



REGULAR MEETING OF THE BRECKENRIDGE CITY COMMISSION

Tuesday, August 4, 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.

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

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

CALL TO ORDER

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

Invocation led by Will Anderson of Lighthouse Church

PLEDGE OF ALLEGIANCE

OPEN FORUM

GaryTrammel-703 W. Hullum

No action taken.

STAFF REPORT

City Manager

1. City Business

Employee of the Month-Malcolm Bufkin

Project updates

City Secretary

2. Upcoming Events

08/10 Citizens Academy

08/20 Bulk Pickup

08/25 Public Hearing on Tax Rate

No Action Taken-Discussion Only.

CONSENT AGENDA

3. Consider approval of the July 7, 2026, regular commission meeting minutes as recorded.
4. Consider approval of department head reports and monthly investment reports for June 2026.
5. Consider approval of the agreement between the City of Breckenridge and the Breckenridge Library and Fine Arts Foundation.

Commissioner Hamilton made a motion to approve consent agenda items 3-5 as presented. Mayor Pro Tem Huntington seconded the motion. The motion passed 5-0

PUBLIC HEARING ITEMS

Mayor Trammel opened the Public Hearing at 5:38 p.m.

6. Conduct a Public Hearing regarding amending Table 12 "Light Industrial Manufacturing Uses", Section 7.E "Use Tables" of Chapter 22 "Zoning" of the Breckenridge Code of Ordinances to add "Wind Turbine Recycling Facility" as a permissible use in property zoned Industrial "I" District.

No Speakers

7. Conduct a Public Hearing regarding amending Table 2 "Residential Uses", Section 7.E "Use Tables" of Chapter 22 "Zoning" of the Breckenridge Code of Ordinances to allow

Manufactured Homes in certain Single-Family Residential zoning districts with a Conditional Use Permit.

No Speakers

8. Conduct a Public Hearing regarding a request for a conditional use permit for a manufactured Home on property known as 309 Dallas zoned as Single-Family Residential (SF 7.5), if the amendment to the Zoning Ordinance amending Table 2 "Residential Uses", Section 7.E "Use Tables" of Chapter 22 "Zoning" is approved.

William Thompson-5 Sendero Rd.

9. Conduct a Public Hearing regarding amending Chapter 22 "Zoning" of the Breckenridge Code of Ordinances by amending Table 8 "General Business Retail Uses" to Add "Vape Shops" as a Use which is prohibited in all zoning districts and amending Section 30 "Definitions" to establish a Definition for "Vape Shop".

No Speakers

10. Conduct a 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:

411 W. Wheeler – Original Addition, Block 53, Lot E/45 of W/105 of N/108

No Speakers

310 N. Butte – East Breckenridge Addition, Block 20, Lot S/65 of 11 & 12

Charity Stovall-413 N Butte St.

1101 N. Harvey – Mountain Heights Addition, Block 10, Lot 1-4

No Speakers

909 N. Smith – Abstract 119, Tract W/2 of SE/4, Tract 6, A (104X155), LAL Sec 4

Justin Reed-911 N. Smith St.

601 E. Gaddis – Hi Mount Addition, Block 12, Lot W/100 of 1 & 2

No Speakers

803 W. Hullum – Holloman's Addition, Block 1, Lot W/16 of 2, E/2 of 3

No Speakers

301 N. Butte – East Breckenridge Addition, Block 23, Lot 5 & 6

No Speakers

No Speakers

Mayor Trammel closed the Public Hearing at 5:44 p.m.

ACTION ITEMS

11. Discussion and any necessary action regarding approval of NewGen Rate Study recommendation for Water/Wastewater Rate increase.

City Manager Cynthia Northrop stated that the City previously contracted with NewGen in 2020 for a water and wastewater rate study and has again contracted with NewGen for an updated study to ensure rates remain appropriate to cover system operations and maintenance costs. Chris Ekrut with NewGen Strategies & Solutions LLC presented the 2026 findings, explaining that the Water and Wastewater Funds are enterprise funds and must generate sufficient revenue to support operations. He discussed rising operational costs, aging infrastructure, and an oversized system, and presented three rate increase scenarios: 4.83%, 4.48%, and 4.14% annually. Commissioners reviewed and discussed the findings and proposed scenarios.

Commissioner Rose made a motion to approve option 3 (4.14%) of the NewGen Rate study for Water/Wastewater Rate increases effective October 1, 2026. Commissioner Hamilton seconded the motion. The motion passed 5-0.

