



## REGULAR MEETING MINUTES

A Regular Meeting of the Governing Body of the City of Ranger, Texas, was held on **Monday, July 14, 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 Manager Charlie Archer	
City Secretary Hope Delatorre	
Finance Director/Municipal Clerk Carol Stephens	
Public Works Director Daniel Plascencia	
Police Chief Charles Rodriguez	
Fire Chief Darrell Fox	
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

There was a quorum present, and Commissioner Calvert arrived at 17:32.

**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.

City Manager Archer thanked the Public Works Department for their swift response to the lift station malfunction and informed the citizens of Ranger about the free dumping event at the City of Ranger Convenience Station that would be for two weeks beginning July 19, 2025. Mayor Butler recognized the Public Works Department, the division managers and the City Manager, the City Secretary, and the Chief. He also gave a shout out for the summer reading program and Librarian Diana McCullough. He also highlighted the Animal Control Officer and the success of the Vaccination Clinic Event. MJ Dawson notified the citizens of Ranger that the food bank would be distributing food boxes at 205 S Marston from 2-5 pm. Commissioner McCullough announced the Library would be hosting Vacation Bible School on Wednesday, July 23, 2025.

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

- June 23, 2025
- July 3, 2025

Motion was made by Commissioner McCullough to approve the minutes of June 23, 2025.

Seconded by Commissioner Doyle.

Abstained by Commissioner Calvert.

Motion passed.

Motion was made by Commissioner Calvert to approve the minutes of July 3, 2025.

Seconded by Commissioner Billings.

Unanimously approved.

**Agenda Item 05: Discuss/Consider:** Consent Items: The Approval of Monthly Departmental 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
- **Public Works Report:** Daniel Plascencia
- **Finance Report:** Carol Stephens

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

Seconded by Commissioner Doyle.

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)

City Manager Charlie Archer discussed receiving approval for the tractor and mower from the Wildfire Mitigation Grant as well as a mulching attachment. The trucks and skid steer had been ordered as well as the future purchasing of a zero-turn mower. The new police car had been almost completed and free dumping for the citizens of Ranger would begin on the 19<sup>th</sup> of July and run through August 2<sup>nd</sup>. The City Manager also discussed communicating with the pump company to get the pumps installed as well as the need to fill two roles for the Wildfire Mitigation crew.

Motion was made by Commissioner McCullough to take no action.  
Seconded by Commissioner Doyle.

Unanimously approved.

**Agenda Item 07: Discuss/Consider:** Resolution 2025-07-14-A—A Resolution for the City of Ranger adopting a Water Conservation Plan (Public Works Director, eHT)

The Public Works Director discussed the process of getting caught up on reports. eHT, an engineering firm that assists with grants and reports, had prepared a Water Conservation Plan for the City of Ranger. Mayor Butler noted that the Water Conservation Plan also included Lacasa, Olden, Lone Cedar as part of Staff and Morton Valley. He also addressed the need for a repeal clause and reminded the Commission that the plan would last for five years.

Motion was made by Commissioner Doyle to adopt the Water Conservation Plan with the addition of a repeal clause.  
Seconded by Commissioner Billings.

Unanimously approved.

**Agenda Item 08: Discuss/Consider:** Ordinance No. 2025-07-14-A—Ratifying Ordinance No. 2024-09-23-C. First Reading. (Finance Director, City Manager, Mayor)

Motion was made by Commissioner Calvert to approve the first reading of the ordinance.  
Seconded by Commissioner McCullough.

Unanimously approved.

**Agenda Item 09: Discuss/Consider:** Ordinance No. 2025-07-14-B—Ratifying Ordinance No. 2024-09-23-D. First Reading. (Finance Director, City Manager, Mayor)

Motion was made by Commissioner Calvert to approve the first reading of the ordinance.  
Seconded by Commissioner McCullough.

Unanimously approved.

**Agenda Item 10: Discuss/Consider:** Hiring a Part-Time Kennel Tech for the Animal Shelter, no more than three days per week. (City Manager)

Animal Control Officer, Carrie Pilant, spoke to the Commission about potentially hiring part-time kennel tech to offset the high amount of overtime. The Commission made a few suggestions which included hiring one to three individuals to provide volunteer support, PRN, or Contract Labor to make it through the remainder of the budget year.

