

# Village of Timbercreek Canyon

October 14th, 2021

Members of the Board of Aldermen met in a Regular Meeting at 6:00 PM on October 14th, 2021 at the Timbercreek Canyon Gatehouse with the following present:

Mayor:	Bill Young	City Secretary:	Betty Howe
Mayor Pro-Tempore:	Brian Giffin	City Manager:	Katie Paul
Aldermen:	Mike Fuller	Treasurer:	Elaine Dollar
	Dickie Haney	Fire Chief:	Eddie Wood
	Jennifer Huddleston		
	Janis Naiman		

Not attending:  
Police Chief: Kevin Willis

Also attending: No one.

- 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 6:02 PM by Mayor Bill Young. Eddie Wood led the Pledge of Allegiance. Village Secretary, Betty Howe, determined that a quorum was present.

- 2. PUBLIC COMMENTS**  
There were none.

- 3. CONSENT ITEMS – CONSIDER AND TAKE ACTION ON THE FOLLOWING:**

- a) MINUTES FROM THE SEPTEMBER 9<sup>TH</sup>, 2021 REGULAR BOARD MEETING**

The following corrections will be made to the minutes. On page 2, under Staff Reports, Item 3): "The Chief also said that the pick-up truck had an overhaul and is good now." should read "The Chief also said that the Police pick-up truck had a tune-up and repairs and is good now."

- b) VILLAGE FINANCIAL STATEMENTS FOR THE MONTH OF SEPTEMBER**

Ayne Sharp provided the financial reports for September and copies are attached. Elaine Dollar was present to answer questions. It was noted that all departments came in under budget for FY 2020 and that the total spending was under budget by about \$39,000.00.

- c) STAFF REPORTS**

- 1) Fire Department: Chief Wood was present reported there were five calls during September and the Department responded to two. The Department is still training every Thursday. The search continues for a replacement tender truck.
    - 2) Firewise: Alderman Giffin reported that the Forestry Service is still working on the Demonstration Project across from the Fire Station and is making great progress. The Texas Forestry Service is also handling the chipping operation. The Firewise Awareness Event is scheduled for October 23, 2021 and requested that anyone who can plan to be at the Palisades Fire Department to help with the food and Brian does the cooking. He also said that Smoky the Bear will be in attendance. The Village pays for the food for the event.
    - 3) Police Department: Chief Willis provided a written report and a copy is attached. The report showed the Police Department completed 82 patrol hours during September. The department conducted 17 house watches/house checks and has updated the house watch list; responded to suspicious vehicles at the Osage and McAfee gates; multiple traffic stops made on McAfee and S. Timbercreek; multiple responses to alarms or house found open and unsecured; Officers assisted Randall County Patrol with three incidents including two assaults; Officers assisted the Randall County Sheriffs Office and Lake Tanglewood with a small grass fire in Tanglewood; located and identified street signs in poor condition or missing; and

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worked with Katie Paul in finding grants for body worn cameras and body armor. The Chief said that the new FY 2022 budget is on track.

- 4) Emergency Management Report: Hazard Mitigation Projects are on the October agenda.
- 5) Building Committee: Katie Paul reported that one building permit was issued in September for a roof.
- 6) HOA Liaison Report: The POA will continue to meet via Zoom. Discussions continue regarding road erosion at Poplar/Mesquite and pending inspection report.
- 7) Mayor's Report: Mayor Young provided a report and a copy is attached and was also sent to residents by email. He reported that the was held on Saturday, October 9th, and volunteers met at the Fire Station and participated in cleanup. Thanks to the Garden Club for providing lunch and snacks for volunteers. Mayor Young also reminded everyone of the Garden Club Chili Cook Off and Car Show scheduled for October 16th that will raise funds for the Bridge Beautification Project. There will also be a silent auction and raffle at the Chili Cook Off.  
Bill Young reported that a new maintenance garage is nearing completion at the Village's property at Hackberry. The garage will be used to store mowers, landscaping items, and Village road signs that are currently being stored at the Fire Department/Police Department. The completion of the garage is scheduled for later this fall.  
Mayor Young reported that there has been soil erosion at the Fire Station. A committee of Board members have been addressing the issue. Thanks go out to Dickie Haney, Mike Fuller, and Jennifer Huddleston. Also, thanks to Jimmy Smart and Kevin Willis for helping with the project. The project will be ongoing as the erosion may persist.  
The grant application to Texas Parks & Wildlife Department for playground equipment has been submitted. Special thanks to City Manager, Katie Paul, for her hard work making this grant application possible.
- 8) PRPC City Manager: Katie Paul said she worked on a number of Village projects this month. Ms. Paul noted that she has been working on preparing the agenda; grants for the Village; revisiting the Hazard Mitigation Plan and possible grant opportunities; grants available for law enforcement equipment; and proclamation recognizing National Crime Prevention Month. Ms. Paul has also spent time preparing the Grant application for Texas Parks and Wildlife grant to purchase playground equipment.