12. Discussion and any necessary action regarding whether the buildings on the eight 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

City Manager Northrop reviewed the procedures for declaring substandard buildings under Chapter 5, Article 1 of the Code of Ordinances. She noted that all required staff actions and notices had been completed and that the properties were now before the Commission for action. Staff recommended demolition of the vacant structures, and Commissioners were provided the enforcement history, notice dates, and proof of required postings.

411 W. Wheeler-No communication or response to the notifications have been received from the current owner. Commissioner Hamilton made a motion to declare 411 W. Wheeler a dangerous building and order that the owner demolish and remove the building within 30 days. Mayor Pro Tem Huntington seconded the motion. The motion passed 5-0

310 N. Butte-The owner applied for a building permit in 2024 but never began construction. In July of 2026, a building permit application was emailed to the owner after request but the application was never returned. Commissioner Hamilton made a motion to declare 310 N. Butte a dangerous building and order that the owner demolish and remove the building within 30 days. Commissioner Rose seconded the motion. The motion passed 5-0.

1101 N. Harvey-Owner called in June said he planned to demolish the home and would come in with a plan but never did so. Commissioner Rose made a motion to declare 1101 N. Harvey a dangerous building and order that the owner demolish the building within 30 days. Commissioner Hamilton seconded the motion. The motion passed 5-0.

909 N. Smith-Owner Justin Reed was present and stated that he is working on demolishing the building but will need more time to complete the process. He has been clearing trees to prepare for demolition of the property. Commissioner Rose made a motion to declare 909 N. Smith a dangerous building and order that the owner demolish and remove the building within 180 days. Commissioner Hamilton seconded the motion. The motion passed 5-0.

601 E. Gaddis-there has been no contact or response from the owners. Commissioner Hamilton made a motion to declare 601 E. Gaddis a dangerous building and order that the owner demolish and remove the building within 30 days. Commissioner Rose seconded the motion. The motion passed 5-0.

803 W. Hullum-This house was ordered to be torn down in 2023, then was sold by the county in a tax sale before it could be demolished. The County notified the owners at the sale that the property was a substandard home. The City then had to restart the notification process for the new owners. There has been no response to any letters. Commissioner Hamilton made a motion to declare 803 W. Hullum a dangerous building and order that the owners demolish the building within 30 days. Commissioner Rose seconded the motion. The motion passed 5-0.

301 N. Butte-There has been no contact or response from the owners. Mayor Pro Tem Huntington made a motion to declare 301 N. Butte a dangerous building and order that the owner demolish and remove the building within 30 days. Commissioner Fernandez seconded the motion. The motion passed 5-0.

1100 E. Walker-This property was purchased during a tax sale. The owners initially began construction on the property, then ceased repairs. One Certified letter was returned and one letter was signed for. There has been no contact with the owner regarding these notices. The city did cut the grass for the property owner. Commissioner Hamilton made a motion to declare 1100 E. Walker a dangerous building and order that the owners demolish and remove the building within 30 days. Commissioner Rose Seconded the motion. The motion passed 5-0.

13. Discussion and any necessary action regarding approval of Ordinance 2026-11 regarding a proposed amendment to Chapter 22, Zoning, of the Breckenridge Code of Ordinances to add "Wind Turbine Recycling Facility" as a Permissible Use in Industrial "I" Zoning Districts.

City Manager Northrop explained that Cutting Wind, a wind turbine blade recycling company, has expressed interest in purchasing a location in the City to operate its business. Currently, wind turbine recycling is not a permissible use under the City's zoning ordinance. The proposed Ordinance would update the zoning use table to allow a Wind Turbine Recycling Facility as a permissible use. The proposed manufacturing operation is projected to promote sustainable industrial development and economic growth through job creation,

increased tax revenue, recycling and beneficial reuse of difficult-to-dispose-of composite materials, and environmentally responsible manufacturing practices. Rob Piscatelli of Cutting Wind presented information to the Commission regarding the company's anticipated operations and procedures.

Commissioner Hamilton made a motion to approve Ordinance 2026-11 as presented. Commissioner Rose seconded the motion. The motion passed 5-0.

14. Discussion and any necessary action regarding approval of Ordinance 2026-12 a proposed amendment to Chapter 22, Zoning, of the Breckenridge Code of Ordinances to add "Manufactured Homes" as a Permissible Use with a Conditional Use Permit in Certain Additional Residential Zoning Districts.

City Manager Northrop reviewed the proposed amendment to the Zoning Ordinance to allow Manufactured Homes as a permissible use, subject to a Conditional Use Permit, in certain additional zoning districts. She explained that while this would allow more Manufactured Homes than originally anticipated in the recent Comprehensive Plan, requiring a Conditional Use Permit would provide the Planning and Zoning Commission and City Commission with oversight of individual requests and placement in these districts. The Conditional Use Permit process was presented as preferable to changing the zoning designation. The Planning and Zoning Commission considered the proposed ordinance on August 3, 2026, and unanimously recommended approval to the City Commission.

