



## NOTICE OF A REGULAR MEETING

Notice is hereby given that a Regular Meeting of the Governing Body of the City of Ranger, Texas, will be held on **Tuesday, May 27, 2025 at 5:30 P.M.** in City Hall, 400 West Main Street Ranger, Texas. The following subjects will be discussed, to wit:

**Agenda Item 01: Call to Order-** Mayor Robert Butler

Roll Call/Quorum Check-City Secretary Hope Delatorre  
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.

**Agenda Item 03:** Announcements from the City Commission or Staff-Comments may be made by the 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.

**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

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

**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)

**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)

**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)

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

**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)

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

**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)

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

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

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

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

I, the undersigned authority, do hereby certify that the above notice of meeting of the Governing Body of the City of Ranger is a true and correct copy of said notice on the bulletin board at the City Hall of the City of Ranger, a place convenient and readily available to the general public at all times, and notice was posted by 5:00 p.m., May 23, 2025 and remained posted for 72 hours preceding the scheduled time of the meeting.

*Hope Delatorre*

Hope Delatorre, Ranger City Secretary

The City council reserves the right to convene into Executive Session concerning any of the items listed on this agenda under the authority of the Mayor, whenever it is considered necessary and legally justified under the Open Meetings Act.

NOTICE OF ASSISTANCE

Ranger City Hall and Council Chambers are wheelchair accessible and accessible parking spaces are available.

Request for accommodation or interpretive services must be made 48 hours prior to this meeting. Please contact City Secretary’s office at (254) 647-3522 for information or assistance.

This Notice was removed from the outside bulletin board on May 23, 2025 at \_\_\_\_\_

By \_\_\_\_\_.

Hope Delatorre, City Secretary



## CALLED MEETING MINUTES

A Called Meeting of the Governing Body of the City of Ranger, Texas, was held on **Thursday, May 8, 2025, at 4:00 pm.** in City Hall, 400 West Main Street Ranger, Texas. The following subjects were discussed, to wit:

**Council Members and City Staff Present:**

Honorable Charlie Archer	Mayor
Commissioner Vicki Doyle	Place 1
Commissioner Robert Butler	Place 3
Commissioner Jared Calvert	Place 4
Interim City Manager Lambert Little	
City Secretary Hope Delatorre	
Finance Director/Municipal Clerk Carol Stephens	
Public Works Director Daniel Plascencia	
Animal Control Officer Carrie Pilant	
Utility Clerk Kendyl Powers	

**Agenda Item 01: Call to Order-** Mayor Archer

Roll Call/Quorum Check-City Secretary Hope Delatorre

A quorum was present, and the meeting began at 16:09 but Commissioner Doyle arrived late at 16:15 due to scheduling conflicts.

Invocation of Prayer  
Pledge of Allegiance to the United States Flag  
Pledge of Allegiance to the Texas Flag

**Agenda Item 02: Discuss/Consider: 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.

Joe Thompson offered advice to assist with ongoing issues with computer issues during meetings.

**Agenda Item 03: Discuss/Consider:** Budget Workshop Development- Department Worksheet Development (Commissioner Butler)

Commissioner Butler distributed a document which allows department leads to sit down with the finance director that would address the 3-5 key program areas for their departmental budget inputs and included lists for staffing, vehicles, and equipment considerations in preparation for 25-26 budget. This would be the fourth step in the budget process.

No Action Taken

**Agenda Item 04: Discuss/Consider:** Resolution 2025-05-08-B Authorizing City Representative to Enter into a Five-Year Contract with Frey for their Utility Module (Commissioner Butler)

City Hall staff received a demo and checked references for the Frey Municipal Utility Billing Software. Following the positive presentation and reviews, the city approved an agreement with Frey Municipal Software for the utility module.

Motion made by Commissioner Calvert to adopt the resolution to enter into an agreement with Frey Software.

Seconded by Commissioner Butler

Motion Passed

**Agenda Item 05: Discuss/Consider:** Authorize Continued Contract Support for Cemetery Maintenance (Commissioner Butler)

Commissioner Butler expressed concern about being advised that contract support would not be allowed due to confusing reasoning. Commissioner Butler also discussed the need for an experienced and careful person to mow the cemetery due to investments and the care of the citizens' loved ones.

Motion made by Commissioner Butler to ask Marguerite Williams to return to the City to continue contract support in the cemetery.

Seconded by Commissioner Doyle

Motion Passed

**Agenda Item 06: Discuss/Consider:** Status on Grant for Water and Wastewater Lines (Interim City Manager Little)

Commissioner Butler stated that the Water Development Board was looking into water and wastewater lines if we got in the boil notices requests submitted as required. This would mean eight miles of water and wastewater lines. Interim City Manager advised that the applications were being scored.

No Action Taken

**Agenda Item 07: Discuss/Consider:** Resolution 2025-05-08-C for the Submission of the Community Wildfire Defense Grant (CWDG) Plan. Outline Status of RFPs, non-Bid Purchases, and Line of Credit. (Interim City Manager Little)

The Interim City Manager expressed that no resolution was needed to submit a plan to the Wildfire Defense Grant. RFPs had been submitted and created a full Bid Packet. ICM requested to opt with Government Capitol for funding and asked City Secretary to create a resolution that would allow the City to do so.

No Action Taken

**Agenda Item 08: Discuss/Consider:** Resolution 2025-05-08-A Canvassing of Election and Declaring the Results of the May 3, 2025, General Election of the City of Ranger, Texas.

Motion made by Commissioner Calvert to accept the Election Results.  
Seconded by Commissioner Doyle

Motion Passed

**Agenda Item 09: Discuss/Consider:** Administer Oaths of Office for newly elected Commission Members

Municipal Clerk Carol Stephens administered the Oath of Office for:

- Mayor Charlie Archer
- Commissioner Place 1 Vicki Doyle
- Commissioner Place 3 Robert Butler

**Agenda Item 10: Discuss/Consider:** Appointing a new Mayor Pro Tem

Due to the election, a new Mayor Pro-Tem would need to be appointed by the Commission. Commissioner Calvert was not interested in continuing in that role.

Motion made by Commissioner Calvert to appoint Commissioner Butler as Mayor Pro-Tem.  
Seconded by Commissioner Doyle

Motion Passed

**Agenda Item 11: Discuss/Consider:** Report Hiring of Animal Control Office

Mayor Archer announced the hiring of Carrie Pilant as full-time Animal Control Officer.

No Action Taken

**Agenda Item 12: Discuss/Consider:** Resolution 2025-05-08-D adopting an Investment Policy

At a previous meeting, the Commission voted to convert some of the City of Ranger bank accounts into interest bearing TexPool accounts; Finance Director, Carol Stephens, would need to established a Resolution for approval by the Commission.

Motion made by Commissioner Butler to adopt the Resolution.  
Seconded by Commissioner Doyle.

