

Ransom Canyon City Council Meeting Minutes
Regular Meeting – September 19, 2017
Ransom Canyon Ranch House, #1 Island Drive

Dr. Terry Waldren

1. Call to Order/Prayer
The meeting was called to order at 6:30 p.m. by Mayor Billy Williams. Council members present were Mayor Pro-Tem Jana Trew, Brandt Underwood, and Michael Brooks. Lyle Way was absent. The pledges to the United States and the State of Texas were recited, followed by a prayer by Linda Williams.
2. Minutes of Meeting
The minutes of the Regular Meeting on August 8, 2017, and Special Meeting on September 5, 2017 were approved on a motion made by Councilman Michael Brooks, seconded by Councilman Brandt Underwood; motion carried unanimously.
3. The Financials
The financial reports and the August 2017 claims and demands were approved on a motion made by Mayor Pro-Tem Jana Trew, seconded by Councilman Michael Brooks; motion carried unanimously.
4. Public Participation Opportunity
There was an opportunity for the public to address any questions or concerns regarding the Consumer Confidence Report – Annual Drinking Water Quality Report for January 1 – December 31, 2016. There was no public comment.
5. Legislative Update
Alan Bojorquez of Bojorquez Law Firm, PC provided a legislative update.
6. Designation of Official Newspaper
Resolution No. 17-000919 designating the Slatonite as the official newspaper for the Town of Ransom Canyon was approved on a motion made by Brandt Underwood, seconded by Jana Trew; motion carried unanimously.
7. Golf Carts
The second reading of ordinance 080817 to authorize the use of golf carts in the Town of Ransom Canyon was approved on a motion made by Dr. Terry Waldren, seconded by Brandt Underwood; motion carried unanimously.
8. Public Hearing on Proposed 2017-2018 Fiscal Year Budget
The public hearing to take comments on the proposed 2017-2018 fiscal year budget opened at 7:03 pm. There were no comments from the public, therefore; the hearing was closed at 7:05 pm.

9. Ordinance No. 17-00200 - 2017-2018 Fiscal Year Budget
Ordinance No. 17-00200 adopting the 2017-2018 fiscal year budget was approved on a motion made by Mayor Pro-Tem Jana Trew, seconded by Brandt Underwood; a record vote was taken and resulted as follows: Mayor Pro-tem Jana Trew – aye, Brandt Underwood – aye, Michael Brooks – aye, Dr. Terry Waldren – aye.
10. Ordinance No, 17-00210 – Fixing the Tax Levy for 2017
Ordinance No. 17-00210 to approve the effective rate of \$.612933 per \$100.00 valuation was approved on a motion made by Dr. Terry Waldren, seconded by Michael Brooks; a record vote was taken and resulted as follows: Mayor Pro-tem Jana Trew – aye, Brandt Underwood – aye, Michael Brooks – aye, Dr. Terry Waldren – aye.
11. COBRA Continuation of Coverage Administrative Agreement
The COBRA Continuation of Coverage Administrative Agreement with Texas Municipal League MultiState Intergovernmental Employee Benefit Pool (IEBP) was approved on a motion by Dr. Terry Waldren, seconded by Mayor Pro-tem Jana Trew; motion carried unanimously.
12. Section 125 Flexible Spending Arrangement (FSA)
The Section 125 Flexible Spending Arrangement Account with TML MultiState (IEBP) was approved with a maximum level of \$2600.00 in expenses for employees by Mayor Pro-tem Jana Trew, seconded by Dr. Terry Waldren; motion carried unanimously.
13. Independent Contractor Agreement for Librarian Services
The Council authorized the Mayor to execute the contract for librarian services for fiscal year 2017-2018 on a motion made by Councilman Brandt Underwood, seconded by Mayor Pro-tem Jana Trew; motion carried unanimously.
14. Engagement Letter with City Auditor, David L. Hettler
The Council approved an engagement letter with David L. Hettler to conduct audit services for fiscal year 2017-2018 and to authorize the City Administrator to execute the said letter on a motion made by Councilman Brandt Underwood, seconded by Mayor Pro-tem Jana Trew.
15. Resolution to Hire Bojorquez Law Firm, PC, Texas Municipal Lawyers
A resolution to hire Bojorquez Law Firm, PC, Texas Municipal Lawyers to serve as legal counsel for the Town of Ransom Canyon was approved on a motion made by Mayor Pro-tem Jana Trew, seconded by Councilman Brandt Underwood.
16. Memorandum of Understanding between Lubbock County and Town of Ransom Canyon
A memorandum of understanding between Lubbock County and the Town of Ransom Canyon regarding utilizing the city tower to house 9-1-1 equipment for interoperable

communications was approved on a motion made by Dr. Terry Waldren, seconded by Brandt Underwood; motion carried unanimously.

