

May 2, 2023

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

PRESENT

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

BOB SIMS
BLAKE HAMILTON
ROB DURHAM
VINCE MOORE
GARY MERCER

CITY MANAGER
CITY SECRETARY
PUBLIC WORKS DIRECTOR
FINANCE DIRECTOR
PUBLIC SERVICES DIRECTOR
FIRE CHIEF

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

CALL TO ORDER

Mayor called the meeting to order at 5:31 p.m.

Invocation led by Sam Chambers of First Methodist Church.

OPEN FORUM

This is an opportunity for the public to address the City Commission on any matter of public business, except public hearings. Comments related to public hearings will be heard when the specific hearing begins.

No speakers.

STAFF REPORT

(Staff Reports 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 of a future agenda for action.)

City Manager

2. City Business
3. Upcoming Events

April 30-May 6 Municipal Clerks Week

May 4 International Firefighters Day

May 5-6	Frontier Days
May 5-7	Stephens County Arena Ranch Rodeo
May 6	Stephens County Airport fly-in and Car show
May 6	Election Day
May 8-9	Shattered Dreams Program
May 16	Battle of the Badges Blood Drive
May 16	Special Meeting-Final Canvass of Election
May 18	Bulk Pickup
May 14-20	National Police Week
May 20	Rodney Hartfield Benefit Cornhole Tournament
May 21-27	National Public Works Week

Police Chief

4. Shattered Dreams-Noah Gray

No Action Taken.

CONSENT AGENDA

Any commission member may request an item on the Consent Agenda to be taken up for individual consideration.

5. Consider approval of the April 11, 2023 Regular Commission Meeting minutes as recorded.
6. Consider approval of the FY 2023-2024 Annual Audit Engagement Letter with George, Morgan & Sneed, P.C.
7. Discussion and any necessary action regarding approving the second reading of the resolution authorizing Breckenridge Economic Development Corporation's amended project/lease with RGN.

Commissioner Moore made a motion to approve consent agenda items 5-7 as presented. Commissioner Mercer seconded the motion. The motion passed 5-0

PUBLIC HEARING ITEMS

8. Public Hearing regarding Breckenridge Economic Development Corporation recommendation for Façade grants

No Speakers

ACTION ITEMS

9. Discussion and any necessary action regarding Breckenridge Economic Development Corporation recommendation for Façade grants

EDC Director David Miller addressed commissioners explaining that the BEDC has approved reopening façade grants through the remainder of the 2022/2023 fiscal year on a first come, first served basis. The available funds are \$50,000.00 and will be available to all commercial property within the city limits. There are previously approved facades that have tentatively been earmarked already for approximately \$25,000.00.

Commissioner Hamilton moved to approve Breckenridge Economic Development Corporations recommendation for façade grants. Commissioner Moore seconded the motion. The motion passed 5-0.

10. Discussion and any necessary action regarding an Interlocal with Stephens County for Street Maintenance

City Manager Cynthia Northrop explained that the city and the county are partnering together for street maintenance projects inside the city limits. The County will provide labor and equipment and the city will provide materials. The selection of streets will be based on several factors including city streets that are conducive to chip sealing and streets that have a bar ditch with no curbs.

Mayor Pro Tem Durham moved to approve an interlocal with Stephens County for street maintenance. Commissioner Hamilton seconded the motions. The motions passed 5-0.

11. Discussion and any necessary action regarding an Agreement between Stephens County, Breckenridge Economic Development Corporation, and the City of Breckenridge to partner on the demolition of Substandard Structures

City Manager Cynthia Northrop stated that the county, BEDC, and city are partnering together to provide for the demolition of substandard homes the city owns. Stephens County crews will demolish the identified homes, haul to the city's monofil, the Breckenridge Fire Department will be on-site to water down and the BEDC will reimburse Stephens County \$2500.00 per structure demolished.

Commissioner Mercer moved to approve an agreement between Stephens County, Breckenridge Economic Development Corporation, and the City of Breckenridge to partner on the demolition of substandard structures. Commissioner Moore moved to second the motion. The motion passed 5-0.

12. Discussion and any necessary action regarding Change Order #3 to the AMI Meter Replacement project.

City Manager Northrop explained that due to continued challenges identifying existing water meters, a change order is necessary to update the size and number of new meters required, which will increase the contract amount by \$21,360.00. This change order will also extend the completion time from the original time in days of 240 to 337.

Commissioner Mercer moved to approve change order #3 to the AMI Meter Replacement Project. Commissioner Hamilton seconded the motion. The motion passed 5-0.

13. Discussion and any necessary action on award of FM 3099 Utility Relocation Project.

City Manager Northrop stated that the Texas Department of Transportation is re-aligning the intersection of Highway 180 and FM 3099 to increase safety at the intersection. The City of Breckenridge is responsible for covering the costs of the utility relocation. She further explained that the project came in over the estimated amount of \$300,000 that was included in the budget and will necessitate a budget amendment which staff will bring back at a later date, and that funds are available. The city engineers developed and published a request for proposals. Three proposals were received. Both the engineer, EHT, and the City, recommended to award the construction contract to the low bidder, Lee Tech Solutions, of \$571,775.00

Commissioner Hamilton moved to award the FM 3099 Utility Relocation project to the low bidder and authorize the City Manager to execute the contracts. Mayor Pro Tem Durham seconded the motion. The motion passed 5-0.

14. Discussion and any necessary action regarding Ordinance No. 23-09, an ordinance of the City of Breckenridge, Texas, amending Appendix A, "Fee Schedule", "Sewer Service Charges" of the Breckenridge Code of Ordinances to increase the base monthly rate; Providing Repealer and Severability Clauses; and Providing and Effective Date. (First Reading)

City Manager Northrop explained that this ordinance will codify the previously approved amendment to the fee schedule to increase the sewer charge by \$5.00 per user to cover the cost of maintenance from an owner's clean-out to the city main.

Mayor Pro Tem Durham moved to approve first reading of Ordinance 23-09 an ordinance of the City of Breckenridge, Texas, amending Appendix A, "Fee Schedule", "Sewer Service Charges" of the Breckenridge Code of Ordinances to increase the base monthly rate; Providing Repealer and Severability Clauses; and Providing and Effective Date. Commissioner Moore seconded the motion. The motion passed 5-0

15. Discussion and any necessary action regarding Ordinance 23-08 amending FY 2022-2023 official budget adopted by Ordinance 22-14

City Manager Northrop advised that budget amendments are presented to revise the current year's approved fiscal budget to reflect changes that occur throughout the year. Most

adjustments do not raise the bottom-line budget but are adjusted between line items. The insurance claim from the hail damage storm in the Spring of 2022 is a true budget amendment, increasing the budget revenue. A list of budget amendments are included in Ordinance 23-08.

Mayor Pro Tem Durham moved to approve Ordinance 23-08 amending the FY 2022-2023 official budget adopted by Ordinance 22-14. Commissioner Hamilton seconded the motion. The motion passed 5-0.

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.)

16. Discussion regarding street plan and a preview of upcoming budget and debt.

Cynthia Northrop went over the upcoming street improvement plan and certificates of obligation that will be presented at the June 6th commission meeting.

No Action Taken.

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

ADJOURN

There being no further business, the Mayor adjourned the regular session at 6:52 p.m.

Bob Sims, Mayor

Jessica Sutter, City Secretary