

Minutes  
Regular Session  
Breckenridge City Commission

February 2, 2016 – 5:30 P.M.  
Breckenridge City Offices Commission Chambers  
105 North Rose Avenue  
Breckenridge, Texas 76424

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**Those Present:** Sherry Strickland, Mayor Pro-Tem; Tom Cyprian, Commissioner; R. Kent Thompson, Commissioner; Andy McCuiston, City Manager; Stacy Harrison, Public Service Director; Gabriel Rodriguez, Public Works Director; Larry Mahan, Police Chief; Calvin Chaney, Fire Chief; Jeb Baxley, Lacey Baxley; Tony Pilkington, Breckenridge American; Sage Diller, e-HT; Sharon Mendoza, Chamber of Commerce; Otho Noggle, Trinity Baptist Church; Peter Morgan, GMS; Terry Hash

**Those Absent:** Jimmy McKay, Mayor; David Wimberley, Commissioner

1. **Call to Order:** Sherry Strickland, Mayor Pro-Tem, at 5:30pm a quorum was established
2. **Invocation Led By:** Brother Otho Noggle of Trinity Baptist Church
3. **Pledge of Allegiance:** Commissioner Cyprian led the Pledge of Allegiance
4. **Consider approval of minutes of the January 5, 2016 meeting**

Commissioner Cyprian made a motion, seconded by Commissioner Thompson, for approval of minutes of the January 5, 2016 City Commission Meeting. When the motion was put to vote, it prevailed as follows: Ayes: Thompson, Cyprian, Strickland. Nays: None. Absent: McKay, 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**
7. **Request to approve City Funds Quarterly Investment Report-First Quarter 2015-2016**
8. **Request to approve the Fourth Quarter 2015 Financial Statements for Hotel/Motel Funds**

- 9. Request to approve the 2016 Hotel/Motel Fund Budget**
- 10. Request to approve the 2014-2015 Worker’s Compensation Payroll Audit**
- 11. Request to approve the Racial Profile Statistical Report**
- 12. Request to approve Planning & Zoning Commission appointments**

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

#### **INDIVIDUAL CONSIDERATION**

- 13. Request to approve the second and final reading of Ordinance 16-04 Animal Control Fees**

City Manager McCuiston stated this item was on last month’s agenda. We have taken the fees out of the Animal Ordinance so that we can change them easier during the budget process. This is the second and final reading.

Mayor Pro-Tem Strickland made a motion, seconded by Commissioner Cyprian, to approve the second and final reading of Ordinance 16-04 Animal Control Fees. When the motion was put to vote, it prevailed as follows: Ayes: Thompson, Cyprian, Strickland. Nays: None. Absent: McKay, Wimberley.

- 14. Request to approve the City’s Audit for Fiscal Year 2014-2015**

City Manager McCuiston introduced Peter Morgan with GMS. Mr. Morgan reviewed and explained the audit to the Commission. Mayor Pro-Tem Strickland asked how long it takes to perform the audit. Mr. Morgan stated they are here for about a week. City Manager McCuiston stated that is the field work. City Secretary stated they come in July for 2 to 3 days and in November for 3 days. Mr. Morgan and City Manager McCuiston explained GASB 68 – it is solely to provide more transparency on the pension plan. City Manager McCuiston commended Diane Latham, Assistant City Secretary on a good job of the daily accounting and booking of information.

Commissioner Thompson made a motion, seconded by Commissioner Cyprian, to approve the City’s Audit for Fiscal Year 2014-2015. When the motion was put to vote, it prevailed as follows: Ayes: Thompson, Cyprian, Strickland. Nays: None. Absent: McKay, Wimberley

- 15. Request to approve Change Order No. 1 to the Construction Contract with A&M Construction & Utilities on the TWDB Water System Improvements Project (62603) to include water line replacement along N. Dubois Street, contingent upon TWDB concurrence.**

Sage Diller with e-HT stated there were funds left after initial bid. This change order will add Dubois Street 12" water line replacement. This line was installed in 1922. It has been a very troublesome line. Discussion on East Water Tower deeds and easement ensued.

Commissioner Cyprian made a motion, seconded by Commissioner Thompson, to approve Change Order No. 1 to the Construction Contract with A&M Construction & Utilities on the TWDB Water System Improvements Project (62603) to include water line replacement along N. Dubois Street, contingent upon TWDB concurrence. When the motion was put to vote, it prevailed as follows: Ayes: Thompson, Cyprian, Strickland. Nays: None. Absent: McKay, Wimberley

**16. Request to approve Work Order No. 17 for Engineering Services associated with the Prison Elevated Storage Tank Rehabilitation**

Sage Diller explained the elevated water towers are inspected every year and it was recommended for rehab. This is a very challenging project due to this tower being the main water pressure for the prison. We need to find something to replace the pressure while the tank is offline – 45 to 60 days. Engineering cost is \$15,000 with time and material not to exceed \$5,000.

Commissioner Cyprian made a motion, seconded by Commissioner Thompson, to approve Work Order No. 17 for Engineering Services associated with the Prison Elevated Storage Tank Rehabilitation. When the motion was put to vote, it prevailed as follows: Ayes: Thompson, Cyprian, Strickland. Nays: None. Absent: McKay, Wimberley

**17. Request to approve Work Order No. 18 for Engineering Services associated with the TXDOT US 180 Utility Relocation Project.**

Sage Diller explained this project has been in the planning phase for about 2 years. This project will run over a year and should start in May. City will be responsible for 10% of cost. We have an agreement with TxDOT if this gets approved we will pay them \$75,000 a year for 3 years.

