



NOTICE OF THE CITY OF BRECKENRIDGE
**REGULAR MEETING OF THE BRECKENRIDGE CITY
COMMISSION**

November 04, 2025 at 5:30 PM

AGENDA

Notice is hereby given as required by Title 5, Chapter 551.041 of the Government Code that the City Commission will meet in a Regular Meeting of the Breckenridge City Commission on November 04, 2025 at 5:30 PM at the Breckenridge City Offices, 105 N. Rose Avenue, Breckenridge, Texas.

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

American Flag

OPEN FORUM

This is an opportunity for the public to address the City Commission on any matter of public business, except public hearings. Comments related to public hearings will be heard when the specific hearing begins.

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

Employee of the Month-Blake Johnson

Vero Fiber update

City Secretary

2. Upcoming Events

11/11 City Offices closed in observance of Veterans Day

11/20 Bulk Pickup

11/21-11/22 Mingle Jingle

11/27-11/28 City offices closed in observance of Thanksgiving Holiday

CONSENT AGENDA

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

3. Consider approval of the October 14, 2025, regular commission meeting minutes as recorded.
4. Consider approval of department head reports and monthly investment reports for September 2025.
5. Consider approval of Resolution 2025-30 approving an agreement with the State of Texas Department of Transportation for the temporary closure of State Highway 180 for the Breckenridge Christmas Parade coordinated by the Breckenridge Chamber of Commerce.
6. Consider approval of road closures associated with the Chamber of Commerce Mingle Jingle event to be held November 21-22, 2025.
7. Consider approval of Resolution 2024-31 designating the Breckenridge American as the official newspaper for the City of Breckenridge.
8. Consider approval of Resolution 2025-33 appointment of a member to the Stephens County Appraisal District Board of Directors.
9. Consider approval of Resolution 2025-31 appointing members to the Board of Adjustments.
10. Consider approval of Resolution 2025-26 appointing members to the Breckenridge Housing Authority.

WORKSHOP ITEMS

(Workshop items 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 on a future agenda for action.)

11. Discussion about city parades and events.

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:

12. City of Breckenridge vs. Akers Investments LLC, et al; Cause NO. CV33796 in the 90th Judicial District Court of Stephens County Texas.

RECONVENE INTO OPEN SESSION

In accordance with Texas Government Code, Section 551, the City Commission will reconvene into Open Session and consider action, if any, on matters discussed in Executive Session.

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.

ADJOURN

NOTE: As authorized by Section 551.071 of the Texas Government Code (Consultation with City Attorney), this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item herein.

CERTIFICATION

I hereby certify that the above notice was posted in the bulletin board at Breckenridge City Hall, 105 North Rose Avenue, Breckenridge, Texas , by **5:00 PM** on the **29th day of OCTOBER 2025**.

City Secretary



Persons with disabilities who plan to attend this public meeting and who may need auxiliary aid or services are requested to contact the Breckenridge City Hall 48 hours in advance, at 254-559-8287, and reasonable accommodations will be made for assistance.



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Consider approval of the October 14, 2025, regular commission meeting minutes as recorded.

Department: Administration

Staff Contact: Jessica Sutter

Title: City Secretary

BACKGROUND INFORMATION:

Meeting minutes for the regular commission meeting on October 14, 2025.

FINANCIAL IMPACT:

N/A

STAFF RECOMMENDATION:

Consider approval of minutes as presented.



REGULAR MEETING OF THE BRECKENRIDGE CITY COMMISSION

Tuesday, October 14, 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 3

BOB SIMS
BLAKE HAMILTON
JUNIOR FERNANDEZ

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

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

NOT PRESENT

MAYOR PRO TEM, PLACE 2
COMMISSIONER, PLACE 4

GREG AKERS
PAUL HUNTINGTON JR.

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

SPECIAL PRESENTATIONS AND ANNOUNCEMENTS

1. Recognition and presentation of awards for graduates of the 2025 Citizens Academy.

No action taken

STAFF REPORT

City Manager

2. City Business

Employee of the month-Darrell Smith

Body Cam Grant update

Homecoming Parade-after report

3. Upcoming Events

10/16 Bulk Pickup

10/28 Family Fun Fest

10/28 National First Responders Day

10/31 Walker Street Trick or Treat

11/3-11/7 Municipal Court Week

Police Chief

4. Dispatcher recognition of State Certification.

No Action Taken

CONSENT AGENDA.

5. Consider approval of the September 2, 2025, regular commission meeting minutes as recorded.
6. Consider approval of department head reports and monthly investment reports for August 2025.
7. Consider approval of Resolution 2025-27 recognizing the week of November 3-7, 2025, as Municipal Court Week.

8. Consider approval of an agreement between the City of Breckenridge and the Swenson Museum.

Commissioner Hamilton made a motion to approve consent agenda items 5-8 as presented. Commissioner Freeman seconded the motion. The motion passed 3-0.

PUBLIC HEARING ITEMS

Mayor Sims opened the Public Hearing at 6:03 p.m.

9. Public Hearing regarding a Specific Use Permit at 1300 W. Jeanette to allow the placement of a tiny house.
10. Public Hearing regarding a request to replat the property located at 120 W. Elm - Currently legally described as Original Addition, Block 4, Lot SW/4 & NW/4 into two lots.
11. Public Hearing regarding a request to replat the property located at 300 E. Walker - Currently legally described at Original Addition, Block 12, Lot 2, 3, 4, 5 into two lots.

With there being no speakers, Mayor Sims closed the Public Hearing at 6:05 p.m.

ACTION ITEMS

12. Discussion and any necessary action regarding a request for a Specific Use Permit at 1300 W. Jeanette to allow the placement of a tiny house.

City Manager Cynthia Northrop explained that the property meets all the requirements of our ordinance. The Planning and Zoning Commissioners voted unanimously to recommend approval.

Commissioner Fernandez made a motion to approve P&Z recommendation of the request for a specific use permit as presented. Commissioner Hernandez seconded the motion. The motion passed 3-0.

13. Discussion and any necessary action regarding request to replat the property located at 120 W. Elm - currently legally described as Original Addition, Block 4, Lot SW/4 & NW/4 into two lots.

Northrop explained that the property consists of the property that contains the old fire station. The city is proposing to replat the property into two lots, separating the parking lot and bays from the building. The Planning and Zoning Commissioners voted unanimously to recommend approval.

Commissioner Hamilton made a motion to approve P&Z recommendation to replat the property located at 120 W. Elm as presented. Commissioner Fernandez seconded the motion. The motion passed 3-0.

14. Discussion and any necessary action regarding Ordinance 2025-18 on the closure of alley (300 E. Walker).

Northrop explained that the City Owns 300 #. Walker where the YMCA building is currently located. There is an alley that runs east and west on the property. The city is requesting to close this alley in order to replat the property.

Commissioner Hamilton made a motion to approve Ordinance 2025-18 as presented. Commissioner Fernandez seconded the motion. The motion passed 3-0.

15. Discussion and any necessary action on request to replat the property located at 300 E. Walker - currently legally described as Original Addition, Block 12, Lot 2, 3, 4, 5 into two lots.

City Manager Northrop stated that this is YMCA property. The City is requesting to replat the property into two lots that will separate the building from the rest of the vacant lot. The Planning and Zoning Commissioners voted unanimously to recommend approval.

Commissioner Fernandez made a motion to approve P&Z recommendation to replat the property located at 300 E. Walker as presented. Commissioner Hamilton seconded the motion. The motion passed 3-0.

16. Discussion and any necessary action on approving the Stephens County Appraisal District FY 2025-2026 Budget.

William Thompson, Chief Appraiser at the Stephens County Appraisal District, provided a copy of the Fiscal Year 2025-2026 Budget for Commissioner review in their agenda packet.

Commissioner Hamilton made a motion to approve the Stephens County Appraisal District FY 2025-2026 budget as submitted. Commissioner Fernandez seconded the motion. The motion passed 3-0.

17. Discussion and any necessary action regarding the Chamber of Commerce annual report.

Maylun VanWinkle with the Chamber of Commerce presented the annual report.

Commissioner Fernandez made a motion to approve the Chamber of Commerce annual report as presented. Commissioner Hamilton seconded the motion. The motion passed 3-0.

18. Consider approval of renewal of contract with Chamber of Commerce for HOT funds.

City Manager Northrop stated that this is a renewal of the existing agreement, with no changes having been made.

Commissioner Hamilton made a motion to approve the Chamber of Commerce Hot Funds Contract as presented and authorize the City Manager to execute the documents. Commissioner Fernandez seconded the motion. The motion passed 3-0.

19. Discussion and any necessary action regarding Family Fun Festival.

Cynthia Northrop and Maylun VanWinkle presented the details for the upcoming Family Fun Festival on October 28, 2025.

Commissioner Fernandez made a motion to approve the 2025 Family Fun Fest as presented. Commissioner Hamilton seconded the motion. The motion passed 3-0.

20. Discussion and any necessary action regarding approval of an Interlocal for Fire Services with Stephens County.

Northrop explained that this is a renewal of the existing Fire Service Interlocal agreement with Stephens County. There are no changes to the agreement.

Commissioner Hamilton made a motion to approve the updated interlocal agreement for fire services with Stephens County as presented and authorize the City Manager to execute the documents. Commissioner Fernandez seconded the motion. The motion passed 3-0.

21. Discussion and any necessary action regarding approval of renewing the Interlocal for Animal Control services with Stephens County.

Northrop explained that this is a renewal of the existing Animal Control Interlocal agreement with Stephens County. There are no changes to the agreement.

Commissioner Fernandez made a motion to approve the updated interlocal agreement for Animal Control services with Stephens County as presented and authorize the City Manager to execute the documents. Commissioner Hamilton seconded the motion. The motion passed 3-0.

22. Discussion and any necessary action regarding approval of an Interlocal for shared use of the Stephens County Law Enforcement Center building.

Northrop explained that this is a renewal of the existing Law Enforcement Building Interlocal agreement with Stephens County. There are no changes to the agreement.

Commissioner Hamilton made a motion to approve the updated Law Enforcement Center Building Interlocal with Stephens County as presented and authorize the City Manager to execute the documents. Commissioner Fernandez seconded the motion. The motion passed 3-0.

23. Discussion and any necessary action regarding award of Construction bid for TWDB CWSRF Wastewater Treatment Plant Improvements Phase 1.

City Manager Northrop stated that this is for Phase 1 of the CWSRF Wastewater Treatment Plant Improvements. Requests for Proposals were advertised, and six bids were received, which were scored and reviewed by staff and engineers. Recommendation is to award the contract to Purcell Contracting.

Commissioner Hamilton made a motion to award the construction for the City of Breckenridge WWTP improvements Phase 1 to Purcell Contracting and authorize the City

Manager to execute the documents. Commissioner Fernandez seconded the motion. The motion passed 3-0.

24. Discussion and any necessary action regarding Resolution 2025-29 directing publication of Notice of Intention to Issue \$1,720,000 in Combination Tax and Surplus Revenue Certificates of Obligation to provide funds for Water System Improvements; and resolving other matters relating to the subject.

City Manager Northrop explained that the City of Breckenridge applied for and received funding through the Texas Water Development Board, Water Loss Assistance Fund for a loan and grant forgiveness for \$5,723,900. The city is responsible for approximately 30% (\$1,720,000) and will receive a grant for 70% (\$4,003,900), and will issue Combination Tax and Surplus Revenue Certificates of Obligation for \$1,720,000. This is the first step of publishing the City's intention to issue debt.

Commissioner Fernandez made a motion to approve Resolution 2025-29 as presented. Commissioner Hamilton seconded the motion. The Motion passed 3-0.

25. Discussion and any necessary action regarding Resolution 2025-28 to accept Steering Committee's recommendation to deny ONCOR's rate case.

Northrop explained that the purpose of this resolution is to deny the rate change application proposed by Oncor recommended by the Steering Committee.

Commissioner Hamilton made a motion to approve Resolution 2025-28 as presented. Commissioner Fernandez seconded the motion. The motion assed 3-0.

EXECUTIVE SESSION

Mayor Sims Convened the meeting into executive session at 6:29 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:

26. Fence contract

Improper agenda language was used for this agenda item. Therefore, it was not discussed during this meeting and will be readdressed during the November 4, 2025, meeting with sufficient agenda language.

Personnel Matters

§551.074: Personnel matters (to deliberate the appointment, employment, evaluation,

reassignment, duties, discipline or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee):

27. City Manager review

Mayor Sims reconvened the meeting into open session at 7:13 p.m. with no action taken.

RECONVENE INTO OPEN SESSIONIVE 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 7:13 p.m.

Bob Sims, Mayor

Jessica Sutter, City Secretary



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Consider approval of department head reports and monthly investment reports for September 2025.

Department: Administration

Staff Contact: Jessica Sutter

Title: City Secretary

BACKGROUND INFORMATION:

The City approves an investment policy that complies with the Public Funds Investment Act of 1987 annually. The city allows investments in money market accounts, certificates of deposits, and investment pools. The Treasurer or their designee is required to provide a quarterly investment report to the Commissioners.

The staff provides commissioners monthly with departmental reports and finance reports, including investment reports. This aids in the transparency of the staff's accomplishments and the city's current financials for commissioners and citizens.

FINANCIAL IMPACT:

N/A

STAFF RECOMMENDATION:

Consider approval of departmental reports and monthly investment reports for September 2025.



