

The City Commission of the City of Canyon met at 4:30 pm in the Cole Community Center at 300 16<sup>th</sup> Street in the City of Canyon, Texas with the meeting broadcast on YouTube. Mayor Gary Hinders presided over the meeting with the following Commissioners in attendance, , Roger Remlinger, Randy Ray, and Paul Lyons. Mayor Pro-Tem Cody Jones was unable to attend.

Also present were the following City Staff: City Manager Joe Price, Assistant City Manager Jon Behrens, City Secretary Gretchen Mercer, IT Manager Shaun Holtman, Canyon Economic Development Corporation Board President Don Lee, Fire Chief Dennis Gwyn, Director of Public Works Dan Reese, Director of Planning and Development Danny Cornelius, Solid Waste Supervisor John Poole, Director of Finance Joel Wright, Utility Supervisor Eric Whitten, Chief of Police Steve Brush, Municipal Court Clerk Sheila Roach, Judge Jennifer Cates, and City Attorney Chuck Hester.

Item 1. Call to Order.

Mayor Hinders called the meeting to order at 4:35 p.m.

Item 2. Invocation.

Commissioner Ray gave the invocation.

Item 3. Pledge of Allegiance.

The Pledge of Allegiance was led by Commissioner Lyons.

Item 4. Approval of Minutes of the Meeting of January 11, 2021.

Commissioner Ray moved, duly seconded by Commissioner Remlinger to approve the minutes of January 11, 2021 as presented. Motion carried unanimously.

Item 5. Public Comment – Comments from Interested Citizens.

No comments were made.

Item 6. Consider and Take Appropriate Action on Update of Governor Greg Abbotts Executive Orders Directed at Slowing the Spread of COVID-19 in the State of Texas.

City Manager Joe Price and Assistant City Manager Jon Behrens gave an update on COVID vaccine availability and hospitalization capacities. Mr. Price stated hospital capacity had been under 15% for about a full week meaning if they stayed below 15%, businesses should be allowed to open to 75%. Mr. Price said vaccines continued to be available in Amarillo through Amarillo Public Health and encouraged citizens of Canyon to use that option if they couldn't get them in Canyon.

No action was taken at this time.

- Item 7. Consider and Take Appropriate Action on Second and Final Reading of Resolution No. 01-2021, A Resolution of the City Commission of the City of Canyon Approving a Project Funding Agreement Between Mandy Williams dba Cake Company of Canyon and the Canyon Economic Development Corporation Relating to Funding Building Improvements and Business Expansion.

Canyon Economic Development Corporation Board President Don Lee presented Resolution No. 01-2021 for its second and final required reading of two. Mr. Lee stated the Cake Company was planning to remodel the current business adding 1,000 square feet to the existing space allowing for more baking stations, office relocation, designated break room for employees, additional equipment and the ability to serve 3 plus customers at once; currently they can only serve one customer at a time. Mr. Lee stated the plan is to also add 24 new products to the current menu.

Mr. Lee stated a public hearing for the project was held during the Canyon Economic Development Corporation Board meeting December 10, 2020 with no opposition for the project.

After discussion, Commissioner Remlinger moved, duly seconded by Commissioner Ray to adopt Resolution No. 01-2021 as presented. Motion carried with Mayor Hinders abstaining.

**RESOLUTION NO. 01-2021**  
**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF CANYON APPROVING A PROJECT FUNDING AGREEMENT BETWEEN MANDY WILLIAMS dba CAKE COMPANY OF CANYON AND THE CANYON ECONOMIC DEVELOPMENT CORPORATION RELATING TO FUNDING BUILDING IMPROVEMENTS.**

- Item 8. Consider and Take Appropriate Action on Resolution No. 04-2021, A Resolution of the City Commission of the City of Canyon, Texas, Confirming Support for the Proposed Canyon Lofts Development Located at Approximately the Southeast Corner of 13<sup>th</sup> Avenue and 18<sup>th</sup> Street and Authorizing the City Manager to Grant a Two Hundred Fifty Dollars (\$250.00) Reduction in Fees for Canyon Lofts to Meet all Program Criteria.

Planning and Development Director Danny Cornelius presented Resolution No. 04-2021 for consideration. Mr. Cornelius stated Dan Sailer with MRE Capital and Allie Burchett with Structure Texas contacted the city about building an apartment building containing 72 affordable housing units' due south of the CAP (Canyon Aqua Park). Mr. Cornelius said the location is currently outside the corporate city limits but the developers plan to request annexation. Mr. Cornelius stated adoption of Resolution No. 04-2021 confirms support from the City of Canyon for the project and would authorize the City Manager to grant a \$250 reduction in city fees. Mr. Cornelius said City Development staff including himself, City Manager Joe Price, Assistant City Manager Jon Behrens, Public Works Director Dan Reese, City Attorney Chuck Hester, and City Engineer Dwight Brandt had discussed this project and supported the adoption of Resolution No. 04-2021.

