoning Commission Cases:

- A. Case #2018-36, re-zone application for 1004 W. Kramer, rezoned from Commercial/Business (C/B) to Single Family-6 (SF-6).
- B. Case #2018-37, re-zone application for 402 and 404 Preston, rezoned from Single Family Residential-6 (SF-6) to Residential-1 (R-1).

Item 6. Mayor Pro-Tem Ducos closed the “Public Hearing” at 7:03 p.m. and reopened the regular meeting to take action on the Planning & Zoning Commission Cases:

- A. Case #2018-36, re-zone application for 1004 W. Kramer, rezoned from Commercial/Business (C/B) to Single Family-6 (SF-6).
- B. Case #2018-37, re-zone application for 402 and 404 Preston, rezoned from Single Family Residential-6 (SF-6) to Residential-1 (R-1).

Case #2018-36 Richard Gordon, Director of Planning, addressed the Mayor Pro-Tem and Commissioners and stated Mr. Josh Stimpson has submitted an application to rezone the Property at 1004 W. Kramer Rd from Commercial Business C/B to Residential SF- 6 in order to allow for construction of a single-family residence at this site. Mr. Gordon stated the Planning and Zoning Commission (P&Z) approved this rezone request unanimously. P&Z members voting in favor of the request were Jerry Coker, Tim Cornelius, John Erickson, Paul Gerstner, and Robert Jones. Carla Walters was absent.

Case# 2018-37 Mr. Gordon addressed the Mayor Pro-Tem and Commissioners and stated Mr. Josh Stimpson has submitted an application to rezone the property at 402 and 404 Preston from Residential SF-6 to Residential R-1 in order to allow for construction of Quadraplex units at site. Mr. Gordon reminded the Board they approved the rezone of 306 S. Preston previously for rezone to R-1 for the same purpose. These properties are adjacent to 306 S. Preston and are proposed to be an extension of the original plan. Mr. Gordon stated the Planning and Zoning Commission approved this rezone request. P&Z members voting in favor of the request were Jerry Coker, Tim Cornelius, Paul Gerstner, and Robert Jones. Carla Walters was absent. John Erickson abstained due to a conflict of interest.

Motion was made by Commissioner Lindenborn, seconded by Commissioner Love to approve Case #2018-36, re-zone application for 1004 W. Kramer, rezoned from Commercial/Business (C/B) to Single Family-6 (SF-6). Motion carried unanimously.

Motion was made by Commissioner Lindenborn, seconded by Commissioner Love to approve Case #2018-37, re-zone application for 402 and 404 Preston, rezoned from Single Family Residential-6 (SF-6) to Residential-1 (R-1). Motion carried unanimously.

Item 7. Resolution Number 636 was presented in its entirety.

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF BURKBURNETT, TEXAS AUTHORIZING THE APPROVAL OF THE WICHITA COUNTY MITIGATION PLAN.

Johnny Zellner, Emergency Management Coordinator, addressed the Mayor Pro-Tem and Commissioners and stated this resolution authorizes the approval of the Wichita County Mitigation Plan. In order to be eligible for federal funding in times of disaster,

government agencies must have a Mitigation Plan. Wichita County Emergency Management has prepared a county-wide Mitigation Plan that includes the City of Burkburnett. Mr. Zellner stated he recommends approval of Resolution Number 636.

Motion was made by Commissioner Brewster, seconded by Commissioner Hardy to approve Resolution Number 636 as presented. Motion carried unanimously.

Item 8. Resolution Number 637 was presented in its entirety.

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF BURKBURNETT, TEXAS AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION FOR RIFLE-RESISTANT BODY ARMOR GRANT PROGRAM TO THE OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION.

Mr. Zellner addressed the Mayor Pro-Tem and Commissioners and stated this resolution authorizes the Police Department to submit an application for a grant for rifle-resistant body armor. Mr. Zellner stated there is no matching funds and approval of this resolution is in the best interest of the officers of the Police Department.

Motion was made by Commissioner Brewster, seconded by Commissioner Duff to approve Resolution Number 637 as presented. Motion carried unanimously.

Item 9. Resolution Number 634 was presented in its entirety.

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF BURKBURNETT, TEXAS AUTHORIZING THE BURKBURNETT DEVELOPMENT CORPORATION TO FUND UP TO THREE HUNDRED THOUSAND DOLLARS (\$300,000.00) FOR THE DEVELOPMENT AND SUPPORT OF THE PERMIAN PARK PROJECT.

Mike Whaley, City Manager, addressed the Mayor Pro-Tem and Commissioners and stated this is the second and final reading of this resolution which authorizes the BDC to fund up to and not to exceed \$300,000 for the Permian Park Project. There has been additional language added to the resolution to cap the donation time limit to 18 months. Mr. Whaley also reviewed the Fundraising Plan with the Board.

Motion was made by Commissioner Lindenborn, seconded by Commissioner Hardy to approve Resolution Number 634 as presented. Motion carried unanimously.

Item 10. Mr. Gordon addressed the Mayor Pro-Tem and Commissioners and stated that there are a couple of vacancies on the Burkburnett Development Corporation (BDC) Board due to the resignations of two voting members. The BDC Board nominated and elected Ms. Stacy Hopkins and Mr. Robert Jones to voting positions on the Board. Both of these individuals were serving the board as ex-officio board members. The vote was unanimous and the BDC members voting in favor were Teresa Brantley, Danny

Cremeens, John Erickson, Jerry Johnson and Dale Lewis. Absent voting member was Casey McCleskey.

Motion was made by Commissioner Love, seconded by Commissioner Brewster to approve the appointments of Stacy Hopkins and Robert Jones to serve as voting members on the BDC Board.

Ayes: Mayor Pro Tem Ducos; Commissioners Brewster, Duff, Hardy, and Love
Abstained: Commissioner Lindenborn
Motion carried.

Item 11. No Public Comments.

Item 12. City Manager's report.

Election Calendar:

Drawing of Order of the Names on the Ballot: February 23, 2018 @ 9:00 am
Early Voting @ City Hall: April 23, 2018 – April 27, 2018 8: 00 am – 5:00 pm
and
April 30, 2018 - May 1, 2018 7:00 am – 7:00 pm
Election Day @ Community Center: May 5, 2018 7:00 am – 7:00 pm

Item 13. No Commissioner's comments.

Item 14. Motion was made by Commissioner Lindenborn, seconded by Commissioner Love to adjourn. Motion carried unanimously.

Frank Ducos, Mayor Pro-Tem

ATTEST:

Janelle Dolan, City Clerk