

Ransom Canyon City Council Meeting Minutes
Regular Meeting, June 14, 2022
Ransom Canyon City Hall, 24 Lee Kitchens Drive

1. Call to Order/Pledges/Prayer

The regular meeting was called to order at 6:43 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 Brandt Underwood, Councilmembers Val Meixner, and John Hand. Councilmembers Dr. Terry Waldren and Ron McWilliams were absent. Staff members attending the meeting included City Administrator, Elena Quintanilla; Deputy City Secretary, Leslie Randolph, Chief of Police, James Hill; Director of Public Works, Cory Needham; Fire Chief, Rand McPherson; Assistant Fire Chief, Angela Hill; and Librarian, Angie Fikes. Guests attending the meeting included Sam Harryman and Brad Simpson from Texas Parks and Wildlife, Jim and Charlotte Bertram, Laurel Anderson, Mark Doty, LaRue Hand, Carol Farris, and Paul Acreman. The prayer was said by Elena Quintanilla, followed by the pledges to the United States and State of Texas.

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

Linda Williams reported on behalf of the Chapel and stated that they hosted a successful tea party. They will also be hosting an event for the children which includes bible stories and snacks.

3. Discussion of Deer Population

Sam Harryman from the Texas Parks and Wildlife made a presentation to the City Council regarding chronic waste disease and options on how to get a more accurate count of deer that carry this disease in the Canyon.

4. Minutes

The minutes of the regular meeting on May 10, 2022 and the special meeting on May 19, 2022 were approved on a motion made by Councilmember Val Meixner, seconded by Mayor Pro Tem Brandt Underwood; motion carried unanimously.

5. Financials

The financial reports and the May 2022 claims and demands were approved on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilmember Val Meixner; motion carried unanimously.

6. Agreement with Resound Networks

The City Council approved an agreement with Resound Networks on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilmember Val Meixner; motion carried unanimously.

7. Strategic Plan

The City Council postponed approval on the 2022-2027 Town of Ransom Canyon Strategic Plan for the July City Council meeting on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilmember Val Meixner; motion carried unanimously.

8. Texas Municipal League Benefits Pool

The City Council approved a renewal rate for medical benefits for the city employees through the Texas Municipal League (TML) Benefits Pool and authorized the City Administrator to execute all pertinent documents on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Val Meixner; motion carried unanimously.

9. Preliminary Addressing for Ransom Ranch Addition

The City Council approved preliminary addressing for the Ransom Ranch Addition on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Val Meixner; motion carried unanimously.

A. BUILDING REVIEW COMMITTEE REPORT: The Building Review Committee met on May 2, 2022 to review revised plans for new construction at 81 E. Canyonview. The homeowner is Rafe Foreman and the builder is Addison Homes. The Building Review Committee also met on May 23, 2022 to review plans for a 30X30X16 metal building at 70 E. Canyonview. The owners are Larry and Jessica Murphy and the builder is Pablo Luna Construction. They also reviewed plans for new construction at 31 Sunrise. The owners are Ricky and Brenda Driscoll, and the builder is Modern Homes.

B. DEPARTMENT REPORTS:

a. Administration: Elena Quintanilla reported the following:

- She discussed her schedule of events for the week.
- Lubbock County approved the first phase of the American Rescue Plan Act (ARPA) funds for the Buffalo Dam in order for Buffalo to conduct their engineering analysis of repairs for the dam.
- SGR has completed the personnel policy manual and it will be brought to the City Council for approval at a future date.

- The cities of Big Spring, Tahoka, and Brownfield have joined the Aerial Mosquito Coalition.
 - Councilmember John Hand attended a new city councilmember orientation
 - There was an update of the strategic plan and staff discussed some of the items they are researching that pertain to the plan.
 - Elena distributed a new budget calendar to all city councilmembers.
- b. The Municipal Court: Elena Quintanilla reported the following:
- There were no new changes in the docket.
- c. Operations: Cory Needham reported the following:
- The elevated and ground storage tanks are complete and the transition for the transfer of internet equipment from the temporary tower to the new tower went smoothly.
 - The Beast/Quad Investment subcontractors are working on their sewer and water line taps.
 - Jason Robb, new employee in the Operations Department, participated in a class for his wastewater license and his backflow prevention license. Lee Jones is working on his D Wastewater license.
 - Staff is beautifying the Canyon for the Fourth of July.
 - The Consumer Confidence Report pertaining to water quality will be presented to the City Council next month.
 - Operations is working on mosquito prevention and ground spraying to eradicate mosquitos.
- d. Police: James Hill reported the following:
- There were eight (8) citations and twenty-five (25) traffic warnings.
 - There were no incidents with the BSLT Triathlon and it went very smooth this year
 - The Memorial Day traffic was light this year.
 - The Police Department hired Stephan Martinez from the Slaton Police Department
 - The Movie Night this year will premier Sing 2
 - The Department issued forty-eight (48) weed notices and two (2) brush pile notices.
 - The Police Department will be monitoring the traffic heavily on July 2, 2022 when the firework display is taking place at Buffalo Lake.
 - The Chief turned in all hazard mitigation documents to H20, the consultant, handling the mitigation plan for Lubbock County.
- e. Fire: Rand McPherson reported the following:
- There were three (3) EMS calls and one (1) fire call this month.
 - The Fire Department participated in Kite Day this year.
 - The fire equipment purchased through Lubbock County funds is now being delivered.
 - Six Fire Department volunteers (some EMT's and paramedics) attended the South Plains Emergency Medical Services Conference this Saturday.

