

**MINUTES
TOWN OF COPPER CANYON
REGULAR TOWN COUNCIL MEETING
MONDAY, JANUARY 8, 2024
7:00 P.M.**

The Town Council of the Town of Copper Canyon met in regular session on Monday, January 8, 2024, at 7:00 p.m. in the Council Chambers at Copper Canyon Town Hall, 400 Woodland Drive, Copper Canyon, Texas, whereupon the following items were considered:

I. CALL TO ORDER

Mayor Robertson called the regular meeting of the Copper Canyon Town Council to order at 7:00 on the 8th day of January 2024.

Council Present

Steve Hill	Mayor Pro Tem
Rudy Castillo	Deputy Mayor Pro Tem
Dale Andrews	Council Member
Chase Lybbert	Council Member

Staff Present

Troy Meyer	Town Administrator
Sheila Morales	Town Secretary

A quorum of the Town Council was established.

Mayor Robertson and **Council Members** led meeting attendees in the Pledge of Allegiance to the U.S. and Texas Flags.

II. EXECUTIVE SESSION

The Town Council convened into closed executive session at 7:01 p.m. pursuant to Section 551.074(a)(1) and Section 551.071(1) of the Texas Gov't Code to

1. deliberate the creation, appointment, duties, and assignment of a Special Project Administrator; and, deliberate the evaluation, duties, and assignment of the Town Administrator.
2. to seek legal advice from the Town Attorney concerning the terms and conditions of a Development Agreement, Conditional Settlement Agreement and Final Plat by and between Morning Star Properties, Ltd and Town of Copper Canyon.

III. CONSIDERATION OF EXECUTIVE SESSION

The Town Council reconvened into open session at 7:25 p.m. pursuant to Section 551.074(a)(1) and Section 551.071(1) of the Texas Gov't Code.

Action taken later in the meeting (see below Consent Agenda Items).

IV. PUBLIC INPUT

Citizens can make comments to the Town Council during this section of the meeting agenda. We ask citizens who wish to speak on agenda items to sign in on the sheet provided on the table at the back of the Council Chambers. There is a 3-minute time limit for each speaker. Pursuant to State Open Meetings law, the Town Council cannot discuss or take action on items not posted on the agenda. Therefore, the Council cannot take action on or discuss any issues or items brought up during public input.

The following person spoke:

Jeffrey Hubbard (400 Claire Ct) spoke regarding the Copper Creek Subdivision and stated that the development amenities are not yet finished.

V. STAFF, MAYOR, AND COUNCIL REPORTS ON ITEMS OF COMMUNITY INTEREST

(Pursuant to Texas Government Code Section 551.0415 the Town Council may report on the following items: (1) expression of thanks, congratulations, or condolences; (2) information about holiday schedules, (3) recognition of individuals; (4) reminders about upcoming Town Council events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety. No deliberations and actions will be taken.

No items were raised.

VI. STAFF UPDATE

Town Administrator

- Town Hall Building Addition
- Town Hall Parking Lot Expansion
- Town Vehicles
- Employee Personnel Policy Manual
- Financial (TexPool & Logic Transfers, Town Audit)

- Staff
- Permits Issued

Town Engineer

- Stormwater (MS-4)
- Subdivision Construction (Vickery, Copper Creek, Boots Ranch, Williams Ranch)
- Subdivision Developments (Pilot Knoll, Jernigan Estates)
- Miscellaneous (Town Hall Addition, Parking Lot Expansion, Misc. Permit Reviews, Street Maintenance Planning)

Fire Department

- ESD#1 Commissioner Appointments
- ESD#1 Additional Firefighters
- ESD#2 Commissioner Appointments

Town Administrator Meyer and **Fire Chief Vaughan** further explained various staff updates.

VII. CONSENT

Items on the Consent Agenda are routine and administrative in nature. As such, these items are considered for approval by a single motion and vote generally without discussion. Council Members can remove an item or items from the agenda, so it can be considered separately and/or add action or discussion agenda posted as part of the Consent Agenda.

1. Approve December 11, 2023, Minutes of Council Meeting
2. Approve December 2023 Financials
3. Approve the Accounting Services Engagement agreement between Debbie J. Piper, CPA, and the Town of Copper Canyon.

Mayor Pro Tem Hill made a motion to approve Consent Items #1-3 as presented.

Council Member Lybbert seconded the motion.

Ayes:	Mayor Pro Tem Hill, Deputy Mayor Pro Tem Castillo, and Council Members Andrews and Lybbert
Nays:	None

Mayor Robertson announced that the motion passed unanimously.

CONSIDERATION OF EXECUTIVE SESSION

Town Council took the following action as a result of their prior Executive Session as listed above:

1. deliberate the creation, appointment, duties, and assignment of a Special Project Administrator; and, deliberate the evaluation, duties, and assignment of the Town Administrator.

Mayor Robertson introduced members of the Special Projects Administrator hiring committee (Andrea Dority, Fred Barber, and Colin Sullivan) and thanked them for all their participation. He further explained that after the Town is TCOLE certified that the Special Projects Administrator title will change to Police Chief).

Mayor Robertson asked for a motion to support the hiring of Roger Tighe as Special Projects Administrator.

Mayor Pro Tem Hill and **Deputy Mayor Pro Tem Castillo** commented on the hiring process and thanked the citizens for their help in the hiring process.

Deputy Mayor Pro Tem Castillo made a motion to create a Special Projects Administrator position and to hire Roger Tighe as the Special Projects Administrator.

Mayor Pro Tem Hill seconded the motion.

Ayes: Mayor Pro Tem Hill, Deputy Mayor Pro Tem Castillo, and Council Members Andrews and Lybbert
Nays: None

Mayor Robertson announced that the motion passed unanimously.

2. to seek legal advice from the Town Attorney concerning the terms and conditions of a Development Agreement, Conditional Settlement Agreement and Final Plat by and between Morning Star Properties, Ltd and Town of Copper Canyon.

No action taken.

VIII. DISCUSSION OF FUTURE AGENDA ITEMS (A Councilmember may request that an item be placed on a subsequent agenda for consideration. Any deliberation shall be limited to the proposal to place the subject on a subsequent agenda.)

Mayor Robertson mentioned the following:

- Copper Canyon Finance Committee will be considered at the February meeting.

- Town Offices will be closed on Monday, January 15, 2024, in honor of Martin Luther King, Jr.

IX. ADJOURN

Council Member Andrews made a motion to adjourn.

Deputy Mayor Pro Tem Castillo seconded the motion.

Ayes: Mayor Pro Tem Hill, Deputy Mayor Pro Tem Castillo, and Council Members Andrews and Lybbert.

Nays: None

Meeting adjourned at 7:43 p.m.

APPROVED BY THE TOWN COUNCIL THIS 22nd DAY OF January 2024



Ron Robertson, Mayor
Town of Copper Canyon



Sheila B. Morales, TRMC – Town Secretary
Town of Copper Canyon