

Minutes
Regular Session
Breckenridge City Commission

November 1, 2016 – 5:30 P.M.
Breckenridge City Offices Commission Chambers
105 North Rose Avenue
Breckenridge, Texas 76424

Those Present: Tom Cyprian, Mayor Pro-Tem; David Wimberley, Commissioner; Rob Durham, Commissioner; R. Kent Thompson, Commissioner; Andy McCuiston, City Manager; Heather Robertson-Caraway, City Secretary; Calvin Chaney, Fire Chief; Stacy Harrison, Public Service Director; Ken Coignet, Public Management ;Pastor Don Bearden, Bethany Baptist Church; Sage Diller, e-HT; Tony Pilkington, Breckenridge American; Virgil Moore, BEDC; Tommy Wimberley, High Mesa Water System; Brian Kight

Those Absent: Jimmy McKay, Mayor

1. **Call to Order:** Tom Cyprian, Mayor Pro-Tem, at 5:30 pm a quorum was established
2. **Invocation Led By:** Pastor Don Bearden, Bethany Baptist Church
3. **Pledge of Allegiance:** Commissioner Wimberley
4. **Consider approval of minutes of the October 4, 2016 City Commission Meeting**

Commissioner Wimberley made a motion, seconded by Commissioner Durham, for approval of minutes of the October 4, 2016, City Commission Meetings. When the motion was put to vote, it prevailed as follows: Ayes: Thompson, Cyprian, Durham, Wimberley. Nays: None. Absent: McKay.

5. **Citizens Presentations:** Tommy Wimberley explained his High Mesa Water System. He is wanting the City to take it over. After explaining the size and the amount of water lines, City Manager McCuiston asked about bringing item 21 and 22 forward since this discussion pertains to Tommy Wimberley's discussion. The City Commission agreed. City Manager McCuiston had Sage Diller with e-HT give some insight on what kind of work it would take for the City to improve the system. Commissioners decided to table items 21 & 22 for the December meeting so Mayor McKay can be present.

CONSENT AGENDA

ALL ITEMS LISTED BELOW ARE CONSIDERED TO BE ROUTINE BY THE CITY COMMISSION AND WILL BE ENACTED WITH ONE MOTION, THERE WILL BE NO SEPARATE DISCUSSION OF ITEMS UNLESS A COMMISSION MEMBER OR CITIZEN SO REQUESTS, IN WHICH EVENT, THE ITEM WILL BE REMOVED FROM THE GENERAL ORDER OF BUSINESS AND CONSIDERED IN ITS NORMAL SEQUENCE.

- 6. Request to approve Departmental Reports**
- 7. Request to approve Quarterly Investment Report for 4th Quarter 2015-16**
- 8. Request to approve Hotel/Motel Quarterly Financial Statements – 3rd Quarter 2016**
- 9. Request to approve a Resolution 16-22 to enter into an Agreement with the State of Texas through the Texas Department of Transportation for the Temporary Closure of State Highway 180 for a Parade Associated with the Breckenridge Chamber of Commerce (Christmas Parade)**
- 10. Request to approve Breckenridge Economic Development Corporation Semi-Annual Report for April 1, 2016 through September 30, 2016**
- 11. Request to approve George, Morgan, Sneed Engagement Letter to Conduct Audit on Chamber of Commerce – City Hotel/Motel Tax Funds**

Commissioner Thompson made a motion, seconded by Commissioner Wimberley, to approve the Consent Agenda. When the motion was put to vote, it prevailed as follows: Ayes: Thompson, Cyprian, Durham, Wimberley. Nays: None. Absent: McKay.

INDIVIDUAL CONSIDERATION

- 12. Request to Award Engineering Services contract associated with an application to the Texas Department of Agriculture for the 2017/2018 Community Development Block Grant Program**

City Manager McCuiston stated this item and the next item relate to the CDBG Project. We had to advertise for the Engineering and Administration Services and hold a Public Hearing, which we did before this meeting. Staff recommends issuing the Engineering Services to e-HT. For the next item, staff recommends issuing Administration Services to Public Management. The project is a water line project, for the area around Elliott, Gaddis, James, Cottage and Roberts. These streets have very poor water pressure and the lines are old.

