



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

June 06, 2023 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 June 06, 2023 at 5:30 PM at the Breckenridge City Offices, 105 N. Rose Avenue, Breckenridge, Texas.

CALL TO ORDER

INVOCATION Led by Trey McDuff of New Destination Church.

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. Administration of Statement of Elected Officer, Oath of Office, and Issuance of Certificate of Election for City Commissioner Places 3 and 4.

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. City Business
3. Upcoming Events

June 15 Bulk pickup

July 1 Boomfest

July 4 City office Closed for Independence Day

Chamber of Commerce

- [4.](#) Presentation by Yuri Huntington Executive Director of the Breckenridge Chamber of Commerce

CONSENT AGENDA

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

- [5.](#) Consider approval of the May 2, 2023 Regular Commission Meeting minutes as recorded.
- [6.](#) Consider approval of the May 16, 2023 Special Commission Meeting minutes as recorded.
- [7.](#) Consider approval of the Chamber of Commerce Quarterly Report

PUBLIC HEARING ITEMS

- [8.](#) Public Hearing regarding whether the buildings on the following properties are dangerous buildings pursuant to Chapter 5, Article 1 of the Breckenridge Code of Ordinances
115 S. Parks
907 N. Shelton
513 S. Stoker
919 N. Breckenridge Ave.
110 W [3rd](#)
109 W. [7th](#)
1303 W [1st](#)

ACTION ITEMS

- [9.](#) Discussion and any necessary action regarding whether the buildings on the seven properties are dangerous buildings pursuant to Chapter 5, Article I of the Breckenridge Code of Ordinances and, if so, discussion and any necessary action regarding issuing orders to abate the dangerous buildings or accepting conveyance of property (ies) from owners
- [10.](#) Discussion and any necessary action regarding allowing a Mobile Food Unit to conduct business on City Property.
- [11.](#) Discussion and any necessary action regarding adoption of Final Strategic Plan; including Vision, Mission, Core Values, Goals and Objectives.
- [12.](#) Discussion and any necessary action regarding Resolution 2023 –14 Directing Publication of Notice of Intention to issue Combination Tax and Revenue Certificates of Obligation of the City of Breckenridge; and resolving other matters related to the subject

13. Discussion and any necessary action regarding Ordinance No. 23-09, an ordinance of the City of Breckenridge, Texas, amending Appendix A, "Fee Schedule", "Sewer Service Charges" of the Breckenridge Code of Ordinances to increase the base monthly rate; Providing Repealer and Severability Clauses; and Providing and Effective Date. (Second Reading)
14. Discussion and any necessary action regarding Resolution 2023-13 appointing a commissioner to serve as Mayor Pro-Tem

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:

Real Property

§551.072: Deliberate the purchase, exchange, lease, or value of real property:

15. American Legion

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 **3rd day of JUNE 2023**.

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.

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BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Administration of Statement of Elected Officer, Oath of Office, and Issuance of Certificate of Election for City Commissioner Places 3 and 4.

Department: Administration

Staff Contact: Jessica Sutter

Title: City Secretary

BACKGROUND INFORMATION:

On May 6, 2023, the City of Breckenridge held a General Election. The results of this election were canvassed on May 16, 2023. Vince Moore, who ran unopposed, was declared the winner at the canvassing of the election and will be sworn in as Commissioner Place 3 to complete a two-year term.

Two candidates ran for Commission Place 4, Incumbent Gary Mercer received 118 votes, and candidate Scott Ensey received 111. During the canvassing of the election Gary Mercer was declared the winner with a majority of the votes and shall be sworn in as Commissioner for Place 4 to complete a two-year term.

Commissioners will complete their Statement of Elected Officer, Oath of Office and receive a Certificate of Election.

FINANCIAL IMPACT:

None

STAFF RECOMMENDATION:

None



City Of Breckenridge

DEPARTMENTAL REPORTS

APRIL 2023

105 N. Rose Ave.
Breckenridge, TX 76424
254.559.8287
www.breckenridgetx.gov

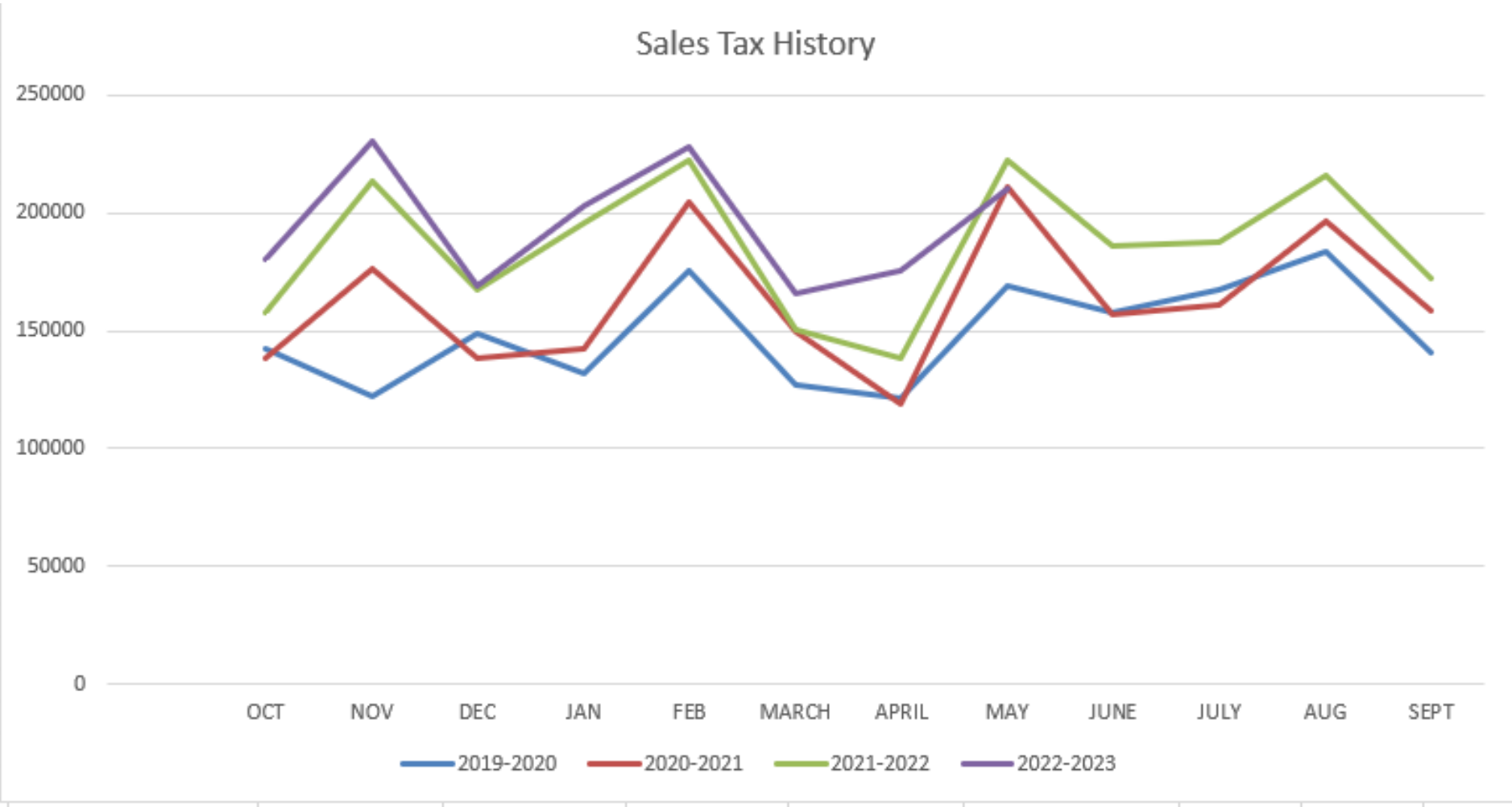
Finance

Bank Statement Balances

| | Account Name | Balances as of April 2022 | Balances as of April 2021 | Item 2. |
|------|--------------------------------|---------------------------|---------------------------|----------|
| 1001 | GENERAL FUND | \$ 1,172,093.26 | \$ 1,797,046.05 | |
| 1013 | ARSON FUND | - | \$ 509.89 | |
| 1014 | FEDERAL TAX & LOAN | \$ 78.16 | \$ 80.58 | |
| 2000 | PAYING | \$ 2,499.86 | \$ 2,506.68 | |
| 1001 | WATER FUND | \$ 857,342.69 | \$ 1,499,211.88 | |
| 1001 | WASTEWATER FUND | \$ 360,624.99 | \$ 728,135.24 | |
| 1001 | SANITATION | \$ 58,088.26 | \$ 40,673.63 | |
| 1001 | FIRE DEPT. SPECIAL | \$ 13,133.52 | \$ 10,464.74 | |
| 1001 | FORFEITED PROPERTY | \$ 1,249.58 | \$ 1,476.22 | |
| 1002 | PAYROLL FUND | \$ 2,869.47 | \$ 27,922.31 | |
| 1001 | EQUIP. REPLACEMENT FUND | \$ 205,724.47 | \$ 237,281.73 | |
| 1001 | STREET MAINTENANCE | \$ 660,878.62 | \$ 838,098.34 | |
| 1001 | BRECKENRIDGE PARK FUND | \$ 8,889.41 | \$ 9,237.24 | |
| 1001 | POLICE DEPT. SPECIAL | \$ 10,121.67 | \$ 13,599.30 | |
| 1001 | Excess Sales Tax Revenue | \$ 17,566.23 | \$ 17,613.84 | |
| 1001 | Breck Trade Days | \$ 39,150.55 | \$ 39,382.83 | |
| 1051 | CO 2017 A&B Sinking /Rd | \$ 446,786.43 | \$ 475,005.82 | |
| 1001 | Capital Improvement Project | \$ 1,037,626.88 | \$ 462,878.36 | |
| 1058 | GENERAL DEBT SERVICE FUND | \$ 1,184,348.86 | \$ 1,267,491.89 | |
| 1025 | Rescue Boat Donation | \$ 1,806.20 | \$ 1,811.13 | |
| 1073 | CWSRF LF1001492 | \$ - | \$ 1.86 | |
| 1076 | CWSRF LF1001492 ESCROW | \$ - | \$ 1,224,066.47 | |
| 1056 | CWSRF CO 2022A L1001491 | \$ - | \$ 1.00 | |
| 1074 | CWSRF CO 2022A L1001491 ESCROW | \$ - | \$ 923,415.70 | |
| 1072 | CWSRF CO 2022A L1001426 | \$ - | \$ 1.00 | |
| 1075 | CWSRF CO 2022A L1001426 ESCROW | \$ - | \$ 1,955,691.21 | |
| 1071 | DWSRF LF1001495 | \$ - | \$ 1.00 | |
| 1079 | DWSRF LF1001495 ESCROW | \$ - | \$ 1,326,812.99 | |
| 1070 | DWSRF CO 2022B L1001493 | \$ - | \$ 1.00 | |
| 1078 | DWSRF CO 2022B L1001493 ESCROW | \$ - | \$ 1,332,729.51 | |
| 1057 | DWSRF CO 2022B L1001494 | \$ - | \$ 1.00 | |
| 1077 | DWSRF CO 2022B L1001494 ESCROW | \$ - | \$ 934,183.38 | |
| | | | | |
| | TOTAL - ALL FUNDS | \$ 6,080,879.11 | \$ 15,167,333.82 | 6 |

Fiscal Year Sales Tax Revenue Received

| MONTH RECEIVED | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 |
|----------------|-----------|-----------|-----------|-----------|
| | | | | |
| OCT | 142,235 | 138,040 | 157,493 | 180,530 |
| NOV | 122,415 | 176,091 | 213,510 | 230,739 |
| DEC | 149,000 | 138,215 | 167,667 | 169,037 |
| JAN | 132,144 | 142,770 | 195,423 | 203,137 |
| FEB | 175,232 | 204,822 | 222,525 | 228,165 |
| MARCH | 127,285 | 149,849 | 150,395 | 166,133 |
| APRIL | 121,607 | 119,118 | 138,407 | 175,456 |
| MAY | 168,693 | 210,823 | 222,804 | 210,071 |
| JUNE | 158,145 | 157,037 | 185,695 | |
| JULY | 167,474 | 160,631 | 187,757 | |
| AUG | 183,855 | 196,582 | 215,658 | |
| SEPT | 141,151 | 158,558 | 172,552 | |
| | | | | |
| TOTAL | 1,789,236 | 1,952,536 | 2,229,886 | 1,563,268 |



BUILDING & DEVELOPMENT

Item 2.

| APRIL 2023 | | FY 2022-2023 |
|------------------------------|----------------------|--------------|
| Permits Issued: | | |
| Building | 9 | 35 |
| Roof | 4 | 19 |
| Fence, windows, siding, etc. | 1 (fence) | 8 |
| Sign | 0 | 8 |
| Mobile home | 0 | 5 |
| Certificate of Occupancy | 0 | 4 |
| Electrical | 6 (all solar panels) | 35 |
| Plumbing | 2 | 21 |
| Gas line | 8 | 32 |
| Irrigation | 0 | 0 |
| HVAC | 3 | 15 |
| Moving | 0 | 0 |
| Demolition | 0 | 0 |
| Zone change | 0 | 0 |
| Variance | 0 | 0 |
| Prelim/final plat | 0 | 0 |
| Solicitor/vendor | 0 | 2 |
| Beer license | 1 | 7 |
| Gaming machine license | 0 | 6 |
| Food Mobile Unit | 1 | 4 |
| Fire alarm | 0 | 0 |
| Fire sprinkler | 0 | 0 |

CODE ENFORCEMENT

New violations cases opened – 10

Junk vehicle – 501 N. Baylor

High weeds – 313 W. 5th

High weeds – 210 N. McArms

High weeds – 1005 E. Walker

High weeds – 402 Ridge Rd.

High weeds – 700 W. Hullum

High weeds – 1203 W. Hullum

Rubbish & parking issues – 1211 W. Hullum

High weeds – 601 W. Hullum

High weeds – 803 W. Hullum

CODE ENFORCEMENT

Violations closed due to compliance – 13

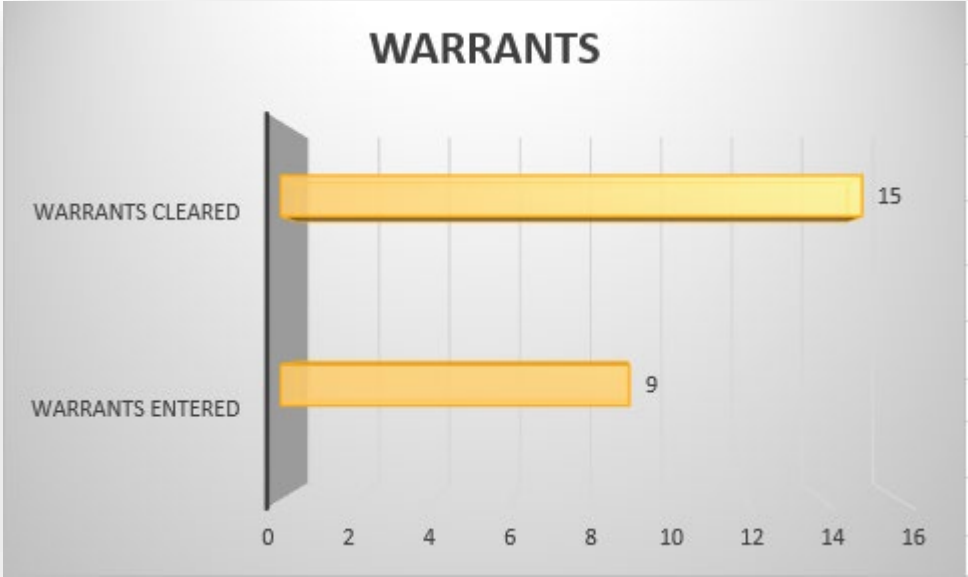
105 N. Dairy – applied for permit to bring property into compliance
501 N. Baylor – vehicle was moved
1210 W. Dyer – property was cleaned up
1005 E. Walker – property was mowed
402 Ridge Rd. – property was mowed
1100 W. 5th – city received demo title on junk vehicle and sent to scrap yard
306 W. 4th – applied for permit to bring property into compliance
1203 W. Hullum – property was mowed
803 W. Hullum – property was mowed
601 W. Hullum – property was mowed
210 N. McAmis – property was mowed
108 W. 4th – structure is being moved out of city limits
300 W. Lindsey – vehicle was moved

