

The City Commission of the City of Canyon at 4:30 pm in the City Commission Chambers of the Civic Complex. Mayor Gary Hinders presided over the meeting with the following Commissioners in attendance, Mayor Pro-Tem Cody Jones, Paul R. Lyons, Kelsey Ward and Randy Ray.

Also present were the following City Staff: City Manager Joe Price, Assistant City Manager Jon Behrens, City Secretary Gretchen Mercer, IT Director Shaun Holtman, Communications Director Megan Nelson, Director of Human Resources Hector Mendoza, City Manager Intern Vaneesha Patel, Police Chief Steve Brush, Director of Public Works Dan Reese, Fire Chief Dennis Gwyn, Director of Planning and Development Danny Cornelius, Canyon Economic Development Board President Don Lee, Utility Supervisor Eric Whitten, City Engineers Adolpho Garcia, Chris Godinez and Oscar Ostos and City Attorney Chuck Hester.

Item 1. Call to Order.

Mayor Hinders called the meeting to order at 4:31 p.m.

Item 2. Invocation.

Commissioner Ray gave the invocation.

Item 3. Pledge of Allegiance.

The Pledge of Allegiance was led by Commissioner Ward.

Item 4. Approval of Minutes of the Meeting of June 21, 2021.

Mayor Pro-Tem Jones moved, duly seconded by Commissioner Ward to approve the minutes of June 21, 2021 as presented. Motion carried unanimously.

Item 5. Public Comment – Comments from Interested Citizens.

No public comment was made.

Item 6. Consider and Take Appropriate Action on Second and Final Reading of Resolution No. 21-2021, A Resolution of the City Commission of the City of Canyon Approving a Project Funding Agreement Between Mass Hotels LLC and Canyon Economic Development Corporation Relating to Funding a Hotel Project and Job Creation Incentives for New Hampton Inn & Suites to be Located at 3101 4<sup>th</sup> Ave.

Canyon Economic Development Corporation President Don Lee presented Resolution No. 21-2021 for the second and final reading and consideration. Mr. Lee stated the Canyon Economic Development Corporation held a public hearing May 13, 2021 with no opposition to the project. Mr. Lee said the economic impact of more available rooms in Canyon helps the attractions and local businesses. Mr. Lee said the approved project is for \$486,000 paid over a 5-year time frame. Mr. Lee stated the Hampton Inn & Suites is a \$9 million project.

After Discussion Mayor Pro-Tem Jones moved, duly seconded by Commissioner Lyons to adopt Resolution No. 21-2021 as presented. Motion carried unanimously.

RESOLUTION NO. 21-2021  
A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF  
CANYON APPROVING PROJECT FUNDING AGREEMENT  
BETWEEN MASS HOTELS LLC AND CANYON ECONOMIC  
DEVELOPMENT CORPORATION RELATING TO FUNDING A  
HOTEL PROJECT AND JOB CREATION INCENTIVES

- Item 7. First Reading of Resolution No. 25-2021, A Resolution of the City Commission of the City of Canyon Approving a Project Funding Agreement Between TEXAS Panhandle Heritage Foundation and Canyon Economic Development Corporation Relating to Quality of Life Enhancements for Area Residents.

Canyon Economic Development Corporation President Don Lee presented Resolution No. 25-2021 for the first of two required readings. Mr. Lee stated the funding request from Texas Panhandle Heritage Foundation is for assistance in audio system upgrades at the amphitheater in Palo Duro Canyon supporting the musical production "TEXAS". Mr. Lee said the overall cost of the project is \$210,000 with the Harrington Foundation and the MS Doss Foundation giving \$75,000 each leaving a balance of \$60,000. Mr. Lee stated a public hearing was held June 10, 2021 during the Canyon Economic Development Corporation board meeting with no opposition.

First reading only, no action required.

RESOLUTION NO. 25-2021  
A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF  
CANYON APPROVING PROJECT FUNDING AGREEMENT  
BETWEEN TEXAS PANHANDLE HERITAGE FOUNDATION  
AND CANYON ECONOMIC DEVELOPMENT CORPORATION  
RELATING TO QUALITY OF LIFE ENHANCEMENTS FOR AREA  
RESIDENTS

- Item 8. First Reading of Resolution No. 26-2021, A Resolution of the City Commission of the City of Canyon Approving a Project Funding Agreement Between Ruthette's LLC and Canyon Economic Development Corporation Relating to Business Retention and Expansion.

Canyon Economic Development Corporation President Don Lee presented Resolution No. 26-2021 for the first of two required readings. Mr. Lee stated a request for the funding from Avery Pinkerton and Colette Lane, owners of Ruthette's, was received to assist in the relocation of their business to a larger property at 416 15<sup>th</sup> Street. Mr. Lee stated Ruthette's opened in 2017 and proven extremely successful. Mr. Lee said the request for \$30,000 is to help with improvements to the store of the new location with a total project cost of \$84,750. Mr. Lee stated Ruthette's signed a 5-year lease that includes a Right of First Refusal clause as they would like to own the location in the future.

First reading only, no action required.

