MINUTES

BOARD OF COMMISSIONERS

The Board of Commissioners of the City of Burkburnett, Texas, met in a Regular Meeting on Monday, August 15, 2022, at 7:00 p.m. 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:

Lori Kemp Mayor
Michael Richter Mayor Pro-Tem, Commissioner, Place 4
Cory Brinkley Commissioner, Place 1
Randy Brewster Commissioner, Place 2
Susan Mitchell Commissioner, Place 3
Marguerite Love Commissioner, Place 5
Bill Lindenborn Commissioner, Place 6

Others present were Matt Patterson, Golf Committee Chair; Scott Anderson, Manager, River Creek Golf Course; Tyler Miller, Marseal Group; Travis Haggard; Lawrence Cutrone, City Manager; Fred Tillman, Director of Public Safety; Shae Krc, Public Safety Coordinator; Mike Whaley, Director of Public Works; Brent Battista, Director of Parks and Recreation; Sarah Culp, Director of Community Planning; Mike Guevara, City Attorney; Trish Holley, Director of Administration; and Margie Poole, City Clerk.

ITEM 1. CALL MEETING TO ORDER: MAYOR LORI KEMP

Mayor Kemp called the meeting to order at 7:08 p.m.

ITEM 2. INVOCATION

Mr. Saul Ochoa from the New Season House of Worship gave the invocation.

ITEM 3. PLEDGE OF ALLEGIANCE

Commissioner Mitchell led the Pledge of Allegiance.

ITEM 4. CONSENT AGENDA

Approval of Minutes from the July 14, 2022 Special-Called Meeting
Approval of Minutes from the July 18, 2022 Regular Meeting

Commissioner Lindenborn made a motion, seconded by Commissioner Brewster, to approve both the July 14th and July 18th minutes. Motion carried unanimously.

ITEM 5. PERSONAL/AUDIENCE COMMENTS

There were no comments.

Mayor Kemp moved the discussion of Item 7 to before Item 6.

ITEM 7. Discuss and take any action necessary on the River Creek Improvement Master Plan for adoption.

After a staff introduction by Mike Whaley, Director of Public Works, the Golf Committee Chair, Matt Patterson, shared with the Mayor and Commissioners an overview of the River Creek Golf Course and the Improvement Master Plan.
Commissioner Love made a motion, seconded by Mayor Pro-Tem Richter, to approve the Golf Master Plan as presented. Motion carried unanimously.

ITEM 6. Discuss and take any action necessary regarding the Marseal Group’s Repair of these City Facilities Roofs: City Hall, Fire Station Number 3, and the Senior Citizen Center.

After a staff presentation by Lawrence Cutrone, City Manager, Commissioner Brewster made a motion, seconded by Commissioner Lindenborn, to approve as presented. Motion carried, with Mayor Pro-Tem Richter abstaining.

ITEM 8. Discuss and take any action necessary to award the Engineering Contract for Separating Discharge Streams at the Water Treatment Plant to Alan Plummer & Associates.

After a staff presentation by Mike Whaley, Director of Public Works, Commissioner Lindenborn made a motion, seconded by Commissioner Mitchell, to approve the bid from Alan Plummer & Associates at $105,000. Motion carried unanimously.

ITEM 9. Discuss and take any action necessary to approve Ordinance Number 1024.

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE CITY OF BURKBURNETT, TEXAS, AMENDING THE FISCAL YEAR 2022 WATER FUND BUDGET AND ARP MONEY MARKET: FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

After a staff presentation by Mike Whaley, Director of Public Works, Commissioner Brewster made a motion, seconded by Commissioner Brinkley, to approve Ordinance Number 1024. Motion carried unanimously.

ITEM 10. Discuss and take any action necessary to award a construction contract related to the American Rescue Plan Supervisory Control and Data Acquisition Installation.

After a staff presentation by Mike Whaley, Director of Public Works, Commissioner Lindenborn made a motion, seconded by Mayor Pro-Tem Richter, to approve awarding the contract to Weeco for $81,000. Motion carried unanimously.

ITEM 11. Discuss and take any action necessary on the Tax Deed and Property Card for a Trust Property in the City of Burkburnett from the Texas Communities Group.

After a staff presentation by Sarah Culp, Director of Community Planning, Commissioner Lindenborn made a motion, seconded by Commissioner Love, to approve the sale of 611 E 6th Street. Motion carried unanimously.

ITEM 12. Discuss and take any action necessary on the Guevara Law, P.C. Attorney/Client Engagement Agreement.

After a staff introduction by Lawrence Cutrone, City Manager, Mike Guevara, City Attorney, shared with the Mayor and Commissioners the increases included in the agreement. Commissioner Brewster made a motion, seconded by Commissioner Mitchell, to approve the agreement. Motion carried unanimously.
ITEM 13. EXECUTIVE SESSION
Pursuant to the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, the Board of Commissioners may convene in Executive Session regarding the following matters:

SECTION 551.074 - Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.
A. Potential employment of Travis Haggard, Executive Director of the Burkburnett Development Corporation

SECTION 551.071 - Consult with Attorney about pending or contemplated litigation or settlement of same.
A. Update on pending SOAH Hearing and Civil Litigation Matters:
   Mr. Zachary Leonard

Mayor Kemp closed the Regular Meeting and adjourned to Executive Session at 8:04 p.m.

ITEM 14. RECONVENE
Reconvene to regular session and take action, if any, on matters discussed in Executive Session.

Mayor Kemp reconvened the Regular Meeting at 9:16 p.m. Commissioner Brinkley made a motion, seconded by Commissioner Lindenborn, to approve the hire of Travis Haggard as the Executive Director of the Burkburnett Development Corporation (BDC). Motion carried unanimously.

There was no other action taken on matters discussed in Executive Session.

ITEM 15. CITY MANAGER'S REPORT
Lawrence Cutrone, City Manager, reported that City Hall would be closed on Monday, September 5th for the Labor Day holiday.

ITEM 16. COMMISSIONERS' COMMENTS
Commissioner Brinkley and Mayor Kemp thanked everyone for their work on the budget development process.

ITEM 17. ADJOURNMENT
Commissioner Mitchell made a motion, seconded by Mayor Pro Tem Richter, to adjourn. Motion carried unanimously, and the meeting adjourned at 9:17 p.m.

ATTEST:

Lori Kemp, Mayor

Margie Poole, City Clerk