

Minutes  
Regular Session of the Breckenridge City Commission  
February 4, 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; Rob Durham, Commissioner; David Wimberley, Commissioner; Russell Blue, Commissioner; Andy McCuiston, City Manager; Heather Robertson-Caraway, City Secretary; Stacy Harrison, Public Services Director; Calvin Chaney, Fire Chief; Houston Satterwhite, Assistant City Manager of Operations; Bacel Cantrell, Police Chief; Sage Diller, eHT; Daniel Hungerford, GMS; Tony Pilkington and Carla McKeown, Breck Texan; Reverend Don Bearden; Anfernee Chachera, Breckenridge American

**Those Absent:** None

1. **Call to Order:** Bob Sims, Mayor at 5:29 PM
2. **Invocation Led By:** Reverend Don Bearden
3. **Pledge of Allegiance:** Reverend Don Bearden
4. **Consider approval of minutes of the January 7, 2020 City Commission Meeting**

Commissioner Blue made a motion, seconded by Commissioner Wimberley for approval of minutes of the January 7, 2020 City Commission Meeting. When the motion was put to vote, it prevailed as follows: Ayes: Blue, Wimberley, and Sims. Nays: None. Absent: Cyprian & Durham

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 – 1<sup>st</sup> Quarter 2019-20.**
8. **Request to approve the 4<sup>th</sup> Quarter 2019 Financial Statements for Hotel/Motel Funds.**
9. **Request to approve the 2020 Hotel/Motel Budget.**
10. **Request to approve the 2018-19 Worker's Compensation Payroll Audit.**
11. **Request to approve the Racial Profiling Statistical Report**
12. **Request to approve Resolution 20-02 to appoint members to Planning and Zoning Commission**

**13. Request to approve Resolution 20-03 appointing Will Thompson to the West Central Texas Municipal Water District (WCTMWD) Board to complete the term of Paul Prater who is retiring**

Commissioner Wimberley made a motion, seconded by Commissioner Blue to approve consent agenda 6-13. When the motion was put to vote, it prevailed as follows: Ayes: Blue, Wimberley, and Sims. Nays: None. Absent: Cyprian & Durham

**INDIVIDUAL CONSIDERATION**

Tom Cyprian arrived at 5:32 p.m.

Rob Durham arrived at 5:35 p.m.

**14. Request to award contract on TxDOT 183 North Wastewater Relocation Project**

Sage Diller, eHT explained the bid scoring process. There were 7 proposals received. Fambro Construction was not the lowest bidder but after factoring in all the criteria from the scoring sheet they are the highest ranked. The cost of the project will be \$1,438,405.00 - City has already paid our portion of the costs. TxDOT has acknowledged that the City will have no further costs. eHT recommends awarding Fambro Construction the project.

Mayor Pro-Tem Cyprian made a motion, seconded by Commissioner Wimberley to award contract on TxDOT 183 North Wastewater Relocation Project to Fambro Construction. When the motion was put to vote, it prevailed as follows: Ayes: Wimberley, Blue, Durham, Cyprian, and Sims. Nays: None. Absent: None

**15. Request to award Change Order No. 1 for the TXCDBG Paving Improvement Project (7218039)**

Sage Diller, eHT explained Change Order #1 is reducing the contract amount. Change Order #1 is a reduction of \$2,094 for final quantity rectification change. Final Contract price is \$243,037.00.

Commissioner Wimberley made a motion, seconded by Commissioner Blue to award Change Order No. 1 for the TXCDBG Paving Improvement Project (7218039). When the motion was put to vote, it prevailed as follows: Ayes: Wimberley, Blue, Durham, Cyprian, and Sims. Nays: None. Absent: None

**16. Sage Diller, e-HT will provide the Commission with updates on all Projects**

Sage Diller, e-HT reviewed completed projects. Prison Elevated Storage Tank Rehabilitation – Project cost \$71,000 (City Funded). TxDOT US 183 N Water Line Relocation – Project cost \$1,400,000 (TxDOT Funded/City 10% Cost Shared). USDA-RD Parks St. – Project cost \$4,600,000 (USDA Funded Loan & Grant). CWSRF Wastewater System Improvements Project – Project cost \$993,760.00. TXCDBG Water Line Replacement Project – Project cost \$243,037.

No motion required.

**17. Request to approve Ordinance 20-01 of Order & Notice to set the General Election for May 2, 2020, as well as appoint Election Judge and an Alternate Judge**

Heather Robertson-Caraway explained the Ordinance and Order & Notice of Election will set the General Election for Mayor, Commissioner's Places 1 & 2 Saturday, May 2, 2020. As well as, appointing Anita Lockhart, Election Judge and Bonnie Robbins, Alt. Judge – giving the City Secretary the authority to change

judges, if needed.

