

Ransom Canyon City Council Meeting Minutes
Regular Meeting, February 13, 2024
Ransom Canyon City Hall, 24 Lee Kitchens Drive

1. Call to Order/Pledges/Prayer

The regular city council meeting was called to order at 6:30 p.m. by Mayor Pro Tem Val Meixner. 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 Pro Tem, Val Meixner, Councilmembers Dr. Corey Evans, Dr. Terry Waldren, Ron McWilliams, and John Hand. Mayor Jana Trew was absent. Staff members attending the city council meeting included City Administrator, Elena Quintanilla; Chief of Police, James Hill; Operations Operator, Robby McCarver; Fire Chief, Rand McPherson; Assistant Fire Chief, Angela Hill, and Librarian, Angie Fikes. The prayer was said by Mayor Pro Tem Val Meixner, followed by pledges of allegiance. Guests attending in person are included in the attached list. No guests attended virtually.

2. Citizen Comments

Jim Rickard announced that the chapel will host its Annual Board Meeting at 3:00 p.m. in the Chapel on February 25, 2024.

Ronnie Hill acknowledged that there are certain regulations that you must adhere to due to liability when pickleball courts are funded with state or federal funds. Geotech surveys may be required in these instances. Mr. Hill would like to see four pickleball courts where two courts are currently designated through the grant awarded to the City.

3. Minutes

The minutes for the regular meeting on January 9, 2024, were approved on a motion made by Councilmember Ron McWilliams, seconded by Councilmember Dr. Terry Waldren; motion carried unanimously.

4. Financials

The financial reports and the January 2024 claims and demands were approved on a motion made by Councilmember Dr. Terry Waldren, seconded by Councilmember Dr. Corey Evans; motion carried unanimously.

5. Engineering Agreement for Park Grant

The City Council approved an agreement with Parkhill Engineers in the amount of \$29,500.00 to design the City Park – Phase 1, on a motion made by

Councilmember Dr. Terry Waldren, seconded by Councilmember Ron McWilliams; motion carried unanimously.

6. Interlocal Agreement for Professional Services

The City Council approved an Interlocal Cooperation Agreement with South Plains Association of Governments in the amount of \$15,000 to administer the City Park-Phase 1 project funded through Texas Parks and Wildlife on a motion made by Councilmember Dr. Terry Waldren, seconded by Councilmember Ron McWilliams; motion carried unanimously.

7. First Reading of Budget Amendment

The City Council approved the first reading of a budget amendment to the 2023-2024 Budget to add a capital line item for the sewer plant and an additional line item to capture the proceeds from the new certificate of obligation on a motion by Councilmember Dr. Terry Waldren, seconded by Councilmember Dr. Corey Evans; motion carried unanimously.

8. Order of Election

The City Council approved an Order of Election (Orden de Elección) for an election of three Alderman At-Large for two-year terms (tres concejales general por termino de dos años) on a motion made by Councilmember Dr. Terry Waldren, seconded by Councilmember Ron McWilliams; motion carried unanimously.

9. Joint Resolution

The City Council approved a joint resolution, R24-021324, which calls for the election to be held jointly with all cities and schools inside Lubbock County that may need an election to be held through September 30, 2024 on a motion made by Councilmember Ron McWilliams, seconded by Dr. Terry Waldren; motion carried unanimously.

10. Contract with Lubbock County for Election Services

The City Council approved a contract with Lubbock County for election services on a motion made by Councilmember Dr. Terry Waldren, seconded by Councilmember Ron McWilliams; motion carried unanimously.

11. Equipment for the City Election

The City Council approved Resolution 021324-1 to adopt the use of Hart Intercivic Verity Version 2.5.3 for Duo Controller, Writer, and Scanner equipment for the election on a motion made Councilmember Dr. Terry Waldren, seconded by Councilmember John Hand; motion carried unanimously.

12. Notice of Election

The City Council approved a Notice of Election (Aviso de Elección) for the May 4, 2024 Election on a motion made by Councilmember Dr. Terry Waldren, seconded by Councilmember Ron McWilliams; motion carried unanimously.

13. Election Items

The City Council approved the following appointments and items as they relate to the May 4, 2024 Election:

- A. Roxzine Stinson, Elections Administrator as the Joint Elections Officer.
- B. Roxzine Stinson, Elections Administrator as the Joint Early Voting Clerk.
- C. The Elections Office at 1308 Crickets Avenue as the main early voting polling place.
- D. Election Administrator's permanent count employees shall serve as the deputy early voting clerks along with other appointments made by the Elections Administrator if deemed necessary.
- E. Exhibit A as the Joint Early Voting Schedule.
- F. Exhibit B as the Joint Election Day Vote Centers.
- G. The Judge's List Attached for Each Vote Center.
- H. Ronnie Gallagher as the Early Voting Ballot Board Judge and Beth Shapiro as the Alternate Early Voting Ballot Board Judge.
- I. The Early Voting Ballot Board will handle all mail ballot procedures.
- J. Roxzine Stinson, Elections Administrator, as the Central Count Manager.
- K. Karyn Cruz as the Tabulation Supervisor.
- L. Beth Bender as the Central Count Presiding Judge.
- M. Sandy Salazar, Vanessa Huizer, and Aaron Frodsham as Bilingual Election Clerks.

Councilmember Dr. Terry Waldren made the motion to approve, and Councilmember Ron McWilliams seconded the motion; motion carried unanimously.