DEPARTMENTAL REPORTS

SEPTEMBER 2025

105 N. Rose Ave.
Breckenridge, TX 76424
254.559.8287
www.breckenridgetx.gov

Finance

Bank Statement Balances

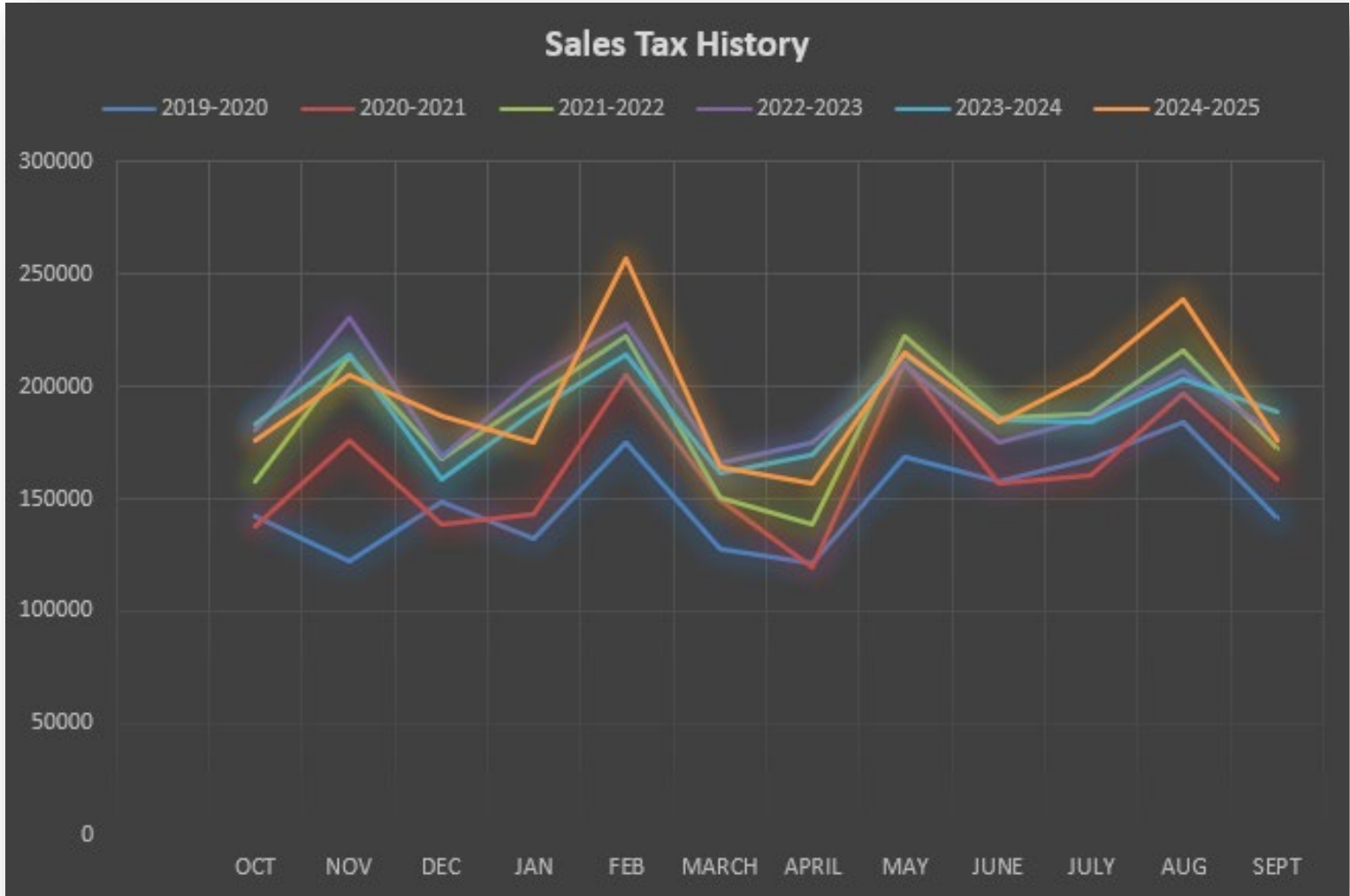


Diane Latham

	Account Name	Balances as of Sept. 2024	Balances as of Sept. 20	Item 4.
1001	GENERAL FUND	\$ 1,731,920.74	\$ 2,016,563.25	
1013	ARSON FUND	\$ 509.89	\$ 509.89	
1014	FEDERAL TAX & LOAN	\$ 81.49	\$ 82.10	
1001	WATER FUND	\$ 1,920,208.62	\$ 2,036,785.81	
1001	WASTEWATER FUND	\$ 1,388,457.11	\$ 1,624,256.52	
1001	SANITATION	\$ (7,287.58)	\$ 36,600.96	
1001	FIRE DEPT. SPECIAL	\$ 7,923.51	\$ 8,191.80	
1001	FORFEITED PROPERTY	\$ 1,481.61	\$ 1,485.39	
1002	PAYROLL FUND	\$ 32,691.65	\$ 35,043.42	
1001	EQUIP. REPLACEMENT FUND	\$ 351,027.16	\$ 279,046.03	
1001	STREET MAINTENANCE	\$ 321,248.56	\$ 552,217.05	
1001	BRECKENRIDGE PARK FUND	\$ 9,637.48	\$ 8,694.28	
1001	POLICE DEPT. SPECIAL	\$ 13,648.77	\$ 13,683.56	
1001	Excess Sales Tax Revenue	\$ 17,677.90	\$ 17,722.99	
1001	Breck Trade Days	\$ 39,526.11	\$ 39,626.91	
1051	CO 2017 A&B Sinking /Rd	\$ -	\$ -	
1001	Water Capital Projects	\$ (109,693.27)	\$ (110,693.27)	
1001	Wastewater Capital Projects	\$ 164,314.28	\$ 164,314.28	
1001	Capital Improvement Project	\$ (77,077.74)	\$ 194,186.60	
1058	GENERAL DEBT SERVICE FUND	\$ -	\$ -	
1001	General Debt Service Fund P/C	\$ 204,855.73	\$ 535,293.57	
1001	REVENUE DEBT SERVICE FUND	\$ 38,224.10	\$ 175,279.31	
1025	Rescue Boat Donation	\$ 1,817.57	\$ 1,822.12	
1073	CWSRF LF1001492	\$ 3.02	\$ 4.48	
1076	CWSRF LF1001492 ESCROW	\$ 1,217,893.74	\$ 112,162.22	
1056	CWSRF CO 2022A L1001491	\$ 1.00	\$ 1.00	
1074	CWSRF CO 2022A L1001491 ESCROW	\$ 986,053.17	\$ 1,025,117.62	
1072	CWSRF CO 2022A L1001426	\$ 1.00	\$ 1.00	
1075	CWSRF CO 2022A L1001426 ESCROW	\$ 2,088,350.42	\$ 2,171,084.67	
1071	DWSRF LF1001495	\$ 2.10	\$ 4.27	
1079	DWSRF LF1001495 ESCROW	\$ 1,279,332.53	\$ 1,195,510.65	
1070	DWSRF CO 2022B L1001493	\$ 1.00	\$ 1.00	
1078	DWSRF CO 2022B L1001493 ESCROW	\$ 1,423,131.78	\$ 1,479,512.12	
1057	DWSRF CO 2022B L1001494	\$ 1.00	\$ 1.00	
1077	DWSRF CO 2022B L1001494 ESCROW	\$ 997,551.36	\$ 1,037,071.45	
1010	LOGIC CO 2023	\$ 7,680,886.78	\$ 4,412,307.00	
	TOTAL - ALL FUNDS	\$ 21,724,402.59	\$ 19,063,491.05	14

Fiscal Year Sales Tax Revenue Received

MONTH RECEIVED	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
OCT	\$ 142,235.00	\$ 138,040.00	\$ 157,493.00	\$ 180,530.00	\$ 182,914.00	\$ 176,173.38	\$ 179,092.44
NOV	\$ 122,415.00	\$ 176,091.00	\$ 213,510.00	\$ 230,739.00	\$ 214,002.00	\$ 205,342.24	
DEC	\$ 149,000.00	\$ 138,215.00	\$ 167,667.00	\$ 169,037.00	\$ 158,898.22	\$ 186,724.15	
JAN	\$ 132,144.00	\$ 142,770.00	\$ 195,423.00	\$ 203,137.00	\$ 188,303.00	\$ 175,492.04	
FEB	\$ 175,232.00	\$ 204,822.00	\$ 222,525.00	\$ 228,165.00	\$ 214,081.01	\$ 256,722.47	
MARCH	\$ 127,285.00	\$ 149,849.00	\$ 150,395.00	\$ 166,133.00	\$ 161,140.16	\$ 163,877.32	
APRIL	\$ 121,607.00	\$ 119,118.00	\$ 138,407.00	\$ 175,455.75	\$ 169,163.00	\$ 157,154.10	
MAY	\$ 168,693.00	\$ 210,823.00	\$ 222,804.00	\$ 210,071.22	\$ 213,927.83	\$ 215,254.59	
JUNE	\$ 158,145.00	\$ 157,037.00	\$ 185,695.00	\$ 175,128.00	\$ 185,557.61	\$ 184,180.99	
JULY	\$ 167,474.00	\$ 160,631.00	\$ 187,757.00	\$ 185,736.00	\$ 184,363.32	\$ 205,052.41	
AUG	\$ 183,855.00	\$ 196,582.00	\$ 215,658.00	\$ 206,710.00	\$ 203,593.65	\$ 238,789.51	
SEPT	\$ 141,151.17	\$ 158,558.00	\$ 172,552.00	\$ 177,704.47	\$ 188,524.22	\$ 175,835.01	
TOTAL	\$ 1,789,236.17	\$ 1,952,536.00	\$ 2,229,886.00	\$ 2,308,546.44	\$ 2,264,468.02	\$ 2,340,598.21	\$ 179,092.44



SECURITIES PLEDGED

The following shows the calculation of deposit coverage for the deposits of The City of Breckenridge held in

Clear Fork Bank on: September 26, 2025 and securities pledged as of: September 26, 2025

Checking account balances:	\$ 7,455,041.46
CD balances:	\$ -
Total on deposit:	<u>\$ 7,455,041.46</u>
FDIC Insurance coverage:	
Checking account balances:	\$ 250,000.00
CD balances:	\$ -
	<u>\$ 250,000.00</u>
Total Deposit balance	
less FDIC coverage:	<u>\$ 7,205,041.46</u>
Securities pledged at market value:	<u>\$ 7,818,602.70</u>
Excess securities pledged:	<u>\$ 613,561.24</u>

2023 CO BOND

BOND
AMOUNT

•\$8,641,984.74

BANK
TRANSFERS

•\$4,972,555.00

TOTAL
INTEREST
EARNED

•\$742,337.25

CURRENT
BALANCE

•\$4,411,766.99

2023 CO BOND-LOGIC PROJECT EXPENDITURES

Item 4.

