



NOTICE OF THE CITY OF BRECKENRIDGE
REGULAR MEETING OF THE BRECKENRIDGE CITY
COMMISSION

September 06, 2022 at 5:30 PM

AGENDA

Notice is hereby given as required by Title 5, Chapter 551.041 of the Government Code that the City Commission will meet in a Regular Meeting of the Breckenridge City Commission on September 06, 2022 at 5:30 PM at the Breckenridge City Offices, 105 N. Rose Avenue, Breckenridge, Texas.

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

American Flag

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.

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

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, Bock 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)
- [6.](#) Public Hearing to receive comments concerning the budget for the City of Breckenridge for the 2022-2023 Fiscal Year.

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 Jessica Sutter to sign and deliver any and all necessary requests and documents in connection for and on behalf of the City of Breckenridge.

ACTION ITEMS

- [16.](#) Discuss and consider approval of the Fiscal Year 2022-2023 Breckenridge Economic Development Corporation Budget.

- [17.](#) Consider approval of the Breckenridge Chamber of Commerce City Hotel/Motel Tax Audit for year ended December 31, 2021.
- [18.](#) Consider approval of the Stephens County Appraisal District Fiscal Year 2023 Budget.
- [19.](#) Request to approve Resolution 22-30 for the appointment of members to the Board of Directors of the Breckenridge Economic Development Corporation.
- [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.
- [21.](#) Request to approve Ordinance 22-15 End of Fiscal Year Budget Adjustments Amending Ordinance 21-09.
- [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.
- [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.
- [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.
- [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)*

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

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

In accordance with Texas Government Code, Section 551, the City Commission will reconvene into Open Session and consider action, if any, on matters discussed in Executive Session.

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.

ADJOURN

NOTE: As authorized by Section 551.071 of the Texas Government Code (Consultation with City Attorney), this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item herein.

CERTIFICATION

I hereby certify that the above notice was posted in the bulletin board at Breckenridge City Hall, 105 North Rose Avenue, Breckenridge, Texas, by **5:00 PM** on the **2nd day of September 2022**.

City Secretary



Persons with disabilities who plan to attend this public meeting and who may need auxiliary aid or services are requested to contact the Breckenridge City Hall 48 hours in advance, at 254-559-8287, and reasonable accommodations will be made for assistance.

NATIONAL NIGHT OUT 2021

On Tuesday, October 4th, 2022, the Breckenridge Police Department will again host the **NATIONAL NIGHT OUT in Breckenridge**. Our NNO Block Party will be at the Stephens County Law Enforcement Center, 210 East Dyer Street, from 6 PM to 8 PM.

National Night Out is an annual, national event that focuses on growing the partnership between law enforcement and the community in the fight against crime. Texas celebrates NNO in October instead of August because of the heat, (and because Texas is special.)

Admission to this event is always **free**. Breckenridge PD, Stephens County Sheriff's Office, Breckenridge Fire Department and others will provide free food, drinks, activities, etc. We will have Child ID/Fingerprinting. Country that Rocks will be provided on site by 93.5 KLXX.

We ask that you set up your display at the LEC around 4:30 - 5:00 PM. People arrive early.

The 200 block of East Dyer Street and the front parking lot of the LEC will be blocked off to provide space to set up your display. As you know, we provide the space, however the tables, chairs, tents, anchors, supplies, etc. for your display are the responsibility of your organization. To be courteous to other participants, please keep the size of your display area in mind; one or two tables/booths/tents is normal. This event attracts a large public attendance, so please keep all non-service animals at home or secured on a leash.

If your group has uniforms, specialty clothing, marked vehicles or specialty equipment, **bring it**. Bring historical items and tools of your trade that are safe and interesting to see and touch; kids love that. Remember, National Night Out is for everyone so please bring membership and career information, as well as child-friendly items for the public.

The NNO Block Party has free food and music, so be prepared to relax and have fun. Please bring family and friends and use this event to help our community.

Show the bad guys that the good guys are working together and fighting back!

BPD Captain Jay Walker #120

The City of Breckenridge and Breckenridge Police Department



Proudly

Present

NATIONAL NIGHT OUT

Tuesday, October 4th, 2022: 6PM – 8PM

Stephens County Law Enforcement Center - 210 E. Dyer Street



NATIONAL NIGHT OUT is an annual, national event designed to strengthen community spirit and partnerships with **LAW ENFORCEMENT** and **FIRST RESPONDERS**, generate support for community organizations and programs, raise crime prevention awareness, and send a strong message to the **CRIMINALS** that this we are all working together to fight back.

➤ **Please join us at the National Night Out Block Party to enjoy:**

FREE: Food & Drinks; Games & Prizes; Live DJ & "Country that Rocks!" from **KLXX / KROO**; Child ID & Fingerprinting; Career Information; Equipment Demonstrations; Meet representatives from:

Breckenridge Police Department/911 Call Center/Animal Center, Breckenridge Fire Department & Code Enforcement, Stephens County Sheriff's Office, AIR EVAC Lifeteam, Stephens Memorial Hospital District, American Medical Response EMS, APS, CPS, DPS, Texas Parks & Wildlife, Doctor Goodall's House-CAC/CASA, Betty Hardwick Center, Stephens County Adult & Juvenile Probation, City / County / District Court Officers, Central West Texas Council of Governments, Girl Scouts & Boy Scouts, Local Civic & Business Organizations, Texas State Technical College, and more.



Questions? Contact: City of Breckenridge: www.breckenridgetx.gov / NNO: www.natw.org
Breckenridge Police Department (254) 559-2211 / City Offices: (254) 559-8287



City of Breckenridge

PLANNING AND ZONING COMMISSION STAFF REPORT

Meeting

Date: August 23, 2022

To: Chairman and Members of the Planning and Zoning Commission

From: Malcolm Bufkin

Subject: Request to rezone property at 911 N. Court.

Purpose:

Consider and make recommendation on request PZ 22-03 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 a mobile home.

Existing Condition of Property:

The property in question is currently a vacant lot and will need an address assigned upon approval, as it currently shares an address with a structure on Lot 18.

Adjacent Existing Land Uses and Zoning:

North: Residential lot (vacant) – Zoned R-1
 South: Residential lot with dwelling – Zoned R-1
 East: Residential lot with dwelling – Zoned R-1
 West: Residential lot (vacant) – Zoned R-1

Development Review Analysis:

The property owner at 911 N. Court would like to rezone this property to allow a mobile home.

Staff Recommendation:

City staff forwards this request for your consideration. The properties to the southeast and northeast are currently zoned R-4 have mobile homes set on them.

Attachments:

PZ request application
 Photos of mobile home to be placed on property
 Aerial view map
 Property owners within 200 feet

ORDINANCE NO. 22-13

AN ORDINANCE OF THE CITY OF BRECKENRIDGE, TEXAS CHANGING THE ZONING USE DESIGNATION OF 911 N. COURT FROM SINGLE-FAMILY DWELLING DISTRICT (“R-1”) TO GENERAL DWELLING DISTRICT (“R-4”); AMENDING THE ZONING MAP FOR THE CITY OF BRECKENRIDGE TO REFLECT SUCH CHANGE; AND ADOPTING THE ZONING MAP SO AMENDED.

WHEREAS, pursuant to state law, the City Commission of the City of Breckenridge, Texas (the “City Commission”) adopted a zoning ordinance and appointed a Planning & Zoning Commission to recommend amendment of that ordinance, from time to time;

WHEREAS, the owner of 911 N. Court – Roselawn Addition, Block 11, Lots 16, 17, and 18, of the Original Town of the City of Breckenridge, Stephens County, Texas, (the “Property”) has submitted a petition requesting that the zoning use designation for the Property be changed from Single-Family Dwelling District (“R-1”) to General Dwelling District (“R-4”) to allow mobile home.

WHEREAS, the Planning & Zoning Commission has considered the request, has made a preliminary report, and has submitted its final report to the City Commission;

WHEREAS, the Planning & Zoning Commission and the City Commission have held public hearings and given notice to nearby property owners regarding the re-zoning request, according to the procedures imposed by state law; and

WHEREAS, the City Commission finds that the re-zoning adopted by this ordinance is in furtherance of the public interest, for the good government, peace, order, trade and commerce of the City, and is made in accordance with the City’s Comprehensive Plan.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, TEXAS THAT:

1. That the zoning use designation of property described as 911 N. Court – Roselawn Addition, Block 11, Lots 16, 17, and 18, of the Original Town of the City of Breckenridge, Stephens County, Texas, is hereby changed from Single-Family Dwelling District (“R-1”) to General Dwelling District (“R-4”).
2. That the official zoning map of the City of Breckenridge is hereby amended to reflect the zoning use designation change described above, and that the map so amended is hereby adopted.

This ordinance shall take effect immediately upon its adoption by the City Commission.

PASSED, APPROVED, AND ADOPTED on this the 6th day of September 2022.

Bob Sims, Mayor

ATTEST:





Jessica Sutter, City Secretary

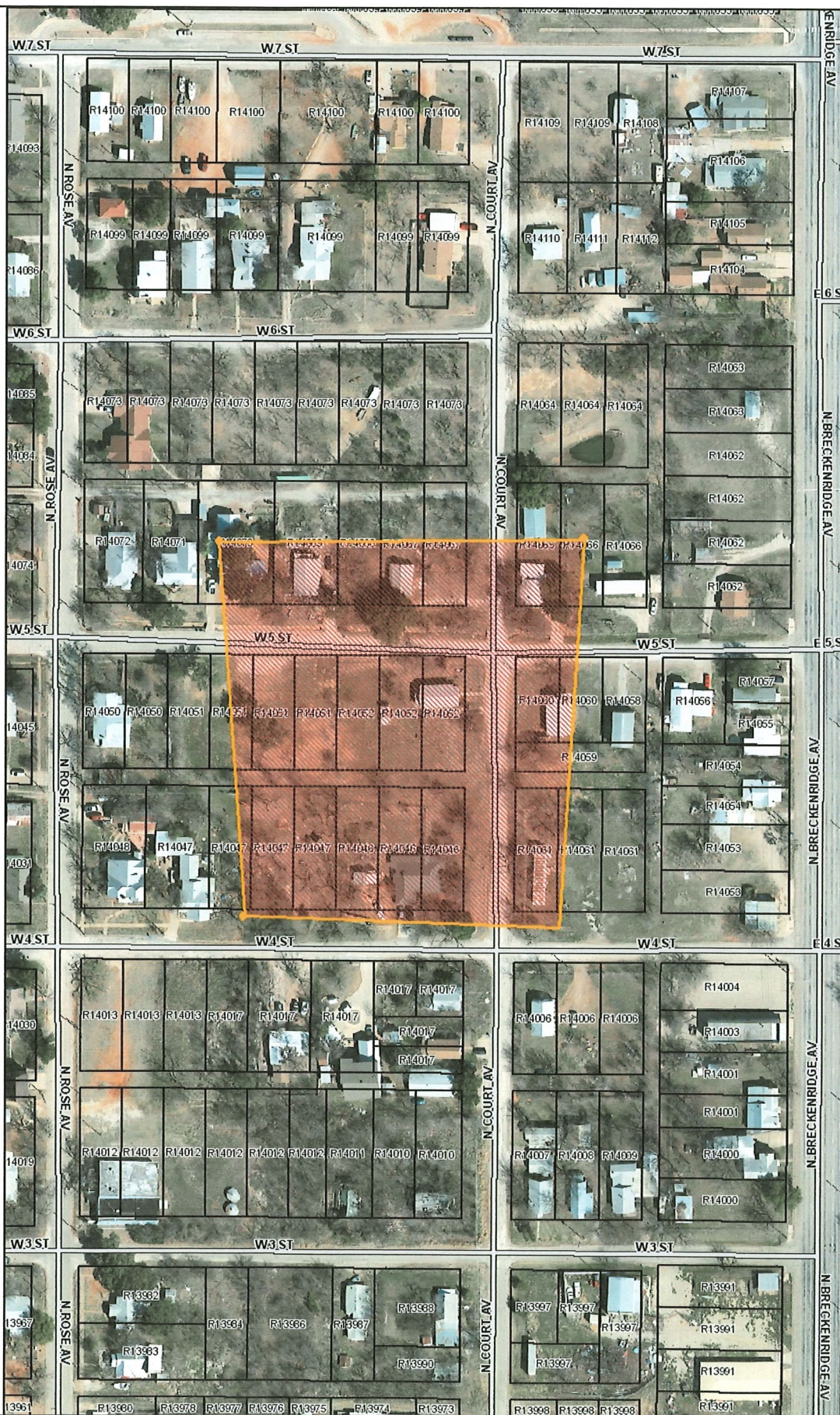
S E A L



Map

Local Road Labels

-  Local Roads
-  Extra-territorial Jurisdiction
-  City Limits
-  Stephens CAD Parcels

