



REGULAR MEETING OF THE BRECKENRIDGE CITY COMMISSION

Tuesday, June 3, 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 3

COMMISSIONER, PLACE 4

BOB SIMS

BLAKE HAMILTON

GREG AKERS

JUNIOR FERNANDEZ-SWORN IN

PAUL HUNTINGTON JR.-SWORN IN

CITY MANAGER

CITY SECRETARY

CITY ATTORNEY

POLICE CHIEF

FINANCE DIRECTOR

CODE ENFORCEMENT OFFICER

PUBLIC WORKS DIRECTOR

PUBLIC SERVICES DIRECTOR

CYNTHIA NORTHROP

JESSICA SUTTER

EILEEN HAYMAN

BLAKE JOHNSON

DIANE LATHAM

J. POTTS

KEGAN BURNS

TAYLOR HARDY

NOT PRESENT

COMMISSIONER, PLACE 4

ROB DURHAM

MAYOR PRO TEM VINCE MOORE WAS PRESENT UNTIL AFTER SPECIAL PRESENTATION RECOGNIZING
OUTGOING COMMISSIONERS.

CALL TO ORDER

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

Invocation led by Blake Johnson

PLEDGE OF ALLEGIANCE

OPEN FORUM

No speakers, No Action Taken

STAFF REPORT

Public Works Director

3. Employee of the Month-Thomas Watson

City Manager

4. City Business

Update on Citizens Academy

Community survey and Open House

Public Services Director retirement and introduction of new Public Services Director

5. Upcoming Events

06/06 Chamber of Commerce Boomtown Summer Sale

06/19 Bulk Pickup

No Action Taken

CONSENT AGENDA.

6. Consider approval of the May 6, 2025, regular commission meeting minutes as recorded.
7. Consider approval of the May 13, 2025, special commission meeting minutes as recorded.
8. Consider approval of department head reports and monthly investment reports for April 2025.

Commissioner Akers made a motion to approve consent agenda items 6-8 as presented. Commissioner Hamilton seconded the motion. The motion passed 5-0.

PUBLIC HEARING ITEMS

Mayor Sims opened the Public Hearing at 5:51 p.m.

9. Conduct a public hearing on the requested Special Use Permit at 1103 N. Harvey for the placement of a tiny house. This lot is zoned R4-General Dwelling District.

With there being no speakers, Mayor Sims closed the Public Hearing at 5:52 p.m.

ACTION ITEMS

10. Discussion and any necessary action regarding a request for a Specific Use Permit at 1103 N. Harvey to allow the placement of a tiny house.

City manager advised that the property owner has requested a specific use permit to place a tiny home on the property. Zoning allows tiny homes as long as specific criteria are met. This tiny home meets all criteria. Planning and Zoning Commissioners met on May 19, 2025, and recommended unanimous approval of the specific use permit.

Commissioner Hamilton made a motion to approve P&Z recommendation for approval of specific use permit as presented. Commissioner Akers seconded the motion. The motion passed 5-0.

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

Commissioners were presented with this EDC item during the May 6, 2025, meeting and unanimously approved the first reading of the Resolution. This item is a required second reading.

Commissioner Hamilton made a motion to approve the final reading of Resolution 2025-10 as presented. Commissioner Fernandez seconded the motion. The motion passed 4-1 with Commissioner Akers abstaining.

12. Discussion and any action regarding BEDC recommended approval of a two-year extension of Elite Submersible Pump (ESP) Lease Agreement and Performance Agreement.

EDC Executive Director, Michael Paris, presented the specifics of the performance agreement to commissioners. Paris explained that the agreement is an extension of the current lease and provides a cash-for-job incentive of \$5,000 per job for additional hires beyond the current 24 full-time employees.

Commissioner Akers made a motion to approve the first reading of Resolution 2025-14 as presented. Commissioner Hamilton seconded the motion. The motion passed 5-0.

