Minutes
Regular Session of the Breckenridge City Commission
March 3, 2020 – 5:30 PM
Breckenridge City Offices Commission Chambers
105 North Rose Avenue, Breckenridge, Texas 76424

Those Present: Bob Sims, Mayor; Tom Cyprian, Mayor Pro-Tem; Russell Blue, Commissioner; Andy McCuistion, City Manager; Diane Latham, Assistant City Secretary; Stacy Harrison, Public Services Director; Calvin Chaney, Fire Chief; Houston Satterwhite, Assistant City Manager of Operations; Bacel Cantrell, Police Chief; Brant Thurmond; Sage Diller, Colden Rich and Phillip Bullard, eHT; Tony Pilkington and Carla McKeown, Breck Texan; Reverend Donald Sackett; Anfernee Chachera, Breckenridge American

Those Absent: Heather Robertson-Caraway, Rob Durham and David Wimberley

1. **Call to Order:** Bob Sims, Mayor at 5:30 PM

2. **Invocation Led By:** Reverend Donald Sackett

3. **Pledge of Allegiance:** Reverend Donald Sackett

4. **Consider approval of minutes of the February 4, 2020 City Commission Meeting**

   Mayor Pro-Tem Cyprian made a motion, seconded by Commissioner Blue for approval of minutes of the February 4, 2020 City Commission Meeting. When the motion was put to vote, it prevailed as follows: Ayes: Blue, Cyprian and Sims. Nays: None. Absent: Durham and Wimberley

5. **Citizens Presentations: None**

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**

   Andy McCuistion, City Manager talked about the new summary financial report he has included in the Departmental reports

7. **Request to approve Chamber of Commerce - Frontier Days**

8. **Request to approve the 2018-2019 Breckenridge Economic Development Corporation Audit**

   Commissioner Blue made a motion, seconded by Mayor Pro-Tem Cyprian for consent agenda 6-8. When the motion was put to vote, it prevailed as follows: Ayes: Blue, Cyprian and Sims. Nays: None. Absent: Durham and Wimberley

INDIVIDUAL CONSIDERATION

9. **Request to approve Ordinance 20-04 for PZ 20-01-David Stowe, on behalf of Caddo Creek Investments, request to close the alley between 607 N. Parks- Martin Addition, Block 1, Lot N/72 and 611 N. Parks – Martin Addition, Block 2, Lot S/80 in Breckenridge, Texas**

   Calvin Chaney, Fire Chief stated Mr. Stowe wants to develop this property, he wanted the alley closed that split up these properties to have a bigger property to develop. This will make the property about 280 ft wide lot. Stowe is hoping to place 4 homes on this lot.

   Commissioner Blue made a motion, seconded by Mayor Pro-Tem Cyprian to approve Ordinance 20-04 for PZ 20-01-David Stowe, on behalf of Caddo Creek Investments, request to close the alley between 607 N. Parks- Martin Addition, Block 1, Lot N/72 and 611 N. Parks – Martin Addition, Block 2, Lot S/80 in Breckenridge, Texas. When the motion was put to vote, it prevailed as follows: Ayes: Blue, Cyprian, and Sims. Nays: None. Absent: Wimberley and Durham

10. **Request to approve plat for PZ 20-02- Don McNallen, on behalf of himself, Patrick McNallen and Oblate School of Theology, requests preliminary plat approval at 1200, 1208, & 1216 Glenwood Circle – Morris Acres II Addition, Block 3, Lots 26, 27, & 28 in Breckenridge, Texas.**

    Mayor Pro-Tem Cyprian made a motion, seconded by Commissioner Blue to approve plat for PZ 20-02-Don McNallen, on behalf of himself, Patrick McNallen and Oblate School of Theology, requests preliminary plat approval at 1200, 1208, & 1216 Glenwood Circle – Morris Acres II Addition, Block 3, Lots 26, 27, & 28 in Breckenridge, Texas. When the motion was put to vote, it prevailed as follows: Ayes: Blue, Cyprian and Sims. Nays: None. Absent: Wimberley and Durham

11. **Request to approve 1st reading of Ordinance 20-03 – Amending City Fee Schedule, to add an animal surrender fee.**

    Calvin explained in the past we have taken in dogs with no fee. The people will now have a fee of $25.00 per dog to help with feeding and boarding costs. The second reading will be next month.

    Mayor Pro-Tem Cyprian made a motion, seconded by Commissioner Blue to approve 1st reading of Ordinance 20-03 – Amending City Fee Schedule, to add an animal surrender fee. When the motion was put to vote, it prevailed as follows: Ayes: Blue, Cyprian and Sims. Nays: None. Absent: Wimberley and Durham

12. **Request to approve Resolution 20-04 authorizing continued participation with the Steering Committee of Cities served by Oncor.**

    Andy McCuistion, City Manager stated this is something we do annually, they charge a small fee they help with utility issues related to Oncor. It is a benefit to the City.

    Commissioner Blue made a motion, seconded by Commissioner Cyprian to approve Resolution 20-04 authorizing continued participation with the Steering Committee of Cities served by Oncor. When the motion was put to vote, it prevailed as follows: Ayes: Blue, Cyprian, and Sims. Nays: None. Absent: Wimberley and Durham

13. **Request to approve increase in Certification pay for Commercial Driver's License (CDL) to $1.00 per hour**

Andy explained we currently are recommending a 50¢ increase in pay for CDL drivers and we are hoping this increase would give our employees and incentive to get a CDL. We need more than just 2 employees with this license, and they are needed in other areas.

