

Minutes  
Regular Session of the Breckenridge City Commission  
July 7, 2020 – 5:30 PM  
Breckenridge City Offices Commission Chambers  
105 North Rose Avenue, Breckenridge, Texas 76424

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**Those Present:** Bob Sims, Mayor; Tom Cyprian, Mayor Pro-Tem; David Wimberley, Commissioner; Rob Durham, Commissioner; Heather Robertson- Caraway, Interim City Manager of Administration / City Secretary; Houston Satterwhite, Interim City Manager of Operations / Public Works Director; Stacy Harrison, Public Services Director; Calvin Chaney, Fire Chief; Sage Diller, e-HT; Brant Thurmond; Tony Pilkington and Carla McKeown, Breckenridge Texan; Anfernee D. Chachere, Breckenridge American; and Bacel Cantrell, Police Chief

**Those Absent:** Russell Blue, Commissioner

1. **Call to Order:** Mayor Bob Sims at 5:30 P.M.
2. **Invocation Led By:** Stacy Harrison, Public Services Director
3. **Pledge of Allegiance:** Stacy Harrison, Public Services Director
4. **Consider approval of minutes of the June 2<sup>nd</sup>, 2020 City Commission Meeting**

Mayor Pro-Tem Cyprian made a motion, seconded by Commissioner Wimberley for approval of minutes of the June 2<sup>nd</sup>, 2020 City Commission Meeting. When the motion was put to vote, it prevailed as follows: Ayes: Sims, Cyprian, Wimberley, and Durham. Nays: None. Absent: Blue

5. **Public Testimony:** 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 Resolution 20-16 BISD Homecoming Parade**
8. **Request to approve Resolution 20-17 City of Breckenridge Investment Policy**

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

#### INDIVIDUAL CONSIDERATION

9. **Request to approve Lease Agreement with Brad Woodward on Baseball Fields**

Stacy Harrison, Public Services Director reviewed agenda items 9 & 10 – with the recent reduction in force, I have spoken with Brad Woodward and Steve Whitmire on the maintenance at the ball fields. Brad

and Steve have agreed to maintain the ball fields by mowing, weed eating, bathroom maintenance and grounds upkeep.

Commissioner Wimberley made a motion, seconded by Commissioner Cyprian to approve Lease Agreement with Steve Whitmire on Softball Fields. When the motion was put to vote, it prevailed as follows: Ayes: Sims, Cyprian, Wimberley, and Durham. Nays: None. Absent: Blue

**10. Request to approve Lease Agreement with Steve Whitmire on Softball Fields**

Stacy Harrison, Public Services Director – discussed with agenda item 9 above.

Commissioner Durham made a motion, seconded by Commissioner Wimberley to approve Lease Agreement with Steve Whitmire on Softball Fields. When the motion was put to vote, it prevailed as follows: Ayes: Sims, Cyprian, Wimberley, and Durham. Nays: None. Absent: Blue

**11. Request to approve and authorize the Interim City Manager of Administration / City Secretary to sign required documentation to provide Medical, Dental, Vision and Life Insurance coverage for all City Employees by choosing the most cost effective for the City and in the best interest of the employees**

Heather Robertson-Caraway, Interim City Manager of Administration explained that she is going out for bids and currently waiting to receive 6 bids from other companies (like Aetna, BCBS, United Health, Etc.) Would like to have better options on coverage and deductibles for the employees and lower costs for the City.

Commissioner Durham made a motion, seconded by Commissioner Wimberley to approve and authorize the Interim City Manager of Administration / City Secretary to sign required documentation to provide Medical, Dental, Vision and Life Insurance coverage for all City Employees by choosing the most cost effective for the City and in the best interest of the employees. When the motion was put to vote, it prevailed as follows: Ayes: Sims, Cyprian, Wimberley, and Durham. Nays: None. Absent: Blue

**12. Request to approve and authorize the Interim City Manager of Administration / City Secretary to sign required documentation to renew the Property, Liability and Workers Compensation coverage for the City with TML IRP**

Heather Robertson-Caraway, Interim City Manager of Administration stated she has not received the rerate information from TMLIRP on the Property, Liability and General Insurance; I have received the Worker's Comp Rerate and the slight increase is reasonable considering our Mod Factor with death benefits being paid weekly.

Mayor Pro Tem Cyprian made a motion, seconded by Commissioner Durham to approve and authorize the Interim City Manager of Administration / City Secretary to sign required documentation to renew the Property, Liability and Workers Compensation coverage for the City with TML IRP. When the motion was put to vote, it prevailed as follows: Ayes: Sims, Cyprian, Wimberley, and Durham. Nays: None. Absent: Blue

**13. Request to approve Ordinance 20-08 Mid-Year Budget Adjustments Amending Ordinance 19-13**

Heather Robertson-Caraway, Interim City Manager of Administration described the Ordinance that covers the Mid-Year Budget Adjustments.