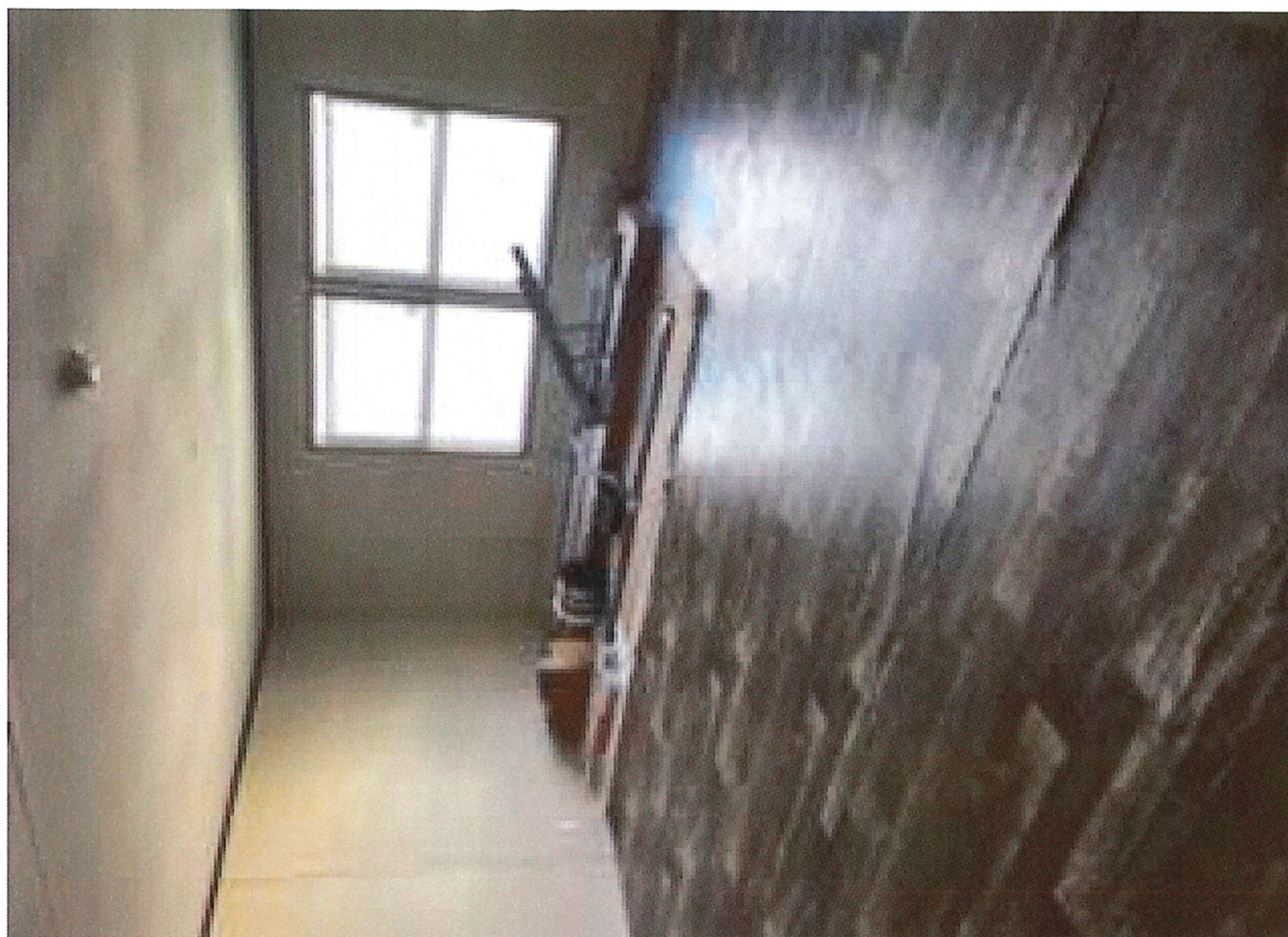


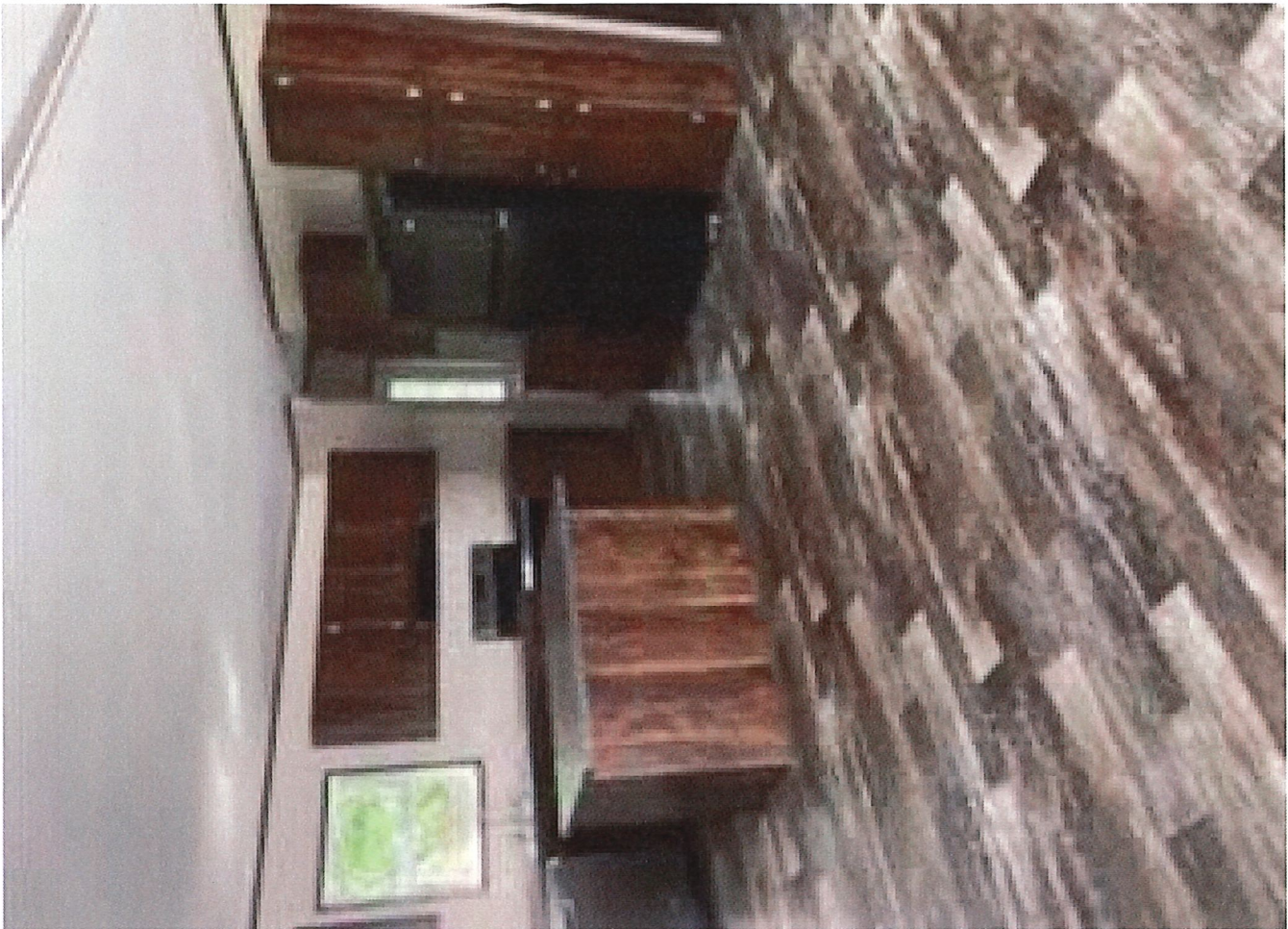
Data displayed were gathered by the City of Breckenridge for municipal purposes.
No guarantee is made regarding suitability for any other use or purpose.



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CITY OF BRECKENRIDGE
105 NORTH ROSE AVENUE
BRECKENRIDGE, TEXAS 76424

Item 6.

August 24, 2022

NOTICE
OF
PUBLIC HEARING

TAKE NOTICE THAT A PUBLIC HEARING TO CONSIDER THE BUDGET FOR THE CITY OF BRECKENRIDGE FOR THE FISCAL YEAR 2022 - 2023 WILL BE HELD TUESDAY, SEPTEMBER 6, 2022, AT 5:30P.M., IN THE CITY OFFICES, COMMISSION CHAMBERS, 105 NORTH ROSE AVENUE.

As provided by Section 102.005(b), Local Government Code:

“This budget will raise more total property taxes than last year's budget by \$342,654(18.81%) and of that amount \$5,496 tax revenue to be raised from new property added to the roll this year.”

As provided by Section 102.006 of the Local Government Code and the Charter of the City of Breckenridge, notice is hereby given that the City Commission of the City of Breckenridge will hold Public Hearing to consider a budget for expenditures of City funds, from all sources for the fiscal year beginning October 1, 2022, and ending September 30, 2023.

SUMMARY OF PROPOSED 2022-2023 BUDGET

General Fund: For Maintenance & Operating	\$ 4,719,612
Water Fund: For Maintenance & Operating	\$ 2,438,349
Wastewater Fund: For Maintenance & Operating	\$ 1,364,770
Sanitation Fund: For Maintenance & Operating	\$ 526,161
Trade Days	\$ -0-
Fire Department Special Fund	\$ 1,000
Cemetery Trust	\$ 17,500
Forfeited Property Fund	\$ -0-
Equipment Replacement	\$ 286,382
Street Maintenance Sales Tax Fund	\$ 250,000
Breckenridge Park Fund	\$ 1,000
Police Department Special Fund	\$ -0-
Capital Improvement Project	\$ 565,000
General Debt Service Fund	\$ 553,754
Revenue Debt Service Fund	\$ -0-

Any person may attend and may participate in the hearing. Results of said public hearing will be considered in adopting a budget, as prescribed by law, for expenditures of all City Funds.

Steve Norwood, Interim City Manager
Publish August 24, 2022

AUGUST 02, 2022

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

MAYOR
COMMISSIONER PLACE 1
MAYOR PRO TEM, PLACE 2
COMMISSIONER, PLACE 3
COMMISSIONER, PLACE 4

BOB SIMS
GREG AKERS
ROB DURHAM
VINCE MOORE
GARY MERCER

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

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

CALL TO ORDER

Mayor called meeting to order at 5:30 p.m.

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

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 Report

1. Tower Inspections.
2. Budget Workshop Dates and Times.

Interim City Manager Steve Norwood went over recent tower inspections. Stated that they would be presented with a plan of necessary improvements in 60-90 days. He advised of upcoming budget workshop scheduled for August 16, 2022. No action taken.

CONSENT AGENDA

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

3. Consider approval of the July 5, 2022 Regular Commission meeting minutes as recorded.
4. Consider approval of the July 12, 2022 Special Commission meeting minutes as recorded
5. Consider approval of the July 19, 2022 Special Commission meeting minutes as recorded.
6. Request to approve Resolution 2022-25 BISD Homecoming Parade.
7. Request to approve the agreement between the City of Breckenridge and the Breckenridge Library and Fine Arts Foundation.

Mayor Pro Tem Durham made a motion to accept Consent Agenda Items 3-7 as presented. Commissioner Moore Seconded the motion. **The motion passed 5-0**

ACTION ITEMS

8. Consider approval of Breckenridge Downtown Development Council plan to update entry signage as well as remove and relocate existing signage.

JB Sparks of the Breckenridge Downtown Development Council presented artist rendering to council. New signs will be located at West and East ends of town and will be approximately 20 ft and will be lighted. North and South will be scaled down versions. Stated city will need to remove existing signage.

Mayor Pro Tem Durham moved to approve Breckenridge Downtown Development Council plan to update entry signage as well as remove and relocate existing signage as presented. Commissioner Akers seconded the motion. **The motion passed 5-0**

9. Budgetary and Operational requests as presented by Kathy O'Shields.

Kathy O'Shields presented information to council about stray animals, adoption of animals, Spay and neuter program available in Graham, and the need for additional Animal Control Officer. **No Action Taken**

10. Request to approve Resolution 2022-26 approving the 2022 Appraisal Roll.

Interim City Manager Steve Norwood explained final roll total is approximately two hundred and fifty seven million dollars which is up from two hundred ten million from previous year. This is provided by the Appraisal district.

Commissioner Mercer Moved to approve Resolution 2022-26 approving the 2022 Appraisal Roll. Commissioner Akers seconded the motion. **The motion passed 5-0.**

11. Request to approve Resolution 2022-27 Designation required by SB 2 on Tax Rate Calculations.

Mayor Pro Tem Durham left the commission chambers at 6:10 p.m.

Commissioner Moore moved to approve Resolution 2022-27 designation required by SB 2 on Tax Rate Calculations, Commissioner Mercer Seconded the motion. **The motion passed 4-0.**

13. Request to approve the calculations of the 2022 No New Revenue Tax Rate.

Commissioner Akers moved to approve the calculations of the 2022 No New Revenue Tax Rate as presented. Commissioner Moore seconded the motion. **The motion passed 4-0.**

12. Request to consider discussing tax rate, take a record vote and schedule required Public Hearing.

Interim City Manager Norwood stated we are recommending a public hearing on the proposed tax rate for Tuesday, August 30, 2022 at 5:30. Must have public hearing 7 days prior to adoption of tax rate.

Mayor Pro Tem Durham returned to Commission Chambers at 6:15 p.m.

Commissioner Moore made a motion to approve the proposed No New Revenue Tax Rate of \$1.02 and set public hearing meeting for August 30, 2022. Mayor Pro Tem Durham seconded the motion. **The motion passed 5-0.**

14. Request to approve Ordinance 2022-12 City Fee Schedule.

City Secretary Jessica Sutter addressed commission stated that the changed to the city fee schedule included pool rental fees, sewer, water, and trash rated due to Republic Services taking over billing commercial services. Finance Director Diane Latham stated that previously Council approved a water rate study that approved a five-year plan and these fees are in line with the rate study.

Commissioner Akers Motioned to Table Ordinance 2022-12 to the next regular commission meeting. There was No Second to the motion dies.

Commissioner Moore moved to approve Ordinance 2022-12 City Fee Schedule as presented. Commissioner Mercer seconded the motion. **The motion passed 5-0**

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.)

Mayor Pro Tem Durham asked about the Water Meter project that is currently being completed. Public Works Director Houston Satterwhite gave commissioners update stating that the project began on Monday. Replacement will take approximately 2 months.

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):

15. City Manager

RECONVENE INTO OPEN SESSION

At 7:40 p.m., the City Commission reconvened into open session with no action taken.

ADJOURN

There being no further business, the Mayor adjourned the regular session at 7:41 p.m.

Bob Sims, Mayor

Jessica Sutter, City Secretary

August 9, 2022

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

MAYOR
COMMISSIONER PLACE 1
MAYOR PRO TEM PLACE 2
COMMISSIONER PLACE 3
COMMISSIONER PLACE 4

BOB SIMS
GREG AKERS
ROB DURHAM
VINCE MOORE
GARY MERCER

INTERIM CITY MANAGER
CITY SECRETARY

STEVE NORWOOD
JESSICA SUTTER

CALL MEETING TO ORDER

Mayor Sims called the special meeting to order at 5:33 p.m.

OPEN FORUM

This is an opportunity for the public to address the City Commission on any matter of public business, except public hearings.

No speakers.

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):

1. City Manager

RECONVENE INTO OPEN SESSION

Commissioner Place 1 Greg Akers left meeting during Executive.

At 7:07 p.m., the City Commission reconvened into open session.

Commissioner Moore made a motion to Hire Cynthia Northrop as City Manager and instruct the Interim City Manager to work with the City Attorney to finalize an employment agreement.

Commissioner Mercer Seconded the Motion. **The motion passed 3-1 with Mayor Bob Sims voting Nay and Commissioner Akers not Present.**

ADJOURN

There being no further business, the Mayor adjourned the special session at 7:09 p.m.

Bob Sims, Mayor

Jessica Sutter, City Secretary

DRAFT

August 16, 2022

SPECIAL 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
POLICE CHIEF
PARKS DIRECTOR
PUBLIC WORKS DIRECTOR
FINANCE DIRECTOR

STEVE NORWOOD
JESSICA SUTTER
BACEL CANTRELL
STACY HARRISON
HOUSTON SATTERWHITE
DIANE LATHAM

NOT PRESENT
COMMISSIONER PLACE 1

VACANT

CALL MEETING TO ORDER

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

OPEN FORUM

This is an opportunity for the public to address the City Commission on any matter of public business, except public hearings.

No speakers.

ACTION ITEMS

1. Discuss and Consider approving an employment agreement appointing Cynthia Northrop as City Manager.

Commissioner Moore Made a motion to approve an employment agreement with Cynthia Northrop as presented with a start date of September 12. Commissioner Mercer Seconded the motion. **The Motion Passed 4-0 All in favor.**

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.)

2. 2022-2023 fiscal year budget workshop.

Interim City Manager Steve Norwood presented council with the proposed Fiscal Year 2023 budget.

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.

Mayor Pro Tem Durham requested to discuss a partnership with Stephens County for street repairs at the next regular meeting.

ADJOURN

There being no further business, the Mayor adjourned the special session at 6:01 p.m.

Bob Sims, Mayor

Jessica Sutter, City Secretary

August 30, 2022

SPECIAL 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

STEVE NORWOOD
JESSICA SUTTER

NOT PRESENT
COMMISSIONER PLACE 1
COMMISSIONER PLACE 4

VACANT
GARY MERCER

CALL MEETING TO ORDER

Mayor Sims called the special meeting to order at 5:30 p.m.

OPEN FORUM

This is an opportunity for the public to address the City Commission on any matter of public business, except public hearings.

No speakers.

PUBLIC HEARING ITEMS

1. 2022 Tax year proposed property tax rate.

Interim City Manager Norwood addressed commission stating the proposed Tax rate for the Fiscal Year 2022-2023 would be \$1.02 lowered from the current rate of \$1.06.

No Action Taken

ADJOURN

There being no further business, the Mayor adjourned the special session at 5:37 p.m.

Bob Sims, Mayor

Jessica Sutter, City Secretary

DRAFT



Commission Meeting Agenda Item Memorandum

ITEM TYPE

Consent Agenda

MEETING DATE:

September 6, 2022

PRESENTER:

Diane Latham, Finance Director

ITEM DESCRIPTION:

Consider approval of Quarterly Investment report as presented.

BACKGROUND INFORMATION:

Pursuant to the City of Breckenridge Investment Policy, dated July 6, 2018, submitted here with is the Quarterly Investment Report for all City Funds.

All funds, excluding Cemetery Perpetual Care Funds are held at the First National Bank Albany/Breckenridge, as per the City Depository contract dated July 7, 2020. The interest rate as stated in the Depository contract is a 90-day Treasury Bill floating rate minus .25 basis points adjusted monthly on the first. the average yield return for April 1, 2022 through June 31, 2022 was .25 percent.

Included is a Combined Statement of Cash Position- all funds located at First National Bank Albany/Breckenridge, Quarterly Statement for Cemetery Perpetual Care Fund and Investment Portfolio Pledged Securities- First National Bank Albany/Breckenridge.

The Quarterly Investment Report is in full compliance with the objectives, restrictions, and strategies as set forth in the City of Breckenridge's Investment Policy, the Public Funds Investment Act (Texas Government Code, Chapter 2256) and the Public Funds Collateral act (Texas Government Code, Chapter 2257).

FISCAL IMPACT:
☒ Not Applicable

☐ Proposed Expenditure:

☐ General Ledger Code:

☐ Proposed Revenue:

☐ Budget Amendment Required: No

☐ Financial Review Completed by:

LEGAL REVIEW:

Not applicable.