After discussion, Commissioner Remlinger moved, duly seconded by Commissioner Ray to adopt Resolution No. 04-2021 confirming support for proposed Canyon Lofts Development and authorizing the City Manager to grant a \$250.00 reduction in fees. Motion carried unanimously.

**RESOLUTION NO. 04-2021**  
**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF CANYON, TEXAS, CONFIRMING SUPPORT FOR THE PROPOSED CANYON LOFTS DEVELOPMENT LOCATED AT APPROXIMATELY THE SOUTHEAST CORNER OF 13<sup>TH</sup> AVENUE AND 18<sup>TH</sup> STREET AND AUTHORIZING THE CITY MANAGER TO GRANT A TWO HUNDRED FIFTY DOLLARS (\$250.00) REDUCTION IN FEES FOR CANYON LOFTS TO MEET ALL PROGRAM CRITERIA.**

Item 9. Consider and Take Appropriate Action on Resolution No. 03-2021 Designating a Juvenile Case Manager for Canyon Municipal Court and Adoption of Ethical and Training Standards for the Juvenile Case Manager.

City Attorney Chuck Hester presented Resolution No. 03-2021 for consideration. Mr. Hester stated Sheila Roach, City of Canyon Municipal Court Clerk, had completed training and is now certified as a Juvenile Case Manager. Mr. Hester stated this allows for the City of Canyon to retain court costs collected under ART. 102.0174 (\$5 per case) as long as the city has a specific fund, employs a certified Juvenile Case Manager and adopts ethical and training standards. Mr. Hester stated the adoption of Resolution 03-2021 brings the City of Canyon into compliance with the legal requirements. Municipal Court Clerk Sheila Roach spoke to the positives with the program and answered questions. The City Commission commended Ms. Roach on achieving her certification.

After discussion Commissioner Ray moved, duly seconded by Commissioner Remlinger to adopt Resolution No. 03-2021 as presented. Motion carried unanimously.

**RESOLUTION 03-2021**  
**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF CANYON, TEXAS, ADOPTING ETHICAL AND TRAINING STANDARDS FOR JUVENILE CASE MANAGERS EMPLOYED BY THE CITY OF CANYON, AND PROVIDING FOR IMPLEMENTATION OF SAID STANDARDS.**

Item 10. Consider and Take Appropriate Action on Enterprise Fleet Management Agreement.

City Attorney Chuck Hester presented a proposed agreement with Enterprise Fleet Management for the lease of certain vehicles by the City of Canyon. Mr. Hester stated himself, Joe Price and Joel Wright had been working on the agreement to enable the City of Canyon to move forward on:

- The Master Equity Lease Agreement with its Amendment
- The Maintenance Management and Fleet Rental Agreement with its Amendment

- The Maintenance Agreement
- The Consignment Auction Agreement
- The Agreement to Sell Customer Vehicles
- Credit Report

Mr. Hester stated the amendments were prepared to conform the general terms of the agreements to Texas Law and for local governmental use.

After discussion, Mayor Hinders stated he would like more time for the Commission to research the lease agreements and bring back to the governing body at the next meeting for consideration.

No action was taken.

Item 11. Consider and Take Appropriate Action on Resolution No. 05-2021, A Resolution Approving Establishing Legislative Priorities and Adopting a Legislative Agenda for the 87<sup>th</sup> Texas Legislature Including any Special Called Sessions and the Interim.

Assistant City Manager Jon Behrens presented Resolution No. 05-2021 for consideration. Mr. Behrens stated the adoption of Resolution No. 05-2021 identifies legislative priorities of the 2021 Legislative Session that the City of Canyon will support or oppose assuring the City of Canyon continues to meet obligations and provide local services as set out in the City Charter, and per law.

After discussion, Commissioner Ray moved, duly seconded by Commissioner Remlinger to adopt Resolution No. 05-2021 as presented. Motion carried unanimously.