Motion Passed

**Agenda Item 13: Discuss/Consider:** Adjournment

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

Motion Passed Adjourned at 16:56

These minutes were approved on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

**CITY OF RANGER, TEXAS**

**ATTEST:**

\_\_\_\_\_  
**Hope Delatorre, City Secretary**

\_\_\_\_\_  
**Robert Butler, Mayor**



**CALLED MEETING MINUTES**

A Called Meeting of the Governing Body of the City of Ranger, Texas, was held on **Monday, May 12, 2025 at 4:00 pm.** in City Hall, 400 West Main Street Ranger, Texas. The following subjects were discussed, to wit:

**Council Members and City Staff Present:**

- |   |         |
|---|---------|
| Honorable Charlie Archer                        | Mayor   |
| Commissioner Vicki Doyle                        | Place 1 |
| Commissioner Jim McCullough                     | Place 2 |
| Commissioner Robert Butler                      | Place 3 |
| Commissioner Jared Calvert                      | Place 4 |
| City Secretary Hope Delatorre                   |         |
| Finance Director/Municipal Clerk Carol Stephens |         |
| Public Works Director Daniel Plascencia         |         |
| Animal Control Officer Carrie Pilant            |         |

**Agenda Item 01: Call to Order-** Mayor Archer  
Roll Call/Quorum Check-City Secretary Hope Delatorre

There was a quorum present, and Commissioner Doyle arrived at the meeting at 16:04.

**Agenda Item 02: Discuss/Consider:** Lease option discussion between the City of Ranger and the RAF for the Ranger Antique Airfield

Commissioner Jared Calvert represented the RAMF and abstained from Commissioner roles, discussion on the City’s behalf, and/or recommendations by the Commission.

The Commission and Jared Calvert with the RAMF met with the City Attorney via speakerphone to discuss the status of the lease agreement and options for future actions regarding the antique airfield in an open townhall discussion with no action to be taken.

Commissioner Butler shared an overview for the City Attorney on the current status of the lease agreement and his opinion on the missed potential for the city for economic improvement. The Commission had voted previously to restore the lease agreement between the RAMF and the City of Ranger pending the approval of the RAMF. The Commission was supportive of identifying a way forward that embraced the historical importance of the airfield to the citizens of the city.

The discussions involved the process of seeing if a viable long-term plan could be reached. This included possible sell and purchase of land; future of the hangar; the impact of immunity clause

on future leases; other protections that could be included to protect the city; and what approaches are available to create a lease agreement that protects both parties.

Jared Calvert spoke to the frustrations involving having fulfilled the requirements set by the City in the lease amendment; and their involvement in terminating the agreement. Therefore, the RAMF does have apprehension involving the RAMF in any contracts moving forward. The Commission decided that moving forward all negotiations with the RAMF would be done in Open Session, including future lease workshops. The lawyer shared that there may be instances with specific economic development aspects that may require executive session.

In summary, the city lawyer stated that the initial lease and amendment provided a good basis for a future contract and that the concerns that both sides had could be addressed.

**Agenda Item 03: Discuss/Consider: Adjournment**

Motion made by Commissioner Doyle to adjourn.  
Seconded by Commissioner McCullough.

Motion Passed.

Adjourned 17:19

These minutes were approved on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

**CITY OF RANGER, TEXAS**

**ATTEST:**

\_\_\_\_\_  
**Hope Delatorre, City Secretary**

\_\_\_\_\_  
**Robert Butler, Mayor**



**REGULAR MEETING MINUTES**

A Regular Meeting of the Governing Body of the City of Ranger, Texas, was held on **Monday, May 12, 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 Charlie Archer                        | Mayor   |
| Commissioner Vicki Doyle                        | Place 1 |
| Commissioner Jim McCullough                     | Place 2 |
| Commissioner Robert Butler                      | Place 3 |
| Commissioner Jared Calvert                      | Place 4 |
| Fire Chief Darrell Fox                          |         |
| City Secretary Hope Delatorre                   |         |
| Finance Director/Municipal Clerk Carol Stephens |         |
| Police Sergeant TW Youngs                       |         |
| Public Works Director Daniel Plascencia         |         |
| Municipal Judge Doyle Russell                   |         |
| Utility Clerk Kendyl Powers                     |         |

**Agenda Item 01: Call to Order-Mayor Charlie Archer**

- 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.

Pat Ann Wilson provided some information regarding the Night Sky Ordinance as they relate to Oncor’s ability to support the guidance. The Commission wished to deliberate with her about this issue, so it was moved up Agenda Item 16 to Agenda Item 04.

**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.

The City Secretary announced that the City of Ranger City Hall would be closed for Memorial Day May 26, 2025, and that there was a Burn Ban in effect. Commissioner Butler commented that the Ranger Veteran's Support Group would be having their Memorial Day activities on Monday, May 26th, at the Memorial Park at noon; and would be placing flags in the Evergreen Cemetery at 10:00 am on Saturday, May 24th. Mayor Archer commended citizen Justin Koerner on his swift reporting of a water leak on Pine St and the Public Works Department's timely response.

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

- April 28, 2025
- May 2, 2025

\*Moved to Item 05\*

Motion made by Commissioner McCullough to approve both sets of minutes.  
Seconded by Commissioner Calvert.

Unanimously Approved

**Agenda Item 05: 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-** TW Youngs
- **Public Works Report-** Daniel Plascencia
- **Finance Report:** Carol Stephens

Motion made by Commissioner Calvert to accept the departmental reports.  
Seconded by Commissioner Butler

Unanimously Approved

**Agenda Item 06: Discuss/Consider:** Payable Bills

Commissioner Butler highlighted that in June 2022 the city had 965,000 in the General and Utility Funds without any significant budget shortfall. However, currently the city was about 504,000 over budget with a total of about 578,000 in the General and Utility currently. We are still working through the expenses and revenues, but we are behind where we were three years ago.

Motion made by Commissioner Butler to approve paying the bills.  
Seconded by Commissioner Doyle

Unanimously Approved

**Agenda Item 07: Discuss/Consider:** Ordinance 2025-XX-XX-A Updating existing fee schedule to reflect wording and changes on services and reduce some existing fees on current utility charges related to services associated with connections, reconnections, and disconnections. (Mayor Archer)

Mayor Archer discussed updating the existing fee schedule that would eliminate the non-payment turn off fee and the reconnect fee. It would then have one service fee in the total of \$50 to mirror what the other cities in the area are already charging. Another change discussed would be to the personal information requests fees to reflect a \$15 dollar an hour administrative labor fee. The change would include information on how citizens could request additional time to pay their bill.

Motion made by Commissioner Calvert to table the discussion.  
Seconded by Commissioner Butler

Unanimously Approved

**Agenda Item 08: Discuss/Consider:** Improvements to Public Works Shop

Improvements to the Shop had halted due to the unexpected departure of the Interim City Manager.

No action taken.

**Agenda Item 09: Discuss/Consider:** Advertisement to fill Code Enforcement Officer and Police Reports Clerk positions (Commissioner Butler)

Motion made by Commissioner Butler to do an advertisement to fill the Code Enforcement Officer and Police Clerk position to fill to begin City Clean-Up.  
Seconded by Commissioner McCullough

Unanimously Approved

**Agenda Item 10: Discuss/Consider:** Process, procedures, and timelines for agenda item submission and commission packets (Commissioner Butler)

Commissioner Butler discussed establishing a process timeline on agenda packet submission. Agenda Item requests should be finished on end of day on Tuesday, a draft of agenda item would be sent out to the commission for input on Wednesday. That would allow the City Secretary and City Manager to finalize the agenda to be sent out by noon on Thursday. Another part to this agenda item would include posting the agenda packet provided to the commissioners on the City of Ranger

website for the public. It would not include documents to support Executive Session or those of a personal nature.

