

September 6, 2022

REGULAR TOWN COMMISSION MEETING OF THE TOWN OF BRECKENRIDGE, TEXAS, HELD ON THIS DATE WITH THE FOLLOWING MEMBERS PRESENT.

MAYOR
MAYOR PRO TEM, PLACE 2
COMMISSIONER, PLACE 3
COMMISSIONER, PLACE 4

BOB SIMS
ROB DURHAM
VINCE MOORE
GARY MERCER

INTERIM CITY MANAGER
CITY SECRETARY
PUBLIC WORKS DIRECTOR
PARKS DIRECTOR
FINANCE DIRECTOR
PERMIT CLERK
CODE ENFORCEMENT

STEVE NORWOOD
JESSICA SUTTER
HOUSTON SATTERWHITE
STACY HARRISON
DIANE LATHAM
CHRISTI TIDROW
MALCOLM BUFKIN

CALL TO ORDER

Mayor called meeting to order at 5:31 p.m.

Invocation led by Stacy Harrison

OPEN FORUM

This is an opportunity for the public to address the City Commission on any matter of public business, except public hearings. Comments related to public hearings will be heard when the specific hearing begins.

No Speakers

SPECIAL PRESENTATIONS AND ANNOUNCEMENTS

(Mayoral proclamations, presentations of awards and certificates, and other acknowledgements of significant accomplishments or service to the community.)

1. Receive update from Will Thompson with Stephens County Appraisal District.

STAFF REPORT

(Staff Reports are for discussion only. No action may be taken on items listed under this portion of the agenda, other than to provide general direction to staff or to direct staff to place such items of a future agenda for action.)

City Manager

2. October Meeting

3. Fire Chief
4. National Night Out

Interim City Manager Steve Norwood discussed the option of rescheduling the October 4, 2022 Regular meeting of Commission due to conflicts with TML Conference that City Manager Cyntia Northrop and City Secretary Jessica Sutter will be out of office attending as well as National Night Out being Scheduled for that day. Recommendation of changing meeting to Tuesday, October 11, 2022 was made. All Commissioners were in agreement. Malcolm Bufkin was introduced as the newly appointed Fire Chief. He will continue current job duties of Code Enforcement as well. **No Action Taken.**

PUBLIC HEARING ITEMS

Public hearing and possible action regarding:

5. PZ 22-03-December Owen Requests approval of a recommendation from the Breckenridge Planning and Zoning Commission to rezone the property at 911 N. Court - Roselawn Addition, Block 11, Lots 16,17, & 18, in Breckenridge, Texas from R1 (Single Family Dwelling District) to R4 (General Dwelling District) to allow mobile home. (P & Z voted 4-0 to approve the request on August 23, 2022)

Mayor Pro Tem Durham made a motion to approve PZ 22-03 Recommendation from the Breckenridge planning and zoning commission to rezone the property at 911. Court-Roselawn addition, Block 11, Lots 16, 17, & 18 from R1 to R4 to allow mobile home as presented. Commissioner Moore Seconded the motion. **The motion passed 4-0.**

6. Public Hearing to receive comments concerning the budget for the City of Breckenridge for the 2022-2023 Fiscal Year.

No Speakers, No Action Taken.

CONSENT AGENDA

Any commission member may request an item on the Consent Agenda to be taken up for individual consideration.

7. Consider approval of the August 2, 2022 Regular Commission meeting minutes as recorded.
8. Consider approval of the August 9, 2022 Special Commission meeting minutes as recorded.
9. Consider approval of the August 16, 2022 Special Commission meeting minutes as recorded.
10. Consider approval of the August 30, 2022 Special Commission meeting minutes as recorded.
11. Consider approval of Quarterly Investment report as presented.

12. Consider approval of Resolution 22-31 confirming and accepting securities pledged for municipal funds while acting as City Depository.
13. Consider approval of a facility use agreement with Stephens County Humane Society for a City owned building located at 210 N. Liveoak Street, Breckenridge (previously known as the Sis Clark Building).
14. Consider approval of Facility Use Agreement with New Destination Church for use of the Senior Center Building located at 210 N. Smith.
15. Consider approval of participation in the Interlocal Purchasing System (TIPS) and authorize City Secretary Jessica Sutter to sign and deliver any and all necessary requests and documents in connection for and on behalf of the City of Breckenridge.

