

REGULAR MEETING OF THE BRECKENRIDGE CITY COMMISSION



Tuesday, March 3, 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 4

BOB SIMS
BLAKE HAMILTON
PAUL HUNTINGTON JR.

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

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

NOT PRESENT

MAYOR PRO TEM, PLACE 2
COMMISSIONER, PLACE 3

GREG AKERS
JUNIOR FERNANDEZ

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

STAFF REPORT

City Manager

1. City Business

Employee of the Month-J.Potts

Citizens Academy update

City Secretary

2. Upcoming Events

03/02 Brush Pickup begins-Zone B

03/19 Bulk Pickup

04/03 City Offices Closed in observance of Good Friday

Police Chief

3. Introduction of Animal Control Officer-Clasha Taylor

Discussion only. No Action Taken

CONSENT AGENDA.

4. Consider approval of department head reports and monthly investment reports for January 2026.
5. Consider approval of the February 10, 2026, regular commission meeting minutes as recorded.
6. Consider approval of Resolution 2026-08 authorizing the application of a Criminal Justice Division Grant through the Governor's office to purchase new equipment for Law Enforcement.

Commissioner Hamilton made a motion to approve consent agenda items 4-6 as presented. Commissioner Huntington seconded the motion. The motion passed 3-0.

PUBLIC HEARING ITEMS

7. Conduct a public hearing to consider the annexation of property described as 33.08 acres of land out of the Jim Purcell Survey, also known as Section 6, Lunatic Asylum Lands, A-1223, Stephens County, Texas into the City limits of the City of Breckenridge.

With there being no speakers, Mayor Sims closed the Public Hearing at 5:36 p.m.

ACTION ITEMS

8. Discussion and any necessary action regarding approval of Stephens County Appraisal District annual report.

Will Thompson, Chief Appraiser with the Stephens County Appraisal District presented the annual report.

Commissioner Huntington made a motion to approve the Stephens County Appraisal District annual report as presented. Commissioner Hamilton seconded the motion. The motion passed 3-0.

9. Discussion and any necessary action regarding approval of onboarding NewGen Strategies and Solutions for an updated water/wastewater rate study.

City Manager Northrop explained that in 2021 the City conducted a water/wastewater rate study. That rate study resulted in a schedule of rate increases that would assist in funding the maintenance and operations of the system. This agenda item is the approval of an updated rate study to determine appropriate rates.

Commissioner Hamilton made a motion to approve the 2026 Water and Wastewater rate study and authorize the City Manager to execute the documents. Commissioner Hamilton seconded the motion. The motion passed 3-0.

10. Discussion and any necessary action regarding an Annexation Services Agreement with Breckenridge Economic Development Corporation for the 33.08 tract out of the Jim Purcell Survey, also known as Section 6, Lunatic Asylum Lands, A-1223, Stephens County, Texas (located north of Walmart).

City Manager Cynthis Northrop stated that the Breckenridge Economic Corporation owns this tract of land and has petitioned the city to annex the land into the city limits. They have a plan to develop this land to include single-family, Townhomes, and retail uses. This is a voluntary annexation that requires the city to enter into a written agreement with the BEDC for city services.

Commissioner Hamilton made a motion to approve the annexation services agreement as presented. Commissioner Huntington seconded the motion. The motion passed 3-0.

11. Discussion and any necessary action regarding Ordinance No. 2026-05 Annexing the 33.08-acre tract (out of the Jim Purcell Survey, also known as Section 6, Lunatic Asylum Lands, A-1223, Stephens County, Texas, located north of Walmart) described above into the City limits of the City of Breckenridge.

Northrop explained that this ordinance annexes the property owned by the BEDC into the city limits.

Commissioner Huntington made a motion to approve Ordinance 2026-05 as presented. Commissioner Hamilton seconded the motion. The motion passed 3-0.

12. Discussion and any necessary action regarding Consent to Encroachment for 701 W. Hullum, Breckenridge, TX 76424

This property is currently encroaching on the street right-of-way. The recommended action to resolve the issue is to approve the consent to encroachment, which preserves a consistent street right-of- way and allows encroachment to remain in the city’s right-of-way.

Commissioner Hamilton made a motion to approve consent to encroachment for 701 W. Hullum as presented. Commissioner Huntington seconded the motion. The motion passed 3-0.

13. Discussion and any necessary action regarding award of Engineering Contract for the Texas Parks and Wildlife grant award for a Splash Pad.

Northrop stated that a Request for Engineering Qualifications was advertised, and two proposals were received. A committee evaluated the proposals, and it is recommended that Jacob Martin be selected.

Commissioner Huntington made a motion to approve the selection of Jacob Martin for the engineering contract for the Texas Parks and Wildlife Grant and authorize the City Manager to negotiate and finalize the contract. Commissioner Hamilton seconded the motion. The motion passed 3-0.

14. Discussion and any necessary action regarding Street Improvement Phase 3, Change-order #2.

City Manager Northrop presented the change order, stating that this is the second change order for phase 3 of the Street Improvement plan. The change order will increase the time of the contract from 180 days to 240 days and include an increased price of \$160,596.25 for a total contract price of \$2,874,134.80.

Commissioner Hamilton made a motion to approve change order #2 to the Street Improvement Project Phase 3 and authorize the City Manager to execute the documents. Commissioner Huntington seconded the motion. The motion passed 3-0.

15. Discussion and any necessary action regarding approval of Ordinance 2026-04 amending Chapter 13 “Occupational Licenses and Regulations”, Article VI “Gaming Machines” of the Breckenridge Code of Ordinances.

In March of 2025, Commissioners passed an Ordinance updating the gaming machine ordinance in order to streamline the process. This ordinance updated the per machine fee and clarifies that a permit is required for individual gaming machines.

Commissioner Huntington made a motion to approve Ordinance 2026-04 as presented. Commissioner Hamilton seconded the motion. The motion passed 3-0.

16. Discussion and any necessary action regarding the request from Junior Buckaroo Academy to be exempt from property taxes.

City Manager Northrop stated that the city has received a request from Junior Buckaroo Academy requesting an exemption from property taxes.

Commissioner Huntington made a motion to not approve the request from Junior Buckaroo Academy to be exempt from property taxes. Commissioner Hamilton seconded the motion. The motion passed 3-0.

Mayor Sims convened the meeting into Executive Session at 5:53 p.m.

EXECUTIVE SESSION

Pursuant to Texas Government Code, Chapter 551, Texas Open Meetings Act (the "Act"), the 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:

17. Fire Station

Mayor Sims convened the meeting into open session at 5:58 p.m. with no action taken.

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 5:59 p.m.

Bob Sims, Mayor

Jessica Sutter, City Secretary