Motion made by Commissioner Calvert to as Commissioner Butler stated.  
Seconded by Commissioner Doyle

Unanimously Approved

**Agenda Item 11: Discuss/Consider:** Resolution 2025-05-12-A updating the signature cards at First Financial Bank (Commissioner Butler)

Motion made by Commissioner Calvert to update the cards to reflect the new Mayor Pro-Tem.  
Seconded by Commissioner Doyle.

Unanimously Approved

**Agenda Item 12: Discuss/Consider:** Resolution 2025-05-12-B updating the LEOSE and Police Department Signature Cards (Commissioner Butler)

Motion made by Commissioner Calvert to update the LEOSE and Police Department signature cards.  
Seconded by Commissioner Doyle.

Unanimously Approved

**Agenda Item 13: Discuss/Consider:** Previous action regarding signs to report water leaks (Mayor Archer)

Joe Mireles presented his design of the sign that was previously approved by the Commission regarding the reporting of water leaks. He offered up two signs priced at \$181.

Motion made by Commissioner Butler to accept the offer.  
Seconded by Commissioner McCullough.

Unanimously Approved.

**Agenda Item 14: Discuss/Consider:** Rescheduling/cancellation of the May 26, 2025 meeting due to the holiday

Since the next Regular Scheduled meeting is scheduled on Memorial Day and City Hall would be closed, Mayor Archer recommended the Commission approve rescheduling the meeting for May 27, 2025 at 5:30.

Motion made by Commissioner Butler to schedule the meeting for Tuesday May 27, 2025 at 5:30 pm.  
Seconded by Commissioner Doyle.

Unanimously Approved.

**Agenda Item 15: Discuss/Consider:** Ordinance 2025-XX-XX-B—Maximum sign height

Joseph Mireles inquired about how this would impact local businesses and called for clarity if Ordinance was tailored to one location or multiple zones. Commissioner Butler clarified that the City of Ranger does not currently have zoning, however, the ordinance discusses sign height and placement for residential areas and businesses.

Motion made by Commissioner Butler to post online and provide input by Monday for a final draft. Seconded by Commissioner Calvert.

Unanimously Approved

**Agenda Item 16: Discuss/Consider:** Ordinance 2025-XX-XX-C—Night Sky Ordinance

\*Moved to Agenda Item 04\*

Pat Ann Wilson continued her discussion with the Commission regarding the relationship between the Night Sky Ordinance and Oncor. Commissioner Calvert addressed the reasoning behind the need for the Ordinance to address issues for future growth with new businesses coming into the city. Pat advised that the current streetlights the City had in place were not Night Sky compliant and it would be an additional cost to have them changed out. Also, ONCOR did not have a product that meets the optimum capability in the draft ordinance. Joseph Mireles had signed up to comment on this Agenda Item and discussed considering the safety aspects and needs for guard lights for businesses. He also questioned the motive behind the ordinance and the relationship between certain entities.

Motion made by Commissioner Calvert to post the proposed Ordinance on the City Website for public review. Seconded by Commissioner Butler

Unanimously Approved

**Agenda Item 17: Discuss/Consider:** Resolution 2025-05-12-C a resolution regarding a contract for financing.

In order to proceed with the Wildfire Mitigation Grant, the documents would need to be updated to reflect the change in administration.

Motion made by Commissioner McCullough to approve the contract for financing. Seconded by Commissioner Doyle.

Unanimously Approved.

**Agenda Item 18: Discuss/Consider:** Retire into Executive Session to deliberate any items as authorized by Texas Government Code Section 551.074

- Review applications and discuss position for Police Chief and City Manager
- 90-Day Evaluation of Utility Clerk-Kendyl Powers

The Commission retired into Executive Session at 19:17.

**Agenda Item 19: Discuss/Consider:** Reconvene into Open Session to take action as determined appropriate regarding:

- Review applications and discuss position for Police Chief and City Manager
- 90-Day Evaluation of Utility Clerk-Kendyl Powers

The Commission reconvened into Open Session at 20:20.

Motion made by Commissioner Doyle to continue with Kendyl Powers as Utility Clerk and increased her pay.

Seconded by Commissioner Butler

Unanimously Approved.

No action taken on the Police Chief applications.

Motion made by Commissioner Doyle to select Charlie Archer as City Manager.

Seconded by Commissioner Calvert.

Unanimously Approved.

**Agenda Item 20: Discuss/Consider:** Adjournment

Motion made by Commissioner McCullough to adjourn.

Seconded by Commissioner Doyle.

Unanimously Approved.

Adjourned at 20:22

These minutes were approved on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

**CITY OF RANGER, TEXAS**

**ATTEST:**

\_\_\_\_\_  
**Hope Delatorre, City Secretary**

\_\_\_\_\_  
**Robert Butler, Mayor**

**CITY OF  
RANGER**

**CALLED MEETING MINUTES**

A Called Meeting of the Governing Body of the City of Ranger, Texas, was held on **Monday, May 19, 2025, at 4:30 pm.** 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 Pro-Tem
Commissioner Vicki Doyle	Place 1
Commissioner Jim McCullough	Place 2
Commissioner Jared Calvert	Place 4
City Manager Charlie Archer	
City Secretary Hope Delatorre	
Finance Director/Municipal Clerk Carol Stephens	
Animal Control Officer Carrie Pilant	

**Agenda Item 01: Call to Order-** Mayor Pro-Tem Robert Butler  
Roll Call/Quorum Check-City Secretary Hope Delatorre

The Mayor Pro-Tem led the following:

- Invocation of Prayer
- Pledge of Allegiance to the United States Flag
- Pledge of Allegiance to the Texas Flag

**Agenda Item 02: Discuss/Consider:** Administer Oath of Office for Mayor

Due to the appointment of Charlie Archer as City Manager at the previous meeting, Mayor Pro Tem Robert Butler was administered the Oath of Office of Mayor of the City of Ranger by Municipal Clerk Carol Stephens.

**Agenda Item 03: Discuss/Consider:** Appointing a Mayor Pro-Tem

Motion made by Commissioner McCullough to appoint Commissioner Vicki Doyle as Mayor Pro-Tem.

Seconded by Commissioner Calvert

Unanimously Approved

**Agenda Item 04: Discuss/Consider:** The purchase of laptops for public works, city secretary, finance, wastewater, and city manager

The Commission was provided quotes by the Finance Director Carol Stephens regarding seven new laptops for key staff that would upgrade the city's IT capability. These computers would additionally provide continuity of operations for the city if city hall were impacted by an unforeseen event and allow work remotely or in an alternate location such as the Fire Station training room.

Motion made by Commissioner McCullough to purchase the laptops with a payment plan of 36 Months Zero Interest.

Seconded by Commissioner Doyle.

Unanimously Approved.

**Agenda Item 05: Discuss/Consider:** Adopt Resolution 2025-05-19-A Financing for the Wildfire Mitigation Grant, rescinding Resolution 2025-05-08-C

At the previous meeting on May 12, 2025, the Commission approved a Resolution regarding the financing of a loader for the Wildfire Mitigation Grant; the Commission opted to rescind the previous Resolution in favor of a more inclusive Resolution.

