

REGULAR MEETING OF THE BRECKENRIDGE CITY COMMISSION



Tuesday, May 5, 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 3
COMMISSIONER, PLACE 4

BOB SIMS
BLAKE HAMILTON
JUNIOR FERNANDEZ
PAUL HUNTINGTON JR.

CITY MANAGER
CITY ATTORNEY
CITY SECRETARY
ASSISTANT CITY SECRETARY
FINANCE DIRECTOR
FIRE CHIEF
PUBLIC WORKS DIRECTOR
POLICE CHIEF

CYNTHIA NORTHROP
EILEEN HAYMAN
JESSICA SUTTER
LACY BOTTS
DIANE LATHAM
MALCOLM BUFKIN
TAYLOR HARDY
BLAKE JOHNSON

NOT PRESENT

MAYOR PRO TEM, PLACE 2

GREG AKERS

CALL TO ORDER

Mayor Sims called the meeting to order at 5:32 p.m.

Invocation

PLEDGE OF ALLEGIANCE

OPEN FORUM

Yuri Huntington-510 W. 4th

No Action Taken

STAFF REPORT

Fire Chief

1. Employee of the Month-Jon Jackson

City Manager

2. City Business

After Incident report-WWTP

2026 Community Engagement Survey Results

City Secretary

3. Upcoming Events

May 3-9 Municipal Clerks Week

May 10-16 National Police Week

May 12 Special Meeting/Canvass Votes

May 21 Bulk Pickup

May 25 City Offices Closed in Observance of Memorial Day

No Action Taken-Discussion Only.

CONSENT AGENDA

4. Consider approval of April 7, 2026, regular commission meeting minutes as recorded.
5. Consider approval of department head reports and monthly investment reports for March 2026.

Commissioner Hamilton made a motion to approve consent agenda items 4-5 as presented. Commissioner Fernandez seconded the motion. The motion passed 4-0

ACTION ITEMS

6. Discussion and any action regarding the first reading of Resolution 2026-11 approving the Breckenridge Economic Development Corporation project for Neri's Courtyard.

City Manager Cynthia Northrop discussed an amended incentive agreement between the City, the Breckenridge Economic Development Corporation (BEDC), and Jonathan and Neri Gonzalez for the development and operation of Neri's Courtyard at 219 W. Walker and 223

W. Walker. The original project, approved in April 2024, included a \$250,000 low-interest loan and conveyance of the property. It was later discovered that project documentation prepared by the former BEDC Executive Director was incomplete and that an additional \$60,000 forgivable loan had been provided without prior Commission approval. BEDC requested the preparation of an Amended Incentive Agreement to clarify and formalize all terms and expectations. The amended agreement reflects total incentives of approximately \$610,000, including loans and property conveyance. The Resolution presented would authorize the City Manager and BEDC Executive Director to finalize agreement terms. This item was presented as the first reading, with final approval scheduled for the June 9, 2026, Commission meeting.

Commissioner Huntington made a motion to approve the first reading of Resolution 2026-11 as presented. Commissioner Hamilton seconded the motion. The motion passed 4-0.

7. Discussion and any necessary action regarding approval of awarding a construction contract related to the TWDB CWSRF Project No. 739005, CID-02-Phase I Collection System Improvements project contingent upon TWDB approval.

City Manager Northrop gave an overview of a Texas Water Development Board (TWDB) Clean Water State Revolving Fund (CWSRF) project for upgrades to the City's lift stations. The project was publicly advertised, and four proposals were received. A staff committee reviewed and scored the proposals and Legacy Construction, LP dba Control Specialist Services, LP was identified as the highest-ranking proposer with a total proposal amount of \$1,185,700.

Commissioner Hamilton made a motion to award a construction contract related to the TWDB CWSRF project No. 739005 to Legacy Construction LP as presented. Commissioner Fernandez seconded the motion. The motion passed 4-0.

8. Discussion and any action regarding approval of Construction Contract Change Order 1 on the Water System Improvements project funded by Texas Water Development Board (DWSRF #62913) (CID-01), contingent upon agency approval.

City Manager Northrop reviewed an update regarding the ongoing Texas Water Development Board (TWDB) Drinking Water State Revolving Fund (DWSRF) project for water line improvements. The contractor, Raydon, began work on Elm Street at Rose Avenue and has been progressing eastward. The proposed change order would extend the contract time by an additional 288 days due to several delays and issues outside of the contractor's control. The change order also includes an increase of \$5,850 for three additional water service reconnects at a cost of \$1,950 each.