Motion was made by Commissioner Calvert to authorize the City Manager to advertise Contract Support for the Animal Shelter for 8 hours a weekend.  
Seconded by Commissioner McCullough.

Unanimously approved.

**Agenda Item 11: Discuss/Consider:** Resolution 2025-07-14-B—A Resolution for the City of Ranger Approving the Cooperation with the Steering Committee to Hire Legal and Consulting Services to Negotiate with ONCOR. (City Manager)

ONCOR, the electricity provider to Ranger, had petitioned to increase the streetlight rates in the area by 51%. A Steering Committee of ONCOR Customers has decided to hire legal counsel to negotiate with ONCOR to lower the rates.

Motion was made by Commissioner Calvert to adopt the Resolution allowing the City of Ranger to approve Cooperation with the Steering Committee.  
Seconded by Commissioner Doyle.

Unanimously approved.

**Agenda Item 12: Discuss/Consider:** Ratifying Accepting the Termination of the Joint Elections Administrator and Approving a Deputy Administrator Position. (City Secretary)

Due to Eastland County deciding to go a different direction with their Joint Elections Administrator, the Commission had to ratify the decision and creation of a temporary Deputy Administrator Position.

Motion was made by Commissioner Calvert to ratify the decision and approve the creation of the Deputy Administrator Position.  
Seconded by Commissioner Doyle.

Unanimously approved.

**Agenda Item 13: Discuss/Consider:** RFP Copier Bid Opening to provide Fire Department Services (City Manager)

Our current copier lease company, Visual Edge IT, had provided a bid to the City Manager which would include the Fire Department and would replace the current contract with the first payment due in October. This contract would only add an additional \$168.46 to our current contract. Commissioner Calvert suggested purchasing a copier instead of a lease.

Motion was made by Commissioner Doyle to defer the item to the next meeting to give an opportunity to find the best purchase option for the Fire Station and impact to KCS.  
Seconded by Commissioner Billings.

Unanimously approved.

**Agenda Item 14: Discuss/Consider:** Opening Sealed Bids for Equipment for the Wildfire Mitigation Grant (City Manager)

The Commission received sealed bids that included four pieces of equipment through Tellus Equipment (John Deere). Commissioner Calvert suggested the Public Works Director and the Fire Chief review the bids and select an option that was best for both.

Motion was made by Commissioner Calvert to table the discussion.  
Seconded by Commissioner Doyle.

Unanimously approved.

**Agenda Item 15: Discuss/Consider:** Options for Code Enforcement Considering a Service Contract or Continuing with Staff Support (City Manager)

City Manager Archer discussed entering a contract with Texas Communities Group that would cost the City of Ranger \$4600 per year for Code Enforcement services. This would include an open-ended number of properties and Chief Rodriguez could send the pictures to the group, allowing the group not to oversee a Code Enforcement Officer.

Motion was made by Commissioner Calvert to pursue a contract for dilapidated buildings with clarification to the contract including quarterly payments and termination cost.  
Seconded by Commissioner Billings.

Unanimously approved.

**Agenda Item 16: Discuss/Consider:** Ranger Historical Society Sponsorship and Support for Roaring Ranger Days. (Ranger Historical Society)

Clinton Eaton with the Ranger Historical Society spoke to the Commission requesting the closure of Main Street to have a parade. He also sought to request a donation from the City of Ranger using the Hotel/Motel Tax account. Due to lack of entrants in the parade, the Commission discussed an incentive that would allow a donation of \$100 per entrant for up to \$2500.

Motion was made by Commissioner Calvert to give the Historical Society \$100 per entrant in the parade up to \$2500 by September 1, 2025, for the multi-day event.  
Seconded by Commissioner Doyle.

Unanimously approved.

**Agenda Item 17: Discuss/Consider:** Resolution 2025-07-14-C—A Resolution for the City of Ranger allowing to enter into an agreement with TxDOT to close Main Street for the Roaring Ranger Days Parade. (City Manager)

Motion was made by Commissioner Calvert to adopt the Resolution to close Main Street for the Roaring Ranger Days Parade.  
Seconded by Commissioner Doyle.

Unanimously approved.