Motion made by Commissioner McCullough to adopt Resolution 2025-05-19-A and rescind Resolution 2025-05-08-C.

Seconded by Commissioner Doyle.

Unanimously Approved.

**Agenda Item 06: Discuss/Consider:** Retire into Executive Session pursuant to Texas Government Code 551.074 Personnel Matters regarding:

- Hiring a Police Chief

Retired into Executive Session at 16:46

**Agenda Item 07: Discuss/Consider:** Reconvene into Open Session to take action as determined appropriate regarding Government Code 551.074 Personnel Matters regarding:

- Hiring a Police Chief

Reconvened into Open Session at 17:13.

Motion made by Commissioner Doyle to hire Charles Rodriguez as Police Chief for the City of Ranger.

Seconded by Commissioner McCullough.

Unanimously Approved.

**Agenda Item 08: Discuss/Consider: Adjournment**

Motion made by Commissioner McCullough to adjourn.

Seconded by Commissioner Doyle

Unanimously Approved

Adjourned at 17:14

These minutes were approved on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

**CITY OF RANGER, TEXAS**

**ATTEST:**

\_\_\_\_\_  
**Hope Delatorre, City Secretary**

\_\_\_\_\_  
**Robert Butler, Mayor**

# City of Ranger Expenses by Vendor Summary

May 1 - 22, 2025

May 1 - 22, 25

AT&T Mobility	734.79
Auto Zone	339.89
Battle Horse Electric LLC	499.50
Big Country Supply	78.38
Brookshire's Grocery Company	482.28
Cary Services	187.00
Chase	3,989.55
Eastland County Water Supply District	76,291.40
Eastland Heaven Sent Floral	110.00
Evidence Management for Law Enforcement L	410.00
First Financial Bank	180.00
Freddy Mitchell	0.00
J.T. Horn Oil Co., Inc.	917.79
James Logan	2,759.00
Jive Communications Inc.	653.74
Kennedy Computer Solutions Inc.	5,918.00
King Insurance Agency	316.00
Lambert Little	1,239.04
MARK A KAISER CPA	1,500.00
Mueller Co., LLC	0.00
Pest Patrol	175.00
RVS Software	798.77
Southern Petroleum Laboratories, Inc.	887.00
Standard Insurance Company	491.47
Tammy Archer	209.17
Texoma Advanced Electrical & Controls	675.00
Tindall's Hardware	713.73
TML Health Benefits Pool	17,345.33
TML Intergovernmental Risk Pool	9,059.30
TXU Energy	6,119.66
V&J Service Center	172.00
<b>TOTAL</b>	<b><u>133,252.79</u></b>

General Fund Balance as of 5/22/25 \$203,457

Utility Fund Balance as of 5/22/25 \$413,042



**Resolution No. 2025-05-27-A**

**A RESOLUTION OF THE CITY OF RANGER, TEXAS, AUTHORIZING SIGNATORIES AT FIRST FINANCIAL BANK.**

**WHEREAS:** the City of Ranger has had a change in the position of Finance Director; and

**WHEREAS:** the City of Ranger has multiple accounts and a safe deposit box at First Financial Bank; and

**WHEREAS:** the City of Ranger must maintain current signature cards and require two signatures to draw on each account at First Financial Bank; and

**WHEREAS:** the City of Ranger must maintain current online banking administrator,

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF RANGER:**

Section 1: That Finance Director Carol Stephens be added on all checking (with the exception of LEOSE Account No. 33010133215 and Ranger Police Department Account No. 33110001386) and savings accounts and have access to safe deposit box, with the following signatories authorized:

Mayor Robert Butler  
Mayor Pro-Tem Vicki Doyle  
City Manager James "Charlie" Archer  
City Secretary Hope Delatorre  
Finance Director Carol Stephens

Section 2: That Finance Director Carol Stephens and City Secretary Hope Delatorre be approved for online banking and ACH/Wire Transfers.

**PASSED AND APPROVED** this 27<sup>th</sup> day of May, 2025.

Attest:

\_\_\_\_\_  
Hope Delatorre, City Secretary

\_\_\_\_\_  
Robert Butler, Mayor



**Resolution No. 2025-05-27-B**

**A RESOLUTION OF THE CITY OF RANGER, TEXAS, AUTHORIZING A CHANGE ON THE SIGNATURE CARDS ON THE POLICE ACCOUNTS AT FIRST FINANCIAL BANK.**

**WHEREAS** the City of Ranger has multiple accounts and a safe deposit box at First Financial Bank;  
and

**WHEREAS** the City of Ranger has a need to change the names on the City of Ranger LEOSE Account No. 33010133215 and City of Ranger Police Department Special Account No. 33110001386;  
and

**WHEREAS** the City of Ranger must maintain current signature cards and require two signatures to draw on each account at First Financial Bank,

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RANGER**

Section 1. That a new signature card be issued on these two accounts with the following signatures authorized:

Mayor Robert Butler  
Mayor Pro Tem Vicki Doyle  
City Manager James "Charlie" Archer  
Finance Director Carol Stephens  
Police Chief Charles Rodriguez

**PASSED AND APPROVED** this 27<sup>th</sup> day of May, 2025.

Attest:

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Hope Delatorre, City Secretary

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Charlie Archer, Mayor



1.2 **EXTENSION.** In the event written notice is not given by either party to this agreement to the other thirty (30) days prior to the termination date as herein provided, this agreement shall be extended on the same terms and conditions for an additional two-year term. If the term is not extended, it will be allowed to reach its existing effective ending date. Renewal shall automatically occur unless specific action to the contrary is taken or a mutually agreed upon change is made to the agreement.

## II. Employment

2.1 **City Manager.** The Manager is the administrative head of the municipal government and shall be responsible for the efficient administration of all departments; he shall be a resident of the City of Ranger when appointed and shall hold his office two (2) years unless sooner removed from same. He shall be removable from office by the Commission after a public hearing before the full Commission for good cause shown upon charges duly filed for incompetence, habitual neglect of duty, or misfeasance or malfeasance in office. The City Manager shall faithfully perform the duties of the City Manager as prescribed in the job description, as set forth in the City Charter, if any, and City ordinances and, as may be lawfully assigned by the Commission (collectively the "City Manager's Duties"). Further, the Manager shall comply with (collectively "Applicable Laws and Authorities"): state and federal law; the City's Charter, if any; all City policies, rules, regulations, and ordinances as they exist or may hereinafter be amended; and, all lawful Commission directives. All duties assigned to the Manager by the Commission shall be appropriate to and consistent with the professional role and responsibility of the City Manager position.

2.2 **DUTIES.** The Commission does hereby employ Manager as City Manager to perform the City Manager's Duties in accordance with and pursuant to all Applicable Laws and Authorities, and each of the following duties to the full extent not prohibited by or in material conflict with any existing provisions of the City's Charter or Applicable Laws and Authorities:

- a. The City Manager shall see that the laws and ordinances of the city are enforced;
- b. Appoint all appointive officers or employees of the city, with the advice and consent of the Commission (such appointments to be upon the merit and fitness alone), and remove all officers and employees appointed by the City Manager:
- c. Recommend in writing, to the Commission such measures as may be deemed necessary or expedient;
- d. Keep the Commission fully advised as to the financial condition and needs of the city and perform such other duties as may be prescribed by this Charter, or be required of him by ordinance or resolution of the Commission.
- e. Responsible for the supervision, personnel management, performance management, and certification of payroll timekeeping for the employees of the City, while the Commission shall fix and determine the salaries and wages of all appointive officers and employees of the city; and shall create and consolidate such offices and may divide the administration of the City's affairs into such offices

or departments at their discretion.