ATTACHMENTS:

A.Quartly Investment Report

RECOMMENDED MOTION AND/OR ACTION:

CITY OF BRECKENRIDGE
COMBINED STATEMENT OF CASH POSITION - ALL FUNDS
ON DEPOSIT AT FIRST NATIONAL BANK AS OF JUNE 30, 2022

	TOTAL ON		INTEREST						
	DEPOSIT		ACCRUED THIS PERIOD			April	May	June	
1001 GENERAL FUND	\$ 1,054,646.77		\$ 831.52		GENERAL FUND	\$ 141.03	\$ 466.50	\$ 223.99	
1013 ARSON FUND	\$ 509.89		\$ 0.49		ARSON FUND	\$ 0.39	\$ 0.39	\$ 0.10	
1014 FEDERAL TAX & LOAN	\$ 79.17		\$ 1.73		FEDERAL TAX & LOAN	\$ 0.72	\$ 0.83	\$ 0.18	
2000 PAYING	\$ -		\$ -		PAYING	\$ -	\$ -	\$ -	
1001 WATER FUND	\$ 1,020,497.77		\$ 725.19		WATER FUND	\$ 102.63	\$ 406.40	\$ 216.16	
1047 METER DEPOSIT FUND	\$ -		\$ -		METER DEPOSIT FUND	\$ -	\$ -	\$ -	
1001 WASTEWATER FUND	\$ 467,327.53		\$ 319.67		WASTEWATER FUND	\$ 43.12	\$ 177.61	\$ 98.94	
1001 SANITATION	\$ 59,828.15		\$ 42.78		SANITATION	\$ 6.94	\$ 23.16	\$ 12.68	
1001 FIRE DEPT. SPECIAL	\$ 12,706.06		\$ 9.73		FIRE DEPT. SPECIAL	\$ 1.56	\$ 5.49	\$ 2.68	
1001 FOREFEITED PROPERTY	\$ 1,250.37		\$ 0.94		FORFEITED PROPERTY	\$ 0.15	\$ 0.53	\$ 0.26	
1091 PAYROLL FUND	\$ -		\$ -		PAYROLL FUND	\$ -	\$ -	\$ -	
1001 EQUIP. REPLACEMENT FUND	\$ 169,735.64		\$ 146.68		EQUIP. REPLACEMENT FUND	\$ 24.47	\$ 86.47	\$ 35.74	
1001 STREET MAINTENANCE	\$ 681,895.63		\$ 511.10		STREET MAINTENANCE	\$ 78.42	\$ 289.08	\$ 143.60	
1001 BRECKENRIDGE PARK FUND	\$ 8,895.02		\$ 6.66		BRECKENRIDGE PARK FUND	\$ 1.05	\$ 3.74	\$ 1.87	
1001 POLICE DEPT. SPECIAL	\$ 10,128.05		\$ 7.58		POLICE DEPT. SPECIAL	\$ 1.20	\$ 4.25	\$ 2.13	
1001 Excess Sales Tax Revenue	\$ 17,577.31		\$ 13.16		Excess Sales Tax Revenue	\$ 2.08	\$ 7.38	\$ 3.70	
1001 Breck Trade Days	\$ 39,175.26		\$ 29.36		Breck Trade Days	\$ 4.65	\$ 16.46	\$ 8.25	
1051 CO 2017 A&B Sinking /Rd	\$ 457,842.85		\$ 356.22		CO 2017 A&B Sinking /Rd	\$ 54.65	\$ 208.10	\$ 93.47	
1053 Park St. Proj/RD	\$ -		\$ -		EMERGENCY DWSRF	\$ -	\$ -	\$ -	
1001 Capital Improvement Project	\$ 1,000,254.10		\$ 767.84		Capital Improvement Project	\$ 123.12	\$ 434.08	\$ 210.64	
1057 CAPITAL IMPROVEMENT DWSRF	\$ -		\$ -		CAPITAL IMPROVEMENT DWSRF	\$ -	\$ -	\$ -	
1058 GENERAL DEBT SERVICE FUND	\$ 1,199,459.27		\$ 921.21		CO 2012 LOAN DWSRF	\$ 145.50	\$ 530.00	\$ 245.71	
TOTAL - ALL FUNDS				\$ 6,201,808.84	\$ 4,691.86	\$ 731.29	\$ 2,660.47	\$ 1,300.10	\$ -

In addition, these funds have Petty cash Funds in the following amounts:

GENERAL FUND	\$ 150.00
SYSTEMS FUND	\$ 300.00
MUNICIPAL COURT	\$ 150.00
POLICE DEPARTMENT	\$ 50.00
LANDFILL	\$ 100.00
TOTAL	\$ 750.00



Overview of Account - 7979028989 BRECKENRIDGE CEMETERY PC TX

Investment Objective: Current Income, with Cash

Activity Summary

	This Period (\$)	Year to Date (\$)
Beginning Market Value	596,994.74	661,042.41
Cash & Security Transfers	0.00	0.00
Contributions	487.50	2,699.26
Income & Capital Gain Distributions	1,785.83	7,435.77
Fees	-1,522.02	-4,806.83
Withdrawals	-1,004.44	-2,282.33
Change in Account Value	-24,143.02	-91,489.69
Market Value on Jun 30, 2022	\$572,598.59	\$572,598.59

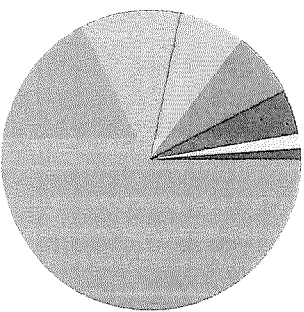
Income Earned

	This Period (\$)	Year to Date (\$)
Taxable Income	1,785.83	7,408.54
Tax-Exempt Income	0.00	0.00
Tax-Deferred Income	0.00	0.00
Total Income Earned	\$1,785.83	\$7,408.54
Total ST Realized Capital Gain/Loss	-\$6.27	-\$611.42
Total LT Realized Capital Gain/Loss	\$5,693.21	\$4,893.76
Total Realized Capital Gain/Loss	\$5,686.94	\$4,282.34

This summary is for your reference. It is not intended for tax-reporting purposes. Taxable income is taxable at the federal level and may be taxable at the state level.

Asset Allocation on June 30, 2022

	Market Value (\$)	Percent
■ Taxable Domestic Fixed Income	1154	67%
■ Domestic Large Cap	1156	11%
■ Taxable International Fixed Income	1154	7%
■ International Equity	1156	7%
■ Domestic Small-Mid Cap	1156	5%
■ Capital Portfolio	1067	2%
■ Opportunistic Equity	1156	1%
■ Income Portfolio	1067	0%
Total of Your Account	\$572,598.59	100%



Fixed Income 1154 427,874.58
Equity 1156 135,103.70
Cash 1067 9620.31

Pledge Inventory Report

Item 11.
1st National Bank Roll-up
Darry, TX
ROM 8/11/2022 TO 8/31/2022

Customer ID: 129458
Report Date: 8/26/2022
PAS Rep: Vance Roe
Account Rep: Bob Keller

Cusip	Description	Maturity/Refunded Dt	Intent	S&P	Market Price Dt	Original Face	Book Value
Ticket	Location Code/Name	Group	Coupon	Moody	Maturity (Yr)	Par	Market Value
Pledged: 20 - CITY OF BRECKENRIDGE							
912828W71	US Treasury Note	03/31/2024	AFS	AA+	8/24/2022	500,000.00	499,565.74
1368015	-	TRS	2.12500	Aaa	1.58	500,000.00	490,449.98
36211LF80	GNMA2 Pool #51591	12/20/2041	AFS		8/24/2022	2,548,006.00	629,994.38
742941	3 - TIB	MBS	4.00000		19.32	629,994.38	630,429.08
831641EY7	SBIC 2013-10A 1	03/10/2023	AFS	Nr	8/24/2022	2,000,000.00	152,738.48
843987	3 - TIB	MBS	2.35100		0.52	152,738.48	150,974.35
831641BL4	SBA Pool #509051	04/25/2036	AFS		8/24/2022	2,550,000.00	468,517.14
910089	3 - TIB	MBS	5.32500		13.66	468,517.14	519,482.43
831641BL4	SBA Pool #509051	04/25/2036	AFS		8/24/2022	1,070,000.00	196,593.46
921481	3 - TIB	MBS	5.32500		13.66	196,593.46	217,978.89
83165ACR3	SBA Pool #521680	04/25/2035	AFS		8/24/2022	1,640,000.00	144,469.09
786840	3 - TIB	MBS	6.50200		12.66	144,469.09	152,781.84
83165AC31	SBA Pool #522074	05/25/2027	AFS	Nr	8/24/2022	2,000,000.00	179,891.50
924919	3 - TIB	MBS	5.61700		4.73	179,891.50	183,584.67
83165AV65	SBA Pool #522333	10/25/2041	AFS		8/24/2022	2,000,000.00	504,131.00
1074218	3 - TIB	MBS	5.45100		19.16	504,131.00	552,527.57
912828YH7	US Treasury Note	09/30/2024	AFS	AA+	8/24/2022	1,000,000.00	978,755.08
1370917	3 - TIB	TRS	1.50000	Aaa	2.08	1,000,000.00	962,500.00
912828ZT0	US Treasury Note	05/31/2025	AFS	AA+	8/24/2022	250,000.00	240,305.23
1359239	3 - TIB	TRS	0.25000	Aaa	2.75	250,000.00	229,327.51
91282CAV5	US Treasury Note	10/31/2027	AFS	AA+	8/24/2022	250,000.00	241,258.78
1296713	3 - TIB	TRS	0.50000	Aaa	5.17	250,000.00	217,402.50
91282CAV3	US Treasury Note	11/15/2030	AFS	AA+	8/24/2022	900,000.00	845,336.78
1297237	3 - TIB	TRS	0.87500	Aaa	8.21	900,000.00	756,882.00
91282CAZ4	US Treasury Note	11/30/2025	AFS	AA+	8/24/2022	500,000.00	490,034.96
1342551	3 - TIB	TRS	0.37500	Aaa	3.25	500,000.00	453,730.01

This report reflects information submitted to us by the customer. It is not intended to be used as the official record of safekeeping location and/or pledged holdings. This information should be provided by the customer's safekeeper.

Pledge Inventory Report

Item 11.
First National Bank Roll-up
Barry, TX
ROM 8/1/2022 TO 8/31/2022

Customer ID: 129458
Report Date: 8/28/2022
PAS Rep: Vance Roe
Account Rep: Bob Keller

Cusip	Description	Maturity/Refunded Dt	Intent	S&P	Market Price Dt	Original Face	Book Value
Ticket	Location Code/Name	Group	Coupon	Moody	Maturity (Yr)	Par	Market Value
Pledged: 20 - CITY OF BRECKENRIDGE							
91282CDH1	US Treasury Note	11/15/2024	A-FS	AA+	8/24/2022	750,000.00	734,630.58
1363751	3 - TIB	TRS	0.75000	Aaa	2.21	750,000.00	707,985.02
14	Total Pledged: 20 - CITY OF BRECKENRIDGE					17,958,006.00	6,306,222.20
						6,426,335.05	6,226,035.85

This report reflects information submitted to us by the customer. It is not intended to be used as the official record of safekeeping location and/or pledged holdings. This information should be provided by the customer's safekeeper.

RESOLUTION NO. 22-31

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, TEXAS, CONFIRMING AND ACCEPTING SECURITIES PLEDGED FOR MUNICIPAL FUNDS WHILE ACTING AS CITY DEPOSITORY.

NOW, THEREFORE, BE IT RESOLVED, by the City Commission of the City of Breckenridge:

That the securities pledged by First National Bank Albany/Breckenridge, as evidenced by safekeeping receipts attached hereto and made a part thereof, are approved and accepted.

PASSED AND APPROVED by the City Commission of the City of Breckenridge this the 6th day of September 2022.

CITY OF BRECKENRIDGE, TEXAS

**Bob Sims,
Mayor**

ATTEST:

Jessica Sutter, City Secretary

S E A L

Pledge Inventory Report

st National Bank Roll-up
any, TX
OM 8/1/2022 TO 8/31/2022

Customer ID: 129458
Report Date: 8/26/2022
PAS Rep: Vance Roe
Account Rep: Bob Keller

Cusip Ticket	Description Location Code/Name	Maturity/Refunded Dt Group	Intent Coupon	S&P Moody	Market Price Dt Maturity (Yr)	Original Face Par	Book Value Market Value
Pledged: 20 - CITY OF BRECKENRIDGE							
912828W71 1368015	US Treasury Note -	03/31/2024 TRS	AFS 2.12500	AA+ Aaa	8/24/2022 1.58	500,000.00 500,000.00	499,565.74 490,449.98
36211LF80 742941	GNMA2 Pool #515891 3 - TIB	12/20/2041 MBS	AFS 4.00000		8/24/2022 19.32	2,548,006.00 629,994.38	629,994.38 630,429.08
83164IEV7 843987	SBIC 2013-10A 1 3 - TIB	03/10/2023 MBS	AFS 2.35100	Nr	8/24/2022 0.52	2,000,000.00 152,738.48	152,738.48 150,974.35
83164LBU4 910089	SBA Pool #509051 3 - TIB	04/25/2036 MBS	AFS 5.32500		8/24/2022 13.66	2,550,000.00 468,517.14	468,517.14 519,482.43
83164LBU4 921481	SBA Pool #509051 3 - TIB	04/25/2036 MBS	AFS 5.32500		8/24/2022 13.66	1,070,000.00 196,593.46	196,593.46 217,978.89
83165ACR3 786840	SBA Pool #521680 3 - TIB	04/25/2035 MBS	AFS 6.50200		8/24/2022 12.66	1,640,000.00 144,469.09	144,469.09 152,781.84
83165AQ31 924919	SBA Pool #522074 3 - TIB	05/25/2027 MBS	AFS 5.61700	NR Nr	8/24/2022 4.73	2,000,000.00 179,891.50	179,891.50 183,694.67
83165AY65 1074218	SBA Pool #522333 3 - TIB	10/25/2041 MBS	AFS 5.45100		8/24/2022 19.16	2,000,000.00 504,131.00	504,131.00 552,527.57
912828YH7 1370917	US Treasury Note 3 - TIB	09/30/2024 TRS	AFS 1.50000	AA+ Aaa	8/24/2022 2.08	1,000,000.00 1,000,000.00	978,755.08 982,500.00
912828ZT0 1359239	US Treasury Note 3 - TIB	05/31/2025 TRS	AFS 0.25000	AA+ Aaa	8/24/2022 2.75	250,000.00 250,000.00	240,305.23 229,327.51
91282CAU5 1298713	US Treasury Note 3 - TIB	10/31/2027 TRS	AFS 0.50000	AA+ Aaa	8/24/2022 5.17	250,000.00 250,000.00	241,258.78 217,402.50
91282CAV3 1297237	US Treasury Note 3 - TIB	11/15/2030 TRS	AFS 0.87500	AA+ Aaa	8/24/2022 8.21	900,000.00 900,000.00	845,336.78 756,882.00
91282CAZ4 1342551	US Treasury Note 3 - TIB	11/30/2025 TRS	AFS 0.37500	AA+ Aaa	8/24/2022 3.25	500,000.00 500,000.00	490,034.96 453,730.01

This report reflects information submitted to us by the customer. It is not intended to be used as the official record of safekeeping location and/or pledged holdings. This information should be provided by the customer's safekeeper.

Item 12. Pledge Inventory Report

1st National Bank Roll-up
 Perry, TX
 COM 8/1/2022 TO 8/31/2022

Customer ID: 129458
 Report Date: 8/28/2022
 PAS Rep: Vance Roe
 Account Rep: Bob Keller

Cusip	Description	Maturity/Refunded Dt	Intent	S&P	Market Price Dt	Original Face	Book Value
Ticket	Location Code/Name	Group	Coupon	Moody	Maturity (Yr)	Par	Market Value
Pledged: 20 - CITY OF BRECKENRIDGE							
91282CDH1	US Treasury Note	11/15/2024	AFS	AA+	8/24/2022	750,000.00	734,630.58
1363751	3 - TIB	TRS	0.75000	Aaa	2.21	750,000.00	707,985.02
14	Total Pledged: 20 - CITY OF BRECKENRIDGE					17,958,006.00	6,306,222.20
						6,426,335.05	6,226,035.85

This report reflects information submitted to us by the customer. It is not intended to be used as the official record of safekeeping location and/or pledged holdings. This information should be provided by the customer's safekeeper.

FACILITY USE AGREEMENT

In consideration of the mutual promises and covenants set out herein by and between **City of Breckenridge, Texas**, its successors and assigns (the “City”), and **Stephens County Humane Society**, its successors and assigns, (the “Society”) hereby enter into this Facility Use Agreement (the “Agreement”), to be effective September 9, 2022.

WHEREAS, the Society is a non-profit animal welfare organization; and

WHEREAS, the City and the Society seek to enter into an agreement so that the Society may use City property to raise additional funds to support the Society.

NOW, THEREFORE, the City and the Society hereby agree as follows:

1. SERVICES

City grants Society the exclusive right and privilege to use City’s facility at **210 N. Liveoak Street, Breckenridge, TX 76424** (the “Premises”) for use as a re-sale shop, the proceeds from which will support the Society.

2. MAINTENANCE AND SANITATION

Society shall maintain all areas in a clean, sanitary condition in accordance with recognized standards and in accordance with all laws, ordinances, regulations and rules of Federal, State and local authorities. Minor maintenance will be the responsibility of the Society with major maintenance to be the responsibility of the City.

3. INDEMNIFICATION

Society shall and hereby does indemnify, hold harmless and defend City, its officers, directors, employees and agents from and against all claims, losses, liabilities, damages, and expenses (including reasonable attorney’s fees) for personal injury, death, property damage, violations of federal, state, or local laws and regulations relating to use of the Premises, or other losses which are proximately caused by the Society, its employees or agents under this Agreement.

4. RENT; UTILITIES

The care and support provided by the Society for the animals in Breckenridge and Stephens County will be considered as rent payment on the Premises. The Society will obtain and pay for electric services for the Premises; the City will provide water, sewer, and solid waste services to the Premises at no cost to the Society.

5. TERM

This agreement shall be effective **September 9, 2022** for a period of one (1) year. This Agreement may be renewed for one additional year if the Society provides notice of its desire to renew the

Agreement to the City on or before September 8, 2023. Thereafter this Agreement will be reviewed and considered for reauthorization annually.

6. PUBLIC PURPOSE; AD VALOREM TAXES

The City declares that the Society's use of the Premises is a public purpose, because the funds raised by the Society will be used, in part, to help the animals in the community. However, if ad valorem taxes are assessed against the Premises, the Society will be responsible for the prompt payment of same.

7. BREACH; TERMINATION

In the event any provision of this Agreement is violated by either party, the other party shall serve written notice upon the breaching party setting forth the violations and demanding compliance with the agreement. Unless within 30 calendar days after serving such notice, such violations shall cease or arrangements (reasonably satisfactory to the suffering party) are made for corrections, the suffering party may terminate this Agreement by serving 30 days written notice of its intention to cancel the Agreement on the offending party by registered or certified mail.

8. VACATING PREMISES

Upon the termination or expiration of this Agreement, Society shall vacate all parts of the Premises occupied by Society and shall return same to City in the same condition as when originally made available to Society, reasonable wear and tear excepted. If Society fails to remove its property and effects upon termination or expiration of this Agreement, within a reasonable time, City shall have the right to remove and store all of said property and effects at the expense of Society.