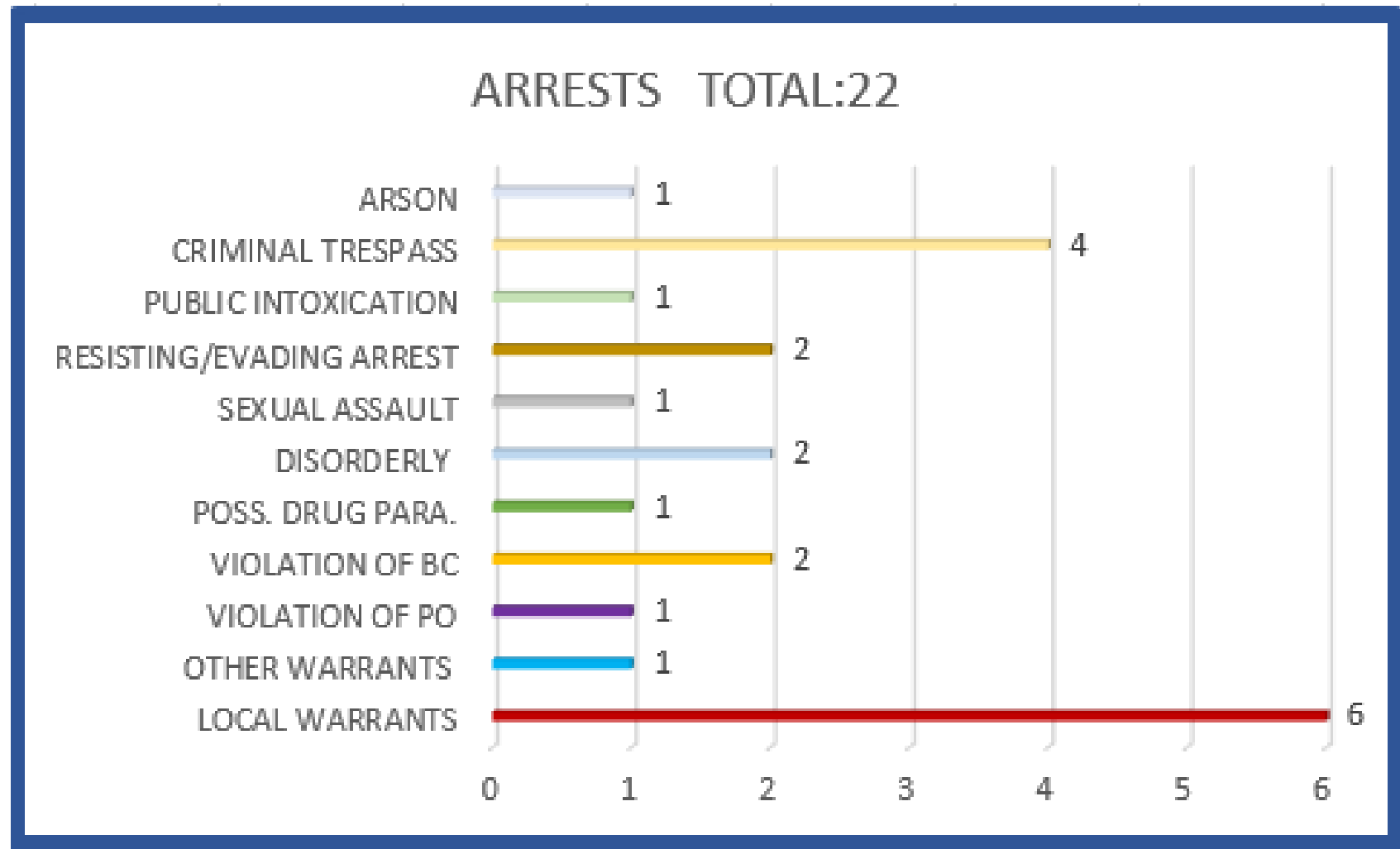
Cases sent to Municipal Court – 1

313 W. 5th – high weeds

Estimated labor hours spent on code enforcement for the month – 65



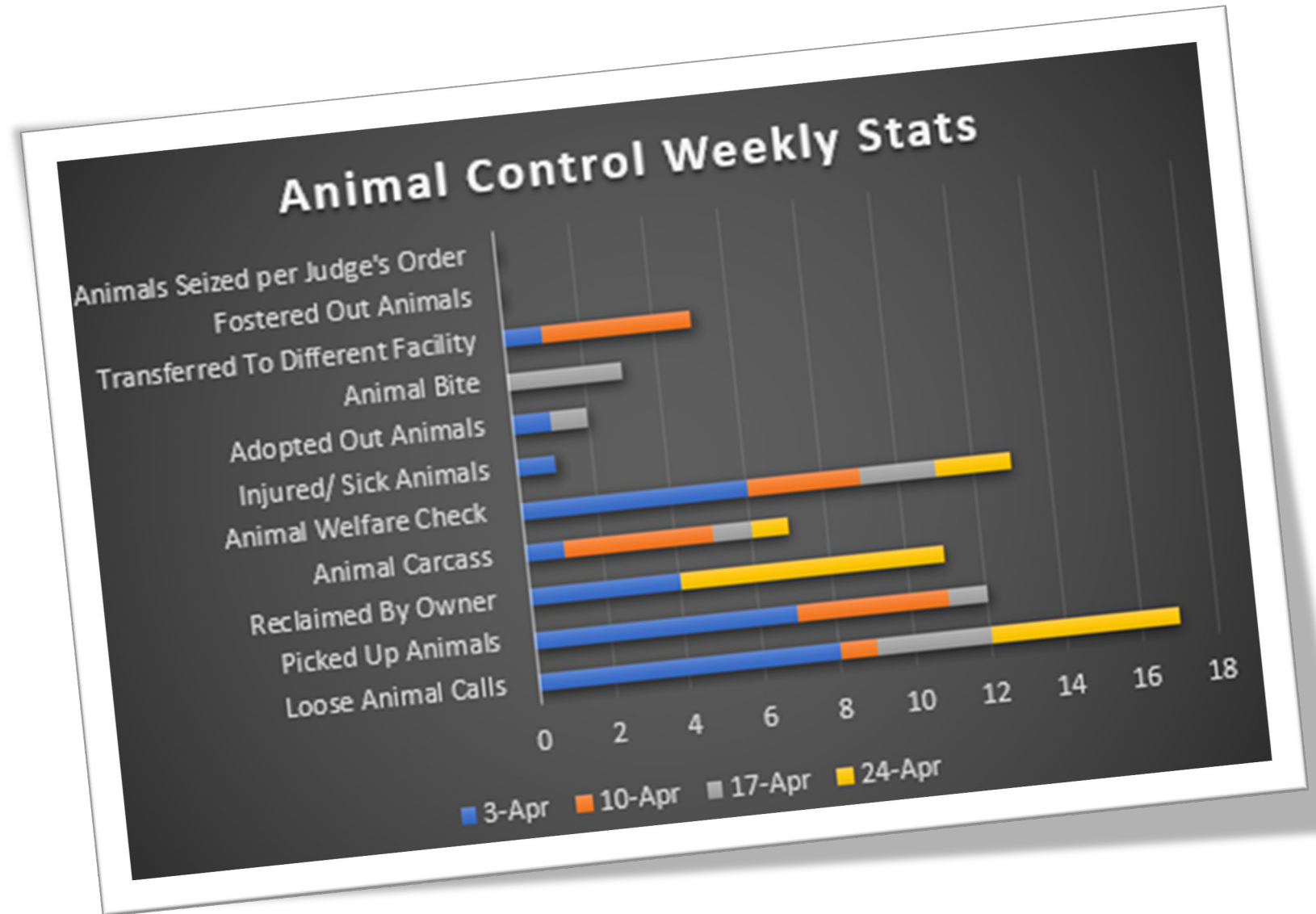




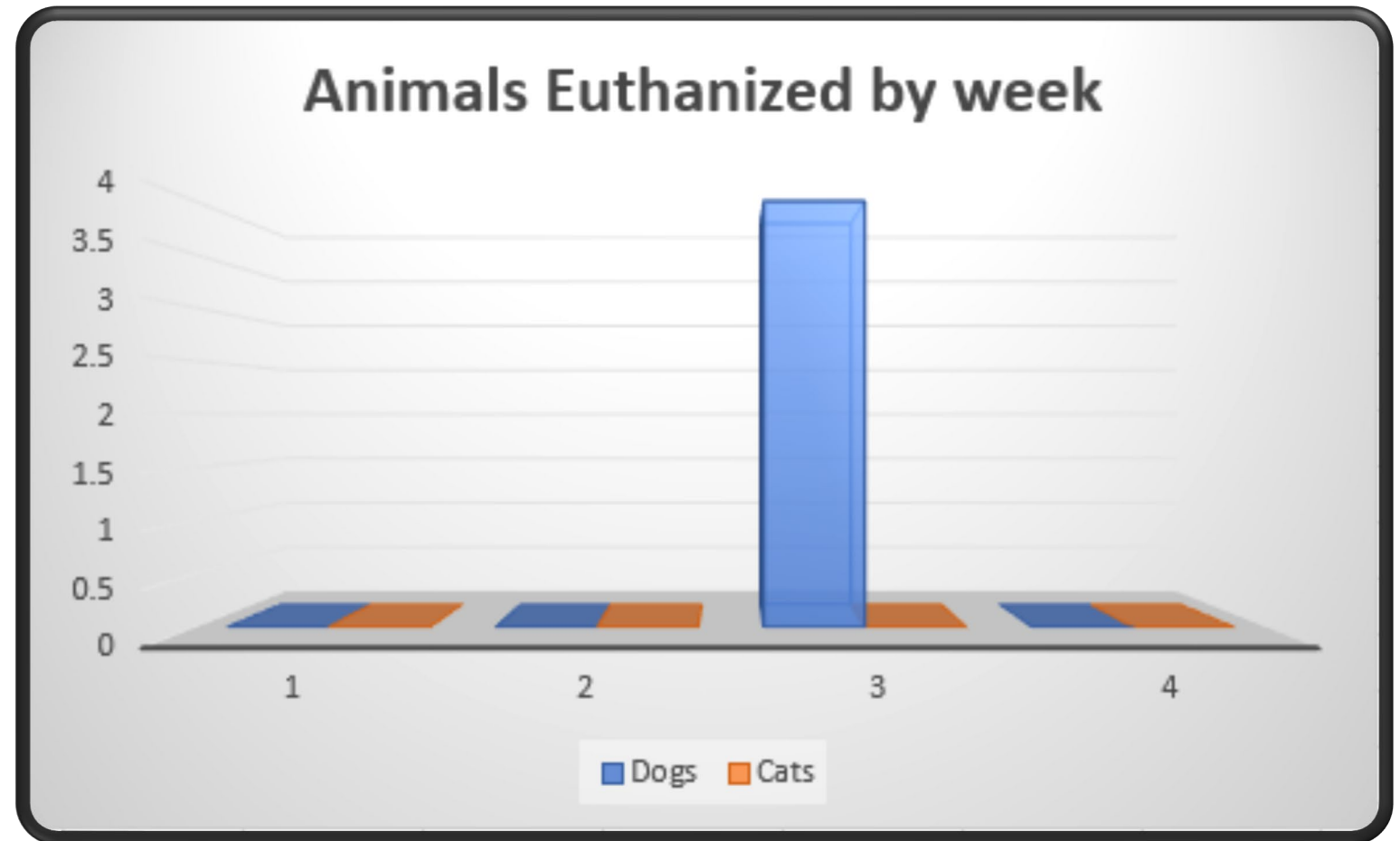
ANIMAL CONTROL

TOTAL CALLS
FOR SERVICE

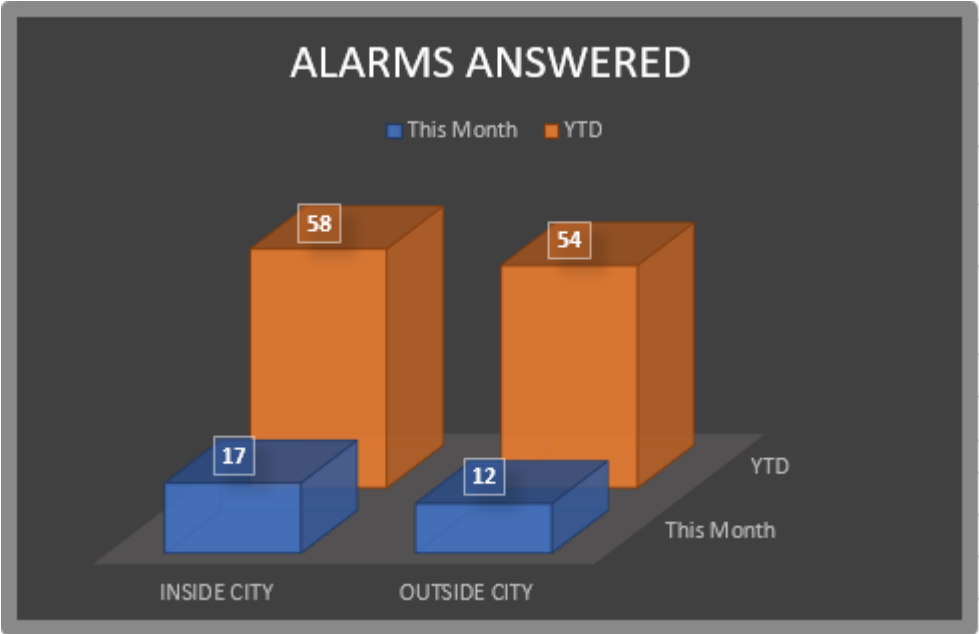
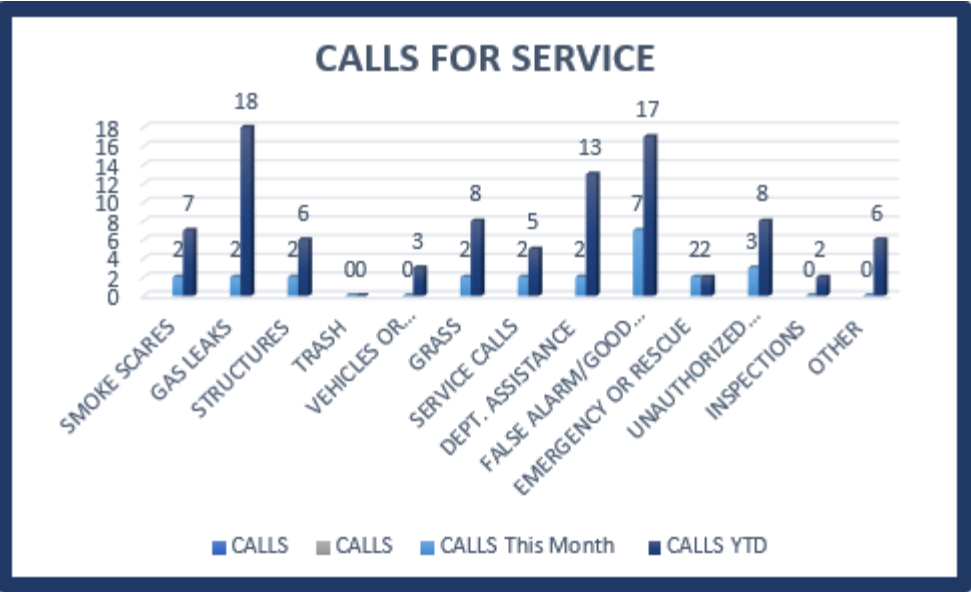
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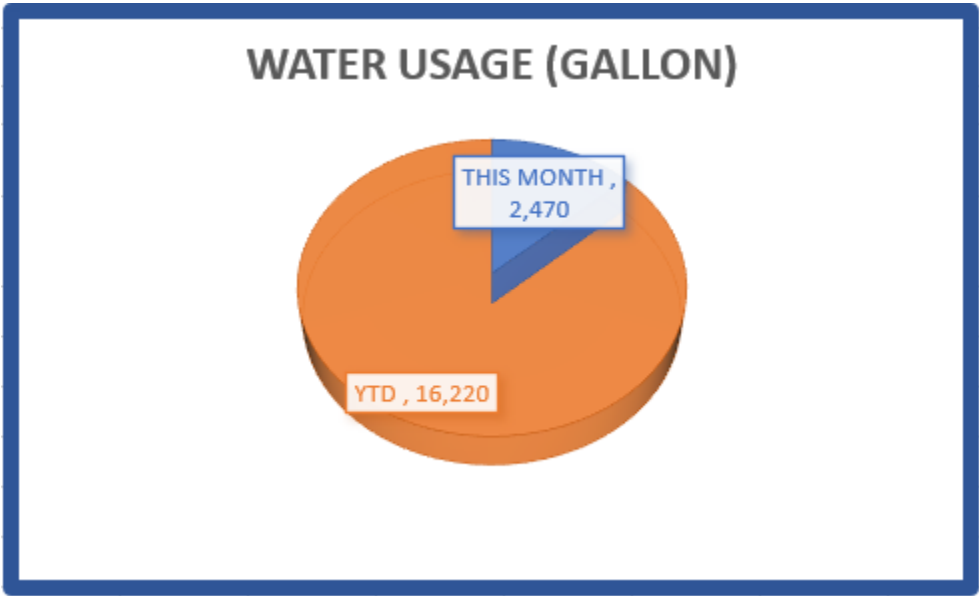
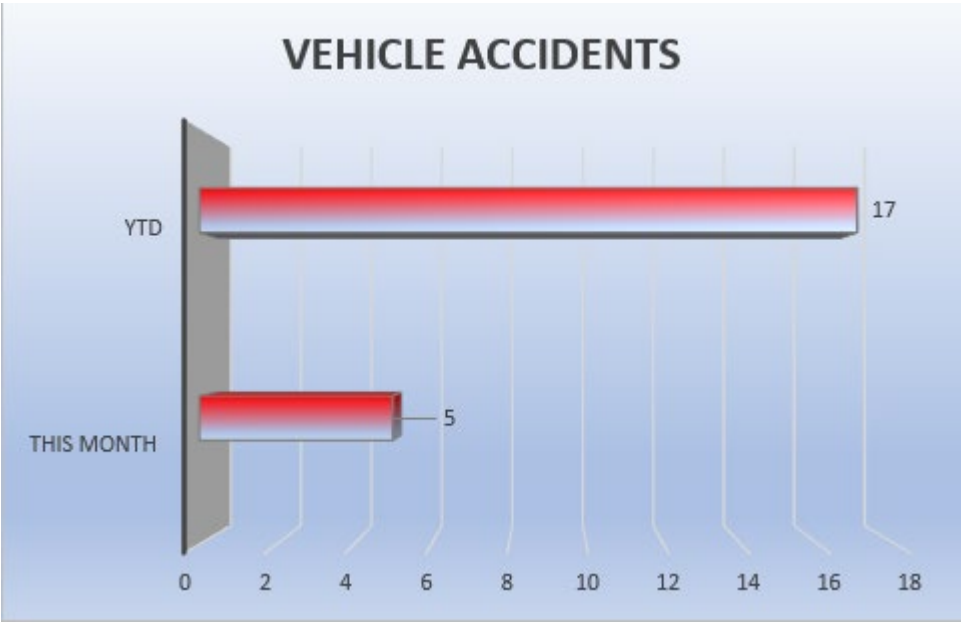


ANIMAL CONTROL



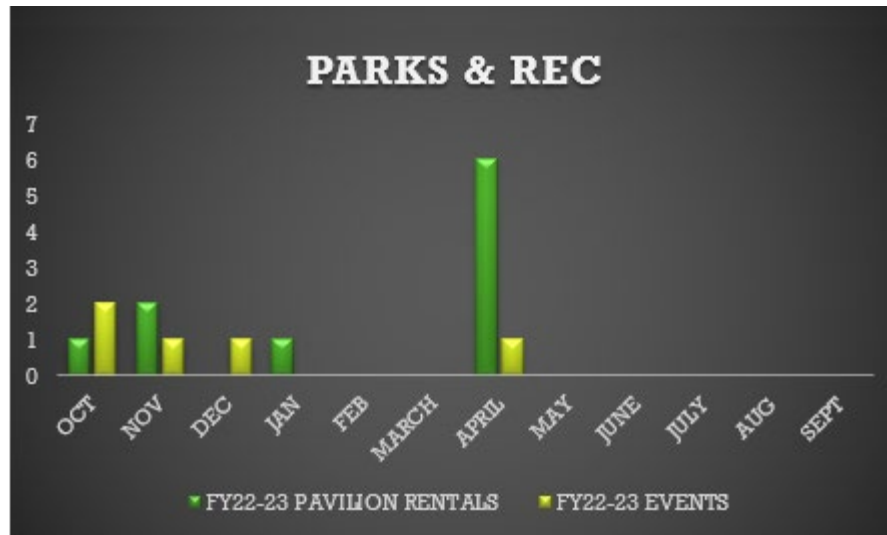






PARKS & CEMETERY





ACTIVITY

Getting the swimming Pool ready for the 2023 season

Took the Pool tarp off-will need to be replaced before next Winter.

Waiting on the new pool filter

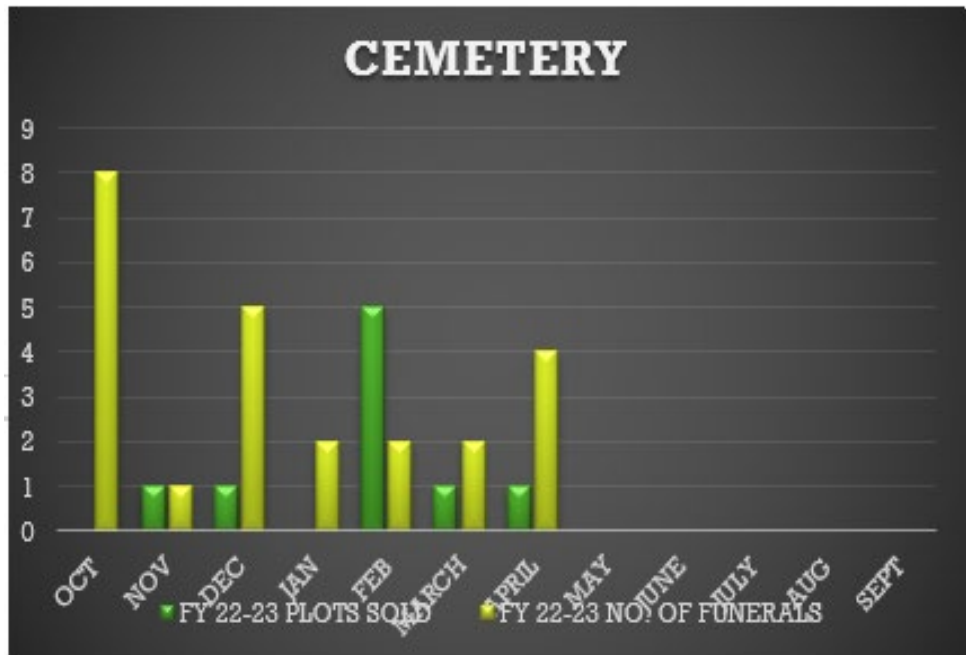
Mowing and weed-eating all parks

Taking applications for Managers and Lifeguards

Preparing park for Frontier Days

Working on the budget numbers for 2023/2024

The spray contractor for the creek is coming soon



ACTIVITY

Marked graves for headstones

Level military stones

Filling low graves

Mowing and weed eating

Located graves for visitors

Still looking for a part-time groundskeeper.

BRECKENRIDGE CHAMBER OF COMMERCE

Item 4.

Profit and Loss by Class

January - March, 2023

| | City Hotel/Motel | TOTAL |
|---|---------------------|---------------------|
| Income | | |
| 45000 Interest Income | | 0.00 |
| 45040 CD Interest (BIB) #51794 | | 37.20 |
| Total 45000 Interest Income | \$ 0.00 | \$ 37.20 |
| 46400 Other Types of Income | | 0.00 |
| 46430 Miscellaneous Revenue | | 625.95 |
| Total 46400 Other Types of Income | \$ 0.00 | \$ 625.95 |
| 47000 Quarterly Sales Tax | | 0.00 |
| 47010 City Quarterly Sales Tax | 11,507.03 | 11,507.03 |
| Total 47000 Quarterly Sales Tax | \$ 11,507.03 | \$ 11,507.03 |
| 47200 Program Income | | 0.00 |
| 47230 Membership Dues | | 12,988.07 |
| 47300 EDC Contact Income | | 7,358.67 |
| Total 47200 Program Income | \$ 0.00 | \$ 20,346.74 |
| 49000 Special Events Income | | 0.00 |
| 49040 Frontier Days | | 0.00 |
| 49041 Vendor Booth | | 410.00 |
| 49049.2 Top Sponsor - Frontier Days | | 1,500.00 |
| 49049.3 Supporting Sponsor - Frontier | | 3,000.00 |
| 49049.4 Helping Sponsor - Frontier | | 1,650.00 |
| Total 49040 Frontier Days | \$ 0.00 | \$ 6,560.00 |
| Total 49000 Special Events Income | \$ 0.00 | \$ 6,560.00 |
| 49900 Uncategorized Income | | 10,692.37 |
| Unapplied Cash Payment Income | | 528.26 |
| Total Income | \$ 11,507.03 | \$ 50,297.55 |
| Gross Profit | \$ 11,507.03 | \$ 50,297.55 |
| Expenses | | |
| 62100 Outside Fees/Services | | 0.00 |
| 62110 Accounting Fees | | 737.50 |
| Total 62100 Outside Fees/Services | \$ 0.00 | \$ 737.50 |
| 62800 Facilities and Equipment | | 0.00 |
| 62860 Copier Lease | 794.15 | 1,579.90 |
| Total 62800 Facilities and Equipment | \$ 794.15 | \$ 1,579.90 |
| 62830 Liability Insurance | | 0.00 |
| 62830.2 General Liability Insurance | | 1,575.00 |
| Total 62830 Liability Insurance | \$ 0.00 | \$ 1,575.00 |
| 63000 Events/Development Expense | | 0.00 |
| 63030 Frontier Days | 1,440.00 | 1,440.00 |
| 63032 Entertainment Expenses | 1,256.32 | 1,256.32 |
| 63036 Materials/Supplies Expense | | 73.26 |
| 63039.1 Advertising | 315.00 | 315.00 |
| Total 63030 Frontier Days | \$ 3,011.32 | \$ 3,084.58 |
| 63040 Car Show | | 0.00 |
| 63042 Postage | | 378.00 |
| Total 63040 Car Show | \$ 0.00 | \$ 378.00 |

| | | | |
|---|----|----------|--------------|
| 63090 Membership Communications | | | 33.25 |
| 63090.1 63090.1 Membership Appreciation | | | 81.81 |
| Total 63090 Membership Communications | \$ | 0.00 | \$ 115.06 |
| 63100 Membership Dev. & Plaques | | | 1,680.00 |
| 63120 Board of Directors | | | 699.71 |
| 63140 Additional Events | | | 0.00 |
| 63143 Livestock Show | | | 291.32 |
| Total 63140 Additional Events | \$ | 0.00 | \$ 291.32 |
| 63400 Spring Fling | | | 20.14 |
| Total 63000 Events/Development Expense | \$ | 3,011.32 | \$ 6,268.81 |
| 64000 Promotional Use | | | 651.00 |
| 65000 Operations | | | 107.33 |
| 65020 Postage | | 405.40 | 823.95 |
| 65040 Supplies | | | 528.04 |
| 65040.5 Chamber Website | | | 105.14 |
| 65040.6 Water Container | | 8.00 | 106.46 |
| Total 65040 Supplies | \$ | 8.00 | \$ 739.64 |
| 65050 Telephone/Fax | | | 491.04 |
| 65060 Memberships (TCCE/USCC) | | | 185.00 |
| 65061 Membership (TMCN) | | | 15.00 |
| 65080 Utilities Expense | | | 0.00 |
| 65080.1 Electric | | 37.99 | 37.99 |
| Total 65080 Utilities Expense | \$ | 37.99 | \$ 37.99 |
| 65190 Credit Card Fees | | | 11.65 |
| Total 65000 Operations | \$ | 451.39 | \$ 2,411.60 |
| 65025 Technology | | | 129.88 |
| 65025.2 ChamberMaster | | | 814.20 |
| 65025.3 Website | | | 455.15 |
| Total 65025 Technology | \$ | 0.00 | \$ 1,399.23 |
| 65100 Miscellaneous Expense | | | 40.92 |
| 65110 Storage Building | | | 1,110.48 |
| 65120 Contract Labor Expense | | | 67.50 |
| 65160 Other Expenses (Miscellaneous) | | | 13.53 |
| Total 65100 Miscellaneous Expense | \$ | 0.00 | \$ 1,232.43 |
| 66000 Admin/Payroll/Tax Expenses | | | 1,482.20 |
| 66010 Administrative Salaries | | | 17,794.64 |
| 66050 Mileage/Reimbursements | | | 30.65 |
| Total 66000 Admin/Payroll/Tax Expenses | \$ | 0.00 | \$ 19,307.49 |
| Total Expenses | \$ | 4,256.86 | \$ 35,162.96 |
| Net Operating Income | \$ | 7,250.17 | \$ 15,134.59 |
| Net Income | \$ | 7,250.17 | \$ 15,134.59 |

Thursday, Jun 01, 2023 02:46:11 PM GMT-7 - Cash Basis



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Consider approval of the May 2, 2023 Regular Commission Meeting minutes as recorded.