The Manager shall perform the City Manager's Duties with reasonable care, diligence, skill, and expertise.

**2.3 REASSIGNMENT.** The Manager cannot be reassigned from the position of City Manager to another position without the Manager's prior express written consent.

**2.4 Commission MEETINGS.** Attend all meetings of the Commission, with a right to take part in the discussion, but having no vote, except to the extent prohibited by or in material conflict with Applicable Laws and Authorities. the Manager's evaluation; or, for purposes of resolving conflicts between individual Commission members.

**2.5 CRITICISMS, COMPLAINTS, AND SUGGESTIONS.** The Commission, individually and collectively, shall refer in a timely manner all substantive criticisms, complaints, and suggestions called to the Commission's attention to the Manager for study and/or appropriate action, and the Manager shall refer the matter(s) to the appropriate City employee or shall investigate such matter(s) and inform the Commission of the results of such efforts.

**2.6 INDEMNIFICATION.** To the extent it may be permitted to do by applicable law, including, but not limited to Texas Civil Practice & Remedies Code Chapter 102, the City does hereby agree to defend, hold harmless, and indemnify Manager from any and all demands, claims, suits, actions, judgments, expenses and attorneys' fees incurred in any legal proceedings brought against Manager in the Manager's individual or official capacity as an employee and as City Manager, providing the incident(s), which is (are) the basis of any such demand, claim, suits, actions, judgments, expenses and attorneys' fees, arose or does arise in the future from an act or omission of Manager, as an employee of the City, acting within the course and scope of the Manager's employment with the City; excluding, however, any such demand, claim, suits, actions, judgments, expenses and attorneys' fees for those claims or any causes of action where it is determined that the Manager committed official misconduct, or committed a willful or wrongful act or omission, or an act or omission constituting gross negligence, or acted in bad faith; and excluding any costs, fees, expenses or damages that would be recoverable or payable under an insurance contract, held either by the City or by the Manager. The selection of the Manager's legal counsel shall be with the mutual agreement of the Manager and the City if such legal counsel is not also City's legal counsel. A legal defense may be provided through insurance coverage, in which case the Manager's right to agree to legal counsel provided for him will depend on the terms of the applicable insurance contract. To the extent this Paragraph 2.6 exceeds the authority provided and limitations imposed by Texas Civil Practice & Remedies Code, Chapter 102, it shall be construed and modified accordingly. The provisions of this Paragraph 2.6 shall survive the termination, expiration or other end of this Agreement and/or the Manager's employment with the City.

**2.7 APPROPRIATION.** The Commission has appropriated, set aside, and encumbered, and does hereby appropriate, set aside, and encumber, available and otherwise unappropriated funds of the City in an amount sufficient to fund and pay all financial obligations of the City pursuant to this Agreement.

2.8 **HOURS OF WORK.** The Manager acknowledges the proper performance of the City Manager's Duties require the Manager to generally observe normal business hours and will also often require the performance of necessary services outside of normal business hours. The Manager agrees to devote such additional time as is necessary for the full and proper performance of the City Manager's Duties and that the compensation herein provided includes compensation for the performance of all such services. However, the City intends that reasonable time off be permitted the Manager, such as is customary for exempt employees so long as the time off does not interfere with the normal conduct of the office of the City Manager. The Manager will devote full time and effort to the performance of the City Manager's Duties, and shall remain in the exclusive employ of the City during the term of this Agreement; provided that, with the prior consent of the Commission, the Manager may accept outside professional employment which does not interfere with the Manager performing the City Manager's Duties hereunder. The term "outside professional employment" means professional services provided to third parties for which the Manager is compensated, and which are performed on the Manager's time off.

### **III. Compensation**

3.1 **Salary** The City shall provide the Manager with an annual salary in the sum of Eighty Thousand Dollars (\$80,000). This annual salary rate shall be paid to the Manager in equal installments on the schedule as other City employees and shall be paid net of any applicable withholding or deductions required by the applicable laws and authorities.

3.2 **SALARY ADJUSTMENTS.** At any time during the term of this Agreement, the Commission may, in its discretion, review and adjust the salary of the Manager, but in no event shall the Manager be paid less than the salary set forth in Paragraph 3.1 of this Agreement, except by mutual agreement of the two parties. Such adjustments, if any, shall be made pursuant to lawful Commission resolutions. In such event, the parties agree to provide their best efforts and reasonable cooperation to execute a new agreement incorporating the adjusted salary.

3.3 **PAID LEAVES – VACATION, SICK/PERSONAL AND HOLIDAY.** The Manager may take, at the Manager's choice, the same number of hours of vacation authorized for other administrative employees of the City, the leave to be in a single period or at different times. The vacation leave taken by the Manager will be taken at such time or times as will least interfere with the performance of the City Manager's Duties. The Manager is hereby granted the same sick/personal leave benefits as authorized by Commission policies for administrative employees. In recognition of the Employee's work experience the employee shall begin leave accrual at the rate of 80 hours annually (the rate of 2-6 Years of Service Completed). Upon the first renewal of this agreement, after the initial two years of employment, the employee shall begin leave accrual at the rate of 120 hours annually (the rate of 7 Years of Service Completed). The Manager shall observe the same legal holidays as provided by the City for its administrative employees.

3.4 **BENEFITS - GENERAL.** Unless expressly provided otherwise in this Agreement, in addition to those benefits specifically set forth herein, the Manager shall be entitled to the same benefits that are enjoyed by any other administrative employees of the City

pursuant to all Applicable Laws and Authorities.

3.5 **INSURANCE – HEALTH.** The City agrees to pay the premiums for health, hospitalization, and comprehensive medical insurance for the Manager pursuant to the group health care plan provided by the City for its administrative employees.

3.6 **RETIREMENT BENEFIT.** The City agrees to enroll the Manager into the applicable state or local retirement system and to make at least the same level of contributions for the Manager or on the Manager's behalf as the City does for its other administrative employees consistent with all Applicable Laws and Authorities.

3.7 **Expenses.** The City shall pay or reimburse the Manager for reasonable expenses incurred by the Manager in the continuing performance of the Manager's duties under this Agreement. The City agrees to pay the actual and incidental costs incurred by the Manager for approved travel. Such actual or incidental costs may include, but are not limited to, gasoline, hotels and accommodations, meals, rental car, and other expenses incurred in the performance of the business of the City. The Manager shall comply with all procedures and documentation requirements in accordance with Applicable Laws and Authorities.

3.8 **Bonds.** The City shall bear the full cost of any fidelity or other bonds required of the Manager under any law or ordinance.

3.9 **Civic Activities.** The Manager is encouraged to participate in community and civic organizations and activities. The cost of such activities shall be borne by the City.

