



REGULAR MEETING OF THE BRECKENRIDGE CITY COMMISSION

Tuesday, October 13, 2026, 2026, 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 2
COMMISSIONER, PLACE 3
MAYOR PRO TEM, PLACE 4

KORD TRAMMEL
BLAKE HAMILTON
JUSTIN ROSE
JUNIOR FERNANDEZ
PAUL HUNTINGTON JR. VIA ZOOM

CITY MANAGER
CITY SECRETARY
CITY ATTORNEY
ASSISTANT CITY SECRETARY
FINANCE DIRECTOR
FIRE CHIEF
PUBLIC WORKS DIRECTOR
POLICE CHIEF
CODE ENFORCEMENT OFFICER
DOWNTOWN COORDINATOR

CYNTHIA NORTHROP
JESSICA SUTTER
EILEEN HAYMAN
LACY BOTTS
DIANE LATHAM
MALCOLM BUFKIN
TAYLOR HARDY
BLAKE JOHNSON
J. POTTS
AUSTIN PICCOLO

CALL TO ORDER

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

Invocation Led by Police Chief, Blake Johnson

PLEDGE OF ALLEGIANCE

OPEN FORUM

Vicky Lyons-301 S. Jackson

No action taken.

SPECIAL PRESENTATIONS AND ANNOUNCEMENTS

1. Recognition and presentation of awards for graduates of the 2026 Citizens Academy.
2. City Secretary to administer the Oath of Office to Officers Bryan Burgess and Jacob Hernandez.

No Action Taken

STAFF REPORT

Police Chief

3. Employee of the Month-Elena Arellano

City Manager

4. City Business

Project updates

Main Street Coordinator

City Secretary

5. Upcoming events

10/15 Bulk Pickup

10/20 Family Fun Fest

10/30 Walker St. Trick-or-Treat

No Action Taken-Discussion Only.

CONSENT AGENDA

6. Consider approval of the September 1, 2026, regular commission meeting minutes as recorded.
7. Consider approval of department head reports and monthly investment reports for August 2026.
8. Consider approval of renewal of contract with Chamber of Commerce for HOT funds.
9. Consider approval of Resolution 2026-26 appointment of a member to the Stephens County Appraisal District Board of Directors.

Commissioner Hamilton made a motion to approve consent agenda items 6-9 as presented. Commissioner Rose seconded the motion. The motion passed 5-0

PUBLIC HEARING ITEMS

Mayor Trammel opened the Public Hearing at 5:59 p.m.

10. Conduct a Public Hearing regarding amending Article III "Zoning District Regulations", Section 7.E. "Use Tables" to add tiny homes as a permissible use and/or a use allowed with a conditional use permit in certain zoning districts and amending Article V "Supplementary Development Regulations" to add a definition for "Tiny Homes".
11. Conduct a Public Hearing regarding Amending Article III "Zoning District Regulations", Section 7.E "Use Tables", to add vape shops as permissible use and/or a use allowed with a conditional use permit in the Industrial ("I") Zoning District.

Mayor Trammel closed the Public Hearing at 6:00 p.m. with there being no speakers.

ACTION ITEMS

12. Discussion and any necessary action regarding the BEDC FY 2026-2027 Budget.

Executive Director of the BEDC presented the Fiscal Year 2026-2027 budget.

Commissioner Hamilton made a motion to approve the BEDC FY 2026-2027 budget as presented. Commissioner Rose seconded the motion. The motion passed 5-0.

13. Discussion and any necessary action on approving the Stephens County Appraisal District FY 2026-2027 Budget.

Amy Judkins from the Stephens County Appraisal District presented the FY 2026-2027 budget.

Commissioner Hamilton made a motion to approve the Stephens County Appraisal District FY 2027-2027 budget as presented. Commissioner Fernandez seconded the motion. The motion passed 4-0 with Commissioner Rose abstaining from the vote.

14. Discussion and any action regarding approval of Downtown Revitalization (CDM22-0020) Phase 2 Change-Order.

City Manager, Cynthia Northrop stated that the change order is due to a change from paving to concrete at the intersection of Elm and McCamis because the subgrade was unstable and could not be effectively compacted. The removal of the hot-paving mix resulted in a decrease of \$11, 509.57 and the addition of concrete was an increase of \$40,974.50 making the new contract amount \$254,157.34

Commissioner Rose made a motion to approve the Downtown Revitalization Phase 2 change order as presented, and authorize the City Manager to execute the documents. Commissioner Hamilton seconded the motion. The motion passed 5-0.

