



REGULAR MEETING OF THE BRECKENRIDGE CITY COMMISSION

Tuesday, May 6, 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 2
COMMISSIONER, PLACE 4

BOB SIMS
BLAKE HAMILTON
GREG AKERS
ROB DURHAM

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

CYNTHIA NORTHROP
JESSICA SUTTER
BLAKE JOHNSON
MALCOLM BUFKIN
DIANE LATHAM
J. POTTS
KEGAN BURNS

NOT PRESENT

MAYOR PRO TEM, PLACE 3

VINCE MOORE

CALL TO ORDER

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

Invocation led by Stacy Harrison

PLEDGE OF ALLEGIANCE

OPEN FORUM

Dale Garner-AEL

No Action Taken

STAFF REPORT

Police Chief

1. Employee of the Month-Joceyln Boggs

City Manager

2. City Business

Introduce Kegan Burns, New Public Works Director

Stephens County Appraisal District estimated numbers

Budget update-Strategic Plan next steps

Comprehensive Development Plan-Zoning update, next steps

3. Upcoming Events

05/04-05/10 Municipal Clerks Week

05/11-05/17 National Police Week

05/13 Special Meeting/Canvass Votes

05/15 Bulk Pickup

05/18-05/24 Public Works Week

No Action Taken

CONSENT AGENDA.

4. Consider approval of the April 1, 2025, regular commission meeting minutes as recorded.
5. Consider approval of the April 16, 2025, special commission meeting minutes as recorded.
6. Consider approval of the FY 2024-2025 Annual Audit Engagement Letter.
7. Consider approval of Resolution 2025-07 appointing the City Health Authority.
8. Consider approval of department head reports and monthly investment reports for March 2025.
9. Consider approval of a proclamation recognizing May 4-10 as Municipal Clerk Week.

Commissioner Durham made a motion to approve consent agenda items 4-9 as presented. Commissioner Hamilton seconded the motion. The motion passed 4-0.

PUBLIC HEARING ITEMS

Mayor Sims opened the Public Hearing at 5:46 p.m.

10. Conduct a public hearing regarding an amendment to the zoning ordinance to specify permissible residential uses for recreational vehicles within the City of Breckenridge.
11. Conduct a public hearing regarding a request to replat the property located at 1200 W. 2nd (currently legally described as Mountain Heights Addition, Block 5, Lots 1, 2, & 3) into two lots. The owner plans to place a mobile home on the north lot.

No Speakers

Mayor Sims closed the Public Hearing at 5:48 p.m.

ACTION ITEMS

12. Discussion and any necessary action regarding a request to replat the property currently legally described as Mountain Heights Addition, Block 5, Lots 1, 2, & 3 into two lots. The owner plans to place a mobile home on the north lot.

City Manager, Cynthia Northrop, reviewed the request replat. The property currently consists of three lots, with a mobile home on the south half of the lot. The owner plans to split the property into two lots and place a mobile home on the north lot. Planning and Zoning Commission met on Monday, April 28, 2025, and recommended approval unanimously.

Commissioner Hamilton made a motion to approve the replat as presented. Commissioner Akers seconded the motion. The motion passed 4-0.

13. Discussion and any necessary action regarding approval of Ordinance 2025-07 amending Chapter 22 “Zoning” of the Breckenridge Code of Ordinances.

City Manager Northrop explained that this Ordinance will clarify (along with existing use chart) that an RV cannot be used as a residence in a residential zoned area. Currently, this issue is addressed in Chapter 20, Section 51, which prohibits RV storage, parking, or maintenance on a driveway, side yard, or front yard for a continuous period of more than twenty-four hours. The Planning and Zoning Commission met on Monday, April 28, 2025, and recommended approval unanimously.

Commissioner Akers made a motion to approve Ordinance 2025-07 as presented. Commissioner Durham seconded the motion. The motion passed 4-0.

14. Discussion and any necessary action regarding approval of Resolution 2025-08 canceling the approved replat to the property known as 105 N. Rose (legally described as Lots 1, 2, 3, and East Half of Lot 4, Block 7, Original Town of Breckenridge) and property known as 317 W. Elm, (legally described as Lots 5, 6 and the West half of Lot 4, Block 7, Original Town of Breckenridge).

Planning and Zoning Commission approved a replat on February 24, 2025, and the City Commission approved the same replat on March 4, 2025. The owner has not recorded the replat and has requested that the City's approval of the replat be cancelled. The owner would like to proceed with alternate plans for the development of the property. The Planning and Zoning Commission met on Monday, April 28, 2025, and recommended approval of the cancellation unanimously.

Commissioner Hamilton made a motion to approve Resolution 2025-08 as presented. Commissioner Akers seconded the motion. The motion passed 4-0.

15. Discussion and any necessary action approving the first reading of Resolution 2025-10 regarding the Breckenridge EDC and Soggy Dog Wine and Brew Performance Agreement.

On April 1, 2025, Commissioners approved the Breckenridge Economic Development Commission's recommendation to provide an incentive to Soggy Dog Wine and Brew. There was incomplete information in what was approved. This resolution provides clarification for what BEDC approved, including a \$60,000 forgivable loan prorated on \$250,000 annual payroll, \$25,000 forgivable loan prorated on \$5,000 of Sales Tax Collections, \$43,710 one-time grant, and \$10,000 one-time grant at the grand opening.