Mayor Pro Tem Durham made a motion to approve consent agenda items 7-15 as presented. Commissioner Mercer Seconded the Motion. **The motion passed 4-0.**

ACTION ITEMS

16. Discuss and consider approval of the Fiscal Year 2022-2023 Breckenridge Economic Development Corporation Budget.

Interim City Manager Steve Norwood spoke to commission, stating that Breckenridge Economic Development Corporation has presented their budget for approval.

Commissioner Moore made a motion to approve the Fiscal Year 2022-2023 Breckenridge Economic Development Corporation budget as presented. Mayor Pro Tem Durham seconded the motion. **The motion passed 4-0.**

17. Consider approval of the Breckenridge Chamber of Commerce City Hotel/Motel Tax Audit for year ended December 31, 2021.

Norwood explained this item is an audit of the Hotel/Motel Tax. Audit was very clean. There were a few minor comments regarding backup missing for four checks that were written. All checks were under \$500.00. There was no question regarding what checks were written for.

Commissioner Mercer made a motion to approve the Breckenridge Chamber of Commerce City Hotel/Motel Tax Audit for the year end December 31, 2021 as presented. Commissioner Moore Seconded the motion. **The motion passed 4-0.**

18. Consider approval of the Stephens County Appraisal District Fiscal Year 2023 Budget.

Will Thompson from The Stephens County Appraisal District addressed Commission during Special presentation to discuss upcoming Fiscal Year. Steve Norwood stated it is a very lean budget and there are only small increases from previous year which are items required by state law.

Mayor Pro Tem Durham made a motion to approve Stephens County Appraisal District Fiscal Year 2023 Budget as presented. Commissioner Moore Seconded the Motion. **The Motion Passed 4-0.**

19. Request to approve Resolution 22-30 for the appointment of members to the Board of Directors of the Breckenridge Economic Development Corporation.

Norwood stated the corporation has requested for three member to be reappointed; Ty Bartoskewits, Wade Smith, and David Dugga as well as New member Lee Olson. Decisions were made unanimously by the Corporation.

Commissioner Moore made a motion to approve Resolution 22-30 for the appointment of members to the board of directors to the Breckenridge Economin Development Corporation as presented. Commissioner Mercer Seconded the motion. **The motion passed 4-0.**

20. Discuss and consider adoption of a resolution 22-29 authorizing defeasance and redemption of certain of the City's outstanding obligations and other related matters.

Interim City Manager Norwood stated to commission that the city will use available funds after taxes are collected for the 2023 tax year to pay off a portion of the Callable obligations prior to their maturity date. This will save the city's taxpayers by reducing the City's future principal and interest payments on the debt by an amount just below one million dollars. This will put the city in a good position for future debt considerations for infrastructure.

Commissioner Mercer moved to approve Resolution 22-29 authorizing defeasance and redemption of certain of the City's outstanding obligations and other related matters as presented. Commissioner Moore Seconded the motion. **The motion passed 4-0.**

21. Request to approve Ordinance 22-15 End of Fiscal Year Budget Adjustments Amending Ordinance 21-09.

Interim City Manager Steve Norwood stated that the city staff has gone through revenues and made adjustments to the 2022 budget.

Mayor Pro Tem Durham made a montion to approve Ordinance 22-25 End of Fiscal Year Budget Adjustments amending Ordinance 21-09 as presented. Commissioner Mercer Seconded the motion. **The motion passed 4-0.**

22. Discuss and Consider Ordinance 2022-14 Adopting a Budget for the Fiscal Year Beginning October 1, 2022 and ending September 30, 2023 in accordance with the laws of the State of Texas, Appropriating the Various Amounts Thereof, and Repealing All Ordinances in Conflict Therewith; and Providing for an Effective Date.

Interim City Manager Steve Norwood gave an overview of the changes made for the 2022-2023 Fiscal Year Budget. An overview is available in the agenda packet for further review.

Mayor Pro Tem Rob Durham made a motion to approve Ordinance 2022-14 and to set and approve the Municipal Budget for the 2023 Fiscal Year. Commissioner Moore seconded the motion. City Secretary Jessica Sutter took a roll call vote. Mayor Sims Aye, Mayor Pro Tem Durham Aye, Commissioner Moore Aye, Commissioner Mercer Aye. **The Motion passed 4-0.**

23. Discuss and consider approval of Resolution 22-28 ratifying the tax revenue for the tax year 2022 (FY 2022-2023) for the City of Breckenridge.

