

AGENDA
TOWN OF COPPER CANYON
REGULAR TOWN COUNCIL MEETING
MONDAY, JANUARY 22, 2024
7:00 P.M.

The Town Council of the Town of Copper Canyon will meet in regular session on Monday, January 22, 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 will be considered:

I. CALL TO ORDER

II. 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.

III. 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.

IV. 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 January 8, 2024, Minutes of Council Meeting
2. Approve Resolution 24-01 ordering an election for three Council Members to be held on May 4, 2024.

V. ACTION & DISCUSSION ITEMS

1. Discuss, consider, and take action regarding Resolution 24-02 authorizing negotiations with _____ as Construction Manager At-Risk and to determine a guarantee maximum price for the construction of Town Hall addition and parking lots; and authorizing the Mayor to execute necessary documents.

VI. 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.)

VII. ADJOURN

Certification

I, the undersigned authority, do hereby certify that this Agenda of Meeting for Monday, January 22, 2024, Town Council Meeting was posted on the bulletin board, at the Town Hall of Copper Canyon, Texas, 400 Woodland Drive, Copper Canyon, Texas, a place convenient and readily accessible to the general public at all times, and said Agenda was posted on the following date and time: Friday, January 19, 2024 at 4:00 p.m. and remained so posted at least 72 hours before said joint meeting was convened.

Sheila B. Morales
Town Secretary
Town of Copper Canyon

Pursuant to Section 551.071 of the Texas Government Code, the Town Council reserves the right to consult in closed meeting with its attorney and to receive legal advice regarding any item listed on this agenda.

Notice of Assistance at the Public Meetings

The Copper Canyon Town Hall is wheelchair accessible. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact the Town Secretary's Office within 48 hours of the meeting at (940) 241-2677 or by fax (940) 241-2727.

**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 _____ DAY OF _____

Ron Robertson, Mayor
Town of Copper Canyon

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

**TOWN OF COPPER CANYON, TEXAS
RESOLUTION NO. 24-01**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
COPPER CANYON, TEXAS, CALLING AN ELECTION FOR
MUNICIPAL OFFICERS FOR MAY 4, 2024.**

ORDER OF ELECTION

An election is hereby ordered to be held on May 4, 2024, for the purpose of electing the following:

Place 1 – Council Member

Place 3 – Council Member

Place 5 – Council Member

Dates, times, and locations for Early Voting by personal appearance:

To be determined by Denton County Elections Administrator

Issued this the 22nd day of January 2024

Ron Robertson
Mayor

**TOWN OF COPPER CANYON, TEXAS
RESOLUTION NO. 24-02**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF COPPER CANYON, TEXAS, AUTHORIZING NEGOTIATIONS WITH _____ AS CONSTRUCTION MANAGER AT-RISK AND TO DETERMINE A GUARANTEE MAXIMUM PRICE FOR THE CONSTRUCTION OF TOWN HALL ADDITION AND PARKING LOTS; AUTHORIZING THE MAYOR TO EXECUTE NECESSARY DOCUMENTS; AND PROVIDING AN EFFECTIVE.

WHEREAS, the Town Administration has searched for Architects/Engineers to design the construction of Town Hall Addition and parking lots; and

WHEREAS, the Town Council desires to use the Construction Manager At-Risk (CMAR) method of contracting for construction; and

WHEREAS, the Town Council has determined that there is a qualified construction entity to perform the construction of said Town Hall Additions as Construction Manager At-Risk; and

WHEREAS, the Town Council desires to select _____ as Construction Manager At-Risk.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF COPPER CANYON, TEXAS THAT:

SECTION 1: The Town Council of the Town of Copper Canyon, Texas hereby authorizes negotiations with _____ as Construction Manager At-Risk and to determine a guarantee maximum price for the construction of Town Hall addition and parking lots; and authorizing the Mayor to execute necessary documents.

SECTION 2. This resolution shall become effective immediately upon its approval.

PASSED AND APPROVED this the ____ day of _____ 2024.

TOWN OF COPPER CANYON, TEXAS

Ron Robertson, Mayor

ATTEST:

Sheila B. Morales, TRMC
Town Secretary

APPROVED AS TO FORM:

Robert Hager, Town Attorney