17. Guidelines and Procedures for City Council Meetings

Guidelines and procedures for the city council meetings were approved on a motion made by Councilman Brandt Underwood, seconded by Mayor Pro-tem Jana Trew; motion carried unanimously.

18. Building Committee Report

The Building Review Committee met on August 28, 2017 to approve a request for solar panels at 1 South Lakeshore Drive.

Department Reports

Administration: Elena Quintanilla reported the following:

- ❖ She sent a schedule of events to the City Council and asked if any of the Council had questions.
- ❖ City hall will be closed on Wednesday at noon, and all day Thursday and Friday in order to move into the new city hall. City hall will reopen on Monday for regular hours.
- ❖ The Texas Municipal League (TML) Region 3 meeting will be held on September 28, 2017 at the Scottish Rite Building in Lubbock.
- ❖ Council members and city staff are scheduled to attend the Annual TML Conference which will be held in Houston on October 3-6, 2017.

Court Report: Elena Quintanilla reported the following:

- ❖ There are no new cases to report in municipal court.
- ❖ Judge Bellair is working on paperwork for the current cases in the court.

Operations: Harold Needham reported the following:

- ❖ The Operations staff has been busy with repairing water leaks and addressing sewer line problems in the Canyon.
- ❖ Harold recognized Mary Brown's efforts with the Insurance Service Office (ISO) Report and that the rating for this report is a rating of a five for fiscal year 2017. We had been rated a nine when the rating was conducted several years ago. Ten is the worst rating a City can receive.

Police: James Hill reported the following:

- ❖ The Police had two citations and four warnings.
- ❖ The Police assisted with a boating accident at Buffalo Springs Lake.
- ❖ Assistant Chief Rick Vasquez took vacation time to assist with the Hurricane Harvey efforts in Houston.
- ❖ The Chief reminded everyone to take their time and drive safe now that school is back in session.

Fire: Rand McPherson reported the following:

- ❖ The fire truck purchased from the City of Lubbock auction is in the shop for some repair.
- ❖ The department purchased new SCBA breathing apparatus equipment for the department
- ❖ There were three fire calls and five emergency medical calls this month.
- ❖ The pancake breakfast is scheduled for October 7, 2017.

Library: Angie Fikes reported the following:

- ❖ The children enjoyed a Back to School Water Bash event.
- ❖ The carpet in the library will be replaced as a result of a leak in the bathroom toilet.
- ❖ The library is making their final expenditures for the fiscal year.

19. POA Report and Citizen Comments:

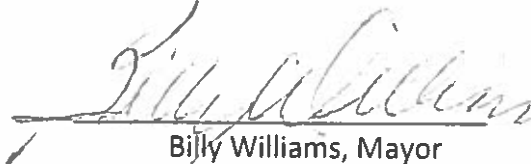
The Taste of the Canyon is scheduled for October 1, 2017 from 6:00 – 9:00 a.m., and the Chapel is hosting a Women’s Bible Study after the first of October.

20. Adjourn

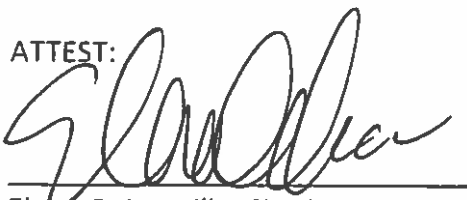
- ❖ A motion to adjourn the meeting at 8:16 p.m. was made by Mayor Pro-tem Jana Trew, seconded by Brandt Underwood; motion carried unanimously.

These minutes were approved on the 10th day of October 2017

APPROVED:


Billy Williams, Mayor

ATTEST:


Elena Quintanilla, City Secretary