

# REGULAR MEETING OF THE BRECKENRIDGE CITY COMMISSION



Tuesday, July 2, 2024, at 5:30 PM  
Breckenridge City Offices Commission Chambers  
105 North Rose Avenue  
Breckenridge, Texas 76424

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## MINUTES

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

### PRESENT

MAYOR  
COMMISSIONER, PLACE 2  
COMMISSIONER, PLACE 3  
MAYOR PRO TEM, PLACE 4

BOB SIMS  
GREG AKERS  
VINCE MOORE  
GARY MERCER

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

CYNTHIA NORTHROP  
JESSICA SUTTER  
EILEEN HAYMAN  
BLAKE JOHNSON  
STACY HARRISON  
MALCOLM BUFKIN  
DIANE LATHAM

### NOT PRESENT

COMMISSIONER, PLACE 1

BLAKE HAMILTON

### CALL TO ORDER

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

**Invocation** led by Steve Spoon of Real Church

### PLEDGE OF ALLEGIANCE

### OPEN FORUM

Elizabeth Power-1311 Renee St.

No Action Taken

**STAFF REPORT**

*(Staff Reports are for discussion only. No action may be taken on items listed under this portion of the agenda, other than to provide general direction to staff or to direct staff to place such items of a future agenda for action.)*

**City Manager**

1. City Business

Fire Ad Hoc Committee update

Downtown Revitalization Project update

Splashpad update

Department Head reports

2. Upcoming Events

July 4 City offices closed in observance of Independence Day

July 18 Bulk Pickup

**Fire Chief**

3. Employee of the Month-Christi Tidrow

No Action Taken

**PUBLIC HEARING ITEMS**

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

4. Conduct a final public hearing for the Breckenridge Comprehensive Plan - TxCDBG Contract #CPC21-0522.

Ken Coignet-Public Management

Mayor Sims closed the Public Hearing at 5:50 p.m.

**CONSENT AGENDA**

*Any commission member may request an item on the Consent Agenda to be taken up for individual consideration.*

5. Consider approval of the June 4, 2024, Regular Commission Meeting minutes as recorded.

6. Consider approval of Resolution 2024-16 City of Breckenridge Investment Policy

7. Discussion and any necessary action regarding approval of Ordinance 2024-11 approving the City of Breckenridge Water Conservation Plan and Drought Contingency Plan.

Mayor Pro-Tem Moore made a motion to approve consent agenda items 5-7 as presented. Commissioner Mercer seconded the motion. The motion passed 4-0.

## EXECUTIVE SESSION

Mayor Sims Convened the meeting into Executive Session at 5:52 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:*

8. Animal Control

Mayor Sims Reconvened the meeting into open session at 6:42 p.m. with no action taken.

## ACTION ITEMS

9. Discussion and any necessary action regarding a requested replat to the property at 303 S. Jackson, currently legally described as Walker Caldwell 11 Addition, Block 35, Lots 8,9, & N/48 of 10, into two lots (one lot will measure 8,400 square feet and the other 12,320 square feet). The property owner intends to sell these lots.

The current property is two and a half vacant lots. The property owner would like to replat this property into two lots and sell them. The Planning and Zoning Commission reviewed the replat during a meeting held on Tuesday, June 25, 2024, and recommended approval of the replat unanimously.

Commissioner Mercer made a motion to approve the Planning and Zoning Commission's recommendation to replat the property at 303 S. Jackson as presented. Mayor Pro-Tem Moore seconded the motion. The Motion passed 4-0

10. Discussion and any necessary action regarding Ordinance 2024-12; updating Chapter 4: Animals and Fowl.

City Manager Cynthia Northrop stated the staff is recommending updating Chapter 4, Animals and Fowl, to be in alignment with the latest state regulations regarding animal control as well as cleaning up items according to policy and practice.

Commissioner Akers made a motion to approve Ordinance 2024-12 updating Chapter 4: Animal and Fowl. Mayor Pro-Tem Moore seconded the motion. The motion passed 4-0.

11. Discussion and any necessary action regarding approval of Resolution 2024-18 accepting the Breckenridge Comprehensive Development Plan (TXCDBG Contract #CPC21-0522).

City Manager Northrop explained this grant will update the City's Comprehensive Development Plan and will serve as a long-range planning document. The grant consultant, Public Management, presented this to Planning and Zoning in both May and June of 2024 who made a recommendation to approve. The plan was also presented to the commission in June of 2024.

Mayor Pro-Tem Moore made a motion to approve Resolution 2024-18 accepting the Breckenridge Comprehensive Development Plan (TxCDBG Contract # CPC21-0522). Commissioner Mercer seconded the motion. The motion passed 4-0.

12. Discussion and any necessary action regarding the adoption of Ordinance 2024-10 prohibiting drilling and mining in the public parks in the City of Breckenridge in relation to the Texas Parks and Wildlife 2025 Local Park Grant.

Northrop stated that the city is seeking a Splash Pad Grant and although it is not a requirement, having an ordinance that prohibits drilling in our public parks strengthens our application and shows that we are committed to protecting our public parks. The city had an ordinance previously (Ord. 89-14) that was repealed by Ordinance 2016-17. This ordinance is consistent with state statutes.

Commissioner Mercer made a motion to approve Ordinance 2024-10 as presented. Mayor Pro-Tem Mercer seconded the motion. The motion passed 4-0.

13. Discussion and any necessary action regarding approval of Resolution 2024-17 authorizing the submission of an application to Texas Parks and Wildlife for the 2025 Local Park Grant.

City Manager Northrop explained that this resolution will allow the city to submit a grant through Texas Parks and Wildlife for a project that will include a Splash Pad, site improvements, electrical, enclosure building, lighting, sod/irrigation, and potentially retrofitting the baby pool to bring it into ADA compliance.

Commissioner Akers made a motion to approve Resolution 2024-17 as presented. Commissioner Mercer seconded the motion. The motion passed 4-0.

14. Discussion and any necessary action regarding Texas Municipal League Joint Cyber Liability and Data Breach Response Self-Insurance Fund (Fund) Interlocal for Cyber Security.

The city is insured through the Texas Municipal League Intergovernmental Risk Pool and has had Cyber Liability and Data Breach Response Coverage for the past several years. Due to an exponential increase in claims, the Board of Trustees recently created a new Cyber Liability Fund and approved changes to the Pool's coverage structure effective October 1, 2024. An interlocal is required to continue coverage.

Mayor Pro-Tem Moore made a motion to approve the Cyber Liability and Data Breach Response Coverage Interlocal and authorize the City Manager to sign the documents. Commissioner Mercer seconded the motion. The motion passed 4-0.

15. Discussion and any necessary action on 2023 Certificate of Obligation fund status and updating Park Projects

City Manager Northrop stated that staff is requesting commissioners consider approving a few additional improvements to the park using a portion of the 2023 Certificates of Obligations including an additional sand volleyball court and a cover over the swing set.

Commissioner Mercer made a motion to approve staff request to fund additional park improvements. Mayor Pro-Tem Moore seconded the motion. The motion passed 4-0.

16. Discussion and any necessary action regarding the FY 2024-2025 Preliminary Budget.

City Manager Cynthia Northrop reviewed the Fiscal Year 2024-2025 preliminary budget.

No action was taken.

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

*Discussion under this section must be limited to whether or not the Commission wishes to include a potential item on a future agenda.*

No requests.

**ADJOURN**

There being no further business, Mayor Sims adjourned the regular session at 7:37 p.m.

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Bob Sims, Mayor

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Jessica Sutter, City Secretary