Department: Administration

Staff Contact: Jessica Sutter

Title: City Secretary

BACKGROUND INFORMATION:

Meeting minutes for the Regular Commission meeting May 2, 2023.

FINANCIAL IMPACT:

If applicable, enter financial impact.

STAFF RECOMMENDATION:

Move to approve as presented .

May 2, 2023

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

PRESENT

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

BOB SIMS
BLAKE HAMILTON
ROB DURHAM
VINCE MOORE
GARY MERCER

CITY MANAGER
CITY SECRETARY
PUBLIC WORKS DIRECTOR
FINANCE DIRECTOR
PUBLIC SERVICES DIRECTOR
FIRE CHIEF

CYNTHIA NORTHROP
JESSICA SUTTER
TODD HENDERSON
DIANE LATHAM
STACY HARRISON
MALCOLM BUFKIN

CALL TO ORDER

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

Invocation led by Sam Chambers of First Methodist Church.

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

2. City Business
3. Upcoming Events

April 30-May 6 Municipal Clerks Week

May 4 International Firefighters Day

| | |
|-----------|--|
| May 5-6 | Frontier Days |
| May 5-7 | Stephens County Arena Ranch Rodeo |
| May 6 | Stephens County Airport fly-in and Car show |
| May 6 | Election Day |
| May 8-9 | Shattered Dreams Program |
| May 16 | Battle of the Badges Blood Drive |
| May 16 | Special Meeting-Final Canvass of Election |
| May 18 | Bulk Pickup |
| May 14-20 | National Police Week |
| May 20 | Rodney Hartfield Benefit Cornhole Tournament |
| May 21-27 | National Public Works Week |

Police Chief

4. Shattered Dreams-Noah Gray

No Action Taken.

CONSENT AGENDA

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

5. Consider approval of the April 11, 2023 Regular Commission Meeting minutes as recorded.
6. Consider approval of the FY 2023-2024 Annual Audit Engagement Letter with George, Morgan & Sneed, P.C.
7. Discussion and any necessary action regarding approving the second reading of the resolution authorizing Breckenridge Economic Development Corporation's amended project/lease with RGN.

Commissioner Moore made a motion to approve consent agenda items 5-7 as presented.
Commissioner Mercer seconded the motion. The motion passed 5-0

PUBLIC HEARING ITEMS

8. Public Hearing regarding Breckenridge Economic Development Corporation recommendation for Façade grants

No Speakers

ACTION ITEMS

9. Discussion and any necessary action regarding Breckenridge Economic Development Corporation recommendation for Façade grants

EDC Director David Miller addressed commissioners explaining that the BEDC has approved reopening façade grants through the remainder of the 2022/2023 fiscal year on a first come, first served basis. The available funds are \$50,000.00 and will be available to all commercial property within the city limits. There are previously approved facades that have tentatively been earmarked already for approximately \$25,000.00.

Commissioner Hamilton moved to approve Breckenridge Economic Development Corporations recommendation for façade grants. Commissioner Moore seconded the motion. The motion passed 5-0.

10. Discussion and any necessary action regarding an Interlocal with Stephens County for Street Maintenance

City Manager Cynthia Northrop explained that the city and the county are partnering together for street maintenance projects inside the city limits. The County will provide labor and equipment and the city will provide materials. The selection of streets will be based on several factors including city streets that are conducive to chip sealing and streets that have a bar ditch with no curbs.

Mayor Pro Tem Durham moved to approve an interlocal with Stephens County for street maintenance. Commissioner Hamilton seconded the motions. The motions passed 5-0.

11. Discussion and any necessary action regarding an Agreement between Stephens County, Breckenridge Economic Development Corporation, and the City of Breckenridge to partner on the demolition of Substandard Structures

City Manager Cynthia Northrop stated that the county, BEDC, and city are partnering together to provide for the demolition of substandard homes the city owns. Stephens County crews will demolish the identified homes, haul to the city's monofil, the Breckenridge Fire Department will be on-site to water down and the BEDC will reimburse Stephens County \$2500.00 per structure demolished.

Commissioner Mercer moved to approve an agreement between Stephens County, Breckenridge Economic Development Corporation, and the City of Breckenridge to partner on the demolition of substandard structures. Commissioner Moore moved to second the motion. The motion passed 5-0.

12. Discussion and any necessary action regarding Change Order #3 to the AMI Meter Replacement project.

City Manager Northrop explained that due to continued challenges identifying existing water meters, a change order is necessary to update the size and number of new meters required, which will increase the contract amount by \$21,360.00. This change order will also extend the completion time from the original time in days of 240 to 337.

Commissioner Mercer moved to approve change order #3 to the AMI Meter Replacement Project. Commissioner Hamilton seconded the motion. The motion passed 5-0.

13. Discussion and any necessary action on award of FM 3099 Utility Relocation Project.

City Manager Northrop stated that the Texas Department of Transportation is re-aligning the intersection of Highway 180 and FM 3099 to increase safety at the intersection. The City of Breckenridge is responsible for covering the costs of the utility relocation. She further explained that the project came in over the estimated amount of \$300,000 that was included in the budget and will necessitate a budget amendment which staff will bring back at a later date, and that funds are available. The city engineers developed and published a request for proposals. Three proposals were received. Both the engineer, EHT, and the City, recommended to award the construction contract to the low bidder, Lee Tech Solutions, of \$571,775.00

Commissioner Hamilton moved to award the FM 3099 Utility Relocation project to the low bidder and authorize the City Manager to execute the contracts. Mayor Pro Tem Durham seconded the motion. The motion passed 5-0.

14. Discussion and any necessary action regarding Ordinance No. 23-09, an ordinance of the City of Breckenridge, Texas, amending Appendix A, "Fee Schedule", "Sewer Service Charges" of the Breckenridge Code of Ordinances to increase the base monthly rate; Providing Repealer and Severability Clauses; and Providing and Effective Date. (First Reading)

City Manager Northrop explained that this ordinance will codify the previously approved amendment to the fee schedule to increase the sewer charge by \$5.00 per user to cover the cost of maintenance from an owner's clean-out to the city main.

Mayor Pro Tem Durham moved to approve first reading of Ordinance 23-09 an ordinance of the City of Breckenridge, Texas, amending Appendix A, "Fee Schedule", "Sewer Service Charges" of the Breckenridge Code of Ordinances to increase the base monthly rate; Providing Repealer and Severability Clauses; and Providing and Effective Date. Commissioner Moore seconded the motion. The motion passed 5-0

15. Discussion and any necessary action regarding Ordinance 23-08 amending FY 2022-2023 official budget adopted by Ordinance 22-14

City Manager Northrop advised that budget amendments are presented to revise the current year's approved fiscal budget to reflect changes that occur throughout the year. Most

adjustments do not raise the bottom-line budget but are adjusted between line items. The insurance claim from the hail damage storm in the Spring of 2022 is a true budget amendment, increasing the budget revenue. A list of budget amendments are included in Ordinance 23-08.

Mayor Pro Tem Durham moved to approve Ordinance 23-08 amending the FY 2022-2023 official budget adopted by Ordinance 22-14. Commissioner Hamilton 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.)

16. Discussion regarding street plan and a preview of upcoming budget and debt.

Cynthia Northrop went over the upcoming street improvement plan and certificates of obligation that will be presented at the June 6th commission meeting.

No Action Taken.

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

ADJOURN

There being no further business, the Mayor adjourned the regular session at 6:52 p.m.

Bob Sims, Mayor

Jessica Sutter, City Secretary



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Consider approval of the May 16, 2023 Special Commission Meeting minutes as recorded.

Department: Administration

Staff Contact: Jessica Sutter

Title: City Secretary

BACKGROUND INFORMATION:

Meeting minutes for the Special Commission meeting May 16, 2023.

FINANCIAL IMPACT:

If applicable, enter financial impact.

STAFF RECOMMENDATION:

Move to approve as presented .

May 16, 2023

**SPECIAL CITY COMMISSION MEETING OF THE CITY OF BRECKENRIDGE, TEXAS, HELD ON 5.16.2023
WITH THE FOLLOWING MEMBERS PRESENT:**

MAYOR

BOB SIMS

COMMISSIONER PLACE 1

MAYOR PRO TEM PLACE 2

COMMISSIONER PLACE 3

VINCE MOORE

COMMISSIONER PLACE 4

CITY MANAGER

CYNTHIA NORTHROP

CITY SECRETARY

JESSICA SUTTER

FINANCE DIRECTOR

DIANE LATHAM

ABSENT

COMMISSIONER PLACE 1

BLAKE HAMILTON

MAYOR PRO TEM PLACE 2

ROB DURHAM

COMMISSIONER PLACE 4

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.

ACTION ITEMS

1. Discussion and any necessary action regarding Ordinance No. 23-10, Canvassing the Returns of a Special Election Held on May 6, 2023, for the Legalization of the Sale of all Alcoholic Beverages Including Mixed Beverages within the City; Declaring the Result of such Election; and Authorizing the Mayor and City Secretary to Certify the Results of Such Election.

City Secretary Jessica Sutter addressed Commissioners stating that on May 6, 2023, the City of Breckenridge held a Special Election for the legalization of the sale of all alcoholic beverages including mixed beverages within the city. The results of this election were 238 votes for; of which 154 were made during early election and 84 on Election Day. There were 22 votes against; of which 14 were made during early election and 8 on Election Day.

Commissioner Moore moved to approve Ordinance 23-10, Canvassing the returns of the Special Election Held on May 6, 2023, for the Legalization of the Sale of all Alcoholic

Beverages Including Mixed Beverages within the City; Declaring the Result of such Election; and Authorizing the Mayor and City Secretary to Certify the Results of Such Election. Mayor Sims Seconded the motion. The motion passed unanimously.

2. Discussion and any necessary action regarding approving Resolution 23-12 canvassing returns of the city election for City Commissioner Places 3 and 4, held on May 6, 2023.

City Secretary Jessica Sutter explained that on May 6, 2023, the City of Breckenridge held a general election for commissioner Places 3 and 4. Commissioner Vince Moore ran unopposed and received 213 total votes of which 142 were made during early election and 71 on Election Day. Gary Mercer and Scott Ensey were both on the ballot for Commissioner Place 4. The final tally of these votes was 118 for Gary Mercer; of which 80 were made during early election and 38 on election day. Scott Ensey received a total of 111 votes; of which 66 were made during early election and 45 on Election Day. The results of this election were in favor of Gary Mercer for Commissioner Place 4.

Commissioner Moore made a motion to approve Resolution 23-12 canvassing returns of the city election for the City Commissioner Places 3 and 4, held on May 6, 2023. Mayor Sims seconded the motion. The motion passed unanimously.

ADJOURN

There being no further business, Mayor Sims adjourned the special session at 5:34 p.m.

Bob Sims, Mayor

Jessica Sutter, City Secretary



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Consider approval of the Chamber of Commerce Quarterly Report

Department: Administration

Staff Contact: Cynthia Northrop

Title: City Manager

BACKGROUND INFORMATION:

Chamber of Commerce Executive Director will present the annual Chamber of Commerce quarterly report.

FINANCIAL IMPACT:

NA

STAFF RECOMMENDATION:

Approve Chamber of Commerce quarterly report.



BRECKENRIDGE CITY COMMISSION
AGENDA SUMMARY FORM

Subject: Public Hearing regarding whether the buildings on the following properties are dangerous buildings pursuant to Chapter 5, Article 1 of the Breckenridge Code of Ordinances

Department: Administration

Staff Contact: Cynthia Northrop

Title: City Manager

BACKGROUND INFORMATION:

- 1. 115 S. Parks
- 2. 907 N. Shelton
- 3. 513 S. Stoker
- 4. 919 N. Breckenridge Ave.
- 5. 110 W 3rd
- 6. 109 W. 7th
- 7. 1303 W 1st

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

Accept comments from applicable parties

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Breckenridge City Commission will conduct a public hearing:

DATE: TUESDAY, JUNE 6, 2023

TIME: 5:30 P.M.

PLACE: CITY HALL, 105 NORTH ROSE AVE. - COMMISSION CHAMBERS

Said public hearing will be for the purpose of:

Determining whether or not the buildings on properties located at:

115 S. Parks – Hanks Addition, Block 15, Lot N/45 of 7

907 N. Shelton – Rosewell Addition, Block 10, Lot N 2/3 of 7 & 8 (92X100)

513 S. Stoker – Hi Mount Addition, Block 2, Lot 7 & 8, W/2 of 9

919 N. Breckenridge Ave. – Roselawn Addition, Block 12, Lot E/2 of 6

110 W. 3rd – Roselawn Addition, Block 7, Lot 11

109 W. 7th – Roselawn Addition, Block 18, Lot 7

1303 W. 1st – Mountain Hts Addition, Block 16, Lot 19 & 20

are dangerous buildings pursuant to Chapter 5, Article I of the Breckenridge Code of Ordinances.

The record owners of the properties according to the official public records of Stephens County, Texas are:

115 S. Parks – Jeannie Ann Ledbetter – 265 East Lane, El Cajon, CA 92021

907 N. Shelton – James & Jane Pichler – 1008 W. Elliott, Breckenridge, TX 76424

513 S. Stoker – Jose Arriola & Irene Garza – 1009 Pavilion St., Fort Worth, TX 76102

919 N. Breckenridge Ave. – Ernesto Alexander Contreras & Amiel Ortiz – 651 CR 309, Breckenridge, TX 76424

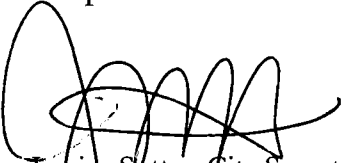
110 W. 3rd – Olga Denisse Duran – 705 W. Jeanette, Breckenridge, TX 76424

109 W. 7th – Johnnie W. Graves – P.O. Box 923, Breckenridge, TX 76424

1303 W. 1st – Jose Jesus & Maria Palacios – 1303 W. 1st, Breckenridge, TX 76424

The Commission may issue an order requiring the owner to secure or vacate the buildings; to relocate occupants; and/or repair, demolish or remove the buildings.

Any and all persons interested in the above-referenced items may appear at such hearing, be heard, and present evidence in reference to the condition of the buildings.


Jessica Sutter, City Secretary

Publish: May 10, 2023

Public Hearing Substandard Structures

Jeannie Ann Ledbetter – 115 S. Parks

James & Jane Pichler – 907 N. Shelton

Jose Arriola & Irene Garza – 513 S. Stoker

Ernesto Alexander Contreras & Amiel Ortiz – 919 N. Breckenridge Ave.

Olga Denisse Duran – 110 W. 3rd

Johnnie W. Graves – 109 W. 7th

Jose Jesus & Maria Palacios – 1303 W. 1st

The city commission shall have the power and duty to:

- (1) Require the reduction in occupancy load of an overcrowded structure or vacation of a structure that is hazardous to the health, safety, and welfare of the occupants;
- (2) Permit the repair of a substandard structure as an alternative to demolition of the structure; or
- (3) Require the demolition of structures found to be substandard.
- (4) Require the removal of personalty from a structure ordered vacated or demolished. Removal may be accomplished by use of city forces or a private transfer company if the owner of the personalty is not known, the whereabouts of the owner cannot be ascertained, or the owner fails to remove the personalty. The building and standards commission may cause any personalty removed to be stored in the care and custody of a bonded warehouse facility. Cost of removal and storage is the responsibility of the owner of the personalty;
- (5) Require that a vacant structure or vacant portion of a structure constituting a hazard be securely closed and made safe;
- (6) Grant a variance when, in the opinion of the city commission, a literal interpretation of the city's housing standards regulations would result in an imposition of an unnecessary or unreasonable hardship;
- (7) Interpret the provisions of this article in a way so as to carry out their intent and purpose and propose and carry forward amendments to the city's housing standards regulations; and
- (8) Enforce any and all ordinances of the city authorizing or subject to quasi-judicial enforcement under section 54.032 of the Local Government Code.

Sec. 5-11. - Order to abate.

(a) If it is found at the public hearing that the building is in violation of the minimum standards, one (1) of the following orders or any combination thereof may be issued by the city commission:

- (1) An order to secure or vacate the building and relocate occupants; or
- (2) If it is determined that the order provided for in subsection (a)(1) above is not sufficient to protect the public health, safety or welfare, an order may be issued to repair, demolish or remove the building within a reasonable time.

(b) The city shall promptly mail by certified mail, return receipt requested, a copy of any order issued pursuant to subsection (a) of this section to the owner of record of the building and to any lienholder or mortgagee along with a notice containing an identification of the building and the property on which it is located; a description of the violation(s) of the minimum standards; and a statement that the municipality will secure, vacate, repair, remove or demolish the building if the ordered action is not taken by the owner within a reasonable time.

(c) The order shall allow the owner thirty (30) days to complete the ordered action, unless it is determined from the evidence presented at the public hearing that additional time is required. If more than thirty (30) days is allowed to repair, remove or demolish the building, specific time schedules shall be established for the commencement and performance of the work.

(d) The order shall also state that any lienholders or mortgagees of the building and/or the underlying property shall have an additional thirty (30) days to complete the ordered action if the owner fails to comply within the time allotted in subsection (c) above.

(e) The owner, lienholder or mortgagee may not be allowed more than ninety (90) days to complete any part of the work required, remove or demolish the building unless the requirements of Texas Local Government Code section 214.001(k) are met.

Sec. 5-16. - Expense; lien.

(a) All expenses of vacating, securing, repairing, removing, demolition, or the relocation of occupants of a building are the responsibility of the owner of the property.

(b) If an owner or other interested party does not vacate, secure, repair, remove, demolish, or relocate occupants of a building within the time allotted in an order issued pursuant to this article, the city may take the ordered action at its expense at the direction of the city manager. If the city repairs the building, such repairs shall only be to the extent required to meet minimum standards and only if the building is a residential building with ten (10) or fewer dwelling units.

(c) As an alternative to subsection (b), a civil penalty may be assessed against the property owner for failure to repair, remove or demolish the building. A notice of penalty shall be mailed by certified mail, return receipt requested, to the property owner advising the amount and duration of the penalty, the date on which it is due, and notice that failure to pay said penalty shall result in a lien being placed on the property.

(d) In addition to subsections (b) and (c) above, the city may assess and recover a civil penalty against a property owner at the time of the hearing for violations of this article, pursuant to Texas Local Government Code section 214.0015.

(e) Any expenses incurred by the city pursuant to subsection (b) of this section and any civil penalties incurred by the owner pursuant to subsections (c) and (d) of this section will be assessed as a lien against the property on which the building stands or stood. The city will have a privileged lien upon filing same in the official public records of the county clerk subordinate only to tax liens against the property unless it is a homestead as protected by the state constitution. The lien will be extinguished if the property owner or other interested party reimburses the city for all expenses and penalties.

Sec. 5-17. - Voluntary conveyance of property to city for demolition.

(a) Upon approval by the city commission and a determination by the city commission that a certain property has value to the city, the city may take possession of property on which there is located a building that the owner has been ordered to demolish; this requires conveyance of the property by deed to the city and may require payment by the property owner for some portion of the demolition and disposal or the administrative costs associated with the conveyance and demolition. The terms of this type of agreement must be reduced to writing, to be signed by both parties, and approved and accepted by the city commission prior to conveyance.