Ken Coignet with Public Management stated we are doing procurement before the application, so that awards for both engineering and administration will be contingent upon getting funded in February. They will award somewhere in September or October. We may not get funded in 2017 but you will get funded in 2018

Commissioner Wimberley made a motion, seconded by Mayor Pro-Tem Cyprian, to Award Engineering Services contract associated with an application to the Texas Department of Agriculture for the 2017/2018 Community Development Block Grant Program. When the motion was put to vote, it prevailed as follows: Ayes: Thompson, Cyprian, Durham, Wimberley. Nays: None. Absent: McKay.

13. Request to Award Administrative/Professional Services contract associated with an application to the Texas Department of Agriculture for the 2017/2018 Community Development Block Grant Program

City Manager McCuiston stated this item was discussed with item 12.

Commissioner Durham made a motion, seconded by Commissioner Wimberley, to award Administrative/Professional Services contract associated with an application to the Texas Department of Agriculture for the 2017/2018 Community Development Block Grant Program. When the motion was put to vote, it prevailed as follows: Ayes: Thompson, Cyprian, Durham, Wimberley. Nays: None. Absent: McKay.

14. Consideration of proposed 2016 Paving Improvements Project

Sage Diller with e-HT explained the map, the locations, lengths, widths and prices of the paving project. Upon approval, the next item would authorize surveyors out this week so we can get this plan done and go out for bids. City Manager McCuiston stated the streets we selected, most of them we have already laid new water lines under. Dyer and part of Lindsey are heavily traveled and patching is just not an option. The funding is coming from our sales tax fund. The cost for the paving project and Engineers is around \$600,000.

Commissioner Wimberley made a motion, seconded by Commissioner Durham, to approve the proposed 2016 Paving Improvements Project. When the motion was put to vote, it prevailed as follows: Ayes: Thompson, Cyprian, Durham, Wimberley. Nays: None. Absent: McKay.

15. Consideration of proposed Work Order No. 22 to the General Services Contract with e-HT for design services associated with the 2016 Paving Improvements Project

City Manager McCuiston stated this item was discussed with item 14.

Commissioner Wimberley made a motion, seconded by Commissioner Durham, to approve the proposed Work Order No. 22 to the General Services Contract with e-HT for design services associated with the 2016 Paving Improvements Project. When the motion was put to vote, it prevailed as follows: Ayes: Thompson, Cyprian, Durham, Wimberley. Nays: None. Absent: McKay.

16. Request to approve Resolution 16-23 amending resolution 16-18 of the City of Breckenridge, Texas, authorizing the City Manager of the City of Breckenridge to sign an agreement to contribute funds to relocate, remove and/or adjust utilities and for the cost of acquisition of certain right of way on US 183 from 180 to the south City limits with the Texas Department of Transportation.

City Manager McCuiston stated originally TxDOT estimated this project to be around \$410,000 and our portion was 10% of that. Engineers had looked at it and told TxDOT they forgot to

include the sewer lines that have to be relocated and the cost went up to about \$810,000 with our 10% portion being \$81,000. And we will be allowed to pay out over 3 years.

Commissioner Durham made a motion, seconded by Commissioner Wimberley, to approve Resolution 16-23 amending resolution 16-18 of the City of Breckenridge, Texas, authorizing the City Manager of the City of Breckenridge to sign an agreement to contribute funds to relocate, remove and/or adjust utilities and for the cost of acquisition of certain right of way on US 183 from 180 to the south City limits with the Texas Department of Transportation. When the motion was put to vote, it prevailed as follows: Ayes: Thompson, Cyprian, Durham, Wimberley. Nays: None. Absent: McKay.

17. Request to approve Ordinance 16-27 to temporarily reduce speed limit on US 183 S from US 180 to south City limits

City Manager McCuiston stated this item and the next item have to do with the S. 183 project. TxDOT has asked to reduce the speed limit during the construction phase. And the next item is to not allow parking within the first block of S. 183.

Commissioner Wimberley made a motion, seconded by Commissioner Durham, to approve Ordinance 16-27 to temporarily reduce speed limit on US 183 S from US 180 to south City limits. When the motion was put to vote, it prevailed as follows: Ayes: Thompson, Cyprian, Durham, Wimberley. Nays: None. Absent: McKay.

18. Request to approve Ordinance 16-28 for no parking on US 183 south from US 180 to Williams Street during construction

City Manager McCuiston stated this item was discussed with item 17.

