

**MAY 03, 2022**

**REGULAR TOWN COMMISSION MEETING OF THE TOWN OF BRECKENRIDGE, TEXAS, HELD ON THIS DATE WITH THE FOLLOWING MEMBERS PRESENT:**

MAYOR  
COMMISSIONER PLACE 2  
MAYOR PRO TEM, PLACE 3  
COMMISSIONER PLACE 4

BOB SIMS  
ROB DURHAM  
VINCE MOORE  
GARY MERCER

CITY MANAGER  
PUBLIC WORKS DIRECTOR  
PARKS DIRECTOR  
CITY SECRETARY  
CITY ATTORNEY

ERIKA MCCOMIS  
HOUSTON SATTERWHITE  
STACY HARRISON  
JESSICA SUTTER  
EILEEN HAYMAN

**ABSENT**

COMMISSIONER PLACE 1

RUSSELL BLUE

**CALL MEETING TO ORDER**

Mayor Sims called the regular meeting to order at 5:40 p.m.

**OPEN FORUM**

This is an opportunity for the public to address the City Commission on any matter of public business, except public hearings.

No speakers.

**STAFF REPORT**

**City Manager**

1. Recognition of National Employee Week dates throughout May  
May 1-7 Municipal Clerks Week  
May 4 Firefighter Appreciation Day  
May 9-15 National Police Week  
May 15-21 National Public Works Week
2. Presentation on FY 2022 Second Quarter Financials
3. Fiscal Year 2023 Preliminary Budget Calendar

## ACTION ITEMS

4. Discuss and consider awarding a contract for engineering services for the 2022 TxCDBG Downtown Revitalization/Main Street Grant Program (DRP/MS) and authorize the City Manager to execute necessary documents on behalf of the City.

City Manager McComis informed the commission that two engineering services had submitted Statement of Qualification (SOQ) responses, Enprotech/Hibbs & Todd, Inc (EHT) and Jacob Martin. Both Engineering Companies are comparable regarding what they can offer. The staff has experience working with EHT but feels that working with Jacob Martin would be adequate as well. Staff expressed a preference for EHT, based on prior experience working with the company.

Mayor Pro Tem Moore moved to award a contract for engineering service for the 2022 TxCDBG to Enprotech/Hibbs & Todd, Inc. and authorize the City Manager to execute necessary documents on behalf of the City. Commissioner Durham seconded the motion.

**The motion passed 4-0.**

5. Discuss and consider awarding a bid for the 2022 Meter Replacement Project funded through the American Rescue Plan Act - Coronavirus State and Local Fiscal Recovery Funds Program.

Colton Rich, Project Manager with EHT, addressed the council. Two proposals have been reviewed for the Meter Replacement Project. The highest-ranking proposer is Secure Vision which offers CamStruck Meters, which have been previously selected for this project. Automatic Meter Reading System(AMR) uses hand held reader that scans as you drive by the meters. The second is Automatic Meter Infrastructure (AMI) which does not require anyone to drive by the meter unless a reading was missed manually. An antenna is set up that will receive signals from the meter. That information is then sent directly to the city computer system and generates a bill. The proposed price for the AMR is \$947,000.00 and \$1,300,000.00 for the AMI.

Commissioner Durham moved to award a bid for the 2022 Meter Replacement Project to Secure Vision AMI and authorizing the City Manager to execute necessary documents on behalf of the City. Mayor Pro Tem Moore seconded the motion.

**The motion Passed 4-0.**

6. Consider approval of Ordinance 2022-07 changing the zoning use designation of a 5.81 acre tract in the Northeast quarter of the Lunatic Asylum Lands Section Number 7, original grantee W. F. Lee Abstract Number 1197, City of Breckenridge, Stephens County, Texas from General Business District ("C-3") to Mobile Home Dwelling District ("MH") effective June 1, 2021; amending the Zoning Map for the City of Breckenridge to reflect such change, and adopting the Zoning Map so amended.

City Manager McComis advised that this was approved by commission previously in June of 2021. However, it was not approved through an ordinance; therefore in order to properly handle the approval an ordinance is needed.

Mayor Pro Tem Moore moved to approve Ordinance 2022-07 as presented. Commissioner Mercer seconded the motion. **The motion passed 4-0.**

7. Discuss and consider approval of Engineering Services Work Order No. 33 with Enprotech / Hibbs & Todd, Inc. to conduct a pavement evaluation for the City of Breckenridge residential streets.

City Manager McComis stated that if approved Enprotech/Hibbs & Todd, Inc. (EHT) will be conducting an evaluation of the streets in Breckenridge. The evaluation will provide an in-depth report which will prioritize which roads will need to be repaired as well as provide an anticipated cost for repairs to allow the commission the opportunity to review and further prioritize during the budget process.

Commissioner Mercer moved to approve Work order No. 33 as presented. Commissioner Durham seconded the motion. **The motion passed 4-0.**

8. Consider approval of Resolution 2022-16 authorizing application for financial assistance from the Texas Water Development Board; and making certain findings in connection therewith.

City Manager McComis addressed the commission about a new grant that will assist the City in addressing turbidity issues within the City's water system. The City will be requesting financial assistance from the Texas Water Development Board.

Commissioner Durham moved to approve Resolution 2022-16 as presented. Mayor Pro Tem Moore seconded the motion. **The motion passed 4-0.**

## **WORKSHOP ITEMS**

*(Workshop items are for discussion only. No action may be taken on items listed under this portion of the agenda, other than to provide general direction to staff or to direct staff to place such items on a future agenda for action.)*

9. Discussion on transitioning to a tandem axle service truck through Republic Services.

Discussion was had about the pros and cons of transitioning to tandem axle service trucks. Item will be placed on agenda for commission meeting at a later date. No action was taken.

## **CONSENT AGENDA**

10. Consider approval of the April 5, 2022, Regular Commission meeting minutes as recorded.

11. Consider approval of Resolution 2022-13 appointing Scott Harris as a member of the Board of Directors of the West Central Texas Municipal Water District for a term set to expire May 31, 2024.
12. Consider approval of Resolution 2022-14 appointing Ty Bartoskewitz to serve on the Breckenridge Economic Development Corporation Board of Directors for a term set to expire on September 30, 2022.
13. Consider approval of Resolution 2022-15 approving the Recovery Plan in connection with the American Rescue Plan for contract TX0206.
14. Consider approval of City of Breckenridge Second Quarter Investment report for the period including January through March, 2022.

Mayor Pro Tem Moore moved to approve the consent agenda as presented. Commissioner Mercer seconded the motion. **The motion passed 4-0.**

#### **EXECUTIVE SESSION**

At 6:30 p.m., the City Commission adjourned into executive session pursuant to Texas Government Code, Annotated, Chapter 551, Subchapter D to discuss the following:

##### **Consultation with Attorney**

*§551.071(1),(2): Consultation with attorney regarding pending or anticipated litigation, or a settlement offer; or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter:*

15. 704 S. Roberts

#### **RECONVENE INTO OPEN SESSION**

*In accordance with Texas Government Code, Section 551, the City Commission will reconvene into Open Session and consider action, if any, on matters discussed in Executive Session.*

At 6:49 p.m., the City Council reconvened into open session.

No action was taken.

#### **ADJOURN**

There being no further business, the Mayor adjourned the regular session at 6:55 p.m.

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Bob Sims, Mayor

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Jessica Sutter, City Secretary