

Ransom Canyon City Council Meeting Minutes  
Regular Meeting – April 13, 2021  
Ransom Canyon City Hall, 24 Lee Kitchens Drive

1. Call to Order/Pledges/Prayer

The regular meeting was called to order at 6:30 p.m. by Mayor Pro Tem Brandt Underwood. The City Council met in person at City Hall, 24 Lee Kitchens Drive, Ransom Canyon, Texas 79366, and virtually through GoToMeetings.com. Staff provided a telephone number for City Council and residents to access the meeting. The following City Council members physically attended the meeting: Mayor Pro Tem Brandt Underwood, Councilmen Dr. Mike Greer, Ingram Rich, and Ron McWilliams. Mayor Jana Trew was absent. Staff members attending the meeting included City Administrator, Elena Quintanilla; Deputy City Secretary, Leslie Randolph; Chief of Police, James Hill; Operations Assistant Manager, Cory Needham; Fire Chief, Rand McPherson; Librarian, Angie Fikes; Attorney, Donna Clarke; and City Engineer, Leonard Nail of Parkhill. Please see attached list of 20 guests who attended the meeting. There were three virtual attendees. The prayer was said by Councilman Dr. Mike Greer, followed by the pledges to the United States and State of Texas.

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

Three residents commented regarding the platting of a new subdivision, and two residents commented against the new Vehicle Lease Agreement Policy for the RV Park.

3. Approval of Minutes

The minutes of the regular meeting on March 9, 2021 were approved on a motion made by Councilman Ron McWilliams, seconded by Councilman Dr. Terry Waldren; motion carried unanimously.

4. Financials

The financial reports and the March 2021 claims and demands were approved on a motion made by Councilman Dr. Terry Waldren, seconded by Councilman Ingram Rich; motion carried unanimously.

5. Recognition of Texas A&M Forest Service

Mayor Pro Tem Brandt Underwood recognized the Texas A&M Forest Service for their support of the Annual Property Owners Association (POA) Clean-Up Day on March 6, 2021.

6. Presentation by Richard Bertram of Waste Removers  
Richard Bertram, owner of Waste Removers gave the City Council a presentation regarding their company's trash collection services for the Town of Ransom Canyon.
  
7. Amendment to a Plat on Lot 14, Block 4  
The City Council approved an amendment to a plat which was originally approved by the City Council on February 9, 2021 regarding Lot 14, Block 4 owned by Jason Sharkey. The motion was made by Councilman Dr. Terry Waldren, seconded by Councilman Ingram Rich; motion carried unanimously.
  
8. Plat Fee Schedule  
The City Council approved a plat fee schedule for the Town of Ransom Canyon on a motion made by Councilman Ron McWilliams, seconded by Councilman Ingram Rich; motion carried unanimously.
  
9. Building Review  
The Building Review Committee met on March 8, 2021 and approved a single-family residence at 16 W. Brookhollow

A. Department Reports

Administration: Elena Quintanilla reported the following:

- She discussed her schedule of events for the week.
  - The City Council will have to have a quorum for the May 11, 2021 meeting in order to canvass the election.
  - Elena will be attending the TML Health Benefits Pool Board Meeting on April 27-30, 2021.
  - She provided the City Council an update of the 87<sup>th</sup> Legislative Process.
- Municipal Court: Elena Quintanilla reported the following for Judge Jan Blacklock-Matthews
    - No new cases to report
    - There are less cases in the docket as a result of defendants taking care of their citations.
    - The Town of Ransom Canyon will be updating their Municipal Court website.

Operations: Cory Needham reported the following:

- The contractors are pouring footings for the new ground storage tank.
- Staff worked on sewer repairs along South Lakeshore.
- The security gate at the Citizen Waste Collection Station was repaired and new key cards will be issued to residents.
- The 2020 Seal Coat Program should begin around the first week of May.

- City Hall Staff issued a notice to residents to trim their trees in areas encroaching upon the city right of ways. Employees will begin to remove the tree limbs and brush if the residents do not address these problems.

Police: James Hill reported the following:

- Police did not issue citations; however, they issued 32 warnings.
- Police attended Marine Safety Enforcement Training and the Chief is scheduled to attend a Texas Leadership Series in Galveston, Texas.
- The Police Department has been busy issuing boat permits.
- The Texas Parks and Wildlife hosted an informative meeting regarding chronic waste disease management in the area.
- The Chief is riding with the Texas Park and Wildlife staff member to get an accurate count of the deer in the Canyon
- There are no active COVID-19 cases in Ransom Canyon and 16 individuals received their second dose of the vaccination at the Ranch House.

Fire: Rand McPherson reported the following:

- There were zero (0) EMS calls and zero (0) fire calls this month.
- The Lubbock Fire Conference will take place on August 5-7, 2021.
- Three volunteer firefighters attended the EMT Basic Training.
- Twenty-six residents attended the Blood Drive in Ransom Canyon.
- The Pancake Breakfast was successful.

Library: Angie Fikes reported the following:

- The Summer Reading Program is underway.
- The Easter Egg Hunt was well attended.
- The library card automation process is progressing well. Parents will receive emails in regards to the books their children are reading

10. Executive Session

The City Council entered into a closed session at 7:42 p.m. authorized by Chapter 551, Texas Government Code in accordance with Section 551.072 (Deliberation Regarding Real Property) and 551.071 (Consultation with Attorney).

11. Open Session

The City Council returned back into open session at 8:29 p.m.

12. Adjournment

The City Council adjourned the meeting at 8:31 p.m. on a motion made by Councilman Dr. Terry Waldren, seconded by Councilman Ingram Rich; motion carried unanimously.

*Handwritten notes:*  
 Add Preliminary Plat -  
 1st Dr - TW  
 DR - 2nd  
 Motion made by Waldren seconded by Rich -  
 unanimously

APPROVED:



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Jana Trew, Mayor

ATTEST:



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Elena Quintanilla, City Secretary