Commissioner Hamilton made a motion to approve change order #1 to TWDB DWSRF Water Line Improvement Project as presented and authorize the City Manager to execute the documents. Commissioner Fernandez seconded the motion. The motion passed 4-0.

9. Discussion and any necessary action regarding approval of the FY 2026 2027 Annual Audit Engagement Letter.

City Manager Northrop discussed engaging a new certified public accounting firm to conduct the City's annual audit for Fiscal Year 2026–2027. She advised that the City has historically utilized the services of George, Morgan & Sneed; however, the firm declined to continue providing audit services due to workload constraints. After reviewing available firms that perform municipal audits, staff recommended consideration of a proposal from the MWH Group to provide professional audit services for the City.

Commissioner Huntington made a motion to approve the MWH Group proposal for annual audit services as presented and authorize the City Manager to execute the documents. Commissioner Fernandez seconded the motion. The motion passed 4-0.

10. Discussion and any action regarding the approval of the purchase of a generator for the WWTP.

City Manager Northrop gave an overview regarding the condition of the existing generator at the Wastewater Treatment Plant (WWTP). The current generator, originally manufactured in 1984 and purchased used in 2017 or 2018, requires extensive repairs. Due to the unit's age, condition, and potential repair costs, staff worked with engineers to evaluate replacement options and recommended the purchase of a new generator from Taylor Power Systems. The proposed purchase includes a 250KW, 480/277V three-phase, four-wire diesel generator, along with an automatic transfer switch, start-up services, and a two-hour test. The total cost is \$92,649. The purchase was included as a budgeted expense within the WWTP System Improvement budget.

Commissioner Fernandez made a motion to approve the purchase of the Taylor Power System generator as presented and authorize the City Manager to execute the documents. Commissioner Hamilton seconded the motion. The motion passed 4-0.

11. Discussion and any action regarding approval of Resolution 2026-12 for the purchase of an Asphalt Zipper for Street Department.

City Manager Cynthia Northrop presented information regarding the potential purchase of an asphalt zipper as part of the City's efforts to improve street maintenance operations while maximizing efficiency and reducing long-term costs. The equipment is designed to recycle existing asphalt in areas with multiple concentrated potholes, which applies to a significant portion of the City's streets. The proposed equipment is available through BuyBoard and meets purchasing requirements. The total purchase price is \$240,915, with proposed financing over five years at an annual cost of approximately \$55,948.78.

Commissioner Huntington made a motion to approve Resolution 2026-12 for the purchase of an Asphalt Zipper via HGAC Buy Board and finance over five years as presented and authorize the City Manager to execute the documents. Commissioner Hamilton seconded the motion. The motion passed 4-0.

12. Discussion and any action regarding approval of VAC Trailer purchase for the Public Works Department.

City Manager Cynthia Northrop presented information regarding the proposed purchase of a VAC trailer for use by the City's Collections and Distribution crews. The VAC truck is utilized daily for water leak repairs, sewer stoppages, excavation, and pumping water from work areas. The city purchased a new VAC truck approximately two years ago after the previous unit experienced major mechanical failure and repair costs exceeded its value. Due to the high demand and frequent use of the equipment, staff recommended the purchase of a VAC trailer to improve productivity and provide additional flexibility and maneuverability in areas that are difficult for the larger VAC truck to access. The purchase would allow crews to respond more efficiently to ongoing operational needs. Northrop recommended purchasing the equipment outright using fund balance rather than financing the purchase. The cost would be split between the Water and Wastewater fund balances. The proposed equipment is available through BuyBoard, staff recommends the Vac-Con Neptune unit through CLS Equipment Co., Inc.

Commissioner Hamilton made a motion to approve the purchase of a Vac-Con VAC Trailer through CLS Equipment Co. Inc., splitting cost equally from Fund 102 and 103 as presented and authorize the City Manager to execute the documents. Commissioner Fernandez seconded the motion. The motion passed 4-0.

13. Discussion and any action regarding approval of an Ordinance 2026-09 of the City of Breckenridge, Texas, amending Chapter 13 "Occupational Licenses and Regulations" of the Breckenridge Code of Ordinances by adding Article 1 "Sexually Oriented Businesses" to establish regulations regarding sexually oriented businesses; providing a penalty; providing repealer and severability clauses; providing for publication; and establishing an effective date.