14. Building Review Committee Appointments

The City Council appointed the following Building Review Committee Members on a motion made by Councilmember Dr. Terry Waldren, seconded by Councilmember Ron McWilliams; motion carried unanimously.

- John Russell – Chair
- Ross John Narvaeth
- John Kelley
- Emily Garrett
- David Riley
- Mike Selleck

15. Volunteer Fire Department Appointments

The City Council approved the following Volunteer Fire Department Officers on a motion by Councilmember Dr. Terry Waldren, seconded by Councilmember Dr. Corey Evans; motion carried unanimously. Councilmember Ron McWilliams recused himself.

- Rand McPherson – Fire Chief
- Angela Hill – Assistant Fire Chief
- Michael Reyna – Fire and Medical Captain
- Mary Roberts – Secretary/Treasurer
- Rob O’Connell – Medical Lieutenant
- Ron McWilliams – Firewise/Fire Lieutenant

16. Capital Improvement Advisory Committee Appointments

The City Council approved the following members to the Capital Improvement Advisory Committee on a motion made by Councilmember Dr. Terry Waldren, seconded by Dr. Corey Evans; motion carried unanimously. Councilmember Ron McWilliams recused himself from the vote.

- Dr. Denton Collins – Chair
- Ron McWilliams – Ex-Officio
- Allen Butler
- Ralph DeWitt
- Jennifer Edwards
- Penny Golightly
- Dr. Ron Kendall
- Craig Morton
- Eraldo Resendez
- Dr. Lisa Wentz

A. Building Review Committee

The Building Review Committee did not meet in the month of January.

B. DEPARTMENT REPORTS:

a. Administration: Elena Quintanilla reported the following:

- She discussed her schedule of events for the week and attended the Commissioner’s Court meeting on Monday to obtain an update on the dam. She will attend a city manager’s conference in Granbury, Texas on Wednesday-Friday next week.
- She has worked with the Lubbock Chief Financial Officer and a former City Manager for Highland Park Village to assist in reformatting the city budget. Texas Municipal League will also start offering budget assistance to small cities at a minimal cost so this looks like a good resource for Ransom Canyon.
- The city election will take place on May 4, 2024, and the polls will be open at City Hall. Early voting begins at City Hall on April 22, 2024. Five candidates have submitted applications to run in this year’s election.

- The Mayor has agreed to participate in the Annual Hospice Beans and Cornbread Event on March 20, 2024.
- b. The Municipal Court: Elena Quintanilla reported the following:
- Eighteen individuals failed to appear to court; three individuals were set up on payment plans for their citations; two defendants passed away and the judge has contacted general counsel on how to proceed; three warrants are pending for one person; and one defendant is negotiating their citation through an attorney.
- c. Operations: Robby McCarver reported the following:
- A water line was moved because it was too close in proximity to where the new drying beds will be developed in the future, and a new water valve was installed on South Lakeshore during this process to prevent from turning off the water to residents for an extended amount of time.
 - The construction is progressing at Ransom Ranch.
 - The Texas Commission on Environmental Quality (TCEQ) inspection went great. There were minor adjustments to be made in the operations manual to update the names of employees for the Department and updates to the customer service inspection paperwork.
 - Jason Robb and Lee Jones are working on their weed and pest licenses.
 - Jason Robb is now certified to do the backflow and prevention pressure and testing for the city.
 - The garbage citizen collection station gate is currently working.
- d. Police: Chief James Hill reported the following:
- There were fourteen (14) warnings, one (1) citation, and one (1) arrest issued this month.
 - The Chief reviewed the racial profiling report and statistics for the year which included two-hundred forty (240) traffic stops, ten (10) verbal warnings, one-hundred and fifty-six (156) written warnings, and seventy-four (74) issued citations. The Police Department would like to host another "One Pill Can Kill" presentation in the Spring.
 - The Police Department has issued twenty-seven (27) recreational permits to date.
 - There is no Valentine's Day report for traffic.
 - The Chief and Lieutenant attended a training course in Muleshoe for IPAWS alerts and notifications on resident cell phones, and they are working to implement a similar system in Ransom Canyon. The Continuity of Operations Plan (COOP) is complete, and staff are scheduled to meet with John Kiehl, the COOP consultant, on February 27, 2024.
- e. Fire: Angela Hill reported the following:
- The Volunteer Fire Department responded to three (3) EMS calls and two (2) fire calls.
 - The Fire Department is placing their Fire Engine into the Rene Bates Auction for sale.

- The Department is meeting with First-In Safety Service on February 17, 2024, regarding any fire truck issues. Once the truck passes inspection, the Fire Department will schedule a Push-In Ceremony.
- f. Library: Angie Fikes reported the following:
- The youth played random games during the winter.
 - The youth created Valentine's Day cards with specific computer programs.

Adjournment

The City Council adjourned the meeting at 7:53 p.m. on a motion made by Councilmember Dr. Terry Waldren, seconded by Councilmember John Hand; motion carried unanimously.

APPROVED:



Jana Trew, Mayor

ATTEST:



Elena Quintanilla, City Secretary

MEETING SIGN-IN SHEET

Project: REGULAR CITY COUNCIL MEETING

Meeting Date: 2/13/2024

Facilitator: Town of Ransom Canyon

Place/Room: Ransom Canyon City Hall

Name	Signature	
Rownie Hill	Rorie Hill	
Jim & Cherie Rickard	Cherie Rickard	
VICKY KELLER	Vicky Keller	
Allen Botter	Allen Butte	
Brent Clifford	Brent Clifford	
LARRY HEND	Larry Hend	
Linda Williams	Linda Williams	