(b) The city is permitted to dispose of certain demolition waste in a city disposal facility owned and operated by the city under permit by Rule No. 9000 issued to the city by the Texas Commission on Environmental Quality under 30 Texas Administrative Code section 330.7(i). In accordance with state law, in order to dispose of the demolition waste in the permit-by-rule city disposal facility, the city must acquire ownership of the property on which the demolition waste is located prior to disposing of the demolition waste in the city disposal facility and must require the donor to provide clear evidence of the financial inability to demolish the structure and dispose of the waste. Any person wishing to convey property to the city under this section must provide a sworn statement and financial documentation sufficient to establish the financial inability to demolish the structure and dispose of the waste. The terms of this type of agreement must be reduced to writing, to be signed by both parties, and approved and accepted by the city commission prior to conveyance.



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Discussion and any necessary action regarding whether the buildings on the seven properties are dangerous buildings pursuant to Chapter 5, Article I of the Breckenridge Code of Ordinances and, if so, discussion and any necessary action regarding issuing orders to abate the dangerous buildings or accepting conveyance of property (ies) from owners

Department: Administration

Staff Contact: Cynthia Northrop

Title: City Manager

BACKGROUND INFORMATION:

The City of Breckenridge has been taking a pro-active approach in addressing substandard housing. With the change in leadership over the last few years, this is an issue that has not been addressed proactively. With leadership in place and in alignment with the Strategic Plan, we are again proactively pursuing compliance. City staff has made an initial determination that the following list of buildings are dangerous buildings and the property owners have been notified that the buildings must be repaired or demolished to come into compliance with the City's minimum standards contained in Section 5-5 of the City Code.

1. 115 S. Parks – **Deemed Substandard** (no response from owner)
2. 907 N Shelton – **Deemed Substandard** (willing to sign over the property to city)
3. 513 S. Stoker – **Deemed Substandard** (no response from owner)
4. 919 N. Breckenridge Ave. – **Deemed Substandard** (**Dangerous – 1st priority to demolish; willing to sign over property to city**)
5. 110 W 3rd - **Deemed Substandard** (in the flood zone and doesn't meet federal/state mandates for repair (50% rule), though property owners are willing to remodel).
6. 109 W 7th – **Deemed Substandard** (willing to sign over to city)
7. 1303 W 1st – **Deemed Substandard** (vacant mobile home had fire; may be repaired but owners not always in town. Received initial notice from city in March 2023)

The property owners have not brought the buildings into compliance (see above for notes regarding responses from property owners, if received and staff comments regarding issues specific to certain properties). The next step is for the City Commission to act on declaring the

buildings to be dangerous buildings and to issue orders that the structures be repaired or demolished. In the cases where the property owner is willing to give the property to the City, the Commission would need to accept that conveyance and authorize the City Manager to sign a Release and Conveyance Agreement with the property owners.

FINANCIAL IMPACT:

If property is deeded to City, the cost is city crews demolishing and hauling to Monofil (we can only use Monofil for disposal for city-owned property).

If a building is declared to be a dangerous building and the owner does not repair or vacate within a certain time as ordered by the Commission, the City could go in and demolish the structures. In that case, the City could either contract the demolition out and pay disposal costs (total estimated cost \$20K) or city crews could demolish (estimated cost of disposal is \$10K). In both cases, City would place a lien on the property to recover costs of demolition/disposal.

STAFF RECOMMENDATION:

1. 115 S. Parks: Declare a dangerous building and order that the owner demolish the building within 30 days.
2. 907 N Shelton: Accept voluntary conveyance of the property from the owner and authorize the City Manager to execute a Release and Conveyance Agreement.
3. 513 S. Stoker: Declare the building a dangerous building and order that the owner demolish the building within 30 days.
4. 919 N. Breckenridge Ave: Accept voluntary conveyance of the property from the owner and authorize the City Manager to execute a Release and Conveyance Agreement.
5. 110 W 3rd: Declare the building a dangerous building and order that the building be demolished within 30 days.
6. 109 W 7th: Accept voluntary conveyance of the property from the owner and authorize the City manager to execute a Release and Conveyance Agreement.
7. 1303 W 1st: Declare the building a dangerous building and order that the building be repaired within a certain time or order that the building be demolished within 30 days. *(If the Commission orders that the building be repaired within a certain amount of time, then the Commission should also order that the building be demolished if the repairs are not completed within the required amount of time).*

Dangerous Building Violation Checklist

Address 115 S. Parks

Date 11-16-2022

- ☒ Roof, ceiling, floors, walls, sills, windows or foundation or any combination thereof rotted or decayed and falling apart
- ☒ Uninhabitable due to obsolescence and/or deterioration caused by neglect, vandalism, fire damage, old age or the elements
- ☒ Unsanitary and/or damp condition and is likely to create disease because of the presence of insects, rodents or vermin
- ☒ Likely to become a fire menace or be set on fire
- ☐ Danger of falling and injuring persons or property
- ☐ Does not contain a minimum floor area of at least one hundred fifty (150) square feet of floor space for one occupant and one hundred (100) square feet of floor space for each additional occupant
- ☒ Contains holes, cracks or other defects in it, or does not have railings for stairs, steps, balconies, porches and elsewhere
- ☒ Is not weathertight and watertight or does not have a moisture-resistant finish or material for the flooring or subflooring of each bathroom, shower room and toilet room
- ☐ Does not have exterior windows and doors that are easily opened to provide air ventilation and are covered with screens for keeping out insects and each opening of the structure, or air conditioning equipment capable of maintaining a maximum inside temperature of 85 degrees Fahrenheit or twenty degrees lower than the outside temperature, which is warmer, between April 16 and October 31 of each year
- ☒ Does not have operating supply lines for electrical service, if electric service is available within three hundred feet of the building, or that does not have operating electrical circuits and outlets sufficient to safely carry a load imposed by normal use of appliances and fixtures
- ☐ Constitutes a danger to the public even though secured from entry or the means used to secure the building are inadequate to prevent unauthorized entry or use of the building
- ☒ Unoccupied buildings that are not secure from unauthorized entry
- ☐ Occupied buildings that do not have in operating condition a connection to discharge sewage from the structure or land into a public sewer system, a toilet connected to a water source and to a public sewer system, connection to portable water at adequate pressure and a kitchen sink, bathtub or shower, and lavatory connected to a cold and hot water source
- ☐ Occupied buildings that do not have in operating condition heating equipment capable of maintaining a minimum inside temperature of 68 degrees Fahrenheit between November 1 and April 15 of each year in each room

If a structure is not structurally unsound, an asbestos inspection and possible abatement of regulated asbestos containing materials (RACM) may be required before demolishing the structures.

Notes: abandoned, hasn't been cared for in years.
Falling apart. Unkept.

Owner will not accept mail.



City of Breckenridge

May 8, 2023

Jeannie Ann Ledbetter
265 East Lane
El Cajon, CA 92021

CERTIFIED MAIL-7018 3090 0002 1075 4672
RETURN RECEIPT REQUESTED

NOTICE OF HEARING REGARDING PROPERTY LOCATED AT 115 S. Parks, Breckenridge, TX 76424

Dear Ms. Ledbetter,

On November 16, 2022, you were notified that I made an initial determination that the building on property you own located at 115 S. Parks – Hanks Addition, Block 15, Lot N/45 of 7, is a dangerous building because it does not meet minimum standards for buildings in the City of Breckenridge as established in Section 5-5 of the Breckenridge Code of Ordinances.

Because you failed to respond as requested or to abate the conditions on the property, the City Commission of the City of Breckenridge will conduct **a public hearing on June 6, 2023 at 5:30 PM at 105 North Rose Avenue, Breckenridge, Texas** to make a final determination regarding whether or not the building on the property is dangerous and must be secured or vacated; whether occupants must be relocated; and whether the building must be demolished or removed from the property and, upon any such determination, may issue an order for remedy of the conditions on the property based on its findings.

Any and all persons interested in the above-referenced item may appear at such hearing, be heard, and present evidence in reference to the condition of the building. **At this hearing, you will have the burden of proving that the building is not dangerous. If, at this hearing, you will allege that the building can be repaired to meet the minimum standards, you are required to submit proof of the scope of work that may be required to bring the building into compliance with the minimum standards and the amount of time it will take to reasonably perform the work.**

If you have any questions, please contact me at 254-559-8287 during regular business hours.

Sincerely,
Malcolm Bufkin

Malcolm Bufkin
Code Enforcement Official
City of Breckenridge



City of Breckenridge

November 16, 2022

Jeannie Ann Ledbetter
265 East Lane
El Cajon, CA 92021

CERTIFIED MAIL – 7018 3090 0002 1075 4283
RETURN RECEIPT REQUESTED

Re: Real property located at 115 S. Parks, Breckenridge, Texas

Dear Citizen,

Pursuant to Section 5-8(c) of the Breckenridge Code of Ordinances, you are hereby given notice that I have made an initial determination that the building located on property you own or have an interest in at 115 S. Parks – Hanks Addition, Block 15, Lot N/45 of 7, is a dangerous building because it does not meet the minimum standards for buildings in the City of Breckenridge as established in Section 5-5 of the Breckenridge Code of Ordinances.

The building does not meet the minimum standards contained in Section 5-5 of the Breckenridge Code of Ordinances for the following reasons:

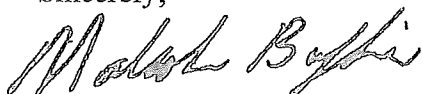
- Section 5-5(1)(a): The building does not meet the minimum standards because it has rotted or decayed roof, ceiling, floors, walls, sills, windows, foundation or any combination thereof. It is uninhabitable due to obsolescence and/or deterioration caused by neglect.
- Section 5-5(1)(c): The building is a fire menace because it is in a dilapidated condition.
- Section 5-5(1)(d): The building is in unsanitary condition and likely to create disease because of the presence of insects, rodents or vermin.
- Section 5-5(1)(g): The building has holes, cracks, or other defects in it, thereby constituting a danger to persons or property.
- Section 5-5(2): The building is not occupied by its owners, lessees or other invitees and is not secure from unauthorized entry so that it could be entered by uninvited persons.

You are, hereby, notified that the building(s) described above is/are a dangerous building and that you must vacate and/or repair, demolish, or remove the building for the health, safety and welfare of the community, immediately. The city will appreciate your prompt cooperation in addressing this matter.

If you do not reply or take action within 15 days of the date of this letter, I will request a public hearing before the City Commission for a final determination that building(s) is/are a dangerous building(s). If the City Commission makes a final determination that the building(s) is/are a dangerous building(s), the City Commission may enter an order requiring that you perform specified actions within a certain time frame.

If you have any questions, you may call me at 254-559-8287.

Sincerely,

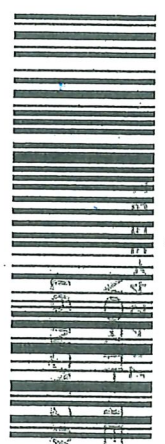
A handwritten signature in cursive script, appearing to read "Malcolm Bufkin".

Malcolm Bufkin
Code Enforcement Official
City of Breckenridge

CERTIFIED MAIL



City of Breckenridge
105 N. ROSE AV
BRECKENRIDGE, TX :

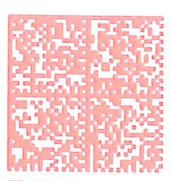


7018 3090 0002 1075 4283

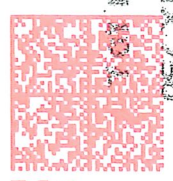
12-17-22

11/21

NOTICE
AND NOTICE



UNITED STATES POSTAGE
PITNEY BOWES
02 1P
\$ 007.250
0000916983 NOV 16 2022
MAILED FROM ZIP CODE 76424



UNITED STATES POSTAGE
PITNEY BOWES
02 1P
\$ 000.570
0000916983 NOV 16 2022
MAILED FROM ZIP CODE 76424

November 16, 2022

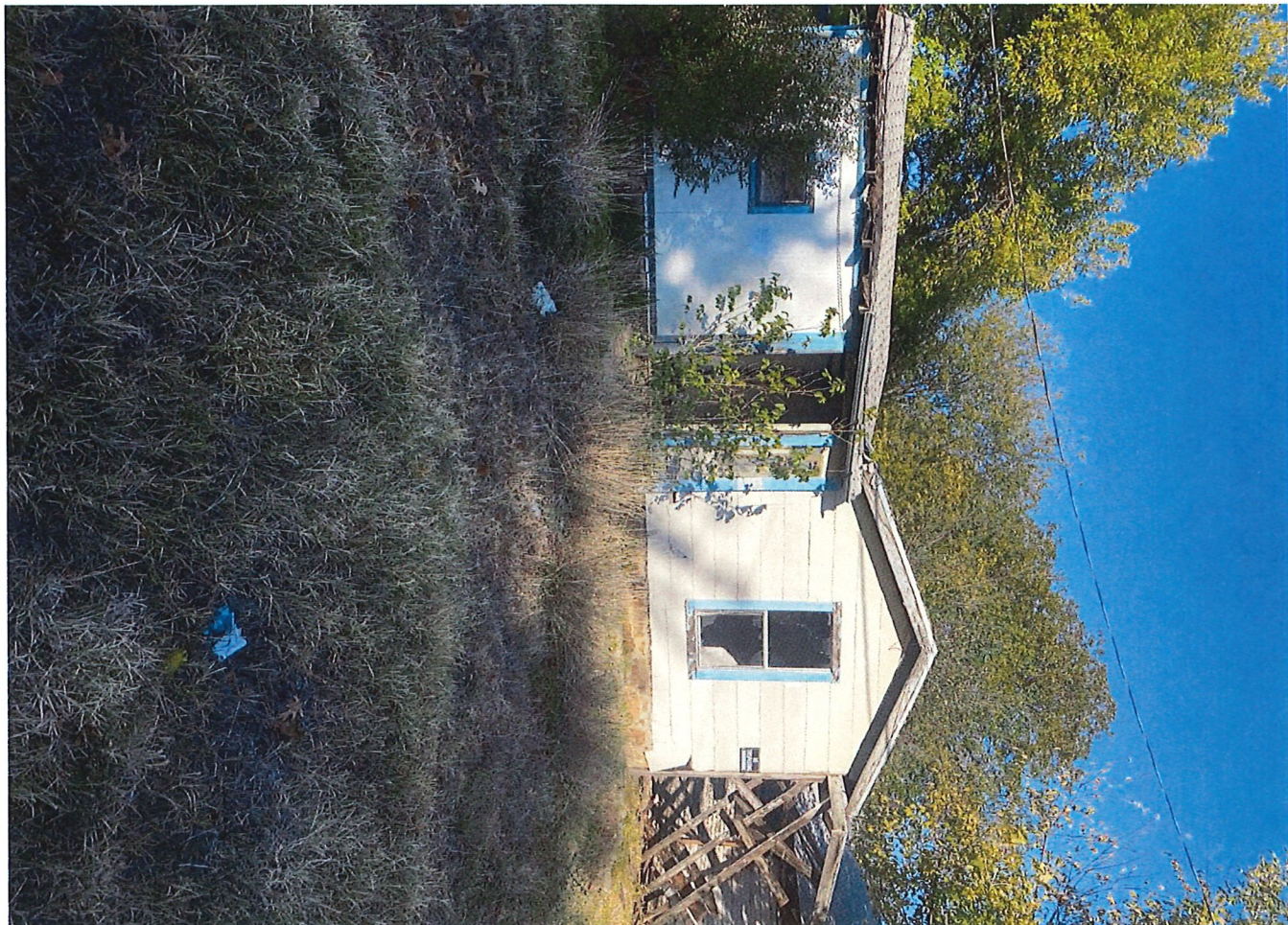
Jeanne Ann Ledbetter
265 East Lane
El Cajon, CA 92021

2024-100665

RECEIPT
REQUESTED

NOV 16 2022 10 10 AM
BRECKENRIDGE, TX 76424
0000916983
02 1P
\$ 007.250
MAILED FROM ZIP CODE 76424

115 S. Park



Dangerous Building Violation Checklist

Address 907 N. Shelton

Date 11-30-2020

- ☒ Roof, ceiling, floors, walls, sills, windows or foundation or any combination thereof rotted or decayed and falling apart
- ☒ Uninhabitable due to obsolescence and/or deterioration caused by neglect, vandalism, fire damage, old age or the elements
- ☒ Unsanitary and/or damp condition and is likely to create disease because of the presence of insects, rodents or vermin
- ☒ Likely to become a fire menace or be set on fire
- ☐ Danger of falling and injuring persons or property
- ☐ Does not contain a minimum floor area of at least one hundred fifty (150) square feet of floor space for one occupant and one hundred (100) square feet of floor space for each additional occupant
- ☒ Contains holes, cracks or other defects in it, or does not have railings for stairs, steps, balconies, porches and elsewhere
- ☐ Is not weathertight and watertight or does not have a moisture-resistant finish or material for the flooring or subflooring of each bathroom, shower room and toilet room
- ☐ Does not have exterior windows and doors that are easily opened to provide air ventilation and are covered with screens for keeping out insects and each opening of the structure, or air conditioning equipment capable of maintaining a maximum inside temperature of 85 degrees Fahrenheit or twenty degrees lower than the outside temperature, which is warmer, between April 16 and October 31 of each year
- ☒ Does not have operating supply lines for electrical service, if electric service is available within three hundred feet of the building, or that does not have operating electrical circuits and outlets sufficient to safely carry a load imposed by normal use of appliances and fixtures
- ☒ Constitutes a danger to the public even though secured from entry or the means used to secure the building are inadequate to prevent unauthorized entry or use of the building
- ☐ Unoccupied buildings that are not secure from unauthorized entry
- ☐ Occupied buildings that do not have in operating condition a connection to discharge sewage from the structure or land into a public sewer system, a toilet connected to a water source and to a public sewer system, connection to portable water at adequate pressure and a kitchen sink, bathtub or shower, and lavatory connected to a cold and hot water source
- ☐ Occupied buildings that do not have in operating condition heating equipment capable of maintaining a minimum inside temperature of 68 degrees Fahrenheit between November 1 and April 15 of each year in each room

If a structure is not structurally unsound, an asbestos inspection and possible abatement of regulated asbestos containing materials (RACM) may be required before demolishing the structures.

Notes: Abandoned. Uncared for.



City of Breckenridge

May 8, 2023

James & Jane Pichler
1008 W. Elliott
Breckenridge, TX 76424

CERTIFIED MAIL-7018 3090 0002 1075 4689
RETURN RECEIPT REQUESTED

NOTICE OF HEARING REGARDING PROPERTY LOCATED AT 907 N. Shelton, Breckenridge, TX 76424

Dear Mr. & Mrs. Pichler,

On November 30, 2022, you were notified that I made an initial determination that the building on property you own located at 907 N. Shelton – Rosewell Addition, Block 10, Lot N 2/3 of 7 & 8 (92X100), is a dangerous building because it does not meet minimum standards for buildings in the City of Breckenridge as established in Section 5-5 of the Breckenridge Code of Ordinances.

Because you failed to respond as requested or to abate the conditions on the property, the City Commission of the City of Breckenridge will conduct a **public hearing on June 6, 2023 at 5:30 PM at 105 North Rose Avenue, Breckenridge, Texas** to make a final determination regarding whether or not the building on the property is dangerous and must be secured or vacated; whether occupants must be relocated; and whether the building must be demolished or removed from the property and, upon any such determination, may issue an order for remedy of the conditions on the property based on its findings.

Any and all persons interested in the above-referenced item may appear at such hearing, be heard, and present evidence in reference to the condition of the building. **At this hearing, you will have the burden of proving that the building is not dangerous. If, at this hearing, you will allege that the building can be repaired to meet the minimum standards, you are required to submit proof of the scope of work that may be required to bring the building into compliance with the minimum standards and the amount of time it will take to reasonably perform the work.**

If you have any questions, please contact me at 254-559-8287 during regular business hours.

Sincerely,


Malcolm Bufkin
Code Enforcement Official
City of Breckenridge



City of Breckenridge

November 30, 2022

James & Jane Pichler
1008 W. Elliott
Breckenridge, TX 76424

CERTIFIED MAIL – 7018 3090 0002 1075 4306
RETURN RECEIPT REQUESTED

Re: Real property located at **907 N. Shelton**, Breckenridge, Texas

Dear Citizen,

Pursuant to Section 5-8(c) of the Breckenridge Code of Ordinances, you are hereby given notice that I have made an initial determination that the building located on property you own or have an interest in at **907 N. Shelton – Rosewell Addition, Block 10, Lot N 2/3 of 7 & 8 (92X100)**, is a dangerous building because it does not meet the minimum standards for buildings in the City of Breckenridge as established in Section 5-5 of the Breckenridge Code of Ordinances.

The building does not meet the minimum standards contained in Section 5-5 of the Breckenridge Code of Ordinances for the following reasons:

- Section 5-5(1)(a): The building does not meet the minimum standards because it has rotted or decayed windows, foundation, or any combination thereof. It is uninhabitable due to obsolescence and/or deterioration caused by neglect.
- Section 5-5(1)(c): The building is a fire menace because it is in a dilapidated condition.
- Section 5-5(1)(d): The building is in unsanitary condition and likely to create disease because of the presence of insects, rodents, or vermin.
- Section 5-5(1)(e): The building is damp and in unsanitary condition and is likely to create disease and sickness because of the conditions listed above.
- Section 5-5(1)(g): The building has holes, cracks, or other defects in it, thereby constituting a danger to persons or property.
- Section 5-5(2): The building is not occupied and is not secure from unauthorized entry so that it could be entered or used by uninvited persons regardless of its structural condition.

You are, hereby, notified that the building described above is a dangerous building and that you must vacate and/or repair, demolish, or remove the building for the health, safety, and welfare of

the community, immediately. The City will appreciate your prompt cooperation in addressing this matter.


If you do not reply or take action within 15 days of the date of this letter, I will request a public hearing before the City Commission for a final determination that the building is a dangerous building. If the City Commission makes a final determination that the building is a dangerous building, the City Commission may enter an order requiring that you perform specified actions within a certain time frame.

