

Ransom Canyon City Council Meeting Minutes  
Regular Meeting, January 9, 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 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, Val Meixner, Councilmembers Dr. Corey Evans, Dr. Terry Waldren, Ron McWilliams. Councilmember John Hand was absent. Staff members attending the city council meeting included City Administrator, Elena Quintanilla; Chief of Police, James Hill; Director of Public Works, Cory Needham; Fire Chief, Rand McPherson; Assistant Fire Chief, Angela Hill, and Librarian, Angie Fikes. The prayer was said by Assistant Fire Chief, Angela Hill, followed by pledges of allegiance. Guests attending in person are included in the attached list. No guests attended virtually.

2. Citizen Comments

Marianna Mahan commented regarding her dissatisfaction with the Police Department and how they handle police protocols, procedures, and investigations.

3. Minutes

The minutes for the regular meeting on December 12, 2023, were approved on a motion made by Councilmember Dr. Terry Waldren, seconded by Councilmember Ron McWilliams; 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 Ron McWilliams; motion carried unanimously.

5. Bank Signatory for the City

The City Council approved the bank signatory for a new bank construction account for the Texas Combination Tax and Revenue Certificates of Obligation, Series 2023, on a motion made by Councilmember Ron McWilliams, seconded by Councilmember Dr. Terry Waldren; motion carried unanimously.

A. Building Review Committee

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

B. DEPARTMENT REPORTS:

- a. Administration: Elena Quintanilla reported the following:
  - She discussed her schedule of events for the week.
  - The RV rental contract letters have been mailed out and residents are currently renewing their contracts.
  - The budget journal entries were entered into the financial software and the new budget was installed for the year. A new format for the budget is in progress.
  - The W-2's and 1099 documents were filed electronically as required by the Internal Revenue Service.
  - Leslie Randolph is attending the Election Law Seminar hosted by the Texas Municipal Clerks Association.
  - The filing period for the City Council election will begin January 17, 2023 – February 16, 2023.
- b. The Municipal Court: Elena Quintanilla reported the following:
  - Three cases were paid and closed, one case was dismissed due to the individual passing away, two warrants were issued for a pre-trial hearing on January 25, 2024, and fourteen pre-trial hearing letters will be issued the week of January 8-January 12, 2024.
- c. Operations: Cory Needham reported the following:
  - There was a meeting with L Howard Construction for the wastewater treatment plant, and the construction is tentatively scheduled to begin in February 2024.
  - There are three houses under construction in the Ransom Ranch addition and two additional slabs are being poured.
  - There was a water leak on South Lakeshore on New Year's Eve where a two-inch water line broke and the Operations staff repaired the water line.
  - The motor at the gate of the Citizen Collection Station will need to be replaced and the current model has been discontinued.
  - The staff is prepared for the inclement weather and the salt spreader equipment is ready for the snow and icy roads this year. In extreme weather conditions, the Operations staff will not respond unless there is an emergency. It is important to keep the staff safe.
- d. Police: Chief James Hill reported the following:
  - There were fourteen (14) warnings and eleven (11) citations issued this month.
  - The Police Department has sold eleven (11) recreational permits to date.
  - There were a lot of citations issued during the Holidays.

- Staff are moving along with the continuity of operations plan and staff discussed the plan activities in detail and are submitting their comments to the writer of the plan.
- e. Fire: Angela Hill reported the following:
- The Volunteer Fire Department responded to twelve (12) EMS calls and one (1) fire call.
  - The Tour of Homes went well, and the Fire Department assisted with navigating the traffic that day.
  - Mr. and Mrs. Santa Claus were present at the Christmas Parade.
  - The Fire Department will wait to do their "Push In" Ceremony for the new fire truck once the new equipment is installed into the truck.
- f. Library: Angie Fikes reported the following:
- The youth made picture frame ornaments during the holidays.
  - The new AWE computer is a great educational tool for the youth and is not connected to internet. It teaches youth music, math, art, and science. The previous computer was twelve years old.
  - The Christmas card fundraiser raised \$1560 this year.

Adjournment

The City Council adjourned the meeting at 7:42 p.m. on a motion made by Councilmember Ron McWilliams, seconded by Councilmember Dr. Terry Waldren; motion carried unanimously.

APPROVED:



Jana Trew, Mayor

ATTEST:



Elena Quintanilla, City Secretary

**CITY COUNCIL MEETING, JANUARY 9, 2024, 6:30pm**

**NAME**

**SIGNATURE**

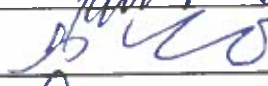
Marcus Wilson



John Fiedler



Scottie Hildebrandt



Alicia Allen

