

The City Commission of the City of Canyon met in regular session at 5:30 p.m. in the City Commission Chambers of the Civic Complex. Mayor Alexander presided over the meeting with the following Commissioners in attendance. Mayor Pro-Tem Gary Hinders, Commissioners David Logan, Justin Richardson and Joseph Shehan.

Also present were the following City Staff: City Manager Randy Criswell, Assistant City Manager Chris Sharp, City Secretary Gretchen Mercer, Assistant City Manager for Special Projects Jon Behrens, Director of Code Enforcement Danny Cornelius, Public Works Director Dan Reese, and City Attorney Chuck Hester.

Item 1. Call to Order.

Mayor Alexander called the meeting to order at 5:34 p.m.

Item 2. Invocation.

Commissioner Richardson gave the invocation.

Item 3. Pledge of Allegiance.

The Pledge of Allegiance was led by Zach Knox, a 5th Grade student from Canyon Intermediate School.

Item 4. Approval of Minutes of the Meeting of October 17, 2016.

Commissioner Logan moved, duly seconded by Mayor Pro-Tem Hinders, to approve the minutes of October 17, 2016 as presented. Motion carried unanimously.

Item 5. Public Comment – Comments from In Interested Citizens.

No comments were made.

Item 6. Hear Report on WTAMU from New President Dr. Walter Wendler.

Mayor Alexander introduced Dr. Wendler. Dr. Wendler gave a brief history of his education and experience bringing him to WTAMU and an overview of his plans for WTAMU. Dr. Wendler said he looked forward to working with the City of Canyon and Amarillo and expressed how pleased he was to be a part of the community.

Item 7. Consider and Take Appropriate Action on Second and Final Reading of Resolution No. 15-2016 With Regards to the Purchase of Property Located at 202 N. 13th Street, Canyon, Texas by the Canyon Economic Development Corporation.

City Manager Randy Criswell presented Resolution No. 15-2016 for its final reading.

After discussion, Mayor Pro-Tem Hinders moved, duly seconded by Commissioner Logan to adopt Resolution No. 15-2016 as presented. Motion carried unanimously.

RESOLUTION NO. 15-2016

RESOLUTION OF THE CITY COMMISSION OF THE CITY OF CANYON APPROVING THE PURCHASE OF A TRACT IN SECTION 34, BLOCK B-5, H.&G.N R.R. CO. ORIGINAL CANYON CITY SURVEY, RANDALL COUNTY, TEXAS, BY THE CANYON ECONOMIC DEVELOPMENT CORPORATION.

- Item 8. Consider and Take Appropriate Action on Second and Final Reading of Resolution No.16-2016 With Regards to the Purchase of Property Located at 1312 W. Hwy 60, Canyon, Texas, by the Canyon Economic Development Corporation.

City Manager Randy Criswell presented Resolution No. 16-2016 for its second and final reading.

After discussion, Commissioner Richardson moved, duly seconded by Commissioner Shehan to adopt Resolution No. 16-2016 as presented. Motion carried unanimously.

RESOLUTION NO. 16-2016

RESOLUTION OF THE CITY COMMISSION OF THE CITY OF CANYON APPROVING THE PURCHASE OF PROPERTY LOCATED AT 1312 HIGHWAY 60, CANYON, RANDALL COUNTY, TEXAS, BY THE CANYON ECONOMIC DEVELOPMENT CORPORATION.

- Item 9. Update on Enforcement of Ordinance No. 729, Pertaining to Roll-out Solid Waste Containers.

City Manager Randy Criswell reported that after a citizen expressed concern about neighbors in Hunsley Hills leaving their 90-gallon roll-off solid waste containers out every day, he had reviewed the ordinance as adopted, and it appeared no penalty had been established within the original Ordinance. Upon further review, it was clear that once the Ordinance was adopted into the Code of Ordinances, the standard penalty for violation was automatically adopted. Mr. Criswell said he contacted the citizen that brought his concern to the Commission and told him Ordinance No. 729 is enforceable and does have a penalty of up to \$500 per violation. Mr. Criswell said the Public Works Department was working with the City Attorney to discuss enforcement and citations for violation of the Ordinance. Mr. Criswell said Public Works had also created a notice for all Hunsley Hills residents reminding them of the law and to inform anyone using the roll-off containers that the City will begin issuing citations for violations beginning December 1, 2016. Mr. Criswell stated the citations would be handled through the City of Canyon Municipal Court.

- Item 10. Consider and Take Appropriate Action on Resolution No. 17-2016, Authorizing the Closure of 4th Avenue (SH 217) for the Chamber of Commerce Light Parade on December 3, 2016.

City Manager Randy Criswell presented Resolution No. 17-2016 for consideration. Mr. Criswell stated the Chamber of Commerce had held a Christmas Light Parade beginning on 19th Street to 15th Street, then circling the square for the last 3 years. Mr. Criswell said the evening would include the annual Christmas tree lighting and other events as well. Mr. Criswell said this Resolution would give management rights over the square during the event and allow closure of

4th Avenue (SH 217). Mr. Criswell stated TxDOT required a Resolution be adopted by the City before they would approve the closure.

After discussion, Commissioner Logan moved, duly seconded by Commissioner Richardson to adopt Resolution No. 17-2016 as presented. Motion carried unanimously.

RESOLUTION NO. 17-2016

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF CANYON PRESCRIBING LIMITATIONS ON PARKING OR STANDING MOTOR VEHICLES OR TRAILERS DURING A PARADE; GRANTING EXCLUSIVE MANAGEMENT RIGHTS TO THE CANYON CHAMBER OF COMMERCE OVER PUBLIC AREAS IN AND AROUND THE DOWNTOWN SQUARE FOR THE ANNUAL CHRISTMAS IN CANYON CELEBRATION TO BE HELD DECEMBER 3, 2016, IN THE CITY OF CANYON.