If you have any questions, you may call me at 254-559-8287.

Sincerely,

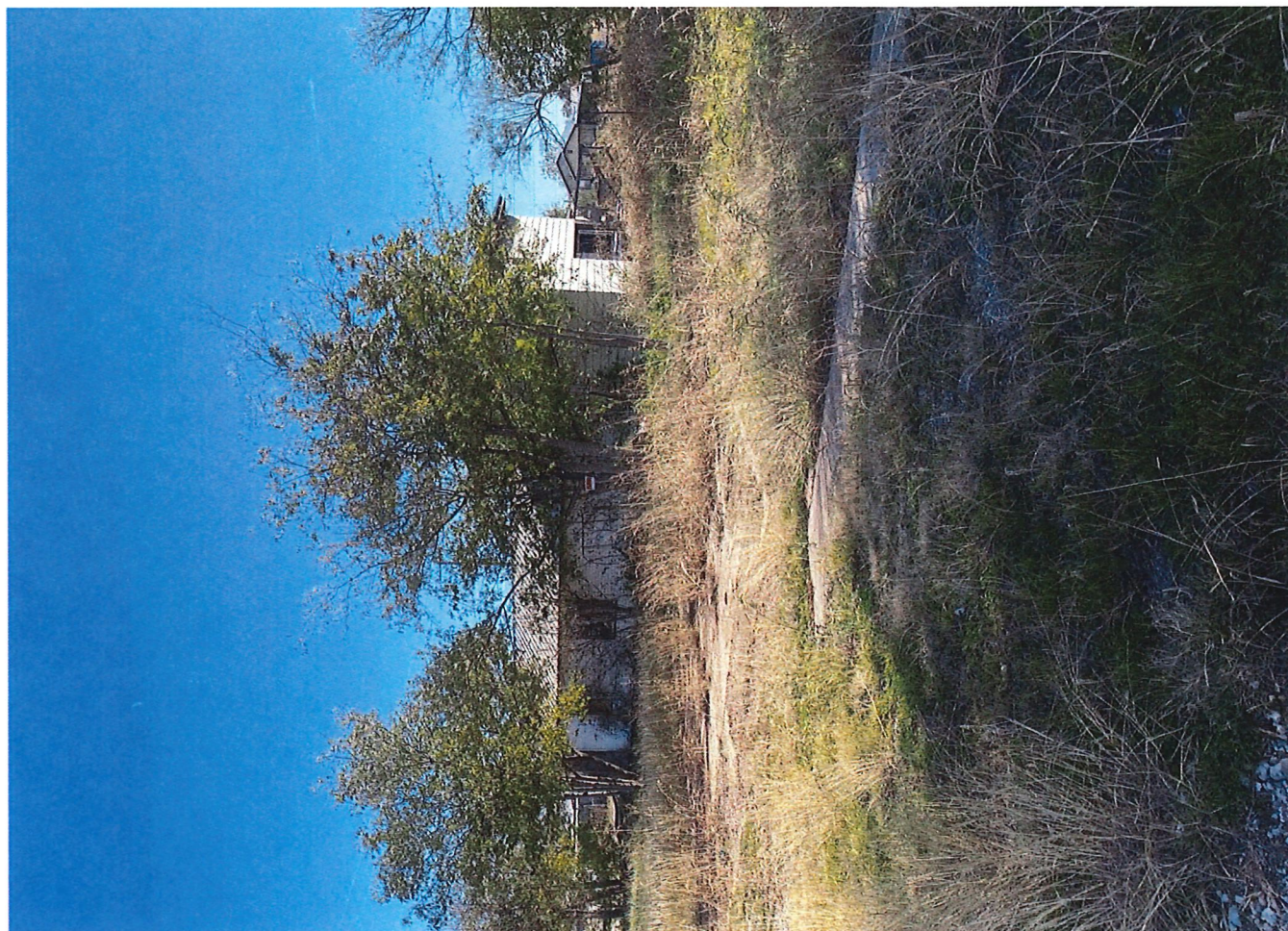
A handwritten signature in black ink, appearing to read "Malcolm Bufkin". The signature is fluid and cursive, with the first name "Malcolm" and last name "Bufkin" clearly distinguishable.

Malcolm Bufkin
Code Enforcement Official
City of Breckenridge

| SENDER: COMPLETE THIS SECTION | | COMPLETE THIS SECTION ON DELIVERY | |
|--|--|--|--|
| <ul style="list-style-type: none">■ Complete items 1, 2, and 3.■ Print your name and address on the reverse so that we can return the card to you.■ Attach this card to the back of the mailpiece, or on the front if space permits. | | <p>A. Signature <input checked="" type="checkbox"/> <i>James Pichler</i> <input type="checkbox"/> Agent <input type="checkbox"/> Addressee</p> | |
| <p>1. Article Addressed to:</p> <p><i>James & Jane Pichler</i> <i>1008 W. Elliott</i> <i>McKenridge, TX 76424</i></p> <p> 9590 9402 7671 2122 2545 51</p> | | <p>B. Received by (Printed Name) <i>James Pichler</i> C. Date of Delivery <i>11/12/11</i></p> | |
| <p>2. Article Number (Transfer from service label) 7018 3090 0002 1075 4306</p> | | <p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes If YES, enter delivery address below: <input type="checkbox"/> No</p> | |
| <p>3. Service Type</p> <p><input type="checkbox"/> Adult Signature <input type="checkbox"/> Adult Signature Restricted Delivery <input checked="" type="checkbox"/> Certified Mail® <input type="checkbox"/> Certified Mail Restricted Delivery <input type="checkbox"/> Collect on Delivery <input type="checkbox"/> Collect on Delivery Restricted Delivery <input type="checkbox"/> Insured Mail <input type="checkbox"/> Insured Mail Restricted Delivery (over \$500)</p> | | <p><input type="checkbox"/> Priority Mail Express® <input type="checkbox"/> Registered Mail™ <input type="checkbox"/> Registered Mail Restricted Delivery <input type="checkbox"/> Signature Confirmation™ <input type="checkbox"/> Signature Confirmation Restricted Delivery</p> | |

PS Form 3811, July 2020 PSN 7530-02-000-9053 Domestic Return Receipt

907 N. Shelton



907 N. Shelton



Dangerous Building Violation Checklist

Address

513 S. Stoker

Date

1-5-2023

- ☒ Roof, ceiling, floors, walls, sills, windows or foundation or any combination thereof rotted or decayed and falling apart
- ☒ Uninhabitable due to obsolescence and/or deterioration caused by neglect, vandalism, fire damage, old age or the elements
- ☒ Unsanitary and/or damp condition and is likely to create disease because of the presence of insects, rodents or vermin
- ☒ Likely to become a fire menace or be set on fire
- ☐ Danger of falling and injuring persons or property
- ☐ Does not contain a minimum floor area of at least one hundred fifty (150) square feet of floor space for one occupant and one hundred (100) square feet of floor space for each additional occupant
- ☒ Contains holes, cracks or other defects in it, or does not have railings for stairs, steps, balconies, porches and elsewhere
- ☒ Is not weathertight and watertight or does not have a moisture-resistant finish or material for the flooring or subflooring of each bathroom, shower room and toilet room
- ☒ Does not have exterior windows and doors that are easily opened to provide air ventilation and are covered with screens for keeping out insects and each opening of the structure, or air conditioning equipment capable of maintaining a maximum inside temperature of 85 degrees Fahrenheit or twenty degrees lower than the outside temperature, which is warmer, between April 16 and October 31 of each year
- ☒ Does not have operating supply lines for electrical service, if electric service is available within three hundred feet of the building, or that does not have operating electrical circuits and outlets sufficient to safely carry a load imposed by normal use of appliances and fixtures
- ☐ Constitutes a danger to the public even though secured from entry or the means used to secure the building are inadequate to prevent unauthorized entry or use of the building
- ☒ Unoccupied buildings that are not secure from unauthorized entry
- ☐ Occupied buildings that do not have in operating condition a connection to discharge sewage from the structure or land into a public sewer system, a toilet connected to a water source and to a public sewer system, connection to portable water at adequate pressure and a kitchen sink, bathtub or shower, and lavatory connected to a cold and hot water source
- ☐ Occupied buildings that do not have in operating condition heating equipment capable of maintaining a minimum inside temperature of 68 degrees Fahrenheit between November 1 and April 15 of each year in each room

If a structure is not structurally unsound, an asbestos inspection and possible abatement of regulated asbestos containing materials (RACM) may be required before demolishing the structures.

Notes:

Unsecured, abandoned. No door & windows.



City of Breckenridge

May 8, 2023

Jose Arriola & Irene Garza
1009 Pavilion St.
Fort Worth, TX 76102

CERTIFIED MAIL-7018 3090 0002 1075 4740
RETURN RECEIPT REQUESTED

NOTICE OF HEARING REGARDING PROPERTY LOCATED AT 513 S. Stoker, Breckenridge, TX 76424

Dear Mr. Arriola & Ms. Garza,

On January 5, 2023, you were notified that I made an initial determination that the building on property you own located at 513 S. Stoker – Hi Mount Addition, Block 2, Lot 7, 8 & W/2 of 9, is a dangerous building because it does not meet minimum standards for buildings in the City of Breckenridge as established in Section 5-5 of the Breckenridge Code of Ordinances.

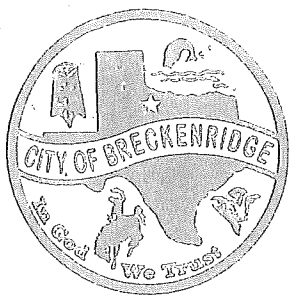
Because you failed to respond as requested or to abate the conditions on the property, the City Commission of the City of Breckenridge will conduct a **public hearing on June 6, 2023 at 5:30 PM at 105 North Rose Avenue, Breckenridge, Texas** to make a final determination regarding whether or not the building on the property is dangerous and must be secured or vacated; whether occupants must be relocated; and whether the building must be demolished or removed from the property and, upon any such determination, may issue an order for remedy of the conditions on the property based on its findings.

Any and all persons interested in the above-referenced item may appear at such hearing, be heard, and present evidence in reference to the condition of the building. **At this hearing, you will have the burden of proving that the building is not dangerous. If, at this hearing, you will allege that the building can be repaired to meet the minimum standards, you are required to submit proof of the scope of work that may be required to bring the building into compliance with the minimum standards and the amount of time it will take to reasonably perform the work.**

If you have any questions, please contact me at 254-559-8287 during regular business hours.

Sincerely,

Malcolm Bufkin
Code Enforcement Official
City of Breckenridge



City of Breckenridge

January 5, 2023

Jose Arriola & Irene Garza
1009 Pavilion St.
Fort Worth, TX 76102

CERTIFIED MAIL – 7018 3090 0002 1075 4344
RETURN RECEIPT REQUESTED

Re: Real property located at 513 S. Stoker, Breckenridge, Texas

Dear Citizen,

Pursuant to Section 5-8(c) of the Breckenridge Code of Ordinances, you are hereby given notice that I have made an initial determination that the building located on property you own or have an interest in at 513 S. Stoker – Hi Mount Addition, Block 2, Lot 7, 8 & W/2 of 9, is a dangerous building because it does not meet the minimum standards for buildings in the City of Breckenridge as established in Section 5-5 of the Breckenridge Code of Ordinances.

The building does not meet the minimum standards contained in Section 5-5 of the Breckenridge Code of Ordinances for the following reasons:

- Section 5-5(1)(a): The building does not meet the minimum standards because it has rotted or decayed roof, ceiling, floors, walls, sills, windows, foundation, or any combination thereof. It is uninhabitable due to obsolescence and/or deterioration caused by neglect.
- Section 5-5(1)(c): The building is a fire menace because it is in a dilapidated condition.
- Section 5-5(1)(d): The building is in unsanitary condition and likely to create disease because of the presence of insects, rodents, or vermin.
- Section 5-5(1)(g): The building has holes, cracks, or other defects in it, thereby constituting a danger to persons or property.
- Section 5-5(2): The building is not occupied by its owners, lessees or other invitees and is not secure from unauthorized entry so that it could be entered or used by uninvited persons or children regardless of its structural condition.

You are, hereby, notified that the building described above is a dangerous building and that you must vacate and/or repair, demolish, or remove the building for the health, safety, and welfare of the community, immediately. The city will appreciate your prompt cooperation in addressing this matter.

If you do not reply or take action within 15 days of the date of this letter, I will request a public hearing before the City Commission for a final determination that building is a dangerous building. If the City Commission makes a final determination that the building is a dangerous building, the City Commission may enter an order requiring that you perform specified actions within a certain time frame.

If you have any questions, you may call me at 254-559-8287.

Sincerely,

A handwritten signature in cursive script, reading "Malcolm Bufkin".

Malcolm Bufkin
Code Enforcement Official
City of Breckenridge



513 S. Stokes



513 8. Stokes

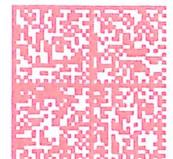


City of Breck
105 N. ROSE /
BRECKENRIDGE, TX



7018 3090 0002 1075 4344

FIRST-CLASS



US POSTAGE **IMPTNEY BOWES**
ZIP 76424 \$ **007.820**
02 7H
0006099463 JAN 05 2023

January 5, 2023

Jose Arriola & Irene Garza
1009 Pavilion St.
Fort Worth, TX 76102

7510285424>000000

Handwritten: 12/27/23

Handwritten: 513 Spiller

RMXIE 750 DE 1 5002/27/23
RETURN TO SENDER
UNCLAIMED
UNABLE TO FORWARD
BC: 76424353105 *0234-05565-06-45

Dangerous Building Violation Checklist

Address 919 N. Meckenridge Ave.Date 3.6.2023

- ☒ Roof, ceiling, floors, walls, sills, windows or foundation or any combination thereof rotted or decayed and falling apart
- ☒ Uninhabitable due to obsolescence and/or deterioration caused by neglect, vandalism, fire damage, old age or the elements
- ☒ Unsanitary and/or damp condition and is likely to create disease because of the presence of insects, rodents or vermin
- ☒ Likely to become a fire menace or be set on fire
- ☒ Danger of falling and injuring persons or property
- ☐ Does not contain a minimum floor area of at least one hundred fifty (150) square feet of floor space for one occupant and one hundred (100) square feet of floor space for each additional occupant
- ☒ Contains holes, cracks or other defects in it, or does not have railings for stairs, steps, balconies, porches and elsewhere
- ☐ Is not weathertight and watertight or does not have a moisture-resistant finish or material for the flooring or subflooring of each bathroom, shower room and toilet room
- ☐ Does not have exterior windows and doors that are easily opened to provide air ventilation and are covered with screens for keeping out insects and each opening of the structure, or air conditioning equipment capable of maintaining a maximum inside temperature of 85 degrees Fahrenheit or twenty degrees lower than the outside temperature, which is warmer, between April 16 and October 31 of each year
- ☐ Does not have operating supply lines for electrical service, if electric service is available within three hundred feet of the building, or that does not have operating electrical circuits and outlets sufficient to safely carry a load imposed by normal use of appliances and fixtures
- ☒ Constitutes a danger to the public even though secured from entry or the means used to secure the building are inadequate to prevent unauthorized entry or use of the building
- ☒ Unoccupied buildings that are not secure from unauthorized entry
- ☐ Occupied buildings that do not have in operating condition a connection to discharge sewage from the structure or land into a public sewer system, a toilet connected to a water source and to a public sewer system, connection to portable water at adequate pressure and a kitchen sink, bathtub or shower, and lavatory connected to a cold and hot water source
- ☐ Occupied buildings that do not have in operating condition heating equipment capable of maintaining a minimum inside temperature of 68 degrees Fahrenheit between November 1 and April 15 of each year in each room

If a structure is not structurally unsound, an asbestos inspection and possible abatement of regulated asbestos containing materials (RACM) may be required before demolishing the structures.

Notes:

Unsecure. In danger of Collapsing.
Unkept



City of Breckenridge

May 8, 2023

Ernesto Alexander Contreras
Amiel Ortiz
651 CR 309
Breckenridge, TX 76424

CERTIFIED MAIL-7018 3090 0002 1075 4757
RETURN RECEIPT REQUESTED

NOTICE OF HEARING

REGARDING PROPERTY LOCATED AT 919 N. Breckenridge Ave., Breckenridge, TX 76424

Dear Mr. Contreras & Ms. Ortiz,

On March 6, 2023, you were notified that I made an initial determination that the building on property you own located at 919 N. Breckenridge Ave. – Roselawn Addition, Block 12, Lot E/2 of 6, is a dangerous building because it does not meet minimum standards for buildings in the City of Breckenridge as established in Section 5-5 of the Breckenridge Code of Ordinances.

Because you failed to respond as requested or to abate the conditions on the property, the City Commission of the City of Breckenridge will conduct a **public hearing on June 6, 2023 at 5:30 PM at 105 North Rose Avenue, Breckenridge, Texas** to make a final determination regarding whether or not the building on the property is dangerous and must be secured or vacated; whether occupants must be relocated; and whether the building must be demolished or removed from the property and, upon any such determination, may issue an order for remedy of the conditions on the property based on its findings.

Any and all persons interested in the above-referenced item may appear at such hearing, be heard, and present evidence in reference to the condition of the building. **At this hearing, you will have the burden of proving that the building is not dangerous. If, at this hearing, you will allege that the building can be repaired to meet the minimum standards, you are required to submit proof of the scope of work that may be required to bring the building into compliance with the minimum standards and the amount of time it will take to reasonably perform the work.**

If you have any questions, please contact me at 254-559-8287 during regular business hours.

Sincerely,

Malcolm Bufkin
Code Enforcement Official
City of Breckenridge



City of Breckenridge

March 6, 2023

Ernesto Alexander Contreras
Amiel Ortiz
651 CR 309
Breckenridge, TX 76424

CERTIFIED MAIL – 7018 3090 0002 1075 4498
RETURN RECEIPT REQUESTED

Re: Real property located at **919 N. Breckenridge Ave.**, Breckenridge, Texas

Dear Citizen,

Pursuant to Section 5-8(c) of the Breckenridge Code of Ordinances, you are hereby given notice that I have made an initial determination that the building located on property you own or have an interest in at **919 N. Breckenridge Ave. – Roselawn Addition, Block 12, Lot E/2 of 6**, is a dangerous building because it does not meet the minimum standards for buildings in the City of Breckenridge as established in Section 5-5 of the Breckenridge Code of Ordinances.

The building does not meet the minimum standards contained in Section 5-5 of the Breckenridge Code of Ordinances for the following reasons:

- Section 5-5(1)(a): The building does not meet the minimum standards because it has rotted or decayed roof, ceiling, floors, walls, sills, windows, foundation, or any combination thereof. It is uninhabitable due to obsolescence and/or deterioration caused by neglect.
- Section 5-5(1)(c): The building is a fire menace because it is in a dilapidated condition.
- Section 5-5(1)(d): The building is in unsanitary condition and likely to create disease because of the presence of insects, rodents, or vermin.
- Section 5-5(1)(g): The building has holes, cracks, or other defects in it, thereby constituting a danger to persons or property.
- Section 5-5(2): The building is not occupied by its owners, lessees or other invitees and is not secure from unauthorized entry so that it could be entered or used by uninvited persons or children regardless of its structural condition.

You are, hereby, notified that the building described above is a dangerous building and that you must vacate and/or repair, demolish, or remove the building for the health, safety, and welfare of

the community, immediately. The city will appreciate your prompt cooperation in addressing this matter.

If you do not reply or take action within 15 days of the date of this letter, I will request a public hearing before the City Commission for a final determination that building is a dangerous building. If the City Commission makes a final determination that the building is a dangerous building, the City Commission may enter an order requiring that you perform specified actions within a certain time frame.

If you have any questions, you may call me at 254-559-8287.

Sincerely,

A handwritten signature in cursive script, appearing to read "Malcolm Bufkin".

Malcolm Bufkin
Code Enforcement Official
City of Breckenridge



919 N. Breckenridge Ave.

919 N. Meriden Ave.



919 N. Melton's Ave.



SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

*Enrico Alexander Contreras
Daniel Ortiz
651 CR 309
Medenbidge, TX 76424*



9590 9402 7671 2122 2517 27

2. Article Number (Transfer from service label)

7018 3050 0002 1075 4498

PS Form 3811, July 2020 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature ☒ Agent ☐ Addressee

B. Received by (Printed Name) *Enrico Contreras* C. Date of Delivery *3/8/23*

D. Is delivery address different from item 1? ☐ Yes ☐ No

If YES, enter delivery address below:

3. Service Type

☐ Adult Signature ☐ Registered MailTM

☒ Adult Signature Restricted Delivery ☐ Registered Mail Restricted Delivery

☐ Certified Mail[®] ☐ Signature ConfirmationTM

☐ Collect on Delivery ☐ Signature Confirmation Restricted Delivery

☐ Collect on Delivery Restricted Delivery ☐ Restricted Delivery

☐ Insured Mail ☐ Insured Mail Restricted Delivery (over \$500)

Domestic Return Receipt

Dangerous Building Violation Checklist

Address 110 W. 3rd

Date 3.10.2023

- ☐ Roof, ceiling, floors, walls, sills, windows or foundation or any combination thereof rotted or decayed and falling apart
- ☐ Uninhabitable due to obsolescence and/or deterioration caused by neglect, vandalism, fire damage, old age or the elements
- ☒ Unsanitary and/or damp condition and is likely to create disease because of the presence of insects, rodents or vermin
- ☐ Likely to become a fire menace or be set on fire
- ☐ Danger of falling and injuring persons or property
- ☐ Does not contain a minimum floor area of at least one hundred fifty (150) square feet of floor space for one occupant and one hundred (100) square feet of floor space for each additional occupant
- ☒ Contains holes, cracks or other defects in it, or does not have railings for stairs, steps, balconies, porches and elsewhere
- ☐ Is not weathertight and watertight or does not have a moisture-resistant finish or material for the flooring or subflooring of each bathroom, shower room and toilet room
- ☐ Does not have exterior windows and doors that are easily opened to provide air ventilation and are covered with screens for keeping out insects and each opening of the structure, or air conditioning equipment capable of maintaining a maximum inside temperature of 85 degrees Fahrenheit or twenty degrees lower than the outside temperature, which is warmer, between April 16 and October 31 of each year
- ☐ Does not have operating supply lines for electrical service, if electric service is available within three hundred feet of the building, or that does not have operating electrical circuits and outlets sufficient to safely carry a load imposed by normal use of appliances and fixtures
- ☐ Constitutes a danger to the public even though secured from entry or the means used to secure the building are inadequate to prevent unauthorized entry or use of the building
- ☒ Unoccupied buildings that are not secure from unauthorized entry
- ☐ Occupied buildings that do not have in operating condition a connection to discharge sewage from the structure or land into a public sewer system, a toilet connected to a water source and to a public sewer system, connection to portable water at adequate pressure and a kitchen sink, bathtub or shower, and lavatory connected to a cold and hot water source
- ☐ Occupied buildings that do not have in operating condition heating equipment capable of maintaining a minimum inside temperature of 68 degrees Fahrenheit between November 1 and April 15 of each year in each room

If a structure is not structurally unsound, an asbestos inspection and possible abatement of regulated asbestos containing materials (RACM) may be required before demolishing the structures.

