

Ransom Canyon City Council Meeting Minutes  
Regular Meeting – August 13, 2013  
Ransom Canyon City Hall, 24 Lee Kitchens Drive

1. Call to Order/Silent Meditation

The meeting was called to order at 6:02 p.m. by Mayor Pro-Tem Jana Trew, Mayor Robert Englund was out of town. Council members present were John Schmersey, Billy Williams, Lyle Way, and Donna Clarke. A moment of silent meditation followed.

2. Minutes of Meeting

The minutes of the Regular July 9, 2013 meeting was approved on a motion made by John Schmersey, seconded by Lyle Way; motion carried unanimously.

3. The Financials

The financial reports and the July 2013 claims and demands were approved on a motion made by Donna Clarke, seconded by Billy Williams; motion carried unanimously.

4. TML Continuation of Coverage Administrative Agreement for Health Insurance

The Texas Municipal League Continuation of Coverage Administrative Agreement for Health Insurance was approved on a motion made by Billy Williams, seconded by Donna Clarke; motion carried unanimously.

5. TML Section 125 Flexible Spending Arrangement Service Agreement.

The Texas Municipal League Section 125 Flexible Spending Arrangement Service Agreement was approved on a motion made by Donna Clarke, seconded by Billy Williams; motion carried unanimously.

6. David L. Hettler, CPA Engagement Letter

On a motion made by Billy Williams, seconded by Donna Clarke, the council voted unanimously to authorize the Mayor to execute the Engagement Letter for the city's annual audit.

7. Jones-Warner Park

On a motion made by Billy Williams, seconded by Lyle Way, the council voted unanimously to accept the Jones-Warner Park from the Ransom Canyon Property Owner's Association as a gift to the city.

8. Tax Assessor/Collector's Report

The Tax Assessor's report was accepted and a proposed 2013 tax rate of .65929 per \$100 valuation was approved with a motion made by John Schmersey, seconded by Donna Clarke; motion carried unanimously.

Since the 2013 proposed tax rate does not exceed the 2013 effective tax rate or the 2013 rollback tax rate, all previously scheduled public hearings on the tax rate were cancelled. Voting for the proposed rate of .65929 per \$100 valuation were Donna Clarke, Jana Trew, John Schmersey, Billy Williams, and Lyle Way

9. Building Review Committee

The BRC met on August 12, 2013 to consider plans at the following addresses:

- 48 East Canyon View Drive
- 34 South Lake Shore Drive
- 8 South Lake Shore Drive

All those plans were approved.

10. Department Reports

**Administration:** Murvat Musa reported the following:

- ❖ Murvat continues to work on the annual budget and all the things that correspond with that.
- ❖ This year's annual TML Conference is in Austin on October 8<sup>th</sup>.

**Court Report:** Gary Bellair had a conflict and was unable to attend the meeting.

**Operations:** Harold Needham reported the following:

- ❖ The seal coat project has been completed.
- ❖ We understand that mosquitoes are very bad this year and the city is actively fogging for mosquitoes on a regular basis.

**Police:** Wayne Rawls reported the following:

- ❖ One traffic warning was issued.
- ❖ Two trespass warnings were issued.
- ❖ One arrest on a Lubbock County warrant was made.
- ❖ The police responded to a call from a concerned friend of a resident, when the police arrived at the house it was determined that the resident had been deceased for approximately 10 days.
- ❖ Weed notices has been mailed to property owners.

**Fire:** Rand McPherson reported the following:

- ❖ There were two fire calls this month, one for carbon monoxide and one was to assist with a structure fire.
- ❖ Engine 1 is back in service, the fuel tank was repaired.
- ❖ There will be a pancake breakfast on September 14<sup>th</sup>.
- ❖ Our VFD was asked to assist Buffalo with the annual boat races this month.

**Library:** Kim Copeland reported the following:

- ❖ Kim provided pictures of all the children in the summer reading program and the awards party. Eighty children attended the party where door prizes were given away and lots of fun and food was had by all.

11. POA Report and Citizen Comments:

- ❖ Walt Clark reported that the landscape project at the Ranch House hit a bump when it was determined that the lake water, which is used to irrigate the grass, is too salty for the grass to grow. They are looking at alternatives to the current landscape and watering.

12. 15 Minute Break

Jana Trew called for a break at 6:27 pm. The council was reconvened at 7:05 pm.

13. Budget Work Session #2

The following items were discussed and debated at the work session:

- A. The current fee to set a meter and perform the tap is \$500. Due to changes in materials of the meter and other parts, the cost to the city has increased to \$743.74 without a setter and to \$1,070.51 with a setter. Harold would prefer that all meters be installed with setters. These figures do not include labor. The staff is proposing increasing this fee to cover the cost. Council agreed to increasing the fee to \$800 (parts and labor) without the option of a setter. An ordinance will be prepared to reflect this change for the council to consider at the September meeting.
- B. The building permit fee was also discussed. The current rate charged for “each new building or structure” is \$0.30 per square foot. This fee is supposed to cover the cost of the 12 required inspections which amounts to \$900, but on smaller homes or additions, this fee is not enough to cover that cost. Council agreed to consider a minimum permit fee of \$1,000 for any “new single family home”. All other construction projects will be permitted at the actual cost of the inspections (currently \$75) multiplied by the number of required inspections.
- C. The council discussed increasing the Texas Municipal Retirement Systems match from 1 to 1 to 1 ½ to 1. The current TMRS rate is 8.98% increasing the match to 1 ½ to 1 will increase that rate to 12.35%.
- D. The council discussed the long term capital improvement projects that were presented to them. Of the many on the list, they identified their top three areas of concern: flood control over the spill way, repairing the back hill, and an ingress/egress from South Lake Shore Drive. The three projects were ranked by each council member with the following results:
  - Flood Control was ranked as the highest priority with 3 of the 5 council ranking it as the number one priority.

- Repairing the back hill was ranked as the second highest priority with 3 of 5 council ranking it as the number two priority.
- Ingress/egress from South Lake Shore Drive was ranked as the third priority with 4 of the 5 council ranking it as the third priority.

The council instructed Muvat to coordinate with the city engineers on a solution to the first priority, flood control over the spill way.

14. Adjourn

- ❖ A motion to adjourn the meeting at 9:00 p.m. was made by Billy Williams, seconded by John Schmersey; motion carried unanimously.

These minutes were approved on the 11<sup>th</sup> day of September 2013

APPROVED:

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Robert Englund, Mayor

ATTEST:

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Muvat Musa, City Secretary