Commissioner Rose made a motion to approve Ordinance 2026-12 as presented. Commissioner Hamilton seconded the motion. The motion passed 5-0

15. Discussion and any necessary action regarding adoption of Ordinance 2026-13 granting a Conditional Use Permit for placement of a Manufactured Home on Property Known as 309 Dallas which is in a Single-Family Residential (SF 7.5) Zoning District.

The property owner of approximately 4.78 acres located at 309 Dallas requested a Conditional Use Permit to allow placement of a Manufactured Home in the SF-7.5 zoning district. The property is intended for single-family residential use. There are no other properties located within 200 feet of the property, providing adequate separation and maintaining the rural, low-density character of the area. The Planning and Zoning Commissioner recommended approving the Ordinance with specific revisions, which have been made.

Commissioner Rose made a motion to approve Ordinance 2026-13 as presented. Commissioner Hamilton seconded the motion. The motion passed 5-0.

16. Discussion and any action regarding amending Chapter 22 "Zoning" of the Breckenridge Code of Ordinances by Amending Table 8 "General Business Retail Uses" to Add "Vape Shops" as a Use Which is Prohibited in All Zoning Districts and Amending Section 30 "Definitions" to Establish a Definition for "Vape Shop".

City Manager Northrop stated that the proposed Ordinance would prohibit vape shops in all zoning districts and establish a definition for “vape shop” in the City’s zoning ordinance. The proposed amendments were presented in response to the increase in vape shops throughout the City and concerns expressed by residents. The Planning and Zoning Commission met on August 3, 2026, and voted 4-1 to recommend approval, with Commissioner Brennan voting against. The Commission also requested that the matter be placed on a future agenda to consider allowing vape shops in Industrial zoning districts.

Commissioner Hamilton made a motion to approve Ordinance 2026-14 amending Chapter 22 “Zoning” of the Breckenridge Code of Ordinances by amending Table 8 “General Business Retail Uses” to add “Vape Shops” as a Use which is prohibited in all zoning districts and amending Section 30 “Definitions” to establish a definition for “Vape Shops”. Commissioner Rose seconded the motion. The motion passed 5-0.

17. Discussion and any necessary action regarding approval of Resolution 2026-19 accepting the 2026 Certified Appraisal Roll.

City Manager Northrop presented the 2026 Tax Appraisal Roll as prepared by the Stephens County Appraisal District.

Commissioner Rose made a motion to approve Resolution 2026-19 approving the 2026 Certified Appraisal Roll. Commissioner Hamilton seconded the motion. The motion passed 5-0.

18. Discussion and any necessary action regarding approval of Resolution 2026-20 BISD Homecoming Parade.

City Secretary, Jessica Sutter, reviewed a request by Breckenridge Independent School District for Temporary Closure of Texas Highway 180 in order to host a homecoming parade on September 2, 2026. They plan to use the same route that has been approved by BISD and Staff.

Commissioner Hamilton made a motion to approve Resolution 2026-20 as presented. Mayor Pro Tem Huntington seconded the motion. The motion passed 5-0.

19. Consider approval of Resolution 2026-21 designating the Albany News as the Official Newspaper of the City of Breckenridge for public notices effective August 4, 2026, through September 30, 2026, and designating the Abilene Reporter-News as the official newspaper for ordinance publications in accordance with Section 4.24 of the City Charter.

City Secretary Jessica Sutter discussed the designation of the City’s official newspapers following the cessation of publication by the Breckenridge American. The Albany News was recommended for required public notices effective August 4, 2026, through September 30, 2026, due to its lower publication costs and compliance with state requirements. However, because the Albany News does not yet meet the City Charter’s one-year publication requirement for ordinance notices, the Abilene Reporter-News was recommended for

ordinance publications. Sutter noted the City's goal of eventually using a single newspaper once the Albany News meets the Charter requirements.

Commissioner Hamilton made a motion to approve Resolution 2026-21 as presented. Commissioner Rose seconded the motion. The motion passed 5-0.

20. Discussion and any necessary action regarding approval of Interlocal Agreement with Young County, Texas for the purpose of funding a bond supervision officer.