Notes: Structurally sound. In flood zone.



City of Breckenridge

March 10, 2023

Olga Denisse Duran
705 W. Jeanette
Breckenridge, TX 76424

CERTIFIED MAIL – 7018 3090 0002 1075 4573
RETURN RECEIPT REQUESTED

Re: Real property located at **110 W. 3rd**, Breckenridge, Texas

Dear Citizen,

Pursuant to Section 5-8(c) of the Breckenridge Code of Ordinances, you are hereby given notice that I have made an initial determination that the building located on property you own or have an interest in at **110 W. 3rd – Roselawn Addition, Block 7, Lot 11**, is a dangerous building because it does not meet the minimum standards for buildings in the City of Breckenridge as established in Section 5-5 of the Breckenridge Code of Ordinances.

The building does not meet the minimum standards contained in Section 5-5 of the Breckenridge Code of Ordinances for the following reasons:

- Section 5-5(1)(a): The building does not meet the minimum standards because it has rotted or decayed roof, ceiling, floors, walls, sills, windows, foundation, or any combination thereof. It is uninhabitable due to obsolescence and/or deterioration caused by neglect.
- Section 5-5(1)(c): The building is a fire menace because it is in a dilapidated condition.
- Section 5-5(1)(d): The building is in unsanitary condition and likely to create disease because of the presence of insects, rodents, or vermin.
- Section 5-5(1)(g): The building has holes, cracks, or other defects in it, thereby constituting a danger to persons or property.
- Section 5-5(2): The building is not occupied by its owners, lessees or other invitees and is not secure from unauthorized entry so that it could be entered or used by uninvited persons or children regardless of its structural condition.

You are, hereby, notified that the building described above is a dangerous building and that you must vacate and/or repair, demolish, or remove the building for the health, safety, and welfare of the community, immediately. The city will appreciate your prompt cooperation in addressing this matter.

If you do not reply or take action within 15 days of the date of this letter, I will request a public hearing before the City Commission for a final determination that building is a dangerous building. If the City Commission makes a final determination that the building is a dangerous building, the City Commission may enter an order requiring that you perform specified actions within a certain time frame.

If you have any questions, you may call me at 254-559-8287.

Sincerely,

A handwritten signature in cursive script, reading "Malcolm Bufkin".

Malcolm Bufkin
Code Enforcement Official
City of Breckenridge



City of Breckenridge

May 8, 2023

Olga Denisse Duran
705 W. Jeanette
Breckenridge, TX 76424

CERTIFIED MAIL-7018 3090 0002 1075 4764
RETURN RECEIPT REQUESTED

NOTICE OF HEARING REGARDING PROPERTY LOCATED AT 110 W. 3rd, Breckenridge, TX 76424

Dear Ms. Duran,

On March 10, 2023, you were notified that I made an initial determination that the building on property you own located at 110 W. 3rd – Roselawn Addition, Block 7, Lot 11, is a dangerous building because it does not meet minimum standards for buildings in the City of Breckenridge as established in Section 5-5 of the Breckenridge Code of Ordinances.

Because you failed to respond as requested or to abate the conditions on the property, the City Commission of the City of Breckenridge will conduct a **public hearing on June 6, 2023 at 5:30 PM at 105 North Rose Avenue, Breckenridge, Texas** to make a final determination regarding whether or not the building on the property is dangerous and must be secured or vacated; whether occupants must be relocated; and whether the building must be demolished or removed from the property and, upon any such determination, may issue an order for remedy of the conditions on the property based on its findings.

Any and all persons interested in the above-referenced item may appear at such hearing, be heard, and present evidence in reference to the condition of the building. **At this hearing, you will have the burden of proving that the building is not dangerous. If, at this hearing, you will allege that the building can be repaired to meet the minimum standards, you are required to submit proof of the scope of work that may be required to bring the building into compliance with the minimum standards and the amount of time it will take to reasonably perform the work.**

If you have any questions, please contact me at 254-559-8287 during regular business hours.

Sincerely,

Malcolm Bufkin
Code Enforcement Official
City of Breckenridge

110 W. 3rd



| SENDER: COMPLETE THIS SECTION | | COMPLETE THIS SECTION ON DELIVERY | |
|--|--|---|--|
| <p>■ Complete items 1, 2, and 3.</p> <p>■ Print your name and address on the reverse so that we can return the card to you.</p> <p>■ Attach this card to the back of the mailpiece, or on the front if space permits.</p> | | <p>A. Signature <input checked="" type="checkbox"/> <i>Olga Duran</i> <input type="checkbox"/> Agent <input checked="" type="checkbox"/> Address</p> | |
| <p>1. Article Addressed to:</p> <p><i>Olga Denise Duran</i> <i>705 W. Jeanette</i> <i>Packeridge, NJ 70424</i></p> | | <p>B. Received by (Printed Name) <i>Olga Duran</i> C. Date of Delivery <i>3-13-22</i></p> | |
| <p>2. Article Number (Transfer from service label)</p> <p><i>7018 3090 0002 1075 4573</i></p> | | <p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If YES, enter delivery address below:</p> | |
| <p>3. Service Type</p> <p><input type="checkbox"/> Adult Signature <input type="checkbox"/> Priority Mail Express®</p> <p><input type="checkbox"/> Adult Signature Restricted Delivery <input type="checkbox"/> Registered Mail™</p> <p><input checked="" type="checkbox"/> Certified Mail® <input type="checkbox"/> Registered Mail Restricted Delivery</p> <p><input type="checkbox"/> Certified Mail Restricted Delivery <input type="checkbox"/> Signature Confirmation</p> <p><input type="checkbox"/> Collect on Delivery <input type="checkbox"/> Signature Confirmation Restricted Delivery</p> <p><input type="checkbox"/> Collect on Delivery Restricted Delivery</p> <p><input type="checkbox"/> Insured Mail</p> <p><input type="checkbox"/> Insured Mail Restricted Delivery (over \$500)</p> | | <p>3/13/22</p> | |
| <p>PS Form 3811, July 2020 PSN 7530-02-000-9053</p> | | <p>Domestic Return Receipt</p> | |

Dangerous Building Violation Checklist

Address 109 W. 7thDate 3.10.2023

- ☒ Roof, ceiling, floors, walls, sills, windows or foundation or any combination thereof rotted or decayed and falling apart
- ☒ Uninhabitable due to obsolescence and/or deterioration caused by neglect, vandalism, fire damage, old age or the elements
- ☐ Unsanitary and/or damp condition and is likely to create disease because of the presence of insects, rodents or vermin
- ☐ Likely to become a fire menace or be set on fire
- ☐ Danger of falling and injuring persons or property
- ☐ Does not contain a minimum floor area of at least one hundred fifty (150) square feet of floor space for one occupant and one hundred (100) square feet of floor space for each additional occupant
- ☒ Contains holes, cracks or other defects in it, or does not have railings for stairs, steps, balconies, porches and elsewhere
- ☐ Is not weathertight and watertight or does not have a moisture-resistant finish or material for the flooring or subflooring of each bathroom, shower room and toilet room
- ☐ Does not have exterior windows and doors that are easily opened to provide air ventilation and are covered with screens for keeping out insects and each opening of the structure, or air conditioning equipment capable of maintaining a maximum inside temperature of 85 degrees Fahrenheit or twenty degrees lower than the outside temperature, which is warmer, between April 16 and October 31 of each year
- ☐ Does not have operating supply lines for electrical service, if electric service is available within three hundred feet of the building, or that does not have operating electrical circuits and outlets sufficient to safely carry a load imposed by normal use of appliances and fixtures
- ☐ Constitutes a danger to the public even though secured from entry or the means used to secure the building are inadequate to prevent unauthorized entry or use of the building
- ☐ Unoccupied buildings that are not secure from unauthorized entry
- ☐ Occupied buildings that do not have in operating condition a connection to discharge sewage from the structure or land into a public sewer system, a toilet connected to a water source and to a public sewer system, connection to portable water at adequate pressure and a kitchen sink, bathtub or shower, and lavatory connected to a cold and hot water source
- ☐ Occupied buildings that do not have in operating condition heating equipment capable of maintaining a minimum inside temperature of 68 degrees Fahrenheit between November 1 and April 15 of each year in each room

If a structure is not structurally unsound, an asbestos inspection and possible abatement of regulated asbestos containing materials (RACM) may be required before demolishing the structures.

Notes: Would like to convey to City.



City of Breckenridge

May 8, 2023

Johnnie W. Graves
PO Box 923
Breckenridge, TX 76424

CERTIFIED MAIL-7018 3090 0002 1075 4771
RETURN RECEIPT REQUESTED

NOTICE OF HEARING REGARDING PROPERTY LOCATED AT 109 W. 7th, Breckenridge, TX 76424

Dear Mr. Graves,

On March 10, 2023, you were notified that I made an initial determination that the building on property you own located at 109 W. 7th – Roselawn Addition, Block 18, Lot 7, is a dangerous building because it does not meet minimum standards for buildings in the City of Breckenridge as established in Section 5-5 of the Breckenridge Code of Ordinances.

Because you failed to respond as requested or to abate the conditions on the property, the City Commission of the City of Breckenridge will conduct a **public hearing on June 6, 2023 at 5:30 PM at 105 North Rose Avenue, Breckenridge, Texas** to make a final determination regarding whether or not the building on the property is dangerous and must be secured or vacated; whether occupants must be relocated; and whether the building must be demolished or removed from the property and, upon any such determination, may issue an order for remedy of the conditions on the property based on its findings.

Any and all persons interested in the above-referenced item may appear at such hearing, be heard, and present evidence in reference to the condition of the building. **At this hearing, you will have the burden of proving that the building is not dangerous. If, at this hearing, you will allege that the building can be repaired to meet the minimum standards, you are required to submit proof of the scope of work that may be required to bring the building into compliance with the minimum standards and the amount of time it will take to reasonably perform the work.**

If you have any questions, please contact me at 254-559-8287 during regular business hours.

Sincerely,

Malcolm Bufkin
Code Enforcement Official
City of Breckenridge



City of Breckenridge

March 10, 2023

Johnnie W. Graves
PO Box 923
Breckenridge, TX 76424

CERTIFIED MAIL – 7018 3090 0002 1075 4603
RETURN RECEIPT REQUESTED

Re: Real property located at **109 W. 7th**, Breckenridge, Texas

Dear Citizen,

Pursuant to Section 5-8(c) of the Breckenridge Code of Ordinances, you are hereby given notice that I have made an initial determination that the building located on property you own or have an interest in at **109 W. 7th – Roselawn Addition, Block 18, Lot 7**, is a dangerous building because it does not meet the minimum standards for buildings in the City of Breckenridge as established in Section 5-5 of the Breckenridge Code of Ordinances.

The building does not meet the minimum standards contained in Section 5-5 of the Breckenridge Code of Ordinances for the following reasons:

- Section 5-5(1)(a): The building does not meet the minimum standards because it has rotted or decayed roof, ceiling, floors, walls, sills, windows, foundation, or any combination thereof. It is uninhabitable due to obsolescence and/or deterioration caused by neglect.
- Section 5-5(1)(g): The building has holes, cracks, or other defects in it, thereby constituting a danger to persons or property.
- Section 5-5(3)(b): The building is boarded up and the means used to secure it are inadequate.

You are, hereby, notified that the building described above is a dangerous building and that you must vacate and/or repair, demolish, or remove the building for the health, safety, and welfare of the community, immediately. The city will appreciate your prompt cooperation in addressing this matter.

If you do not reply or take action within 15 days of the date of this letter, I will request a public hearing before the City Commission for a final determination that building is a dangerous building. If the City Commission makes a final determination that the building is a dangerous building, the

City Commission may enter an order requiring that you perform specified actions within a certain time frame.

If you have any questions, you may call me at 254-559-8287.

Sincerely,

A handwritten signature in cursive script, appearing to read "Wesley Turner", with a long horizontal flourish extending to the right.

Wesley Turner
Code Enforcement Official
City of Breckenridge

109 W. 7th



109 W. 745



SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Johnnie W. Stables
P.O. Box 923
Hickoryville, TX 76454



9590 9402 7976 2305 1258 85

2. Article Number (Transfer from service label)

7018 3090 0002 1075 4603

PS Form 3811, July 2020 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature

John Stables

☐ Agent
☐ Addressee

B. Received by (Printed Name)

Sue Graves

C. Date of Delivery

3/22/23

D. Is delivery address different from item 1? ☐ Yes
If YES, enter delivery address below: ☐ No

3. Service Type

- | | |
|--|---|
| <input type="checkbox"/> Adult Signature | <input type="checkbox"/> Priority Mail Express® |
| <input type="checkbox"/> Adult Signature Restricted Delivery | <input type="checkbox"/> Registered Mail™ |
| <input checked="" type="checkbox"/> Certified Mail® | <input type="checkbox"/> Registered Mail Restricted Delivery |
| <input type="checkbox"/> Certified Mail Restricted Delivery | <input type="checkbox"/> Signature Confirmation™ |
| <input type="checkbox"/> Collect on Delivery | <input type="checkbox"/> Signature Confirmation Restricted Delivery |
| <input type="checkbox"/> Collect on Delivery Restricted Delivery | |
| <input type="checkbox"/> Insured Mail | |
| <input type="checkbox"/> Insured Mail Restricted Delivery (over \$500) | |

Domestic Return Receipt

Dangerous Building Violation Checklist

Address 1303 W. 1st

Date 3.16.23

- ☐ Roof, ceiling, floors, walls, sills, windows or foundation or any combination thereof rotted or decayed and falling apart
- ☐ Uninhabitable due to obsolescence and/or deterioration caused by neglect, vandalism, fire damage, old age or the elements
- ☐ Unsanitary and/or damp condition and is likely to create disease because of the presence of insects, rodents or vermin
- ☐ Likely to become a fire menace or be set on fire
- ☐ Danger of falling and injuring persons or property
- ☐ Does not contain a minimum floor area of at least one hundred fifty (150) square feet of floor space for one occupant and one hundred (100) square feet of floor space for each additional occupant
- ☒ Contains holes, cracks or other defects in it, or does not have railings for stairs, steps, balconies, porches and elsewhere
- ☐ Is not weathertight and watertight or does not have a moisture-resistant finish or material for the flooring or subflooring of each bathroom, shower room and toilet room
- ☐ Does not have exterior windows and doors that are easily opened to provide air ventilation and are covered with screens for keeping out insects and each opening of the structure, or air conditioning equipment capable of maintaining a maximum inside temperature of 85 degrees Fahrenheit or twenty degrees lower than the outside temperature, which is warmer, between April 16 and October 31 of each year
- ☐ Does not have operating supply lines for electrical service, if electric service is available within three hundred feet of the building, or that does not have operating electrical circuits and outlets sufficient to safely carry a load imposed by normal use of appliances and fixtures
- ☐ Constitutes a danger to the public even though secured from entry or the means used to secure the building are inadequate to prevent unauthorized entry or use of the building
- ☐ Unoccupied buildings that are not secure from unauthorized entry
- ☐ Occupied buildings that do not have in operating condition a connection to discharge sewage from the structure or land into a public sewer system, a toilet connected to a water source and to a public sewer system, connection to portable water at adequate pressure and a kitchen sink, bathtub or shower, and lavatory connected to a cold and hot water source
- ☐ Occupied buildings that do not have in operating condition heating equipment capable of maintaining a minimum inside temperature of 68 degrees Fahrenheit between November 1 and April 15 of each year in each room

If a structure is not structurally unsound, an asbestos inspection and possible abatement of regulated asbestos containing materials (RACM) may be required before demolishing the structures.

Notes: this property has a vendor's lien. (FNB)

It is repairable. Been vacant for years.



City of Breckenridge

May 8, 2023

Jose Jesus & Maria Palacios
1112 W. Hulum
Breckenridge, TX 76424

CERTIFIED MAIL-7018 3090 0002 1075 4788
RETURN RECEIPT REQUESTED

NOTICE OF HEARING REGARDING PROPERTY LOCATED AT 1303 W. 1st, Breckenridge, TX 76424

Dear Mr. & Mrs. Palacios,

On March 16, 2023, you were notified that I made an initial determination that the building on property you own located at 1303 W. 1st – Mountain Heights Addition, Block 16, Lot 19 & 20, is a dangerous building because it does not meet minimum standards for buildings in the City of Breckenridge as established in Section 5-5 of the Breckenridge Code of Ordinances.

Because you failed to respond as requested or to abate the conditions on the property, the City Commission of the City of Breckenridge will conduct a **public hearing on June 6, 2023 at 5:30 PM at 105 North Rose Avenue, Breckenridge, Texas** to make a final determination regarding whether or not the building on the property is dangerous and must be secured or vacated; whether occupants must be relocated; and whether the building must be demolished or removed from the property and, upon any such determination, may issue an order for remedy of the conditions on the property based on its findings.

Any and all persons interested in the above-referenced item may appear at such hearing, be heard, and present evidence in reference to the condition of the building. **At this hearing, you will have the burden of proving that the building is not dangerous. If, at this hearing, you will allege that the building can be repaired to meet the minimum standards, you are required to submit proof of the scope of work that may be required to bring the building into compliance with the minimum standards and the amount of time it will take to reasonably perform the work.**

If you have any questions, please contact me at 254-559-8287 during regular business hours.

Sincerely,

Malcolm Bufkin
Code Enforcement Official
City of Breckenridge



City of Breckenridge

May 8, 2023

First National Bank Albany/Breckenridge
101 E. Walker
Breckenridge, TX 76424

CERTIFIED MAIL – 7018 3090 0002 1075 4795
RETURN RECEIPT REQUESTED

NOTICE OF HEARING REGARDING PROPERTY LOCATED AT 1303 W. 1st, Breckenridge, TX 76424

To Whom It May Concern:

It is our understanding that you or your company may have a lien on the property identified above. On March 16, 2023, the owner of the property was notified that I made an initial determination that the building on the property located at 1303 W. 1st – Mountain Heights Addition, Block 16, Lot 19 & 20, is a dangerous building because it does not meet minimum standards for buildings in the City of Breckenridge as established in Section 5-5 of the Breckenridge Code of Ordinances.

Because the owner failed to respond as requested or to abate the conditions on the property, the City Commission of the City of Breckenridge will conduct a **public hearing on June 6, 2023 at 5:30 PM at 105 North Rose Avenue, Breckenridge, Texas** to make a final determination regarding whether or not the building on the property is dangerous and must be secured or vacated; whether occupants must be relocated; and whether the building must be demolished or removed from the property and, upon any such determination, may issue an order for remedy of the conditions on the property based on its findings.

Any and all persons interested in the above-referenced item(s) may appear at such hearing, be heard, and present evidence in reference to the condition of the building. **At this hearing, any owner or lienholder will have the burden of proving that the building is not dangerous. If, at this hearing, any owner or lienholder allege that the building can be repaired to meet the minimum standards, the owner or lienholder making such allegation is required to submit proof of the scope of work that may be required to bring the building into compliance with the minimum standards and the amount of time it will take to reasonably perform the work.**

If you have any questions, please contact me at 254-559-8287 during regular business hours.

Sincerely,

Malcolm Bufkin
Code Enforcement Official
City of Breckenridge

105 N. ROSE AVE. • BRECKENRIDGE, TX 76424-3531 • FAX # (254) 559-7322 • PHONE (254) 559-8287



City of Breckenridge

March 16, 2023

Jose Jesus & Maria Palacios
1112 W. Hullum
Breckenridge, TX 76424

CERTIFIED MAIL – 7018 3090 0002 1075 4641
RETURN RECEIPT REQUESTED

Re: Real property located at **1303 W. 1st**, Breckenridge, Texas

Dear Citizen,

Pursuant to Section 5-8(c) of the Breckenridge Code of Ordinances, you are hereby given notice that I have made an initial determination that the building located on property you own or have an interest in at **1303 W. 1st – Mountain Heights Addition, Block 16, Lot 19 & 20**, is a dangerous building because it does not meet the minimum standards for buildings in the City of Breckenridge as established in Section 5-5 of the Breckenridge Code of Ordinances.

