

Village of Timbercreek Canyon

July 9, 2020

Members of the Board of Aldermen met in a Regular Meeting at 6:00 PM on July 9, 2020 at the Timbercreek Canyon Gatehouse and via video conference and phone call with the following present:

Mayor:	Bill Young	City Secretary:	Betty Howe
Aldermen:	Brian Giffin	City Treasurer:	Elaine Dollar
	Dickie Haney	City Manager:	Katie Perkins
	Jennifer Huddleston	Police Chief:	Jeremy Hoffman
	Mary Watley		

Not attending:
Fire Chief: Eddie Wood

Also present: No one.

1. CALL TO ORDER, QUORUM CHECK AND PLEDGE OF ALLEGIANCE

The Regular Meeting was called to order at 6:03 PM by Mayor Bill Young. Mary Watley led the Pledge of Allegiance. Village Secretary, Betty Howe, determined that a quorum was present.

2. PUBLIC HEARING – VILLAGE OF TIMBERCREEK CANYON HAZARD MITIGATION PLAN

No comments were made and the Public Hearing was closed at 6:05 PM.

3. PUBLIC COMMENTS

No comments were made.

4. CONSIDER AND TAKE APPROPRIATE ACTION ON APPROVING THE MINUTES FROM THE AUGUST 13TH, AND AUGUST 31ST 2020 MEETINGS

The following changes will be made to the August 13th minutes: 1) Under Item #2, the sentence "Bill Young explained that the structure should be no less than 16 feet from the edge of the cliff and only with the deck." Should be changed to read: "Bill Young explained that if the variance is to be approved, the deck should be no less than 16 feet from the edge of the cliff." 2) Under Item #6, the statement "... administered the oath of office to" should read "... administered the Statement of Officer to". 3) Under Item #9-b, the sentence "... needs new radios and will be The radio ..." should read "needs new radios and the purchase for the Fire Department will be ...". 4) Under Item 9-c, the words "... Fire Service ..." should be replaced with "... Forestry Service ...". 5) Under 9-d, the words "... Jeremy Hoffman was present ..." should be replaced with "... Jeremy Hoffman was present via video conference ...". 6) Also under 9-c, the word "cart" should be added between the words "golf" and "with". 7) Under Item #10, the paragraph should be replaced to read as follows: "The Board discussed the comments from the Public Hearing and the issues involved in approving the variance. It was noted that the west side of the property is solid rock, this is the last lot on Wild Plum. Bill Young said the property owners could put in an aerobic septic system if space is not available for leach lines. Some of the issues discussed by the Board concerning approval of the variance were that it would set a precedence, that there may be a problem with the deck being so close to the cliff, erosion problems, closeness to the neighbors below, and the cliff dropping off. Ms. Perkins said the options available to the Board at this time were 1) to pass the variance; 2) to deny the variance; or to 3) table the item for additional information. Since no variance fee has been received, it is recommended that the variance be tabled. Jennifer Huddleston moved to table the item for further information and Dickie Haney provided the second for the motion. The motion to table the variance was approved unanimously." 7) Under Item #16 the words "... approval in Resolution 2020-9." Should read "... approval in Resolution 2020-10." One change should be made to the minutes of August 31st: the words "...will be held on September 17, 2020, at the Timbercreek Canyon Gatehouse ..." should read "... will be held on September 17, 2020, at the Timbercreek Canyon Park ...".

Village of Timbercreek Canyon

The motion to approve both sets of minutes with corrections was made by Brian Giffin and seconded by Mike Fuller. The motion passed unanimously.

5. CONSENT ITEM – CONSIDER AND TAKE ACTION ON VARIOUS REPORTS

- a) Village Treasurer: Ayne Sharp provided the August reports for the agenda packets and copies are attached. Elaine Dollar was in attendance and answered questions. It was noted that the Village is under budget for the fiscal year. Elaine Dollar explained that Attorney Fees are under budget since no bill has been received as yet for land transfers. Bill Young asked if the Christmas decorations are in the budget and Elaine Dollar said it would be in next years budget.
- b) Fire Department: Eddie Wood, Fire Chief, did not attend, but it was reported that the Department answered one call out to McCormick.
- c) Firewise: Brian Giffin reported that he is working on the 2021 Firewise renewal. The Clean-up Day is scheduled for October 3rd and he has confirmed the chipper and dumpsters for the clean-up day. Due to Covid-19, the annual Firewise Awareness event is not planned this year. Mr. Giffin reviewed the 2020 Wildfire Risk Assessment with the new Texas A&M Forest Service (TFS), Wildland Urban Interface (WUI) Specialist, James DeGrazia, and Alderman Giffin provided details of the Firewise activities in the Village. Copies of the "Village of Timbercreek Canyon Wildfire Risk Assessment" were provided to the Board and a copy is attached. The Board reviewed and discussed the "Assessment". Mayor Young said he felt the TFS did a good job of evaluating the Village.
- d) Police Department: Police Chief Jeremy Hoffman was present and provided a written report. A copy is attached. There were 17 house watches conducted in August and nothing new to report.
- e) Emergency Management Report: Nothing new to report.
- f) Building Committee: Bill Young and Stu Lake have been discussing whether the TCPOA Architectural Committee or the Village Building Committee should be the first to examine plans for new construction. They believe the Architectural Committee should see the plans first. The Architectural Committee will focus on deed restrictions and aesthetics such as the exterior veneer, while the Village Building Committee will focus on the regulation of the Code of Ordinances. Katie Paul reminded the Board that the Village can only regulate matters related to the health, safety, and welfare of the Village.
- g) HOA Liaison Report: Nothing to report at this time.
- h) Mayor's Report: Mayor Young provided copies of the Mayor's Message provided to residents through email. He noted that the Village is still under condition Orange for Covid-19 and that Governor Abbot has renewed the statewide Disaster Declaration. He reminded everyone to be safe: continue to wear a mask in public, practice social distancing, and wash hands. A copy of the Mayor's Message is attached. The Mayor said a tentative date of September 12th has been set for Village Day. The Mayor said that the website for Timbercreek Canyon is now active and can be found at timbercreekcanyon.org. Mayor Young also said that the bases for the Hackberry Tower and for the flag poles at the Wild Plum gate and the McAfee gate. The Hazard Mitigation Plan is ready for review and approval at this Board meeting.
- i) PRPC City Manager: Katie Paul provided the written Panhandle Regional Planning Commission (PRPC) Report for August and an invoice for services for September. Copies of the report and invoice are attached. Ms. Paul reported that during the month she worked on: items on the agenda and creation of the agenda packet; filed and organized previous meeting agenda and information; ensured compliance with the Texas Open Meetings handbook; provided the Code of Ordinances to citizens; worked on a variance request for 129 Wild Plum; arranged a site visit to 129 Wild Plum with Village Officials; corresponded with Village Attorney on deeds and other items; researched police policies and best practices; arranged for Public Hearing on the Hazard Mitigation Plan; conducted Budget Adoption Special Meeting; posted required notices in Newspaper for Tax Rate Adoption and Budget Hearing; and developed recommendations for Village Police Department.