8. NO PARTNERSHIP

Nothing in this Agreement is intended or will be construed to create any partnership, joint venture, joint enterprise or other similar joint relationship between the parties relating to the use of the Premises under this Agreement, nor shall either party be deemed to be an employee, agent or legal representative of the other for any purpose whatsoever. Neither party will have any authority, whether express, implied or apparent to assume or create any obligations for, on behalf of, in the name of, or for the benefit of the other.

9. NOTICES

All notices as required herein or otherwise to City shall be addressed to it at **105 North Rose Avenue, Breckenridge, TX 76424**. All notices to Society as required herein or otherwise shall be addressed to it at **606 W. Elm Street, Breckenridge, TX 76424**.

10. LAWS APPLICABLE

The provisions of this Agreement shall be construed under the laws of the State of Texas.

11. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement of the parties hereto relating to the use of the Premises and all previous communications between the parties whether written or oral with reference to the subject matter of this Agreement are canceled and superseded.

WITNESS our hands this and seals 6th day of September 2022.

Kathy O’Shields
President, Stephens County Humane Society

Bob Sims, Mayor

SWORN TO AND SUBSCRIBED BEFORE ME, this the _____ day of September,
2022.

Notary Public, State of Texas

[NOTARY SEAL]

FACILITY USE AGREEMENT

In consideration of the mutual promises and covenants set out herein by and between **City of Breckenridge, Texas**, its successors and assigns (the “City”), and **New Destination Church** represented by Pastor Trey McDuff, its successors and assigns, (the “Church”) hereby enter into this Facility Use Agreement (the “Agreement”), to be effective November 1, 2022.

WHEREAS, the Church is a non-profit organization; and

WHEREAS, the City and the Church seek to enter into an agreement so that the Church may use the City property located at 210 N. Smith.

NOW, THEREFORE, the City and the Church hereby agree as follows:

1. SERVICES

City grants Church the exclusive right and privilege to use City’s facility at **210 N. Smith, Breckenridge, TX 76424** (the “Premises”). The Church will do an initial walk-through of the building prior to signing this lease – any issues identified by the Church will be attached to this agreement as Exhibit A.

2. MAINTENANCE AND SANITATION

Church shall maintain all areas in a clean, sanitary condition in accordance with recognized standards and in accordance with all laws, ordinances, regulations and rules of Federal, State and local authorities. The Church will pay 100% of the maintenance on the building and up to \$1,000.00 on repairs excluding AC and major plumbing.

3. MODIFICATIONS

Any desired modifications of or to the facility must be provided in writing to the City for individual consideration prior to being performed.

4. INDEMNIFICATION

Church shall and hereby does indemnify, hold harmless and defend City, its officers, directors, employees and agents from and against all claims, losses, liabilities, damages, and expenses (including reasonable attorney’s fees) for personal injury, death, property damage, violations of federal, state, or local laws and regulations relating to use of the Premises, or other losses which are proximately caused by the Church, its employees or agents under this Agreement.

5. RENT; UTILITIES

The Church, at lease signing, will remit \$9,600.00 - nine thousand six hundred dollars to the City for the first year of rent. The Church will begin making \$800.00 - eight hundred dollar monthly rent payments on the premises beginning on November 1st, 2022. The Church will obtain and pay for all services required to operate the facility (100% of utilities).

6. TERM

This agreement shall be effective **September 9, 2022** for a period of one (1) year. This Agreement may be renewed for one additional year if the Church provides notice of its desire to renew the Agreement to the City on or before September 1, 2023. Thereafter this Agreement will be reviewed and considered for reauthorization annually.

7. PUBLIC PURPOSE; AD VALOREM TAXES

The City declares that the Church's use of the Premises is a public purpose. However, if ad valorem taxes are assessed against the Premises, the Church will be responsible for the prompt payment of same.

8. BREACH; TERMINATION

In the event any provision of this Agreement is violated by either party, the other party shall serve written notice upon the breaching party setting forth the violations and demanding compliance with the agreement. Unless within 60 calendar days after serving such notice, such violations shall cease or arrangements (reasonably satisfactory to the suffering party) are made for corrections, the suffering party may terminate this Agreement by serving 60 days written notice of its intention to cancel the Agreement on the offending party by registered or certified mail.

9. VACATING PREMISES

Upon the termination or expiration of this Agreement, Church shall vacate all parts of the Premises occupied by Church and shall return same to City in the same condition as when originally made available to Church, reasonable wear and tear excepted. If Church fails to remove its property and effects upon termination or expiration of this Agreement, within a reasonable time, City shall have the right to remove and store all of said property and effects at the expense of Church.

10. NO PARTNERSHIP

Nothing in this Agreement is intended or will be construed to create any partnership, joint venture, joint enterprise or other similar joint relationship between the parties relating to the use of the Premises under this Agreement, nor shall either party be deemed to be an employee, agent or legal representative of the other for any purpose whatsoever. Neither party will have any authority, whether express, implied or apparent to assume or create any obligations for, on behalf of, in the name of, or for the benefit of the other.

11. NOTICES

All notices as required herein or otherwise to City shall be addressed to it at **105 North Rose Avenue, Breckenridge, TX 76424.**

12. LAWS APPLICABLE

The provisions of this Agreement shall be construed under the laws of the State of Texas.

13. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement of the parties hereto relating to the use of the Premises and all previous communications between the parties whether written or oral with reference to the subject matter of this Agreement are canceled and superseded.

WITNESS our hands and seals this 1st day of September 2022.

Trey McDuff
Pastor, New Destination Church

Bob Sims
Mayor, City of Breckenridge



Commission Meeting Agenda Item Memorandum

ITEM TYPE

Consent Agenda

MEETING DATE:

September 6, 2022

PRESENTER:

Jessica Sutter, City Secretary

ITEM DESCRIPTION:

Consider approval of participation in the Interlocal Purchasing System (TIPS) and authorize Jessica sutter to sign and deliver any and all necessary requests and documents in connection for and on behalf of the City of Breckenridge.

BACKGROUND INFORMATION:

During the Hail Storm in May multiple city properties sustained substantial damage. We have been working in conjunction with our insurance company as well as appraisers to finalize the total values to begin repairs.

TMLIRP provides the Buildint envelope Systems team (BEST) program to all of its members at no cost. This program provides the city with a project manager Scott Franklin who partners with the Texas Interlocal Purchasing System (TIPS) to get licensed, bonded, and vetted contractors to do the roof repairs for the City. This program also puts the city at the Front of the line for materials and labor which will allow the work to be completed in a more timely fashion.

FISCAL IMPACT:

- ☐ Not Applicable
- ☐ Proposed Expenditure:
- ☐ General Ledger Code:
- ☐ Proposed Revenue:
- ☐ Budget Amendment Required: No
- ☐ Financial Review Completed by:

LEGAL REVIEW:

Not applicable.

ATTACHMENTS:

- A. Interlocal Agreement
- B. TIPS Board Resolution
- C. BEST PROGRAM FLYER

RECOMMENDED MOTION AND/OR ACTION:

approve as presented.

TMLIRP ROOFING PROGRAM - BEST

Building Envelope Systems Team

Member Service Driven

The Risk Pool consistent with its mission to function as a Member service value driven organization encourages all of its members to utilize the Building Envelope Systems Team program (BEST). The BEST program strives to provide members with a one-stop shop for building envelope repairs which enhance roofing performance, hail resistance, energy efficiency and reduced maintenance costs. **This program is available for a covered loss.**

Key Points to the BEST Program

- ✓ All consultant costs are borne by TMLIRP
- ✓ The Member retains choice as to procurement method:
 - RFP
 - Selected buying cooperative
- ✓ Member chooses roofing system replacement
- ✓ No additional out of pocket expenses without Member notification

Contact

TMLIRP Claims for more information

512-491-2426

800-537-6655

What BEST Does for the Member

- ✓ Reviews all Independent Adjuster estimates for accuracy as to scope and price
- ✓ Reviews current roofing system
- ✓ Assesses Member's current roofing needs
- ✓ Recommends roofing system based on Member needs considering:
 - Improved hail resistance
 - Improved energy efficiency
 - Lower maintenance costs
 - Warranty.
- ✓ Manages Procurement Process
- ✓ Manages Pre-construction Process
- ✓ Oversees Construction Process
- ✓ Finalizes completion of job to ensure Member satisfaction
- ✓ Coordinates delivery of all job specifications and warranties to Member.



TMLIRP recently provided a comprehensive training program on roof maintenance, repair, or replacement. A five-part recording of the training is available at <https://www.tmlirp.org/risk-management/videos/>

Catastrophe Response

800.537.6655 | tmlirp.org | STRONGER TOGETHER

TIPS BOARD RESOLUTION

STATE OF TEXAS

FOR: THE REGION VIII
EDUCATION SERVICE
CENTER

WHEREAS, the Board of Directors of City of Breckenridge, Breckenridge, Texas,
(Named Public Agency) (City)

pursuant to the authority granted by TEX. GOV'T CODE § 791.001, *et seq*, desires to participate in the

TIPS Purchasing Cooperative offered by Region VIII Education Service Center, and in the

Opinion that participating in this program will be highly beneficial to the taxpayers through the anticipated savings to be realized.

Therefore, be it RESOLVED that the City of Breckenridge requests a stated need for
(Named Public Agency)

participation in The Interlocal Purchasing System (TIPS) whereby Jessica Sutter
(Name of Authorized Person)

is authorized and directed to sign and deliver any and all necessary requests and documents in connection therewith for and on behalf of City Of Breckenridge.
(Named Public Agency)

I certify that the foregoing is a true and correct original Resolution duly adopted by the

City Of Breckenridge and is filed on record at the TIPS office.
(Named Public Agency)

In witness thereof, I have set my hand and signature this 6 day of September, 2022.

By: _____
(Authorized Signature)

(Printed Authorized Name)

(Title)

This legal document will remain current on file until either party severs the agreement.

AN INTERLOCAL AGREEMENT
Between Region 8 Education Service Center and a
TEXAS PUBLIC ENTITY OR LOCAL GOVERNMENT
(School, College, University, State, City, County, or Other Political Subdivision)

City of Breckenridge

TEXAS PUBLIC ENTITY NAME

Control Number (TIPS will Assign)

Schools enter County-District Number

Region 8 Education Service Center
Pittsburg, Texas

225 - 950
County-District Number

Texas Education Code §8.002 permits regional education service centers, at the direction of the Commissioner of Education, to provide services to assist school districts, colleges and universities in improving student performance and increasing the efficiency and effectiveness of school, college and university operations. Authority for an Interlocal agreement to provide such services is granted under Texas Government Code § 791 *et seq* as amended. Cooperative Purchasing Services under this agreement are extended to all Texas State, City or County Government Agencies, or any other legally eligible Local Government Entity as defined in the Texas Government Code § 791.003.

This Interlocal Agreement (hereinafter the "Agreement") is effective September 6, 2022 and shall be automatically renewed unless either party gives sixty (60) days prior written notice of non-renewal. This Agreement may be terminated without cause by either party upon (60) days prior written notice, or may also be determined for cause at any time upon written notice stating the reason for and effective date of such terminations and after giving the affected party a thirty (30) day period to cure any breach.

Statement of Services to be Performed:

Region 8 Education Service Center, by this Agreement, agrees to provide cooperative purchasing services to the above-named public entity through a Program known as The Interlocal Purchasing System (TIPS) Program.

The purpose of the TIPS Program shall be to improve procurement process efficiencies and assist in achieving best value for participating School District, University, College, Community College, City, County or Other Public Agencies through cooperative purchasing.

Roles of the TIPS Purchasing Cooperative:

- Provide for the organizational structure of the program.
- Provide staff for efficient operation of the program.
- Promote marketing of the TIPS Program.
- Coordinate the Competitively Bid Process for all Vendor Awarded Contracts.
- Provide members with procedures for placing orders through TIPS PO System.
- Maintain filing system for Due Diligence Documentation.
- Collect fees from vendors to support the costs of operations of TIPS.

Role of the Public Entity:

- Commit to participate in the program by an authorized signature on membership forms.
- Designate a Primary Contact and Secondary Contact for entity.

- Commit to purchase products and services from TIPS Vendors when in the best interest of the entity.
- Submit Purchase Orders and/or Vendor Contracts through the TIPS PO System by emailing the pdf document to tipspo@tips-usa.com.
- Accept shipments of products ordered from Awarded Vendors.
- Process Payments to Awarded Vendors in a timely manner.

General Provisions:

The Parties agree to comply fully with all applicable federal, state, and local statutes, ordinances, rules, and regulations in connection with the programs contemplated under this Agreement. This Agreement is subject to all applicable present and future valid laws governing such programs.

This Agreement shall be governed by the law of the State of Texas and venue shall be in the county in which the administrative offices of RESC 8 are located which is Camp County, Texas.

This Agreement contains the entire agreement of the Parties hereto with respect to the matters covered by its terms, and it may not be modified in any manner without the express written consent of the Parties.

If any term(s) or provision(s) of this Agreement are held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions of this Agreement shall remain in full force and effect.

The Parties to this Agreement expressly acknowledge and agree that all monies paid pursuant to this Agreement shall be paid from legally appropriated and budgeted available funds for the current fiscal year of each such entity.

No jointly owned property shall be created by this agreement and, therefore, no provision to dispose of jointly held property is required.

Before any party may resort to litigation, any claims, disputes or other matters in question between the Parties to this Agreement shall be submitted to nonbinding mediation. The site of the mediation shall be in Camp County, Texas or a site mutually agreed by the parties. The selection of the mediator shall be mutually agreed. The cost of mediation shall be shared equally. No Party to this Agreement waives or relinquishes any immunity or defense on behalf of themselves, their directors, officers, employees, and agents as a result of its execution of this Agreement and performance of the functions and obligations described herein.

No Party to this Agreement waives or relinquishes any immunity or defense on behalf of themselves, their directors, officers, employees, and agents as a result of its execution of this Agreement and performance of the functions and obligations described herein.

This Agreement may be negotiated and transmitted between the Parties by electronic means and the terms and conditions agreed to are binding upon the Parties.

Authorization:

Region 8 Education Service Center and The Interlocal Purchasing System (TIPS) Program have entered
 Region 8 ESC TIPS Interlocal Agreement for Texas Members
 Page 2 of 3

Revised 2-27-2017 - RP

into an Agreement to provide cooperative purchasing opportunities to public agencies.

This Agreement was approved by the governing boards of the respective parties at meetings that were posted and held in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551. (If required by the entity.)

The individuals signing below are authorized to do so by the respective parties to this Agreement.

Member Entity:

Purchasing Cooperative Lead Agency:

City Of Breckenridge

Entity or District Name

By: _____
Authorized Signature

Print Name: _____

Title: _____

Date

Region 8 Education Service Center

By: _____
Authorized Signature

Dr. David Fitts
Title: Executive Director Region 8 ESC

Date

Public Entity Contact Information

Jessica Sutter
Primary Purchasing Person Name

105 N. Rose Ave
Street Address

Breckenridge, TX 79424
City, State Zip

254-559-8287
Telephone Number

254-559-7322
Fax Number

jsutter@breckenridgetx.gov
Primary Person Email Address

Diane Latham
Secondary Person Name

dlatham@breckenridgetx.gov
Secondary Person Email Address

The state of Texas requires an Interlocal Agreement be approved by the respective entities governing board. You may email completed Interlocal Agreement to tips@tips-usa.com.



P.O. BOX 1466 100 EAST ELM STREET BRECKENRIDGE, TEXAS 76424
PHONE 254-559-6228 FAX 254-559-7104 EMAIL: VMOORE@BRECKENRIDGETEXAS.COM

BOARD OF DIRECTORS
NIC MCCLYMOND, PRESIDENT
TY BARTOSKEWITZ
DAVID DUGGAN
MIKE GRIFFITH
KY KENNEDY
KEVIN SIMMONS
WADE SMITH

August 29, 2022

RE: BEDC 2022-23 BUDGET

Mayor Bob Sims
Breckenridge City Commission

Dear Sirs:

Attached, please find the proposed budget for the Breckenridge Economic Development Corporation for the fiscal year beginning October 1, 2022 through September 30, 2023.

The Board of Directors unanimously voted to approve this budget at our meeting on August 16, 2022.

We respectfully request approval of this budget by the Breckenridge City Commission at your next City Commission meeting.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "mh m. mcl", written in a cursive style.

Nic McClymond, Board President

encl.

