

Ransom Canyon City Council Meeting Minutes  
Regular Meeting, May 10, 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 John Hand. Councilman Ingram Rich was absent. 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; Assistant Fire Chief, Angela Hill; Librarian, Angie Fikes; and City Attorney Garrett Ferguson. Guests attending the meeting included Aubrey Spear, Linda Williams, David Fox, LaRue Hand, Trent Riddle, Dinah Hodges, Rodney Lowry, and Cindy Riley. The prayer was said by Mayor Pro Tem Brandt Underwood, 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 Kite Day will be taking place soon and Rand McPherson will report about it later in the meeting. Linda Williams reported on behalf of the Chapel and stated that all is going well. She thanked all residents for supporting the Christmas fundraiser. Hopefully, this year, the Chapel will be back to the Home Tour. On May 21, 2022, all ladies are invited to a tea party.

3. Resolution R22-0510, Declaration of Duly Elected

The City Council Declared the Duly Elected by approving Resolution R22-0510 for the purposes of the May 7, 2022 Election on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilmember Val Meixner. Motion carried unanimously. The Duly elected which included Councilmembers Dr. Terry Waldren, Ron McWilliams, and John Hand all executed their Statements of Officer and their Oaths of Office. They were sworn in by the City Administrator.

4. Update Regarding Lake Seven

Aubrey Spear, Director of Water Utilities at the City of Lubbock, made a presentation regarding the City of Lubbock's Lake Seven Project.

5. Discussion of Deer Population

A discussion of the deer population by Sam Harryman from the Texas Parks and Wildlife, was postponed for the next meeting due to Sam falling ill that day.

6. Minutes

The minutes of the regular meeting on April 12, 2022 were approved on a motion made by Councilmember Dr. Terry Waldren, seconded by Councilmember Val Meixner; motion carried unanimously.

7. Financials

The financial reports and the April 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.

8. Appointment of Mayor Pro Tem

The City Council appointed Mayor Pro Tem Brandt Underwood for another one-year term on a motion made by Councilmember Dr. Terry Waldren, seconded by Councilmember Ron McWilliams; motion carried unanimously. Mayor Pro Tem Brandt Underwood recused himself from the vote.

9. Public Financial Investment Act Policy

The City Council approved the Town of Ransom Public Financial Investment Act Policy on a motion made by Councilmember Dr. Terry Waldren, seconded by Mayor Pro Tem Brandt Underwood; motion carried unanimously.

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

B. DEPARTMENT REPORTS:

a. Administration: Elena Quintanilla reported the following:

- She discussed her schedule of events for the week.
- Elena updated the City Council on the American Rescue Plan Act (ARPA) request to Lubbock County in which a final decision on funding should be made by the County in June.
- The Buffalo Dam is still on schedule to be funded by Lubbock County.
- SGR has completed the personnel policy manual and it will be brought to the City Council for approval at a future date.
- The City Council Strategic Planning Session is scheduled for May 19, 2022 from 12:00 p.m. – 4:00 p.m. at the Ranch House.
- Councilmember John Hand will attend a new city councilmember orientation on Wednesday.
- Elena distributed a new budget calendar to all city councilmembers in their council packet.

b. The Municipal Court: Elena Quintanilla reported the following:

- There were no new changes in the docket since last month except the addition of one new parking citation.
- c. Operations: Cory Needham reported the following:
- The elevated and ground storage tanks are complete.
  - CDM Holdings was the seal coat contractor for the Town last year. Harold Needham had mentioned to Cory that the front road is the worst road in the Canyon, and there will be issues with seal coating versus replacing a road because the road is worn. The engineers came out and mentioned that the contractor would need to come back to repair the road after the seal coat took place. CDM Holdings showed up the next day to make the necessary improvements where the seal coat was “patchy.”
  - Work has begun on the Beast/Quad Investments Subdivision
  - The Department of State Health Services (DSHS) conducted an audit of hazardous materials and Chief Hill and Cory Needham adhered to the necessary protocols and procedures suggested by DSHS.
- d. The new hire for the Operations Department is no longer working for the Department. The Operations Department hired the Utilities Director from Buffalo Springs Lake as his replacement.
- e. Police: James Hill reported the following:
- There was one citation (parking) and twelve traffic warnings.
  - One Patrol Officer resigned to go the private sector. The Police Department has three viable candidates for their vacant position.
  - The Police Department has been busy issuing boat and golf permits, but did not sell any at the pet vaccination clinic this past weekend.
  - The pet vaccinations took place and there was a small attendance this year.
- f. Fire: Rand McPherson reported the following:
- There were three (3) EMS calls and four (4) fire calls this month.
  - The Kite Day is taking place this Saturday. The Fire Department will participate by bringing the fire truck to “hose” down the kids if it gets too hot at the event.
  - Lubbock County equipment funds (ARPA) assisted in purchasing protective equipment for the Department. The Department is also required to have an extractor to wash the personal protective equipment for the department.
  - Six Fire Department volunteers (some EMT’s and paramedics) will be attending the South Plains Emergency Medical Services Conference this Saturday.
- g. Library: Angie Fikes reported the following:
- The Easter Egg Hunt in the park was a success.
  - The theme for the Summer Reading Program is “Oceans of Possibilities.”

10. Executive Session

The City Council entered into a closed session at 8:14 p.m. to discuss the following authorized by Chapter 551, Texas Government Code in accordance with Section 551.087 (Deliberation Regarding Economic Development Negotiation) regarding utility issues pertaining to potential annexation of property.

11. Return to Open Session

The City Council completed their executive session and returned to open session at 8:58 p.m.

12. Adjournment

The City Council adjourned the meeting at 8:59 p.m. on a motion made by Councilmember Dr. Terry Waldren; seconded by Mayor Pro Tem Brandt Underwood; motion carried unanimously.

APPROVED:



Jana Trew, Mayor

ATTEST:



Elena Quintanilla, City Secretary

Ransom Canyon City Council Meeting Minutes  
Special Meeting, May 19, 2022  
Ransom Canyon City Hall, 24 Lee Kitchens Drive

1. Strategic Planning Work Session

The strategic planning session began at 12:00 p.m. with lunch provided to City Council and staff. The City Council met in person at 1 Island Drive, Ransom Canyon, Texas 79366. The following City Council members physically attended the meeting: Mayor Jana Trew, Councilmembers Dr. Terry Waldren, Ron McWilliams, Val Meixner, and John Hand. Mayor Pro Tem Brandt Underwood was absent. 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; Lt. Charles Jensen, and Librarian, Angie Fikes.

Randy Anderson, President of E3 Professional Trainers, led the strategic planning session. The City Council and staff discussed short-term projects and discussed their vision for the next five years. The City Council discussed topics such as, but not limited to: infrastructure, public safety, fire protection, ordinances, and implementation of procedures, projects, and protocols for the Town of Ransom Canyon. A strategic plan will be developed for fiscal years 2022-2027 and will highlight the priorities for the City Council so that they can proactively make decisions on important projects that are vital for the Town's growth and development.

2. Adjournment

The City Council adjourned the meeting at approximately 4.00 p.m.

APPROVED:



Jana Trew, Mayor

ATTEST:



Elena Quintanilla, City Secretary