Burkburnett Development Corporation
Regular Meeting Minutes

The Board of Directors of the Burkburnett Development Corporation (BDC) met in Regular Session on Tuesday, March 15, 2022, at 8:00 a.m. at City Hall-Council Chambers, 501 Sheppard Road, Burkburnett, Texas. The meeting was open to the public, with notice given in compliance with the Open Meetings Act.

ITEM 1. CALL MEETING TO ORDER

Robert Jones, President, called the meeting to order at 8:01 a.m.

ITEM 2. INVOCATION

President Jones gave the invocation.

ITEM 3. ROLL CALL

Directors: Mickey Cornelius, Jonathan Ellzey, Stacy Hopkins, Joe Lemond, Dale Lewis, and Robert Jones

BDC Executive Director: Richard Gordon

Ex-Officio Members: Nathaniel Dickerson, Mickey Fincannon, and Matt Patterson

Absent: Ryan Hardy, Kathy Koch, Ted Kwas, Brad Owen, and Kristina Pindell

Others Present: Valerie Halverson, MWH Group; and Sarah Culp, Director of Community Planning

ITEM 4. Approval of the Minutes from the January 27, 2022 Meeting.

Dale Lewis made a motion, seconded by Stacy Hopkins, to approve the minutes from January 27, 2022. Motion carried unanimously.

ITEM 5. Approval of the January 2022 and February 2022 Financials.

After Richard Gordon, Executive Director, reviewed the financials with the Board, Joe Lemond made a motion, seconded by Jonathan Ellzey, to approve the financials as published. Motion carried unanimously.

ITEM 6. PERSONAL/AUDIENCE COMMENTS

There were no public comments.

ITEM 7. Discuss and take any action necessary for the Fiscal Year 2021 Audit.

After Ms. Valerie Halverson, MWH Group, presented the final fiscal year 2021 audit to the BDC Board, Jonathan Ellzey made a motion, seconded by Dale Lewis, to accept the audit as published. Motion carried unanimously.
ITEM 8. Discuss and take any action necessary to sell the property owned by the Burkburnett Development Corporation located on Sheppard Road:
   A. 1.30 acres located at 5.459 AC ABST 322 Winters Addition in Burkburnett, Texas

After a staff presentation by Richard Gordon, Executive Director, Dale Lewis made a motion, seconded by Joe Lemond, to authorize the Executive Director to move forward with this project. Motion carried unanimously.

ITEM 9. Discuss and take any action necessary on the Contractor Agreement between Richard Gordon and the City of Burkburnett for contract work beyond April 29, 2022.

After President Robert Jones and Richard Gordon reviewed the contract with the Board, Dale Lewis made a motion, seconded by Stacy Hopkins, to authorize Robert Jones to negotiate the Contractor Agreement. Motion carried unanimously.

ITEM 10. DIRECTOR'S REPORT
   A. Prospect Update

Richard Gordon, Executive Director, presented the Director's Report in the special-called Executive Session.

EXECUTIVE SESSION
   Pursuant to the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, the Board of Directors may convene in Executive Session regarding the following matters:
   A. SECTION 551.087- Discuss commercial or financial information received from an existing business or business prospect with which the City is negotiating for the location or retention of a facility, or for incentives the City is willing to extend, or financial information submitted by same.

President Jones closed the meeting at 8:42 a.m. and opened the Executive Session.

RECONVENE
   Reconvene to regular session and take action, if any, on matters discussed in Executive Session.

President Jones reconvened the meeting at 9:03 a.m. No action was taken.

ITEM 11. BOARD MEMBERS' COMMENTS

There were no Board Member comments.

ITEM 12. ADJOURNMENT

Dale Lewis made a motion, seconded by Joe Lemond, to adjourn. Motion carried unanimously, and the meeting adjourned at 9:05 a.m.

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Robert Jones, President

ATTEST:
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Richard Gordon, Executive Director

Minutes, March 15, 2022