



## REGULAR MEETING MINUTES

A Regular Meeting of the Governing Body of the City of Ranger, Texas, was held on **Monday, September 29, 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 Katie Billings	Place 3
Commissioner Jared Calvert	Place 4
City Manager Charlie Archer	
City Secretary Hope Delatorre	
Finance Director/Municipal Clerk Carol Stephens	
Police Chief Charlie Rodriguez	
Animal Control Officer Carrie Pilant	
Municipal Judge Doyle Russell	

### **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: 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 03:** Announcements from the City Commission or Staff-Comments may be made by the commission or staff, **BUT NO ACTION TAKEN** on the following topics without specific notice. Those items include: Expression of Thanks, Congratulations or Condolences; 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.

Police Chief, Charles Rodriguez acknowledged Animal Control Officer Pilant and Police Officer Lewis in their professionalism with the citizens of the City of Ranger. He read letters of appreciation he had received on both officers. Commissioner Doyle added that Officer Pilant had adopted out

forty dogs since the beginning of her time with the city. Mayor Butler highlighted that Officer Pilant was also seeking items for the Silent Auction that would be held during Rip Fest on October 4<sup>th</sup> and that he had received good comments from the citizens on the interventions to remove drugs off the street. City Manager Archer announced that City Hall will be closed October 2, 3, 6, 7 from 8-11 for employee training. Mayor Butler also reminded the Commission and the citizens that the Regular Meeting on the 13<sup>th</sup> of October was moved to the 14<sup>th</sup> due to the Columbus Day holiday and encouraged everyone to show support to the Ranger FFA at their Fish Fry. City Secretary, Hope Delatorre, notified the Commission and the citizens of Ranger that City Hall is closed October 13<sup>th</sup> for the holiday.

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

- September 8, 2025 – Regular Meeting
- September 15, 2025 – Called Meeting

The Commission wished to make an amendment to Agenda 05 of the September 8<sup>th</sup> Regular Meeting to include the wording “reduction in water loss.”

Motion was made by Commissioner Calvert to approve the minutes of September 8, 2025, with amendment.

Seconded by Commissioner Billings.

Unanimously approved.

Motion was made by Commissioner Billings to approve the minutes of September 15, 2025.

Seconded by Commissioner Doyle.

Abstained by Commissioner Calvert due to his absence.

Motion passed.

**Agenda Item 05:** 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 gave his report which included a meeting with BCBS (a grant company working on the park fitness center options) and announced that the fitness center could cost anywhere from \$100k-\$260k and matched by the grant up to \$60k. The City Manager had met with a local developer, Bryan Jackson, about tiny home initiatives and Brian had provided a sample ordinance for consideration. Manager Archer had been to multiple meetings, and they had been informative. TxDot has begun the curb and sidewalk replacement along Loop 254 and Main Street which was discussed at a previous meeting.

No action was taken.

**Agenda Item 06:** Discuss/Consider: Final Budget Adjustments to the City of Ranger General Budget for the Current Fiscal Year 2024-2025. Final updates to the line items for revenues and expenditures. (City Manager, Finance Director)

Mayor Butler and Finance Director, Carol Stephens, presented a budget summary for that featured a total in the accounts coming to the sum of \$618,149.90 for the City of Ranger and recognized that contingency funds were available. City Manager Archer expressed the importance of the collaboration between department heads and the ability to operate within the confines of the budget to run the operation smoothly.

Motion was made by Commissioner Doyle to approve the Budget Summary.  
Seconded by Commissioner Billings.

Unanimously approved.

**Agenda Item 07: Discuss/Consider:** In-Progress planning for the reopening of Gordon Street. (City Manager, Austin May)

City Manager Archer introduced Austin May with the Monarch Property Group to the Commission and expressed concern over the potential cost of materials to open all requested roads. The Commission proposed having Austin and the Monarch Property Group pay for the materials up front with reimbursement from the City of Ranger once the project was completed.

Motion was made by Commissioner Calvert to support the Monarch Property Group in their growth plan by providing labor to open Gordon and Smallwood with reimbursement for materials upon completion of the project.  
Seconded by Commissioner Doyle.

Unanimously approved.

**Agenda Item 08: Discuss/Consider:** Approval of the FY 2025-2026 Holiday Schedule (City Manager)

Motion was made by Mayor Butler to adopt the presented holiday schedule and add the 25<sup>th</sup> and 27<sup>th</sup> of November as floating holidays.  
Seconded by Commissioner Calvert.

