

Minutes  
Regular Session  
Breckenridge City Commission

February 4, 2014 – 5:30 P.M.  
Breckenridge City Offices Commission Chambers  
105 North Rose Avenue  
Breckenridge, Texas 76424

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**Those Present:** Jimmy McKay, Mayor; David Wimberley, Commissioner; Tom Cyprian, Commissioner; Sherry Strickland, Commissioner; Andy McCuiston, City Manager; Heather Robertson, City Secretary; Malcolm Bufkin, Fire Chief; Stacy Harrison, Public Service Director; Gabriel Rodriguez, Public Works Director; Calvin Chaney, Asst. Fire Chief; Delford Johnnene, GK; Peter Morgan, GMS; Rev. Melinda Lane, Covenant Tabernacle

**Those Absent:** Kody Knight, Mayor Pro-Tem

**1. Call to Order**

Mayor Jimmy McKay at 5:30pm a quorum was established

**2. Invocation Led By:** Rev. Melinda Lane, Covenant Tabernacle

**3. Pledge of Allegiance**

Mayor McKay led the Pledge of Allegiance

**4. Administration of Statement of Elected Officer/Oaths of Office for appointment of Tom Cyprian, City Commissioner, Place 4**

City Secretary Robertson-Caraway administered statement of elected officer and oath of office to Tom Cyprian.

**5. Consider approval of minutes of the January 6<sup>th</sup> 2014 meeting**

Commissioner Wimberley made a motion, seconded by Commissioner Strickland, for approval of minutes of the January 6<sup>th</sup> 2014 City Commission Meeting. When the motion was put to vote, it prevailed as follows: Ayes: McKay, Wimberley, Cyprian, Strickland. Nays: None. Absent: Knight

**6. Citizens Presentation**

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 REQUEST, IN WHICH EVENT, THE ITEM WILL BE REMOVED FROM THE GENERAL ORDER OF BUSINESS AND CONSIDERED IN ITS NORMAL SEQUENCE.

7. Request to approve Departmental Reports
8. Request to approve the fourth quarter 2013 Financial Statements for Hotel/Motel Funds
9. Request to approve the 2014 Hotel/Motel Fund Budget
10. Request to approve City Funds Quarterly Investment Report-First Quarter 2013-2014
11. Request to approve Frontier Days
12. Request to approve Planning & Zoning Commission appointment

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

## INDIVIDUAL CONSIDERATION

13. Request to approve the City's Audit for Fiscal Year 2012-2013

Heather introduced Peter Morgan of George, Morgan & Sneed CPAs to review the audit for the fiscal year.

Mr. Morgan went over the highlights of the audit. He stated there were no compliance issues.

City Manager McCuiston stated overall the City improved its reserve balance over the prior year. In comparing the audit results to the budget, we improved as well.

Commissioner Wimberley made a motion, seconded by Commissioner Strickland, to approve the City's Audit for Fiscal Year 2012-2013. When the motion was put to vote, it prevailed as follows: Ayes: McKay, Wimberley, Cyprian, Strickland. Nays: None. Absent: Knight.

**14. Request to approve an Ordinance and an order to set City Election for May 10, 2014, as well as appoint Election Judge and an Alternate Judge**

City Secretary Robertson-Caraway stated our City Elections have 3 positions, Mayor and City Commission Place 1 & 2 for Saturday, May 10<sup>th</sup>, 2014. This Ordinance and Order will set the voting dates. The Judges are going to be Shirley Taylor as the Election Judge and Mary Alvarez as the Alternate Judge.

Commissioner Wimberley made a motion, seconded by Commissioner Strickland, to approve an Ordinance and an order to set City Election for May 10, 2014, as well as appoint Election Judge and an Alternate Judge. When the motion was put to vote, it prevailed as follows: Ayes: McKay, Wimberley, Cyprian, Strickland. Nays: None. Absent: Knight.

**15. Request to approve the final reading of Ordinance establishing regulations regarding the use of cell phones in school zones**

City Manager McCuiston stated that this is the second and final reading of this Ordinance. This Ordinance was read at the last meeting and Chief Mahan addressed it at that meeting.

Commissioner Strickland made a motion, seconded by Commissioner Cyprian, to approve the final reading of Ordinance establishing regulations regarding the use of cell phones in school zones. When the motion was put to vote, it prevailed as follows: Ayes: McKay, Wimberley, Cyprian, Strickland. Nays: None. Absent: Knight.

**16. Request to approve amendment to Certification Pay Policy**

City Manager McCuiston stated in August of 2012 the commission approved the Certification Pay Policy, but it did not include Code Enforcement Officers. An incentive has been added to pay employees to help supplement and support the Code Enforcement effort. During this next budget process we may want to look at the possibility of hiring a full time Code Enforcement Officer. He has also raised the other two incentives for the A & B Operators in the Water and Wastewater Treatment Plants as well.

Commissioner Wimberley made a motion, seconded by Commissioner McKay, to approve amendment to Certification Pay Policy. When the motion was put to vote, it prevailed as follows: Ayes: McKay, Wimberley, Cyprian, Strickland. Nays: None. Absent: Knight.

**17. Request to approve reward of the uniform bid**

City Manager McCuiston stated we had 3 bids on uniforms. When we looked at the current contract, it was a 5 year contract and was coming due in March of this year. We made the decision to go out for bids. We have provided you with a summary of those bids. Currently we are using Cintas; we are paying 28.7 to 29.01 per total unit cost. When the bids came in, Cintas bid was about half of what they are currently paying, GK came in at 11.445 and UniFirst came in

at 15.81. He introduced Mr. Delford Johnene with GK, stating that he was here to answer any questions. The staff's recommendation is to go with GK.