Breckenridge Economic Development Corporation
Profit & Loss Budget Overview
October 2022 through September 2023

	Oct '22 - Sep 23
Ordinary Income/Expense	
Income	
5010 - Revenue-1/2% Sales Tax	538,000.00
5020 - Fund Balance Reserve	284,053.88
5033 - ESP Lease 1250 Brown Rd	60,000.00
5100 - Interest Income	
5110 - CD Interest Income	3,360.00
5120 - BDC Bank Acct Interest	8,400.00
Total 5100 - Interest Income	11,760.00
5200 - Restricted Use Income	
5235 - MLR Graphics Loan Int.	2,940.00
5210 - USDA Checking Int Income	1,560.00
5234 - Jr Buck Academy Interest	6,250.00
5236 - W5 Pharmacy & Coffee Int	1,278.00
5237 - Ox MFG Loan Int. Income	2,360.00
Total 5200 - Restricted Use Income	14,388.00
Total Income	908,201.88
Expense	
6100 - Administrative Expenses	
6110 - Payroll Expenses	
6111 - Payroll - Director	90,000.00
6110 - Payroll Expenses - Other	7,020.00
Total 6110 - Payroll Expenses	97,020.00
6112 - Chamber Contract	7,776.00
6120 - Continuing Education	2,400.00
6130 - Memberships/Subscription	5,581.00
6131 - Events Expense	3,000.00
6140 - Meals/Lodging/Auto	3,000.00
6150 - Board/Director Bond	160.00
6152 Dir & Ofcr Liability Ins	1,600.00
6151 - Worker's Comp Insurance	300.00
Total 6100 - Administrative Expenses	120,837.00
6200 - Facilities/Operation Exp	
6210 - Office Bldg Repairs	2,400.00
6220 - Office Bldg Maintenance	3,252.00
6230 - Office Yard Maintenance	600.00
6240 - Office Supplies	600.00
6245 - Computer Expense	840.00
6250 - Postage	120.00
6260 - Corp Office Insurance	2,000.00
6300 - Office Utilities	
6310 - Office Electric Svc	4,200.00
6330 - Cell Phone Expense	1,200.00
6340 - Web Site Expense	6,000.00
Total 6300 - Office Utilities	11,400.00
Total 6200 - Facilities/Operation Exp	21,212.00
6500 - Contract Services	
6541 - Bookkeeping Svcs	6,000.00
6540 - Consultant fees	10,500.00
6520 - Annual Audit	7,500.00
6530 - Legal Fees	2,400.00
Total 6500 - Contract Services	26,400.00
7000 - Economic Development Exp	
7012 - Affordable Housing	60,000.00
7100 - Bus. Retention/Expansion	
7115 - Ox Mfg Bldg Repairs	150,000.00
7118 - Ox Mfg Growth Incentive	42,000.00
7103 - Bridgeport Mfg	127,500.00
7110 - Work Skills Training	5,000.00
7150 - TSTC Project	
7166-TSTC Tech Ctr Insurance	7,000.00
7170 -TSTC Work Skills Training	5,000.00
Total 7150 - TSTC Project	12,000.00
7100 - Bus. Retention/Expansion - Other	30,000.00
Total 7100 - Bus. Retention/Expansion	366,500.00

Breckenridge Economic Development Corporation

Profit & Loss Budget Overview

October 2022 through September 2023

Item 16.

	Oct '22 - Sep 23
7200 - Direct Prospects	
7241 - Beall's Bldg Ins	6,000.00
7240 - Beall's Bldg Repairs	60,000.00
7208.1 - TLF Note Interest	2,513.88
7208.2 - TLF Note Principal	35,309.00
7214 - Gas Plant Land Insurance	50.00
7216 - Donnell Land Insurance	50.00
7228 - Property Maintenance	6,000.00
7236 - Airport Grant Match	25,000.00
7200 - Direct Prospects - Other	30,000.00
Total 7200 - Direct Prospects	164,922.88
7300 - Demolotion Expenses	24,000.00
7400 - Marketing/Advertising	2,450.00
7500 - 4B(a)(2) Improvements	
7555 - Downtown Dev. Council	60,280.00
7590 Other 4Ba2 Projects	30,000.00
7600 - Refurbish Expenses	30,000.00
7548 - TMCN Leadership Project	1,000.00
Total 7500 - 4B(a)(2) Improvements	121,280.00
7010 - Breck Imprvmnt Council	600.00
Total 7000 - Economic Development Exp	739,752.88
Total Expense	908,201.88
Net Ordinary Income	0.00
Net Income	0.00



Commission Meeting Agenda Item Memorandum

ITEM TYPE

Consent Agenda

MEETING DATE:

September 6, 2022

PRESENTER:

Steve Norwood, Interim City Manager

ITEM DESCRIPTION:

Consider approval of the Breckenridge Chamber of Commerce City Hotel/Motel Tax Audit for the year ended December 21, 2021.

BACKGROUND INFORMATION:

Attached is a copy of the Hotel/Motel Tax fund Audit for the year ending December 31, 2021. We are requesting approval of this audit as done by George, Morgan, & Sneed, P.C., CPA, as presented. As you will see after review of the audit, the Chamber has complied with all the terms, provisions and conditions of the contract.

FISCAL IMPACT:

- ☒ Not Applicable
- ☐ Proposed Expenditure:
- ☐ General Ledger Code:
- ☐ Proposed Revenue:
- ☐ Budget Amendment Required: No
- ☐ Financial Review Completed by:

LEGAL REVIEW:

Not applicable.

ATTACHMENTS:

A.Audit Report

RECOMMENDED MOTION AND/OR ACTION:

Request to approve the Breckenridge Chamber of Commerce City Hotel/Motel Tax Audit for the year ended December 31, 2021 as presented.

**BRECKENRIDGE CHAMBER OF COMMERCE-
CITY HOTEL MOTEL TAX FUNDS**

AGREED-UPON PROCEDURES REPORT

FOR THE YEAR ENDED DECEMBER 31, 2021



GMS

CERTIFIED PUBLIC
ACCOUNTANTS

GEORGE | MORGAN | SNEED



INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

To the Board of Directors
Breckenridge Chamber of Commerce

We have performed the procedures enumerated below on the city hotel motel funds of the Breckenridge Chamber of Commerce for the year ended December 31, 2021. The Breckenridge Chamber of Commerce's management is responsible for compliance with the contract with the City of Breckenridge.

The City of Breckenridge, Texas and the Breckenridge Chamber of Commerce have agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of determining compliance with the contract for use of City hotel motel tax funds between the Chamber of Commerce and the City of Breckenridge. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures are appropriate for their purposes.

The procedures and associated findings are as follows:

1. Procedure:

We determined whether the hotel motel occupancy tax funds were deposited in a bank account separate from all other Chamber revenues.

Findings:

All hotel motel occupancy tax funds were deposited in a bank account separate from all other Chamber revenues.

2. Procedure:

We compared the year-end cash balance in the general ledger to the bank reconciliation to determine that the balances match.

Findings:

At December 31, 2021, the balance on the bank reconciliation of \$70,416.50 matched the bank reconciliation performed on June 20, 2022 for December 31, 2021.

3. Procedure:

We matched reported hotel-motel taxes with the City of Breckenridge's payments to the Chamber.

Findings:

\$50,293.88 received by the Chamber from the City of Breckenridge was correctly reported as city hotel motel tax revenue.

4. Procedures:

Under the contract the Breckenridge Chamber of Commerce will submit quarterly reports to the City of Breckenridge. We inspected two of the reports made to the City of Breckenridge to determine that the amounts in the report agree with the amounts reported in the general ledger.

Findings:

We inspected the June and September quarterly reports which matched the amounts reported in the general ledger.

5. Procedures:

We inspected 25 of the disbursements from the hotel motel tax funds account to determine that the expenditures were for a community advertising and promotion program in accordance with state statutes. According to the contract the funds may not be expended for the following: salaries, social security taxes, workers compensation, auto allowances, hospital and medical insurance, rent, insurance on new contents, new equipment purchases and payments on previous equipment purchases.

Findings:

Each of the disbursements selected were in compliance with state statutes and the contract between the Chamber of Commerce and the City of Breckenridge, however, four of the disbursements selected did not have any supporting documentation attached.

There was not any supporting documentation attached to checks 2857 and 2861 in the amounts \$250.00 and \$150.00 for travel money for the annual Frontier Days event. There was not any supporting documentation attached to check 2872 in the amount of \$350.00 for Chuckwagon award money.

Check 2865 in the amount of \$150.00 was recorded in QuickBooks as a check to a vendor for entertainment and sound equipment on April 28, 2021, but the actual check was written to a different vendor for wagon judging in the amount of \$150.00 on April 28, 2021. This happened because the checks are preprinted with check numbers and were put in the printer out of order. The actual checks 2864 and 2865 were for the same amount on the same day. Both checks cleared the bank. There was not any supporting documentation attached to the check.

6. Procedures:

We compared the Breckenridge Chamber of Commerce – City Hotel Motel Tax Funds approved budget and actual expenses for the year to determine that there were not expenditures over appropriations.

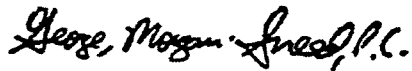
Findings:

Actual expenditures of \$31,174.51 were \$12,325.49 less than the budgeted amount of \$43,500.00.

We were engaged by the City of Breckenridge, Texas and the Breckenridge Chamber of Commerce to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not, conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the accompanying agreed-upon procedures. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the City of Breckenridge and the Breckenridge Chamber of Commerce and to meet other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of the City of Breckenridge and the Breckenridge Chamber of Commerce and is not intended to be and should not be used by anyone other than those specified parties.



George Morgan & Sneed, P.C.
Weatherford, Texas
August 24, 2022

STEPHENS CAD 2023 PROPOSED BUDGET

EMPLOYEE EXPENSES (6500)		2022 BUDGET	CHANGE	2023 PROPOSED
Salaries		\$ 161,400.00	\$ 3,600.00	\$ 165,000.00
Part-time Employees		\$ 3,600.00	\$ (3,600.00)	\$ -
Employer Medicare (1.45%)	IRS	\$ 2,340.30	\$ 52.20	\$ 2,392.50
Worker's Comp (Annual)	TML Risk	\$ 500.00	\$ 1,150.00	\$ 1,650.00
Unemployment Insurance	Wrkfc Comm	\$ 800.00	\$ 850.00	\$ 1,650.00
Retirement (10.5%)	TCDRS	\$ 15,365.28	\$ 1,959.72	\$ 17,325.00
Health Insurance	TML Health	\$ 39,577.68	\$ 422.32	\$ 40,000.00
Employer Health Supplement	Nat'l Heritage	\$ 2,716.92	\$ 283.08	\$ 3,000.00
TOTAL SALARY EXPENSES:		\$ 226,300.18	\$ 4,717.32	\$ 231,017.50
OUTSOURCED SERVICES/CONTRACTS (6600)				
Interim Chief Appraiser	Eagle	\$ 26,000.00	\$ -	\$ 26,000.00
Residential & Real Property	Eagle	\$ 50,000.00	\$ -	\$ 50,000.00
Mineral, Utility & Ind Appraisal	TY Pickett	\$ 48,500.00	\$ -	\$ 48,500.00
Accounting Audit	Gulley	\$ 4,500.00	\$ -	\$ 4,500.00
Legal Retainers (ARB)	Armstrong	\$ 500.00	\$ -	\$ 500.00
TOTAL OUTSOURCED/CONTRACTED:		\$ 129,500.00	\$ -	\$ 129,500.00
UTILITIES (6700)				
Electricity	TXU	\$ 2,500.00	\$ -	\$ 2,500.00
Internet	SUDDENLINK	\$ 1,500.00	\$ -	\$ 1,500.00
Natural Gas	TX GAS SERVICE	\$ 1,800.00	\$ -	\$ 1,800.00
Telephone	NAVITAS FINANCING	\$ 2,750.00	\$ (1,010.00)	\$ 1,740.00
Water/Sewer/Trash	CITY OF BRECKENRIDGE	\$ 850.00		\$ 850.00
TOTAL UTILITIES:		\$ 9,400.00	\$ (1,010.00)	\$ 8,390.00
FACILITIES (6800)				
Building/Capital Improvements		\$ -	\$ -	\$ -
Janatorial Contract (Cleaning)	DENISE HOLSON	\$ 2,200.00	\$ 400.00	\$ 2,600.00
Maintenance (mowing, windows, pest, etc)	LADYBUG, GREG HAMILTON	\$ 1,500.00		\$ 1,500.00
Repairs		\$ 1,000.00		\$ 1,000.00
Property Insurance	WALLACE INS.	\$ 2,600.00	\$ (190.00)	\$ 2,410.00
TOTAL FACILITIES:		\$ 7,300.00	\$ 210.00	\$ 7,510.00
INFORMATION TECHNOLOGY (7000)				
Website/Landing Page	BIS	\$ 3,200.00	\$ -	\$ 3,200.00
Truth in Taxation Site	BIS	\$ 2,400.00	\$ -	\$ 2,400.00
Mapping Services	BIS	\$ 8,500.00	\$ -	\$ 8,500.00
Computer Server Lease (\$273.23/mth)	SDS	\$ 3,300.00	\$ (21.24)	\$ 3,278.76
Workstation Lease (187.30/mth)	SDS	\$ 2,250.00	\$ -	\$ 2,250.00
Accounting Software	Intuit	\$ 1,500.00	\$ -	\$ 1,500.00
CAMA Software	SDS	\$ 30,500.00	\$ -	\$ 30,500.00
Microsoft Office & Email	Go Daddy	\$ 150.00	\$ 50.00	\$ 200.00
Other Software		\$ -	\$ -	\$ -
Computer Services & Repair (Other)		\$ -	\$ 250.00	\$ 250.00
Computer/Server Maintenance (\$350/mth)	SDS	\$ 4,200.00		\$ 4,200.00
Daily Backup Service	SDS	\$ 1,800.00	\$ -	\$ 1,800.00
TOTALS INFORMATION TECHNOLOGY:		\$ 57,800.00	\$ 278.76	\$ 58,078.76

DISTRICT OPERATIONS

Appraisal Review Board Honarium		\$ 1,500.00	\$ 500.00	\$ 2,000.00
Appraisal Review Board Training		\$ 300.00	\$ (300.00)	\$ -
Ag Advisory Committee		\$ 100.00		\$ 100.00
Legal Services		\$ -		\$ -
TOTAL DISTRICT EXPENSES:		\$ 1,900.00	\$ 200.00	\$ 2,100.00

OPERATIONAL EXPENSES

Acts of Good Will		\$ 150.00	\$ -	\$ 150.00
Dues and Fees		\$ 1,000.00	\$ -	\$ 1,000.00
Office Supplies		\$ 5,000.00	\$ -	\$ 5,000.00
Subscriptions		\$ 100.00	\$ -	\$ 100.00
Staff Training/Education		\$ 1,500.00	\$ 1,500.00	\$ 3,000.00
Staff Travel		\$ 2,000.00	\$ -	\$ 2,000.00
Miscellaneous		\$ -	\$ -	\$ -
TOTAL OPERATIONAL EXPENSES:		\$ 9,750.00	\$ 1,500.00	\$ 11,250.00

PRINTING & POSTAGE

Benchmark (Copier/Printer/Scanner)		\$ 3,000.00	\$ -	\$ 3,000.00
Notices	SDS	\$ 7,500.00	\$ -	\$ 7,500.00
Postcards	SDS	\$ 7,500.00	\$ -	\$ 7,500.00
Newspaper Postings/Publications		\$ 500.00	\$ 1,700.00	\$ 2,200.00
Postage (USPS)		\$ 2,000.00	\$ -	\$ 2,000.00
TOTAL PRINT AND POSTAGE:		\$ 20,500.00	\$ 1,700.00	\$ 22,200.00

\$ 462,450.18

\$ 7,596.08

\$ 470,046.26

PUBLISHED

\$ 470,000.00



P.O. Box 1466 100 EAST ELM STREET BRECKENRIDGE, TEXAS 76424
PHONE 254-559-6228 FAX 254-559-7104 EMAIL: VMOORE@BRECKENRIDGETEXAS.COM

August 29, 2022

RE: BOARD OF DIRECTORS APPOINTMENTS

Mayor Bob Sims
Breckenridge City Commission

Dear Sirs:

The two-year terms of David Duggan, Nic McClymond and Wade Smith, members of the Board of Directors of the Breckenridge Economic Development Corporation, expire on September 30, 2022. Additionally, Ty Bartoskewitz, who filled the unexpired term of Ronnie Anderson is also expiring.

Bartoskewitz, Duggan and Smith are eligible to serve another two-year term. McClymond has served three successive terms and is not eligible to be reappointed to another term at this time.

At our regular Board meeting held August 16, 2022, the BEDC Board unanimously voted to recommend the following names and request their appointment by the City Commission:

Directors to be re-appointed for two-year terms: Ty Bartoskewitz, David Duggan and Wade Smith. New Director to be appointed for a two-year term: Lee Olson.

Each of the nominees has been contacted and agrees to serve if appointed.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Nic McClymond".

Nic McClymond, Board President

RESOLUTION NO. 22-30**A RESOLUTION BY THE CITY COMMISSION OF THE
CITY OF BRECKENRIDGE, TEXAS, TO APPOINT THREE
MEMBERS TO THE BOARD OF DIRECTORS OF THE
BRECKENRIDGE ECONOMIC DEVELOPMENT
CORPORATION.**

WHEREAS, Resolution No. 07-16 authorized and approved the creation of the Breckenridge Economic Development Corporation; and

WHEREAS, the City Commission is charged with the responsibility of appointing members to the Board of Directors of the Breckenridge Economic Development Corporation; and

WHEREAS, the terms of office for Ty Bartoskewitz, Nic McClymond, David Duggan and Wade Smith expire September 30, 2022; and

WHEREAS, Nic McClymond has served three successive terms and is not eligible to be reappointed to another term at this time; and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE
CITY OF BRECKENRIDGE, TEXAS:**

Director to be reappointed for two-year term: Ty Bartoskewitz, David Duggan and Wade Smith expiring September 30, 2024. New Directors to be appointed for a two-year term Lee Olson expiring September 30, 2024.

PASSED AND APPROVED this 6th day of September 2022.

Bob Sims, Mayor

ATTEST:

Jessica Sutter, City Secretary

S E A L



Commission Meeting Agenda Item Memorandum

ITEM TYPE

Action Item

MEETING DATE:

September 6, 2022

PRESENTER:

Steve Norwood, Interim City Manager

ITEM DESCRIPTION:

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

BACKGROUND INFORMATION:

City of Breckenridge will use funds available after taxes are collected for the 2023 tax year to pay off a portion of the Callable Obligations prior to their maturity during Fiscal Year 2023.

