The Board of Commissioners of the City of Burkburnett, Texas, met in a Special-Called Meeting on Thursday, August 19, 2021, at noon at City Hall-Council Chambers, 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
- Cory Brinkley, Commissioner, Place 1
- Randy Brewster, Commissioner, Place 2
- John Beard, Commissioner, Place 4
- Marguerite Love, Mayor Pro-Tem, Commissioner, Place 5
- Bill Lindenborn, Commissioner, Place 6

Commissioner Tugman was absent.

Others present were Lawrence Cutrone, City Manager; Mike Whaley, Director of Public Works; Brent Battista, Director of Parks and Recreation; Sarah Culp, Planning Director; F.C. Tillman, Chief of Police; Harold Watkins, Fire Chief; Trish Holley, Director of Administration; and Margie Poole, City Clerk.

ITEM 1. CALL MEETING TO ORDER: MAYOR CARL LAW

Mayor Law called the meeting to order at noon.

ITEM 2. INVOCATION

Commissioner Lindenborn gave the invocation.

ITEM 3. PLEDGE OF ALLEGIANCE

Mayor Pro-Tem Love led the Pledge of Allegiance.

ITEM 4. PERSONAL/AUDIENCE COMMENTS

There were no comments.

ITEM 5. Discuss and take any action on the Proposed Fiscal Year 2022 Budget.

Mr. Lawrence Cutrone, City Manager, presented the Mayor and Commissioners with the proposed budget options, starting with a review of the Water Fund. After discussion, the Board of Commissioners agreed with the following recommendations:

- Water Rates: Recommend keeping current rate structure
- Sewer Rates: Recommend keeping current rate structure
- Capital Requests and O&M Requests as recommended:
  - Water Fund
    - Climate Control PW Shop
    - Nitrogen Breaker E-35
    - Hydraulic Power Unit and 4” Pump
    - Honda Generators (2)
Wastewater Fund
  o  WWTP aeration diffuser upgrade
  
  - Leftover funds to be applied to the 90-day Emergency Reserve Fund.

After a break, Mr. Cutrone presented the Mayor and Commissioners with a review of the General Fund. Discussion ensued regarding the proposed CIP, O&M, Strategic Plan Requests per Tax Rate.

After the second break, the Board of Commissioners agreed with the following Capital Requests and O&M recommendations:

- Remove laptops for the BOC
- Remove Antique Shop Mural
- Remove Assistant Fire Chief position
- Use BFAC sponsor funds to cover costs for
  o  Exhaust fans and enclose eaved in BFAC pump room
  o  Playset netting, manikin, diving board for BFAC
- Use Stormwater funds for 60” Mower Exmark for Street Department
- Use Enterprise Equity Payments for the Fuel Pump/Cardreader
- Concrete Pad for PD Gun Range
- Royalty Pavilion renovation, picnic tables, and Friendship Park benches
- Municipal court online payment of fees
- Emergency equipment for PD (fire extinguisher, SABA kt, CPR mask, Go-Bags, Thermal optics, binoculars, IFAKS)
- Additional Code Enforcement employee w/benefits package
- FLE $1 increase (below 5 years), $1+ (above 5 years), starting pay to $12/hr, PD 2%, Dispatch $1, Clerk Certification $8K
- Step Grade Pay for FD
- Police Officer Position (1) w/benefits package
- PD Line Items
- Remaining $19,963 to the Fire Department Line Items

Mr. Cutrone then reviewed the BFAC, Solid Waste, Storm, and Other Fund accounts. The Board of Commissioners agreed with the following recommendations:

- BFAC Rate Structure
  o  Recommend rate updates
- Solid Waste Rate
  o  Recommend increase beyond CPI to $1.25 for Street Overlay Program
- Stormwater Rate
  o  Recommend to keep the current rate

Mr. Cutrone then reviewed the Fiscal Year 2021 Employee Retention plan. The Board of Commissioners agreed with the benefits as presented.

Commissioner Brewster made a motion, seconded by Commissioner Brinkley, to adopt the proposed budget as discussed. Motion carried unanimously.
ITEM 6. Discuss and take any action on the Property Tax Rate Reflected in the Proposed Fiscal Year 2022 Budget.

Commissioner Lindenborn made a motion, seconded by Commissioner Beard, to adopt the proposed Voter Approval Rate (VAR) of 0.714521. Motion carried unanimously.

ITEM 7. CITY MANAGER'S REPORT
There was no City Manager report.

ITEM 8. COMMISSIONERS' COMMENTS
There were no Commissioners' comments.

ITEM 9. ADJOURNMENT
There being no further business, the meeting adjourned at 4:27 p.m.

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Carl Law, Mayor

ATTEST:

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Margie Poole, City Clerk