



REGULAR MEETING MINUTES

A Regular Meeting of the Governing Body of the City of Ranger, Texas, was held on **Monday, November 10, 2025, at 5:30 p.m.** in City Hall, 400 West Main Street, Ranger, Texas. The following subjects were discussed, to wit:

Council Members and City Staff Present:

Honorable Robert Butler	Mayor
Commissioner Vicki Doyle	Place 1
Commissioner Jim McCullough	Place 2
Commissioner Katie Billings	Place 3
Commissioner Jared Calvert	Place 4
City Secretary Hope Delatorre	
Public Works Director Daniel Plascencia	
Finance Director/Municipal Clerk Carol Stephens	
Animal Control Officer Carrie Pilant	
Fire Chief Darrell Fox	
Fire/EMS Eden Alexander	
Police Chief Charles Rodriguez	

Agenda Item 01: Call to Order-Mayor Robert Butler

Roll Call/Quorum Check Hope Delatorre City Secretary
Invocation of Prayer
Pledge of Allegiance to the United States Flag
Pledge of Allegiance to the Texas Flag

Agenda Item 02: Discuss/Consider: PUBLIC HEARING for Code Enforcement for the Property at 401 Main Street (aka the Game Room) (City Manager) Discuss penalties and violations to include continuing violations for each day as a separate offense.

City Manager Archer notified the Commission that the building at 401 Main Street had reached the public hearing process and was accruing a \$500 per day penalty for Code Enforcement violation. Property research with the County Clerk resulted in the discovery of a lien on the property, which had since been removed by a Release of Lien that had been signed and filed with the County Clerk and was cleared for demolition. That would give the City of Ranger ninety days to act on the building.

Motion was made by Commissioner Calvert to proceed with demolishing the building within the 90-day window.

Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 03: Citizen’s Presentation-At this time, anyone on the list will be allowed to speak on any matter other than personnel matters or matters under litigation, for a length of time not to exceed THREE minutes. No Council/Board discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law.

No citizens were signed up to speak.

Agenda Item 04: Announcements from City Commission or Staff - Comments may be made by council or staff, **BUT NO ACTION TAKEN** on the following topics without specific notice. Those items include: Expressions of Thanks, Congratulations or Condolence; Information on Holiday schedules; Recognition of public officials, employees or citizens other than employees or officials whose status may be affected by the council through action; Reminders of community events or announcements involving an imminent threat to the public health and safety of the people of the municipality.

City Manager Archer expressed gratitude to the Public Works Department for servicing several city-owned vehicles and saving the City of Ranger money. Commissioner Calvert congratulated Wastewater Operator, Brett Logan, on his successful completion of the Wastewater C License program. Mayor Butler announced that the Ranger Historical Preservation Society would be hosting their annual Lighted Christmas Parade on December 5, 2025, at 6:00 p.m. The Finance Director, Carol Stephens, notified the Commission and the citizens that she would be out of office for training November 19-21 and that Municipal Court would be closed. The City Secretary reminded the citizens and the Commission that City Hall would be closed not only for the November 11 observance of Veterans Day, but also for the November 26-28 Thanksgiving holiday. Animal Control Officer Pilant reported that she and the Fire Department would again be hosting a Low-Cost Vaccine Clinic on December 14 from 10:00 a.m. to 4:00 p.m.

Agenda Item 05: Discuss/Consider: Approval of minutes of previous meetings:

- October 27, 2025, Regular Meeting

Motion was made by Commissioner Calvert to approve the minutes.

Seconded by Commissioner McCullough.

Abstained by Commissioner Doyle.

Motion passed.

Agenda Item 06: Discuss/Consider: Vietnam Veterans Wall That Heals (Helen Cozart)

Helen Cozart presented a Fact Sheet on the Wall That Heals with a brief description of the wall and three key volunteer vacancies that were needed for the event. She requested that the date on the sheet be kept private since the date had not yet been formally announced. Helen mentioned a need for benches for the event and sought assistance from the Ranger Police Department to help cover

security for the wall. The Commission highlighted that since this would be a multi-day event, use Hotel/Motel Taxes may be used to support the event.

Motion was made by Commissioner Calvert to place the item on the agenda for the first meeting in December to discuss Hotel/Motel tax use.

Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 07: Discuss/Consider: Approving a Mobile Home Permit for Tom Logan (City Manager)

Because Ordinance 2025-10-14-A had not ran its second time in the Newspaper of Record, the City Manager presented a mobile home permit application to the Commission for approval with the only potential issue being a HUD tag not being present in the pictures because the home was still being manufactured.

Motion was made by Commissioner Calvert to approve the placement of the home.

Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 08: Discuss/Consider: Consent Items; the Approval of Monthly Department Reports:

- **Library Report:** Librarian Diana McCullough
- **REDC 4A Report:** MJ Dawson
- **REDC 4B Report:** MJ Dawson
- **Municipal Court Report:** Judge Doyle Russell
- **Fire/EMS Report:** Chief Darrell Fox
- **Police Department:** Chief Charles Rodriguez
- **Animal Control Report:** Officer Carrie Pilant
- **Code Enforcement Report:** Chief Rodriguez/Diana McCullough
- **Public Works Report:** Daniel Plascencia
- **Finance Report:** Carol Stephens

During the Municipal Court Report, Commissioner Calvert wished to express his condolences for the passing of Judge Russell's uncle.

Animal Control Officer Pilant communicated a desperate need for improvements to the City of Ranger Animal Shelter. The Commission asked to place the request on the next agenda for Commission discussion and possible action.

Motion was made by Commissioner Calvert to approve the departmental reports.

Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 09: Discuss/Consider: City Manager's Report: business regarding city administration. The City Commission may provide staff direction; however, no action shall be taken. (City Manager)

City Manager Archer presented his biweekly report on City Administration. He was pleased to announce that Brett Logan had passed C Wastewater Test and that the Texas Municipal League Conference had been a positive experience.

The bulldozer approved at the previous meeting presented some technical issues, so he had decided not to move forward with the purchase and had opted instead to repair the machines the City of Ranger already owned for demolitions.

The Manager had located the owner of the trailer houses on Main Street through the County Clerk's Office but because two were occupied, the owner had decided to knock down only one of the dwellings.

IWORQ, the Code Enforcement software, had 118 active cases.

The Wastewater Treatment plant pump had to be replaced due to wrong mountings. This was due to manufacturer error.

eHT, the City of Ranger's contracted engineering firm, hosted a Customer Appreciation Dinner at the Texas Municipal League conference and announced that the City of Ranger would be receiving an invitation to apply for a grant that would yield \$18 million dollars at a 70/30 split for the repair of the water lines in the city. An initial review reflected that the city had scored well for the grant approval process.

TA Truck Stop had paid their water bill in the amount of nearly \$9,000 and would be resuming development upon approval of the new layout by McDonalds. The Love's Lift Station pumps would be delivered soon with installation provided by the Love's.

Manager Archer also reminded the citizens that a Public Information Request (PIR) email had been designated with the Office of the Attorney General and requested anyone requiring information to use the email because it was monitored by the Public Information Act Coordinator and Alternate.

The Commission requested the City Manager share the highlights of the Manger's report during his weekly videos, and the Manager suggested switching from Facebook to YouTube and posting the link to the City of Ranger Facebook page.

Agenda Item 10: Discuss/Consider: Requesting Approval to Purchase Finance Software for Payroll and W-2 Form Preparation (Finance Director)

Finance Director, Carol Stephens, presented the Commission with a quote from Frey Municipal for their payroll software addition that would cost \$9,741 for the first year with a projected live date of 120 days after receiving payment. The Commission expressed concern on providing payment on a software with the delayed functionality for W-2 preparation and suggested the Finance Director counteroffer with 25% down and quarterly payments.

Motion was made by Commissioner Calvert to approve the purchase upon acceptance of quarterly payments every two months and if the City of Ranger backed out of the contract, the city would pay the remainder of the year.

Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 11: Discuss/Consider: Renewing membership of the Texas Rural Water Association (TRWA). The cost of membership is \$1.45 per active meter. This includes program support such as water and wastewater assistance, an annual water survey, and apprenticeship programs for certifications. (City Manager)

The total cost of renewing the membership would be \$1,377.50 for fourteen months, which would include a water rate study that would usually cost up to \$12,000.

Motion was made by Commissioner Calvert to renew the membership with Texas Rural Water Association.

Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 12: Discuss/Consider: Approving the placement of a Historic Marker at City Hall (City Manager)

A previous Commission had approved the placement of a Historic Marker that commemorated the National Guard Armory being robbed by the Barrow Gang (Bonnie and Clyde). The current Commission had some concerns with the celebration of people who were involved in the murder of Law Enforcement Officers.

Motion was made by Commissioner Calvert to table the discussion until further notice.

Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 13: Discuss/Consider: A Rate Increase from the ECWSD of thirteen (13) % that will take effect on January 1, 2026 (City Manager)

City Manager Archer provided an update and awareness about the water fee increase from the Eastland County Water Supply District with anticipation of a pass-through cost to the Commission and citizens of Ranger.