This will save the City Taxpayers by reducing the City's future principal and interest payments on this debt.

A total amount of \$1,469,000 to be applied to 3 CO's.

1. 2012 Certificates of obligation \$725,000
2. 2017B Certificate of Obligation \$675,000
3. 2017A Certificate of Obligation \$69,000

FISCAL IMPACT:

- ☒ Not Applicable
- ☐ Proposed Expenditure:
- ☐ General Ledger Code:
- ☐ Proposed Revenue:
- ☐ Budget Amendment Required: No
- ☐ Financial Review Completed by:

LEGAL REVIEW:

Not applicable.

ATTACHMENTS:

A.Resolution 22-29

RECOMMENDED MOTION AND/OR ACTION:

Move to approve adoption of resolution 22-29 authorizing defeasance and redemption of certain of the City's outstanding obligations and other related matters.

RESOLUTION NO. 22-29

RESOLUTION AUTHORIZING DEFEASANCE AND REDEMPTION OF
CERTAIN OF THE CITY'S OUTSTANDING OBLIGATIONS AND OTHER
RELATED MATTERS

STATE OF TEXAS	§
COUNTY OF STEPHENS	§
CITY OF BRECKENRIDGE	§

WHEREAS, the City of Breckenridge, Texas (the "City") has duly issued and there is now outstanding the following series of debt, secured by ad valorem taxes, revenues or a combination of such ad valorem taxes and revenues:

City of Breckenridge, Texas Combination Tax and Surplus Revenue Certificates of Obligation, Series 2012, dated December 1, 2012, currently outstanding in the aggregate principal amount of \$1,680,000 (the "2012 Certificates of Obligation");

City of Breckenridge, Texas Combination Tax and Revenue Certificate of Obligation, Series 2017B, dated December 5, 2017, currently outstanding in the aggregate principal amount of \$4,262,000 (the "2017B Certificate of Obligations"); and

City of Breckenridge, Texas Combination Tax and Revenue Certificate of Obligation, Series 2017A, dated December 5, 2017, currently outstanding in the aggregate principal amount of \$846,000 (the "2017A Certificate of Obligation" and, collectively with the 2012 Certificates of Obligation and the 2017B Certificate of Obligation, the "Callable Obligations");

WHEREAS, the City Commission (the "City Commission") of the City deems it to be in the best interest of the City to use lawfully available funds available after taxes are collected for the 2023 tax year to pay off a portion of the Callable Obligations prior to their maturity during Fiscal Year 2023, which will save the City's taxpayers by reducing the City's future principal and interest payments on such debt;

WHEREAS, to give effect to this action, the City Commission will direct staff to give effect to such redemption during Fiscal Year 2023; and

WHEREAS, it is hereby officially found and determined that the meeting at which this Resolution was considered was open to the public, and public notice of the time, place and purpose of said meeting was given, all as required by Chapter 551, Texas Government Code.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, TEXAS:

Section 1. The City hereby calls for redemption a portion of the Callable Obligations, on any date during Fiscal Year 2023 selected by the City's Finance Director or City Manager (each

an “Authorized Official”), in the aggregate principal amount of \$1,469,000, to be applied to the following:

2012 Certificates of Obligation

<u>Original Maturity Date</u>	<u>Principal Amount Outstanding</u>	<u>Principal Amount Being Redeemed</u>
March 15, 2034	\$ 60,000	\$ 60,000
March 15, 2035	60,000	60,000
March 15, 2036	60,000	60,000
March 15, 2037	65,000	65,000
March 15, 2038	65,000	65,000
March 15, 2039	65,000	65,000
March 15, 2040	65,000	65,000
March 15, 2041	70,000	70,000
March 15, 2042	70,000	70,000
March 15, 2043	70,000	70,000
March 15, 2044	75,000	75,000
	<u>\$725,000</u>	<u>\$725,000</u>

2017B Certificate of Obligation

<u>Original Maturity Date</u>	<u>Principal Amount Outstanding</u>	<u>Principal Amount Being Redeemed</u>
March 15, 2054	\$162,000	\$162,000
March 15, 2055	166,000	166,000
March 15, 2056	171,000	171,000
March 15, 2057	176,000	176,000
	<u>\$675,000</u>	<u>\$675,000</u>

2017A Certificate of Obligation

<u>Original Maturity Date</u>	<u>Principal Amount Outstanding</u>	<u>Principal Amount Being Redeemed</u>
March 15, 2056	\$34,000	\$34,000
March 15, 2057	35,000	35,000
	<u>\$69,000</u>	<u>\$69,000</u>

Section 2. The appropriate notices of redemption and defeasance, if any, for the Callable Obligations are hereby directed to be given as specified by the respective orders authorizing the issuance of each series of the Callable Obligations and appropriate arrangements shall be made as specified by such orders and in accordance with State law so that the Callable Obligations may be redeemed on their redemption date; provided that such redemption must occur prior to the end of the City’s 2023 Fiscal Year. The Callable Obligations shall be presented for redemption at the paying agent/registrar therefore, and shall not bear interest after the date fixed for redemption. Each Authorized Official, the City’s Financial Advisor, the City’s Bond Counsel and/or the paying agent for each series of the Callable Obligations are hereby authorized

to take all actions necessary to call for the redemption and defeasance of such obligations that may be necessary to give effect to the actions authorized by this Resolution.

Section 3. Each Authorized Official is hereby authorized to transfer lawfully available City funds as necessary to defease and redeem the Callable Obligations.

Section 4. If any provision of this Resolution or the application thereof to any circumstance shall be held to be invalid, the remainder of this Resolution and the application thereof to other circumstances shall nevertheless be valid, and this governing body hereby declares that this Resolution would have been enacted without such invalid provision.

Section 5. This Resolution shall be effective immediately upon adoption.

PASSED AND APPROVED BY THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, TEXAS, this 6th day of September, 2022.

Bob Sims, Mayor

ATTEST:

Jessica Sutter, City Secretary

[CITY SEAL]



Commission Meeting Agenda Item Memorandum

ITEM TYPE

Action Item

MEETING DATE:

September 6, 2022

PRESENTER:

Steve Norwood, Interim City Manager

ITEM DESCRIPTION:

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

BACKGROUND INFORMATION:

Ordinance 22-15 will ammend Ordinance 21-09 for the FY 2021-2022 Budget for the purpose of adjusting certain resource funds and appropriations

FISCAL IMPACT:

- ☒ Not Applicable
☐ Proposed Expenditure:
☐ General Ledger Code:
☐ Proposed Revenue:
☐ Budget Amendment Required: No
☐ Financial Review Completed by:

LEGAL REVIEW:

Not applicable.

ATTACHMENTS:

A.Ordiance 22-15

RECOMMENDED MOTION AND/OR ACTION:

Move to approve Ordinance 22-15 End of Fiscal year budget adjustments amending ordinance 21-09.

ORDINANCE NO. 22-15

AN ORDINANCE TO AMEND ORDINANCE NO. 21-09, ADOPTING THE BUDGET AND APPROPRIATED RESOURCES FOR THE BUDGET YEAR BEGINNING ON OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022, FOR THE PURPOSE OF ADJUSTING CERTAIN RESOURCE FUNDS AND APPROPRIATIONS.

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, TEXAS:

That ordinance No. 21-09 be amended to read as follows:

ACCOUNTS	DESCRIPTION	FROM	TO	ADJ
"PART - I," GENERAL FUND 101:				
DEPT 00 - REVENUES:				
4005	Current Taxes	1,500,000	1,435,000	(65,000)
4007	Del Taxes	275,000	55,000	(220,000)
4009	Penalty & Interest	45,000	51,000	6,000
4015	Excess, SPL Inventory Tax	0	8,000	8,000
4029	City Sales Tax	925,000	1,125,000	200,000
4034	Property Tax Reduced By Sales Tax	220,000	280,000	60,000
4036	Hotel/Motel Tax	42,000	55,000	13,000
4403	Gross Receipt Gas Franchise	60,000	79,000	19,000
4739	Ins. Casualty Loss-Equipment	0	47,000	47,000
4911	Transfer From Sanitation	25,000	10,000	(15,000)
DEPT 13 - CITY SECRETARY:				
5316	Election Supplies	5,000	0	(5,000)
5512	Election Fees	1,000	0	(1,000)
5544	Contractual Services	0	15,000	15,000
5550	Appraisal Services	55,000	65,000	10,000
DEPT 15 - ACCOUNTING:				
5105	Regular Salaries	58,000	67,000	9,000
5544	Contractual Services	1,500	14,000	12,500
5905	Continuing Education	1,000	4,300	3,300
DEPT 16 - CODE ENFORCEMENT:				
5105	Salaries	0	18,000	18,000
5114	Phone Allowance	0	550	550
5210	Employee Retirement	0	1,700	1,700
5215	Social Security	0	1,500	1,500
5515	Professional Services	0	3,700	3,700
5544	Contractual Services	0	16,500	16,500
5905	Continuing Education	0	800	800
DEPT 20 - POLICE:				
5326	MV Operating Supplies	25,000	37,000	12,000
5406	MV Repair & Maintenance	5,000	15,000	10,000
7212	Computers/Software	0	10,200	10,200

DEPT 21 - ANIMAL WELFARE:

5105	Regular Salaries	0	21,000	21,000
5110	Overtime Pay	0	1,000	1,000
5210	TMRS (Retirement)	0	1,600	1,600
5215	Social Security/Medicare	0	1,500	1,500
5326	MV Operating Supplies	1,000	2,000	1,000
5333	Minor Equipment	500	3,500	3,000
5408	Building & Ground Repair	3,000	5,000	2,000
5544	Contractual Services	500	2,000	1,500
5905	Continuing Education	500	1,300	800

"PART - II," WATER FUND 102:

ACCOUNTS	DESCRIPTION	FROM	TO	ADJ
DEPT 00 - REVENUES:				
4201	Water Sales-Metered	2,100,000	2,000,000	(100,000)
4203	Water Sales-Rural Water	140,000	100,000	(40,000)
DEPT 73 - WATER TREAT. PLANT:				
5311	Chemicals	60,000	95,000	35,000
5515	Professional Services	20,000	35,000	15,000
5536	WCTMWD Water	350,000	300,000	(50,000)
DEPT 74 - WATER DISTRIBUTION:				
5110	Overtime Pay	48,000	30,000	(18,000)
5311	Chemicals	6,000	1,000	(5,000)
5329	Utility Repair Supplies	50,000	98,000	48,000
5333	Minor Equip	20,000	5,000	(15,000)
5407	Equip. Repair & Maint. Supplies	3,000	1,500	(1,500)
5518	MV Repair by Contract	8,000	3,000	(5,000)
5519	Equip. Repair by Contract	10,000	2,000	(8,000)
5544	Contractual Services	0	2,900	2,900
7215	Shop & Plant Equipment Purchase	15,000	0	(15,000)
7220	Motor Vehicle	0	41,000	41,000
7230	Systems Improvement Purchase	0	7,000	7,000
DEPT 90 - NON DEPARTMENTAL:				
5544	Contractual Services	0	16,000	16,000
5581	EBC/HRA	23,400	13,400	(10,000)

"PART - III," WASTEWATER FUND 103:

ACCOUNTS	DESCRIPTION	FROM	TO	ADJ
DEPT 76 - SEWER COLLECTION:				
7105	Rentals	16,800	3,000	(13,800)
7230	System Improvement Purchase	0	13,800	13,800

"PART - IV," SANITATION FUND 104:

ACCOUNTS	DESCRIPTION	FROM	TO	ADJ
DEPT 00 - REVENUES:				
4246	Dumpster Trash Service Fees	375,000	275,000	(100,000)
DEPT 42 - SOLID WASTE STATION:				
5105	Regular Salaries	16,600	19,600	3,000
5307	Gate House Supplies	300	800	500
5333	Minor Equipment	200	1,600	1,400
5530	Dumpster Trash Service Billing	450,000	315,000	(135,000)
5534	Roll-Off Box Charges	70,000	100,000	30,000
DEPT 90 - NON DEPARTMENTAL:				
9000	Transfer to General Fund	25,000	10,000	(15,000)
9004	Transfer to Equipment Replacement	25,000	10,000	(15,000)

"PART - XI," EQUIPMENT REPLACEMENT 111:

ACCOUNTS	DESCRIPTION	FROM	TO	ADJ
DEPT 00 - REVENUES:				
4600	Other Resources Capital Lease	0	141,700	141,700
4911	Transfer From Sanitation Fund	25,000	10,000	(15,000)
DEPT - EQUIPMENT REPLACEMENT:				
25-7115	Interest/L-P Equipment	0	2,840	2,840
25-7125	Lease Purchase Equipment	0	20,879	20,879
32-7223	Equipment Purchase	0	25,702	25,702
33-7220	Motor Vehicle Purchase	0	35,650	35,650
71-7220	Motor Vehicle Purchase	0	36,418	36,418

PASSED AND APPROVED this 6th day of September 2022, at a regular meeting of the City Commission.

ATTEST:

BOB SIMS,
MAYOR

JESSICA SUTTER, CITY SECRETARY

SEAL



Commission Meeting Agenda Item Memorandum

ITEM TYPE

Action Item

MEETING DATE:

September 6, 2022

PRESENTER:

Steve Norwood, Interim City Manager

ITEM DESCRIPTION:

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.

BACKGROUND INFORMATION:

FISCAL IMPACT:

- ☒ Not Applicable
☐ Proposed Expenditure:
☐ General Ledger Code:
☐ Proposed Revenue:
☐ Budget Amendment Required: No
☐ Financial Review Completed by:

LEGAL REVIEW:

Not applicable.

ATTACHMENTS:

A. Ordinance 2022-14

RECOMMENDED MOTION AND/OR ACTION:

FY2022-2023 GENERAL FUND

	REVENUE		
	2021-2022	2022-2023	DIFFERENCE
All Taxes	\$ 3,010,500.00	\$ 3,558,500.00	\$ 548,000.00
Licenses & Permits	\$ 15,500.00	\$ 18,000.00	\$ 2,500.00
Charges for Services	\$ 150,000.00	\$ 145,000.00	\$ (5,000.00)
Franchise Fees	\$ 448,000.00	\$ 453,000.00	\$ 5,000.00
Fines & Penalties	\$ 40,300.00	\$ 40,800.00	\$ 500.00
Other Revenues	\$ 37,400.00	\$ 37,400.00	\$ -
Budgetary Transfers	\$ 500,000.00	\$ 505,000.00	\$ 5,000.00
Total Revenues	\$ 4,201,700.00	\$ 4,757,700.00	\$ 556,000.00

EXPENDITURES			
	2021-2022	2022-2023	DIFFERENCE
City Commission	\$ 1,500.00	\$ 2,500.00	\$ 1,000.00
City Manager	\$ 177,600.00	\$ 218,639.00	\$ 41,039.00
City Secretary	\$ 153,200.00	\$ 94,581.00	\$ (58,619.00)
Public Works Director	\$ 113,200.00	\$ 126,535.00	\$ 13,335.00
Accounting	\$ 92,100.00	\$ 187,611.00	\$ 95,511.00
Code Enforcement	\$ -	\$ 68,169.00	\$ 68,169.00
Facilities-City Offices	\$ 53,600.00	\$ 51,550.00	\$ (2,050.00)
Facilities-Fire Station	\$ 12,600.00	\$ 12,550.00	\$ (50.00)
Police	\$ 1,107,400.00	\$ 1,184,895.00	\$ 77,495.00
Animal Services	\$ 16,050.00	\$ 141,180.00	\$ 125,130.00
Municipal Court	\$ 95,550.00	\$ 70,546.00	\$ (25,004.00)
Fire	\$ 712,500.00	\$ 796,346.00	\$ 83,846.00
Aging Services	\$ 15,800.00	\$ 16,500.00	\$ 700.00
Cemetery	\$ 59,000.00	\$ 75,254.00	\$ 16,254.00
Parks & Recreation	\$ 316,200.00	\$ 397,698.00	\$ 81,498.00
Streets	\$ 361,150.00	\$ 456,256.00	\$ 95,106.00
Garage & Warehouse	\$ 71,000.00	\$ 83,182.00	\$ 12,182.00
Non-Departmental	\$ 693,335.00	\$ 735,620.00	\$ 42,285.00
Total Expenditures	\$ 4,051,785.00	\$ 4,719,612.00	\$ 667,827.00
Net Revenue/Expenditures	\$ 149,915.00	\$ 38,088.00	\$ (111,827.00)

WHERE ARE THE INCREASES?