#### **RESOLUTION 05-2021**

#### **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF CANYON, TEXAS, ESTABLISHING LEGISLATIVE PRIORITIES AND ADOPTING A LEGISLATIVE AGENDA FOR THE 87<sup>TH</sup> TEXAS LEGISLATURE INCLUDING ANY SPECIAL CALLED SESSIONS AND THE INTERIM.**

Item 12. Consider and Take Appropriate Action on Resolution No. 06-2021, A Resolution of the City Commission of the City of Canyon Approving an Interlocal Cooperation Contractual Agreement Between the PRPC and the City of Canyon for Application Assistance for 2021/2022 TXCDBG Community Development Program and Associated Administration Consideration if Funded.

City Manager Joe Price and Director of Public Works Dan Reese presented Resolution No. 06-2021 for consideration. Mr. Price stated the Water Division in the Public Works Department had identified a possible area that would meet the Low-to-Moderate Income requirements allowing the City of Canyon to be considered for a CDBG program grant. Mr. Reese stated the proposed project area is located west of 23<sup>rd</sup> Street for approximately 6 blocks. Mr. Price said Resolution No. 06-2021 would allow the city to move forward with the grant project application with the PRPC as the administrator of the grant if funded.

After discussion, Commissioner Remlinger moved, duly seconded by Commissioner Ray, to adopt Resolution No. 06-2021 Approving an Interlocal Cooperation Contractual Agreement Between the PRPC and the City of Canyon for Application Assistance for 2021/2022 TXCDBG Community Development Program and Associated Administration Consideration if Funded. Motion carried unanimously.

**RESOLUTION 06-2021**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF CANYON APPROVING AN INTERLOCAL COOPERATION CONTRACTUAL AGREEMENT BETWEEN THE PRPC AND THE CITY OF CANYON FOR CONTRACTUAL SERVICES OF GRANT APPLICATION PREPARATION AND POTENTIAL GRANT ADMINISTRATION OF ITS 2021/2022 TXCDBG PROGRAM.**

- Item 13. Consider and Take Appropriate Action on Resolution No. 07-2021, A Resolution of the City Commission of the City of Canyon Approving an Interlocal Agreement with Panhandle Regional Planning Commission for Application Assistance for 2021 TXCDBG Downtown Revitalization (Main Street) Program & Associated Administration Consideration if Funded.

Assistant City Manager Jon Behrens presented Resolution No. 07-2021 for consideration. Mr. Behrens said the City of Canyon applied for a Texas Department of Agriculture Downtown Revitalization and Main Street Program Grant in 2020 that would have renovated both the west and east alleys on the square. Mr. Behrens stated the 2020 proposal was not selected to receive funding. Mr. Behrens stated the 2021 funding cycle for the Texas Department of Agriculture was beginning and the PRPC is prepared to once again complete an application for the City of Canyon and all associated requirements including procuring an engineering firm for the project through the RFQ process. Mr. Behrens said the Texas Department of Agriculture requires the city and PRPC to enter into an Interlocal Agreement before the PRPC performs any grant activities for Canyon, and once approved city staff would work closely with the PRPC to develop a plan for improvements around the square. Mr. Behrens said the 2021 available funding was less than the 2020 year, but could still provide funding for improving alley renovation for one side instead of two if funding is awarded.

After discussion, Commissioner Ray moved, duly seconded by Commissioner Remlinger to adopt Resolution No. 07-2021 authorizing the execution of an Interlocal contract with the PRPC under the Interlocal Cooperation Act for grant application preparation and potential grant management services related to the 2021 Main Street Program. Motion carried unanimously.

**RESOLUTION 07-2021**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF CANYON APPROVING AN INTERLOCAL AGREEMENT WITH PANHANDLE REGIONAL PLANNING COMMISSION FOR APPLICATION ASSISTANCE FOR 2021 TXCDBG DOWNTOWN**

**REVITALIZATION (MAIN STREET) PROGRAM & ASSOCIATED  
ADMINISTRATION CONSIDERATION IF FUNDED.**

Item 14. Executive Session Pursuant to §551.074 Personnel Matters (Alternate Municipal Court Judge), §551.087 Economic Development Negotiations, and §551.071 Consultation with Attorney.

Mayor Hinders indicated the Commission would adjourn into Executive Session at 6:20 pm.

Item 15. Consider and Take Appropriate Action on Items Discussed in Executive Session.

Upon returning from Executive Session at 7:03 pm, the following action was taken.

Commissioner Remlinger moved, duly seconded by Commissioner Ray to appoint Judge Jennifer Cates as the Alternate Municipal Court for the City of Canyon Municipal Court. Motion carried unanimously.

Item 16. Adjourn

There being no further business, Commissioner Remlinger moved this meeting be adjourned at 7:06 pm.

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Gary Hinders, Mayor

ATTEST:

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Gretchen Mercer, City Secretary