#### **IV. PROFESSIONAL GROWTH**

4.1 **PROFESSIONAL DUES AND SUBSCRIPTIONS.** The City agrees to budget for and to pay for professional dues and subscriptions of the Manager necessary for continuation and full participation in national, state, regional, and local associations and organizations as necessary and/or desirable for the good of the City through the Manager's continued professional participation, growth, and advancement.

4.2 **PROFESSIONAL DEVELOPMENT TRAVEL.** The City agrees to budget for and to pay for travel and subsistence expenses of the Manager for professional and official travel and meetings to adequately continue the professional development of the Manager and to pursue necessary official functions for the City, including but not limited to the ICMA Annual Conference, the Texas Municipal League, the Texas City Management Association, and such other national, regional, state and local governmental groups and committees in which the Manager is a member. Professional Development travel must be coordinated with the Commission with a focus on planning to minimize impact on the administrative requirements of the City.

4.3 **PROFESSIONAL CONTINUING EDUCATION.** The City also agrees to budget for and to pay for travel and subsistence expenses of Manager for short courses, institutes, and seminars that are deemed necessary and/or desirable for the good of the City by the City Commission for the Manager's professional development.

## V. Performance Evaluation

5.1 **Mandatory Annual Review and EVALUATION PROCESS.** The Commission shall review the Manager's job performance at least once annually. The Commission and City Manager will jointly develop and agree to initial performance and evaluation metrics by June 30, 2025 and may use these to provide additional feedback on the City Manager's performance and in determining salary increases. The City Commission shall formally review and evaluate the performance and compensation of the City Manager at least once annually following the adoption of the annual operating budget. The City may increase the base salary and benefits of the City Manager in such amount and to such extent as the City Council may determine is desirable on the basis of an annual salary review which shall occur at the same meeting when the City Manager is evaluated. The annual performance reviews and evaluations shall be in writing and in accordance with criteria and format developed jointly by the Commission and the Manager. The Commission shall provide the Manager a reasonable and adequate opportunity to discuss with the Commission and/or respond to the Manager's evaluation. In addition to the annual review, the City Manager may in his sole option request a six (6) month performance review by requesting that the Mayor place the item on the agenda for executive session. The purpose of this review is to determine whether City Manager has satisfactorily met his performance objectives and to add additional goals for the annual review.

5.2 **CONFIDENTIALITY.** Unless the Manager expressly requests otherwise in writing, except to the extent prohibited by or in material conflict with Applicable Laws and Authorities, the evaluation of the Manager shall at all times be conducted in closed session of the Commission and shall be considered confidential to the maximum and full extent permitted by law. Nothing herein shall prohibit the Commission or the Manager from sharing the content of the Manager's evaluation with their respective legal counsel.

5.3 **MODIFICATION OF EVALUATION PROCESS.** In the event the Commission determines that the evaluation instrument, format and/or procedure are to be modified by the Commission, and such modifications would require new or different performance expectations, then the Manager shall be provided a reasonable period of time to demonstrate such expected performance before being evaluated.

## VI. TERMINATION

6.1 **TERMINATION EVENTS.** This Agreement shall terminate upon any of the following:

- a. Mutual agreement of the Commission and Manager in writing and signed by them;
- b. Retirement or death of the Manager;
- c. Termination of Manager's Employment for "good cause" (as defined in Paragraph

6.2 below);

- d. A Unilateral Severance (as defined and set forth in Section 6.3 below); or,
- e. Expiration of the term of this Agreement.

6.2 **"GOOD CAUSE"**. For purposes of this Agreement the term "good cause" is defined as follows:

- (a) Any willful, knowing, grossly negligent, or negligent breach, disregard, or habitual neglect of any provision of this Agreement, or any willful, knowing, grossly negligent, or negligent breach, disregard or habitual neglect of any duty or obligation required to be performed by City Manager under this Agreement or under the Charter and ordinances of the City and/or the laws of the United States or the State of Texas.
- (b) Any misconduct of the City Manager involving an act of moral turpitude, criminal illegality (excepting minor traffic violations), or habitual violations of the traffic laws, whether or not related to City Manager's official duties hereunder.
- (c) Any willful, knowing, grossly negligent, or negligent misapplication or misuse, direct or indirect, by City Manager of public or other funds or other property, real, personal, or mixed, owned by or entrusted to the City, any agency or corporation thereof, or the City Manager in his official capacity.

6.3 **UNILATERAL SEVERANCE**. As one of the termination events specified above in Paragraph 6.1, the Commission may end the employment relationship and terminate this Agreement, at the pleasure of the Commission, whether with or without good cause, upon written notice to the Manager as specified below and payment to the Manager of the Severance Amount (as defined below), the Severance Benefits (as defined below) and the Current Obligations (the "Unilateral Severance"). If the Commission determines that it desires a Unilateral Severance it shall provide written notice to the Manager at least thirty (30) days in advance of the effective date of such termination, which specifies:

- (a) the Commission has voted to pursue a Unilateral Severance pursuant to this Paragraph 6.3 of the Agreement,
- (b) the effective date of the Unilateral Severance ("Severance Effective Date"), and
- (c) the City's commitment to pay the Severance Amount (including a specific line-item breakdown of the items that constitute the total Severance Amount), the Severance Benefits and the Current Obligations. On or before the Severance Effective Date, the Manager may by written notice to the City direct that the Severance Amount be paid and payable in a manner directed by the Manager, provided that the total Severance Amount must be paid and payable on or before the first anniversary of the Severance Effective Date and there shall be no limitations on the City making all deductions and withholdings required by law.

The "Severance Amount" means the total amount of: (a) an amount equal to the value of six (6) months of the Manager's then current salary to serve as the primary basis for the Manager's severance pay, plus (b) the value of any accrued but unused vacation computed on an hourly basis determined by dividing the Manager's then current annual salary by 2080 hours. In the event of termination of agreement by Employer, Employee shall be entitled to severance as provided for involuntary termination during mid-term of the agreement but reduced as follows:

- 150 – 180 days notice, one month's severance pay
- 90 – 150 days notice, three months' severance pay
- 30 – 90 days notice, four months' severance pay
- 30 days or less notice, six months' severance pay

The "Severance Benefits" means, at the City's expense: (i) continued health insurance benefit pursuant to Paragraph 3.5 of the Agreement, for a period of six months or if sooner, until the Manager obtains other full-time employment and coverage through a group health insurance plan from the Manager's new employer. The "Current Obligations" includes all salary and benefits under this Agreement payable or otherwise owing by City to Manager through and including the Severance Effective Date.

Conditioned upon the City fulfilling its obligations to pay the Severance Amount, the Severance Benefits, and the Current Obligations, upon a Unilateral Severance, the Manager waives and releases the Manager's rights to continued employment with the City and the parties waive and release the right to an arbitration hearing on the issue of good cause. In the event of a Unilateral Severance, the parties agree not to make disparaging comments or statements about each other.

## **VII. GENERAL PROVISIONS**

**7.1 COMPLETE AGREEMENT.** This Agreement sets forth and establishes the entire understanding between the City and the Manager relating to the employment of the Manager by the City. Any prior discussions or representations by or between the parties are merged into and rendered null and void by this Agreement. The parties by mutual written signed agreement may amend any provision of this Agreement during the term of this Agreement; such amendments shall be incorporated and made a part of this Agreement.

