

**Ransom Canyon City Council Meeting Minutes
Regular Meeting – April 12, 2016
Ransom Canyon City Hall, 24 Lee Kitchens Drive**

1. Call to Order/Silent Meditation

The meeting was called to order at 6:30 p.m. by Mayor Robert Englund. Council members present were Mayor Pro-Tem Jana Trew, Lyle Way, Billy Williams, and John Schmersey. A moment of silent meditation followed.

2. Proclamation For National Volunteer Service Recognition Month

The Mayor presented a proclamation to Joan Blackmon declaring the month of April as National Volunteer Service Recognition Month.

3. Minutes of Meeting

The minutes of the Regular Meeting, March 8, 2016, were approved on a motion made by John Schmersey; seconded by Lyle Way; motion carried unanimously.

4. The Financials

The financial reports and the March 2016 claims and demands were approved on a motion made by Billy Williams, seconded by Jana Trew; motion carried unanimously.

5. Resolution No. 16-00412, Atmos Energy Rates

Resolution No. 16-00412 approving a negotiated resolution with the Atmos West Texas Cities and Atmos Energy West Texas Corporation West Texas division regarding the company's 2015 Rate Review Mechanism filing, declaring existing rates to be unreasonable, adopting tariffs that reflect rate adjustments consistent with the negotiated settlement; finding the rates to be set by tariffs to be just and reasonable; and requiring the company to reimburse cities' reasonable ratemaking expenses was unanimously approved on a motion made by Jana Trew, seconded by John Schmersey.

6. Resolution for Approval of a Voting system

The Council voted to approve a resolution for a voting system or systems that meet the standards and requirements of the Texas Election Code on a motion made by Jana Trew, seconded by John Schmersey, motion carried unanimously:

7. Staff Authorization to Secure Bids for City Hall Office

The Council voted to approve authorizing city staff to secure bids to build a City Hall in accordance with Texas Procurement Laws. John Schmersey voiced his concerns about the safe room. He would like for the staff to have a safe room that provides safety during hazardous weather conditions. John is also concerned for the safety of City Hall employees if intruders enter the building. Elena Quintanilla stated that more funds need to be allocated to the City Hall project in order to meet the standards for a more

weather-proof safe room. John Schmersey made a motion to approve the plans, Lyle Way seconded the motion. The motion passed with a 3-1 vote. Billy Williams voted in opposition to the motion.

8. Annual Review and Approval of the Public Funds Investment Policy

The City Council approved a Public Funds Investment Policy on May 11, 2010. The City Council reviewed this same policy to determine if the policy is still effective for fiscal year 2016. The Council voted to approve the policy on a motion made by Jana Trew, seconded by Billy Williams; motion carried unanimously.

9. Building Review Committee

The Building Review Committee met on March 21, 2016 to discuss construction standards for metal buildings and performance bond limits.

10. Discussion of Construction Standards For Metal Buildings

The Building Review Committee developed some construction standards that they would like the City Council to consider in an ordinance when considering enclosed metal buildings and garages. The committee is currently recommending that all exposed metal on storage buildings be completely covered and that the outside of the structure be kept similar to the residence in color, texture, and materials, preferably the materials shall be masonry or fire resistant. The buildings shall be permitted for storage facilities over 150 square feet. An ordinance will be presented at a later City Council meeting.

11. Department Reports

Administration: Elena Quintanilla reported the following:

- ❖ Donna Clarke has resigned from her Alderman position on the City Council; therefore City Council should consider how her position will be filled in the near future. Elena recommended to the City Council that after the election, the candidate with the next highest votes can potentially be considered for the position should the Council want to appoint that individual.
- ❖ The dates to vote at Ransom Canyon City Hall for the Alderman At-Large positions will take place on April 27, 2016 from 8:00 a.m. – 5:00 p.m. for early voting and on May 7, 2016 from 7:00 a.m. – 7:00 p.m. on Election Day.
- ❖ The Texas Municipal League (TML) Region 3 Meeting went well and Ransom Canyon was represented by staff and Councilman Way and Councilwoman Trew. Councilwoman Trew is representing our City well as the Secretary for TML Region 3.
- ❖ The City Staff will be developing a strategic plan that will tie into this year's budget and will forecast goals for upcoming years. Elena recommended that the Council consider a similar process of strategic planning so that the Staff can align their goals with City Council.

- ❖ An intern from the Master of Public Administration Program will be working with the City of Ransom Canyon at no cost to the City at this time. This intern will focus on some potential grants and a city council orientation.
- ❖ All Department Heads have reviewed and have developed a performance instrument to evaluate employee performance. This tool will be helpful in providing feedback to employees and will also be valuable in assisting the employees meet their needs when it comes to performance.

