

Ransom Canyon City Council Meeting Minutes  
Special Meeting and Regular Meeting – August 14, 2018  
Ransom Canyon City Hall, 24 Lee Kitchens Drive

1. Budget Work Session #2

The budget work session began at 5:36 p.m. Elena Quintanilla, City Administrator, discussed the options for handling the future capital improvement costs. The budgetary options to consider involve some follow-up where Harold Needham, Operations Manager, will visit with the city engineers to find out which of the water tanks needs repair first. The City Council is considering payment of the repairs with general fund.

- \$12,000 was added to the operations budget to begin the permit process for the wastewater treatment plant
- \$ 5,000 was added to the operations school expense line item for Cory Needham to attend the Certified Public Manager Class through Texas Tech University.

2. Call to Order/Pledges/Prayer

The regular meeting was called to order at 6:32 p.m. by Mayor Pro Tem Jana Trew. Council members present were Mayor Pro Tem Jana Trew, Dr. Terry Waldren, Mike Greer, and Ingram Rich. Councilman Brandt Underwood was absent. The pledges to the United States and the State of Texas were recited, followed by a prayer by Dr. Terry Waldren.

3. Approval of Minutes

The minutes of the regular meeting on July 10, 2018 and special meeting on July 17, 2018 were approved on a motion by Councilman Dr. Terry Waldren, seconded by Councilman Ingram Rich. Motion carried unanimously.

4. Financials

The financial reports and the July 2018 claims and demands were approved on a motion made by Councilman Dr. Terry Waldren, seconded by Councilman Ingram Rich; motion carried unanimously.

5. Audit Services

The City Council approved an engagement letter with David L. Hettler to conduct audit services for fiscal year 2018-2019, and authorized the City Administrator to execute the letter on a motion by Dr. Terry Waldren, seconded by Mike Greer; motion carried unanimously.

6. Changes to Ordinance Regarding Substandard Buildings

The Mayor Pro Tem postponed this item until the end of the City Council meeting.

7. Agreement for Seal-Coat Services

The City Council approved an agreement with CDM Holding, LLC to conduct new chip-seal coat services for the Town of Ransom Canyon in the amount of \$71,735.50 on a motion by Dr. Terry Waldren, seconded by Ingram Rich; motion carried unanimously.

8. Property Tax Rate

The City Council voted to consider the same property tax rate as the 2017-2018 property tax rate of .612933. A motion to maintain the same tax rate as last year was approved on a motion by Dr. Terry Waldren, seconded by Ingram Rich. The record vote was as follows:

Ingram Rich – Aye

Jana Trew – Aye

Mike Greer – Aye

Dr. Terry Waldren – Aye; motion carried unanimously

9. Building Review Committee Report

The Building Review Committee did not meet in the month of July.

10. Department Reports

**Administration:** Elena Quintanilla reported the following:

- ❖ She discussed her schedule of events for the week.
- ❖ She commended the Police Department on their work regarding recent burglaries in the Canyon, as acknowledged by Councilman Dr. Terry Waldren.
- ❖ She provided an update of the Capital Improvement Advisory Committee and their recent activities.
- ❖ There was an update regarding aerial mosquito spraying.
- ❖ The Rene Bates Auction was a success and the city made a little over \$15,000 in revenue in the auction.
- ❖ There is a Texas Municipal League (TML) Quarterly meeting on September 6, 2018 in Lubbock, Texas.
- ❖ A TML Conference for Elected Officials will take place on October 9-12, 2018.
- ❖ The City Council meetings for September and October have changed to September 18, 2018 and October 16, 2018.

**Court Report:** Judge Bellair reported the following:

- ❖ There is one new citation that was addressed; however, the deferral period has not passed.
- ❖ A citation for no license was dismissed.
- ❖ There was a speeding ticket issued to someone with a provisional license.
- ❖ Judge Bellair asked the City Council to revisit the ordinance regarding the collection for technology fund.

**Operations:** Harold Needham reported the following:

- ❖ Operations sprayed for mosquitos one time in the past month.
- ❖ The Operations Department delivered ten lead and copper sampling kits to residents in the past week.
- ❖ The backflow testing process is progressing well.
- ❖ The follow-up for the Texas Commission on Environmental Quality audit has been completed.
- ❖ The Consumer Confidence Report on Water Quality is on the website.
- ❖ Operations staff worked on a water leak on South Lakeshore in the past month.

**Police:** James Hill reported the following:

- ❖ Police issued seven warnings and three citations.
- ❖ The Police Chief reminded residents to lock their vehicles in order to prevent future burglaries.
- ❖ Approximately 90 residents attended the Summer Movie Night this year.
- ❖ The Chief asked the City Council if they would like to consider an ordinance that creates a safety zone from sex offenders at the City Park.

**Fire:** Rand McPherson reported the following:

- ❖ There were five EMS calls and one fire call this month.
- ❖ The burn ban has been lifted. Residents are still not allowed to burn anything within the city limits.

**Library:** Angie Fikes reported the following:

- ❖ The Library will undergo a reorganization and extensive cleaning.
- ❖ The Summer Reading Program was successful and children dedicated over 130 hours to reading this summer.

**Property Owner's Association Report and Citizen Comments**

Val Meixner thanked Chief Hill for his participation in the National Night Out event which was a success. Three blocks participated in the events. She also announced that the Taste of the Canyon will take place on September 22, 2018.

Dr. Ron Cox thanked the Operations Department for taking care of all of the details in the Canyon.

John Long reminded everyone that the pancake breakfast will take place on October 27, 2018.

The City Council recessed to go into Executive Session under the Texas Government Code Section 551.071, Consultation with Attorney, at 7:18 p.m.

The City Council reconvened into regular session at 7:37 p.m.

11. Changes to Ordinance Regarding Substandard Buildings

Changes to Chapter 3: Building Regulations, Article 3.05 Substandard Buildings in the Code of Ordinances were postponed for a future City Council meeting on a motion made by Ingram Rich, seconded by Mike Greer; motion carried unanimously.

12. Adjournment

The City Council adjourned the meeting on a motion made by Dr. Waldren, seconded by Ingram Rich; motion carried unanimously.

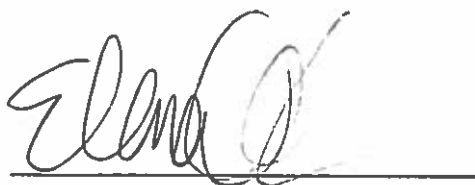
These minutes were approved on the 18<sup>th</sup> day of September, 2018.

APPROVED:



Jana Trew, Mayor Pro Tem

ATTEST:



Elena Quintanilla, City Secretary