Commissioner Hamilton made a motion to approve Resolution 2025-10 as presented. Commissioner Durham seconded the motion. The motion passed 3-0 with Commissioner Akers abstaining due to conflict of interest.

16. Discussion and any necessary action regarding Ordinance 2025-11 conveying a portion of Morningside Drive in the Country Club Estate Addition of the City of Breckenridge.

City Manager Northrop explained that the owner of the property has requested to close the portion of Morningside Drive south of the southern boundary line of Lot 7, Block G of the Country Club Estate addition. The property owner owns both sides of the right-of-way and does not have plans to develop the property. The Ordinance will convey the right-of-way to the property owner but will retain a utility easement for the City and other utility providers.

Commissioner Akers made a motion to approve Ordinance 205-11 as presented. Commissioner Hamilton seconded the motion. The motion passed 4-0.

17. Discussion and any necessary action regarding Ordinance 2025-08 amending various sections in Article 1, Chapter 5 of the Breckenridge Code of Ordinances to update the phrase dangerous buildings to Substandard building.

City Manager Northrop explained that this update will update the phrase 'dangerous' in our Code of Ordinances to 'substandard' to help clarify and aid in a better understanding for residents as well as aid the Code Enforcement Officer in gaining compliance.

Commissioner Hamilton made a motion to approve Ordinance 2025-08 as presented. Commissioner Durham seconded the motion. The motion passed 4-0.

18. Discussion and any necessary action regarding Ordinance 2025-09 amending Chapter 5 “Buildings and Structures”, Article V “Flood Damage Prevention”, Section 5-88 “Floodways” of the Breckenridge Code of Ordinances.

City Manager Northrop reviewed the amendment to Section 5-88 of the Code of Ordinances. The update will ensure that it covers both high-risk (floodways) and moderate-risk (floodplains) areas as defined by FEMA, supporting community resilience and continued NFIP eligibility.

Commissioner Akers made a motion to approve Ordinance 2025-09 as presented. Commissioner Hamilton seconded the motion. The motion passed 4-0.

19. Discussion or any necessary action regarding approval of Ordinance 2025-10 amending Chapter 10, Article I, Division 2, Section 10-8 of the Breckenridge Code of Ordinances to remove the requirement that notification be sent by certified mail.

The Current Ordinance requires the city to send notification of code violations via certified mail. This is not a requirement of state statutes and most cities do not require this step. This Ordinance will remove the requirement of notifications to be sent via certified mail and allow Code Enforcement to send notifications via regular mail.

Commissioner Hamilton made a motion to approve Ordinance 2025-10 as presented. Commissioner Durham seconded the motion. The motion passed 4-0.

20. Discussion and any necessary action regarding the award of bid for Solid Waste Services.

City Manager, Cynthia Northrop reviewed the four submissions that were received; AEL, CWS, Frontier Waste Solutions, and Republic Services. A committee reviewed the submissions and scored each submission which was provided to commissioners; recommending Republic as the best bid.

Commissioner Akers made a motion to award the Solid Waste Bid contract to Republic Services and authorize the City Manager to negotiate the contract. Commissioner Hamilton seconded the motion. The motion passed 4-0.

21. Discussion and any necessary action regarding Stephens County Interlocal Agreement for Demo of Substandard homes.

City Manager Northrop explained that the City Commission and County Commissioners met last summer regarding updating several interlocal agreements. One of those agreements is codification of a partnership between the city, Stephens County and Breckenridge Economic Development Corporation, where BEDC provides seed money to support the City’s efforts to address substandard/dangerous homes in Breckenridge and the County Commissioners agree to provide the labor and equipment to demolish homes that have been declared dangerous buildings by the City Commissioners. County Commissioners have approved a \$4,000 payment per home demolished with disposal in the city’s monofil, and the BEDC has agreed to this amount with a cap of \$20,000 annually.

Commissioner Akers made a motion to approve the updated Stephens County Interlocal Agreement for Demolition of Substandard Homes as presented. Commissioner Hamilton seconded the motion. The motion passed 4-0.

22. Discussion and any necessary action regarding award of construction bid for TWDB DWSRF project.

Sage Diller with eHT reviewed the submissions that were received by Raydon Inc, and Fambro Construction for City's Texas Water Development Board project for the replacement of old cast iron water lines and the installation of new PVC, valves, and fire hydrants, recommending Raydon, Inc. as lowest and best bid.

Commissioner Hamilton made a motion to award the TWDB DWSRF Construction to the lowest and best bidder, Raydon Inc., and authorize the City Manager to negotiate the contract. Commissioner Durham seconded the motion. The motion passed 4-0.

23. Discussion and any necessary action regarding approval of Resolution 2025-09 supporting TXDOT's 2025 Transportation Alternatives Set-Aside (TA) call for projects.

City Manager Northrop explained that this Resolution is to express the City's support for TXDOT project to improve sidewalks and ADA improvements on the north and south side of Highway 180 between Wilson and Sunset Blvd.

Commissioner Akers made a motion to approve Resolution 2025-09 as presented. Commissioner Durham seconded the motion. The motion passed 4-0.

RECEIVE 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 6:34 p.m.

Bob Sims, Mayor

Jessica Sutter, City Secretary