Unanimously approved.

**Agenda Item 09: Discuss/Consider:** Ordinance 2025-XX-XX-X -- An Ordinance of the City of Ranger, Texas regulating the placement and installation of HUD-Code Manufactured Homes and Modular Homes in the City; requiring permits; allowing HUD-Code manufactured and modular homes only in certain areas of the City; Regulating Manufactured Home Communities; providing for certain nonconforming uses; providing a Penalty Clause; providing Severability, Repealer, and Open Meeting Clauses; providing for an Effective Date; and allowing the City Manager to approve such Permits.

Mayor Butler and City Manager Archer presented an updated version of a past ordinance regarding mobile and manufactured homes. Updates included allowing the City Manager to approve permits

for standard mobile homes but still allowing the Commission to have final approval if a variance is involved. Another update included defining “tract of land” for clarification.

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

Unanimously approved.

**Agenda Item 10: Discuss/Consider:** REDC A and B board Budgets for FY 2026 (REDC President, Mayor Butler)

REDC Treasurer Doyle Russell presented the budget and expenditures for the REDC A and B boards and noted specifically the bills from the Knight Law Firm related to the TA Truckstop. He highlighted that Donald Cate C.P.A was assisting the REDCs to separate the funds into the appropriate REDC groups.

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

Unanimously approved.

**Agenda Item 11: Discuss/Consider:** REDC Appointment to the Board (REDC President, Mayor Butler)

Motion was made by Commissioner Doyle to reappoint Sheila Bond to both boards.  
Seconded by Commissioner Billings.

Unanimously approved.

**Agenda Item 12: Discuss/Consider:** Progress on the Willow Park Pool restoration (Mayor Butler, Willow Park Pool)

Brian Rogers with the Willow Park Pool group received an email from Jason Bowen stating that the investigation was 80% finished. Mayor Butler noted that the pool belongs to the City and that the bid process for restoration should be treated as if it were any other city property.

Motion was made by Mayor Butler for the Willow Park Pool nonprofit organization to work with the City Manager on bid procurement and to make sure to include the City staff moving forward.  
Seconded by Commissioner Calvert.

Unanimously approved.

**Agenda Item 13: Discuss/Consider:** Legal fees related to the Ranger Airfield Maintenance Foundation (Finance Director)

Finance Director, Carol Stephens, notified the Commission that due to the disorganization of the billing by Knight Law Firm she was unable to compile the document requested. The Commission offered their assistance in having the law firm itemize the invoices by task.

Motion was made by Mayor Butler to provide both law firms with a letter to itemize the bills by task billed with a 30-day deadline.

Seconded by Commissioner Doyle.

Unanimously approved.

**Agenda Item 14: Discuss/Consider:** Approval of Final Executive Summary for Commission Investigation (Mayor Butler)

The document has not yet been completed by the City Attorney.

Motion was made by Mayor Butler to table the item to the October 14<sup>th</sup> meeting.

Seconded by Commissioner Doyle.

Unanimously approved.

**Agenda Item 15: Discuss/Consider:** Possible Pump Replacement at Lift Station One (City Manager)

Public Works Director, Daniel Plascencia, provided the City Manager with a \$11,683 estimate for a pump replacement at Lift Station One through Global Pump Solutions.

Motion was made by Commissioner Calvert to approve the purchase of the pump.

Seconded by Commissioner Doyle.

Unanimously approved.

**Agenda Item 16: Discuss/Consider:** Adding IWORQ Code Enforcement Software (City Manager)

City Manager Archer wished to add the Code Enforcement capabilities to the already previously approved IWORQ Software and rescinding Texas Communities Group. This would cost \$2500 a year instead of over \$4000.

Motion was made by Commissioner Calvert to add IWORQ Code Enforcement Software.

Seconded by Commissioner Doyle.

Unanimously approved.

**Agenda Item 17: Discuss/Consider:** Adjournment

Motion was made by Commissioner Calvert to adjourn.

Seconded by Commissioner Doyle.

Unanimously approved.

Adjourned at 19:08


These minutes were approved on the 14 day of October 2025

**CITY OF RANGER, TEXAS**

**ATTEST:**

  
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**Hope Delatorre, City Secretary**



  
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**Robert Butler, Mayor**