Brian Giffin made the motion to accept minutes with corrections and all reports as presented. Mike Fuller seconded the motion. The motion passed unanimously.

#### **4. PROCLAMATION 2022-1: PROCLAIMING NATIONAL CRIME PREVENTION MONTH IN THE VILLAGE OF TIMBERCREEK CANYON**

Katie Paul explained that October has been recognized as National Crime Prevention Month since 1984. This proclamation affirms the Village's commitment to preventing crime and encourages citizens to take part in preventative measures and programs to protect themselves and their property from potential crime. Janis Neiman moved the Board approve the Proclamation and Dickie Haney provided the second. The Proclamation was approved unanimously.

#### **5. DISCUSS, CONSIDER, AND TAKE APPROPRIATE ACTION ON RESOLUTION 2022-1 AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE OFFICE OF THE GOVERNOR FOR BODY WORN CAMERAS**

Staff have identified a funding opportunity from the Office of the Governor that would allow the Village to purchase body worn camera units to further modernize the Timbercreek Canyon Police Department. This resolution would authorize the submission of the application once prepared. The deadline to apply is November 30, 2021 and the program requires a 25% match. Ms. Paul provided a quote for the equipment along with the resolution to apply. Dickie Haney moved the Board approve Resolution 2022-1 authorizing the submission of an application for body worn cameras. The second was made by Mike Fuller and passed unanimously.

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## **6. DISCUSS, CONSIDER, AND TAKE APPROPRIATE ACTION ON AUTHORIZING SUBMISSION OF GRANT APPLICATIONS TO PRIVATE FOUNDATIONS FOR LAW ENFORCEMENT EQUIPMENT**

Chief Kevin Willis has identified several private funding opportunities for law enforcement equipment. He is requesting authorization to submit applications to these foundations. These opportunities generally do not require a match commitment and do not have as stringent requirements as public funding sources. Approving the submission of application that meet these criteria would allow Chief Willis the flexibility to write and apply for a variety of opportunities. Some of the possible equipment might include body armor and in-car camera systems for the Police Department. These grants are usually 100% funded. Dickie Haney made the motion to approve the submission of grant applications for funding of equipment for the Timbercreek Police Department. Mike Fuller seconded the motion and it was approved unanimously.

## **7. DISCUSS, CONSIDER, AND TAKE APPROPRIATE ACTION ON POSSIBLE GRANT APPLICATION FOR HAZARD MITIGATION PROGRAM**

Katie Paul explained that in a prior meeting, the Board considered options for an application to the Hazard Mitigation Grant Program. Option discussed include a tractor for clearing road of debris or creating fire breaks in the event of severe weather or wildfire, generators for critical facilities or outdoor warning sirens. It was found that the tractor would be better fitted to a wildfire hazard mitigation program which will be open at the end of the calendar year. The outdoor warning system would likely need two sirens and would not be as likely to be approved as the generator project. The deadline for the grant for the generator is November 5<sup>th</sup> and requires a 25% match commitment. Ms. Paul provided a quote for a generator to be installed at the Fire Station and the generator and installation is approximately \$7,500. Katie Paul provided a quote for the generator and a copy is attached. The Board discussed other possible items for grant applications noting that the generator would probably score better. Brian Giffin made the motion to apply for grants to cover the cost and installation of a generator to be placed at the Fire Station. The motion was seconded by Dickie Haney and passed unanimously.

## **8. DISCUSS, CONSIDER, AND TAKE APPROPRIATE ACTION ON EROSION ABATEMENT AT THE FIRE STATION**

Katie Paul and others from the Board provide information. During the Fall Clean Up Day, rock was brought in and placed behind the Fire Station in an effort to combat soil erosion. Bill Young provided additional information in the Mayor's Message. The Board discussed the next steps needed in the erosion abatement. Following discussion, the Board decided that more rock would be needed on the east side.

## **9. DISCUSS AND UPDATE ON FOREST SERVICE DEMONSTRATION PROJECT**

The Texas Forestry Service has begun clearing the area across from the Fire Station. This is an ongoing project. This agenda item will provide an update on the progress and potential schedule for the project. Bill Young and Brian Giffin provided information on the progress and the project is scheduled to be completed this fall.

## **10. UPDATE ON VILLAGE GARAGE STORAGE PROJECT**

The previously approved storage project is still ongoing, but is nearing completion. Bill Young said that the cost so far is about \$14,100 plus the garage door, electrical, and steel door with locks. Currently it still needs paint. Mayor Young would like to see the building secured possibly with a chain or chain-link protecting the building and tower. Something to think about.

## **11. BOARD MEMBER COMMENTS AND ESTABLISH FUTURE AGENDA ITEMS**

Items for upcoming meetings include possible grant opportunities and update on maintenance garage construction. A presentation from the Garden Club will provide information about the Osage Gate Beautification Project.

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## 12. ADJOURN

Dickie Haney made the motion to adjourn. Janis Naiman seconded the motion and it passed unanimously. Mayor Bill Young adjourned the meeting at 7:40 PM.

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Mayor, Bill Young

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City Secretary, Betty Howe