STREETS

\$3,912,857.95

PARK IMPROVEMENT

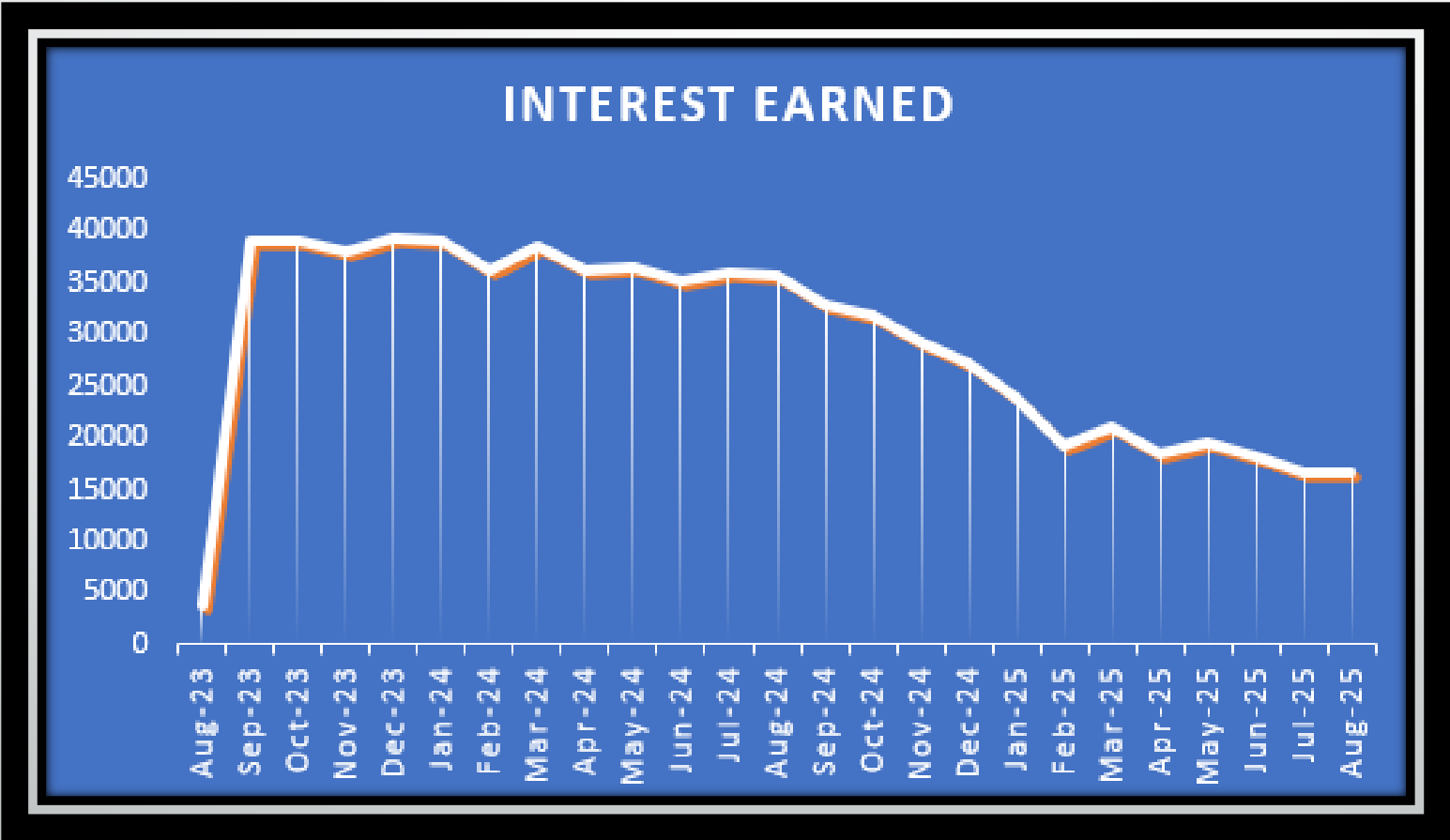
\$779,995.17

FACILITIES IMPROVEMENT

\$279,118.76

2023 CO BOND-LOGIC INTEREST EARNED

SEPTEMBER 2025: \$15,690.11 **TOTAL: \$742,337.25**



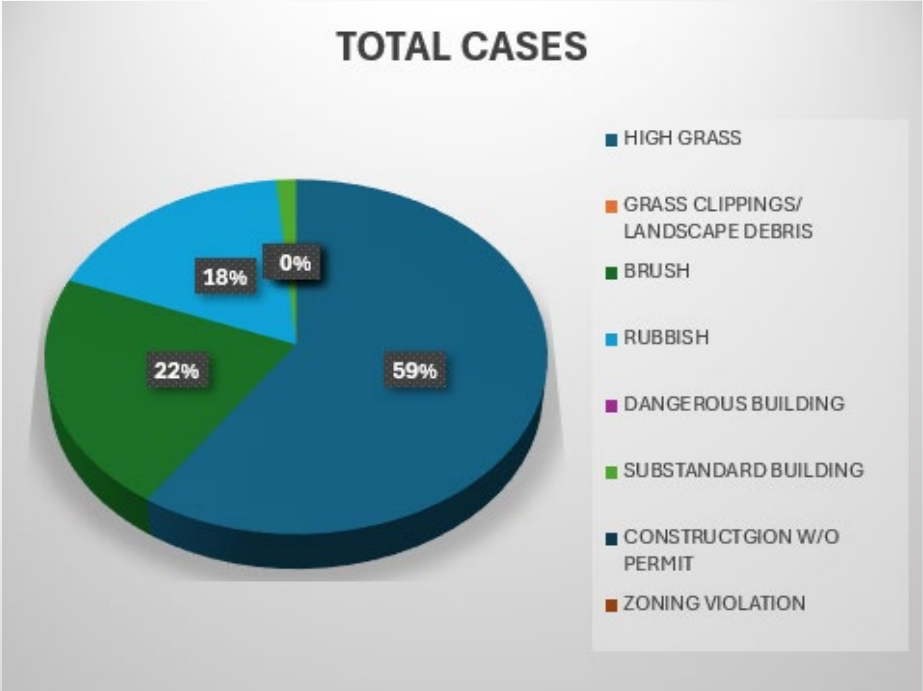
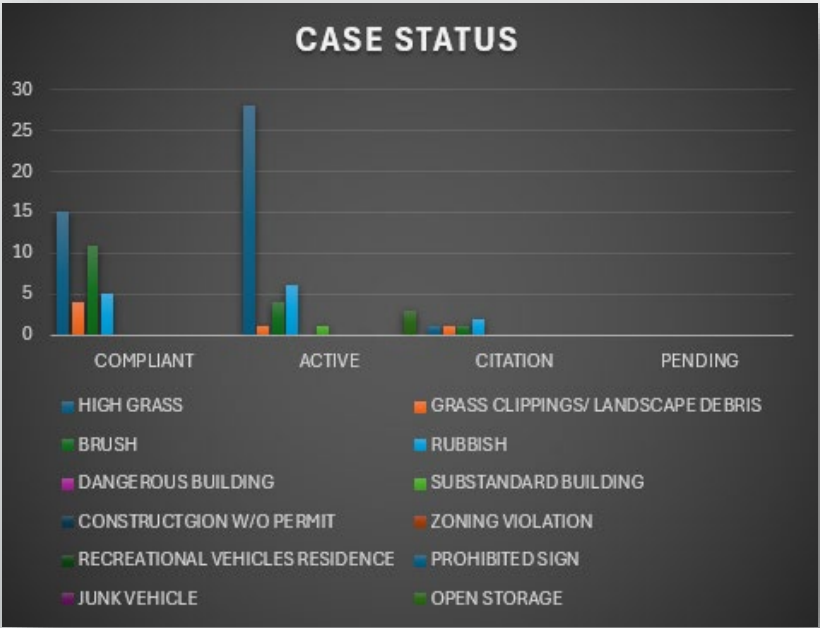
BUILDING & DEVELOPMENT

Item 4.

SEPTEMBER 2025		FY 2024-2025
Permits Issued:		
Building	5	48
Roof	0	11
Fence, windows, siding, etc.	1	9
Sign	0	6
Mobile home	1	11
Certificate of Occupancy	1	9
Electrical	3	85
Plumbing	2	38
Gas line	1	29
Irrigation	0	2
HVAC	0	20
Moving	0	0
Demolition	0	0
P&Z	0	1
Variance	0	1
Prelim/final plat/replat	0	3 replats
Solicitor/vendor	0	6
Beer/wine/liquor license	4	23
Gaming machine license	0	4
Food Mobile Unit	2	20
Fire alarm	0	2
Fire sprinkler		1

