



## REGULAR MEETING MINUTES

A Regular Meeting of the Governing Body of the City of Ranger, Texas, was held on **Tuesday, May 27, 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 Jared Calvert	Place 4
City Manager Charlie Archer	
Fire Chief Darrell Fox	
City Secretary Hope Delatorre	
Finance Director/Municipal Clerk Carol Stephens	
Police Chief Charlie Rodriguez	
Animal Control Officer Carrie Pilant	

### **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

A quorum was present, and Commissioner Calvert joined the meeting at 17:31.

**Agenda Item 02: 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.

There were no citizens signed up to speak.

**Agenda Item 03:** 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.

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The City Manager notified the citizens that the Public Works department had been working on a leak caused by the contractors for the gas company which caused them to cut off the water from the main. Commissioner McCullough announced that the City Library was holding their summer reading program that was open to the public between the hours of 11:00-11:45 am on June 9-13. Mayor Butler highlighted the fact that there would be a Called Meeting on May 29, 2025, at 4 pm that would be available on Facebook.

**Agenda Item 04: Discuss/Consider:** Approval of minutes of previous meetings:

- May 8, 2025, Called Meeting
- May 12, 2025, Regular Meeting
- May 12, 2025, Called Meeting
- May 19, 2025, Called Meeting

Motion made by Commissioner McCullough to approve the minutes of the previous meetings.  
Seconded by Commissioner Doyle.

Unanimously approved.

**Agenda Item 05: Discuss/Consider:** Payable Bills. Listing of current bills. (Finance Director)

Finance Director Carol Stephens highlighted a few bills that may have stood out to the Commission which included the Chase Credit Card, Spring Market pallet of water, and our City of Ranger phone service. Commissioner Calvert commented about the water district invoice being significantly lower than usual. Carol also discussed the possibility of lowering the rate with Kennedy Computer Solutions by amending the contract with them from an as needed basis to annually. She reported that the Commission that Dell Computers had changed the previous agreement so that accessories were not included in the finance agreement and proposed that the Commission allow for additional business phones be ordered for key staff. The Commission did not have to take action on that item as the cost for the equipment was approved in the budget.

Motion made by Commissioner Calvert to pay the bills.  
Seconded by Commissioner McCullough.

Unanimously approved.

**Agenda Item 06: 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)

The City Manager introduced the new Police Chief Charlie Rodriguez to the Commission and the citizens of Ranger who gave a brief introduction that included himself, his law enforcement history, and community policing. The City Manager announced that the police cruiser is being outfitted and will have a two-week turnaround. The grants for the water and sewer treatment plant were in the scoring process and additional information was provided to the company. CSS would be delivering and installing the pumps and the past due invoices were paid. Issues with the Wildfire Mitigation

Grant were remedied to stay in compliance with the grant. Mayor Butler discussed the importance of developing a plan for staffing for the CWDG. The Public Works department resolved the tree issues behind City Hall and the local skate park. Cameras at City Hall are online. Staff Water amended the contract with the City of Ranger to increase water pricing. The Animal Shelter needs air conditioning for the summer. The Commission decided to add the shelter to the next agenda as an action item. The Commission suggested that the City Manager go live to keep the citizens updated on progress at City Hall.

No action taken.

**Agenda Item 07: Discuss/Consider:** Resolution 2025-05-27-A – updating the signature cards on the bank accounts to reflect finance director, mayor, mayor pro-tem, and city manager. (City Secretary)

Motion made by Commissioner Calvert to adopt the Resolution.  
Seconded by Commissioner McCullough.

Unanimously approved.

**Agenda Item 08: Discuss/Consider:** Resolution 2025-05-27-B – updating the signature cards for the LEOSE and Police Department accounts adding the new Police Chief. (City Secretary)

Motion made by Commissioner Calvert to adopt the Resolution adding the police chief.  
Seconded by Commissioner McCullough.

Unanimously approved.

**Agenda Item 09: Discuss/Consider:** City Manager's Contract with the City of Ranger (Mayor Butler)

Mayor Butler discussed the City Manager's contract with the term being two years, must be citizen of Ranger in accordance with the charter, with compensation of \$80k annually. The duties as listed in the charter which includes enforcement of laws and ordinances, appointment of all appointed officers and employees with the advice and consent of the Commission, recommendation in writing of measures for the Commission to consider, keeping the Commission advised of the financial situation, attending all meetings and participation in discussions but with no vote. The City Manager waived the city paid coverage for dental and vision.