Commissioner Wimberley made a motion, seconded by Mayor Pro Tem Cyprian to approve Ordinance 20-

08 Mid-Year Budget Adjustments Amending Ordinance 19-13. When the motion was put to vote, it prevailed as follows: Ayes: Sims, Cyprian, Wimberley, and Durham. Nays: None. Absent: Blue

**14. Request to approve Ordinance 20-09 - Order & Notice to set the Postponed May 2<sup>nd</sup>, 2020 General Election for November 3<sup>rd</sup>, 2020; to be in conjunction with the Joint Election Agreement / Contract for Election Services (JEA/CES) approved by the City Commission on May 5<sup>th</sup>, 2020**

Heather Robertson-Caraway, Interim City Manager of Administration explained the next two agenda items are needed to call the Election's for November – this is the May General Election that was postponed due to Coronavirus.

Commissioner Wimberley made a motion, seconded by Mayor Pro Tem Cyprian to approve Ordinance 20-09 - Order & Notice to set the Postponed May 2<sup>nd</sup>, 2020 General Election for November 3<sup>rd</sup>, 2020; to be in conjunction with the Joint Election Agreement / Contract for Election Services (JEA/CES) approved by the City Commission on May 5<sup>th</sup>, 2020. When the motion was put to vote, it prevailed as follows: Ayes: Sims, Cyprian, Wimberley, and Durham. Nays: None. Absent: Blue

**15. Request to approve Ordinance 20-10 - Order & Notice to set the Special Election for quarter percent (.25%) Sales Tax for Street Maintenance Postponed May 2<sup>nd</sup>, 2020 for November 3<sup>rd</sup>, 2020; to be in conjunction with the Joint Election Agreement / Contract for Election Services (JEA/CES) approved by the City Commission on May 5<sup>th</sup>, 2020**

Heather Robertson-Caraway, Interim City Manager of Administration stated this is the second agenda item mentioned with item 14 – this is needed to call the Election's for November – this is the May Special Election that was postponed due to Coronavirus.

Commissioner Wimberley made a motion, seconded by Commissioner Durham to approve Ordinance 20-10 - Order & Notice to set the Special Election for quarter percent (.25%) Sales Tax for Street Maintenance Postponed May 2<sup>nd</sup>, 2020 for November 3<sup>rd</sup>, 2020; to be in conjunction with the Joint Election Agreement / Contract for Election Services (JEA/CES) approved by the City Commission on May 5<sup>th</sup>, 2020. When the motion was put to vote, it prevailed as follows: Ayes: Sims, Cyprian, Wimberley, and Durham. Nays: None. Absent: Blue

**16. Request to approve Interim City Manager of Operations to transfer and exchange with Stephens County the Cities 2009 Ford Escape for the Counties 2007 Ford F350 (Unit # 2597)**

Houston Satterwhite, Interim City Manager of Operations explained the vehicle trade will be a plus for both the City and the County. The County needs a vehicle they can use at the airport; and the City needs a good 1 ton we can use for the Street Department.

Mayor Pro Tem Cyprian made a motion, seconded by Commissioner Durham to approve Interim City Manager of Operations to transfer and exchange with Stephens County the Cities 2009 Ford Escape for the Counties 2007 Ford F350 (Unit # 2597). When the motion was put to vote, it prevailed as follows: Ayes: Sims, Cyprian, Wimberley, and Durham. Nays: None. Absent: Blue

**17. Request to authorize Interim City Manager of Operations to purchase 2007 Freightliner M2 Business Class with Elgin Cross Wind Series J - Street Sweeper**

Houston Satterwhite, Interim City Manager of Operations stated I got lucky! I was calling to get a quote for a street sweeper. The salesman informed me that he heard of one in San Antonio that an entity needed to get rid of one for \$25,000. This will be great for us to get a used one in good condition for

\$25,000 rather than costing more than \$115,000. Also, we spoke with the City Attorney and she informed us that since this vehicle's only purpose and use would be for the maintenance of the streets, that it could be purchased using the Street Maintenance Fund.