The building does not meet the minimum standards contained in Section 5-5 of the Breckenridge Code of Ordinances for the following reasons:

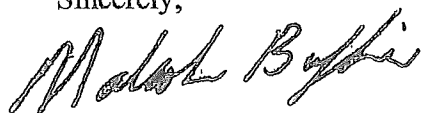
- Section 5-5(1)(a): The building does not meet the minimum standards because it has rotted or decayed roof, ceiling, floors, walls, sills, windows, foundation, or any combination thereof. It is uninhabitable due to obsolescence and/or deterioration caused by neglect.
- Section 5-5(1)(c): The building is a fire menace because it is in a dilapidated condition.
- Section 5-5(1)(d): The building is in unsanitary condition and likely to create disease because of the presence of insects, rodents, or vermin.
- Section 5-5(1)(g): The building has holes, cracks, or other defects in it, thereby constituting a danger to persons or property.
- Section 5-5(2): The building is not occupied by its owners, lessees or other invitees and is not secure from unauthorized entry so that it could be entered or used by uninvited persons or children regardless of its structural condition.

You are, hereby, notified that the building described above is a dangerous building and that you must vacate and/or repair, demolish, or remove the building for the health, safety, and welfare of the community, immediately. The city will appreciate your prompt cooperation in addressing this matter.

If you do not reply or take action within 15 days of the date of this letter, I will request a public hearing before the City Commission for a final determination that building is a dangerous building. If the City Commission makes a final determination that the building is a dangerous building, the City Commission may enter an order requiring that you perform specified actions within a certain time frame.

If you have any questions, you may call me at 254-559-8287.

Sincerely,

A handwritten signature in cursive script, appearing to read "Malcolm Bufkin".

Malcolm Bufkin
Code Enforcement Official
City of Breckenridge



City of Breckenridge

March 16, 2023

Jose Jesus & Maria Palacios
1303 W. 1st
Breckenridge, TX 76424

CERTIFIED MAIL – 7018 3090 0002 1075 4658
RETURN RECEIPT REQUESTED

Re: Real property located at **1303 W. 1st**, Breckenridge, Texas

Dear Citizen,

Pursuant to Section 5-8(c) of the Breckenridge Code of Ordinances, you are hereby given notice that I have made an initial determination that the building located on property you own or have an interest in at **1303 W. 1st – Mountain Heights Addition, Block 16, Lot 19 & 20**, is a dangerous building because it does not meet the minimum standards for buildings in the City of Breckenridge as established in Section 5-5 of the Breckenridge Code of Ordinances.

The building does not meet the minimum standards contained in Section 5-5 of the Breckenridge Code of Ordinances for the following reasons:

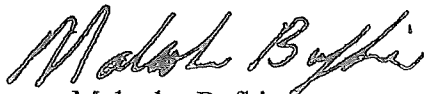
- Section 5-5(1)(a): The building does not meet the minimum standards because it has rotted or decayed roof, ceiling, floors, walls, sills, windows, foundation, or any combination thereof. It is uninhabitable due to obsolescence and/or deterioration caused by neglect.
- Section 5-5(1)(c): The building is a fire menace because it is in a dilapidated condition.
- Section 5-5(1)(d): The building is in unsanitary condition and likely to create disease because of the presence of insects, rodents, or vermin.
- Section 5-5(1)(g): The building has holes, cracks, or other defects in it, thereby constituting a danger to persons or property.
- Section 5-5(2): The building is not occupied by its owners, lessees or other invitees and is not secure from unauthorized entry so that it could be entered or used by uninvited persons or children regardless of its structural condition.

You are, hereby, notified that the building described above is a dangerous building and that you must vacate and/or repair, demolish, or remove the building for the health, safety, and welfare of the community, immediately. The city will appreciate your prompt cooperation in addressing this matter.

If you do not reply or take action within 15 days of the date of this letter, I will request a public hearing before the City Commission for a final determination that building is a dangerous building. If the City Commission makes a final determination that the building is a dangerous building, the City Commission may enter an order requiring that you perform specified actions within a certain time frame.

If you have any questions, you may call me at 254-559-8287.

Sincerely,

A handwritten signature in cursive script, appearing to read "Malcolm Bufkin".

Malcolm Bufkin
Code Enforcement Official
City of Breckenridge

1303 W. 1st



| SENDER: COMPLETE THIS SECTION | | COMPLETE THIS SECTION ON DELIVERY | |
|--|--|---|---------------------|
| <ul style="list-style-type: none">Complete Items 1, 2, and 3.Print your name and address on the reverse so that we can return the card to you.Attach this card to the back of the mailpiece, or on the front if space permits. | | <p>A. Signature <input checked="" type="checkbox"/> Agent <input type="checkbox"/> Address</p> <p>X <i>Maria Palacios</i></p> | |
| 1. Article Addressed to: | | B. Received by (Printed Name) | C. Date of Delivery |
| <i>Jose Jesus & Maria Palacios</i> <i>1112 W. Hullum</i> <i>Breckenridge, TX 76424</i> | | <i>Maria Palacios</i> | <i>3-21-23</i> |
| 2. Article Number (Transfer from service label) | | D. Is delivery address different from item 1? <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| <i>7018 3090 0002 1075 4641</i> | | If YES, enter delivery address below: | |
| 3. Service Type | | 3. Service Type | |
| <input type="checkbox"/> Adult Signature | | <input type="checkbox"/> Priority Mail Express® | |
| <input type="checkbox"/> Adult Signature Restricted Delivery | | <input type="checkbox"/> Registered Mail™ | |
| <input checked="" type="checkbox"/> Certified Mail® | | <input type="checkbox"/> Registered Mail Restricted Delivery | |
| <input type="checkbox"/> Certified Mail Restricted Delivery | | <input type="checkbox"/> Signature Confirmation | |
| <input type="checkbox"/> Collect on Delivery | | <input type="checkbox"/> Signature Confirmation Restricted Delivery | |
| <input type="checkbox"/> Collect on Delivery Restricted Delivery | | | |
| <input type="checkbox"/> Insured Mail | | | |
| <input type="checkbox"/> Insured Mail Restricted Delivery (over \$500) | | | |

9590 9402 8064 2349 2360 36

PS Form 3811, July 2020 PSN 7530-02-000-9053 Domestic Return Receipt



City of Bre
105 N. R
BRECKENRIDGE

CERTIFIED MAIL®



7018 3090 0002 1075 4658

NORTH TEXAS TX 750

2023 MAR 15

FIRST-CLASS

US POSTAGE[®] PITNEY BOWES



ZIP 76424 \$ 008.10⁰⁰
02 7H
0006099463 MAR 16 2023

WTF

NSW

10/10, 2023

Jose Jesus & Maria Palacios
1112 W. 1st
Breckenridge, TX 76424

-R-T-S- 764244250-1N 03/31/23

RETURN TO SENDER

NIXIE 750 DC 1 0004/05/23

RETURN TO SENDER
NOT DELIVERABLE AS ADDRESSED
UNABLE TO FORWARD

BC: 764244250103 *2182-00462-05-33

764244250103



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Discussion and any necessary action regarding allowing a Mobile Food Unit to conduct business on City Property.

Department: Administration

Staff Contact: Cynthia Northrop

Title: City Manager

BACKGROUND INFORMATION:

Staff has received a request from Mr. Benito Escobedo, owner of El Patio De Luna, to set up his mobile food unit at the City soccer fields during the upcoming 2023 soccer season. The games will take place on Saturdays.

Our current ordinance (Article IV, Section 13-76, C, 2, a; see below) requires Commission approval.

C. Location of mobile food unit.

(1) Mobile food units may be parked on private property, with the written permission of the property owner.

(2) Mobile food units may not park on any public street, alley or traffic island, unless:

- a. The mobile food unit is participating in a special event approved by the City Commission; or
- b. The mobile food unit is an ice cream vehicle or snow cone truck remaining in one location on a public street or on public facilities for less than fifteen (15) minutes.

Mr. Escobedo currently has a mobile food unit permit and is in good standing.

This is an issue that has been coming up with the development of the downtown area as well. The Commission may want to consider directing staff to review options to provide more flexibility for all mobile food vendors, if this is something they are interested in exploring.

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

Consider Mr. Escobedo's request to set up his mobile food unit and conduct business on City Soccer fields on Saturdays during the 2023 Soccer season.



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Discussion and any necessary action regarding adoption of Final Strategic Plan; including Vision, Mission, Core Values, Goals and Objectives.

Department: Administration

Staff Contact: Cynthia Northrop

Title: City Manager

BACKGROUND INFORMATION:

The City of Breckenridge began a strategic planning initiative last Fall which included:

- Staff sessions developing Vision, Mission, and Core Values draft.
- City Commission and Community Members meeting to finalize.
- Community Strategic Planning session and survey to gain citizen/resident input.
- City Commission and Community members reviewing information and developing broad goals.
- Staff drafting objectives based on City Commission, Community Leaders, and citizen/resident feedback.

The task remaining for the City Commission is to finalize the objectives and approve the Strategic Plan.

The Strategic Plan will guide staff in daily operations and will inform the budget process going forward. The plan will be to review progress and priorities on an annual basis to ensure we stay on track.

FINANCIAL IMPACT:

NA

STAFF RECOMMENDATION:

Approve final Strategic Plan

STRATEGIC PLANNING – FINAL VMC and GOALS

Draft Objectives May 2023

VISION STATEMENT:

“The Community of Breckenridge aims to be an appealing, family-centered environment inviting growth, investment, and tourism.”

MISSION STATEMENT

“Consistently plan for higher quality of life through positive community relationships that value citizens, welcomes visitors, and invites business growth focusing on innovation, education, and safety.”

CORE VALUES

B – Bold

R – Responsible

E – Excellent

C – Compassionate

K - Knowledgeable

Goals

GOAL ONE: INVEST IN INFRASTRUCTURE

Objective 1 - Develop and implement Street Plan

Objective 2 – Maintain and Improve Water/Wastewater System

- TWDB projects
- Identification of facilities
- Continue to pursue grant funding

Objective 3 - Continue to invest and diversify Park Recreation

- Replace/update playground equipment
- Explore feasibility of splash pad
- Identify low-cost activity items using existing resources
 - Pickle ball
 - Sand Volleyball Court
 - Dog Park

GOAL TWO: INVEST IN EMPLOYEES

Objective 1 – Continue to increase employee pay to match current market pay

Objective 2 – Develop phased in approach for Certification Pay

Objective 3 – Develop Professional Development Plans and required training

Objective 4 – Develop a positive organizational culture with employee involvement

Objective 5 – Update/maintain city facilities, promoting safe work environment

GOAL THREE: INVEST IN BEAUTIFYING BRECKENRIDGE

Objective 1 - Increase Code Enforcement

- Substandard housing
- High grass & weeds
- Enforcement of blowing grass clippings in street
- Junk vehicles

Objective 2 - Evaluate partnering and re-establishing Beautify Breckenridge

Objective 3 - Street Department to address grass growing in streets

Objective 4 - Explore partnership with County, TX Ag Ext, Master Gardener program, 4-H

GOAL FOUR: PROMOTE ECONOMIC DEVELOPMENT, TOURISM, AND BRECKENRIDGE AS A DESTINATION!

Objective 1 - Evaluate efficacy of Main Street Program (coordinating with BDDC)

Objective 2 - Improve and market Lake Daniels as a destination

Objective 3 - Selected city events (coordinate with Chamber, EDC & other community groups)

- Chalk walk
- Food Truck Friday
- Movies in the park
- Shop Local (coordinate with Chamber, EDC and cross-promote on website)

GOAL FIVE: PROMOTE TRANSPARENCY AND COMMUNICATION

Objective 1 - Development of Communication Plan

- Website & Social Media
- Update website platform
- Increase Social Media presence
- Increase use of YouTube platform

Objective 2 - Updated and efficient records management

Objective 3 - Inform and involve residents and community members

- High School – student representative on City Commission
- Surveys
- Newsletter
- Digital communication tools
- City employee involvement in various community events and civic organizations



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Discussion and any necessary action regarding Resolution 2023 –14 Directing Publication of Notice of Intention to issue Combination Tax and Revenue Certificates of Obligation of the City of Breckenridge; and resolving other matters related to the subject

Department: Administration

Staff Contact: Cynthia Northrop

Title: City Manager

BACKGROUND INFORMATION:

City Commissioner's began preparing for this issuance during the FY 2022-2023 Budget process; determining to move current debt related to the Water/Wastewater Fund and free up capacity on the General Fund to support additional debt for needed capital improvement projects, most notably streets but also including parks and facilities.

The publication and posting of the Notice of Intention to issue Certificates of Obligation is the first step and does not commit the City to issue the debt. It does set a 'not to exceed' amount of \$9.1 million which is essentially a best-case scenario. This provides flexibility as the actual debt issuance amount will be dependent upon the certified appraised values (ETA July 25) and what the actual interest rate is when the City considers bids from potential purchasers of the Certificates of Obligation (August 2023).

See attached Street Plan and Financing Plan (updated since this information was presented to Commissioners in the May 2023 meeting).

FINANCIAL IMPACT:

See attached.

STAFF RECOMMENDATION:

Approve Resolution (2023 – 14)

RESOLUTION 2023-14

RESOLUTION DIRECTING PUBLICATION OF NOTICE OF INTENTION TO ISSUE COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION OF THE CITY OF BRECKENRIDGE; AND RESOLVING OTHER MATTERS RELATING TO THE SUBJECT

WHEREAS, this City Commission deems it advisable to authorize publication of notice of intent to issue certificates of obligation for the purposes hereinafter set forth; and

WHEREAS, the City of Breckenridge (the "City") expects to pay expenditures in connection with the projects described in "Exhibit A" to this Resolution prior to the issuance of the certificates of obligation hereinafter described;

WHEREAS, this City Commission hereby finds, considers and declares that the reimbursement of the payment by the City of such expenditures will be appropriate and consistent with the lawful objectives of the City and, as such, chooses to declare its intention, in accordance with the provisions of Section 1.150-2 of the U.S. Treasury Regulations, to reimburse itself for such payments at such time as it issues the hereinafter described certificates of obligation;

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. Attached hereto and marked "Exhibit A" is a form of notice, the form and substance of which are hereby passed and approved.

Section 2. The City Secretary shall cause said notice to be published in substantially the form attached hereto, in a newspaper, as defined by Subchapter C, Chapter 2051, Texas Government Code, of general circulation in the area of said City, once a week for two consecutive weeks, with the date of the first publication to be before the 45th day before the date tentatively set for the passage of the ordinance authorizing the issuance of the certificates, and, if the City maintains an Internet website, continuously on the City's website for at least 45 days before the date tentatively set for the passage of the ordinance authorizing the issuance of the certificates.

Section 3. All costs to be reimbursed pursuant hereto will be capital expenditures; the proposed certificates of obligation shall be issued within 18 months of the later of (i) the date the expenditures are paid or (ii) the date on which the property, with respect to which such expenditures were made, is placed in service; and the foregoing notwithstanding, the certificates of obligation will not be issued pursuant to this Resolution on a date that is more than three years after the date any expenditure which is to be reimbursed is paid.

Section 4. 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 June, 2023.

Bob Sims, Mayor

ATTEST:

Jessica Sutter, City Secretary

[CITY SEAL]

EXHIBIT A

NOTICE OF INTENTION TO ISSUE
COMBINATION TAX AND REVENUE
CERTIFICATES OF OBLIGATION
OF THE CITY OF BRECKENRIDGE

NOTICE IS HEREBY GIVEN that the City Commission of the City of Breckenridge, Texas, at its meeting to commence at 5:30 P.M. on August 1, 2023, at the City Offices, Commission Chambers, 105 North Rose Avenue, Breckenridge, Texas, tentatively proposes to adopt an ordinance authorizing the issuance of interest bearing certificates of obligation, in one or more series, in an amount not to exceed \$9,100,000 for paying all or a portion of the City's contractual obligations incurred in connection with (i) constructing and improving streets, roads, alleys, bridges and sidewalks including related utility relocation, drainage, landscaping, lighting and signage; (ii) acquiring, constructing, renovating, improving, installing and equipping park and recreational improvements; (iii) acquiring, constructing, renovating, improving and equipping existing municipal buildings including for the City's public works department; and (iv) legal, fiscal and engineering fees in connection with such projects. The maximum interest rate for the certificates may not exceed the maximum legal interest rate. The maximum maturity date for the certificates is September 15, 2044. The estimated combined principal and interest required to pay the certificates to be authorized on time and in full is \$12,115,733. The current principal of all outstanding debt obligations of the City is \$13,816,000. The current combined principal and interest required to pay all outstanding debt obligations of the City on time and in full is \$19,374,795. The City proposes to provide for the payment of such certificates of obligation from the levy and collection of ad valorem taxes in the City as provided by law and from a pledge of surplus revenues of the City's waterworks and sewer system, remaining after payment of all operation and maintenance expenses thereof, and all debt service, reserve, and other requirements in connection with all of the City's revenue bonds or other obligations (now or hereafter outstanding), which are payable from all or any part of the net revenues of the City's waterworks and sewer system. The certificates of obligation are to be issued, and this notice is given, under and pursuant to the provisions of V.T.C.A., Local Government Code, Subchapter C of Chapter 271.

CITY OF BRECKENRIDGE, TEXAS

CERTIFICATE FOR RESOLUTION

THE STATE OF TEXAS
COUNTY OF STEPHENS
CITY OF BRECKENRIDGE

§§§

I, the undersigned secretary of said City, hereby certify as follows:

1. The City Commission of said City convened in REGULAR MEETING ON THE 6TH DAY OF JUNE, 2023, at the designated meeting place, and the roll was called of the duly constituted officers and members of said City Commission, to wit:

Bob Sims, Mayor
Blake Hamilton, Commissioner Place 1
Rob Durham, Mayor Pro-Tem, Commissioner Place 2
Vince Moore, Commissioner Place 3
Gary Mercer, Commissioner Place 4

and all of said persons were present, except _____, thus constituting a quorum. Whereupon, among other business, the following was transacted at said Meeting: a written

**RESOLUTION DIRECTING PUBLICATION OF NOTICE OF INTENTION TO
ISSUE COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION
OF THE CITY OF BRECKENRIDGE; AND RESOLVING OTHER MATTERS
RELATING TO THE SUBJECT**

was duly introduced for the consideration of said City Commission. It was then duly moved and seconded that said Resolution be adopted and, after due discussion, said motion, carrying with it the adoption of said Resolution, prevailed and carried by the following vote:

AYES: All members of the City Commission shown present above voted "Aye," except as shown below:

NOES:

ABSTAIN:

2. That a true, full and correct copy of the aforesaid Resolution adopted at the Meeting described in the above and foregoing paragraph is attached to and follows this Certificate; that said Resolution has been duly recorded in said City Commission's minutes of said Meeting; that the above and foregoing paragraph is a true, full and correct excerpt from said City Commission's minutes of said Meeting pertaining to the adoption of said Resolution; that the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of said City Commission as indicated therein; that each of the officers and members of said City Commission was duly and sufficiently notified officially and personally, in advance, of the time, place and purpose of the aforesaid Meeting, and that said Resolution would be introduced and considered for adoption at said Meeting, and each of said officers and members consented, in advance, to the holding of said Meeting for such purpose, and that said Meeting 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.

SIGNED this, the 6th day of June, 2023.

[SEAL]

City Secretary

CERTIFICATE FOR RESOLUTION DIRECTING PUBLICATION OF NOTICE OF INTENTION TO ISSUE COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION OF THE CITY OF BRECKENRIDGE; AND RESOLVING OTHER MATTERS RELATING TO THE SUBJECT

City of Breckenridge

Street Improvement Plan

April 2023

BACKGROUND

The City of Breckenridge has 66 miles of city street to maintain. The average cost per mile to improve, without being engineered, is approximately \$1 million per mile. The challenge with the condition of our city streets has been exacerbated by aging water/wastewater infrastructure and lack of resources, both capital and human.

The city initiated a Strategic Planning effort which included staff, Mayor, City Commissioners, Community Leaders and the public. Street improvements were at the top of the list of items that desperately need attention.

The City Commission has taken several actions over the course of the last few months to plan and implement an aggressive street improvement plan for the City of Breckenridge.

This plan lays out a summary of upcoming street improvements in the City of Breckenridge.