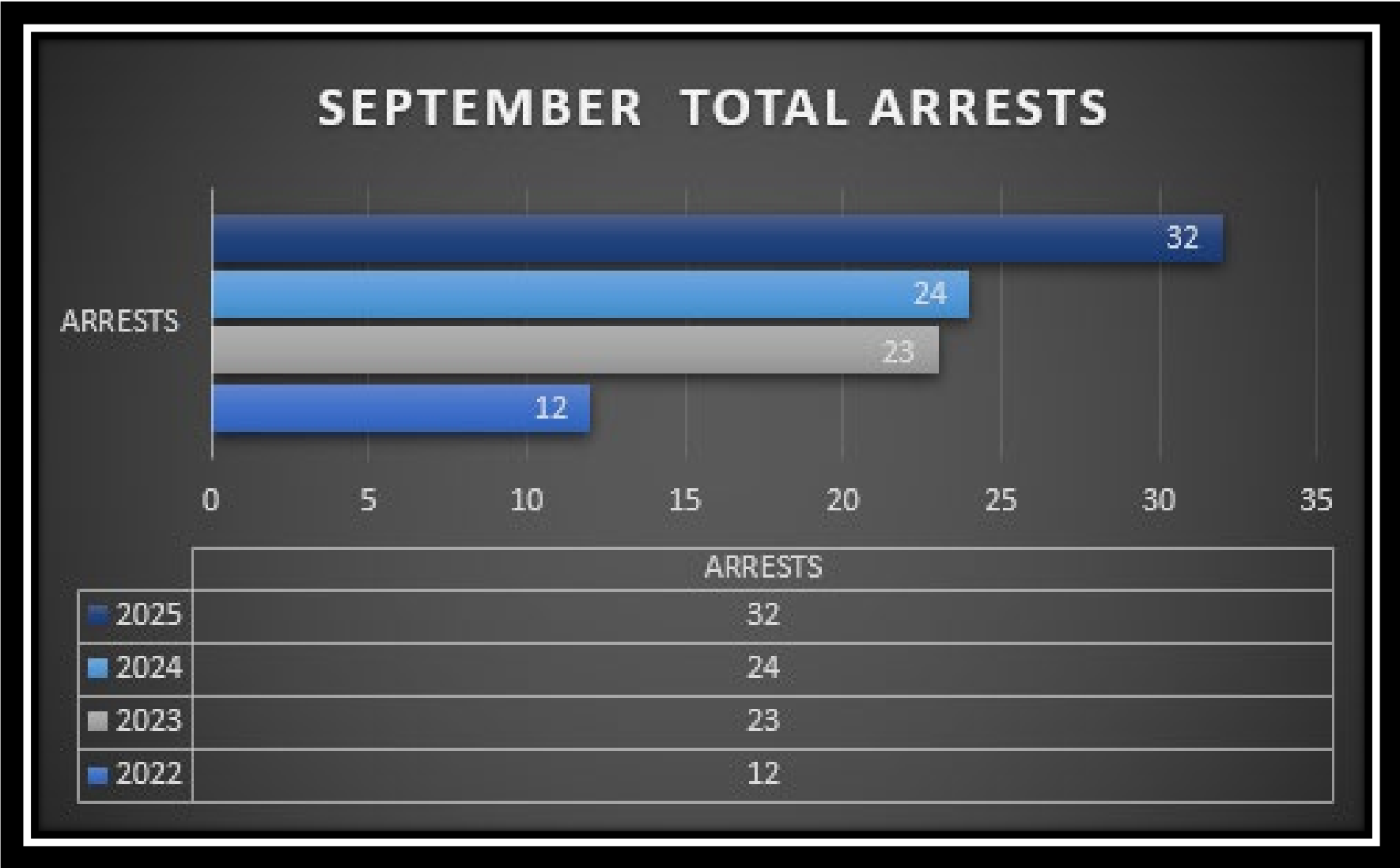
CODE ENFORCEMENT

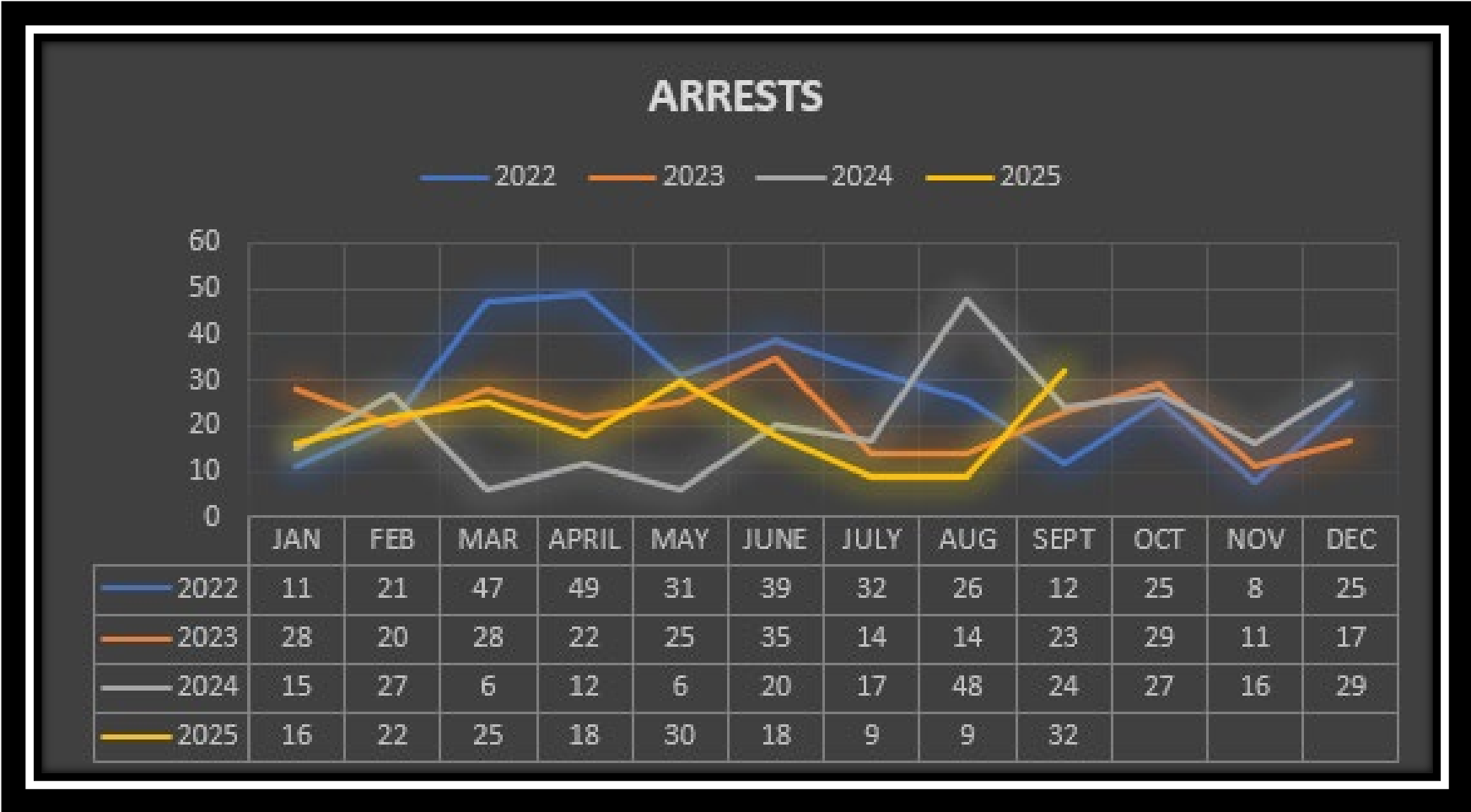
SEPTEMBER 2025 CASES: 85



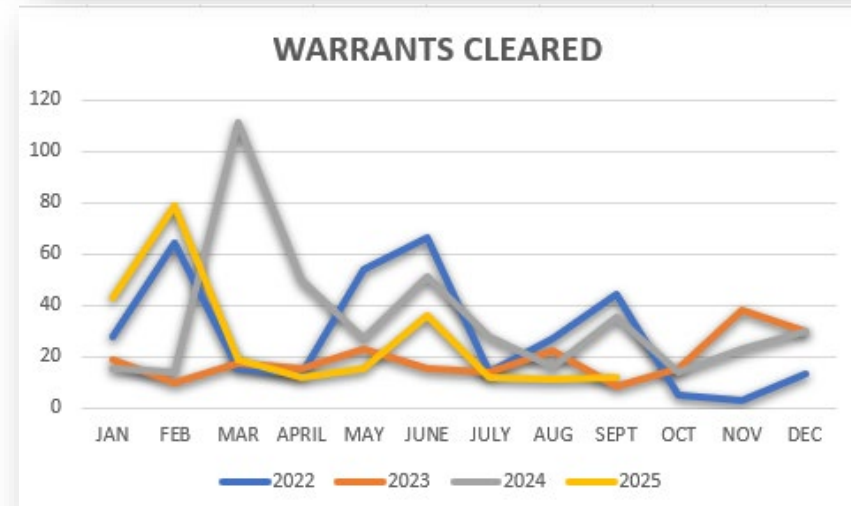
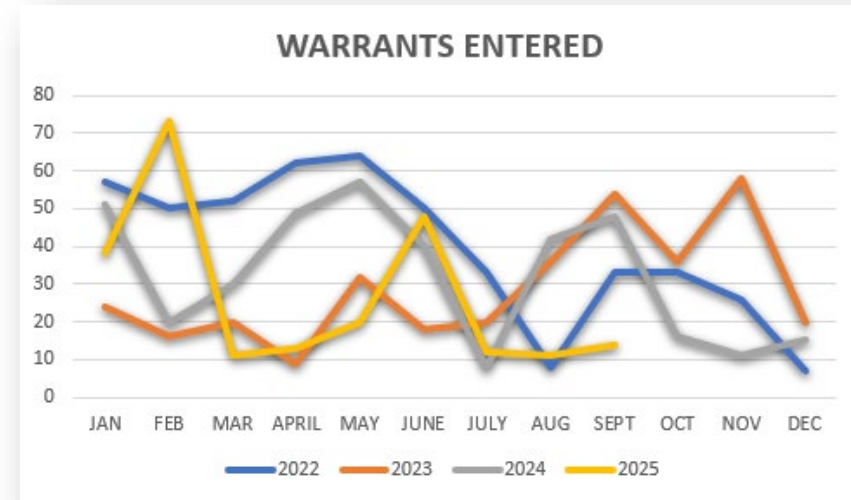
BRECKENRIDGE POLICE DEPARTMENT



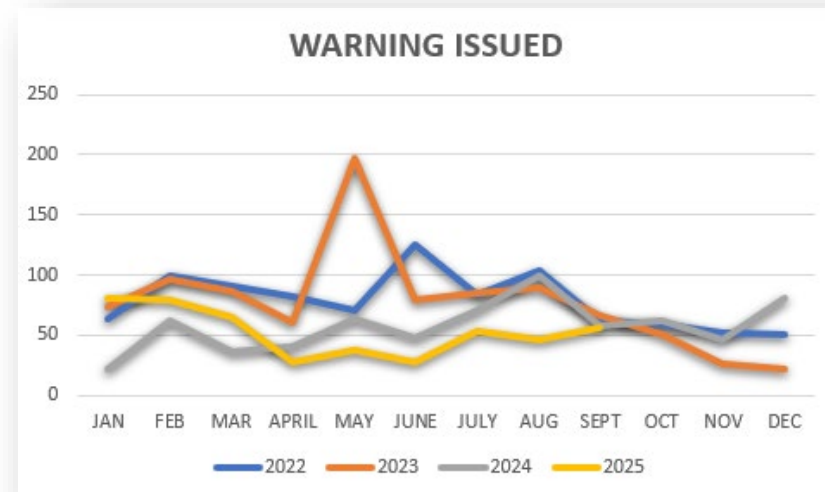
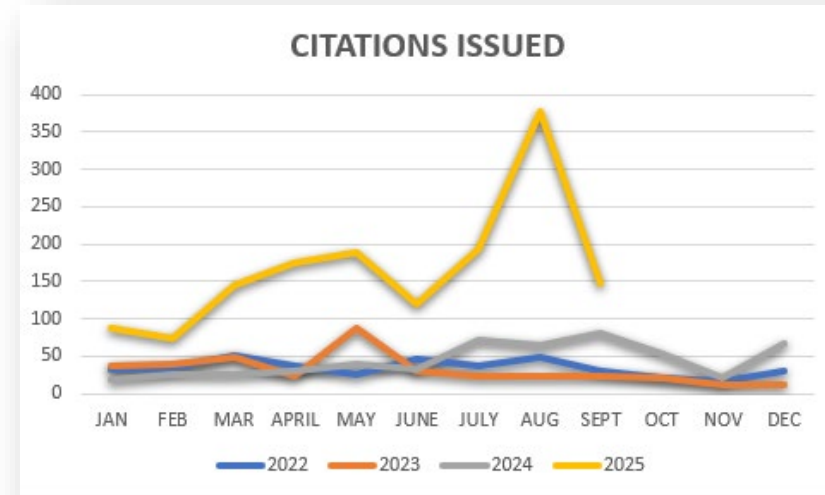
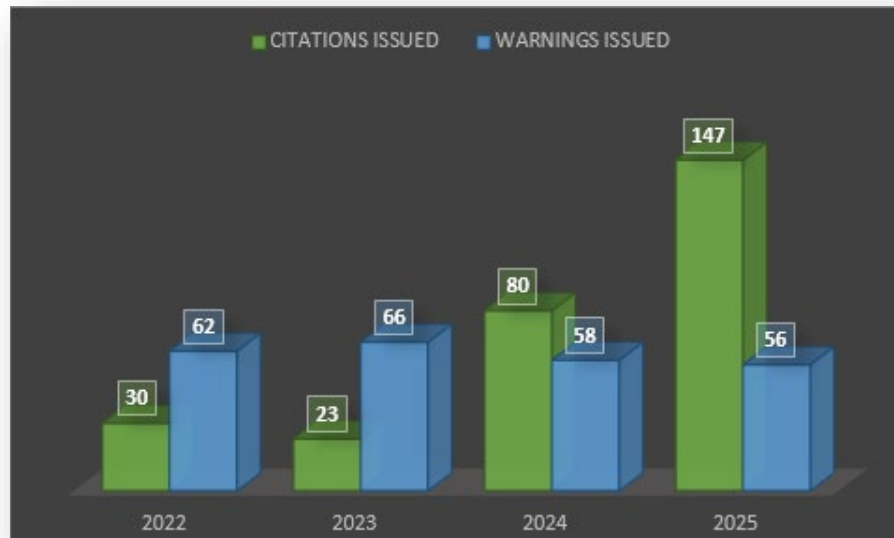




SEPTEMBER WARRANTS



SEPTEMBER CITATIONS & WARNINGS



SEPTEMBER ANIMAL CONTROL

TOTAL CALLS: 335

CALL TYPE		
	CITY	COUNTY
AGGRESSIVE		
BITE		
CARCASS	50	
INJURED/SICK		
RETURNED TO OWNER IN FIELD	2	
RUNNING AT LARGE	55	
NUISANCE/COMPLAINT		
WELFARE CHECK	122	
OTHER	106	
TOTAL	335	0

SEPTEMBER

ANIMAL CONTROL

SHELTER INTAKE		
	CITY	COUNTY
STRAY/RUNNING AT LARGE	11	1
SEIZED BY LAW		
OWNER SURRENDER		
RABIES QUARANTINE OBSERVATION	0	
TOTAL	11	1

RABIES QUARANTINE OBSERVATION		
	CITY	COUNTY
HOME QUARANTINE		
SHELTER QUARANTINE		
TOTAL	0	0

TOTAL IN SHELTER AT END OF MONTH		
CITY	13	
COUNTY	1	
CITY QUARANTINE		
COUNTY QUARANTINE		
TOTAL	14	

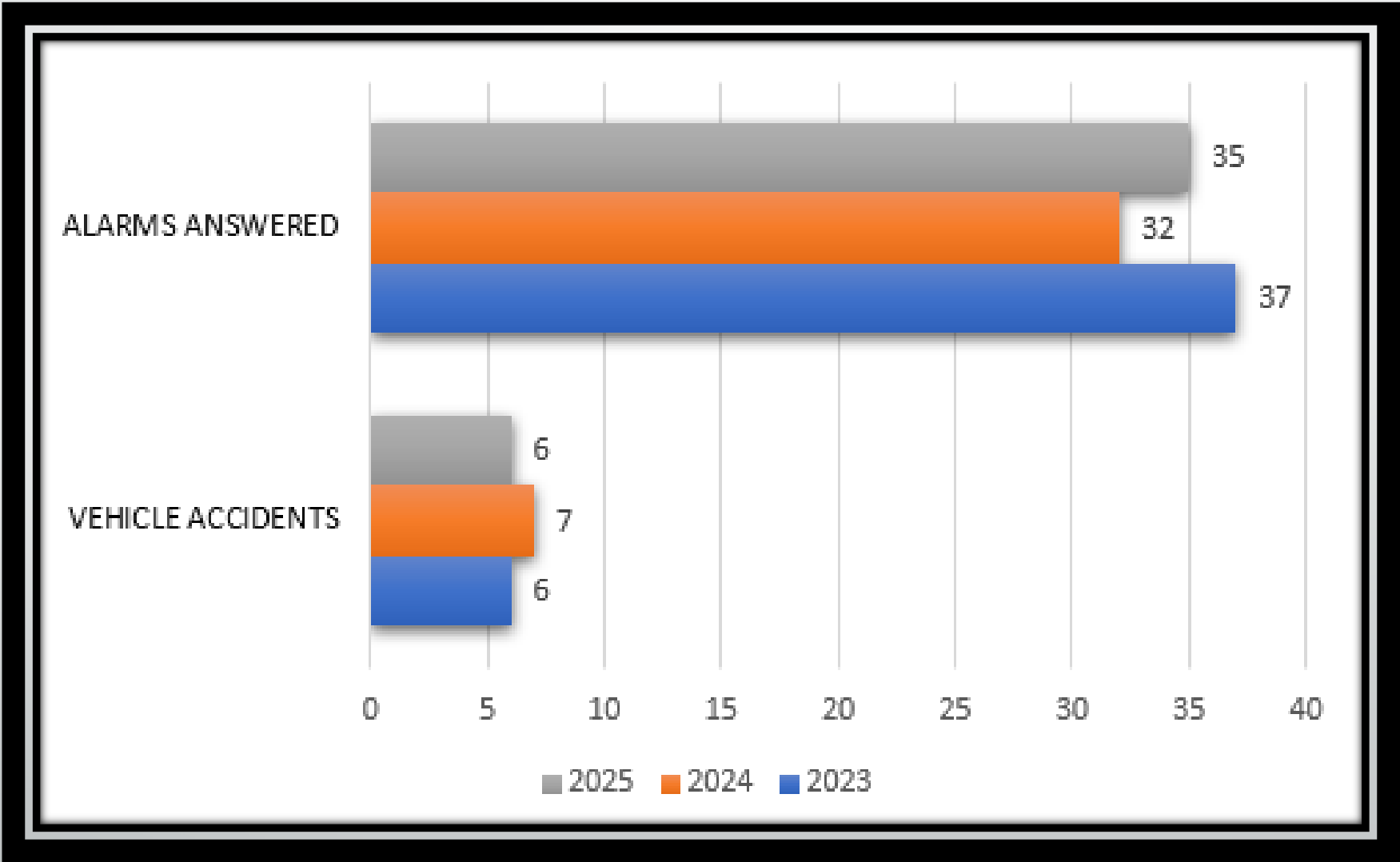
LEFT THE SHELTER		
	CITY	COUNTY
ADOPTED FROM SHELTER	3	1
RECLAIMED BY OWNER	9	
RETURNED AFTER QUARANTINE		
TRANSFERRED TO RESCUE PARTNER		
TOTAL	12	1