City Manager Cynthia Northrop presented information regarding the need for a Sexually Oriented Business (SOB) Ordinance for the City of Breckenridge. The City currently does not have an ordinance regulating sexually oriented businesses, which limits the City's ability to address or control those types of uses if they arise. Similar ordinances are common in municipalities across the country and typically contain standard regulatory language. This proposed ordinance proactively addresses the issue before it becomes a concern within the community.

Commissioner Huntington made a motion to approve Ordinance 2026-09 as presented. Commissioner Hamilton seconded the motion. The motion passed 4-0.

14. Discussion and any action regarding approval of an update to the Stephens County Demo Interlocal

City Manager Northrop explained that the city, County, and BEDC have a current interlocal agreement under which the BEDC contributes \$4,000 per house to the County for houses that Stephens County Commissioners demolish and haul to the City of Breckenridge's Monofil. This update will enable Stephens County Commissioners to cover the demo debris at the Monofil as required and bill the city for the service.

Commissioner Hamilton made a motion to approve the updated Interlocal with Stephens County for the Demo of Dangerous Buildings as presented. Commissioner Fernandez seconded the motion. The motion passed 4-0.

15. Discussion and any action regarding approval of the Supplemental Point of Delivery Agreement with the West Central Texas Municipal Water District.

City Manager Cynthia Northrop presented information regarding a proposed agreement involving water service to the Breckenridge Country Club (BCC). The BCC has historically received water directly from the West Central Texas Municipal Water District (WCTMWD) at a rate structure that was not compliant with state statutes requiring rates to be charged by customer class. As a result, WCTMWD updated the rate being charged to the BCC, significantly increasing their costs. The BCC is now seeking a more equitable rate structure to continue operations. The proposed agreement would add a delivery point for the BCC to the City's contract with WCTMWD. The BCC's water usage would count toward the City's annual contractual water allocation from WCTMWD. The city is allocated approximately 1,900 acre-feet, or 619 million gallons, annually, and currently uses between 1,200 and 1,300 acre-feet per year. The BCC's 2025 usage totaled approximately 9,088,000 gallons, representing slightly more than two percent of the City's annual usage. The proposed rate will be the same rate previously charged by WCTMWD, consisting of \$0.25 per 1,000 gallons with a minimum monthly charge of \$138.90. The proposed rate will be brought forward in a separate agenda item in June through an ordinance amending the City's fee schedule.

Commissioner Hamilton made a motion to approve the WCTMWD Agreement as presented and authorize the City Manager to execute the documents. Commissioner Fernandez seconded the motion. The motion passed 4-0.

16. Discussion and any necessary action regarding approval of Resolution 2026-13 appointing a director to the West Central Municipality Water District.

City Manager Northrop advised that, as a member city of WCTMWD, the City of Breckenridge is responsible for appointing two representatives to serve on the Board. The city recently reappointed Scott Harris to one of the positions. The current board member, Will Thompson, resigned from his position following his election as Stephens County Judge. Mr. Thompson was serving a two-year term set to expire on May 31, 2027. Northrop presented three individuals who expressed willingness to serve the remainder of the unexpired term: Caleb Masters, local realtor and current participant in the 2026 Citizen's Academy; John Powell, local resident and graduate of the 2025 Citizen's Academy; and Jacob Cornwall, current member of the BEDC Board.

Commissioner Huntington made a motion to approve Resolution 2026-13 appointing Jacob Cornwall to serve as Director on the WCTMWD to fill the unexpired term set to expire May 31, 2027, as presented. Commissioner Hamilton seconded the motion. The motion passed 4-0.

Mayor Sims convened the meeting into executive session at 6:25 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:

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:

- 17. City of Breckenridge vs. Akers Investments LLC, et al; Cause No. CV33796 in the 90th Judicial District Court of Stephens County, Texas.
- 18. Personnel Investigation

Real Property

§551.072: Deliberate the purchase, exchange, lease, or value of real property:

- 19. 120 W. Elm

Mayor Sims reconvened the meeting into open session at 6:52 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 6:53 p.m.

Kord Trammel, Mayor

Jessica Sutter, City Secretary