Commissioner Durham made a motion, seconded by Commissioner Wimberley, to approve Ordinance 16-28 for no parking on US 183 south from US 180 to Williams Street during construction. When the motion was put to vote, it prevailed as follows: Ayes: Thompson, Cyprian, Durham, Wimberley. Nays: None. Absent: McKay.

19. Request to approve Ordinance 16-29 Revising Chapter 21, Water and Sewers, Establishing Policies for Extensions for Payment and Re-Reads of Meters

City Secretary Robertson-Caraway stated items 19 and 20 are related. The only thing changing in item 19 is we are adding our extension policy since it has never been included with an Ordinance. We have been overwhelmed with people calling in for re-reads if their bill has gone up any. The process is time-consuming and usually involves 3 people of the City Staff. There is no fee for re-reads, 99% of the time the re-reads are correct so we are wanting to add a \$10 fee to possibly stop the habitual calling in for re-reads. A lot of the other City's do charge a re-read fee. However, if we do a re-read and there is a mistake, there will be no fee charged. For item 20

we have an Ordinance that is a General Fee schedule. We are adding the fees to the General Fee schedule.

Commissioner Thompson made a motion, seconded by Commissioner Wimberley, to approve Ordinance 16-29 Revising Chapter 21, Water and Sewers, Establishing Policies for Extensions for Payment and Re-Reads of Meters. When the motion was put to vote, it prevailed as follows: Ayes: Thompson, Cyprian, Durham, Wimberley. Nays: None. Absent: McKay.

20. Request to approve the first reading of Ordinance 16-30, Repealing and Replacing Ordinance 16-18 and 16-23, Establishing a General Fee Schedule; Adding Fees for Late Payment of Water Bills and for Re-Reads of Water Meters

City Manager McCuiston stated this item was discussed with item 19.

Commissioner Thompson made a motion, seconded by Commissioner Wimberley, to approve the first reading of Ordinance 16-30, Repealing and Replacing Ordinance 16-18 and 16-23, Establishing a General Fee Schedule; Adding Fees for Late Payment of Water Bills and for Re-Reads of Water Meters. When the motion was put to vote, it prevailed as follows: Ayes: Thompson, Cyprian, Durham, Wimberley. Nays: None. Absent: McKay.

21. Request to consider accepting High Mesa Water System

Item was discussed under the Citizens Presentation

Commissioner Durham made a motion, seconded by Commissioner Thompson, to table until the December 6th, 2016 meeting. When the motion was put to vote, it prevailed as follows: Ayes: Thompson, Cyprian, Durham, Wimberley. Nays: None. Absent: McKay.

22. Request to approve High Mesa Water Company Contract

Item was discussed under the Citizens Presentation

Commissioner Durham made a motion, seconded by Commissioner Thompson, to table until the December 6th, 2016 meeting. When the motion was put to vote, it prevailed as follows: Ayes: Thompson, Cyprian, Durham, Wimberley. Nays: None. Absent: McKay.

23. City Manager Reports

- a. **City Clean-up** – Fire Chief Chaney stated the brush clean up started October 17. The City and County split the town. Mother of Buckaroos (MOB) will have a bonfire with the brush on Thursday, November 3 at 8:00 pm.
- b. **Trade Days** – City Manager McCuiston stated we had more vendors and fewer shoppers this last show. We will have another Trade Days in December. Starting in March, Trade Days will only be held on Fridays and Saturdays. We will also start the Breck Barnyard

section. We got a lot of good information from Randy Boaz who is a State Health Inspector about what forms and information we will need from the animal vendors.

24. Items from the City Commission not requiring formal action: None

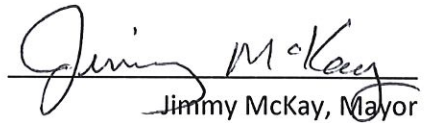
25. Adjourn

Commissioner Wimberley made a motion, seconded by Commissioner Thompson, to adjourn the meeting. When the motion was put to vote, it prevailed as follows: Ayes: Thompson, Cyprian, Durham, Wimberley. Nays: None. Absent: McKay.

Meeting adjourned at 6:28 P.M.

ATTEST


Heather Robertson-Caraway, City Secretary


Jimmy McKay, Mayor