HUMANE EUTHANASIA		
	CITY	COUNTY
BEHAVIORAL	14	
MEDICAL	1	
OWNER SURRENDER		
TOTAL	15	0

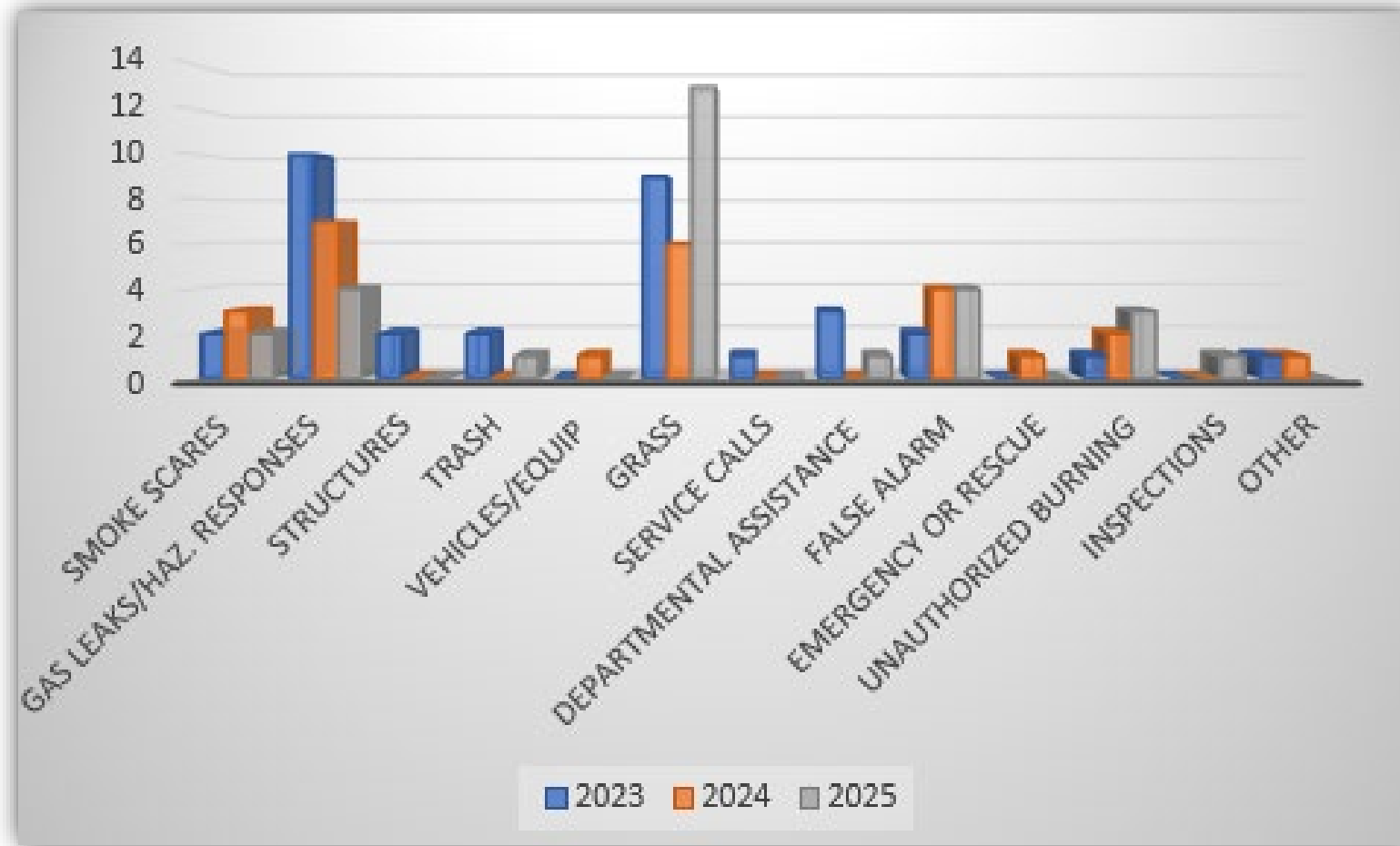
CITATIONS ISSUED	73
WARNING ISSUED	15
CASES IN MUNICIPAL COURT	

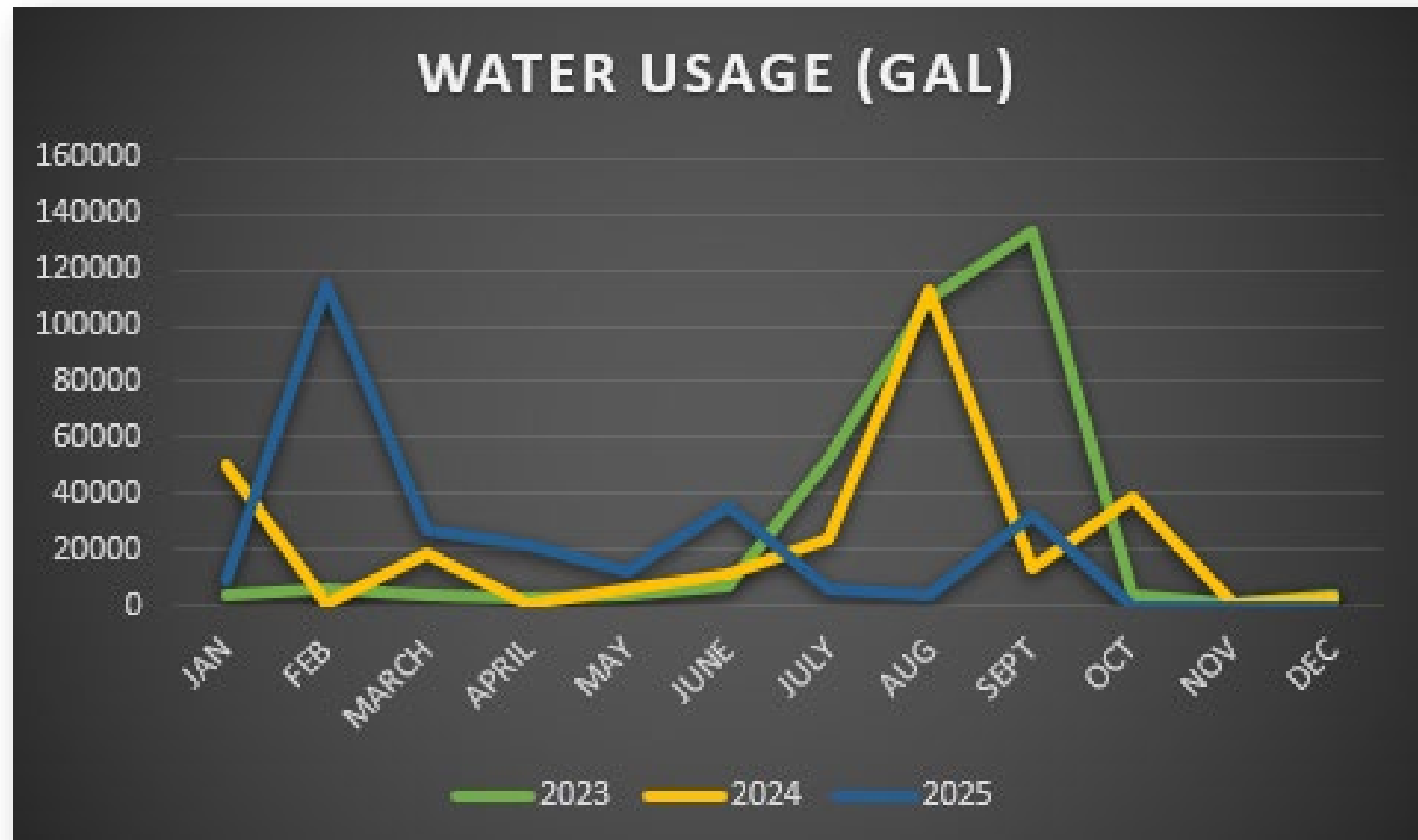


SEPTEMBER 2025



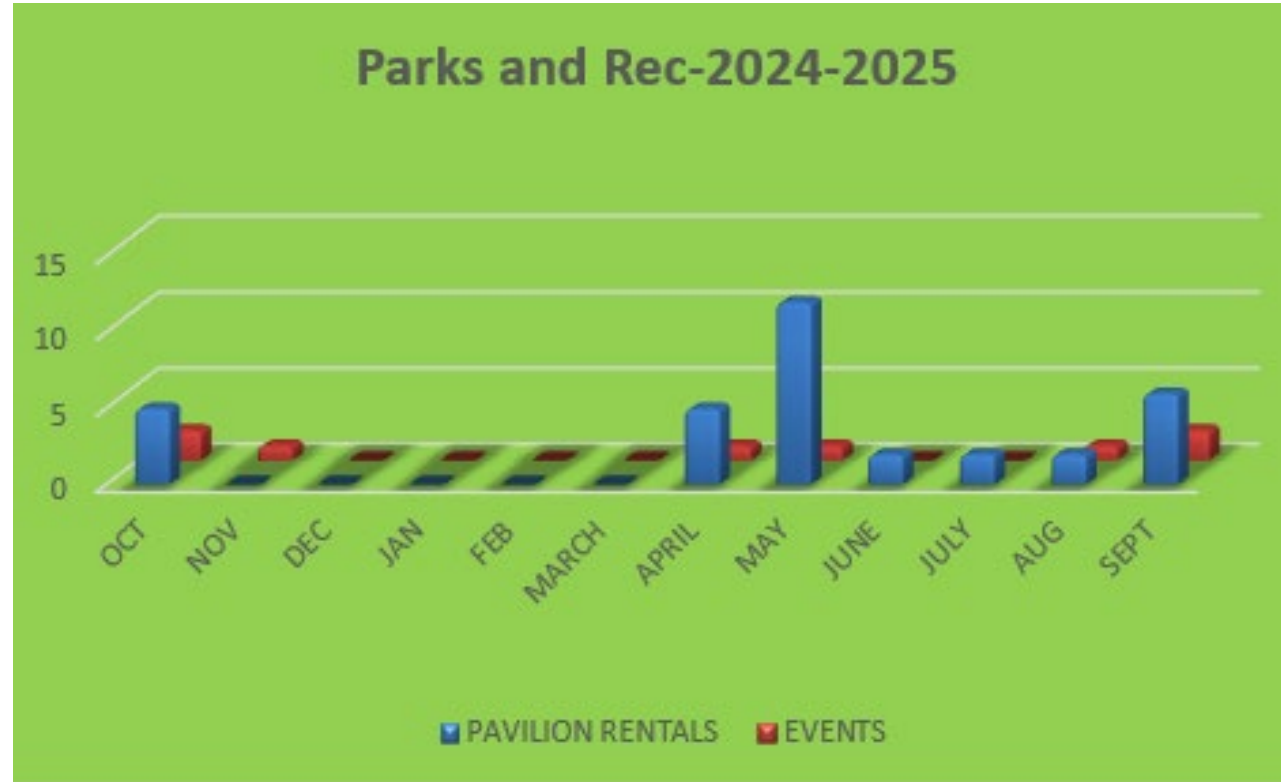
SEPTEMBER CALLS FOR SERVICE



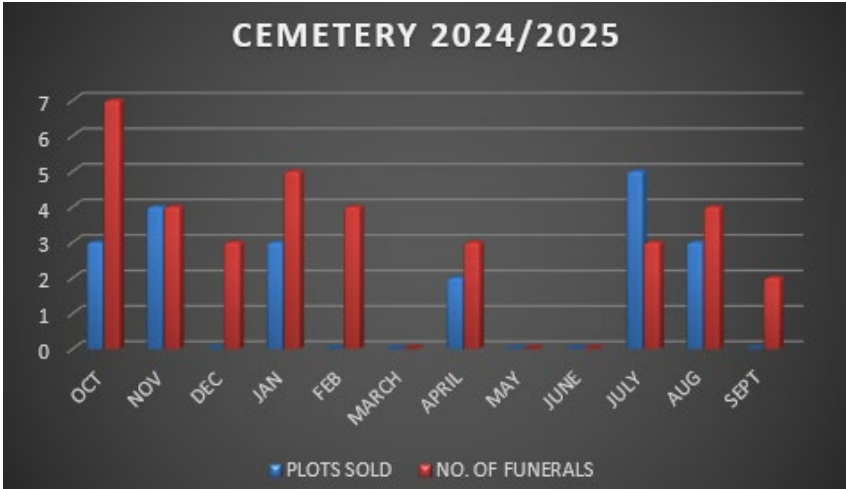




PARKS & CEMETERY



- 6 pavilion rentals.
- Continuously working on park area updates.
- Maintaining the grounds.



