MINUTES
BOARD OF COMMISSIONERS

The Board of Commissioners of the City of Burkburnett, Texas, met in a Regular Meeting on Monday, October 16, 2023, at 7:00 p.m. at the Justice Center, 101 East College Street, 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:

- Randy Brewster Commissioner, Place 2
- Susan Mitchell Commissioner, Place 3
- Michael Richter Mayor Pro-Tem, Commissioner, Place 4
- Marguerite Love Commissioner, Place 5

Mayor Kemp, Commissioner Brinkley, and Commissioner Lindenborn were absent.

Others present were Prakash Sukumar, Townhome Representative, 401-409 East 8th Street; Boone Nerren, Townhome Representative, 606-618 N. Avenue C; Justin Cox, Townhome Contractor; Travis Haggard, Executive Director, BDC; Fred Tillman, City Manager; Raika Rowe, City Attorney; Trish Holley, Director of Administration; Nikki Tepfer, Deputy City Clerk; and Margie Poole, City Clerk.

ITEM 1. CALL MEETING TO ORDER:

In the absence of Mayor Kemp, Mayor Pro-Tem Richter called the meeting to order at 7:04 p.m.

ITEM 2. INVOCATION

Brian Pindell gave the invocation.

ITEM 3. PLEDGE OF ALLEGIANCE

Mayor Pro-Tem Richter led the Pledge of Allegiance.

ITEM 4. CONSENT AGENDA

Approval of Minutes from the September 18, 2023 Workshop Meeting
Approval of Minutes from the September 18, 2023 Regular Meeting

Commissioner Brewster made a motion, seconded by Commissioner Mitchell, to approve the Consent Agenda. Motion carried unanimously.

ITEM 5. PERSONAL/AUDIENCE COMMENTS

There were no public comments.

ITEM 6. Discuss and take any action necessary regarding the stay of demolition for the following properties, pending the successful completion of instituted guidelines:

A. 401-409 East 8th Street, Burkburnett, Texas
   Legal Description: APN#’s 123112, 472883, 472884, 472885, 472886, 472887, 472888, 472889
After a staff presentation by Fred Tillman, City Manager, and public comments from Prakash Sukumar, Boone Nerren, and Justin Cox, Commissioner Brewster made a motion, seconded by Commissioner Love, to stay the Order established on September 18, 2023 pending the signed agreement establishing deadlines for:
1. The abatement of the nuisances by October 23, 2023 and kept up;
2. A signed agreement outlining this by October 25, 2023;
3. A performance bond within four weeks;
4. Submittal of required documents including the mold to City Permits within 6 weeks;
5. Agree to work with Planning and Zoning and Building Code and only the three individuals present will work with them;
6. Completion of the project within 11 months.
Motion carried unanimously.

B. 606-618 N. Avenue C, Burkburnett, Texas
   Legal Description: APN #’s 5A0116201, 5A011620500, 5A011620400, 5A011620300, 5A011620200

After a staff presentation by Fred Tillman, City Manager, and public comments from Prakash Sukumar, Boone Nerren, and Justin Cox, Commissioner Brewster made a motion, seconded by Mayor Pro-Tem Richter, to stay the Order established on September 18, 2023 pending the signed agreement establishing deadlines for:
1. The abatement of the nuisances by October 23, 2023 and kept up;
2. A signed agreement outlining this by October 25, 2023;
3. A performance bond within four weeks;
4. Submittal of required documents including the mold to City Permits within 6 weeks;
5. Agree to work with Planning and Zoning and Building Code and only the three individuals present will work with them;
6. Completion of the project within 11 months.
Motion carried unanimously.

ITEM 7. Discuss and take any action necessary on Ordinance Number 1047.
AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE CITY OF BURKBURNETT, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 131: OFFENSES AGAINST PUBLIC PEACE AND SAFETY BY AMENDING § 131.15 DISCHARGE OF WEAPONS; TO RESTRICT THE DISCHARGE OF FIREARMS IN THE CITY LIMITS IN ACCORDANCE WITH STATE LAW; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

After a staff presentation by Shane Culp, Captain, Burkburnett Police Department, Commissioner Brewster made a motion, seconded by Commissioner Love, to approve Ordinance Number 1047. Motion carried unanimously.

ITEM 8. Discuss and take any action necessary on Resolution Number 750.
A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF BURKBURNETT, TEXAS, REDUCING THE NUMBER OF BOARD MEMBERS SERVING ON THE WICHITA APPRAISAL DISTRICT’S (“WAD”) BOARD OF DIRECTORS FROM NINE TO FIVE EFFECTIVE JANUARY 1, 2024.
After an introduction by Fred Tillman, City Manager, and presentation by Lisa Stephens Musick, Wichita Appraisal District Chief Appraiser, Mayor Pro-Tem Richter made a motion, seconded by Commissioner Mitchell, to approve Resolution Number 750. Motion Failed.
Ayes (3): Mayor Pro-Tem Richter, Commissioner Love, and Commissioner Mitchell
Nays (1): Commissioner Brewster
Abstained (0):
Absent (3): Mayor Kemp, Commissioner Brinkley, and Commissioner Lindenborn
Motion failed.

ITEM 9. Discuss and take any action necessary to amend the budget of the Burkburnett Development Corporation by increasing the Property Acquisition (Buy, Lease, Option) line item from $150,000 to $350,000.

After a staff presentation by Fred Tillman, City Manager, Commissioner Mitchell made a motion, seconded by Mayor Pro-Tem Richter, to amend the budget from $150,000 to $350,000. Motion carried unanimously.

ITEM 10. Discuss and take any action necessary on the appointment of the Planning and Zoning Commission - Mark Barefield, Jody Paul, Carla Walters, and Sheila Johnson.

After a staff presentation by Fred Tillman, City Manager, Commissioner Brewster made a motion, seconded by Mayor Pro-Tem Richter, to approve the existing members, Mark Barfield, Carla Walters, and Sheila Johnson and to open up the other position. Motion carried unanimously.

ITEM 11. Discuss and take any action necessary on the re-appointment of the Zoning Board of Adjustment members - Roy Cheney, Mickey Cornelius, Matt Horn, and Alvin Boucher.

After a staff presentation by Fred Tillman, City Manager, Commissioner Brewster made a motion, seconded by Mayor Pro-Tem Richter, to approve the re-appointment of the Zoning Board of Adjustment members. Motion carried unanimously.

ITEM 12. CITY MANAGER'S REPORT
Fred Tillman, City Manager, presented the City Manager’s report to the Mayor and Commissioners.

ITEM 13. COMMISSIONERS’ COMMENTS
Commissioner Mitchell thanked those there for attending.

ITEM 20. ADJOURNMENT
Commissioner Brewster made a motion, seconded by Commissioner Mitchell, to adjourn. The meeting adjourned at 8:19 p.m.

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Lori Kemp, Mayor

ATTEST:

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Margie Poole, City Clerk

Minutes, October 16, 2023