RESOLUTION NO. 26-2021  
A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF  
CANYON APPROVING PROJECT FUNDING AGREEMENT  
BETWEEN RUTHETTE'S LLC AND CANYON ECONOMIC  
DEVELOPMENT CORPORATION RELATING TO BUSINESS  
RETENTION AND EXPANSION.

Item 9. Consider and Take Appropriate Action on Canyon Community Investment Plan and Associated CIP Ranking Criteria.

Assistant City Manager Jon Behrens presented a proposed Canyon Community Investment Plan as discussed in the past. Mr. Behrens stated after researching various CCIP plans from the around state city staff was able to create the plan presented. Mr. Behrens commended the summer intern, Vaneesha Patel for her efforts in creating a great plan. Mr. Patel then presented a detailed power point identifying how the CCIP process would work. Ms. Patel said the CCIP would be a multi-year plan allowing both staff and Commissioners to identify and prioritize projects providing the city the ability to strategically analyze the needs of Canyon both short and long term and ways to meet those needs. Mr. Behrens said the cornerstone of the CCIP is the Ranking Criteria that will let staff numerically score each project submitted and compared based on very specific criteria. Commissioners asked if the project choices and rankings would include input from the City Commission. Mr. Behrens said yes, once staff identified project needs and scored them, all projects and scoring would be presented to the City Commission for consideration. Mr. Behrens stated the first plan list should be ready for presentation in a year.

After discussion, Commissioner Ray moved, duly seconded by Mayor Pro-Tem Jones to approve the Canyon Community Investment Plan, a Capital Improvement Plan for the City of Canyon, and the associated Ranking Criteria. Motion carried unanimously.

Item 10. Executive Session Pursuant to §551.074 Personnel Matters (City Engineer – Brandt Engineers).

Mayor Hinders indicated the City Commission would adjourn into Executive Session at 5:20 pm.

The Commission returned to open session at 6:23 pm.

Item 11. Consider and Take Appropriate Action on the Future of City Engineer Services (a) Organizational Structure of City Engineer; (b) Reporting Requirements and Supervisor of City Engineer; (c) City Manager Role with City Engineer.

City Manager Joe Price began discussion of the role of the City Engineer in the City of Canyon stating the City Engineer is referenced throughout the Code of Ordinances with direction. Mr. Price said Brandt Engineers contract would automatically renew in August 2021 unless 30 days' notice

was given of the intent to terminate the contract. Mr. Price said Brandt Engineers has served the City of Canyon for the past 25 year and had a lot of knowledge of past projects, current projects and the development of future projects. Mr. Price stated senior staff directs the City Engineer and that currently Brandt Engineers employs 15 employees and are heavily dedicated to providing engineering services to municipalities and counties. Mr. Price stated owner Dwight Brandt was retiring this month and 3 of his staff purchased Brandt Engineers. New owners Adolpho Garcia, Chris Godinez and Oscar Ostos were all present to answer questions.

Mr. Price presented details and several options for the setup of a City Engineer in order to analyze the current City Engineer Structure,

1. Current setup/Option (Consultant Firm Base Setup)
2. On-Staff City Engineer (Stand-alone department with licensed civil engineer, draftsman and construction inspector minimum).
3. Hybrid of On-Staff Engineer and Consulting Firm.
4. RFQ All City Projects on single Projects to Engineer Firms.

Mr. Price said as the City Manager he currently keeps the City Commission apprised of all items with the City Engineer as appropriate and asked the City Commission if they wanted any changes in the structure of the City Engineer. The Commissioners agreed they want to keep the same contract structure as currently in place and stated they would like improved communication and updates provided on a regular basis. During discussion on the abilities of Brandt Engineers, Mr. Garcia stated they have historically sub contracted out things that were not their specialty and would continue to do so.

After discussion, Mayor Pro-Tem Jones moved, duly seconded by Commissioner Ray to approve a modified contract with Brandt Engineers for one (1) year with the following points:

- Quarterly reports / updates will be provided during a regular Commission Meeting
- Issues of public safety would be reported
- Continued communication through the City Manager
- The Commission would support Brandt Engineers both publicly and privately
- Brandt Engineers would sub contract for policies or processing as needed

Motion carried unanimously.

Item 12. Consider and Take Appropriate Action on Upon Any Required Notice in Accordance with the Agreement for Professional Services Between the City of Canyon and Brandt Engineers.

City Attorney Chuck Hester advised this item did not need to be addressed.

Item 13. Executive Session Pursuant to §551.071 Consultation with Attorney, §551.072 Deliberation about Real Property, §551.074 Board Appointments (Canyon Parks and Recreation Board, Canyon Economic Development Corporation) and §551.074 Personnel Matters (Municipal Court Judge).

Mayor Hinders indicated the City Commission would adjourn into Executive Session at 7:27 pm.

Item 14. Consider and Take Appropriate Action on Items Discussed in Executive Session.

Upon returning from Executive Session at 8:07, No action was taken.

Item 15. Adjourn.

There being no further business, Mayor Pro-Tem Jones moved this meeting be adjourned at

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Gary Hinders, Mayor

ATTEST:

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Gretchen Mercer, City Secretary