**7.2 BINDING EFFECT.** This Agreement shall be binding on the City and the Manager as well as their heirs, assigns, executors, personal representatives, and successors in interest.

**7.3 SAVINGS CLAUSE.** If any term or provision of this Agreement, as applied to any party or to any circumstance, is declared by a court of competent jurisdiction hereof to be illegal, unenforceable, or void in any situation and in any jurisdiction, such determination shall not affect the validity or enforceability of the remaining terms and provisions hereof or the validity or enforceability of the offending provision in any other situation or in any other jurisdiction. The parties agree that the court or arbitrator making such determination

shall have the power to reduce the scope, duration, area or applicability of the term or provision, to delete specific words or phrases or to replace any illegal, unenforceable, or void term or provision with a term or provision that is valid and enforceable and that comes closest to expressing the intention of the invalid or unenforceable term or provision.

7.4 **CONFLICTS.** In the event of any conflict between the terms, conditions and provisions of this Agreement and the Applicable Laws and Authorities, then, unless otherwise prohibited by law, the terms of this Agreement shall take precedence over the contrary provisions of the Applicable Laws and Authorities during the term of this Agreement.

7.5 **CONTROLLING LAW.** This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Texas and shall be performable in Eastland County, Texas, unless otherwise provided by law.

**CITY OF Ranger, TEXAS**

By: \_\_\_\_\_

Its \_\_\_\_\_

Executed this the \_\_\_ day of \_\_\_\_\_, 20\_\_.

**CITY MANAGER:**

\_\_\_\_\_

Executed this the \_\_\_ day of \_\_\_\_\_, 20\_\_.

**ORDINANCE NO. 2025-XX-XX-A**

**AN ORDINANCE BY THE CITY COMMISSION OF THE CITY OF RANGER, TEXAS, AMENDING THE CITY'S EXISTING ORDINANCES BY AMENDING AND ESTABLISHING FEES FOR CERTAIN LICENSES, PERMITS, AND OTHER SERVICES PROVIDED BY THE CITY OF RANGER; INCLUDING FINDINGS OF FACT AND PROPER NOTICE AND HEARING; REPEAL PREVIOUS ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE; PROVIDING A PENALTY CLAUSE; PROVIDING SEVERABILITY CLAUSE; EFFECTIVE DATE AND OPEN MEETING CLAUSES; AND PROVIDING FOR RELATED MATTERS.**

**WHEREAS**, the City of Ranger (the "City") has previously established by ordinances and resolutions fees for licenses, permits, and services provided by the City; and

**WHEREAS**, the City has drafted a Schedule of Fees, attached hereto as Exhibit A and incorporated herein for all purposes, that reflects revisions to certain fees, a restatement of certain fees not revised, and a consolidation of all such fees; and

**WHEREAS**, due to the need for periodic modification of said fees and for the purposes of efficiency, the City Commission desires to future fee changes by resolution rather than by ordinance; and

**WHEREAS**, the City desires to provide a single and convenient location for a list of all fees charged; and

**WHEREAS**, the City Commission has considered the merits of this Ordinance and has determined that this Ordinance is necessary to protect the health, safety, morals, and welfare of the community.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF RANGER, TEXAS THAT:**

**SECTION 1. FINDINGS OF FACT.** All of the above premises and recitations are found to be true and correct and are incorporated into the body of this Ordinance as findings of fact, as if copied herein in their entirety.

**SECTION 2. FEE SCHEDULE.** The consolidated and revised Fee Schedule is attached hereto as Exhibit "A," and made a part hereof for all purposes, the same as if fully copied herein.

**SECTION 3. REPEAL.** All prior Resolutions or Ordinances amending and/or adopting a Fee Schedule are hereby repealed.

**SECTION 4. PENALTY.**

It shall be a violation of this Ordinance to conduct any activity or commence any use or receive any service for which payment of a fee described herein is required until such fee has been paid (if required to be paid in advance) or to fail to pay such fee when properly billed.

Any person or entity who violates or fails to comply with any provision of this Ordinance shall be charged with a Class C misdemeanor and, if convicted, may be subject to fine of up to Five Hundred Dollars (\$500.00). Each day a violation exists or continues shall constitute a separate offense.

**SECTION 5. CUMULATIVE CLAUSE.**

That this ordinance shall be cumulative of all provisions of the City of Ranger, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such Ordinance, in which event the conflicting provisions of such Ordinance are hereby repealed.

**SECTION 6. SEVERABILITY.** The provisions of this Ordinance are declared to be severable. If any section, sentence, clause, or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance, but they shall remain in effect notwithstanding the validity of any part.

**SECTION 7. SAVINGS.**

That all rights and privileges of the City of Ranger are expressly saved as to any and all violations of the provision of any Ordinances effected by this Ordinance; and any such accrual of said ordinances at the time of the effective date of this Ordinance; and, as to such accrued violation and all pending litigation, both civil and criminal, whether pending in court or not, under such Ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

**SECTION 8. PROPER NOTICE AND OPEN MEETINGS ACT.** It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that the public notice of the time, place, and purpose of said meeting was given as required and that public notice, place, and purpose of said meeting was given as required by the open meetings act, chapter 551, Texas Government Code.

**SECTION 9. EFFECTIVE DATE.** This Ordinance shall be in full force and take effect upon its passage and publication as provided by law, and it is so ordained.

**FIRST READING PASSED AN APPROVED,** this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**SECOND READING PASSED AN ADOPTED,** this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

## City of Ranger Fee Schedule (Attachment A)

### A. Water/Wastewater Service Rates and Fees

#### 1. Tap fee rates.

Standard residential connection, 5/8x3/4 meter:	\$1100.00
Tap on other side of street, add:	\$550.00
(a) One inch meter connection and tap:	\$1850.00
(b) Two-inch meter connection and tap:	\$2950.00
Other side of street tap charges for b and c:	\$550.00
(c) Wastewater system connection - 4 inch:	\$850.00
Wastewater system connection - 6 inch:	\$1600.00
Other side of street tap:	\$550.00
(d) Extension of lines --- tap fees plus cost plus 25%	

2. Security Deposit Rate: \$150.00

3. Service Charge Rate: \$50

#### 4. Rates for Water and Meter Service.

(a) Residential minimum charge per meter, up to 2000 gallons: \$41.00

(b) For each 1000 gallons of water metered over 2000: \$10.00

(c) Commercial - Single entity rate. Where a commercial unit,

Business Establishment customer entity receives service off a

meter. The first 2000 gallons: \$78.00

For each 1000 gallons of water metered over 2000 gallons

and any proportionate amount: \$10.00

(d) Commercial – Master meter rate: (More than one unit, customer, or

Establishments off of one meter.

# of units X \$36.60 (plus \$9.30 per 1000 gallons over minimum X # of

Customers.

Residents have the opportunity to utilize a payment extension of ten days no more than (3) times per year. The payment extension must be in place before the 25<sup>th</sup> of the month in question.

Outside city limits --- The following rates will be charged to all customers for water service provided outside the city limits.