Commissioner Blue made a motion, seconded by Mayor Pro-Tem Cyprian to approve increase in Certification pay for Commercial Driver's License (CDL) to $1.00 per hour. When the motion was put to vote, it prevailed as follows: Ayes: Blue, Cyprian, and Sims. Nays: None. Absent: Wimberley and Durham

14. Request to approve final project acceptance and release of retainage funds for the TXCDBG (No. 7218039) Water Line Replacement Project

Sage handed out a copy of certification of construction completion. The original price was $245,131.00, last meeting there was a negative change order of $2,094.00 making the final amount $243,037.00. Inspection and final repairs have been done. Retainage amount and final payment to Contractor will be $24,303.70. The water pressure has improved greatly. Sage showed the council a map with overall water distribution system shows replacements completed while Andy has been the City Manager. Estimated cost of overall project is 9 or 10 million dollars accomplished with loan funding, grant funding, City projects and with the help of TXDOT. This has been a great benefit for the City of Breckenridge. Mayor stated Andy deserves gratitude of thanks for getting this done for the City.

Commissioner Blue made a motion, seconded by Mayor Pro-Tem Cyprian to approve final project acceptance and release of retainage funds for the TXCDBG (No.7218039) Water Line Replacement Project. When the motion was put to vote, it prevailed as follows: Ayes: Blue, Cyprian, and Sims. Nays: None. Absent: Wimberley and Durham

15. Consider approval of Change Order 3 to the Wastewater Treatment Plant Contract with Texas Water & Soil to reconcile contract time and remove the remaining funds from the Owner's Allowance from the Contract

Colden Rich, Project Manager with e-HT explained the change order is to reconcile the contract amount to take out owner allowance left over in the amount of $1539.00. There was owner allowance in the amount of $25,000 for additional work done at the Wastewater Plant. The other major item is to reconcile the contract time. We had modifications made, clarifiers were shipped separately causing some delays. The contractor achieved substantial completion the end of August. The contractor addressed all the items on the punch list. Reconciling all dates and information so when we submit final completion to the Water Development Board everything will match up.

Commissioner Blue made a motion, seconded by Mayor Pro-Tem Cyprian to approve Change Order 3 to the Wastewater Treatment Plant Contract with Texas Water & Soil to reconcile contract time and remove the remaining funds from the Owner's Allowance from the Contract. When the motion was put to vote, it prevailed as follows: Ayes: Blue, Cyprian, and Sims. Nays: None. Absent: Wimberley and Durham

16. Consider approval of the closeout of the Wastewater Treatment Plant Contract and release of Final payment pending completion of the Punch List and final approval of the Project by the Texas Water Development Board (TWDB)

Colden Rich, Project Manager with e-HT explained this is part of moving forward in closeout of this project. The Resolution has to be address by the Commission and all documentation will be giving to Water Development Board. The punch list is completed, Phillip will be following up to ensure everything has been done. Mayor Pro-Tem Cyprian made a motion, seconded by Commissioner Blue to approve the closeout of the Wastewater Treatment Plant Contract and release of Final payment pending completion

of the Punch List and final approval of the Project by the Texas Water Development Board (TWDB). When the motion was put to vote, it prevailed as follows: Ayes: Blue, Cyprian, and Sims. Nays: None. Absent: Wimberley and Durham

17. Request to approve paving project on Elliott from Harvey to Mistletoe and on McAmis from Walker to Williams.

Andy McCuistion, City Manager explained after it rains water collects down Mistletoe causing paving problems. We have tried to patch and repair this, but it continues to wash out. We need to fix this with a concrete valley and asphalt, the cost will be $36,000. On McAmis between the bank and the church and the intersection of Williams and McAmis needs repair, the cost will be $14,000. The City has asked Raydon to do this project, they have the manpower and equipment for this project. Commissioner Blue made a motion, seconded by Mayor Pro-Tem Cyprian to approve paving project on Elliott from Harvey to Mistletoe and on McAmis from Walker to Williams. When the motion was put to vote, it prevailed as follows: Ayes: Blue, Cyprian, and Sims. Nays: None. Absent: Wimberley and Durham

18. Request to approve Resolution 20-05 – Apply for Criminal Justice Division Grant for new police vehicle

This item needs to be deleted from the agenda. We were denied the Grant.

19. City Manager Reports

a. Agreement between the Sheriff's Office and the Fire Dept. regarding the Rescue Trailer
Calvin explained we have an agreement with the county, and needs to be signed yearly.

b. Brush Chipping
Brush must be at the curb by March 27th, pick up will be the week of March 30th

c. Tire Recycling
Scheduled for May 18-22nd for City Cleanup. May 23rd for tire recycle.

d. Update on City Manager applications
Andy stated we currently have 10 applications; the search committee have 8 and more coming. March 29th is the last day we are accepting applications.

20. Items from the City Commission not requiring formal action

21. Adjourn

Mayor Pro-Tem Cyprian made a motion, seconded by Commissioner Blue, to adjourn the meeting. When the motion was put to vote, it prevailed as follows: Ayes: Cyprian, Sims, and Blue. Nays: None. Absent: Wimberley and Durham

Meeting closed at 5:56 PM

ATTEST

Bob Sims,
Mayor

Diane Latham

Diane Latham, Assistant City Secretary

THE CITY OF BRECKENRIDGE SEAL TEXAS