15. Discussion and any action regarding Ordinance 2026-23 a proposed amendment to Chapter 22, Zoning, of the Breckenridge Code of Ordinances to Amend Article III “Zoning District Regulations”, Section 7.E. “Use Tables” to add tiny homes as a permissible use or a use allowed with a conditional use permit in certain zoning districts and to Amend Article V “Supplementary Development Regulations” to add a definition for “tiny homes”.

City Manager Northrop explained that during the process of the recent Comprehensive Zoning Update it was discovered that the provision for tiny homes was not included as it was intended to be. This Ordinance³ allows for Tiny Homes in Manufactured Home Districts with a Conditional Use Permit.

Commissioner Hamilton made a motion to approve Ordinance 2026-23 as presented. Commissioner Fernandez seconded the motion. The motion passed 5-0.

16. Discussion and any action regarding Ordinance 2026-22 a proposed amendment to Chapter 22, Zoning, of the Breckenridge Code of Ordinances to amend Article III “Zoning District Regulations”, Section 7.E. “Use Tables” to add vape shops as a permissible use or a use allowed with a conditional use permit in the Industrial (“I”) zoning district.

City Manager Northrop explained that during the August Planning and Zoning Commission meeting, the Commission recommended approval of the proposed zoning update prohibiting vape shops in all zoning districts, with the intent to bring the ordinance back for further consideration to allow vape shops in Industrial zoning districts only. The proposed ordinance amends the zoning regulations to prohibit vape shops in all zoning districts except the Industrial (I) District.

Commissioner Rose made a motion to approve Ordinance 2026-22 as presented. Commissioner Hamilton seconded the motion. The motion passed 5-0.

17. Discussion and any necessary action regarding the purchase of a dump truck for Public Works.

City Manager Northrop explained that the dump truck is utilized for various construction and maintenance activities, including water and sewer line repairs and cleanup operations. The proposed purchase of a 2027 Mack MD7 single-axle dump truck through BuyBoard. This truck will replace the 2013 Hino that does not function and will be placed for auction. Funding for the purchase will come from the fund balances of the Water and Wastewater Funds, as the vehicle supports operations benefiting both departments, including Collections and Distribution (Department 74).

Commissioner Rose made a motion to approve the purchase of a 2027 Mack MD7 Dump truck for Public Works as presented and authorize the City Manager to execute the documents. Commissioner Hamilton seconded the motion. The motion passed 5-0.

18. Discussion and any necessary action regarding Fire Station location.

City Manager Northrop stated that the Stephens County Memorial Hospital Board has requested that the City reconsider the location of the proposed new fire station. The Board recommended returning to the City's original plan to demolish the existing fire station on Elm Street and construct the new facility at that location. Concerns were expressed regarding potential traffic, noise, and limited parking associated with locating the fire station in close proximity to the planned community center, which the Board intends to develop by remodeling the existing YMCA building. City Manager Northrop also noted that the City has advertised the fire station project for sealed bids twice, with no bids received on either occasion.

Commissioner Rose made a motion to approve the request to build the new Fire Station at the existing location and demolish the existing building. Commissioner Fernandez seconded the motion. The motion passed 5-0.

Mayor Trammel convened the meeting into Executive Session at 6:35 p.m.

EXECUTIVE SESSION

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:

19. Open Meetings

Real Property

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

20. 907 N. Shelton

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):

21. City Manager

Mayor Trammel reconvened the meeting into open session at 7:46 p.m.

Commissioner Hamilton made a motion to award the sale of 907 N. Shelton to Jack Eddleman and authorize the City Manager to execute the documents. Commissioner Rose seconded the motion. The motion passed 5-0.

City Manager Cynthia Northrop presented her 45-day resignation, with her last day being November 30, 2026, in accordance with her contract.

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

No requests.

ADJOURN

There being no further business, Mayor Trammel adjourned the regular session at 7:48 p.m.

Kord Trammel, Mayor

Jessica Sutter, City Secretary