

October 24, 2023

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

**PRESENT**

COMMISSIONER, PLACE 1  
COMMISSIONER, PLACE 2  
COMMISSIONER, PLACE 3

BLAKE HAMILTON  
ROB DURHAM  
VINCE MOORE

CITY MANAGER  
CITY SECRETARY  
FINANCE DIRECTOR  
PUBLIC SERVICES DIRECTOR  
CODE ENFORCEMENT/FIRE CHIEF  
PUBLIC WORKS DIRECTOR

CYNTHIA NORTHROP  
JESSICA SUTTER  
DIANE LATHAM  
STACY HARRISON  
MALCOLM BUFKIN  
TODD HENDERSON

**NOT PRESENT**

MAYOR  
COMMISSIONER, PLACE 4

BOB SIMS  
GARY MERCER

**CALL TO ORDER**

Commissioner Durham called the meeting to order at 5:32 p.m.

**Invocation** led by Andy Rodgers of First Baptist Church.

**PLEDGE OF ALLEGIANCE**

**OPEN FORUM**

No Speakers.

**STAFF REPORT**

**City Manager**

1. Street improvement updates  
PD Salary attrition  
Department Head Reports

2. Upcoming events

- 10/31 Walker Street Trick-or-Treat
- 10/31 1st annual Family Fall Festival
- 11/4 Breckenridge Chamber of Commerce Banquet

**Public Services Director**

3. Employee of the Month presentation

No Action Taken.

**CONSENT AGENDA**

- 4. Consider approval of the September 5, 2023, Regular Commission Meeting minutes as recorded.
- 5. Consider approval of Resolution 23-25 approving an agreement with the State of Texas Department of Transportation for the temporary closure of State Highway 180 for the Breckenridge Christmas Parade coordinated by the Breckenridge Chamber of Commerce.
- 6. Consider approval of Resolution 23-26 recognizing the week of November 6-10, 2023, as Municipal Court Week.

Commissioner Moore made a motion to approve consent agenda items 4-6 as presented. Commissioner Hamilton seconded the motion. The motion passed 3-0.

**PUBLIC HEARING ITEMS**

- 7. Public Hearing regarding whether the buildings on the following properties are dangerous buildings pursuant to Chapter 5, Article 1 of the Breckenridge Code of Ordinances

308 S. Pecan-Donald Ball requested 120 days to have the building demolished.

806 S. Cutting-No Speakers

601 N. Harvey-No Speakers

1305 W. 1<sup>st</sup>-No Speakers

205 W. 3<sup>rd</sup>-No Speakers

802 S. Cutting- Robin Roberson spoke on behalf of both 802 S. Cutting and 714 S. Cutting. She stated that she plans to have the property demolished and requested four to six months to complete the demolition.

714 S. Cutting-Robin Roberson.

1107 E. Williams- Antonia Woody stated that she had previously received a remodel application but did not ever get it turned in. She is requesting more time to make repairs on the property.

803 W. Hullum-No Speakers

1214 W. 4<sup>th</sup>-No Speakers

213 Pembroke-Brian Lee stated he is currently the lien holder on the property. He sold the property to investors that planned to remodel the property.

## **ACTION ITEMS**

8. Discussion and any necessary action regarding whether the buildings on the eleven properties are dangerous buildings pursuant to Chapter 5, Article I of the Breckenridge Code of Ordinances and, if so, discussion and any necessary action regarding issuing orders to abate the dangerous buildings or accepting conveyance of property (ies) from owners

### 308 S. Pecan:

Commissioner Hamilton made a motion to declare 308 S. Pecan a dangerous building and order that the owner demolish the building within 90 days. Commissioner Moore seconded the motion. The motion passed 3-0.

### 806 S. Cutting:

Commissioner Hamilton made a motion to declare 806 S. Cutting a dangerous building and order that the owner demolish the building within 30 days. Commissioner Moore seconded the motion. The motion passed 3-0.

### 601 N. Harvey:

Commissioner Moore made a motion to declare 601 N. Harvey a dangerous building and order that the owner demolish the building within 30 days. Commissioner Hamilton seconded the motion. The motion passed 3-0.

### 1305 W. 1<sup>st</sup>:

Commissioner Moore made a motion to declare 1305 W. 1<sup>st</sup> a dangerous building and order that the owner demolish the building within 30 days. Commissioner Hamilton seconded the motion. The motion passed 3-0.