- 2 burials
- 0 spaces sold
- Ongoing tree trimming.
- Continued maintenance

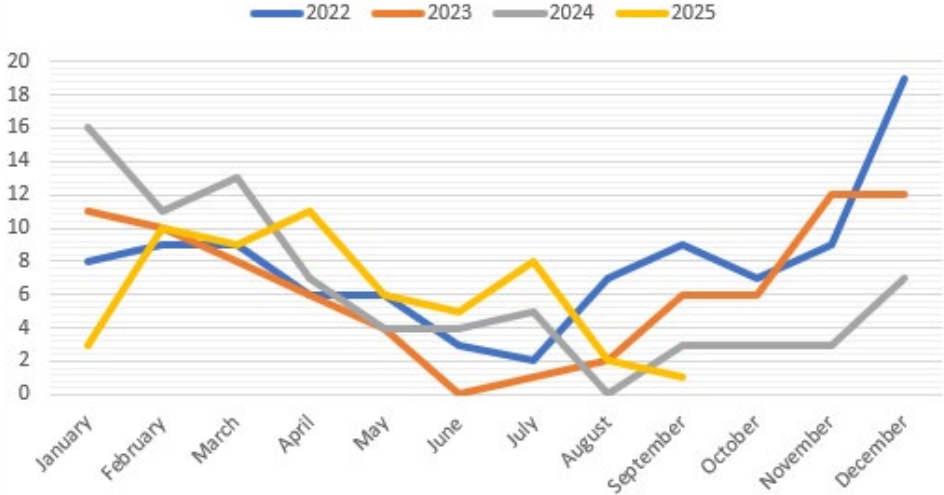
CEMETERY

PUBLIC

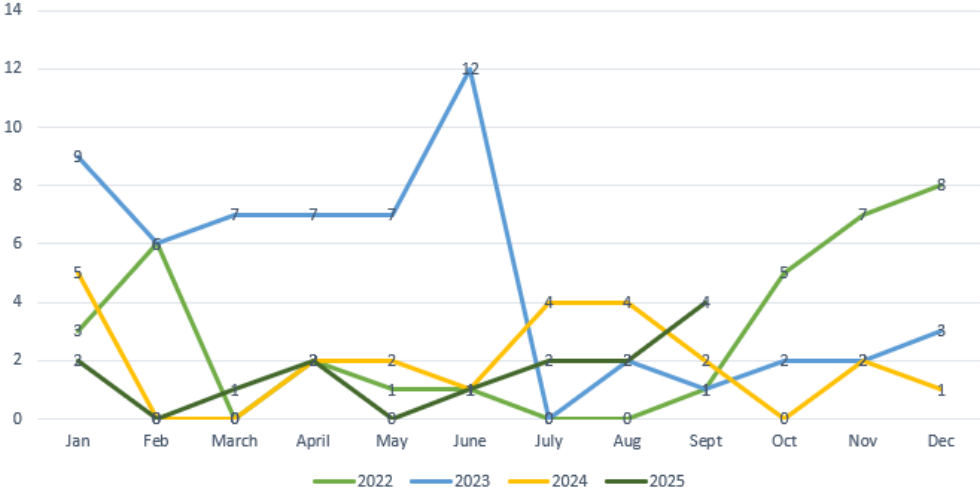


WORKS

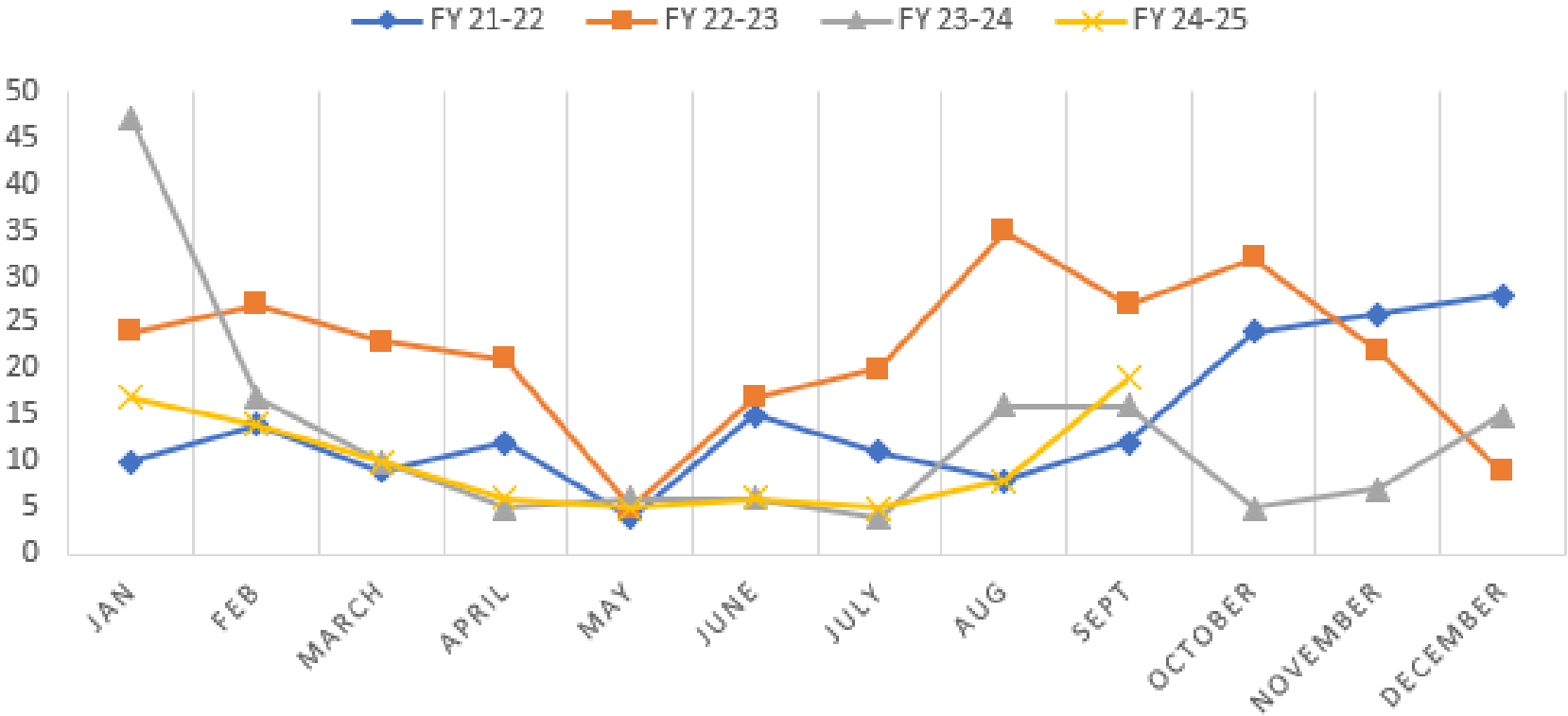
SEWER STOPPAGES



Meter Leak Report



WATER LEAKS





BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Consider approval of Resolution 2025-30 approving an agreement with the State of Texas Department of Transportation for the temporary closure of State Highway 180 for the Breckenridge Christmas Parade coordinated by the Breckenridge Chamber of Commerce.

Department: Administration

Staff Contact: Cynthia Northrop

Title: City Manager

BACKGROUND INFORMATION:

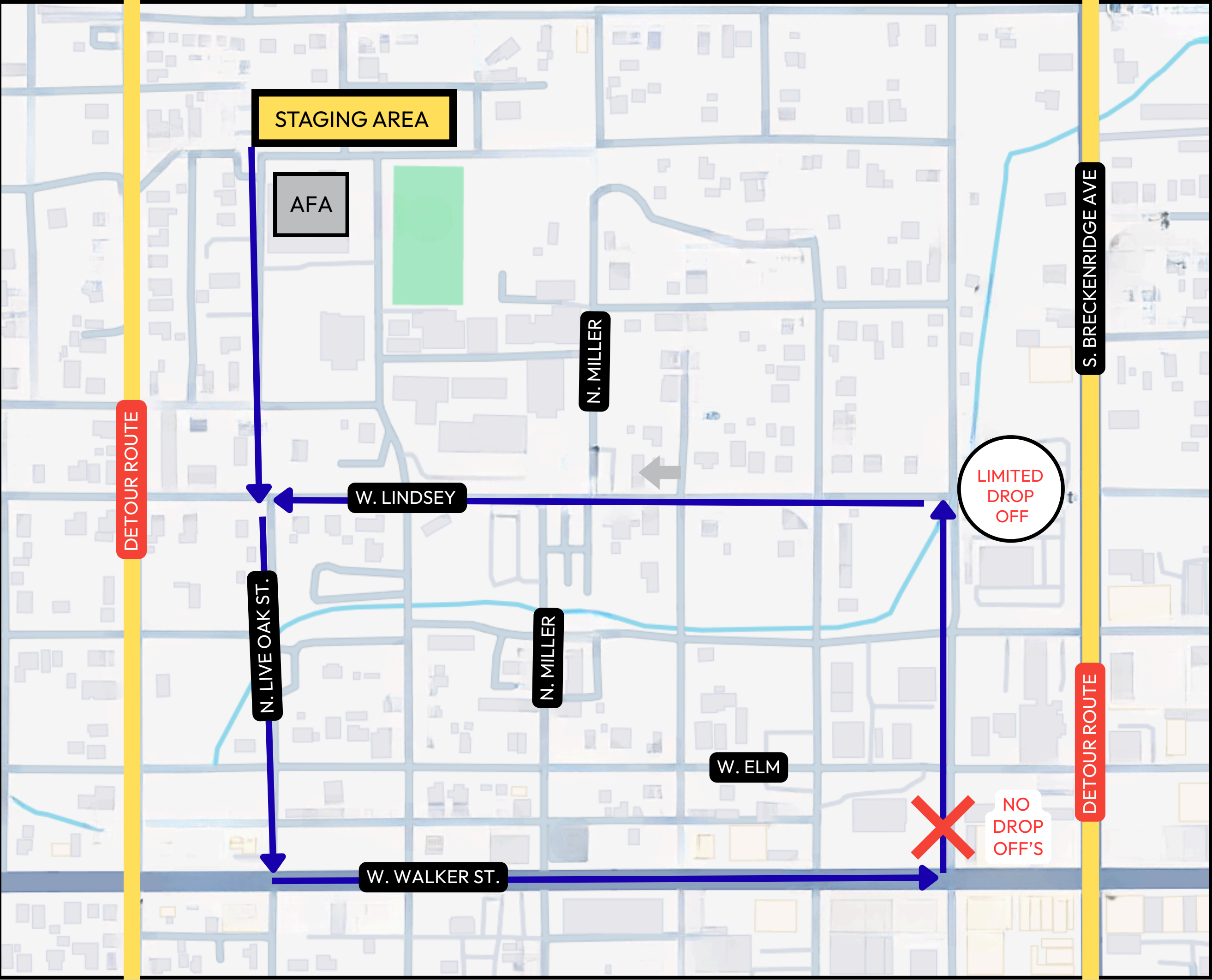
The Chamber of Commerce hosts an annual Christmas Parade that includes US Highway 180 through the downtown area. This year the Christmas Parade will be held on Thursday, December 11th. As a part of the process for the parade, the City considers and approves the road closure for the Chamber to receive the necessary approval from TxDOT. The proposed resolution is to show the city's support for the Chamber's event.

FINANCIAL IMPACT:

NA

STAFF RECOMMENDATION:

Consider approval of Resolution 2025-30 as presented.



Agreement No. _____

STATE OF TEXAS §

COUNTY OF TRAVIS §

AGREEMENT FOR THE TEMPORARY CLOSURE OF STATE RIGHT OF WAY

THIS AGREEMENT is made by and between the State of Texas, acting by and through the Texas Department of Transportation, hereinafter called the "State," and the City of Breckenridge, a municipal corporation, acting by and through its duly authorized officers, hereinafter called the "local government."

W I T N E S S E T H

WHEREAS, the State owns and operates a system of highways for public use and benefit, including US Highway 180, in Stephens, County; and

WHEREAS, the local government has requested the temporary closure of US Highway 180 (Walker Street), for the purpose of Christmas Parade, from 12/11/2025 to 12/11/2025 as described in the attached "Exhibit A," hereinafter identified as the "Event;" and

WHEREAS, the Event will be located within the local government's incorporated area; and

WHEREAS, the State, in recognition of the public purpose of the Event, wishes to cooperate with the City so long as the safety and convenience of the traveling public is ensured and that the closure of the State's right of way will be performed within the State's requirements; and

WHEREAS, on the 4th day of November, 2025, the Breckenridge City Council passed Resolution / Ordinance No. 2025-30, attached hereto and identified as "Exhibit B," establishing that the Event serves a public purpose and authorizing the local government to enter into this agreement with the State; and

WHEREAS, 43 TAC, Section 22.12 establishes the rules and procedures for the temporary closure of a segment of the State highway system; and

WHEREAS, this agreement has been developed in accordance with the rules and procedures of 43 TAC, Section 22.12;

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties hereto, to be by them respectively kept and performed as hereinafter set forth, it is agreed as follows:

A G R E E M E N T

Article 1. CONTRACT PERIOD

This agreement becomes effective upon final execution by the State and shall terminate upon completion of the Event or unless terminated or modified as hereinafter provided.

Article 2. EVENT DESCRIPTION

The physical description of the limits of the Event, including county names and highway

Agreement No. _____

numbers, the number of lanes the highway has and the number of lanes to be used, the proposed schedule of start and stop times and dates at each location, a brief description of the proposed activities involved, approximate number of people attending the Event, the number and types of animals and equipment, planned physical modifications of any man-made or natural features in or adjacent to the right of way involved shall be attached hereto along with a location map and identified as "Exhibit C."

Article 3. OPERATIONS OF THE EVENT

A. The local government shall assume all costs for the operations associated with the Event, to include but not limited to, plan development, materials, labor, public notification, providing protective barriers and barricades, protection of highway traffic and highway facilities, and all traffic control and temporary signing.

B. The local government shall submit to the State for review and approval the construction plans, if construction or modifications to the State's right of way is required, the traffic control and signing plans, traffic enforcement plans, and all other plans deemed necessary by the State. The State may require that any traffic control plans of sufficient complexity be signed, sealed and dated by a registered professional engineer. The traffic control plan shall be in accordance with the latest edition of the Texas Manual on Uniform Traffic Control Devices. All temporary traffic control devices used on state highway right of way must be included in the State's Compliant Work Zone Traffic Control Devices List. The State reserves the right to inspect the implementation of the traffic control plan and if it is found to be inadequate, the local government will bring the traffic control into compliance with the originally submitted plan, upon written notice from the State noting the required changes, prior to the event. The State may request changes to the traffic control plan in order to ensure public safety due to changing or unforeseen circumstances regarding the closure.

C. The local government will ensure that the appropriate law enforcement agency has reviewed the traffic control for the closures and that the agency has deemed them to be adequate. If the law enforcement agency is unsure as to the adequacy of the traffic control, it will contact the State for consultation no less than 10 workdays prior to the closure.

D. The local government will complete all revisions to the traffic control plan as requested by the State within the required timeframe or that the agreement will be terminated upon written notice from the State to the local government. The local government hereby agrees that any failure to cooperate with the State may constitute reckless endangerment of the public and that the Texas Department of Public Safety may be notified of the situation as soon as possible for the appropriate action, and failing to follow the traffic control plan or State instructions may result in a denial of future use of the right of way for three years.

