

Ransom Canyon City Council Meeting Minutes
Special Meeting, May 16, 2023
Ransom Canyon City Hall, 24 Lee Kitchens Drive

1. Call to Order/Pledges/Prayer

The special meeting was called to order at 6:30 p.m. by Mayor Jana Trew. The City Council met in person at City Hall, 24 Lee Kitchens Drive, Ransom Canyon, Texas 79366. The following City Council members physically attended the meeting: Mayor Jana Trew, Mayor Pro Tem Brandt Underwood, Councilmembers Ron McWilliams, Val Meixner, Dr. Terry Waldren, and John Hand. Staff members attending the meeting included City Administrator, Elena Quintanilla; Deputy City Secretary, Leslie Randolph, Chief of Police, James Hill; Public Works Director, Cory Needham; Fire Chief, Rand McPherson; Librarian, Angie Fikes; and General Counsel, Garrett Ferguson. Guests in attendance included the residents listed in the attached sign-in list. The prayer was said by Councilmember Val Meixner, followed by the pledges to the United States and State of Texas.

2. Property Owner's Association (POA) Report and Citizen Comments

David Riley provided comments regarding the setbacks requested by Quad K Investments on behalf of the Building Review Committee. Several residents publicly included their comments in public in opposition to the setbacks.

Linda Williams announced that the Brookhollow Chapel will have a Tea Party on Saturday, May 20, 2023 at the Chapel.

The City Administrator encouraged citizens to submit letters to City Hall in support of rehabilitation of the city park. The City will put a template on the website as a sample of the letter.

3. Resolution to Declare the Duly Elected for the May 6, 2023 Election

The City Council approved Resolution 23-0516 declaring Mayor Jana Trew and Councilmember Val Meixner elected to the City Council for the purposes of the May 6, 2023 Election on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Dr. Terry Waldren; motion carried unanimously. Mayor Jana Trew and Councilmember Val Meixner executed their Statement of Officer and their Oaths of Office, and the Mayor provided "Certificates of Election" to the elected.

4. Minutes

The minutes of the regular meeting on April 23, 2023 were approved on a motion made by Councilmember Ron McWilliams, seconded by Mayor Pro Tem Brand Underwood; motion carried unanimously.

5. Financials

The financial reports and the April 2023 claims and demands were approved on a motion made by Councilmember Dr. Terry Waldren, seconded by Mayor Pro Tem Brandt Underwood; motion carried unanimously.

6. Interlocal Agreement with South Plains Association of Governments (SPAG)

The City Council approved an interlocal governmental cooperation contract for administration services with South Plains Association of Governments (SPAG) to write a Texas Parks and Wildlife Grant for the Town of Ransom Canyon and to provide administrative services for a fee if funded on a motion made by Mayor Pro Tem Brandt Underwood and seconded by Councilmember Dr. Terry Waldren; motion carried unanimously.

7. Public Investment Policy

The City Council approved a Public Investment Policy for the Town of Ransom Canyon that was originally approved on May 11, 2010 on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilmember Dr. Terry Waldren; motion carried four to one with Councilmember John Hand voting nay, and Councilmembers Ron McWilliams, Val Meixner, Dr. Terry Waldren, and Mayor Pro Tem Brandt Underwood voting aye.

8. Fence Variance for 2 West Brookhollow

The City Council denied a variance request to add seven feet of fence on top of a retaining wall that is approximately 42-45 inches tall at a new residential home located at 2 West Brookhollow with a three to two vote. The following members voted as follows: Councilmembers Ron McWilliams, Val Meixner, and John Hand voting nay, and Dr. Terry Waldren and Mayor Pro Tem Brandt Underwood voting aye.

9. Quad K Investments variance for a 35-foot set-back for the new subdivision

The City Council removed this item from the agenda until further notice.

A. BUILDING REVIEW COMMITTEE REPORT:

The Building Review Committee (BRC) did not meet in the month of April.

B. DEPARTMENT REPORTS:

- a. Administration: Elena Quintanilla reported the following:
 - She discussed her schedule of events for the week.
 - She provided a legislative update to the City Council.
 - Texas Tech Landscape and Architect Department presented their designs on April 24, 2023 from 9:00 a.m. – 11:00 a.m. for the city park.
 - Councilmember Ron McWilliams provided a Capital Improvement Advisory Committee update.
 - The City Administrator may seek requests for proposals for healthcare benefits for city employees if the benefit pool presents significant increases in costs.
 - The City Council will make an appointment to their City Council in June to fill one City Council position.
 - She provided the City Council with a budget calendar.
- b. The Municipal Court: Elena Quintanilla reported the following:
 - There were no changes in Municipal Court since last month.
- c. Operations: Robby McCarver reported the following:
 - The Optimum fiber optic project is complete.
 - The Operations team will begin spraying on the ground to abate for mosquitos next week.
 - The Parkhill seal coat project will begin in August and the following streets will be seal coated this year: Foothill, Mesquite, and Highland.
 - The preconstruction meeting for the smart water meter project will take place on May 23, 2023 at 10:00 a.m.
 - Operations staff is repairing the street sweeper.
 - Operations staff sprayed for weeds last week and will continue to spray this week.
 - The Property Owner's Association Clean Up Day was successful and the city staff picked up loads of waste from twelve homes and the Texas Forest Service, Fire Department, and Allen Butler significantly contributed their volunteer efforts that day.
 - The Operations Department is short one staffer because Ryan Sanchez is no longer with the department. Operations is hiring one part-time temporary staffer for the summer.
- d. Police: Chief James Hill reported the following:
 - The Police handled twenty-eight traffic stops. These stops are broken down as follows: seven citations and twenty-one warnings. There was one arrest.
 - Chief Hill mentioned that Officer Garza passed his Animal Control Officer school and Lt. Charles Jensen will be attending Firearms Training in July.
 - Chief Hill is working on a disaster recovery and emergency management plan for the city.
 - The pet vaccinations went well for the city.

- e. Fire: Rand McPherson reported the following:
- There were eight (8) EMS calls and five (5) fires call this month.
 - Councilmember Ron McWilliams and Scott Roberts made an effective Firewise Presentation and worked well with the Texas Forest Service on this initiative.
 - The Volunteer Fire Department pancake breakfast was a success.
- f. Library: Angie Fikes reported the following:
- The youth are assisting with cleaning the library for the summer.
 - The Summer Reading Program will start on June 17, 2023 with slides and snow cones. The theme this year is Alice and Wonderland so the youth will enjoy tea parties with hats and sack races.

Adjournment

The City Council adjourned the meeting at 8:11 p.m. on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilmember Dr. Terry Waldren; motion carried unanimously.

APPROVED:



Jana Trew, Mayor

ATTEST:



Elena Quintanilla, City Secretary