



REGULAR MEETING OF THE BRECKENRIDGE CITY COMMISSION

Tuesday, October 14, 2025, at 5:30 PM
Breckenridge City Offices Commission Chambers
105 North Rose Avenue
Breckenridge, Texas 76424

MINUTES

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

PRESENT

MAYOR
COMMISSIONER, PLACE 1
COMMISSIONER, PLACE 3

BOB SIMS
BLAKE HAMILTON
JUNIOR FERNANDEZ

CITY MANAGER
CITY SECRETARY
POLICE CHIEF
CODE ENFORCEMENT OFFICER
FIRE CHIEF
PUBLIC SERVICES DIRECTOR
FINANCE DIRECTOR

CYNTHIA NORTHROP
JESSICA SUTTER
BLAKE JOHNSON
J. POTTS
MALCOLM BUFKIN
TAYLOR HARDY
DIANE LATHAM

NOT PRESENT

MAYOR PRO TEM, PLACE 2
COMMISSIONER, PLACE 4

GREG AKERS
PAUL HUNTINGTON JR.

CALL TO ORDER

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

Invocation

PLEDGE OF ALLEGIANCE

OPEN FORUM

No Speakers

No Action Taken

SPECIAL PRESENTATIONS AND ANNOUNCEMENTS

1. Recognition and presentation of awards for graduates of the 2025 Citizens Academy.

No action taken

STAFF REPORT

City Manager

2. City Business

Employee of the month-Darrell Smith

Body Cam Grant update

Homecoming Parade-after report

3. Upcoming Events

10/16 Bulk Pickup

10/28 Family Fun Fest

10/28 National First Responders Day

10/31 Walker Street Trick or Treat

11/3-11/7 Municipal Court Week

Police Chief

4. Dispatcher recognition of State Certification.

No Action Taken

CONSENT AGENDA.

5. Consider approval of the September 2, 2025, regular commission meeting minutes as recorded.
6. Consider approval of department head reports and monthly investment reports for August 2025.
7. Consider approval of Resolution 2025-27 recognizing the week of November 3-7, 2025, as Municipal Court Week.

8. Consider approval of an agreement between the City of Breckenridge and the Swenson Museum.

Commissioner Hamilton made a motion to approve consent agenda items 5-8 as presented. Commissioner Freeman seconded the motion. The motion passed 3-0.

PUBLIC HEARING ITEMS

Mayor Sims opened the Public Hearing at 6:03 p.m.

9. Public Hearing regarding a Specific Use Permit at 1300 W. Jeanette to allow the placement of a tiny house.
10. Public Hearing regarding a request to replat the property located at 120 W. Elm - Currently legally described as Original Addition, Block 4, Lot SW/4 & NW/4 into two lots.
11. Public Hearing regarding a request to replat the property located at 300 E. Walker - Currently legally described as Original Addition, Block 12, Lot 2, 3, 4, 5 into two lots.

With there being no speakers, Mayor Sims closed the Public Hearing at 6:05 p.m.

ACTION ITEMS

12. Discussion and any necessary action regarding a request for a Specific Use Permit at 1300 W. Jeanette to allow the placement of a tiny house.

City Manager Cynthia Northrop explained that the property meets all the requirements of our ordinance. The Planning and Zoning Commissioners voted unanimously to recommend approval.

Commissioner Fernandez made a motion to approve P&Z recommendation of the request for a specific use permit as presented. Commissioner Hernandez seconded the motion. The motion passed 3-0.

13. Discussion and any necessary action regarding request to replat the property located at 120 W. Elm - currently legally described as Original Addition, Block 4, Lot SW/4 & NW/4 into two lots.

Northrop explained that the property consists of the property that contains the old fire station. The city is proposing to replat the property into two lots, separating the parking lot and bays from the building. The Planning and Zoning Commissioners voted unanimously to recommend approval.

Commissioner Hamilton made a motion to approve P&Z recommendation to replat the property located at 120 W. Elm as presented. Commissioner Fernandez seconded the motion. The motion passed 3-0.

14. Discussion and any necessary action regarding Ordinance 2025-18 on the closure of alley (300 E. Walker).

Northrop explained that the City Owns 300 #. Walker where the YMCA building is currently located. There is an alley that runs east and west on the property. The city is requesting to close this alley in order to replat the property.

Commissioner Hamilton made a motion to approve Ordinance 2025-18 as presented. Commissioner Fernandez seconded the motion. The motion passed 3-0.

15. Discussion and any necessary action on request to replat the property located at 300 E. Walker - currently legally described as Original Addition, Block 12, Lot 2, 3, 4, 5 into two lots.

City Manager Northrop stated that this is YMCA property. The City is requesting to replat the property into two lots that will separate the building from the rest of the vacant lot. The Planning and Zoning Commissioners voted unanimously to recommend approval.

Commissioner Fernandez made a motion to approve P&Z recommendation to replat the property located at 300 E. Walker as presented. Commissioner Hamilton seconded the motion. The motion passed 3-0.

16. Discussion and any necessary action on approving the Stephens County Appraisal District FY 2025-2026 Budget.

William Thompson, Chief Appraiser at the Stephens County Appraisal District, provided a copy of the Fiscal Year 2025-2026 Budget for Commissioner review in their agenda packet.

Commissioner Hamilton made a motion to approve the Stephens County Appraisal District FY 2025-2026 budget as submitted. Commissioner Fernandez seconded the motion. The motion passed 3-0.