E. The local government will not initiate closure prior to 24 hours before the scheduled Event and all barriers and barricades will be removed and the highway reopened to traffic within 24 hours after the completion of the Event.

F. The local government will provide adequate enforcement personnel to prevent vehicles from stopping and parking along the main lanes of highway right of way and otherwise prevent interference with the main lane traffic by both vehicles and pedestrians. The local government will prepare a traffic enforcement plan, to be approved by the State in writing at least 48 hours prior to the scheduled Event. Additionally, the local government shall provide to the State a letter of certification from the law enforcement agency that will be providing traffic control for the Event, certifying that they agree with the enforcement plan and will be able to meet its requirements.

G. The local government hereby assures the State that there will be appropriate passage allowance for emergency vehicle travel and adequate access for abutting property owners during construction and closure of the highway facility. These allowances and accesses will

Agreement No. _____

be included in the local government's traffic control plan.

H. The local government will avoid or minimize damage, and will, at its own expense, restore or repair damage occurring outside the State's right of way and restore or repair the State's right of way, including, but not limited to, roadway and drainage structures, signs, overhead signs, pavement markings, traffic signals, power poles and pavement, etc. to a condition equal to that existing before the closure, and, to the extent practicable, restore the natural and cultural environment in accordance with federal and state law, including landscape and historical features.

Article 4. OWNERSHIP OF DOCUMENTS

Upon completion or termination of this agreement, all documents prepared by the local government will remain the property of the local government. All data prepared under this agreement shall be made available to the State without restriction or limitation on their further use. At the request of the State, the Local Government shall submit any information required by the State in the format directed by the State.

Article 5. TERMINATION

A. This agreement may be terminated by any of the following conditions:

- (1) By mutual written agreement and consent of both parties.
- (2) By the State upon determination that use of the State's right of way is not feasible or is not in the best interest of the State and the traveling public.
- (3) By either party, upon the failure of the other party to fulfill the obligations as set forth herein.
- (4) By satisfactory completion of all services and obligations as set forth herein.

B. The termination of this agreement shall extinguish all rights, duties, obligations, and liabilities of the State and local government under this agreement. If the potential termination of this agreement is due to the failure of the local government to fulfill its contractual obligations as set forth herein, the State will notify the local government that possible breach of contract has occurred. The local government must remedy the breach as outlined by the State within ten (10) days from receipt of the State's notification. In the event the local government does not remedy the breach to the satisfaction of the State, the local government shall be liable to the State for the costs of remedying the breach and any additional costs occasioned by the State.

Article 6. DISPUTES

Should disputes arise as to the parties' responsibilities or additional work under this agreement, the State's decision shall be final and binding.

Article 7. RESPONSIBILITIES OF THE PARTIES

The State and the Local Government agree that neither party is an agent, servant, or employee of the other party and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

Article 8. INSURANCE

A. Prior to beginning any work upon the State's right of way, the local government and/or its contractors shall furnish to the State a completed "Certificate of Insurance" (TxDOT Form 1560, latest edition) and shall maintain the insurance in full force and effect during the period that the local government and/or its contractors are encroaching upon the State right of way.

B. In the event the local government is a self-insured entity, the local government shall

Agreement No. _____

provide the State proof of its self-insurance. The local government agrees to pay any and all claims and damages that may occur during the period of this closing of the highway in accordance with the terms of this agreement.

Article 9. AMENDMENTS

Any changes in the time frame, character, agreement provisions or obligations of the parties hereto shall be enacted by written amendment executed by both the local government and the State.

Article 10. COMPLIANCE WITH LAWS

The local government shall comply with all applicable federal, state and local environmental laws, regulations, ordinances and any conditions or restrictions required by the State to protect the natural environment and cultural resources of the State's right of way.

Article 11. LEGAL CONSTRUCTION

In case one or more of the provisions contained in this agreement shall for any reason be held invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions hereof and this agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

Article 12. NOTICES

All notices to either party by the other required under this agreement shall be delivered personally or sent by certified U.S. mail, postage prepaid, addressed to such party at the following respective addresses:

Local Government:	State:
City of Breckenridge	Texas Department of Transportation
105. N. Rose Ave.	2495 Highway 183 North
Breckenridge, TX 76424	Brownwood, TX 76802

All notices shall be deemed given on the date so delivered or so deposited in the mail, unless otherwise provided herein. Either party hereto may change the above address by sending written notice of such change to the other in the manner provided herein.

Article 13. SOLE AGREEMENT

This agreement constitutes the sole and only agreement between the parties hereto and supersedes any prior understandings or written or oral agreements respecting the within subject matter.

Agreement No. _____

Each party is signing this agreement on the date stated beside that party's signature.

THE CITY OF BRECKENRIDGE

Executed on behalf of the local government by:

By _____ Date _____
City Official

Typed or Printed Name and Title Bob Sims, Mayor

THE STATE OF TEXAS

Executed for the Executive Director and approved for the Texas Transportation Commission for the purpose and effect of activating and/or carrying out the orders, established policies or work programs heretofore approved and authorized by the Texas Transportation Commission.

By _____ Date _____
District Engineer

Agreement No. _____

Exhibit A**DESCRIPTION OF EVENT:****CHRISTMAS PARADE**

Agreement No. _____

Exhibit B

**RESOLUTION 2025-30
ATTACHED**

Exhibit C

**STEPHENS COUNTY – US HIGHWAY 180
OF LANES: 4**

**DATE: THURSDAY, DECEMBER 11, 2025
ESTIMATED ATTENDANCE: 400-800 PEOPLE**

**EQUIPMENT INVOLVED WILL INCLUDE, BUT NOT LIMITED TO THE
FOLLOWING:**

**TRACTOR & VEHICLE -TRAILER DRAWN FLOATS
HORSE DRAWN WAGONS
MOUNTED RIDING GROUPS
MARCHING BAND
DANCE GROUPS
WALKING GROUPS (GOODY TOSS)
NEW AND ANTIQUE AUTOMOBILES
MOTORCYCLES & ATV'S
FIRE & POLICE VEHICLES
BUSES
EMS VEHICLES**

RESOLUTION NO. 2025-30

A RESOLUTION BE THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, TEXAS, TO ENTER INTO AN AGREEMENT WITH THE STATE OF TEXAS THROUGH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR THE TEMPORARY CLOSURE OF STATE HIGHWAY 180 FOR A PARADE ASSOCIATED WITH THE BRECKENRIDGE CHAMBER OF COMMERCE

WHEREAS, the City Commission of the City of Breckenridge is in cooperation with the State of Texas for the safety and convenience of the traveling public; and

WHEREAS, the City of Breckenridge requests the temporary closure of State Highway 180 and 183 on Thursday, December 11th, 2025, for the Christmas Parade associated with the Breckenridge Chamber of Commerce; and

WHEREAS, the Christmas Parade will be located within the City of Breckenridge incorporated area, and the closure will be performed within the State's requirements;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, TEXAS: That at the regular meeting of the City Commission held on the 4th day of November 2025, this resolution was adopted in accordance with Chapter 43, Texas Administrative Code, Section 22.12 to comply with the rules and procedures established by said chapter and section.

This resolution is adopted so that the Christmas Parade may be conducted on Thursday, December 11th, 2025.

PASSED AND APPROVED THIS THE 4th DAY OF NOVEMBER 2025.

APPROVED:

ATTEST:

Bob Sims, Mayor

Jessica Sutter, City Secretary



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Consider approval of road closures associated with the Chamber of Commerce Mingle Jingle event to be held November 21-22, 2025.

Department: Administration

Staff Contact: Cynthia Northrop

Title: City Manager

BACKGROUND INFORMATION:

The Breckenridge Chamber of Commerce has requested closure of North and South Court as well as North and South Rose (map attached) on Friday, November 21st, from 6:00 p.m. – 9:00 p.m. and Saturday, November 22nd from 9:00 a.m. – 9:00 p.m. as part of their Annual Mingle Jingle event. This two-day event encourages visitors to come and stay overnight and includes (but not limited to) the following:

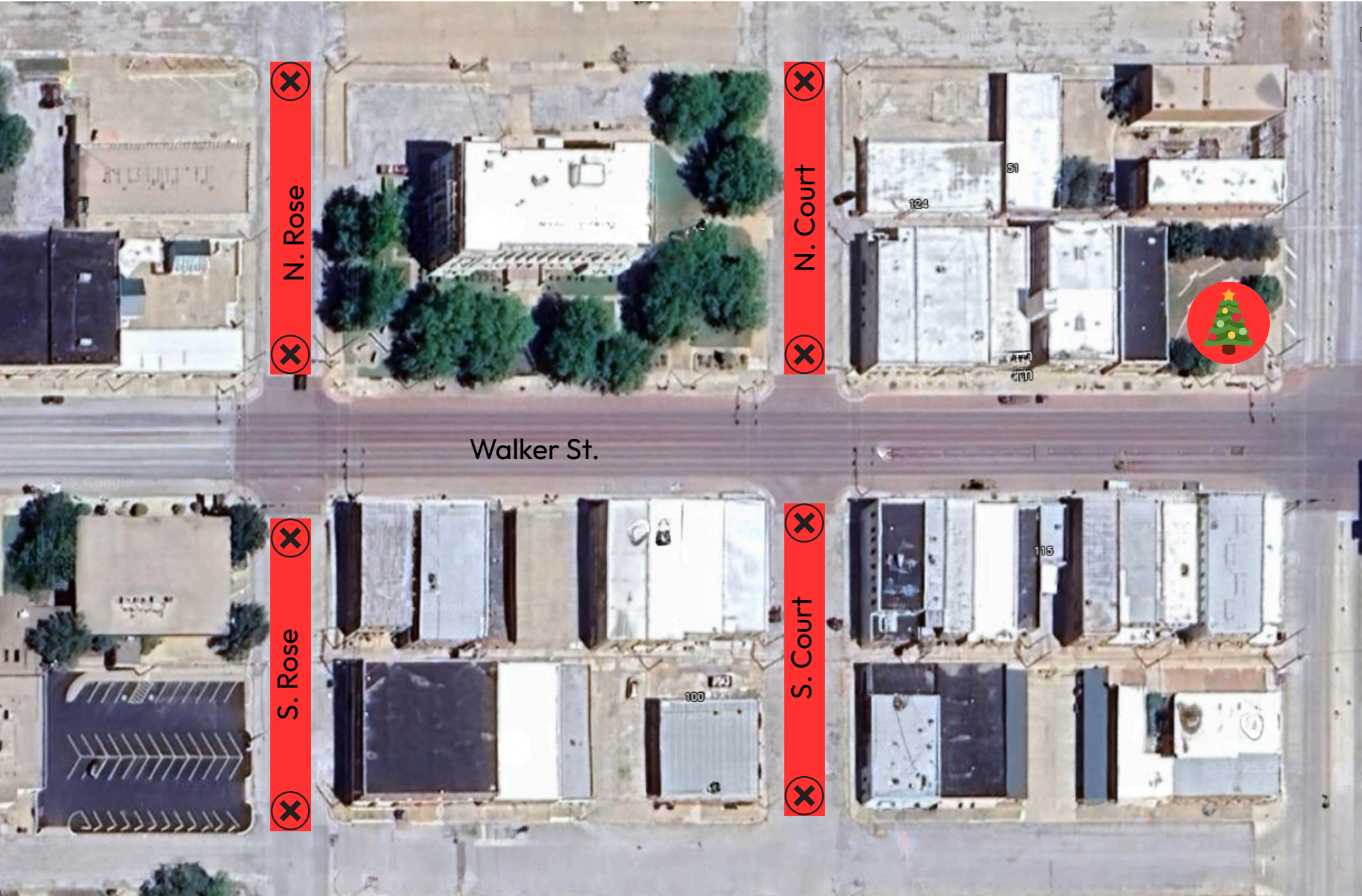
- Holiday Shopping
- Street Dance next to Clark Real Estate
- Christmas Tree Decorating
- Tamale Championship
- Holiday Shopping Spree Extravaganza
- Pancakes with Santa
- Horse-Drawn Carriage
- Food Vendors/Trucks
- Christmas Tree Lighting
- Abilene visitors to be bused in

FINANCIAL IMPACT:

NA

STAFF RECOMMENDATION:

Consider approval of road closures as presented.





BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Consider approval of Resolution 2024-31 designating the Breckenridge American as the official newspaper for the City of Breckenridge.

Department: Administration

Staff Contact: Jessica Sutter

Title: City Secretary

BACKGROUND INFORMATION:

The city must designate a qualifying newspaper as the official newspaper of the city. This is the annual designation. The Breckenridge American newspaper meets the state-required criteria.

FINANCIAL IMPACT:

N/A

STAFF RECOMMENDATION:

Consider approval of Resolution 2024-31 as presented.

RESOLUTION NO. 2025-32

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, TEXAS, TO DESIGNATE THE BRECKENRIDGE AMERICAN AS THE OFFICIAL NEWSPAPER OF THE CITY.