Commissioner Durham made a motion, seconded by Mayor Pro Tem Cyprian to authorize the Interim City Manager of Operations to purchase 2007 Freightliner M2 Business Class with Elgin Cross Wind Series J - Street Sweeper. When the motion was put to vote, it prevailed as follows: Ayes: Sims, Cyprian, Wimberley, and Durham. Nays: None. Absent: Blue

**18. Request to accept land donation from ACH Child and Family Services for R # 11981 consisting of 22.286% Undivided Interest in Block 26, Walker Caldwell Industrial Addition, Stephens County, Texas**

Heather Robertson-Caraway, Interim City Manager of Administration explained that I was contacted by Sarah Proctor of All Church Home Child and Family Services (ACH) about a partial interest in a property that they received from an Estate Donation back in the 40's or 50's. Just today she has contacted me to let me know that another individual that has partial interest in the property would like the property as well – this would put it on back on the tax roll according to Sarah with ACH. The property is a Salt Scald located near 4<sup>th</sup> and Butte near the City Shop. We just need to let her know whether we will take the interest or not. Having the undivided interest would give the City access to the property via the NW corner of the City Shop for access to the 14" water main – which needs replaced. This is the line that drained the East Tower in 11 minutes about 2 years ago. Therefore, staff recommends accepting the donation of undivided interest in the land.

Mayor Pro Tem Cyprian made a motion, seconded by Commissioner Durham to accept land donation from ACH Child and Family Services for R # 11981 consisting of 22.286% Undivided Interest in Block 26, Walker Caldwell Industrial Addition, Stephens County, Texas. When the motion was put to vote, it prevailed as follows: Ayes: Sims, Cyprian, Wimberley, and Durham. Nays: None. Absent: Blue

**19. Request to discuss and take action on proposed Change Order No. 2 to the construction contract with Fambro Construction for the TXDOT US183N Water Line Replacement Project**

Sage Diller, e-HT reviewed change order #2 with Fambro Construction – is for a small section of bricks that needs to be removed and replaced, that was not included in the original project. The change order is to remove and replace the bricks at a cost of \$11,215. E-HT recommends the Commission approve Change Order #2.

Commissioner Wimberley made a motion, seconded by Commissioner Durham to approve Change Order No. 2 to the construction contract with Fambro Construction for the TXDOT US183N Water Line Replacement Project. When the motion was put to vote, it prevailed as follows: Ayes: Sims, Cyprian, Wimberley, and Durham. Nays: None. Absent: Blue

**20. Request to discuss and take action on the Final Project Acceptance and Release of Retainage of the USDA – Rural Development funded Parks Street Project**

Sage Diller, e-HT explained that there is an outstanding change order to be processed and a few other housekeeping items. Apologizes that these have not been prepared for this meeting and asks that this item be tabled until the next meeting.

Commissioner Durham made a motion, seconded by Mayor Pro-Tem Cyprian to table the Final Project Acceptance and Release of Retainage of the USDA – Rural Development funded Parks Street Project.

When the motion was put to vote, it prevailed as follows: Ayes: Sims, Cyprian, Wimberley, and Durham.  
Nays: None. Absent: Blue

**21. City Manager Reports**

**a. CCR (Consumer Confidence Report)**

Heather Robertson-Caraway, Interim City Manager of Administration stated the CCR has been completed and posted on the Website and Up Front on June 26<sup>th</sup> – the state deadline is July 1<sup>st</sup>.

**b. Budget**

**i. Budget to Commission on Tuesday, July 7<sup>th</sup>**

Heather Robertson-Caraway, Interim City Manager of Administration stated that the Budget Packet is prepared and here for the Commission to take with them this evening.

**ii. Budget Workshop on Thursday July 23<sup>rd</sup> from 5:30 pm to 8:30 pm**

Heather Robertson-Caraway, Interim City Manager of Administration asked the Commission to make a motion setting the Budget Workshop for Thursday, July 23<sup>rd</sup> from 5:30 pm to 8:30 pm.

Commissioner Durham made a motion, seconded by Mayor Pro-Tem Cyprian to set the Budget Workshop for Thursday, July 23<sup>rd</sup> from 5:30 pm to 8:30 pm. When the motion was put to vote, it prevailed as follows: Ayes: Sims, Cyprian, Wimberley, and Durham. Nays: None. Absent: Blue

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

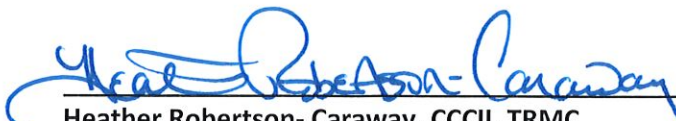
**23. Adjourn**

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

Meeting closed at 5:56 PM

ATTEST

  
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Bob Sims,  
Mayor

  
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Heather Robertson- Caraway, CCCII, TRMC  
Interim City Manager of Administration / City Secretary

