



REGULAR MEETING OF THE BRECKENRIDGE CITY COMMISSION

Tuesday, August 6, 2024, at 5:30 PM
Breckenridge City Offices Commission Chambers
105 North Rose Avenue
Breckenridge, Texas 76424

MINUTES

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

PRESENT

MAYOR
COMMISSIONER, PLACE 1
COMMISSIONER, PLACE 2
MAYOR PRO TEM, PLACE 3
COMMISSIONER, PLACE 4

BOB SIMS
BLAKE HAMILTON
GREG AKERS
VINCE MOORE
GARY MERCER

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

CYNTHIA NORTHROP
JESSICA SUTTER
EILEEN HAYMAN
BLAKE JOHNSON
STACY HARRISON
MALCOLM BUFKIN
DIANE LATHAM

CALL TO ORDER

Mayor Sims called the meeting to order at 5:30 p.m.

Invocation led by Samantha Chambers of First Methodist Church

PLEDGE OF ALLEGIANCE

OPEN FORUM

Leslie Howk-108 Medina Court
Marvin Chaney-105 Gaston Court
Gary Fambro-1516 CR 225

No Action Taken

STAFF REPORT

City Manager

1. City Business

Utility billing update

Also gave Cactus Cove (BWRN) update

Park improvement update

Certificate of Appreciation- Mercedes Luna

Department head reports

2. Upcoming Events

August 10 Sips of Summer

August 15 Bulk Pickup

August 27 Special Meeting-Public Hearing on Tax Rate

September 2 City Offices Closed in Observance of Labor Day

Police Chief

3. Employee of the Month - Raymond J. Walker

No Action Taken

SPECIAL PRESENTATIONS AND ANNOUNCEMENTS

(Mayoral proclamations, presentations of awards and certificates, and other acknowledgements of significant accomplishments or service to the community.)

4. Presentation of Certificate of Appreciation to Betty Brewer for her years of service as the Executive Director of the Breckenridge Housing Authority.

5. Administer the Oath of Office to Police Officer Heath Oakley.

6. Presentation of Proclamation and Lifesaving award to Officer Drew Boggs for his successful efforts in saving a human life in the line of duty.

7. Stephens County Humane Society to address the Commission regarding animal control practices and animal ordinance.

No Action Taken

CONSENT AGENDA.

8. Consider approval of the July 2, 2024, regular commission meeting minutes as recorded.
9. Consider approval of the agreement between the City of Breckenridge and the Breckenridge Library and Fine Arts Foundation.

Commissioner Akers made a motion to approve consent agenda items 8-9 as presented. Commissioner Mercer seconded the motion. The motion passed 5-0.

ACTION ITEMS

10. Discussion and any necessary action regarding BEDC - Downtown Development Committee request for funding assistance

JB Sparks addressed Commissioners explaining that the BEDC has been funding a part-time position that keeps the downtown area cleaned up. The BEDC is requesting a cost share of the position to keep him on staff. The position is contracted at \$15.00 per hour and is capped at \$750 bi-weekly. The cost to the city will be \$9,750.00.

Commissioner Hamilton made a motion to approve the Downtown Development Committee's request for funding assistance. Mayor Pro Tem Moore seconded the motion. The motion passed 5-0.

11. Discussion and any necessary action regarding BEDC agreement with Shackelford County Community Resource Center to purchase property owned by the Breckenridge Industrial Foundation.

This item was incorrectly posted and will be brought back to the Commissioners for consideration during the Special meeting on August 27, 2024.

12. Discussion and any necessary action regarding Resolution 2024-19; proposed Commission Code of Ethics.

City Manager Cynthia Northrop stated that during the development of a City Commissioner orientation packet for new Commissioners, it was discovered that we do not have a Code of Ethics. This is a standard practice for cities to have. Commissioner Akers stated that he would like to table the item to consult with the City Attorney at a later date.

Commissioner Akers made a motion to table until the next commission meeting. Commissioner Mercer seconded the motion. The motion passed 5-0.

13. Discussion and any necessary action regarding approval of Resolution 2024-21 updating the Personnel Policy regarding Employee Code of Ethics.

Commissioner Akers made a motion to table until the next commission meeting. Mayor Pro Tem Moore seconded the motion. The motion passed 5-0.

14. Discussion and any necessary action regarding proposal to address Fire Station living quarters for employees.

City Manager Northrop reviewed the proposed solutions regarding the living quarters for the City of Breckenridge Firefighters. There was an Ad Hoc Committee that brainstormed several solutions. The recommended solution would include three phases. First, to place temporary living quarters on the parking lot of the north side of the fire station. Phase two would be to demo the existing Fire Station building. Third, would be to construct a metal building on the remaining slab.

Commissioner Akers made a motion to approve the Ad Hoc committee recommendation as presented. Commissioner Mercer seconded the motion. The motion passed 5-0.

15. Discussion and any necessary action regarding approval of Resolution 2024-20 accepting the 2024 Certified Appraisal roll.

City Manager Northrop reviewed the 2024 Tax Appraisal Roll as prepared by the Stephens County Appraisal District.

Commissioner Mercer made a motion to approve Resolution 2024-20 accepting the 2024 Certified appraisal roll. Commissioner Hamilton seconded the motion. The motion passed 5-0.

16. Discussion and any necessary action regarding FY 2024-2025 Budget.

City Manager Northrop presented an updated draft budget based on Certified values.

No action taken.

17. Discussion and any necessary action to schedule August 27, 2024, for Public Hearing on the proposed tax rate, discuss tax rate, NNR, and Voter Approval Rate, De Minimus Rate and take a record vote.

Northrop explained that in order to comply with state statutes the City Commission is required to hold a Public Hearing on the proposed tax rate. The Public Hearing is recommended to be held on Tuesday, August 27, 2024.

Mayor Pro Tem Moore made a motion to approve scheduling August 27, 2024, for a Public Hearing on the proposed tax rate. Commissioner Hamilton seconded the motion. City Secretary Jessica Sutter took a roll call vote. Mayor Sims -Aye, Commissioner Hamilton -Aye, Commissioner Akers- Aye, Mayor Pro Tem Moore-Aye, Commissioner Mercer-Aye.

18. Discussion and any necessary action regarding setting a Public Hearing to consider FY 2024/2025 proposed budget on September 3, 2024.

City Manager Northrop explained that in order to conform with the Local Government Code Commissioners will need to schedule a public hearing on the proposed FY 2024/2024 budget. It is recommended to hold the public hearing on September 3, 2024.

Commissioner Hamilton made a motion to approve setting a public hearing to consider FY 2024/2025 proposed budget on September 3, 2024. Mayor Pro Tem Moore seconded the motion. The motion passed 5-0.

19. Discussion and any necessary action regarding approval of Ordinance 2024-13 updating Schedule of Fees (First Reading).

Northrop explained that this fee schedule update includes water and wastewater rate increases that were approved by Commissioners previously as a result of the water/wastewater rate study.

Commissioner Hamilton made a motion to approve the first reading of Ordinance 2024-13 as presented. Commissioner Mercer seconded the motion. The motion passed 4-1 with Commissioner Akers voting Nay.

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

Discussion under this section must be limited to whether or not the Commission wishes to include a potential item on a future agenda.

No requests.

ADJOURN

There being no further business, Mayor Sims adjourned the regular session at 7:35 p.m.

Bob Sims, Mayor

Jessica Sutter, City Secretary