Commissioner Strickland asked where he was based. Mr. Johnene replied that his company is based out of Coppell, TX. He also explained that he was a member of the BuyBoard and explained how they operated. City Manager McCuiston stated by taking this bid we will save about \$8,000 a year. It is a three year contract. After the first year it will go up by 2% and the third year will go up another 2%.

Commissioner Strickland made a motion, seconded by Commissioner Cyprian, to approve reward of the uniform bid. When the motion was put to vote, it prevailed as follows: Ayes: McKay, Wimberley, Cyprian, Strickland. Nays: None. Absent: Knight.

**18. Request to approve the Contract with Stephens Memorial Hospital District regarding EMS-Ambulance Services**

City Manager McCuiston stated we have provided you with a copy of the contract between the hospital and EMS, the City is not a part of that contract. Our contract is with the hospital, just to help supplement the EMS effort. The City has been paying \$72,000 a year, with the new contract we will be paying \$50,000 a year and saving \$22,000 a year. This contract will stay the same for two years and then escalate 3% in the third year. The City will no longer pay for new ambulances, the ambulance purchased this past year will be leased to HTE. The hospital will be saving \$100,000 or more. Assistant Fire Chief Chaney stated that now there will be 2 fully staffed ambulances 24 hours a day.

Commissioner Wimberley made a motion, seconded by Commissioner Strickland, to approve the Contract with Stephens Memorial Hospital District regarding EMS-Ambulance Services. When the motion was put to vote, it prevailed as follows: Ayes: McKay, Wimberley, Cyprian, Strickland. Nays: None. Absent: Knight.

**19. First reading of the Building Permit Fees Ordinance**

City Manager McCuiston stated this item is a result of the work that we did on the budget for the current year. He had included the additional rates and the permit fees schedule in the budget, but according to our Charter we have to pass it in Ordinance form twice if it includes fees or rate increases. This is being brought before you again to be approved as an Ordinance due to the increase of the fees.

Commissioner Wimberley made a motion, seconded by Commissioner Cyprian, for the first reading of the Building Permit Fees Ordinance. When the motion was put to vote, it prevailed as follows: Ayes: McKay, Wimberley, Cyprian, Strickland. Nays: None. Absent: Knight.

## 20. Items from the City Commission not requiring formal action

None

## 21. City Manager Reports

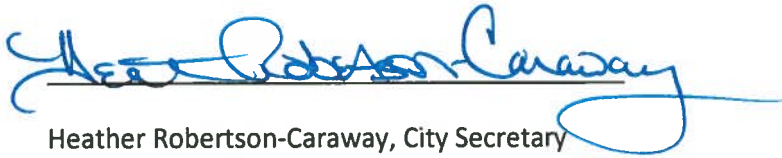
- a. **Weather Watch Class** – City Manager McCuiston stated the class is held annually at TSTC. Sheriff, Police and Fire department staff will be attending on February 11<sup>th</sup> from 7:00 to 9:00 P.M. Everyone is invited.
- b. **Drought Contingency Status**
  - i. **WCTMWD** – City Manager McCuiston had the latest report from the Water District to show predictions on HC lake levels, and when they expect to reach certain elevations which will trigger water usage by the Cities. Stage II drought is expected to happen around July 15<sup>th</sup> of this year.
  - ii. **Hydrant/Frog Pond** – City Manager McCuiston stated this has to do with the hydrants out by the frog pond which we use to service the oil field trucks. We have had some complaints that the oil field trucks have been filling up with treated water at the fire hydrant by the fire station. All the meters at the Frog Pond belong to certain companies and are restricted for use by those companies. We are adding an additional four meters on that manifold to eventually get all the oil field water users off the treated water.
  - iii. **Swimming Pool** – City Manager McCuiston stated that we are only 5 feet away from Stage III ourselves, and Stage III drought consists of no outdoor watering and no swimming pools. The question is: Do we fill our swimming pool this year? Do not need to make a decision now, but the staff does need to know. Commissioner Strickland asked when they need to know. Stacy replied that they usually start doing maintenance on the pool in the middle of March. In order to get chemicals and paint ordered we need to know as soon as possible. Andy asked if we could know by the next meeting. Mayor McKay asked how much the chemicals were. Stacy stated to run the whole season we normally run about \$18,000 to \$20,000. We budget \$20,000 for just chemicals.
- c. **City Clean up** – Fire Chief Bufkin stated he would talk about the junk vehicles first then Assistant Fire Chief Chaney will talk about the substandard structures. Bufkin stated they have done a total of 6 batches within a year with a grand total of 331 vehicles that have been removed or are now in compliance. McCuiston stated that we had 403 when we started and the rest of them were moved voluntary before we had to do anything with them. Bufkin also stated that now we are dealing with them case by case instead of a sweep like before.  
McCuiston stated we had some slides to go with Chaney's presentation on the substandard structures. Chaney explained what each slide was and how they went about to get it cleaned up. Many of the lots are looking good. We used a few of the houses for training which will help improve the ISO ratings. We are showing progress. Pichler has decided to auction all his houses off. He has about 40 houses; he has said that he will sign a few of his houses over.

## 22. Adjourn

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

Meeting adjourned at 6:58 P.M.

ATTEST

  
Heather Robertson-Caraway, City Secretary

  
Jimmy McKay, Mayor

SEAL