Commissioner Blue made a motion, seconded by Commissioner Cyprian to approve Ordinance 20-01 of Order & Notice to set the General Election for May 2, 2020, as well as appoint Election Judge and an Alternate Judge. When the motion was put to vote, it prevailed as follows: Ayes: Wimberley, Blue, Durham, Cyprian, and Sims. Nays: None. Absent: None

**18. Request to approve Ordinance 20-02 of Order & Notice to set the Special Election for May 2, 2020, for quarter percent (.25%) Sales Tax for Street Maintenance, as well as appoint Election Judge and an Alternate Judge**

Heather Robertson-Caraway explained the Ordinance and Order & Notice of Election will set the Special Election for Reauthorizing the Adoption of quarter percent (.25%) of one percent (1%) Sales Tax for Street Maintenance, as well as appoint Election Judge and an Alternate Judge Saturday, May 2, 2020. As well as, appointing Anita Lockhart, Election Judge and Bonnie Robbins, Alt. Judge – giving the City Secretary the authority to change judges, if needed.

Commissioner Blue made a motion, seconded by Commissioner Wimberley to approve Ordinance 20-02 of Order & Notice to set the Special Election for May 2, 2020 for quarter percent (.25%) Sales Tax for Street Maintenance, as well as appoint Election Judge and an Alternate Judge. When the motion was put to vote, it prevailed as follows: Ayes: Wimberley, Blue, Durham, Cyprian, and Sims. Nays: None. Absent: None

**19. Request to approve the City's Audit for Fiscal Year 2018-19**

Daniel Hungerford, Auditor with GMS, reviewed the City Audit for 2018-19 – representing a clean opinion. He went over the four (4) main funds (General, Water, Wastewater and Sanitation) revenues, expenditures and ending cash balances. Reviewed the General Debt Obligations and the terms; as well as, going over the General Debt Service Fund and the ending fund balance. Reviewed the missing money bag in Utility Billing and the new Internal Controls that the Administration has implemented to ensure security safeguards.

Mayor Pro-Tem Cyprian made a motion, seconded by Commissioner Wimberley to approve the City's Audit for Fiscal Year 2018-19. When the motion was put to vote, it prevailed as follows: Ayes: Wimberley, Blue, Durham, Cyprian, and Sims. Nays: None. Absent: None

**20. Request to accept Andy McCuiston, City Manager Letter of Resignation**

Andy McCuiston, City Manager stated he has thoroughly enjoyed working here – but it is time for me to retire. The Commission and staff have been great, and the Community has been enjoyable. Andy explained how he will begin to help locate the next City Manager. He would like to put together a committee. Jimmy McKay, Sherry Strickland, himself, Mayor Bob Sims, and Tom Cyprian.

Commissioner Wimberley made a motion, seconded by Commissioner Durham to accept Andy McCuiston, City Manager Letter of Resignation and put together a Committee. When the motion was put to vote, it prevailed as follows: Ayes: Wimberley, Blue, Durham, Cyprian, and Sims. Nays: None. Absent: None

**21. City Manager Reports**

- a. Weather Watch Class – March 2<sup>nd</sup>

Andy stated the Weather Watch Class will be at TSTC on March 2<sup>nd</sup> from 6-8 pm

**22. Items from the City Commission not requiring formal action**

Commissioner Durham stated that the Park Street project was through Texas Water Development Board (TWDB) – Sage Diller, eHT states No, it was US Department of Agriculture (USDA) – Rural Development.


Commissioner Durham asked when we can apply for more grants and get more projects going? Andy McCuiston, City Manager explained that the TWDB and other state and federal entities are willing to do loans; but don't offer much or any grant money. The city must be able to fund the Debt Service and right now the city is not able to fund any more debt. Current Debt Service extends out to 2044 to 2054. In an emergency where you had to do an emergency project – the city would have to raise water and sewer rates in order to fund the project. Each fund needs to be self-sustaining.

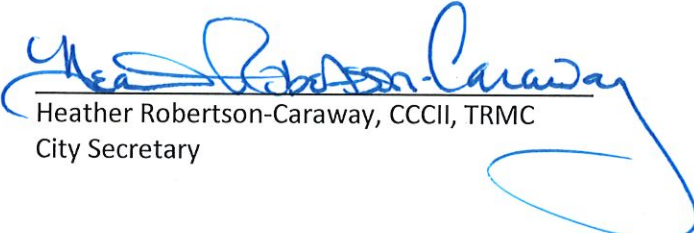
**23. Adjourn**

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: Durham, Cyprian, Sims, Wimberley and Blue. Nays: None. Absent: None.

Meeting closed at 6:11 PM

ATTEST

  
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Bob Sims,  
Mayor

  
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Heather Robertson-Caraway, CCCII, TRMC  
City Secretary

SEAL

