



REGULAR MEETING MINUTES

A Regular Meeting of the Governing Body of the City of Ranger, Texas, was held on **Monday, August 11, 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	
Honorable 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

There was a quorum present.

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.

Mayor Butler commended the fire and police departments on the success of the National Night Out at the school. Commissioner Doyle agreed that the children and families really enjoyed the event during the Meet the Teacher Night. City Manager Archer gave thanks to WoodBridge Church for assisting the community with the purchase of school supplies for the students. Mayor Butler inquired as to the status of the training for the new software program and was notified that the training had been postponed and that City Hall had remained open to the public.

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

- July 28, 2025

Motion was made by Commissioner McCullough to approve the minutes of July 28, 2025.

Seconded by Commissioner Doyle.

Abstained by Commissioner Billings due to her not attending the meeting.

Motion passed.

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
- **Animal Control Report:** Officer Carrie Pilant
- **Public Works Report:** Daniel Plascencia
- **Finance Report:** Carol Stephens

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

Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 06: Discuss/Consider: City Manager's Report: business regarding city administration. The City Commission may provide staff direction; however, no action shall be taken. (City Manager)

The City Manager gave his report on items that had been completed since the previous meeting. The new patrol unit had been picked up and Officer Lewis had been assigned to it. Carol Stephens, the Finance Director, had renewed the domain of rangertx.gov. The IWORQ software had been purchased and there would be weekly training sessions until the software went live. Free dumping

had been utilized and dumpsters were full by that Friday afternoon. The Finance Director, department heads, and the City Manager had worked on budget for the entire week. A price had not been gotten for the Fire Department copier. There would be a large clean-up of the scrap metal at the Public Works Shop and the sale of dead equipment proceeds would be put towards the purchase of a one ton truck with a flat bed from Century Trucks.

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

Unanimously approved.

Agenda Item 07: Discuss/Consider: 2024 City of Ranger Audit Report (Finance Director, Caroline McLane)

Caroline McLane was in attendance and presented the 2024 Audit Report to the Commission with the help of Finance Director, Carol Stephens. The report reflected no significant material deficiencies and no instances of noncompliance.

Motion was made by Commissioner Doyle to approve the 2024 Audit.
Seconded by Commissioner McCullough.

Unanimously approved.

Agenda Item 08: Discuss/Consider: Approve a letter of engagement from the auditor for FY25 (Finance Director)

The Finance Director presented a letter of engagement from the auditor for the 2025 Fiscal Year with the Caroline McLane auditing company to the Commission. This audit would include the EDC and would cost \$3000.

Motion was made by Commissioner Doyle to approve the letter of engagement.
Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 09: Discuss/Consider: Decision on the City of Ranger re-establishing Smallwood and Byrens Streets off of Tiffin Road (City Manager)

City Manager Archer presented the Commission with a drawing that demonstrated the appearance of the area needing to be reopened. The length of the road would include 110 yards to finish Smallwood and 220 yards for Byrens. This would allow the future owner to support development for the property. Water and sewer mains are already in the area and would allow for first responders to have access to the property reestablished. The City Manager wished to start with Smallwood because the road is shorter than Byrens.

Motion was made by Commissioner McCullough to reopen the roads.
Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 10: Discuss/Consider: Approval of signing Texas Communities Group (TCG) Contract for dilapidated buildings (City Manager)

The City Manager notified the Commission of two contracts available to cover the Dilapidated Buildings or the Nuisance Properties for Code Enforcement assistance. The Dilapidated Buildings contract had been discussed at the previous meeting, but the Nuisance Properties contract would cover unlimited nuisance properties for \$4600 per year. The Commission expressed interest in the new contract due to the unlimited number and the discounted price.

Motion was made by Commissioner Calvert to approve the Texas Communities Group contract for nuisance properties.
Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 11: Discuss/Consider: Quote for Pump Replacement at the Wastewater Treatment Plant from Global Pump Supply (City Manager)

Item moved to Agenda Item 04

Colden Rich, the Vice President of eHT, spoke to the Commission on quotes that were recently obtained by the Public Works Department regarding the effluent pump at the Waste Water Treatment Plant and explained the pump process. He stated that he did not recommend the current quotes and explained that he estimated \$120k being the worst case scenario.

Motion was made by Commissioner Billings to table to the next regular meeting.
Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 12: Discuss/Consider: Approval of the 2025-2026 Strategic Plan that will be used in Budget Development planning (Mayor Butler)

Mayor Butler provided the updated draft of the Strategic Plan that, if adopted, would be attached to the budget for the 2025-2026 fiscal year.

Motion was made by Commissioner Billings for the approval of the Strategic Plan.
Seconded by Commissioner McCullough.

Unanimously approved.

Agenda Item 13: Discuss/Consider: Hiring two full-time positions for Wildfire Mitigation (City Manager)

City Manager Archer stated that due to enough equipment being purchased, the City was in a position to begin the hiring process of two individuals interested in full-time Wildfire Mitigation positions.

Motion was made by Commissioner Calvert to post for the positions.
Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 14: Discuss/Consider: Consideration and possible action regarding award of bid for the 2025 Airport Hangar Restoration Project (Bid No. 2025-08) (City Manager)

The City Commission will consider and take appropriate action on the award of bids received for the 2025 Airport Restoration Project, including related matters. This item encompasses discussion and potential action concerning the scope and timing of work, payment, and performance bond requirements, the need for a survey of the property, construction access to the hangar, and the authorization of contractual terms contingent upon the provision of funds or other consideration, including but not limited to the exchange or conveyance of land associated with the Ranger Airfield. It may also include consideration of budget amendments necessary to support the project, and other matters previously discussed by the Commission related to the airfield. The Commission may authorize the Mayor to take official action and execute all documents necessary to effectuate the terms of any awards.