New Positions, C.O.L.A, Individual Pay

Adjustments (including fringe costs)	\$	390,000.00
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Health Insurance	\$	90,000.00
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Special Events Fund	\$	33,000.00
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Contract Mowing Services	\$	12,500.00
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Parks Equipment/Supplies	\$	12,000.00
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Miscellaneous Costs	\$	18,500.00
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TOTAL	\$	556,000.00
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FY2022-2023 WATER FUND

REVENUE			
	2021-2022	2022-2023	DIFFERENCE
Charges for Services	\$ 2,457,850.00	\$ 2,758,000.00	\$ 300,150.00
Other Revenue	\$ 850.00	\$ 1,000.00	\$ 150.00
Total Revenues	\$ 2,458,700.00	\$ 2,759,000.00	\$ 300,300.00

EXPENDITURES			
	2021-2022	2022-2023	DIFFERENCE
Water & Sewer Comm.	\$ 86,300.00	\$ 107,489.00	\$ 21,189.00
Water Meters	\$ 141,450.00	\$ 133,215.00	\$ (8,235.00)
Lake Daniel	\$ 11,400.00	\$ 29,400.00	\$ 18,000.00
Water Treatment	\$ 762,900.00	\$ 858,414.00	\$ 95,514.00
Water Distribution	\$ 353,200.00	\$ 570,831.00	\$ 217,631.00
Non-Departmental	\$ 425,400.00	\$ 739,000.00	\$ 313,600.00
Total Expenditures	\$ 1,780,650.00	\$ 2,438,349.00	\$ 657,699.00
Net Revenue/Expenditures	\$ 678,050.00	\$ 320,651.00	\$ (357,399.00)

FY2022-2023 WASTE WATER FUND

REVENUE

	2021-2022	2022-2023	DIFFERENCE
Charges for Services	\$ 1,193,300.00	\$ 1,394,800.00	\$ 201,500.00
Other Revenue	\$ 100.00	\$ 600.00	\$ 500.00
Total Revenues	\$ 1,193,400.00	\$ 1,395,400.00	\$ 202,000.00

EXPENDITURES

	2021-2022	2022-2023	DIFFERENCE
Sewer Collection	\$ 488,900.00	\$ 513,043.00	\$ 24,143.00
WW Treatment Plant	\$ 425,200.00	\$ 410,127.00	\$ (15,073.00)
Non-Departmental	\$ 138,200.00	\$ 441,600.00	\$ 303,400.00
Total Expenditures	\$ 1,052,300.00	\$ 1,364,770.00	\$ 312,470.00
Net Revenue/Expenditures	\$ 141,100.00	\$ 30,630.00	\$ (110,470.00)

WHAT'S IN THE FISCAL YEAR 2023 BUDGET?

- Reduction of \$.04 on the Property Tax Rate
- Significant amounts of additional payments to pay off debt early and accelerate pay-off of other debt.
- Increased service delivery in Animal Control Services by adding one additional field officer.
- Increased pay for all existing employees to bring closer to market competitiveness.
- Funding additional health insurance costs.
- Pay-as-you-go for water line enhancements on Sixth Street and FM 3099 and funding of deferred maintenance.
- Improvements to City Pool gates, filters, and generators.
- Replacement of four inoperable police patrol vehicles.
- Significant funding for contract mowing, demolition of substandard structures, and city property maintenance.

CAPITAL IMPROVEMENTS

FM 3099 Water Line (TXDOT Project)	\$	300,000.00
Prison Lift Station	\$	265,000.00
Four replacement patrol vehicles (Will make 4 yearly payments of \$55,420.00)	\$	200,950.00
Kiosk For Water Department	\$	65,000.00
Sixth Street Water Line Replacement	\$	60,000.00
Pump Replacement at water Plant	\$	30,000.00
Pool filter replacement	\$	25,000.00
Swimming Pool- Generator & Electrical work for generator	\$	12,000.00
Goats-Lake Daniel (Water Fund)	\$	14,000.00
Goats-Creeks (General Fund)	\$	6,500.00
Lake Daniel Fence	\$	7,000.00
Contract mowing services	\$	10,000.00
Replacement of swimming pool iron gates	\$	4,200.00
Animal Shelter-Repairs to A/C	\$	3,000.00
Animal Shelter-Repairs to Kennels	\$	2,500.00

ORDINANCE NO. 22-14

AN ORDINANCE ADOPTING THE BUDGET AND APPROPRIATED RESOURCES FOR THE BUDGET YEAR BEGINNING ON OCTOBER 1, 2022 AND ENDING ON SEPTEMBER 30, 2023.

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, TEXAS:

- Section 1. That the budget estimate of the revenues and expenditures for the City of Breckenridge, Texas, as prepared by the City Manager and approved by the City Commission for the fiscal year beginning on October 1, 2022, and ending on September 30, 2023, be and is hereby adopted as the budget for such fiscal year.
- Section 2. That the sum of \$4,757,700 is hereby appropriated out of the General Fund as follows:
- | | |
|-----------------------------|-------------|
| For Maintenance & Operating | \$4,719,612 |
|-----------------------------|-------------|
- Section 3. That the sum of \$2,759,000 is hereby appropriated out the Water Fund as follows:
- | | |
|-------------------------------|-------------|
| For Maintenance and Operating | \$2,438,349 |
|-------------------------------|-------------|
- Section 4. That the sum of \$1,394,800 is hereby appropriated out of Wastewater Fund as follows:
- | | |
|-----------------------------|-------------|
| For Maintenance & Operating | \$1,364,770 |
|-----------------------------|-------------|
- Section 5. That the sum of \$531,750 is hereby appropriated out of Sanitation Fund as follows:
- | | |
|-----------------------------|-----------|
| For Maintenance & Operating | \$526,161 |
|-----------------------------|-----------|
- Section 6. That the sum of \$1,000 is hereby appropriated out of the Fire Department Special Fund.
- Section 7. That the sum of \$17,500 is hereby appropriated out of the Cemetery Trust Fund.
- Section 8. That the sum of \$286,382 is hereby appropriated out of the Equipment Replacement Fund.
- Section 9. That the sum of \$250,000 is hereby appropriated out of the Street Maintenance Sales Tax Fund.
- Section 10. That the sum of \$1,000 is hereby appropriated out of the Breckenridge Park Fund.

Section 11. That the sum of \$565,000 is hereby appropriated out of the Capital Improvement Project Fund.

Section 12. That the sum of \$553,754 is hereby appropriated out of the General Debt Service Fund.

Section 13. That this ordinance be in full force and effect from and after its adoption.

PASSED, APPROVED AND ADOPTED BY THE CITY COMMISSION THIS 6th DAY OF SEPTEMBER 2022.

CITY OF BRECKENRIDGE, TEXAS

**Bob Sims,
Mayor**

ATTEST:

**Jessica Sutter
City Secretary**

S E A L

RESOLUTION NO. 22-28**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, TEXAS, RATIFYING THE TAX REVENUE FOR THE TAX YEAR 2022 (FISCAL YEAR 2022-2023) FOR THE CITY OF BRECKENRIDGE, TEXAS.**

WHEREAS, Section 102 of the Texas Local Government Code requires a separate vote of the governing body to ratify the property tax revenue increase reflected in the adopted annual budget; and

WHEREAS, proper notice of a public hearing on the proposed budget was provided in accordance with Section 102 of the Texas Local Government Code, and said public hearing was held on September 6, 2022; and

WHEREAS, proper notice of one public hearing on the proposed tax rate was provided in accordance with Chapter 26 of the Tax Code, and said public hearing were held on August 30, 2022; and

WHEREAS, proper notice of the vote on the tax rate was provided in accordance with Chapter 26 of the Tax Code, and said vote was held on September 6, 2022.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, TEXAS:

Section 1: THAT, the above findings are hereby found to be true and correct and are incorporated herein in their entirety.

Section 2: THAT, the City Commission of the City of Breckenridge hereby ratifies the property tax revenue increase reflected in the adopted budget for fiscal year 2022-2023 for the City of Breckenridge, Texas

AND IT IS SO RESOLVED.

Passed by a vote of ___ to ___ on this the 6th day of September, 2022.

Vote on Motion	For	Against
Bob Sims, Mayor		
, Commissioner - 1		
Rob Durham, Mayor Pro-Tem (Commissioner – 2)		
Vince Moore, Commissioner 3		
Gary Mercer, Commissioner - 4		

CITY OF BRECKENRIDGE, TEXAS

By: _____
Bob Sims, Mayor

ATTEST:

Jessica Sutter
City Secretary

S E A L



Commission Meeting Agenda Item Memorandum

ITEM TYPE

Action Item

MEETING DATE:

September 6, 2022

PRESENTER:

Steve Norwood, Interim City Manager

ITEM DESCRIPTION:

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.

BACKGROUND INFORMATION:

We are presenting, for your consideration and approval, an ordinance that would set the tax rate for 2022 at \$1.02000. As we have discussed in a previous meeting, the current tax rate for 2021 was set at \$1.06000..

FISCAL IMPACT:

- ☒ Not Applicable
- ☐ Proposed Expenditure:
- ☐ General Ledger Code:
- ☐ Proposed Revenue:
- ☐ Budget Amendment Required: No
- ☐ Financial Review Completed by:

LEGAL REVIEW:

Not applicable.

ATTACHMENTS:

A.Ordinance 2022-16

RECOMMENDED MOTION AND/OR ACTION:

ORDINANCE NO. 22-16

AN ORDINANCE LEVYING A MAINTENANCE AND OPERATING TAX RATE AND A DEBT TAX RATE FOR THE CITY OF BRECKENRIDGE, TEXAS, FOR THE TAX YEAR 2022.

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, TEXAS:

Section 1. We, the City Commission of the City of Breckenridge, Texas, do hereby levy or adopt the tax rate of \$100 valuation for this city for tax year 2022 as follows:

For the General Fund Maintenance & Operation	\$ 0.76484
General Fund Debt Service	\$ 0.25516
TOTAL LEVY	\$ 1.02000

Section 2. That the tax rate for maintenance and operations of \$0.76484 will impose an amount of taxes that exceeds the amount of taxes imposed for that purpose in the preceding year, therefore:

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 23.74% AND WILL INCREASE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$4.32.

Section 3. That the maintenance and operations tax rate of \$.076484 exceeds the no-new-revenue maintenance and operations rate of \$0.61809.

Section 4. That the City Tax Assessor and Collector of the City of Breckenridge is hereby directed to assess for the 2022 tax year the rates and amounts herein levied, and when such taxes are collected, to distribute the collections in accordance with the ordinance.

Section 5. That this ordinance be in full force and effect from and after its adoption.

PASSED AND APPROVED this the 6th day of September 2022.

CITY OF BRECKENRIDGE, TEXAS

**Bob Sims,
Mayor**

ATTEST:

Jessica Sutter, City Secretary

S E A L

ORDINANCE NO. 2022-12

AN ORDINANCE OF THE CITY OF BRECKENRIDGE, TEXAS, REPEALING AND REPLACING ORDINANCE NO. 22-01; ESTABLISHING A GENERAL FEE SCHEDULE FOR THE CITY OF BRECKENRIDGE; INCLUDING REVISED RATES FOR WATER AND SEWER SERVICES; PROVIDING AN OPEN MEETINGS CLAUSE; ESTABLISHING A REVENUE DEFICIT SURCHARGE ON ALL UTILITY ACCOUNTS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Breckenridge desires to provide a single and convenient location for a list of all fees charged by the City of Breckenridge; and

WHEREAS, the City Commission hereby authorizes amendments to the fee schedule by minute order of the City Commission.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, TEXAS:

- I. **Repeal.** Ordinance No. 2022-01 adopted on February 1, 2022, is hereby repealed. All other ordinances or parts of ordinances in conflict herewith shall be and are hereby repealed to the extent of such conflict.
- II. **Enactment.** Ordinance No. 2022-12 shall be the Fee Schedule Ordinance of the City of Breckenridge and shall establish all fees under the Breckenridge Code of Ordinances.

Fee Schedule of the City of Breckenridge, Texas
Effective October 1, 2022

I. Chapter 3 - Parks, playgrounds, etc.

(A) **Non Profit Organization**

Non Profit Organizations may request the rental fee be waived for the facility; however, the deposit shall be required.

(B) **Park Pavilion and Trade Barn Rental (Sec. 3.20)**

- | | | |
|-----|---|---------|
| (1) | Daily Rental Fee | \$50.00 |
| (2) | A deposit not to exceed \$100.00 shall be charged with said deposit being returned to the renter upon leaving the facilities in an appropriate condition, to include but not be limited to all trash picked up, lights turned off, doors locked and restrooms satisfactorily cleaned. | |

(C) **City Pool Per Session Fee (Sec. 3.20)**

- | | | |
|-----|---|--------|
| (1) | Individual, ages 4 years old and up | \$3.00 |
| (2) | Individual, ages 3 years old and under | free |
| (3) | Child care facility with prior approval from Public Services Director | \$2.00 |

(D) **Pool Party Rates (Sec. 3.20)**

- | | | |
|-----|--|----------|
| (1) | 2-hour (minimum) rental available on Saturdays only. Maximum 150 people. | \$250.00 |
| (2) | A \$50.00 deposit is required and refundable if the pool area is left clean. | |

II. Chapter 4 - Animals and Fowl

- | | | |
|-----|--|------------------|
| (A) | Permit for Selling, Grooming, Breeding, or Boarding of Dogs (Sec. 4-14): | \$75.00 per year |
|-----|--|------------------|

- (B) Dog License Fee (Sec. 4-20): \$10.00 per year
 *The Dog License Fee may be waived by the Animal Services Supervisor in the interest of animal care.
- (C) Impoundment Fees (Sec. 4-31):
- (1) Impounded dog, cat, or fowl:
 - (a) Pound Fee: \$15.00 per animal or fowl
 - (b) Board Fee: \$10.00 per 24-hour period or part thereof
 - (c) Impounded dog without City License: \$25.00
 - (d) The cost of any vaccinations or veterinary care provided to the animal while impounded: \$25.00 Minimum
 - (2) All other impounded animals:
 - (a) Pound Fee: \$20.00 per animal
 - (b) Board Fee: \$15.00 per 24-hour period or part thereof
 - (c) The cost of any vaccinations or veterinary care provided to the animal while impounded: \$25.00 Minimum
- (D) Dangerous Dog Registration Fee (Sec 4-40): \$50.00 per year

III. Chapter 5 - Buildings and Structures

- (A) Building Permits (Sec. 5-3):
- (1) New Construction: \$50.00 plus \$0.05 per square foot
 - (2) Remodel - Residential: \$50.00
 - (3) Remodel - Commercial: \$50.00 plus \$0.05 per square foot
 - (4) Sign, Fence, and Window: \$40.00
- (B) Demolition Permits (Sec. 5-4): \$100.00 plus insurance
- (C) Electrical Permits (Sec. 5-37):
- (1) Residential: \$40.00
 - (2) Commercial: \$40.00 plus \$0.05 per square foot
 - (3) Re-inspection Fee: \$25.00 per trip
 - (4) Meter Upgrade: \$75.00
- (D) Permit to Move Building (Sec. 5-51): \$50.00
- (E) Plumbing Permits and Inspections (Sec. 5-60.1):
- (1) Residential: \$40.00
 - (2) Commercial: \$40.00 plus \$0.05 per square foot
 - (3) Re-inspection Fee: \$25.00 per trip
 - (4) Inspections outside of normal business hours: Not available
 - (5) Inspections - no fee is specifically indicated: \$20.00 per hour (1/2 hour minimum)
 - (6) Additional plan review required by changes, additions, or revisions to approved plans: \$20.00 per hour (1/2 hour minimum)
- (F) Gas Permits and Inspections (Sec. 5-61.1):
- (1) Permit: \$40.00
 - (2) Re-inspection Fee: \$25.00 per trip
 - (3) Inspections outside of normal business hours: Not available
- (G) Mechanical Permits and Inspections (Sec. 5-100):
 *For installation of heating, ventilating, refrigeration, or air conditioning systems
- (1) Residential: \$40.00
 - (2) Commercial: \$40.00 plus \$0.05 per square foot
 - (3) Re-inspection Fee: \$25.00 per trip

IV. Chapter 9 - Fire Protection and Prevention

- (A) Fire Sprinkler Permits (Sec. 9-9): \$40.00

V. Chapter 10 - Garbage, Trash, Weeds and Other Wastes

- (A) Administrative Sanitation Fee: \$5.00

- (B) Trash Rate Codes:

(RI = Residential Inside City Limits, CI = Commercial Inside City Limits, RO = Residential Outside City Limits, CO = Commercial Outside City Limits)

T1 - RI	1 Poly Cart	\$ 16.25
T2 - RI	2 Poly Carts	\$ 24.35
T3 - RI	3 Poly Carts	\$ 32.50
T7 - RO	1 Poly Cart	\$ 16.25
T8 - RO	2 Poly Carts	\$ 24.35
T9 - RO	3 Poly Carts	\$ 32.50
T13-CI at RI rate	1 Poly Cart	\$ 16.25
T25	1 Poly Cart Delivery/Removal	\$28.00 per occur.
Lockbar Rental		\$13 per occur
Lockbar Installation		\$93.00 per occur.