**Agenda Item 18: Discuss/Consider:** Resolution 2025-07-14-D—A Resolution for the City of Ranger designating a Public Information Act Coordinator and a Form for a primary and alternate; additionally adding an email for PIR. (City Secretary)

Motion was made by Commissioner Billings to approve the Resolution and identify the City Secretary and the City Manager as primary and alternate Public Information Act Coordinator.  
Seconded by Commissioner Doyle.

Unanimously approved.

**Agenda Item 19: Discuss/Consider:** Replacing/Upgrading a Water Line to Meet TCEQ Requirements. (Public Works Director)

Daniel Plascencia, the Public Works Director, spoke to the Commission on recent visits from the TCEQ regarding water pressure at the RV Park and the homes of two citizens. TCEQ recommended upgrading the water line to increase the size of the line to increase the water pressure. Daniel presented some quotes with the best option being the quote from Pioneer Supply of \$17,682.30.

Motion was made by Commissioner Calvert to approve the job and use the quote from Pioneer Supply.  
Seconded by Commissioner Doyle.

Unanimously approved.

**Agenda Item 20: Discuss/Consider:** Finalizing the Police Hiring Incentive Form (City Manager, Police Chief)

The Commission reviewed an updated Police Hiring Incentive Form that changed the amount of the payments to cap off at \$3500 instead of the previous amount of \$5000.

Motion was made by Commissioner Calvert to send the document to legal staff for review and upon approval, adopt the form.

Seconded by Commissioner Doyle.

Unanimously approved.

**Agenda Item 21: Discuss/Consider:** Additional legal support option (Mayor Butler)

Mayor Butler discussed that while he was pleased with Adam Myles as the City's Attorney of Record, he expressed the need to have a local legal option on standby to ensure availability for the smaller or more time sensitive issues.

Motion was made by Mayor Butler to identify Jim Farrah as an additional legal support option for the City.

Seconded by Commissioner McCullough.

Unanimously approved.

**Agenda Item 22: Discuss/Consider:** Purchasing the IWORQ software to manage the Wildfire Mitigation work, fully reimbursable by the grant. (City Manager)

City Manager Archer notified the Commission that as a requirement of the Wildfire Mitigation Grant, the City of Ranger would need to purchase software that would allow the Wildfire Mitigation Crew to track their progress. The grant would reimburse the initial \$6600 for the first year and the additional \$4000 per year after.

Motion was made by Commissioner Calvert to contract with IWORQ Software to be reimbursed 100% by the Wildfire Mitigation Grant.

Seconded by Commissioner Doyle.

Unanimously approved.

**Agenda Item 23: Discuss/Consider:** Retire into Executive Session to deliberate any items as authorized by:

- Texas Government Code Section 551.071 Deliberations with Attorney to deliberate the Airport Hangar Restoration.
- Texas Government Code Section 551.074 Personnel Matters City Secretary 180-day Employment Evaluation.

\*Due to time constraints with the attorney, the Executive Session was moved to Agenda Item 04\*

Retired into Executive Session at 17:42.

**Agenda Item 24: Discuss/Consider:** Reconvene into Open Session to take action as determined appropriate regarding:

- Texas Government Code Section 551.071 Deliberations with Attorney to deliberate the Airport Hangar Restoration.
- Texas Government Code Section 551.074 Personnel Matters City Secretary 180-day Employment Evaluation.

Reconvened into Open Session at 18:49.

Mayor Butler clarified for the citizens that Commissioner Calvert was only in Executive Session regarding the evaluation and as a representative of the RAF for the earlier deliberations but not part of other considerations.

Motion was made by Commissioner Billings to provide a pay increase to the City Secretary due to a positive evaluation.  
Seconded by Commissioner McCullough.

Unanimously approved.

Motion was made by Commissioner Doyle to authorize the City Manager to work with the attorney to notify the public to receive bids and notices to restore the antique hangar.  
Seconded by Commissioner Billings.  
Abstained by Commissioner Calvert.

Unanimously approved.

**Agenda Item 25: Discuss/Consider: Adjournment**

Motion made by Commissioner Calvert to adjourn.  
Seconded by Commissioner Billings.

Unanimously approved. Adjourned at 20:52.

These minutes were approved on the 28 day of July 2025

**CITY OF RANGER, TEXAS**

**ATTEST:**

  
**Hope Delatorre, City Secretary**



  
**Robert Butler, Mayor**