13. Discussion and any action regarding BEDC recommended approval of R.E. Dye Retention Incentives.

EDC Executive Director, Michael Paris, presented the specifics of the performance agreement to commissioners. Paris explained that the agreement is intended to retain jobs in Breckenridge. The incentive package will total \$150,000.00 and will equate to approximately \$3,261 per job. It will assist the company in improving its operational margins and secure long-term sustainability.

Commissioner Akers made a motion to approve the first reading of Resolution 2025-15 as presented. Commissioner Hamilton seconded the motion. The motion passed 5-0.

14. Discussion and any action regarding BEDC recommended approval of TSTC CNC Fall Semester Training Program.

EDC Executive Director, Michael Paris, presented the specifics of the requested program assistance explaining that it will provide a CNC Machine 8 full scholarships to TSTC to offer a CNC Machining course starting August 25, 2025.

Commissioner Hamilton made a motion to approve the first reading of Resolution 2025-16 as presented. Commissioner Akers seconded the motion. The motion passed 5-0.

15. Discussion and any necessary action regarding adoption of Resolution 2025-13 awarding an administrative contract for the application preparation and administration services for a 2026 Texas Parks & Wildlife Local Park Grant.

City Manager Cynthia Northrop explained that the city previously applied for a grant to provide a splash pad. However, the city was not awarded the grant. The city has chosen to re-apply for the 2026 cycle. This resolution is to award an administrative contract. An RFP was advertised and one submission was received from Public Management Inc.

Commissioner Akers made a motion to approve Resolution 2025-13 awarding an administrative grant consultant contract to Public Management Inc., for the application preparation and administration services for a Texas Parks and Wildlife Local Park Grant and authorized the City Manager to execute the agreement. Commissioner Hamilton seconded the motion. The motion passed 5-0.

16. Discussion and any necessary action regarding Resolution 2025-12 appointing a commissioner to serve as Mayor Pro-tem.

City Secretary Jessica Sutter stated that each year at the first meeting after a General Election, the City Commission must nominate one member to serve as Mayor Pro Tem to serve in the absence of the Mayor.

Commissioner Hamilton made a motion to approve Resolution 2025-12 appointing Greg Akers to serve as Mayor Pro Tem. Commissioner Fernandez seconded the motion. The motion passed 5-0.

17. Discussion and any necessary action regarding approval of Ordinance 2025-12 updating the Schedule of Fees (First Reading).

City Manager Northrop reviewed the requested changes to the fee schedule which include updates to the solid waste rates, incorporating new Republic contract pricing as well as permit fees that have not been raised for more than 5 years. A discussion was held about implementing penalty fees for residents completing work without obtaining a permit. Northrop stated she would look into that to present at a future meeting.

Commissioner Akers made a motion to approve the first reading of Ordinance 2025-12 as presented. Commissioner Hamilton seconded the motion. The motion passed 5-0.

18. Discussion and any necessary action regarding approval of Stephens County Interlocal Agreement to name Fire Chief Malcolm Bufkin as acting Stephens County Fire Marshall.

City Manager Northrop stated that with the passing of Constable and Fire Marshall Wayne McMullen, the County has requested that the current Fire Chief, Malcolm Bufkin, serve as the acting Fire Marshall.

Commissioner Akers made a motion to approve Stephens County Interlocal Agreement naming Malcolm Bufkin as acting Stephens County Fire Marshall as presented. Commissioner Hamilton seconded the motion. The motion passed 5-0.

EXECUTIVE SESSION

Mayor Sims convened the meeting into Executive Session at 6:28 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:

19. Fence contract

Mayor Sims reconvened the meeting into Open Session at 7:03 p.m.

Commissioner Huntington made a motion that if the fence contract dispute is not resolved by June 17, 2025, City Commissioners authorize the City Attorney to file a lawsuit. Commissioner Fernandez seconded the motion. The motion passed 4-1, with Commissioner Akers abstaining from the vote.

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 7:06 p.m.

Bob Sims, Mayor

Jessica Sutter, City Secretary