- (e) The first 2000 gallons of water used are included in the minimum charge: \$41.50
- For each 1000 gallons above the 2000 gallon minimum: \$10.50
- (f) Meter test. A water meter test will be performed at the request of the customer.
- If the meter is found to be slow, less than 98%, the customer will be charged: \$75.00
- (g) Termination at owner's request. The requested charge rate is: \$25.00

**4A. Ranger College and Ranger ISD.**

- Water minimum: \$78.00
- Each 1000 gallons over minimum: \$10.00
- Sewer minimum: \$120.00

**5. Rates for Bulk Water:**

- 0-1000 gallons: \$50.00
- Each additional 1,000 gallons \$25.00

**6. Wastewater.**

- Residential \$47.00
- Commercial I \$62.00
- Commercial II \$122.00
- Commercial III \$242.00
- Multi-unit complex (per unit): \$17.00

**7. TCEQ Backflow Tester Certification (annually) At Cost**

**B. Solid Wastes.**

- Minimum monthly charge residential (per unit): \$25.00
- Each additional unit: \$15.00

Commercial/Industrial rates:

- 96 gallon container once per week: \$32.00
- 96 gallon container twice per week: N/A

- 1.5 cu. Yd. dumpster      once per week:      \$60.00
- 1.5 cu. Yd. dumpster      twice per week:      \$90.00
- 2.0 cu. Yd. dumpster      once per week:      \$70.00
- 2.0 cu. Yd. dumpster      twice per week:      N/A
- 3.0 cu. Yd. dumpster      once per week:      \$110.00
- 3.0 cu. Yd. dumpster      twice per week:      \$190.00
- 4.0 cu. Yd. dumpster      once per week:      \$140.00
- 4.0 cu. Yd. dumpster      twice per week:      \$220.00

**C. Collection Center**

Residential Rates:

- Pick-up truck      \$15.00
- 10-12' Trailer (4'sides)      \$30.00
- 14-16' Trailer (4'sides)      \$40.00
- 20-30' Trailer (4'side)      \$60.00
- Refrigerators, freezers, and a/c units      \$20.00 each

NOTE: Contractors are double amount listed above.

**D. Cemetery Rates:**

- Administrative Fee      \$25.00 – (Admin actions, i.e., Plot Deed transfer)
- Locate Plot      \$30.00
- Plot (Casket Burial)      \$255.00
- Urn – Placement on a plot with a casket.      \$70.00
- Urn Plot (Urn Burial only)      \$280.00

Plot may be used for urns only and up to four urns can be placed on plot. Each urn must be registered with city hall.

**E. Animal Control Rates:**

1. Standard licensing fee: (for all animals four months of age or older)

NOTE: You must submit proof of rabies vaccination.

- Unneutered dog or cat (annually)      \$5.00

- Neutered dog or cat (annually) \$5.00
- Other animals (annually) \$5.00

2. Permits:

- Circus/Zoo \$500.00
- Commercial Animal Enterprise \$150.00
- Multiple Animal Owner \$100.00
- Guard Dog \$50.00

NOTE: Renewal for all above (annually): \$50.00

3. Impoundment Fee (for each animal): Strays whose owners cannot be located will be confined for a period of 96 hours, and if unclaimed may be destroyed and tested for rabies. A dog or cat with no identification shall be held for a minimum of 2 hours (after 72 hours the animal is property of the city).

- After hours call fee in addition to impoundment: \$50.00

	First Time (per day)	Second Time (per day)	Third Time (per day)
Unneutered dog or cat	\$30.00	\$35.00	\$60.00
Neutered dog or cat	\$25.00	\$35.00	\$60.00
Fowl or small animal	\$25.00	\$35.00	\$60.00
Livestock	\$60.00	\$200.00	\$350.00
Zoological and/or circus animal	\$100.00	\$200.00	\$500.00

NOTE: More than 4 violates by and pet or combination thereof owned by the same person in three years or less shall be: \$500.00 for each impoundment

4. Boarding/Quarantine Fees:

- Boarding fee for impounded animals after first day: \$40.00
- Established by policy (does not include first day)

NOTE: Home quarantine may be authorized as coordinated in accordance with State Law. Any owned dog or cat having bitten or scratched a person shall be observed for a period of ten days from the day of the bite.

5. Expenses of Animal: Owner shall pay for any veterinarian or drug fees incurred for the animal while in custody of ACO or Animal Shelter.

6. Surrender Fees:

- Cats \$35.00
- Dogs \$35.00
- Litters of dogs or cats \$60.00

- Other small animals \$35.00
- Large Animals N/A

7. Adoption Fees:

- Each animal \$75.00

NOTE: Animals adopted from the animal shelter must be neutered/spayed must provide proof of surgery by the date established by the ACO.

**F. Administrative Services**

- Hardcopy of Charter, Ordinances or Resolutions
- Certified Birth Certificates \$23.00
- Certified Death Certificates \$21.00
  - Each Additional Certified Copy \$ 4.00
- Rent Community Center- 4 hours \$50.00
- Rent Community Center – 8 hours \$100.00
- Public Information Requests
  - Per page \$ 0.10
  - Hourly Administrative Labor \$15.00
- Dishonored checks: \$35.00
- Accident Reports: \$6.00
  - Certified copy: \$8.00
- Supplies Actual Cost
- Postage and Shipping Actual Cost
- Credit Card Fee- Fee calculated off of total amount of transaction 3.50%

**G. Mobile Home Permits.**

- Mobile Home Permits (including RVs used as a residence) \$50.00
- RV temporary use permit \$50.00

**H. Regulation of Vendors, Peddlers, Solicitors to include Food Establishments, Semi-permanent food establishment, and temporary vendors.**

NOTE: it is unlawful for any peddler, solicitor, mobile food establishment, temporary food establishment, or semi-permanent food establishment to engage in business without obtaining a peddler’s permit for the City Secretary. Does not include community service, charitable, educational, or religious services, such as meals-on-wheels, etc.

- Peddler permit:
  - Per day: \$10.00
  - Per week: \$35.00
  - Per month: \$50.00

- Per 3 months: \$75.00
  - Per 6 months: \$100.00
  - Per year: \$150.00
- Mobile, temporary, or semi-permanent food establishment shall pay a base fee of \$10.00 for each individual on the permit. NOTE: Applicant must obtain inspections or permits required by Texas Department of State Health Services.
  - Plus, the following additional:
    - Per day: \$5.00
    - Per week: \$10.00
    - Per month: \$25.00
    - Per 3 months: \$50.00
    - Per 6 months: \$75.00
    - Per year: \$100.00

**I. Special Event Permit.** (May coordinate for joint permit if more than one sponsor)

- Public Property Fees:
  - First Day \$25.00
  - Each additional day \$10.00
- Private Property Fee (per day) \$5.00

**J. Annual Fee for Holders of Alcoholic Beverage Permits and Licenses.**

- Annual Fee is equal to one-half of annual state permit fee.

**K. Fireworks.** No person, firm or corporation shall discharge or use fireworks within the city of limits, except as a public exhibition with a permit issued by the City Commission. And a temporary license is issued by the City Fire Chief.

- Fee established by the City Commission:

**L. Fire/EMS/Ambulance Fees.**

(Per current rate schedules)

**M. Police Fees.**

(Per current rate schedules)

**N. Towing Fees (Third Party).**

- Maximum amount to be charged by towing company in town \$165.00