Item 11. Consider and Take Appropriate Action on Resolution No. 18-2016 for Approval of City of Canyon's Investment Policy.

Assistant City Manager Chris Sharp presented Resolution No. 18-2016 for consideration of the City of Canyon's Investment Policy as required by Local Government Code Chapter 2256. Mr. Sharp stated there were no major changes at this time.

After discussion, Commissioner Shehan moved, duly seconded by Mayor Pro-Tem Hinders to adopt Resolution No. 18-2016 as presented. Motion carried unanimously.

RESOLUTION NO. 18-2016

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF CANYON, RANDALL COUNTY, TEXAS, ADOPTING RULES GOVERNING THE INVESTMENT OF FUNDS OF THE CITY, AND DESIGNATING THE DIRECTOR OF FINANCE TO BE RESPONSIBLE FOR THE INVESTMENT OF CITY FUNDS.

Item 12. Consider and Take Appropriate Action on Bids Received for the Wastewater System Improvements – Replacement of Conner Park Sewer Line.

Public Works Director Dan Reese presented bids received for the sewer line in Conner Park. Mr. Reese said with the construction of the Family Aquatic Center, the sewer line that services the Lois Rice Pavilion will have to be relocated. The existing line from the pavilion is located immediately under the new facility's construction. Mr. Reese said this also presents a good opportunity to replace some old sewer main downstream of the old swimming pool that's had some problems. Mr. Reese said bids were opened Thursday, October 27, 2016 with five (5) bids received.

**Bid Tabulation
Wastewater Collection System Improvements
Replacement of Conner Park Sewer Line
Canyon, Texas
October 27, 2016**

Bidder	Base Bid	Days to Complete
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Wampler Construction	\$63,567.50	90
WTU	\$78,658.00	70
MH	\$83,474.10	120
L.A. Fuller	\$94,247.00	45
AUC	\$94,632.00	60

Mr. Reese said it was the recommendation of staff to award the bid to the low bidder, Wampler Construction for \$63,567.50 with a 90-day completion. Mr. Reece said Wampler Construction is performing the demolition of the old pool and the existing sewer line, so this will help with the coordination of the two projects. Mr. Reese said the funding for the sewer line would come from the wastewater collection, sewer main budget.

After discussion, Commissioner Logan moved, duly seconded by Commissioner Richardson to award the bid for the replacement of the Conner Park Sewer Line to the low bidder, Scott Wampler Construction in the amount of \$63,567.50 as recommended. Motion carried unanimously.

Item 13. Consider and Take Appropriate Action on Selection of Consultant for Updating the City's Comprehensive Plan.

Assistant City Manager for Special Projects Jon Behrens presented a draft RFP for the Comprehensive Plan and a request for authorization to proceed with the selection process for a consultant. Mr. Behrens said the draft RFP was based on the review of several communities RFQ's and RFP's. Mr. Behrens briefly went over the specifics of the proposed RFP stating the City of Canyon will have the opportunity to negotiate cost and plan elements with the highest ranked planner. Mr. Behrens said the Comprehensive Planning process would include meetings with citizens, elected officials, committee members and city staff. Mr. Behrens said the updated water and sewer studies would play a significant part in the plan and both would be completed by the time the selected firm was ready to work on the Comprehensive Plan. Mr. Behrens said as a second option the City of Canyon could work with the Houston-Galveston Area Council of Governments (HGAC). Mr. Behrens said through Plan Source, a cooperative purchasing program HGAC is associated with, we are eligible to select one of 17 pre-screened firms to perform this work. Mr. Behrens said the Plan Source program would charge a 2% project fee for use of their services. Mr. Behrens stated he was familiar with all the listed firms and knew them to be excellent.

City Manager Randy Criswell said there are two decisions that can be made at this time. One is whether or not to proceed with the updating of the Comprehensive Plan. If that decision is affirmative, then the second decision is the method used to select the Consultant. We can either utilize the typical RFP process, or select a firm from the HGAC list, which would not require the issuance of any RFP's. Criswell recommended that the typical RFP process be used, giving all firms, including local firms, an option to provide a Proposal. If that method is selected, staff will send RFPs to the firms on the HGAC list, plus all local firms.

After discussion, Commissioner Shehan moved, duly seconded by Mayor Pro-Tem Hinders to authorize staff to proceed with the selection process for a consultant to work with the City of Canyon on the Comprehensive Plan. Motion carried unanimously.

Commissioner Logan moved, duly seconded by Commissioner Richardson to send out RFP's and staff pick out the top contenders as seen fit, then present list to the City Commission to pick out the finalist, with Mayor Alexander to be included with the staff in the primary selection process. Motion carried unanimously.

Item 14. Executive Session Pursuant to Texas Government Code §551.071 Consultation with Attorney, §551.072 Deliberation Regarding Real Property and §551.074 Personnel, Appointments to Boards and Committees (Board of City Development, Canyon Housing Authority, Construction Advisory and Appeals Board, Canyon Area Library Board, Planning and Zoning Commission, Parks, Open Space and Recreation Advisory Committee, Zoning Board of Adjustment, and the Canyon Main Street Advisory Board).

Mayor Alexander indicated the Commission would adjourn into executive session at 6:41 pm.

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

Upon returning from executive session at 7:16 pm, no action was taken.

Item 16. Adjournment

There being no further business, Mayor Pro-Tem Hinders moved this meeting be adjourned.

Quinn Alexander, Mayor

ATTEST:

Gretchen Mercer, City Secretary