SUMMARY OF STREET IMPROVEMENT ACTION ITEMS

1. **Pavement Evaluation Project:** Identifying variable factors including road condition, drainage, timing of water/wastewater infrastructure improvements (past and future planned improvements via TWDB low interest rate loans/loan forgiveness Series 2022 A/B). This will assist in developing priorities and ultimately a CIP list of short, mid, long-term street projects (*see DRAFT CIP listing below*).
2. **Onboarded a general street maintenance contractor to jump start street improvements.**
 - a. While Street Department has 5 FTE's, there are currently 2 vacant positions. Even with a full crew, the maintenance demands are beyond our in-house capacity to address.
 - b. We are identifying several intersection improvements, base failure repair projects and candidates for level up and asphalt overlay.
3. **CDBG City of Breckenridge submittal for Street improvements:** \$500K for selected project (Panther from Jeanette to 5th Street and 4th Street from Panther to Parks). This is a 2-yr. cycle grant; two opportunities to be selected.
4. **Partnering with Stephens County:**
 - a. Interlocal for streets – will select streets conducive to chip seal roads (those streets that have a rural section (no curb/bar ditches) vs. curbs, i.e., Chaparral subdivision, Ridge Road area, Northglen or Cactus Cove, etc.)
 - b. Interlocal for a CDBG – If County is awarded the \$500K grant they are planning on improving:
 - i. 3rd Street, north of the High School from Parks to Rose
 - ii. Hartford, by the Hospital, from Elliott to 180/Walker.
 - c. Partnership Agreement with Stephens County, BEDC and City to demolish homes declared substandard.
5. **Planning for debt issuance for General Fund FY 2023-2024 to fund street improvements** (*see below debt issuance details*)
6. **Development of a short, mid and long-term Capital Improvement Plan:** based on all aforementioned

| SHORT TERM (1-2 YEARS) | MID-TERM (2 – 5 YEARS) | LONG-TERM (5- 10 YEARS) |
|--|---|--|
| Pavement Maintenance: North Rose Ave (pavement overlay) | CO's – S. Harvey (Walker to Elliott) | W 2 nd (Pecan to Westridge) |
| Intersections & Various locations – Pothole, base failure repair and Overlay | CO's – Hullum (Harvey to Breck Ave) | 1 st (Rose to Miller) |
| If Funded – CDBG Grant N. Panther & W. 4th | CO's - W. Elm Street (Wilson to Rose) | McAmis (Walker to 1 st) |
| If Funded – CDBG Grant with County | CO's - E. Gaddis Street (Robert to Flint) | W. Williams (Wilson to Parks) |
| W. 7 th from Parks to Breck Ave | CO's - E. Elm Street (Butte to Jackson) | |
| Elliott (Harvey to Breck) | CO's – E. Dyer Street (Butte to Jackson) | |
| | CO's – Shelton (Jeannette to 4 th) | |
| | CO's - N. Butte to Walker to Dyer | |
| | CO's – E. Wheeler (Jackson to Butte) | |
| | CO's – N. Oakwood (Jeannette to 5 th) | |
| | CO's – N. Flint (Walker to Connell) | |
| | CO's – N. Payne (2 nd to 7 th) | |
| | CO's – N. Harvey (Jeanette to 6 th) | |
| | CO's – S. Pecan (Williams to Elliot) | |
| | CO's – S. Stoker (Gaddis to Power) | |
| | CO's – W. 3 rd (Pecan to Circle Heights) | |
| | CO's – S. Harding (Walker to Elliot) | |
| | CO's – W. 4 th (Breck Ave to Parks) | |
| | CO's – S. Harvey (Walker to Elliott) | |

** Draft Listing is Subject to change based on various factors, i.e., pavement evaluation, timing of TWDB W/L improvements and market conditions affecting project pricing*

Upcoming Certificate of Obligation Debt Issuance

1. **Water/Wastewater Fund** - Conducted a Water/Wastewater Rate Study to identify needed improvements, associated financial impact and developed 5-yr rate increase schedule to accommodate operations, maintenance and current debt service payments associated with W/WW projects.
2. **Previous City Commission direction** - Structured debt service transfer from General Fund to W/WW and identified capacity to make additional debt service payment in FY 2022-2023 in the amount of \$1,469,000.
3. **Previous City Commission direction** - With existing W/WW debt moving to W/WW Fund in 2023-2024, debt capacity is freed up on the General Fund side to accommodate need improvements including streets, facilities, parks.
 - a. In alignment with outcome of Strategic Planning the following were identified as priorities:
 - i. *Invest in infrastructure* – Streets (draft projects identified above)
 - ii. *Invest in infrastructure* – Parks (replacement/upgrade of playground equipment)
 - iii. *Invest in Employees* – Facility (improvements in Public Works bottom/top shop)
4. These improvements are in alignment with the Strategic Planning goals identified over the last 6 months.
5. Staff have been working with our financial advisors and bond counsel to identify the timing of issuing the Certificates of Obligation. A Notice of Intent and further details on action items planned for the June meeting will be provided over the coming weeks. See attached draft information based on 20- year debt issuance and estimated available funding (the actual final funding amount would be dependent upon current market conditions at time of sale).
6. See attached Calendar for issuing Notice of Intent June 6, 2023. This ***will allow for Certified Values to be in hand prior to pricing***, which will help ensure we are able to target the desired amount of debt service and tax rate for FY 2023-2024.

| June 2023 | | | | | | | July 2023 | | | | | | | August 2023 | | | | | | | September 2023 | | | | | | |
|-----------|----|----|----|----|----|----|-----------|----|----|----|----|----|----|-------------|----|----|----|----|----|----|----------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S |
| | | | | 1 | 2 | 3 | | | | | | | 1 | | | 1 | 2 | 3 | 4 | 5 | | | | | | 1 | 2 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 25 | 26 | 27 | 28 | 29 | 30 | | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 27 | 28 | 29 | 30 | 31 | | | 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| | | | | | | | 30 | 31 | | | | | | | | | | | | | | | | | | | |

City of Breckenridge, Texas

PRELIMINARY TIMETABLE OF EVENTS

Issuance of Certificates of Obligation, Series 2023

| Date | Event |
|-----------------------------|---|
| Tue, 6/6 | City Commission meeting to consider a Resolution authorizing Notice of Intent to issue Certificates of Obligation. |
| Fri, 6/9 | Information request sent to the City by HilltopSecurities for Preliminary Official Statement. |
| Fri, 6/9 | Deliver information to newspaper and post on City website. |
| Wed, 6/14 + Wed, 6/21 | First newspaper publication of Notice of Intent to issue Certificates of Obligation to occur at least 46 days prior to authorization of issuance. Second publication of Notice of Intent occurs one week later. |
| Mon, 6/19 | Information for Preliminary Official Statement provided to HilltopSecurities by the City. |
| Mon, 6/26 | Preliminary Official Statement in final form and submitted to rating agency. |
| Week of 7/3 | Call with credit rating agency. |
| Fri, 7/21 | Receipt of rating. |
| Tue, 8/1 | Pricing and marketing of issue by underwriter, overseen by HilltopSecurities. |
| Tue, 8/1 | City Commission regular meeting to consider action authorizing issuance of Certificates of Obligation and approving sale. |
| Tue, 8/29 | Closing; Receipt of funds. |

PRELIMINARY - For discussion purposes only

City of Breckenridge, Texas

Combination Tax and Revenue Certificates of Obligation, Series 2023

May 26, 2023

- Assumes City Commission meeting on June 6, 2023, to consider approving Resolution authorizing Notice of Intent to issue Certificates of Obligation
 - Notice of Intent defines: not to exceed project amount, planned projects, and date commission would approve the Certificates of Obligation
- Current assumptions and factors to be considered with issuance of Certificates of Obligation
 - Plan of finance assumes all existing debt to be supported from utility revenues
 - Analysis assumes no growth in taxable assessed values (\$255 Million)
 - The City plans to redeem certain maturities of the Series 2012, 2017A and 2017B in September 2023
 - The receipt of certified values will come in late July allowing the size of the first-year payment to meet target tax rate
 - Tax rate can be set after the Certificates of Obligation are approved by the Commission

Plan of Finance

- **Schedule 1 – Calculated Not to Exceed Amount**
 - Closing date: 10/5/2023
 - Project Size: \$9,100,000*
 - Tax Rate Target: \$0.2550
 - Assumed Interest Rate: 3.00%*
 - First principal payment due (annual): 3/15/2024
 - Final payment due: 3/15/2043
 - Term: 20 Years
 - Assumes optional call feature: 3/15/2033 at par

*Interest rate & project size are for determining not to exceed amount only, actual project size and interest rate will be determined upon receiving final certified values & interest rates, structured to maintain target tax rate.

City of Breckenridge, Texas

Combination Tax and Revenue Certificates of Obligation, Series 2023

May 26, 2023

Schedule 1

City of Breckenridge, Texas

NOI - Notice of Intent Calculation

Preliminary, For Illustration Only

| A | B | C | D | E | F | G | H | I | J | K | L | M | N | O |
|------|------------------|--------|---------------|-----------------------------|---------------|-----------------------------|--------------|-----------------------------|--|--------------|---------------|---------------|-----------------------------|------|
| | Taxable Assessed | | Existing | Redeemed | After 2023 | Utility | Existing | Calculated | \$9,100,000 - Series 2023 8/29/2023 - 3.00% | | | Net | Calculated | |
| FYE | Valuation | Growth | Debt Service | Debt Service ⁽¹⁾ | Debt Service | Debt Service ⁽²⁾ | Debt Service | I&S Tax Rate ⁽³⁾ | Principal | Interest | Debt Service | Debt Service | I&S Tax Rate ⁽³⁾ | FYE |
| 2023 | \$ 255,407,624 | | \$ 549,755 | \$ - | \$ 549,755 | \$ - | \$ 549,755 | 0.2552 | \$ - | \$ - | \$ - | \$ 549,755 | 0.2552 | 2023 |
| 2024 | 265,000,000 | 0.00% | 683,544 | (36,600) | 646,944 | (646,944) | - | 0.0000 | 325,000 | 280,258 | 605,258 | 605,258 | 0.2538 | 2024 |
| 2025 | 265,000,000 | 0.00% | 683,530 | (36,544) | 646,986 | (646,986) | - | 0.0000 | 350,000 | 258,000 | 608,000 | 608,000 | 0.2549 | 2025 |
| 2026 | 265,000,000 | 0.00% | 684,586 | (36,544) | 648,042 | (648,042) | - | 0.0000 | 360,000 | 247,350 | 607,350 | 607,350 | 0.2547 | 2026 |
| 2027 | 265,000,000 | 0.00% | 684,310 | (36,544) | 647,766 | (647,766) | - | 0.0000 | 370,000 | 236,400 | 606,400 | 606,400 | 0.2543 | 2027 |
| 2028 | 265,000,000 | 0.00% | 685,031 | (36,600) | 648,432 | (648,432) | - | 0.0000 | 380,000 | 225,150 | 605,150 | 605,150 | 0.2537 | 2028 |
| 2029 | 265,000,000 | 0.00% | 683,770 | (36,544) | 647,226 | (647,226) | - | 0.0000 | 390,000 | 213,600 | 603,600 | 603,600 | 0.2531 | 2029 |
| 2030 | 265,000,000 | 0.00% | 679,543 | (36,544) | 643,000 | (643,000) | - | 0.0000 | 405,000 | 201,675 | 606,675 | 606,675 | 0.2544 | 2030 |
| 2031 | 265,000,000 | 0.00% | 682,978 | (36,544) | 646,435 | (646,435) | - | 0.0000 | 415,000 | 189,375 | 604,375 | 604,375 | 0.2534 | 2031 |
| 2032 | 265,000,000 | 0.00% | 682,332 | (36,600) | 645,732 | (645,732) | - | 0.0000 | 430,000 | 176,700 | 606,700 | 606,700 | 0.2544 | 2032 |
| 2033 | 265,000,000 | 0.00% | 685,633 | (36,544) | 649,089 | (649,089) | - | 0.0000 | 440,000 | 163,650 | 603,650 | 603,650 | 0.2531 | 2033 |
| 2034 | 265,000,000 | 0.00% | 688,638 | (95,929) | 592,710 | (592,710) | - | 0.0000 | 455,000 | 150,225 | 605,225 | 605,225 | 0.2538 | 2034 |
| 2035 | 265,000,000 | 0.00% | 681,228 | (94,678) | 586,550 | (586,550) | - | 0.0000 | 470,000 | 136,350 | 606,350 | 606,350 | 0.2542 | 2035 |
| 2036 | 265,000,000 | 0.00% | 684,663 | (93,444) | 591,219 | (591,219) | - | 0.0000 | 485,000 | 122,025 | 607,025 | 607,025 | 0.2545 | 2036 |
| 2037 | 265,000,000 | 0.00% | 685,016 | (97,012) | 588,004 | (588,004) | - | 0.0000 | 500,000 | 107,250 | 607,250 | 607,250 | 0.2546 | 2037 |
| 2038 | 265,000,000 | 0.00% | 682,162 | (95,566) | 586,597 | (586,597) | - | 0.0000 | 515,000 | 92,025 | 607,025 | 607,025 | 0.2545 | 2038 |
| 2039 | 265,000,000 | 0.00% | 677,888 | (94,113) | 583,775 | (583,775) | - | 0.0000 | 530,000 | 76,350 | 606,350 | 606,350 | 0.2542 | 2039 |
| 2040 | 265,000,000 | 0.00% | 689,254 | (92,710) | 596,544 | (596,544) | - | 0.0000 | 545,000 | 60,225 | 605,225 | 605,225 | 0.2538 | 2040 |
| 2041 | 265,000,000 | 0.00% | 688,533 | (96,132) | 592,401 | (592,401) | - | 0.0000 | 560,000 | 43,650 | 603,650 | 603,650 | 0.2531 | 2041 |
| 2042 | 265,000,000 | 0.00% | 678,696 | (94,546) | 584,150 | (584,150) | - | 0.0000 | 580,000 | 26,550 | 606,550 | 606,550 | 0.2543 | 2042 |
| 2043 | 265,000,000 | 0.00% | 679,498 | (92,957) | 586,541 | (586,541) | - | 0.0000 | 595,000 | 8,925 | 603,925 | 603,925 | 0.2532 | 2043 |
| 2044 | 265,000,000 | 0.00% | 687,824 | (96,367) | 591,456 | (591,456) | - | 0.0000 | - | - | - | - | 0.0000 | 2044 |
| 2045 | 265,000,000 | 0.00% | 572,444 | (20,460) | 551,984 | (551,984) | - | 0.0000 | - | - | - | - | 0.0000 | 2045 |
| 2046 | 265,000,000 | 0.00% | 437,071 | (20,460) | 416,611 | (416,611) | - | 0.0000 | - | - | - | - | 0.0000 | 2046 |
| 2047 | 265,000,000 | 0.00% | 423,385 | (20,460) | 402,925 | (402,925) | - | 0.0000 | - | - | - | - | 0.0000 | 2047 |
| 2048 | 265,000,000 | 0.00% | 429,571 | (20,516) | 409,055 | (409,055) | - | 0.0000 | - | - | - | - | 0.0000 | 2048 |
| 2049 | 265,000,000 | 0.00% | 426,192 | (20,460) | 405,732 | (405,732) | - | 0.0000 | - | - | - | - | 0.0000 | 2049 |
| 2050 | 265,000,000 | 0.00% | 422,790 | (20,460) | 402,330 | (402,330) | - | 0.0000 | - | - | - | - | 0.0000 | 2050 |
| 2051 | 265,000,000 | 0.00% | 429,097 | (20,460) | 408,637 | (408,637) | - | 0.0000 | - | - | - | - | 0.0000 | 2051 |
| 2052 | 265,000,000 | 0.00% | 424,205 | (20,516) | 403,689 | (403,689) | - | 0.0000 | - | - | - | - | 0.0000 | 2052 |
| 2053 | 265,000,000 | 0.00% | 435,906 | (20,460) | 415,446 | (415,446) | - | 0.0000 | - | - | - | - | 0.0000 | 2053 |
| 2054 | 265,000,000 | 0.00% | 213,558 | (180,214) | 33,344 | (33,344) | - | 0.0000 | - | - | - | - | 0.0000 | 2054 |
| 2055 | 265,000,000 | 0.00% | 213,154 | (179,704) | 33,450 | (33,450) | - | 0.0000 | - | - | - | - | 0.0000 | 2055 |
| 2056 | 265,000,000 | 0.00% | 213,629 | (213,629) | - | - | - | 0.0000 | - | - | - | - | 0.0000 | 2056 |
| 2057 | 265,000,000 | 0.00% | 213,877 | (213,877) | - | - | - | 0.0000 | - | - | - | - | 0.0000 | 2057 |
| | | | \$ 19,763,288 | \$ (2,380,732) | \$ 17,382,556 | \$ (16,832,801) | \$ 549,755 | | \$ 9,100,000 | \$ 3,015,733 | \$ 12,115,733 | \$ 12,665,488 | | |

(1) Assumes partial redemption of the Series 2012, 2017A, and 2017B on 9/15/2023.

(2) Assumes all existing debt service fully self-supported beginning in FY 2024.

(3) Tax collection rate of 90.0%. Actual I&S rate for FY 2023.

| | |
|---------------------------------|---------|
| Maximum After FY 2023: | 0.2549 |
| Increase/(Decrease) to FY 2023: | -0.0003 |



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Discussion and any necessary action regarding Ordinance No. 23-09, an ordinance of the City of Breckenridge, Texas, amending Appendix A, "Fee Schedule", "Sewer Service Charges" of the Breckenridge Code of Ordinances to increase the base monthly rate; Providing Repealer and Severability Clauses; and Providing and Effective Date. (Second Reading)

Department: Administration

Staff Contact: Cynthia Northrop

Title: City Manager

BACKGROUND INFORMATION:

This ordinance will codify the Commissioner's previous action to increase the sewer charge by \$5.00 per user to cover the cost of maintenance from an owner's clean-out to the city main.

Previously, the Commissioner's clarified City's responsibility is for the sewer collection main, and the owner's responsibility is their service line to the sewer main during their March 28, 2023 meeting, approving Ordinance 23-07.

FINANCIAL IMPACT:

Increasing the base monthly sewer rate \$5.00.

STAFF RECOMMENDATION:

Approve Second Reading of Ordinance 23-09 as presented.

ORDINANCE NO. 23-09

AN ORDINANCE OF THE CITY OF BRECKENRIDGE, TEXAS AMENDING APPENDIX A, “FEE SCHEDULE”, SECTION X(L), “SEWER SERVICE CHARGES”, OF THE BRECKENRIDGE CODE OF ORDINANCES TO INCREASE THE BASE MONTHLY RATE; PROVIDING REPEALER AND SEVERABILITY CLAUSES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Breckenridge, Texas (the “City”) is a home-rule city operating pursuant to its Charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution;

WHEREAS, the City operates a waste water system and “may regulate the system in a manner that protects the interests of the” City pursuant to Section 552.001(b) of the Texas Local Government Code;

WHEREAS, the City’s waste water system is in constant and dire need of repairs due to its age and past City policy and practices has put much of the burden for said repairs on the City; and

WHEREAS, the City Commission of the City wishes to increase the base rate for sewer services by five dollars (\$5.00) so the City may recover for past and future repairs of the waste water system.

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

I. Amendment to Appendix A. Section X(L), “Sewer Service Charges”, of Appendix A, “Fee Schedule”, of the Breckenridge Code of Ordinances is hereby amended as follows. All other provisions of Appendix A not specifically amended by this Ordinance remain in full force and effect.

(L) Sewer Service Charges (Sec. 21-44):

| | | Inside City Limits | Outside City Limits |
|-----|-----------------------------------|----------------------------|------------------------------|
| (1) | Residential Single Family: | | |
| | First 5,000 gallons (minimum): | \$45.00 \$50.00 | \$71.25 \$76.25 |
| | Over 5,000 gallons, per thousand: | \$4.50 | \$7.10 |
| | Maximum monthly charge: | \$93.75 \$98.75 | \$140.60 \$145.60 |
| (2) | All other use: | | |
| | First 5,000 gallons (minimum): | \$49.50 \$54.50 | \$78.40 \$83.40 |

| | | | |
|-----|---|------------------------------|------------------------------|
| | Over 5,000 gallons, per thousand: | \$6.00 | \$9.50 |
| | Maximum monthly charge: | \$500.00 \$505.00 | \$750.00 \$755.00 |
| (3) | *Sewer Irrigation Credit: | | |
| | Residential Single Family: | \$30.00 | \$60.00 |
| | All other use: | \$105.00 | \$210.00 |
| (4) | Texas Department of Criminal Justice – Walker Sayle Unit: | | |
| | 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. | | |

II. Repeal. Any prior ordinances or ordinance provisions are hereby repealed to the extent they are in conflict with the terms of this Ordinance. Any remaining provisions of said ordinances shall remain in full force and effect.

III. Severability. Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. Breckenridge hereby declares that it would have passed this Ordinance, and each section, subsection, clause, or phrase thereof irrespective of the fact that any one or more sections, subsections, clauses, or phrases be declared unconstitutional or invalid.

IV. Effective Date. This Ordinance shall become effective immediately upon its adoption on second reading as required by Section 4-19 of the City Charter. The rates adopted herein shall go into effect on June 10, 2023.

PASSED and APPROVED on first reading on this the 2nd day of May 2023.

PASSED, APPROVED, AND ADOPTED on second and final reading this the 6th day of June 2023.

ATTEST:

Bob Sims, Mayor

Jessica Sutter, City Secretary

S E A L



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Discussion and any necessary action regarding Resolution 2023-13 appointing a commissioner to serve as Mayor Pro-Tem

Department: Admin

Staff Contact: Jessica Sutter

Title: City Secretary

BACKGROUND INFORMATION:

In accordance with Section 1.08(g) of the Texas Municipal Law, At the first meeting of each new City Commission, one of the commission members shall be elected president pro-tempore (i.e., mayor pro-tem) who shall hold this office for one year. In the case of the failure, inability, or refusal of the Mayor to act, the mayor pro-tem shall perform the duties of the Mayor. If both the Mayor pro-tem and the Mayor are absent, any commission member may be appointed to preside at the meeting. (Tex. Loc. Gov't Code §22.037.) When serving as the presiding officer at a meeting in the Mayor's absence, the mayor pro-tem or the commission member acting in the Mayor's place shall retain their right to vote on matters before the commission without regard to a tie.

FINANCIAL IMPACT:

n/a

STAFF RECOMMENDATION:

Move to approve Resolution 2023-13 appointing _____ to serve as Mayor Pro-Tem.

**CITY OF BRECKENRIDGE, TEXAS
RESOLUTION 2023-13**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF
BRECKENRIDGE, TEXAS APPOINTING COMMISSIONER
_____ TO SERVE AS MAYOR PRO TEM;
PROVIDING FOR THE INCORPORATION OF PREMISES; AND
PROVIDING AN EFFECTIVE DATE.**

WHEREAS, in accordance with Section 4.11 of the City Charter of the City of Breckenridge, the Commission shall elect a Mayor Pro Tem; and

WHEREAS, the City Commission wishes to appoint a Commission Member to serve as Mayor Pro Tem.

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

Section 1. That the above findings are true and correct.

Section 2. That Commission Member _____ is hereby appointed by the City Commission to serve as Mayor Pro Tem.

Section 3. That this resolution shall become effective immediately upon its passage and approval.

PASSED AND APPROVED this 6th of June 2023.

CITY OF BRECKENRIDGE

ATTEST:

Bob Sims, Mayor

Jessica Sutter, City Secretary