### 205 W. 3<sup>rd</sup>:

Commissioner Hamilton made a motion to declare 205 W. 3<sup>rd</sup> a dangerous building and order that the owner demolish the building within 30 days. Commissioner Moore seconded the motion. The motion passed 3-0.

802 S. Cutting:

Commissioner Hamilton made a motion to declare 802 S. Cutting and order that the building be demolished within 90 days. Commissioner Moore seconded the motion. The motion passed 3-0.

714 S. Cutting:

Commissioner Moore made a motion to declare 714 S. Cutting a dangerous building and order that the owners demolish the building within 90 days. Commissioner Hamilton seconded the motion. The motion passed 3-0.

1107 E. Williams:

Code enforcement Officer Malcolm Bufkin stated that the property has been cleaned up but the entire roof structure including bracing is gone. It is a dangerous building and the roof will fall in soon. There has been no permit issued for construction. She did get an application but never returned it. A general building permit is for six months. Given the condition of this home it would need to be repaired sooner than 6 months to avoid the roof caving in. The house is vacant and has been vacant since the owner purchased the property. Bufkin stated that if the owner plans to repair the structure it will need to be completed by a licensed contractor for plumbing, and electrical in order to be up to code.

Commissioner Moore made a motion to declare the building located at 1107 E Williams a dangerous building and order that the building be repaired within 90 days. If the building is not repaired within 90 days order that the building shall be demolished. Commissioner Hamilton seconded the motion. The motion passed 3-0.

803 W. Hullum:

Commissioner Hamilton made a motion to declare 803 W. Hullum a dangerous building and order that the owner demolish the building within 30 days. Commissioner Moore seconded the motion. The motion passed 3-0.

1214 W. 4<sup>th</sup>:

Commissioner Moore made a motion to declare 1214 W. 4<sup>th</sup> a dangerous building and order that the owner demolish the building within 30 days. Commissioner Hamilton seconded the motion. The motion passed 3-0.

213 W. Pembroke:

Brian Lee stated he sold the property to Investors, and it does not look like any work has been done on it since it was sold. He stated the property is structurally sound and has a metal roof on it. He is the current lien holder of the property. Christi Tidrow stated the owner took out a building permit earlier in the year, but it was never returned. Code Officer Bufkin stated that the property is overgrown and is beginning to be overrun with rodents. The property may be sound, but it is substandard. There is also no electricity or water running to the property. Essentially as it sits it is a storage building and city ordinances do not allow storage buildings on a lot without a home.

Commissioner Hamilton made a motion to declare 213 Pembroke a dangerous building and order that the owner demolish the building within 30 days. Commissioner Moore seconded the motion. The motion passed 3-0.

9. Discussion and any necessary action regarding budget amendment to partner with Stephens County Appraisal District to update mapping on CAD website

William Thompson, Chief Appraiser with the Stephens County Appraisal District addressed Commissioners stating that the current GIS/mapping system was last drawn several years ago using older technology. The result is that parcel lines on the map are not accurate. The City Manager brought this issue to Mr. Thompson and he subsequently discussed with his board. The request is to partner with Stephens CAD to update the GIS mapping within the city limits. The total estimated cost is \$15,000. The city's portion of the cost will be approximately \$7,500.

10. Discussion and any necessary action 805 W. Walker Agreement, which contains a structure that has become dilapidated due to a recent fire

Request withdrawn - No action Taken.

11. Discussion and any necessary action regarding award of Public Works Facility RFP

City Manager Cynthia Northrop stated that a Request for Proposals (RFP) for Public Works Facilities was issued and published in September of 2023. The city received only one proposal from Donnie Sechrest in the amount of \$231,900.00.

Commissioner Hamilton made a motion to approve awarding the Public Works Facility RFP to the lowest and best bidder, Donnie Sechrest. Commissioner Moore seconded the motion. The motion passed 3-0.

12. Discussion and any necessary action regarding Mobile Food Truck Ordinance Update

City Manager Northrop stated that the current ordinance requires City Commission approval. Commissioners had previously requested staff bring an update to the ordinance to process Mobile Food Truck requests at the staff level when applicable and appropriate criteria have been met.

Commissioner Hamilton made a motion to approve Ordinance 23-18 as presented. Commissioner Moore seconded the motion. The motion passed 3-0.