- (C) Convenience Station - Disposal Fee (Sec. 10-40):

- (1) Per Cubic Yard: \$21.50
 (2) Less than one (1) Cubic Yard: \$7.00 Minimum*
 *Appropriate Fee for portion on 1 Cubic Yard
 (3) Citizens show their utility bill permitted 1 free dump each month

VI. Chapter 13 - Occupational Licenses and Regulations

- (A) Permit Fee for Shows, Circuses, etc. (Sec. 13-3): \$50.00 per day

- (B) Peddler License Fees (Sec. 13-65):

- (1) Peddler or Solicitor:
 (a) Application Fee: \$30.00
 (b) License Fee: \$35.00
 (2) Itinerant Vendor:
 (a) License Fee: \$250.00
 (3) Canvasser:
 (a) Application Fee: None
 (b) License Fee: None
 (4) Mobile Food Vendor:
 (a) Application Fee: \$25.00

VII. Chapter 14 - Offenses and Miscellaneous Provisions

- (A) Sport Shooting Range Application Fee (Sec. 14-2): \$25.00

VIII. Chapter 16 - Cemetery

- (A) Costs (Sec. 16-10)

- (1) Administration Fee \$ 50.00

(2)	Section A	Plot - Upright Head / Foot Stone	\$ 1,000.00
		Plot - Flat Head / Foot Stone	\$ 800.00
		Urn	\$ 150.00
(3)	Section B	Plot - Upright Head / Foot Stone	\$ 1,200.00
		Plot - Flat Head / Foot Stone	\$ 1,000.00
		Urn	\$ 150.00
(4)	Section C	Plot - Upright Head / Foot Stone	\$ 1,000.00
		Plot - Flat Head / Foot Stone	\$ 800.00
		Urn	\$ 150.00
(5)	Section J	Plot - Upright Head / Foot Stone	\$ 800.00
		Plot - Flat Head / Foot Stone	\$ 400.00
		Urn	\$ 150.00
(6)	Section K	Plot - Upright Head / Foot Stone	\$ 600.00
		Plot - Flat Head / Foot Stone	\$ 300.00
		Urn	\$ 150.00
(7)	Baby Land	Plot - Flat Head / Foot Stone	\$ 50.00
(8)	Columbarium	Niches	\$ 400.00
			\$125.00

IX. Chapter 17 - Streets and Sidewalks

- (A) Permit for Network Nodes (Sec. 17-77): \$500.00 for up to 5 Nodes*
\$250.00 each Node after 5*
- (B) Permit for Node Support Poles (Sec. 17-77): \$1,000.00*

**These fees shall only be changed pursuant to Chapter 284 of the Texas Local Government Code.*

- (C) Public Right-of-Way Fees (Sec. 17-78):
- | | | |
|-----|-----------------------|--|
| (1) | Transport Facilities: | \$28.00 per Node in Right-of-Way per month** |
| (2) | Network Nodes: | \$250.00 per Node per year** |
| (3) | Use of Service Poles: | \$20.00 per Pole utilized, per year** |

***These fees may be increased annually by an amount equal to one-half of the annual change in the consumer price index, as per Section 284.054 of the Texas Local Government Code. Any other changes shall only be made pursuant to Chapter 284 of the Texas Local Government Code.*

X. Chapter 21 - Water and Sewers

- (A) Water Taps (Sec. 21-1):
- | | | |
|-----|--|-------------|
| (1) | 3/4-inch water tap only | \$ 1,250.00 |
| (2) | 3/4-inch water tap and pavement repair | \$ 1,750.00 |
| (3) | 3/4-inch water tap, bore and pavement repair | \$ 2,575.00 |
| (4) | 1-inch water tap only | \$ 1,450.00 |
| (5) | 1-inch water tap and pavement repair | \$ 1,950.00 |
| (6) | 1-inch water tap, bore and pavement repair | \$ 2,775.00 |
| (7) | 1 1/2-inch water tap only | \$ 1,650.00 |
| (8) | 1 1/2-inch water tap and pavement repair | \$ 2,150.00 |

(9)	1 1/2-inch water tap, bore and pavement repair	\$ 2,975.00
(10)	2-inch water tap only	\$ 1,850.00
(11)	2-inch water tap and pavement repair	\$ 2,350.00
(12)	2-inch water tap, bore and pavement repair	\$ 3,175.00

(B) Meter Sets (Sec. 21-1):

(1)	3/4-inch meter set	\$ 270.00
(2)	3/4-inch meter set outside city limits	\$ 540.00
(3)	1-inch meter set	\$ 410.00
(4)	1-inch meter set outside city limits	\$ 820.00
(5)	2-inch meter set	\$ 1,450.00
(6)	2-inch meter set outside city limits	\$ 2,900.00

(C) Sewer Taps (Sec. 21-1):

(1)	4-inch sewer tap only	\$ 1,630.00
(2)	4-inch sewer tap and pavement repair	\$ 1,980.00
(3)	4-inch sewer tap, bore and pavement repair	\$ 3,600.00
(4)	Sewer services larger than four inch require connection to an existing or installed manhole and shall be contracted and paid for by the requester.	

ROCK CLAUSE: the extra cost for excavation of rock shall be in addition to the fees associated above with the Water and Sewer Taps.

(D) Minimum Security Deposit (Sec. 21-11):

(1)	Customers in good standing:	\$200.00
	<i>At least two times the minimum rate for single-family residential homes within the City limits.</i>	
(2)	Customers with 2 or more disconnects within a 12 month period:	\$400.00
(3)	If, in the judgement of the finance director, the minimum security deposit shall be insufficient to insure the city against loss due to nonpayment of a final bill as a result of a customer's use of water above the normal use or based on the payment history, then such customer shall be required to make a deposit in an amount which in the judgement of the city secretary will be sufficient to insure the city against loss due to nonpayment of final bill.	

(E) Extensions & Pay Arrangements (Sec. 21-11):

- (1) Payment Extensions: ONLY Two (2) extensions of a maximum of ten (10) calendar days will be permitted on each account within a calendar year.
- (2) Payment Arrangements: At the discretion of the Finance Director or her/his designee, payment arrangements will be considered on a case by case basis. Account holder must come in to complete an application for the Finance Director's review, approval and conditions of arrangement fully explained and signed off by the account holder.
- (3) Residential customers may request a temporary exemption of late charges once within a calendar year if they have a satisfactory 12-month history of on-time payments for utilities with the City.

(F) Water Rate Schedule (Sec. 21-12):

	<i>Inside City Limits</i>	<i>Outside City Limits</i>
(1) <i>Residential Single Family:</i>		
First 2,000 gallons (minimum):	\$42.00	\$64.00
Next 3,000 gallons, per thousand:	\$7.05	\$10.90
Next 5,000 gallons, per thousand:	\$7.50	\$11.55
Next 10,000 gallons, per thousand:	\$8.75	\$13.40
Over 20,000 gallons, per thousand:	\$10.00	\$15.35

(2)	<i>Commercial and Apartments:</i>		
	First 2,000 gallons (minimum):	\$52.00	\$79.90
	Next 3,000 gallons, per thousand:	\$7.05	\$10.90
	Next 5,000 gallons, per thousand:	\$7.50	\$11.55
	Next 10,000 gallons, per thousand:	\$8.75	\$13.40
	Over 20,000 gallons, per thousand:	\$10.00	\$15.35
(3)	Add \$5.40 or \$10.80 to the minimum charge for each additional family, apartment or house over two (2) allowed for \$49.50 or \$74.25 minimum that is connected to the same meter .		
(4)	<i>Texas Department of Criminal Justice - Walker Sayle Unit:</i>		
	per one thousand gallons:		\$8.60
(5)	<i>High Mesa Water Company:</i>		
	First 2,000 gallons (minimum):		\$45.50
	2,001 gallons and over, per one thousand gallons:		\$6.00
(6)	<i>Stephens Regional Special Utility District:</i>		
	per one thousand gallons:		\$6.00
(7)	<i>Plant Water:</i>		
	per one thousand gallons:		\$12.50
(8)	<i>Meter Access:</i>		
	Meter Reader unable to access meter to get reading due to customer parking over meter or any blocking meter access in any way.		\$25.00
(G)	<u>Delinquent Account Fees</u> (Sec. 21-15):		
	(1) Late Payment Fee:		\$25.00
	(2) Reconnection Fee:		
	(a) During normal operating hours:		\$10.00
	(b) After hours:		\$25.00
(H)	<u>Rereads</u> (Sec. 21-16):		\$10.00*
(I)	<u>Temporary Disconnection of Service</u> (Sec. 21-17):		
	(1) Disconnection during normal operating hours:		\$10.00
	(2) Disconnection after hours:		\$25.00
	(3) Meter Tampering**		\$100.00
(J)	<u>Connection and Transfer Fees</u> (Sec. 21-19):		
	(1) Connection Fee:		
	(a) During normal operating hours:		\$10.00
	(b) After hours:		\$25.00
	(2) Transfer Fee:		
	(a) During normal operating hours:		\$10.00
	(b) After hours:		\$25.00
(K)	<u>Sewer Service Charges</u> (Sec. 21-44):		
		<i>Inside City Limits</i>	<i>Outside City Limits</i>
	(1) <i>Residential Single Family:</i>		
	First 5,000 gallons (minimum):	\$45.00	\$71.25
	Over 5,000 gallons, per thousand:	\$4.50	\$7.10
	Maximum monthly charge:	\$93.75	\$140.60

2	(2)	<i>All other use:</i>		
		First 5,000 gallons (minimum):	\$49.50	\$78.40
		Over 5,000 gallons, per thousand:	\$6.00	\$9.50
		Maximum monthly charge:	\$500.00	\$750.00
	(3)	<i>* Sewer Irrigation Credit:</i>		
		Residential Single Family:	\$30.00	\$60.00
		All other use:	\$105.00	\$210.00
	(4)	<i>Texas Department of Criminal Justice - Walker Sayle Unit:</i>		
		per thousand gallons of water, or portion thereof, used monthly:		\$5.05
	(5)	If a customer installs a separate irrigation meter to provide for the separate metering of irrigation water they may request to be charged for water use only and not to be charged for sewer services.		
(L)		<u>Reconnection Fee</u> (Sec. 21-44):		
	(1)	Reconnection during normal operating hours:		\$10.00
	(2)	Reconnection after hours:		\$25.00

*** Sewer Irrigation Credit must be requested by the customer each month qualified.**

**** Meter Tampering / Theft of Services:**

In an effort to deter losses in water revenue, service calls and meter repair, any detected water meter tampering will be reported to the police, investigated, and charges filed. Tampering with a water meter is a Class A misdemeanor in Texas and punishable by a fine not to exceed \$4000, confinement in jail for a term not to exceed 1 year, or both. Individuals responsible for tampering may also incur civil liability and additional fees. Anyone who reconnects water service in any way after the city has disconnected the water for nonpayment of delinquent bill. In addition to the amount of the delinquent bill, the reconnect fee, meter tampering fee and any damages shall be paid before water service will be reconnected. Any tampering with meter will result in meter removal and a tampering fee of \$100. Any account charged with tampering fee is required an additional \$300 deposit.

(M)		<u>Penalties for Violations relating to Grease Traps/Interceptors</u> (Sec. 21.93):		
	(1)	Blockage Caused by a Generator:		
		(a) First Violation:		\$400.00
		(b) Second Violation (within 2 years of 1st):		\$500.00
		(c) Third Violation (within 2 years of 1st or 2nd):		\$750.00
		(d) Repeat Offenders (in addition to penalty (a), (b), or (c)):		\$250.00
	(2)	General Violations:		
		(a) First Violation:	Written Warning	
		(b) Second Violation (within 2 years of warning):		\$400.00
		(c) Third Violation (within 2 years of warning):		\$500.00
		(d) Fourth Violation (within 2 years of warning):		\$750.00
		(e) Repeat Offenders (in addition to penalty (b), (c) or (d)):		\$250.00

XI. Chapter 22 - Zoning

(A)		<u>Permits Related to Zoning</u> (Sec. 22-8):		
	(1)	Mobile Home Permits:		\$50.00
	(2)	Certificate of Occupancy (on commercial application):		\$20.00
	(3)	Locating Portable Building:		\$40.00

III. **Open Meetings.**

It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551, Texas Local Government Code.

was given as required by the Open Meetings Act, Chapter 551, Texas Local Government Code.

IV. **Effective Date.**

This ordinance shall take effect on October 1, 2022 and shall be published prior to that time according to the terms of the City Charter and the Texas Local Government Code.

The above and foregoing ordinance was duly proposed, read in full, and adopted upon first reading on August 2, 2022 at a regular meeting of the City Commission.

The above and foregoing ordinance was read and finally adopted upon second reading on September 6, 2022 at a regular meeting of the City Commission.

Bob Sims, Mayor

ATTEST:

Jessica Sutter, City Secretary

S E A L

Water Rate

Residential Single Family						
	Current(In City Limits)	Rate Increase(In City Limit)	Difference	Current(Outside City Limits)	Rate Increase(Outside City Limit)	Difference
1st 2,000 gals(Minimum)	\$ 40.00	\$ 42.00	\$ 2.00	\$ 60.00	\$ 64.00	\$ 4.00
3,000 gals, per thousand	\$ 6.60	\$ 7.05	\$ 0.45	\$ 9.90	\$ 10.90	\$ 1.00
5,000 gals, per thousand	\$ 7.00	\$ 7.50	\$ 0.50	\$ 10.50	\$ 11.55	\$ 1.05
10,000 gals, per thousand	\$ 8.15	\$ 8.75	\$ 0.60	\$ 12.20	\$ 13.40	\$ 1.20
Over 20,000 gals, per thousand	\$ 9.30	\$ 10.00	\$ 0.70	\$ 13.95	\$ 15.35	\$ 1.40

Commercial & Apartments						
	Current(In City Limits)	Rate Increase(In City Limit)	Difference	Current(Outside City Limits)	Rate Increase(Outside City Limit)	Difference
1st 2,000 gals(Minimum)	\$ 49.50	\$ 52.00	\$ 2.50	\$ 74.25	\$ 79.90	\$ 5.65
3,000 gals, per thousand	\$ 6.60	\$ 7.05	\$ 0.45	\$ 9.90	\$ 10.90	\$ 1.00
5,000 gals, per thousand	\$ 7.00	\$ 7.50	\$ 0.50	\$ 10.50	\$ 11.55	\$ 1.05
10,000 gals, per thousand	\$ 8.15	\$ 8.75	\$ 0.60	\$ 12.25	\$ 13.40	\$ 1.15
Over 20,000 gals, per thousand	\$ 9.30	\$ 10.00	\$ 0.70	\$ 13.95	\$ 15.35	\$ 1.40

Sewer Rate

Residential Single Family						
	Current(In City Limits)	Rate Increase(In City Limit)	Difference	Current(Outside City Limits)	Rate Increase(Outside City Limit)	Difference
1st 5,000 gals(Minimum)	\$ 37.50	\$ 45.00	\$ 7.50	\$ 56.25	\$ 71.25	\$ 15.00
Over 5,000 gals, Per Thousand	\$ 3.75	\$ 4.50	\$ 0.75	\$ 5.60	\$ 7.10	\$ 1.50
Maximum Monthly Charge	\$ 93.75	\$ 93.75	\$ -	\$ 140.60	\$ 140.60	\$ -

All Other Use:						
	Current(In City Limits)	Rate Increase(In City Limit)	Difference	Current(Outside City Limits)	Rate Increase(Outside City Limit)	Difference
1st 5,000 gals(Minimum)	\$ 41.25	\$ 49.50	\$ 8.25	\$ 61.90	\$ 78.40	\$ 16.50
Over 5,000 gals, Per Thousand	\$ 5.00	\$ 6.00	\$ 1.00	\$ 7.50	\$ 9.50	\$ 2.00
Maximum Monthly Charge	\$ 500.00	\$ 500.00	\$ -	\$ 750.00	\$ 750.00	\$ -

Sewer Irrigation Credit

All Other Use:

	Current(In City Limits)	Rate Increase(In City Limit)	Difference	Current(Outside City Limits)	Rate Increase(Outside City Limit)	Difference
Residential Single Family	\$ 25.00	\$ 30.00	\$ 5.00	\$ 50.00	\$ 60.00	\$ 10.00
All Other Use	\$ 100.00	\$ 105.00	\$ 5.00	\$ 200.00	\$ 210.00	\$ 10.00

Trash Rate

	Current(In City Limits)	Rate Increase(In City Limit)	Difference	Current(Outside City Limits)	Rate Increase(Outside City Limit)	Difference
1 Poly Cart	\$ 16.00	\$ 16.25	\$ 0.25	\$ 16.00	\$ 16.25	\$ 0.25
2 Poly Cart	\$ 25.00	\$ 24.35	\$ (0.65)	\$ 24.00	\$ 24.35	\$ 0.35
3 Poly Cart	\$ 32.00	\$ 32.50	\$ 0.50	\$ 32.00	\$ 32.50	\$ 0.50

Utility Bill

Minimum Bill

	Current(In City Limits)	Rate Increase(In City Limit)	Difference	Current(Outside City Limits)	Rate Increase(Outside City Limit)	Difference
Residential	\$ 99.82	\$ 109.59	\$ 9.77	\$ 138.57	\$ 157.84	\$ 19.27
Commercial	\$ 90.75	\$ 101.50	\$ 10.75	\$ 136.15	\$ 158.30	\$ 22.15

5,000 gal Utility Bill

	Current(In City Limits)	Rate Increase(In City Limit)	Difference	Current(Outside City Limits)	Rate Increase(Outside City Limit)	Difference
Residential	\$ 109.62	\$ 130.74	\$ 21.12	\$ 168.27	\$ 190.54	\$ 22.27
Commercial	\$ 110.55	\$ 122.65	\$ 12.10	\$ 165.85	\$ 191.00	\$ 25.15

10,000 gal Utility Bill

	Current(In City Limits)	Rate Increase(In City Limit)	Difference	Current(Outside City Limits)	Rate Increase(Outside City Limit)	Difference
Residential	\$ 173.37	\$ 190.47	\$ 17.10	\$ 249.04	\$ 283.79	\$ 34.75
Commercial	\$ 170.55	\$ 190.15	\$ 19.60	\$ 255.85	\$ 296.25	\$ 40.40