

**Ransom Canyon City Council Meeting Minutes  
Regular Meeting – March 9, 2021  
Ransom Canyon City Hall, 24 Lee Kitchens Drive**

**1. Call to Order/Pledges/Prayer**

The regular 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, and virtually through GoToMeetings.com. Staff provided a telephone number for City Council and residents to access the meeting. The following City Council members physically attended the meeting: Mayor Jana Trew, Mayor Pro Tem Brandt Underwood, Councilmen Dr. Terry Waldren, Dr. Mike Greer, Ingram Rich, and Ron McWilliams. Staff members attending the meeting included City Administrator, Elena Quintanilla; Deputy City Secretary, Leslie Randolph; Chief of Police, James Hill; Operations Manager, Harold Needham; Assistant Fire Chief, Angela Hill; Librarian Angie Fikes; and Attorney, Donna Clarke. Guests at the meeting included Val Meixner and Linda Williams. The prayer was said by Mayor Pro Tem Brandt Underwood, followed by the pledges to the United States and State of Texas.

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

Val Meixner thanked everyone on behalf of the POA for their support of the Clean-Up Day in Ransom Canyon. She also mentioned that a Kite Flying Event will take place in the Canyon on April 17, 2021.

Linda Williams reported that the Chapel hosted its Annual Meeting on February 28, 2021. The Chapel is also planning an Easter Sunrise Service this year. In addition, the Chapel is landscaping around the Chapel and is also building a new deck. Linda encouraged the City Council to reconsider the new policy for the RV Park.

**3. Approval of Minutes**

The minutes of the regular meeting on February 9, 2021, were approved on a motion made by Councilman Dr. Terry Waldren, seconded by Mayor Pro Tem Brandt Underwood; motion carried unanimously.

**4. Financials**

The financial reports and the February 2021 claims and demands were approved on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilman Dr. Terry Waldren; motion carried unanimously.

5. Variance for Swimming in the Lake

The City Council approved a Resolution No. 041021 authorizing a variance to approve swimming in the Lake for a triathlon to take place on May 23, 2021 on a motion made by Councilman Dr. Terry Waldren, seconded by Mayor Pro Tem Brandt Underwood; motion carried unanimously. Councilman Dr. Mike Greer recused himself.

6. BSLT Triathlon, Inc. Agreement

The City Council approved an agreement with BSLT Triathlon, Inc. to host a triathlon on May 23, 2021 on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilman Dr. Terry Waldren: motion carried unanimously. Councilman Dr. Mike Greer recused himself.

7. Early Voting Schedules and Election Locations

The City Council approved the Joint Early Voting Schedules and voting locations for Early Voting and Election Day for the May 1, 2021 City Election on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilman Ingram Rich; motion carried unanimously.

8. Legislative Agenda for the 87<sup>th</sup> Session of the Texas Legislature

The City Council approved a Resolution No. 21-0410-1 to adopt a Legislative Agenda for the 87<sup>th</sup> Legislative Session on a motion made by Councilman Dr. Terry Waldren, seconded by Mayor Pro Tem Brandt Underwood; motion carried unanimously.

9. Building Review Committee

The Building Review Committee did not meet the month of February.

10. Department Reports

Administration: Elena Quintanilla reported the following:

- She discussed her schedule of events for the week.
- She provided an update of the May 2021 City Election.
- The Mayor represented the Town of Ransom Canyon at the Annual Hospice Beans and Cornbread Luncheon on March 5, 2021.
- Buffalo Springs Lake was not awarded the CDBG Mitigation Grant for their dam so their management is researching other options to fund this project.
- Elena was appointed to the TML Health Benefits Pool Board of Trustees.
- A TML Quarterly Virtual Meeting will take place on March 25, 2021 from 11:00 a.m. – 12:00 p.m. The topic at this meeting will be the 87<sup>th</sup> Legislative Session Update.

Municipal Court: Elena Quintanilla reported the following for Judge Janet Blacklock-Matthews:

- There are no new cases to report.
- The Judge held a meeting with James and Elena regarding the cases on the docket, and she discussed the necessary correspondence that needs to go out to the defendants.

Operations: Harold Needham reported the following:

- A preconstruction meeting is scheduled for Wednesday to discuss the new ground storage tank.
- The Operations Department worked on some water and sewer repairs and cleared the snow on the roads during the recent storm.
- Staff is working on repairing the security gate for the Citizen Waste Collection area, and the City was issued 500 cards to replace the fobs for residents. Staff will be trained on the new software linked to the issuance of fobs.
- Ransom Canyon is now at 8% in water losses. These percentages have reduced significantly in the past year since the City of Lubbock replaced the water meter where the water comes into Ransom Canyon.

Police: James Hill reported the following:

- Police did not issue any citations; however, several written and verbal warnings were issued, with one leading to an arrest.
- There will be a meeting with the Texas Parks and Wildlife regarding Chronic Waste Disease and its impact on deer. The meeting will take place on March 29, 2021 at the Ranch House.
- The Chief reported that there are no active COVID-19 cases in the Canyon.
- The City has reported its financial losses and infrastructure damage from the snow storm to Lubbock County for its Declaration of Disaster.
- The Chief recommended that the City Council consider the purchase of a generator for City Hall to prevent blackouts and to have a secondary location where residents congregate in the event of future power outages.

Fire: Angela Hill reported the following:

- There were four (4) EMS calls and one (1) fire call this month.
- The Clean-Up Day in the Canyon was successful. There were 52 individuals who signed in. The Texas Forest Service provided seven volunteers who assisted in the initiative.
- The City of Lubbock fire trucks are now on the Rene Bates Auction site, and the Fire Department will participate in the bidding process.

Library: Angie Fikes reported the following:

- The Annual Easter Egg Hunt will take place in person on April 1, 2021 and will begin at 5:00 p.m. with an Easter Bunny photo session.
- The Summer Reading Program will also take place in person this year.

## 11. Executive Session

The City Council entered into an Executive Session at 7:14 p.m. to discuss the following authorized by Chapter 551, Texas Government Code in accordance with Section 551.071 (Consultation with Attorney.)

**12. Open Session**

The City Council entered into regular open session at 7:37 p.m.

**13. Adjournment**

The City Council adjourned the meeting at 7:38 p.m. on a motion made by Councilman Dr. Terry Waldren, seconded by Mayor Pro Tem Brandt Underwood; motion carried unanimously.

APPROVED:



Jana Trew, Mayor

ATTEST:



Elena Quintanilla, City Secretary

## MEETING SIGN-IN SHEET

<b>Project:</b>	REGULAR MEETING CITY COUNCIL	<b>Meeting Date:</b>	03/09/2021
<b>Facilitator:</b>	Town of Ransom Canyon	<b>Place/Room:</b>	Ransom Canyon City Hall