

Ransom Canyon City Council Meeting Minutes  
Regular Meeting, April 12, 2022  
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 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 Dr. Terry Waldren, Ron McWilliams, Val Meixner, and Ingram Rich. Staff members attending the meeting included City Administrator, Elena Quintanilla; Chief of Police, James Hill; Director of Public Works, Cory Needham; Fire Chief, Rand McPherson; and Assistant Fire Chief; Angela Hill. City Attorney Garrett Ferguson was present along with City Engineers Leonard Nail and Brian Stephens from Parkhill. The prayer was said by Councilmember Val Meixner, followed by the pledges to the United States and State of Texas.

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

Val Meixner reported that the Annual POA Meeting took place on April 5, 2022. She thanked all who participated in the Annual Clean-up Day of the Canyon.

3. Review of Wastewater Reuse and Stormwater Sources

Brian Stephens of Parkhill gave a brief overview to the City Council regarding wastewater reuse and stormwater sources for surface water. He provided some options for the City Council

4. Plat for Jack Chapman on Tract 12-C, R88630, off of West Brookhollow

Cory Needham presented a feasible alternative for property that Jack Chapman briefed the City Council at last month's meeting. Chapman would like to deed over Tract 12-C, R 88630 to the Town in the near future.

5. Approval of Minutes

The minutes of the regular meeting on March 8, 2022 were approved on a motion made by Councilmember Ron McWilliams, seconded by Councilmember Dr. Terry Waldren; motion carried unanimously.

6. Financials

The financial quarterly investment reports and the March 2022 claims and demands were approved on a motion made by Councilmember Dr. Terry Waldren, seconded by Mayor Pro Tem Brandt Underwood; motion carried unanimously.

7. Ratification of Swimming Variance

The City Council made a motion to approve Resolution 030822 authorizing a variance to approve swimming in the lake for a triathlon in the Town of Ransom Canyon to take place on May 15, 2022 on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilmember Dr. Terry Waldren; motion carried unanimously.

8. Seal Coat Agreement

The City Council approved an agreement with CDM Holdings, LLC as the contractor for the 2022 Group Seal Coat Program in the amount of \$59,992.05 for chip seal coat of 17,289 square yards of street on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilmember Dr. Terry Waldren; motion carried unanimously.

9. Municipal Services Agreement with Beast PC, LLC to Quad K Investments, LLC.

City Council removed an assignment of a municipal services agreement by and between the Town of Ransom Canyon and Beast PC, LLC to Quad K Investments off of the agenda on a motion made by Councilmember Ron McWilliams, seconded by Councilmember Val Meixner; motion carried unanimously.

A. BUILDING REVIEW COMMITTEE REPORT: The Building Review Committee did not meet in the month of March.

B. DEPARTMENT REPORTS:

a. Administration: Elena Quintanilla reported the following:

- She discussed her schedule of events for the week.
- Elena presented an American Rescue Plan Act (ARPA) request to Lubbock County for \$283,000 of their funds to assist with water meters, dam improvements, a generator, and a study for the canyon wall. Elena is also working on a report through the U.S Treasury to secure the remaining funds for the Town of Ransom Canyon which is approximately \$134,000.
- The Buffalo Dam is still on schedule to be funded by Lubbock County
- Buffalo Lake billing has now increased to 58% for sewer services.
- SGR has completed the personnel policy manual and it will be brought to the City Council for approval at a future date.
- Elena provided the City Council a summary of the Legislative agenda.
- The City Council Strategic Plan is scheduled for May 19, 2022 from 12:00 p.m. – 4:00 p.m. at the Ranch House.

- There is a need to have a quorum at the next City Council meeting on May 10, 2022 to elect the three Alderman who will be declared elected.
  - Elena represented the Town at an event at Texas Tech University during Women's History Month.
  - She will research an opportunity to apply for a Parks and Wildlife Grant for the park in front of city hall.
  - She distributed a tentative budget calendar to the City Council.
- b. The Municipal Court: Elena Quintanilla reported the following:
- The cases in the docket are moving. There are only three cases remaining in the docket from Judge Bellair's docket.
  - The Judge has established Zoom hearings for those that cannot make it to Court.
  - Several cases will be issued warrants.
- c. Operations: Cory Needham reported the following:
- The elevated and ground storage tanks have been painted; however, they require more than one coat.
  - Travis Fellhauer was hired full-time in the Operations Department.
  - The Operations staff assisted the POA with their Annual Clean-Up Day on April 2, 2022, and they worked until Tuesday because several people put their loads of trash out later than Saturday for pick up.
- d. Police: James Hill reported the following:
- There were zero citations and seventeen traffic warnings (one verbal and sixteen written).
  - A police officer resigned to work as a civilian so the Police Department will be recruiting a new officer.
  - The Lubbock County Precinct Two agreement is in force now for municipal court.
  - Cory Needham thanked Officer Mathew Garza for assisting the city with an issue that occurred with a water valve on the water storage tank.
- e. Fire: Rand McPherson reported the following:
- There were six (6) EMS calls and four (4) fire calls this month.
  - Three volunteer firefighters attended a Firewise Conference in Reno, Nevada. Ron McWilliams attended the conference and felt it was extremely beneficial for those in attendance.
  - Six volunteer firefighters attended the Lubbock Area Conference.
- f. Library: Angie Fikes reported the following:
- Angie is planning for the Easter Egg Hunt in the Park.

10. Executive Session

The City Council entered into a closed session at 7:31 p.m. to discuss the following authorized by Chapter 551, Texas Government Code in accordance with Section 551.071 (Consultation with Attorney) regarding utility issues pertaining to legal issues relating to (i) utility billing dispute, (ii.) utility easement/property dedication, and (iii) subdivision property issue.

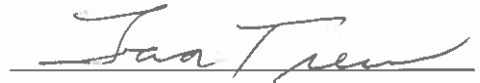
11. Return to Open Session

The City Council completed their executive session and returned to open session at 8:06 p.m.

12. Adjournment

The City Council adjourned the meeting at 8:06 p.m. on a motion made by Mayor Pro Tem Brandt Underwood; seconded by Councilmember Dr. Terry Waldren; motion carried unanimously.

APPROVED:

A handwritten signature in black ink, appearing to read "Jana Trew", written over a horizontal line.

Jana Trew, Mayor

ATTEST:

A handwritten signature in blue ink, appearing to read "Elena Quintanilla", written over a horizontal line.

Elena Quintanilla, City Secretary