Commissioner Calvert removed himself from the discussions due to his involvement in the Ranger Airfield Foundation having a bid.

City Manager Archer opened the sealed bids from Kotas Concrete and Metal Buildings in the amount of \$608k, Cozart Metal Buildings in the amount of \$623,890, and Ranger Airfield Foundation at the cost of the 84 acres which equaled (based on the appraisal) at \$556k.

Jared Calvert with the Ranger Airfield Foundation was in attendance and was present for any questions the Commission may have had. Jared also gave a detailed explanation of the work that had already been completed on the land.

The lowest cost for the City of Ranger would be for the conveyance of the land to the RAF; but due to the possible conflict of interest of Commissioner Calvert, Commissioner McCullough recommended calling the City Attorney of Record

City Attorney of Record, Adam Miles agreed with the Texas Rangers, District Attorney, and state requirements that a conflict of interest did not apply.

Motion was made by Commissioner Billings to accept the bid valued at \$556k from Ranger Airfield Foundation for the reconstruction of the hangar subject to final documents from the attorney.

Seconded by Commissioner Doyle.
Abstained by Commissioners Calvert and McCullough.

Motion passed.

Agenda Item 15: Discuss/Consider: Approval of transferring funds from the Police Vehicle Account to General Funds in support of Police Department expenses (Mayor Butler)

Mayor Butler and the Finance Director sought Commission approval to move funds from the Police Vehicle Account to the General Funds to repay the General Fund for the overtime incurred due to being short-staffed and the police car outfitting and auxiliary costs in the amount of \$101,409.41.

Motion was made by Mayor Butler to transfer \$101,409.41 to assist with unintentional costs by police department.

Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 16: Discuss/Consider: Providing services to the open lots in the Mountain View Subdivision (City Manager)

City Manager Archer notified the Commission that someone had reached out in need of utility services on open lots in the Mountain View subdivision. Due to deed restrictions passed on to the real estate agent, lot size did not conform. Mayor Butler reminded the Commission that the charter states that: the city has the ability and authority to provide for a sanitary sewer system and for the maintenance thereof; and to provide for fixing a lien against any property owner's premises who fails or refuses to make sanitary sewer connections and to charge the cost against said owner and make it a personal liability, and to fix penalties for failure to make sanitary sewer connections. He also reminded the Commission that the charter also states said city shall have the power to open, extend, straighten and widen any public street, avenue or alley and for such purpose to acquire the necessary land by purchase or condemnation.

Motion was made by Mayor Butler to allow the City Manager and Public Works Director to explore the options to expand system on the hill and provide that number for the budget.

Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 17: Discuss/Consider: Establishing a business PayPal account to receive online donations for the Animal Shelter (City Manager)

City Manager Archer discussed the need for a donation account for the Animal Shelter because of the Animal Control Officer's new and creative ways to raise funds. The IT company (Kennedy Computer Solutions) recommended PayPal to keep the City's information safe.

Motion was made by Commissioner McCullough to open a PayPal account for the Animal Shelter.

Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 18: Discuss/Consider: Approval of vehicles and equipment to be auctioned (City Manager)

The vehicles included in this agenda item were Public Works items in addition to the vehicles and equipment approved at previous meetings.

Motion was made by Commissioner McCullough to approve equipment added to previous list for auction.

Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 19: Discuss/Consider: TCEQ Violation Notice Forms Completed and Posted (Public Works Director)

The Public Works Director presented violation notice related to a lead service line inventory that was due before current administration was in place. The Public Works Director had provided the inventory to the mayor for posting on the City of Ranger website for the citizens to remain TCEQ compliant.

Motion was made by Commissioner Billings to take no action.

Seconded by Commissioner McCullough.

Unanimously approved.

Agenda Item 20: Discuss/Consider: Providing a cemetery plot at Evergreen Cemetery for a deceased indigent person (City Manager)

A judge from the County of Eastland requested a plot for an indigent individual that had passed in Ranger.

Motion was made by Commissioner Calvert to approve the City Manager to work on providing the plot.

Seconded by Commissioner McCullough.

Unanimously approved.

Agenda Item 21: Discuss/Consider: Ratification of the Wildfire Mitigation Grant (WVG) purchase of a Tractor and Attachments (City Manager)

Motion was made by Commissioner Calvert to ratify the purchase of the equipment.

Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 22: Discuss/Consider: Addition of Code Enforcement Management Process and Tracking Duties to the City Librarian which includes a salary increase (Mayor Butler)

Mayor Butler asked the Commission to allow Diana McCullough, the City Librarian, to assist with Code Enforcement tracking. She would monitor spreadsheets and coordinate with police, judge, and code enforcement not to include nuisance properties. This could be contingent on a 60-day review and a four-dollar-an-hour rise in salary.

Motion was made by Commissioner Calvert for Diana to receive a four dollar increase with 60-day review to coordinate with the contracted agency for code enforcement.

Seconded by Commissioner Billings.

Abstained by Commissioner McCullough.

Motion passed.

Agenda Item 23: Discuss/Consider: Adjournment

Motion was made by Commissioner McCullough to adjourn.

Seconded by Commissioner Doyle.

Unanimously approved.

Adjourned at 20:23.

These minutes were approved on the 25 day of August 2025

CITY OF RANGER, TEXAS

ATTEST:


Hope Delatorre, City Secretary




Robert Butler, Mayor