WHEREAS, Chapter 52, Subchapter A, Section 52.004a of the Texas Local Government Code provides that the governing body of a municipality shall designate an Official Newspaper for the City at the beginning of each Fiscal Year; and,

WHEREAS, the City of Breckenridge's Fiscal Year begins on the first day of October and continues through the 30th day of September of each year; and,

WHEREAS, Chapter 2051, Subchapter C, Section 2051.044 of the Texas Government Code sets forth the requirements of a newspaper of record and the Breckenridge American meets the requirements.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRECKENRIDGE, TEXAS, THAT:

The Breckenridge American is hereby designated as the Official Newspaper for the City of Breckenridge, Texas, for the Fiscal Year 2025-2026. The City Secretary is hereby directed to publish all Fiscal Year 2025-2026 notices and advertisements in the Breckenridge American newspaper in accordance with the law.

PASSED AND APPROVED this 4th day of November 2025.

Bob Sims, Mayor

ATTEST:

Jessica Sutter, City Secretary

S E A L



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Consider approval of Resolution 2025-33 appointment of a member to the Stephens County Appraisal District Board of Directors

Department: Administration

Staff Contact: Cynthia Northrop

Title: City Manager

BACKGROUND INFORMATION:

In 2021, the SCAD updated the Policies and Procedures to allow entities to appoint board members to the Stephens County Board of Directors from Each Taxing entity. Rob Durham has served on the City of Breckenridge's board since 2021. His current appointment will expire on December 31, 2025.

SCAD is requesting the Reappointment of Rob Durham for a term of 2 years. The appointment must be made by Resolution in an open meeting before November 15, 2025.

FINANCIAL IMPACT:

NA

STAFF RECOMMENDATION:

Consider approval of Resolution 2025-33 as presented.

STEPHENS COUNTY APPRAISAL DISTRICT



September 10, 2025

RE: Board Appointments

It is time for the tax units of Stephens County to appoint members to the Stephens County Appraisal District's (SCAD) Board of Directors (Board).

In 2021, the SCAD updated the Policies and Procedures to allow entities to appoint board members individually instead of holding a nomination and election by the entities. The following identifies the timetable and positions:

<u>Taxing Entity</u>	<u>Member</u>	<u>Current Member</u>	<u>Term Ending</u>
<i>City of Breckenridge</i>	<i>1 Member</i>	<i>Rob Durham</i>	<i>Dec 31 of Odd Years</i>
<i>Breckenridge ISD</i>	<i>1 Member</i>	<i>Roy Russell</i>	<i>Dec 31 of Odd Years</i>
<i>Stephens County</i>	<i>1 Member</i>	<i>Jerry Toland</i>	<i>Dec 31 of Even Years</i>
<i>Breckenridge ISD</i>	<i>1 Member</i>	<i>Parker Wylie</i>	<i>Dec 31 of Even Years</i>
<i>Stephens Memorial Hospital</i>	<i>1 Member</i>	<i>Gregg Goodall</i>	<i>Dec 31 of Even Years</i>

The City of Breckenridge and Breckenridge ISD will make one appointment each to initiate January 1, 2026. The members of the current Board are not automatically nominated or reappointed. The entity does not have to appoint a current member of the entity board/commission. The appointee can be a former board/commission member or a volunteer willing to represent the board/commission on the SCAD Board.

The appointment must be done by resolution of the tax unit in an open meeting prior to November 15, 2025. The resolution should be returned to the chief appraiser once it is passed. The successful board members will be announced at the December Board meeting of the SCAD and will be sworn in at the first meeting in 2026.

I have attached portions of the Board Policy and Procedure Manual discussing the responsibilities of the Board and eligibility for appointments and an example resolution for your use. Should you have any questions, please feel free to contact me.

Sincerely,

William W. Thompson
Chief Appraiser

FUNCTIONS OF THE BOARD OF DIRECTORS

The Board has authority and required duties under the Texas Property Tax Code, specifically governance over the District, while other duties and authority maybe provided elsewhere in statute.

The following is a nonexclusive list of the primary responsibilities of the Board:

1. Hire and annually review the chief appraiser
2. Structure the appointment or election of Board members and officers
3. Hold regular Board meetings to conduct the business of the Board
4. Solicit, negotiate, and enter contracts with other appraisal offices, taxing units or private firms to perform appraisal functions
5. Adopt annual operation budget and annual financing by the taxing units per guidelines set out in the Code
6. Structure and appoint members of the Appraisal Review Board
7. Structure and appoint members of the Agricultural Advisory Board
8. Purchase or lease real property to establish the appraisal district office
9. Ensuring preparation of an annual audit
10. Governance over the district in any other manner required by law

The Board is required to complete a training course on the Public Information Act and the Open Meetings Act, not later than the 90th day after taking the oath of office.

The Board has no responsibility for setting tax rates, appraising property, adjusting appraisals, granting or denying exemptions, or any other matter directly affecting the value of property.

Effective September 2007, it is a criminal offense for a member of the Board to communicate with the chief appraiser directly or indirectly on any matter relating to the appraisal of property, except in open session with an agenda item (Section 6.15, Property Tax Code).

Board members will not be compensated for service but are entitled to reimbursement for actual or necessary expenses incurred in the performance of their duties as provided by the budget adopted by the Board (Texas Property Tax Code, Section 6.04(c)).

Eligibility

1. Must be a current resident of the District
2. Must have resided in the District for at least two years immediately preceding the date the individual takes office
3. May be a member on the governing body of a taxing unit
4. An employee of a taxing unit that participates in the District is not eligible to serve on the Board unless the individual is also a member of the governing body or an elected official of a taxing unit that participates in the District

An individual is ineligible to serve on the Board and is disqualified from employment as Chief Appraiser if the individual:

1. Is related within the second degree by consanguinity or affinity, as determined under Chapter 573, Government Code, to an individual who is engaged in the business of appraising property for compensation for use in proceedings under this title or of representing property owners for compensation in proceedings under this title in the appraisal district
2. Owns property on which delinquent taxes have been owed to a taxing unit for more than 60 days after the date the individual knew or should have known of the delinquency unless:
 - a. The delinquent taxes and any penalties and interest are being paid under an installment payment agreement under Section 33.02; or
 - b. A suit to collect the delinquent taxes is deferred or abated under Section 33.06 or 33.065.
3. The individual has engaged in the business of appraising property for compensation for use in proceedings under this title or of representing property owners for compensation in proceedings under this title in the appraisal district at any time during the preceding three years

APPOINTMENT RESOLUTION 2025-33

WHEREAS the Texas Property Tax Code allows tax jurisdictions to appoint up to five people to serve on the Board of the Stephens County Appraisal District for a term of office of two years beginning January 1, 2026;

AND WHEREAS, the City of Breckenridge desires to appoint a person or persons to said Board;

AND WHEREAS, said tax unit recognizes the importance of cost-effective operations of the Appraisal District,

NOW THEREFORE, we hereby appoint Rob Durham for a position on the Board of Directors of the Stephens County Appraisal District.

Approved on this the 4th day of November, 2025.

Bob Sims, Mayor

Jessica Sutter, City Secretary



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Consider approval of Resolution 2025-31 appointing members to the Board of Adjustments

Department: Administration

Staff Contact: Jessica Sutter

Title: City Secretary

BACKGROUND INFORMATION:

The Board of Adjustments is a seven-member board tasked with conducting public hearings and grants, with or without conditions, or denies variances to the Zoning Codes, including variances from building height and building setback requirements; hears requests and renders decisions regarding special exceptions when applicants propose to expand not-conforming uses; and hears and renders decisions regarding appeals of decision or interpretations of the Building Official.

The term for current board members Kevin Kutnink, John Powell, Rocky Fain, Lesli Howk, and Turner Baugh is set to expire on November 31, 2025. Kevin Kutnink and John Powell have agreed to be re-appointed. Lesli Howk, and Turner Baugh have decided to step down from their position. Earlier in the year, Rocky Fain moved and resigned from his position on the board. This has left multiple vacancies on the Board.

Staff advertised for volunteers to serve on various boards; one applicants has agreed to volunteer for the Board of Adjustments. Kelly Walkers application is included in the agenda packet for review.

Staff recommend reappointing Kevin Kutnink to his existing position on the board. John Powell, who previously held an alternate position, is recommended to replace Lesli Howk's regular position. Kelly Walker is recommended to fill the regular position vacated by Turner Baugh. This will leave 2 vacant positions on the board (one regular and one alternate)

FINANCIAL IMPACT:

N/A

STAFF RECOMMENDATION:

Consider approval of Resolution 2025-31 as presented.



**CITY OF BRECKENRIDGE
BOARD OR COMMISSION
APPLICATION FOR APPOINTMENT**
(MUST LIVE WITHIN THE CITY LIMITS)

Name: <u>Kelly Walker</u>	Date Submitted: <u>10-24-25</u>
Home Address: [REDACTED]	Business Address:
Home Phone: [REDACTED] - cell	Occupation: <u>Oilfield</u> Business Phone:
E-Mail Address: [REDACTED].com	Fax Phone:
Breckenridge Resident for <u>45</u> years.	Qualified Voter: Yes ☒ No ☐
Are you related to any City Commission Member or City Manager? Yes ☐ No ☒ If yes, please state the relationship:	
Special knowledge or experience qualifying you for this appointment: <u>45 years of residing in the City. I want to do my part in helping Breckenridge</u>	
Boards/Commissions/Committees you have previously served on:	Dates
_____	_____
_____	_____
_____	_____
Professional and/or Community Activities:	
Number in order of preference: We will call and confirm before we appoint	
Planning and Zoning Commission	<u>1</u> Board of Adjustments
Housing Authority Board	Economic Development Corporation

Please complete and return to: City Secretary, City of Breckenridge, 105 N Rose Ave., Breckenridge, TX 76424
Phone: 254-559-8287 Fax: 254-559-7322 Email: jsutter@breckenridgetx.gov

RESOLUTION NO. 2025-31

A RESOLUTION OF THE CITY OF BRECKENRIDGE, STEPHENS COUNTY, TEXAS, APPOINTING A MEMBER TO SERVE ON THE BOARD OF ADJUSTMENT

WHEREAS, Section 2-30 of the Code of Ordinances of the City of Breckenridge creates the Board of Adjustment for the City of Breckenridge and provides appointment procedures; and,

WHEREAS, Members and Alternate Members of the Board of Adjustment serve in staggered two-year terms, commencing December 1st and ending November 30th as set forth below:

WHEREAS, the term of office for the current Board of Adjustment, **Kevin Kutnink, Lesli Howk, Rocky Fain, Turner Baugh, and John Powell** expires November 2025.

WHEREAS, Kevin Kutnink, and John Powell have agreed to be re-appointed.

WHEREAS, Lesli Howk, Rocky Fain, and Turner Baugh will be stepping down from the position on the Board of Adjustment set to expire November 2025.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, That **Kevin Kutnink, John Powell and Kelly Walker** shall be appointed to the Board of Adjustment for a two-year term which expires November 30, 2027.

Kevin Kutnink

John Powell

Kelly Walker

PASSED AND APPROVED by the City Commission of the City of Breckenridge, Stephens County, Texas on this the 4th day of November, 2025.

APPROVED:

Bob Sims, Mayor

ATTEST:

Jessica Sutter, City Secretary



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Consider approval of Resolution 2025-26 appointing members to the Breckenridge Housing Authority

Department: Administration

Staff Contact: Jessica Sutter

Title: City Secretary

BACKGROUND INFORMATION:

The Housing Authority was established by the City Commission in January 1950. Local Government Code Section 392.031 establishes the criteria for the municipality to appoint the Housing Authority Board of Director members. The board is made up of 5 members: 2 serve one-year terms and 3 serve two-year terms.

Three terms are expiring and up for reappointment: The terms of Kenny Taylor, Will Thompson, and Audrey Brown are expiring on October 31, 2025, Will Thompson and Audrey Brown would like to resign from their positions. Kenny Taylor would like to be reappointed (one-year term), Veronica Burgin would like to be appointed to replace Will Thomspesn (2-year term, and Isaiah Session would like to be appointed to replace Audrey Brown (One-Year Term).

FINANCIAL IMPACT:

N/A

STAFF RECOMMENDATION:

Consider approval of Resolution 2025-26 as presented.

RESOLUTION NO. 2025-26

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, TEXAS, TO APPOINT MEMBERS TO THE BOARD OF DIRECTORS OF THE HOUSING AUTHORITY OF THE CITY OF BRECKENRIDGE.

WHEREAS the City Commission of the City of Breckenridge is charged with the responsibility of appointing members to the Board of Directors of the Housing Authority of the City of Breckenridge; and,

WHEREAS Will Thompson, Kenny Taylor, and Audrey Brown terms on the Housing Authority Board is set to expire October 31, 2025;

WHEREAS Will Thompson and Audrey Brown will be stepping down from the position on the Housing Authority Board set to expire October 31, 2025;

NOW, THEREFORE, BE IT RESOLVED: That Veronica Burgin shall be appointed to two-year term set to expire October 31, 2027; that Kenny Taylor shall be reappointed for a one-year term that expires October 31, 2026; that Isaiah Session shall be appointed to a one-year term that expires October 31, 2026.

Kenny Taylor	Isaiah Session	Veronica Burgin (Expires October 31, 2027)
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PASSED AND APPROVED this 4th day of November 2025.

Bob Sims, Mayor

ATTEST:

Jessica Sutter, City Secretary

S E A L



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Discussion about city parades and events.

Department: Administration

Staff Contact: Cynthia Northrop

Title: City Manager

BACKGROUND INFORMATION:

As requested by commissioners, this workshop item is to discuss the procedure, cost of service, safety, and requirements associated with parades and special events in the City of Breckenridge.

FINANCIAL IMPACT:

NA

STAFF RECOMMENDATION:

No Action-Discussion only.