- f. Library: Angie Fikes reported the following:
- She will be attending the Library Conference on September 13, 2022 in Chattanooga.
 - The Summer Reading Program entitled "Oceans of Possibilities" will begin on June 18, 2022 with fun activities including a water slide and a water toddler play area.

10. Adjournment

The City Council adjourned the meeting at 8:25 p.m. on a motion made by Mayor Pro Tem Brandt Underwood; seconded by Councilmember Val Meixner; motion carried unanimously.

APPROVED:



Jana Trew, Mayor

ATTEST:



Elena Quintanilla, City Secretary

Ransom Canyon City Council Meeting Minutes
Special Meeting, June 21, 2022
Ransom Canyon City Hall, 24 Lee Kitchens Drive

1. Call to Order/Pledges/Prayer

The special meeting was called to order at 6:26 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, Councilmembers Dr. Terry Waldren, Ron McWilliams, and Val Meixner. Mayor Pro Tem Brandt Underwood and Councilmember John Hand were absent. Staff members attending the meeting included City Administrator, Elena Quintanilla; Chief of Police, James Hill; Director of Public Works, Cory Needham; and Fire Chief, Rand McPherson.

2. Budget Work Session #1

The following details were discussed for Budget Work Session #1 for both the capital and operating budgets:

REVENUES

- Water Projections for next year are conservatively projected at a 5% increase based on current figures as of May 2022. These projections do not consider any potential revenue from new housing in the subdivision.
- Sewer projections for next year are conservatively projected with a 55% increase based on current figures at \$21,758 minimum monthly actually received this year. I left a \$21,000 cushion in the event we do not meet the property tax projections. This does not consider revenue from new housing in Ransom Canyon.
- Ad Valorem (Property Tax Current Revenue) projections are conservative and based upon the LCAD's estimates of 2022 taxes without new property on the tax rolls which equals \$963,935 in ad valorem. Also considered in our projections is the addition of 6 new houses, of which 5 are currently under construction (assuming the housing is \$250,000 in value).
- Buffalo Lake Revenue is projected upon current estimates. We projected \$130,000 last year and are currently at 99% of the budget as of May, 2022 with 4 months remaining. Buffalo's average monthly payment is \$12,000, so we have conservatively projected them at \$161,000 for next year.
- Texas Water Development Board (TWDB) is projected based upon \$3,000,000 of the funds expended through TWDB for the sewer project. Visited with Parkhill on these projections The same amount will reflect the sewer plant (capital) budget.

- COVID/ARPA (American Rescue Plan Act) Funds are projected based upon the remaining funds that we will be provided through the federal government for ARPA to fund water meters.
- Fire Department will receive their annual allocation of \$10,300 and Lubbock County has typically increased us 3% annually, plus the County will be provided ARPA funds in the amount of \$45,343. This same amount will be reflected in the Lubbock County Grant Expense category for the Fire Department.

EXPENSES

- All payroll projections reflect a 4% cost of living and the addition of a 2:1 TMRS retirement benefit to retain and recruit employees for Ransom Canyon to keep up with the 9.2% inflation rate projected as of April 2022, and the current average Consumer Price Index of 8.6% on household items (see attached Lubbock County salary survey)
- Payroll also reflects an 18% increase in healthcare for employees. Costs that employees are paying for deductibles have also increased along with out-of-pocket expenses. For some, the pharmaceuticals have increased when not using a generic brand.
- All TML Risk Pool (Insurance) has been projected with a 10% increase across the board which has been caused by COVID Worker's Compensation claims (deaths in the workplace)
- Postage is increasing due to an increase in federal rates from 58 to 60 cents per envelope
- All gas and oil line items have increased due to gas prices, in addition to some mileage line items
- Security system costs are down due to the repair of the gate at the Solid Waste Citizen Collection Station
- Utility costs for the water department have increased due to the pumps for the new ground storage tank

Elena Quintanilla, City Administrator, will review all risk pool items, particularly Administration because it is lower than last year's budgeted amount. Furthermore, she will review whether the Ad Valorem is still in line with projections for this year.

James Hill, Chief of Police will bring additional information to the City Council regarding surveillance cameras. This cost will increase the budget by approximately \$11,000 and involves a 5-year commitment.

City Council is currently in favor of building a new road in front of City Hall at a cost of \$108,000 for strip paving as projected by Parkhill; and spending the remaining funds toward seal coating Foothill from East Brookhollow to East Lakeshore and Mesquite.

Elena mentioned that piping the water back from the lift station to the Lake will cost \$415,000 - \$475,000 based on the projections provided by Brian Stephens of Parkhill. This may be a consideration for a future budget and she recommended that this project be taken to the Capital Improvement Advisory Committee. The projection for dredging the lake is \$4.8 million according to Parkhill without funding the engineering and land acquisition.

3. Adjournment

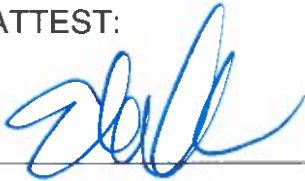
The City Council adjourned the meeting at 7:30 p.m. on a motion made by Councilmember Ron McWilliams; seconded by Councilmember Val Meixner; motion carried unanimously.

APPROVED:



Jana Trew, Mayor

ATTEST:



Elena Quintanilla, City Secretary