Commissioner Moore made a motion to ratify the property tax increase reflected in the adopted annual budget for Fiscal Year 2022-2023. Commissioner Mercer Seconded the Motion. City Secretary Jessica Sutter took a roll call vote. Mayor Sims Aye, Mayor Pro Tem Durham Aye, Commissioner Moore Aye, Commissioner Mercer Aye. **The Motion passed 4-0.**

24. Discuss and Consider Ordinance 2022-16 Levying Ad Valorem Taxes for the Use and Support of the Municipal Government of the City of Breckenridge, Texas, and Providing for the Interest and Sinking Fund for the Fiscal Year 2022-2023; Directing the Collection Thereof; and Providing for the Time of Paying the Ad Valorem Taxes Levied and Providing that Taxes become Delinquent If Not Paid.

Mayor Pro Tem Durham made a motion to approve Ordinance 2022-16 and that the property tax rate be decreased by the adoption of a tax rate of \$1.02 per one hundred dollars, which is effectively a 3.77% decrease in the tax rate. This would be a Debt service of \$.25516 and a Maintenance and Operations rate of \$.76484. Commissioner Moore Seconded the motion. City Secretary Jessica Sutter took a roll call vote. Mayor Sims Aye, Mayor Pro Tem Durham Aye, Commissioner Moore Aye, Commissioner Mercer Aye. **The Motion passed 4-0.**

25. Discuss and consider approval of Ordinance 22-12 repealing and replacing Ordinance 22-01 establishing a general fee schedule for the City of Breckenridge. *(Second Reading)*

Interim Steve Norwood stated that this item was presented previously to commissioners for review and was approved at that time. There have been no changes made to the fee schedule since the first reading.

Commissioner Moore made a motion to approve Ordinance 22-12 repealing and replacing Ordinance 22-01 establishing a general fee schedule for the City of Breckenridge. Mayor Pro Tem Durham seconded the motion. The motion passed **4-0.**

WORKSHOP ITEMS

(Workshop items are for discussion only. No action may be taken on items listed under this portion of the agenda, other than to provide general direction to staff or to direct staff to place such items on a future agenda for action.)

26. Stephens County partnership of road repairs.
27. Pothole repair
28. Gonzales Creek
29. Church on N. Parks

Mayor Sims stated that he requested these items be discussed. Steve Norwood stated that partnership with Stephens county will be discussed upon arrival of Cynthia Northrop. Staffing is currently an issue with pothole repair. Mayor Sims stated that he expects to see cleanup started on Gonzales Creek. Can contract services if needed to begin to show progress on these items to the citizens. Public Works Director Houston Satterwhite discussed plans to spray the creek to begin the process of killing the vegetation that has grown up. Mayor Sims also request having a few roll off's placed throughout the City allowing citizens to clean up their properties and have a place to dispose of trash.

EXECUTIVE SESSION

Pursuant to Texas Government Code, Annotated, Chapter 551, Subchapter D, Texas Open Meetings Act (the "Act"), City Commission will recess into Executive Session (closed meeting) to discuss the following:

Personnel Matters

§551.074: Personnel matters (to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee):

30. Commissioner Place 1

RECONVENE INTO OPEN SESSION

At 7:02 p.m., the City Commission reconvened into open session.

Commissioner Moore made a motion to appoint Blake Hamilton to serve as Commissioner Place One for a term to be effective September 6, 2022 and to Expire May 2024. Commissioner Mercer Seconded the motion. The motion passed 4-0.

RECEIVE REQUESTS FROM COMMISSION MEMBERS/STAFF FOR ITEMS TO BE PLACED ON NEXT MEETING AGENDA

Discussion under this section must be limited to whether or not the Commission wishes to include a potential item on a future agenda.

Commissioner Moore requested that the city begin looking into grant money for playground equipment and splash pad for the City Park.

ADJOURN

There being no further business, the Mayor adjourned the regular session at 7:05 p.m.



Bob Sims, Mayor



Jessica Sutter, City Secretary

