

Village of Timbercreek Canyon

October 15, 2025

Members of the Board of Aldermen met in a Regular Meeting at 6:00 PM on October 15th, 2025, at the Timbercreek Canyon Gatehouse with the following present:

Mayor: Brian Giffin
Aldermen: Dickie Haney
Tim Satterwhite
Mike Fuller
Janis Naiman
Jennifer Huddleston

Co-Treasurer: Ayne Sharp
Co-Treasurer: Eliane Dollar
City Secretary: Amber Satterwhite
City Manager: Max Seymour
Fire Chief: Eddie Wood
Police Chief: John Vaught

Not Attending:

Also attending: Sara Pinson, Tyler Pinson, Tim Lite, Carol Williams, Janet Coleman, Ted Ray Coleman, Doug Messer, Tim Koetting

1. CALL TO ORDER, QUORUM CHECK, AND PLEDGE OF ALLEGIANCE TO THE UNITED STATES FLAG

The Regular Meeting was called to order at the Timbercreek Canyon Gatehouse at 6:00 PM by Mayor Brian Giffin. Mayor Giffin led the Pledge of Allegiance. Village Secretary, Amber Satterwhite, determined that a quorum was present.

2. PUBLIC COMMENTS

Tim Lite spoke regarding his recent request for information from the village. Mr. Lite also passed out copies of his request to the board. Tyler Pinson spoke against the proposed emergency tower. Elaine Dollar spoke regarding a tower she had recently seen. Doug Messer spoke regarding village elevations and building timeframes.

3. DISCUSS UPDATE ON THE SENIOR CENTER

a. Tim Koetting

Tim Koetting was in attendance with an update on the Senior Center. Mr. Koetting stated that the sitework has started again. He estimates the interior of the building will be finished by the first week of November, with the lot being completed by the end of November. A short discussion regarding the maintenance building and where to rebuild it took place. Options discussed were the fire station and the tennis court land. Parking lot lighting will be 32 " solar lights. Mr. Koetting will run the conduit for a future generator before finishing the lot. The job shack will be leaving soon. The possibility of a walkthrough at the center in November was discussed.

4. DISCUSS, CONSIDER, AND TAKE APPROPRIATE ACTION ON GRANTING AUTHORITY FOR THE MAYOR AND THE BOARD OF ALDERMEN TO ENTER INTO NEGOTIATIONS WITH RANDALL COUNTY FOR THE INSTALLATION OF THE RANDALL COUNTY 911 TOWER

Long discussion regarding the tower. Alderwoman Huddleston made the motion to grant the Mayor and the Board of Aldermen permission to enter into negotiations with Randall County for the installation of the Randall County 911 tower. Alderwoman Naiman seconded the motion. The vote was 1 Yea and 4 Nays. The motion failed to pass.

5. CONSENT ITEMS – CONSIDER AND TAKE APPROPRIATE ACTION ON THE FOLLOWING:

a) MINUTES FROM THE SEPTEMBER 11TH, 2025 REGULAR BOARD MEETING AND THE SEPTEMBER 24TH SPECIAL CALLED MEETING

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On the September 11th minutes change: under Also Attending "Tex Ray Coleman" to "Ted Ray Coleman" and "David Richey" to "Davide Richey" under Consent Items, b) first sentence, "financial reports for June" to "financial reports for August"
No changes for the September 24th minutes.

b) VILLAGE FINANCIAL STATEMENTS FOR THE MONTH OF SEPTEMBER

Co-Treasurer Ayne Sharp provided the financial reports for September; a copy is attached. Co-Treasurers Ayne Sharp and Elaine Dollar were present to comment and answer questions. Co-Treasurer Sharp stated that an error had been made and a new set of corrected financials had to be made after the agenda packet had gone out to the Board. A corrected copy of the financials is attached with the checking account ending balance at September 30th of \$8097.15. Gratitude was shown to the police department for how well they managed their budget. After a short discussion regarding specific accounts and amounts, the board continued to the other reports.

d) STAFF REPORTS

- 1) Police Department: Chief Vaught provided a written report for September and was present to answer questions and comment. A copy of the report is attached. The report showed that the officers conducted 87 hours of patrol. Four house watches were performed, the chip site was routinely checked, construction permit checks, agency assist, attended the Chili Cookoff, found suspicious persons on Mimosa, handled a loose dog, provided numerous written warnings, and issued one citation. The officers also took a speed complaint, ran lidar on Wild Plum for several days, investigated suspicious vehicles (was residents or their family), worked the McAfee gate hit and run, attended to an AT&T vehicle that was disabled, removed a log from the road, added residents to the village email, and provided invoices for audit.
- 2) Fire Department:
Chief Eddie Wood was present at the meeting. Chief Wood reported that the department had one call for the month of September. He stated that he had received a \$25,000 grant for replacing the SCBA tanks. Chief Wood also stated that he has the opportunity to get a \$60,000 grant to replace a cab and chassis on a department vehicle. After a short discussion, this grant will be placed on the agenda for next month.
- 3) Building Committee
- 4) Planning & Zoning: No update.
- 5) POA Liaison Report: Alderwoman Naiman reported that the gate at Wild Plum has been struck and is being repaired. The culvert project has begun at the Osage gate, and the contractors are trying hard not to have to close the gate. She stated that if the gate must be closed, a village email will be sent to notify residents.
- 6) Garden Club: No update.
- 7) Firewise:
Mayor Brian Giffin reminded everyone that Fall Cleanup is this Saturday at 9 am, with the Firewise cookout happening at Palisades at 12 pm. All Timbercreek residents are encouraged to attend.
- 8) Emergency Management Report: No update.
- 9) Mayor's Report: No report.
- 8) PRPC City Manager:
City Manager Max Seymour discussed a property that is currently behind on permit payments. Co-Treasurer Dollar stated that the current system of recording permits is not working due to invoices

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from inspections not referencing the permit number. Also discussed were the franchise agreements with the various entities. City Manager Seymour stated that the RFQ for the tower is currently in progress, and some interest has already been shown. The board will be able to vote in November on the best vendor.

Alderman Dickie Haney made the motion to accept the minutes (as corrected) and all reports as presented. Alderman Tim Satterwhite seconded the motion. The motion passed unanimously.

6. DISCUSS, CONSIDER, AND TAKE APPROPRIATE ACTION ON AMENDING THE MINUTES OF THE JUNE 12TH MINUTES. CORRECTING 60-FOOT EASEMENT (INCORRECT) TO 6 FOOT (CORRECT) EASEMENTS OFF ROADS

Short discussion regarding necessary wording. Alderwoman Naiman made the motion to change the wording on the June 12th minutes to read that the property owners' association has a 30-foot to 60-foot easement, depending on location. Alderwoman Huddleston seconded the motion. The motion passed unanimously.

7. BOARD MEMBER COMMENTS, ESTABLISH FUTURE AGENDA ITEMS, AND SET DATE FOR THE REGULAR MEETING IN NOVEMBER 2025

The next regular meeting was set for Thursday, November 13th, 2025. Possible items added to the agenda are:


Robert Downing, inspection process
Fire Department grant
SCBA tank purchase

8. ADJOURN

Alderwoman Naiman made the motion to adjourn, Alderman Fuller seconded the motion, and it passed unanimously. Mayor Brian Giffin adjourned the meeting at 8:00 PM.



Mayor, Brian Giffin



City Secretary, Amber Satterwhite