Village of Timbercreek Canyon

Dickie Haney made the motion to accept all reports as presented. Mary Watley seconded the motion. The motion passed unanimously with Mary Watley abstaining.

6. DISCUSS, CONSIDER, AND TAKE APPROPRIATE ACTION RESOLUTION 2020-11 ENTERING INTO AN INTERLOCAL CONTRACT FOR CITY MANAGEMENT SERVICES WITH THE PANHANDLE REGIONAL PLANNING COMMISSION

Mayor Bill Young explained how important the services provided by the PRPC are to the Village and its Officials. The PRPC and the contract City Manager take care of a great deal of issues and advise the Board on important Village matters. Katie Paul noted that the rate for services remains the same for the upcoming year. Mayor Young recommended that the contract be approved. Brian Giffin moved that the Board approve the contract for services with the PRPC. Jennifer Huddleston provided the second and the contract was approved unanimously.

7. DISCUSS, CONSIDER AND TAKE APPROPRIATE ACTION ON RESOLUTION 2020-12 APPROVING A NEGOTIATED SETTLEMENT BETWEEN A COMMITTEE OF CITIES SERVED BY ATMOS WEST TEXAS AND ATMOS ENERGY CORPORATION

Following a brief discussion, Brian Giffin made the motion to pass Resolution 2020-12 approving a negotiated settlement between a Committee of Cities served by Atmos West Texas and Atmos Energy Corporation. The motion was seconded by Mike Fuller and passed unanimously with Mary Watley abstaining.

8. DISCUSS, CONSIDER AND TAKE APPROPRIATE ACTION ON RESOLUTION 2020-13 ADOPTING THE VILLAGE OF TIMBERCREEK CANYON'S HAZARD MITIGATION PLAN

Katie Paul explained that the Village of Timbercreek Canyon has previously adopted a Hazard Mitigation Plan. This plan enables the Village to apply for grant funding and funding as a result of a natural disaster which would help the Village recover from an event. Every five years, the Village must review and update the adopted plan. The Board of Aldermen discussed the updated Hazard Mitigation Plan for the Village. Dickie Haney moved to adopt the updated Hazard Mitigation Plan by approving Resolution 2020-13. Jennifer Huddleston seconded the motion and Resolution 2020-13 was approved unanimously with Mary Watley abstaining. A copy of the Hazard Mitigation Plan is on file with the Village.

9. DISCUSS AND CONSIDER A NOMINATION FOR THE POTTER RANDALL APPRAISAL DISTRICT BOARD OF DIRECTORS

The Potter-Randall Appraisal District (PRAD) has informed the Village that Albert Harris has vacated his position on the Board of Directors for the Appraisal District. Katie Paul provided the Board with the requirements for the appointment of a Director and said the Board has the opportunity to nominate a candidate for this position. Bill Young said that Elaine Dollar has previously served on the PRAD Board. The Mayor asked if any Village Board members would like to nominate a candidate. There were no recommendations.

10. EXECUTIVE SESSION PURSUANT TO 551.074 PERSONNEL MATTERS – VILLAGE OF TIMBERCREEK CANYON POLICE DEPARTMENT

The Timbercreek Canyon Board of Aldermen entered into an Executive Session pursuant to the Texas Government Code, 551.074 (Personnel Matters) – Village of Timbercreek Canyon Police Department at 7:06 PM.

The Timbercreek Canyon Board of Aldermen exited the Executive Session at 7:41 PM.

11. CONSIDER AND TAKE APPROPRIATE ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

Bill Young asked Police Chief Jeremy Hoffman to meet with Katie Paul and himself to discuss the Police Department.

12. BOARD MEMBER COMMENTS AND ESTABLISH FUTURE AGENDA ITEMS

Items for the next agenda will include results of Clean-up Day and the possible Community Center. Mike Fuller would like to see some approximate costs of the Community Center construction. Bill Young said he would contact Chuck Lynch and see if Mr. Lynch could attend the October meeting and provide some answers.

Village of Timbercreek Canyon

Brian Giffin and Mike Fuller said they will probably not be at the October 8th Board meeting. Mike Fuller would also like to have additional or follow-up information regarding the variance request for 129 Wild Plum.

13. ADJOURN

Mary Watley made the motion to adjourn. Jennifer Huddleston seconded the motion and it passed unanimously. Mayor Bill Young adjourned the meeting at 7:58 PM.

Mayor, Bill Young

City Secretary, Betty Howe