

Ransom Canyon City Council Meeting Minutes
Regular Meeting – June 13, 2017
Ranch House, 1 Island Way

1. Call to Order/Silent Meditation

The meeting was called to order at 6:00 p.m. by Mayor Billy Williams. Council members present were Mayor Billy Williams, Mayor Pro Tem Jana Trew, Councilman Lyle Way, Councilman Brandt Underwood, and Councilman Dr. Terry Waldren. Councilman Michael Brooks was absent. A moment of silent meditation followed.

2. The Minutes

The minutes of the Regular Meeting, May 16, 2017 and the minutes of the Special Meeting-Town Hall, May 31, 2017 were approved on a motion by Councilman Lyle Way, seconded by Dr. Terry Waldren; motion carried unanimously. Prior to the motion, Dr. Terry Waldren addressed a correction to include Brandt Underwood among the elected aldermen.

3. The Financials

The financial reports and the May claims and demands were approved on a motion made by Councilman Dr. Terry Waldren, seconded by Mayor Pro Tem Jana Trew; motion carried unanimously.

4. Election of Mayor Pro Tem

A motion was made by Councilmen Brandt Underwood and Dr. Terry Waldren to appoint Jana Trew to serve another term as Mayor Pro Tem; motion carried unanimously.

5. Resolution 06132017 – add new City Council members as bank signatories

Brandt Underwood made a motion to include City Council members as signatories on city bank accounts, Mayor Pro Tem Jana Trew seconded; motion carried unanimously.

6. Endorse, Enforce, and or Approve Changes to Sections 2.03, 17.05, and 17.04 of the Town of Ransom Canyon Personnel Policy Manual

After council discussion and input from citizens, Mayor Pro Tem Jana Trew made a motion to postpone a decision until the next regular city council meeting in order to allow time to review the policies of neighboring cities, Brandt Underwood seconded; motion carried unanimously.

7. Guidelines and Procedures for City Council Meetings

City Administrator, Elena Quintanilla, presented the need for established procedures for placing items on the City Council agenda. This was a discussion item; no action was taken.

8. Building Review Committee (BRC)

The Building Review Committee did not meet in May.

9. Department Reports

Administration - Elena Quintanilla reported the following:

- ❖ The City Administrator will be traveling to College Station to take her last test for Municipal Clerk Certification. This is a three-year program and she has completed it in less than two years. She will also be attending the Texas City Managers Association conference in Austin on June 22-25th. Ms. Quintanilla serves as President of Region 2 which represents all of West Texas.
- ❖ The construction of City Hall is progressing well.

Court - Elena Quintanilla reported for Judge Gary Bellair the following:

- ❖ There is one pending case and no new court cases. The fine from an earlier judgement was collected through Omnibase Services.

Operations - Operations Manager Harold Needham reported the following:

- ❖ Mosquito spraying continues in collaboration with Lubbock County.
- ❖ Operations staff is working hard at grounds maintenance around the canyon and preparing for the July 4th celebrations.
- ❖ Cory Needham attended the building inspection school in Arlington and hopes to test soon for his electrical and plumbing inspection certifications.

Police - Police Chief James Hill reported the following:

- ❖ Citizens are requesting to use Neighborhood Electric Vehicles and golf carts in the canyon.
- ❖ The Chief attended the Texas Emergency Management Conference in San Antonio in May.
- ❖ Boat passes are selling at a record rate.
- ❖ Summer Movie Night is set for July 21st and the movie *Sing* will be shown.
- ❖ The police department will be closely monitoring the 4th of July activities.

Fire - Elena Quintanilla reported the following for Fire Chief Rand McPherson:

- ❖ The fire truck is finally on the auction schedule.
- ❖ There were 3 EMS calls and no fire calls
- ❖ The fire department will host a hamburger and hot dog meal on July 3rd and BBQ on July 4th. The parade on July 4th will line up at the Fire Station at 9:30 a.m.

Library - Librarian Angie Fikes reported the following:

- ❖ The Summer Reading Program is going really well and teenagers are involved with volunteering to help with the younger age groups as well as attending their own reading program. Angie would appreciate donations for reading prizes for the teenagers.