Court Report: Judge Gary Bellair reported the following:

- ❖ There is one citation that involves a 25-year-old who has requested defensive driving and deferred adjudication
- ❖ There is one new parking violation

Operations: Harold Needham reported the following:

- ❖ Operations had to purchase a new lift station pump for East Lakeshore for a cost of \$8000.00. The cost to repair the old pump is \$5800.00; therefore, staff decided to purchase a new pump. The pump was purchased from Odessa Pumps in Amarillo, Texas.
- ❖ There is good compliance with the backflow and sprinkler inspections. There is a small minority of residents that have not complied.

Police: James Hill reported the following:

- ❖ Ron Gaddis is retiring from working on the City and Emergency Operations Center websites; therefore, James has been researching other options for the administration of the City website. The costs for administering a website range from \$2500.00 - \$5000.00. James has spoken to two website managers and will look for another quote. One of the website vendor's proposal includes the ability to revamp the city website and have email blasts sent to your computer and through the telephone as a text.
- ❖ Boat passes are for sale and several have been sold already.
- ❖ There were no accidents or thefts during the Annual Garage Sale.
- ❖ There will be another opportunity at the Annual Property Association Meeting to distribute passes for the Emergency Road to those on South Lakeshore.
- ❖ Lubbock Police Department is looking at obtaining emergency radio access on the water tower. Staff is working to develop an agreement that will waive any fees to Ransom Canyon in lieu of franchise fees.

Fire: Rand McPherson reported the following:

- ❖ The Fire Department has applied to the Texas A&M Forest Service for a Water Tender Truck for approximately \$200,000. Funds will be awarded in August.
- ❖ Engine two on the fire truck is fixed and it passed the pump test. The cost for the repairs is approximately \$14,100.00
- ❖ Rand provided a report on the Wildfire Risk Assessment for the Community of Ransom Canyon. The Texas Forest Service folks have assessed the risk in the

Canyon and Ransom Canyon is a high risk area for fires because of the trees and brush. The Canyon was also considered very high risk prior to the implementation of the Emergency Road. Rand reminded the Council and the public not to stack firewood near the house and to look for cement siding or fire resistant materials for construction options. Also, cut the trees down and keep the trees thirty feet away from the house.

- ❖ The Volunteer Fire Department addressed five fire calls. One call occurred at the V8 Ranch. The Fire Department also assisted Buffalo, Slaton, and Roosevelt on other calls. There were three false alarms in the Canyon. The Department was called to address two EMS calls. The Lubbock Area Fire Conference occurred this past weekend. The Pancake Breakfast will take place this Saturday.
- ❖ Ron Cox asked some questions on why the brush is not cut in the Ransom Hills Addition which is a natural habitat yet presents some fire hazards.

Library: Kim Copeland reported the following:

- ❖ The Easter Egg Hunt was a huge success. She thanked Robby, an employee in Operations, for all of his assistance in placing signs. 1600 eggs were laid out for the children and 102 bags were distributed to the children in attendance. The Easter Egg Bunny arrived early and helped hide eggs as well!

12. Property Owner's Association Report and Citizen Comments:

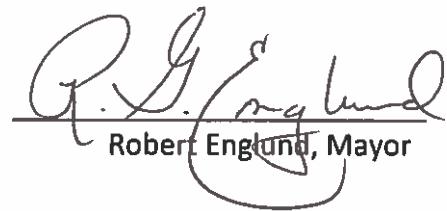
The Mayor reminded Jackie Lindsey that the Operations staff will check with the Texas Commission on Environmental Quality as to whether cattails can be removed from the Canyon. There may be a rule that they cannot be removed due to the possibility of erosion. Jackie was going to have a group of volunteers help cut down some of the cattails along the lake. Jackie reported that the Property Owner's Association is hosting their Big Annual Property Owner's Association Meeting on Thursday night. The social will begin at 6:30 p.m., and the meeting will begin at 7:30 p.m. at the Party Island. Also, the Kentucky Derby will be held on May 7, 2016 at the Ranch House. Jackie reported that Ron Gaddis will continue to work on the website for the Property Owner's Association. Linda Williams mentioned that Bob Bellah provided an informational meeting to the Chapel Board regarding Firewise. That week, Linda received an email from Southcrest Baptist Church to provide volunteers to assist the Chapel. The volunteers, including 70 high school students and 12-13 teachers, cleared brush, trees, and flower beds. They also did some yard work for some elderly residents.

13. Adjourn

- ❖ A motion to adjourn the meeting at 7:55p.m. was made by Jana Trew, seconded by John Schmersey; motion carried unanimously.

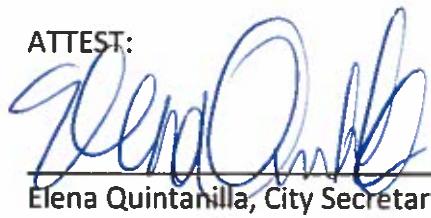
These minutes were approved on the 10th day of May, 2016

APPROVED:



Robert Englund, Mayor

ATTEST:



Elena Quintanilla, City Secretary