17. Discussion and any necessary action regarding the Chamber of Commerce annual report.

Maylun VanWinkle with the Chamber of Commerce presented the annual report.

Commissioner Fernandez made a motion to approve the Chamber of Commerce annual report as presented. Commissioner Hamilton seconded the motion. The motion passed 3-0.

18. Consider approval of renewal of contract with Chamber of Commerce for HOT funds.

City Manager Northrop stated that this is a renewal of the existing agreement, with no changes having been made.

Commissioner Hamilton made a motion to approve the Chamber of Commerce Hot Funds Contract as presented and authorize the City Manager to execute the documents. Commissioner Fernandez seconded the motion. The motion passed 3-0.

19. Discussion and any necessary action regarding Family Fun Festival.

Cynthia Northrop and Maylun VanWinkle presented the details for the upcoming Family Fun Festival on October 28, 2025.

Commissioner Fernandez made a motion to approve the 2025 Family Fun Fest as presented. Commissioner Hamilton seconded the motion. The motion passed 3-0.

20. Discussion and any necessary action regarding approval of an Interlocal for Fire Services with Stephens County.

Northrop explained that this is a renewal of the existing Fire Service Interlocal agreement with Stephens County. There are no changes to the agreement.

Commissioner Hamilton made a motion to approve the updated interlocal agreement for fire services with Stephens County as presented and authorize the City Manager to execute the documents. Commissioner Fernandez seconded the motion. The motion passed 3-0.

21. Discussion and any necessary action regarding approval of renewing the Interlocal for Animal Control services with Stephens County.

Northrop explained that this is a renewal of the existing Animal Control Interlocal agreement with Stephens County. There are no changes to the agreement.

Commissioner Fernandez made a motion to approve the updated interlocal agreement for Animal Control services with Stephens County as presented and authorize the City Manager to execute the documents. Commissioner Hamilton seconded the motion. The motion passed 3-0.

22. Discussion and any necessary action regarding approval of an Interlocal for shared use of the Stephens County Law Enforcement Center building.

Northrop explained that this is a renewal of the existing Law Enforcement Building Interlocal agreement with Stephens County. There are no changes to the agreement.

Commissioner Hamilton made a motion to approve the updated Law Enforcement Center Building Interlocal with Stephens County as presented and authorize the City Manager to execute the documents. Commissioner Fernandez seconded the motion. The motion passed 3-0.

23. Discussion and any necessary action regarding award of Construction bid for TWDB CWSRF Wastewater Treatment Plant Improvements Phase 1.

City Manager Northrop stated that this is for Phase 1 of the CWSRF Wastewater Treatment Plant Improvements. Requests for Proposals were advertised, and six bids were received, which were scored and reviewed by staff and engineers. Recommendation is to award the contract to Purcell Contracting.

Commissioner Hamilton made a motion to award the construction for the City of Breckenridge WWTP improvements Phase 1 to Purcell Contracting and authorize the City

Manager to execute the documents. Commissioner Fernandez seconded the motion. The motion passed 3-0.

24. Discussion and any necessary action regarding Resolution 2025-29 directing publication of Notice of Intention to Issue \$1,720,000 in Combination Tax and Surplus Revenue Certificates of Obligation to provide funds for Water System Improvements; and resolving other matters relating to the subject.

City Manager Northrop explained that the City of Breckenridge applied for and received funding through the Texas Water Development Board, Water Loss Assistance Fund for a loan and grant forgiveness for \$5,723,900. The city is responsible for approximately 30% (\$1,720,000) and will receive a grant for 70% (\$4,003,900), and will issue Combination Tax and Surplus Revenue Certificates of Obligation for \$1,720,000. This is the first step of publishing the City's intention to issue debt.

Commissioner Fernandez made a motion to approve Resolution 2025-29 as presented. Commissioner Hamilton seconded the motion. The Motion passed 3-0.

25. Discussion and any necessary action regarding Resolution 2025-28 to accept Steering Committee's recommendation to deny ONCOR's rate case.

Northrop explained that the purpose of this resolution is to deny the rate change application proposed by Oncor recommended by the Steering Committee.

Commissioner Hamilton made a motion to approve Resolution 2025-28 as presented. Commissioner Fernandez seconded the motion. The motion assed 3-0.

EXECUTIVE SESSION

Mayor Sims Convened the meeting into executive session at 6:29 p.m.

Consultation with Attorney

§551.071(1),(2): Consultation with attorney regarding pending or anticipated litigation, or a settlement offer; or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter:

26. Fence contract

Improper agenda language was used for this agenda item. Therefore, it was not discussed during this meeting and will be readdressed during the November 4, 2025, meeting with sufficient agenda language.

Personnel Matters

§551.074: Personnel matters (to deliberate the appointment, employment, evaluation,

reassignment, duties, discipline or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee):

27. City Manager review

Mayor Sims reconvened the meeting into open session at 7:13 p.m. with no action taken.

RECONVENE INTO OPEN SESSIONIVE REQUESTS FROM COMMISSION MEMBERS/STAFF FOR ITEMS TO BE PLACED ON THE NEXT MEETING AGENDA

No requests.

ADJOURN

There being no further business, Mayor Sims adjourned the regular session at 7:13 p.m.

Bob Sims, Mayor

Jessica Sutter, City Secretary