Motion was made by Commissioner Calvert for the City Manager to make a video to let the citizens know of the increase to include awareness of no knowledge of amount of pass-through cost. Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 14: Discuss/Consider: Water Line improvement on North Highpoint Street, project will require a bore under Highway 101 (City Manager)

A home developer, who sought to build four homes on North Highpoint Street and had already completed one home, had concerns about the water pressure available in the area.

Commissioner Billings stepped out at 19:20

The Public Works Director presented the Commission with a plan that included a six-inch water line and would require boring under the road.

Commissioner Billings returned at 19:22

Motion was made by Commissioner Calvert for the Public Works Director and City Manager to get bids and inform the Commission of the cost. Seconded by Commissioner McCullough.

Unanimously approved.

Agenda Item 15: Discuss/Consider: Setting a Date, Time, and Budget Amount for the Christmas Open House at City Hall (Mayor)

Mayor Butler introduced the idea of a Christmas Open House at City Hall that would include citizens and allow them to meet the City Staff with posting for a Potential Quorum to include the Commissioners.

Motion was made by Commissioner Calvert to hold the Open House at City Hall on December 8, 2025, from 12-4 with the staff-only portion from 12-1 and open to the public from 1-4 with budget not to exceed \$250.

Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 16: Discuss/Consider: Quotes to Remove the Building Located at 401 Main Street Discuss the city attaching a lien to the property if the owner does not reimburse the City for the expenses. (City Manager)

Referring to Agenda Item 02, City Manager Archer provided a quote from Flint Stone Services that included \$11,658.98 for the demolition and \$12,064 to haul off the debris, but did not include the roll-off dumpsters. The total cost for the City of Ranger ranged from \$27,000-\$28,000.

Motion was made by Commissioner Calvert to use Flint Stone Services to remove the building at 401 West Main Street, to authorize the demo, and put a lien on the property.
Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 17: Discuss/Consider: Requesting a Grant Writing Firm to apply for Community Facilities Grant (from organizations such as USDA and TPWD) (City Manager)

Motion was made by Commissioner Doyle to establish Langford as the grant writing firm and have them apply for the Community Facilities Grant as soon as it becomes open.
Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 18: Discuss/Consider: Resolution 2025-11-10-A – A Resolution for the City of Ranger entering into an Agreement with TxDOT to close Main Street from Lula to Rusk for the Lighted Christmas Parade (City Manager, Police Chief)

Motion was made by Commissioner McCullough to adopt the resolution closing Pine Street to Commerce Street for the Lighted Christmas Parade.
Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 19: Discuss/Consider: First Reading of Ordinance 2025-XX-XX-X: Tiny Home Ordinance that provides for the regulation and permitting of tiny homes and Accessory Dwelling Units (ADUs) to include addressing standards on foundations, moveable tiny homes, floodplain requirements, and enforcement. The ordinance includes a penalties clause, repeal clause, severability, Open Meetings Act clause, and an effective date. (Mayor)

Mayor Butler presented an updated draft of the Tiny Home and ADU Ordinance that included a definition of “container home” and that the ordinance, if approved, specified that a container home would not be authorized within the city limits of Ranger. Tiny Home communities would be treated as a variance and would go before the Commission for approval.

Motion was made by Commissioner Billings to accept the first reading of the ordinance.
Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 20: Discuss/Consider: Draft Ordinance No. 2025-XX-XX-X: Adopting Animal Control Regulations Designed to Protect Public Health and Safety; Providing Comprehensive Requirements for the Keeping and Care of Animals and Fowl; Providing for the Control, Regulation, Licensing, Permitting and Vaccination of Dogs and Cats; Providing Regulations and Requirements for Other Animals, Fowl, Livestock, Wild and Exotic Animals; Providing for the Impound and Disposition of Animals Running at Large or Otherwise in Violation of this Ordinance, Providing Procedures for Rabies Reporting and Control, Providing Certain Exemptions; Providing Fines and Penalties; Providing a Repealer Clause; Providing a Severability Clause, Providing a Savings Clause; Providing an Open Meetings Clause; and an Effective Date. (Mayor)

This draft document was prepared for the Commission as with highlights of information that may be used to update the Animal Control Ordinance that had been written in 2008. Animal Control Officer Pilant had some questions regarding the wording and asked the Commission for time to make edits.

Motion was made by Commissioner Calvert to table the discussion for the Chief of Police and Animal Control Officer to make edits with completion goal of first meeting date in December. Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 21: Discuss/Consider: Adjournment

Motion was made by Commissioner McCullough to adjourn the meeting. Seconded by Commissioner Billings.

Unanimously approved.

Adjourned at 20:53.

These minutes were approved on the 24 day of November 2025

CITY OF RANGER, TEXAS

ATTEST:



Hope Delatorre, City Secretary





Robert Butler, Mayor