City Manager Northrop presented a proposed Interlocal Agreement between Young County, Stephens County, the City of Graham, the City of Olney, and the City of Breckenridge to share the cost of an employee responsible for the supervision and management of probationers within each participating jurisdiction. The annual contribution for this is \$9,615.00

Mayor Pro Tem Huntington made a motion to approve an Interlocal Agreement with Young County for the purpose of funding a Bond Supervision Officer. Commissioner Fernandez seconded the motion. The motion passed 5-0.

21. Discussion and any necessary action regarding approval of Ordinance 2026-15 providing for the Abandonment, Vacation, and Closure of Certain Streets within the Hi-Mount Addition and Providing for the Conveyance of Said Property.

City Manager Northrop presented a request from Chad Townson to close streets within the Hi-Mount Addition of the Lunatic Asylum Lands that are located within the City limits. Staff reported that the Addition was never developed or officially dedicated, and no documentation was found confirming the City's acceptance of the streets. An ordinance was prepared to close the streets within the City limits to the extent legally authorized and convey the property to the abutting property owners.

Mayor Pro Tem Huntington made a motion to approve Ordinance 2026-15 as presented. Commissioner Rose seconded the motion. The motion passed 5-0.

22. Discussion and any action regarding approval of Resolution 2026-22: Declaring Surplus Property.

City Manager Northrop reported that the Fire Department received a grant for a new air compressor to replace its 30-year-old unit. Staff are requesting that the existing compressor be declared surplus so it may be exchanged with the Albany Fire Department for air bottles.

Mayor Pro Tem Hamilton made a motion to approve Resolution 2026-22 as presented. Commissioner Fernandez seconded the motion. The motion passed 5-0.

23. Discussion and any necessary action regarding FY 2026-2027 Budget.

City Manager Cynthia Northrop presented the proposed Fiscal Year 2026-2027 budget. Northrop requested feedback from Commissioners, All expressed they agree with the direction things are going and presented no change requests at this time. No action was taken.

24. Discussion and any necessary action to schedule August 25, 2026, for Public Hearing on the proposed tax rate, discuss tax rate, NNR, and Voter Approval Rate, De Minimus Rate and take a record vote.

Commissioner Hamilton made a motion to approve scheduling August 25, 2026, for a Public Hearing on the Proposed Tax Rate. Mayor Pro Tem Huntington seconded the motion. City Secretary Jessica Sutter took a roll call vote with Mayor Trammel Voting Yay, Commissioner Hamilton Voting Yay, Commissioner Rose voting Yay, Commissioner Fernandez voting Yay, and Mayor Pro Tem Huntington Voting Yay. The motion passed 5-0.

25. Discussion and any necessary action regarding setting a Public Hearing to consider FY 2026/2027 proposed budget on September 1, 2026.

Commissioner Hamilton made a motion to approve setting a Public Hearing to consider the FY 2026/2027 proposed budget on September 1, 2026. Commissioner Rose seconded the motion. The motion passed 5-0.

Mayor Trammel convened the meeting into Executive Session at 7:52 p.m.

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:

26. YMCA
27. 120 W. Elm
28. 1305 W. 1st - Mountain Heights Addition, Block 16, Lot 18
29. 601 N. Harvey - Mountain Heights Addition, Block 15, Lot 1, E/40 of 2

Mayor Trammel reconvened the meeting into open session at 8:09 p.m.

Commissioner Hamilton left the meeting at 8:09 p.m.

Commissioner Rose made a motion to approve Resolution 2026-23, authorizing the donation of real property located at 300 East Walker to the Stephens Memorial Hospital District. Commissioner Fernandez seconded the motion. The motion passed 4-0.

Commissioner Rose made a motion to rescind the City Commission's action of July 7, 2026, awarding the bid for 1305 W 1st to Bob Eddleman due to inaccuracies in the bid summary presented to the commissioner. Commissioner Fernandez seconded the motion. The motion passed 4-0.

Commissioner Rose made a motion to approve Kenneth Boyd's bid for the property located at 1305 W. 1st and authorize the City Manager to finalize and sign all documents necessary to finalize the sale of the property. Commissioner Fernandez seconded the motion. The motion passed 4-0.

Commissioner Rose made a motion to rescind the City Commission's action of July 7, 2026, awarding the bid for 601 N. Harvey to Jeffery Skidmore due to inaccuracies in the bid summary presented to the Commission. Commissioner Fernandez seconded the motion. The motion passed 4-0.

Commissioner Rose made a motion to approve Bob Eddleman's bid for the property located at 601 N. Harvey and authorize the City Manager to finalize and sign all documents necessary to finalize the sale of the property. Commissioner Fernandez seconded the motion. The motion passed 4-0.

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 8:11 p.m.

Kord Trammel, Mayor

Jessica Sutter, City Secretary