Commissioner Thompson made a motion, seconded by Commissioner Cyprian, to approve Work Order No. 18 for Engineering Services associated with the TXDOT US 180 Utility Relocation Project. When the motion was put to vote, it prevailed as follows: Ayes: Thompson, Cyprian, Strickland. Nays: None. Absent: McKay, Wimberley

**18. Request to approve an Ordinance and an order to set City Election for May 7, 2016, as well as appoint Election Judge and an Alternate Judge (*Solicitud para aprobar una Ordenanza y una orden para establecer la elección de la ciudad de 07 de mayo 2016, así como designar Juez Electoral y un Juez Suplente*).**

City Secretary Robertson-Caraway explained the Ordinance is for the upcoming May 7<sup>th</sup> Election for place on the ballot for Mayor, Commissioner Place 1 and 2. And Leslie Gomez as Election Judge and Anita Lockhart as the Alternate Judge. We have had one candidate pick up and turn in a packet for Commissioner Place 2 – Rob Durham.

Mayor Pro-Tem Strickland made a motion, seconded by Commissioner Cyprian, to approve an Ordinance and an order to set City Election for May 7, 2016, as well as appoint Election Judge and an Alternate Judge (*Solicitud para aprobar una Ordenanza y una orden para establecer la elección de la ciudad de 07 de mayo 2016, así como designar Juez Electoral y un Juez Suplente*). When the motion was put to vote, it prevailed as follows: Ayes: Thompson, Cyprian, Strickland. Nays: None. Absent: McKay, Wimberley

- 19. Request for consideration and approval of an Order of the City Commission of the City of Breckenridge ("City"), Texas, calling a Special Election for the Reauthorization of a Municipal Sales and Use tax Election to be held within said municipality on the First Saturday in May, that being the Uniform Election date of May 7, 2016, on the proposition of Reauthorizing a One-Fourth of One-Percent Sales Tax to provide revenue for Maintenance and Repair of existing City Streets, and making provision for the Conduct of the Election and resolving other matters incident and relating to the holding of such Election.. (Resolución de la Comisión Municipal de la Ciudad de Breckenridge ("Ciudad"), Texas, llamar a una elección especial para la reautorización de Ventas Municipales y Uso Elección de impuestos, que se celebrará dentro de dicho municipio en el primer sábado de mayo, que es el uniforme fecha de las elecciones del 7 de mayo de 2016, sobre la propuesta de Reautorizar un cuarto de uno por ciento de impuesto sobre venta para proporcionar ingresos para el mantenimiento y reparación de calles de la ciudad existentes y prever la celebración de las elecciones y resolver otro incidente asuntos y relativa a la celebración de dicha elección.)**

City Secretary Robertson-Caraway explained this is something that has to be reauthorized every four years. Mayor Pro-Tem Strickland asked if it has to be affirmed by the voters at Election. City Secretary Robertson-Caraway replied yes.

Commissioner Cyprian made a motion, seconded by Commissioner Thompson, to approve an Order of the City Commission of the City of Breckenridge ("City"), Texas, calling a Special Election for the Reauthorization of a Municipal Sales and Use tax Election to be held within said municipality on the First Saturday in May, that being the Uniform Election date of May 7, 2016, on the proposition of Reauthorizing a One-Fourth of One-Percent Sales Tax to provide revenue for Maintenance and Repair of existing City Streets, and making provision for the Conduct of the Election and resolving other matters incident and relating to the holding of such Election.. (*Resolución de la Comisión Municipal de la Ciudad de Breckenridge ("Ciudad"), Texas, llamar a una elección especial para la reautorización de Ventas Municipales y Uso Elección de impuestos, que se celebrará dentro de dicho municipio en el primer sábado de mayo, que es el uniforme*

fecha de las elecciones del 7 de mayo de 2016, sobre la propuesta de Reautorizar un cuarto de uno por ciento de impuesto sobre venta para proporcionar ingresos para el mantenimiento y reparación de calles de la ciudad existentes y prever la celebración de las elecciones y resolver otro incidente asuntos y relativa a la celebración de dicha elección.) . When the motion was put to vote, it prevailed as follows: Ayes: Thompson, Cyprian, Strickland. Nays: None. Absent: McKay, Wimberley

**20. City Manager Reports**

- a. **Additional Cost for East Walker Street Project** – Discussed on item 17.
- b. **GFOA Budget Award** – City Manager McCuiston stated this is a Government Finance Officers Association Budget Award that we applied for. This is the 2<sup>nd</sup> time we have applied for it. There was a press release in the paper. There will be sheet in next year’s budget that shows the award.
- c. **Fire Department Update** – Fire Chief Chaney passed out a list of 31 houses that are up for demolishing. He explained new shifts started yesterday. We’ve had some personnel changes. We are in the process for applying for grants for funding the fire departments schooling. Started a new Active 911 application that issues your smart phone to dispatch alarms. It will show a map of the location and who is responding. The cost is \$11 a year for each person. We have a fireman leaving this month and already have a replacement. Fire Chief Chaney introduces Jeb Baxley as the new Fire Captain.

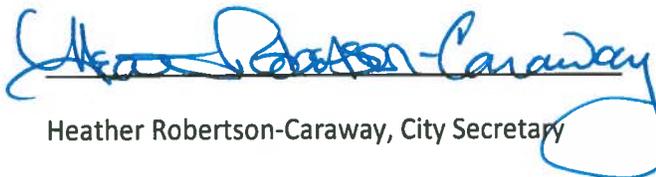
**21. Items from the City Commission not requiring formal action: None**

**22. Adjourn**

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

Meeting adjourned at 6:49 P.M.

ATTEST

  
Heather Robertson-Caraway, City Secretary

  
Jimmy McKay, Mayor