13. Discussion and any necessary action regarding partnering with Stephens County and the Chamber of Commerce for the 1st Annual Family Fall Festival

City Manager Cynthia Northrop explained that the city is partnering with Stephens County and the Chamber of Commerce for the First Annual Family Fall Festival on Tuesday, October 31<sup>st</sup>. It will complement the Chamber's existing Trick-or-Treat event in the Downtown area. It will include trunk or treat using City equipment and vehicles, a Pumpkin

decorating contest, vendors, possible food trucks, and other activities. This will require road closures on Elm Street from Court Street to just beyond Rose, and Rose Street will be closed from Walker North to the City Parking lot entrance.

Commissioner Hamilton made a motion to approve the Family Fall Festival and associated city street closures. Commissioner Moore seconded the motion. The motion passed 3-0.

14. Discussion and any necessary action regarding Interlocal with Stephens County for Emergency Notification System HyperReach

City Manager Northrop stated that the city and the County previously partnered on an agreement for Code Red, an emergency notification system. After researching, the City and County have identified a similar program that is more user-friendly, allows more flexibility in the number of users, and is less expensive than Code Red. The new system is called HyperReach. The cost for Code Red was \$10,446 annually, and HyperReach is \$5450 annually. The County and the City will equally split the cost of the system.

Commissioner Moore made a motion to approve an interlocal agreement with Stephens County for Emergency Notification System HyperReach and authorize the City Manager to execute the agreement. Commissioner Hamilton seconded the motion. The motion passed 3-0.

15. Discussion and any necessary action regarding Ordinance No. 23-17 temporarily reducing the speed limit for portions of US Highway 180 within the City Limits of the City of Breckenridge

The TxDOT Brownwood District has requested temporary Construction speed zones on US Highway 180/Walker St. during upcoming improvements from Rose Ave West to Breckenridge City limits. Speed limits will be reduced by 10 mph. The project is expected to begin in March 2024 with a four to five-month completion date.

Commissioner Hamilton made a motion to approve Ordinance 23-17 as presented. Commissioner Moore seconded the motion. The motion passed 3-0.

16. Discussion and any necessary action regarding Optimum Contract

City Manager Northrop addressed commissioners stating that both action items 16 and 17 work together. The staff has been researching telephone and internet expenses along with IT Consultants, Tolar. There has not been consistency in departmental use of internet providers, level, or reliability of internet service. The current phone system is also old and obsolete. Updating Optimum services is slightly more than current costs, upgrading our internet will provide a significantly higher level of server and reliability, increasing productivity, and will allow us to update our obsolete phone system to support voice-over-internet-protocol (VOIP). The service will be a five-year contract and will be \$34,080 annually for all city facilities.

Commissioner Moore made a motion to approve authorizing the City Manager to finalize and sign a five-year contract with Optimum for internet services. Commissioner Hamilton seconded the motion. The motions passed 3-0.

17. Discussion and any necessary action regarding Spectrum Contract

City Manager Northrop stated that the city received quotes from four different VOIP providers and is recommending moving forward with Pathfinder/Spectrum which will be an annual cost of \$7,032.00 and a three-year contract.

Commissioner Hamilton made a motion to approve authorizing the City manager to finalize and sign a three-year contract with Spectrum for a Voice-over-Internet-Protocol phone system. Commissioner Moore seconded the motion. The motion passed 3-0.

## EXECUTIVE SESSION

### Real Property

*§551.072: Deliberate the purchase, exchange, lease, or value of real property:*

18. American Legion

19. 210 N. Smith

### Personnel Matters

*§551.074: Personnel matters (to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee):*

20. City Manager, annual review

## RECONVENE INTO OPEN SESSION

At 8:17 p.m., the City Commission reconvened into open session.

Commissioner Moore made a motion to approve Andy Rodger's bid for the American Legion and authorize the City Manager or finalize and sign all documents necessary to finalize the sale of the Property. Commissioner Hamilton seconded the motion. The motion passed 3-0.

Commissioner Moore made a motion to approve Trey McDuff of New Destination Church's bid for the property at 210 N. Smith and authorize the City Manager to finalize and sign all documents necessary to finalize and sign all documents necessary to finalize the sale of the property. Commissioner Hamilton seconded the motion. The motion passed 3-0.

**RECEIVE REQUESTS FROM COMMISSION MEMBERS/STAFF FOR ITEMS TO BE PLACED ON NEXT MEETING AGENDA**

There were no requests.

**ADJOURN**

There being no further business, Commissioner Durham adjourned the regular session at 8:19 p.m.

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Bob Sims, Mayor

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Jessica Sutter, City Secretary