Motion made by Commissioner Calvert to approve the contract.  
Seconded by Commissioner Doyle.

Unanimously approved.

**Agenda Item 10: Discuss/Consider:** First reading for Ordinance No. 2025-XX-XX-A to Amend the City's existing Fee Schedule to reflect wording changes on service, reduce some existing fees, and incorporate language for a payment extension plan. (City Manager)

The City Manager discussed the language changes, adjustment of charges, and legal opinions on items on the fee schedule. The city will add an extension plan for utility bills of ten day (not to exceed three times a year), consolidation of fees, and adding in labor costs for personal information requests. Mayor Butler discussed removing the RV dwelling fee because the current RV Ordinance prohibited an RV to be used as a residence, and adding a Special Events Permit Fees.

Motion made by Commissioner McCullough to approve the first reading of the Ordinance.  
Seconded by Commissioner Doyle.

Unanimously approved.

**Agenda Item 11: Discuss/Consider:** Bid items for the Community Wildfire Defense Grant submission approval. (City Manager)

\*Moved to Agenda 05 due to a guest being present for the submission approval\*

Robert's Truck Center was present and had submitted bids for approval for the trucks. They had submitted the proper documents in their sealed bid packet. They had submitted truck bids that included two trucks that were priced at \$89,930 each for a total of \$180,878 to be reimbursed totally by the Wildfire Mitigation Grant. Warren Cat Equipment out of Abilene also submitted the proper documentation in their bid packet for two skid steers. The skid steers were priced at \$71,570.45 each and would not include in the price the cost of the forestry service packaging which would be an additional cost.

Motion made by Commissioner Calvert to accept the bids for two trucks and two skid steers.  
Seconded by Commissioner McCullough.

Unanimously approved.

**Agenda Item 12: Discuss/Consider:** Discuss reacquisition of baseball fields from Ranger ISD to include purchase agreement and coordination with Ranger Youth Sports Association (RYSA). (Commissioner Doyle, Ranger ISD, and RYSA)

Because the RYSA could not be in attendance and the Commission did not have the agreement from the ISD, a motion was made by Commissioner Doyle to table the discussion until the next meeting.  
Seconded by Commissioner Calvert.

Unanimously approved.

**Agenda Item 13: Discuss/Consider:** Updates on Clean-Up Planning and Activities (City Manager)

Mayor Butler discussed Ordinance 2023-01-23-A which regulated substandard buildings and the process for the timeline and establishes a Code Enforcement Official which can be appointed by the

Commission. Mayor Butler also discussed the specifics on what makes a building substandard or uninhabitable in accordance with the current ordinance.

Motion made by Commissioner Calvert to appoint Chief Rodriguez as interim Code Enforcement Official to follow Ordinance 2023-01-23-A to begin addressing dangerous and dilapidated buildings.

Seconded by Commissioner Doyle.

Unanimously approved.

**Agenda Item 14: Discuss/Consider:** Updating Contract with Kennedy Computer Solutions (KCS) (Finance Director)

The Finance Director discussed possible financial savings on changing the contract with KCS to an umbrella service instead of on an as-needed basis.

Due to not having an updated contract from KCS, Commissioner Calvert moved to table the discussion and put the item on the next agenda.

Seconded by Commissioner Doyle.

Unanimously approved.

**Agenda Item 15: Discuss/Consider:** EDC Quotes for the City Park (Commissioner Doyle)

Mayor Butler discussed the REDC-A and REDC-B boards and the requirements for spending and the division of the money. The B board by law can spend money on parks. Commissioner Doyle notified the Commission of several quotes and possible grants for two playscapes and a walking track for the City Park. The quotes ranged from \$25,798 to \$50,000 (to include installation) with potential reimbursement from a grant. The deadline for the TPWD grant is August 1.

Motion made by Commissioner Calvert to table the discussion for the next agenda.

Seconded by Commissioner Doyle.

Unanimously approved.

**Agenda Item 16: Discuss/Consider: Adjournment**

Motion made by Commissioner Calvert to adjourn.

Seconded by Commissioner Doyle.

Unanimously approved.

Adjourned at 19:18

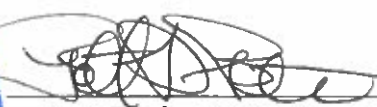
These minutes were approved on the 9<sup>th</sup> day of JUNE 20 25

**CITY OF RANGER, TEXAS**

**ATTEST:**

  
Hope Delatorre, City Secretary



  
Robert Butler, Mayor