



## REGULAR MEETING MINUTES

A Regular Meeting of the Governing Body of the City of Ranger, Texas, was held on **Monday, April 13, 2026, 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 VIA Phone	
Police Chief Charlie Rodriguez	
Fire Chief Darrell Fox	
Public Works Director Daniel Plascencia	
Finance Director/Municipal Clerk Carol Stephens	
Animal Control Officer Carrie Pilant	
Municipal Judge Doyle Russell	

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

Roll Call/Quorum Check- Carol Stephens Finance Director  
Invocation of Prayer  
Pledge of Allegiance to the United States Flag  
Pledge of Allegiance to the Texas Flag

### **Agenda Item 02; Public Hearing to address the timeline to complete the demolition at 311 W. Main Street, Alfredo Martinez.**

The property was cited under a substandard/dangerous building ordinance, with previous hearings on January 12th and March 29th, 2026. The property owner, Mr. Martinez, had requested six months for demolition.

The primary issue is a shared roof with the neighboring property. The owner fears demolition could cause the neighbor's roof to collapse, creating liability issues. The neighbor was described as hostile and unwilling to sign a release of liability.

Texas law treats a shared, mutually beneficial roof as a joint responsibility. It was suggested that the neighbor may also be in violation of code enforcement. The Police Chief and the City Manager should follow up with the City attorney to determine options. Mr. Martinez has until the end of June to resolve the situation and must attend the next meeting on April 27th.

The city will consult the city attorney on liability and contact the neighbor, while the chief of police will inspect the adjacent building for code compliance, if needed. Mr. Martinez was advised to hire a professional roofer to determine how to safely separate the roof.

A motion was made to address the shared responsibility with the attorney and the neighbor if possible. Commissioner Calvert made the motion, seconded by Commissioner Billings.

Motion passed unanimously.

**Agenda Item 03: Public hearing to address the timeline to complete the demolition at 214 Cherry Street, Ken Charman**

The owner agreed to bring the property into compliance and will demolish the house on the lot and remove the debris. No citations will be issued if the work is completed on time.

A motion was made to grant an extension for demolition until June 15th. Motion made by Commissioner Calvert, seconded by Commissioner Billings.

Motion passed unanimously.

**Agenda Item 04: Public hearing to address the timeline to complete the demolition at 203 E. Roberts Street, Hilda Peck**

The public hearing was held for Miss Peck regarding a rotting, uninhabited mobile home. The owner agreed to inform the city manager upon completion of the demolition and attend the first council meeting in June.

A motion was made to extend her demolition and removal deadline to May 30th. Motion was made by Commissioner Billings, seconded by Commissioner Doyle.

**Agenda Item 05: Public hearing to address a public health hazard at 204 Little Street and to consider abatement of the property, Michelle Myers**

A motion was made to defer this agenda item until a future meeting. The individual is procuring a Power of Attorney to support the coordination with the city. Motion was made by Commissioner Doyle, seconded by Commissioner McCullough.

Unanimously approved.

**Agenda Item 06: 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.

Brian Rogers praised the city's cleanup efforts, the water department's reduction in water loss, and the police chief's work.

No action was taken.

**Agenda Item 07:** 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.

The commission praised all city departments for their performance. The police chief announced a veteran wall procession on April 21st and the Vietnam Memorial replica showing from April 23rd to 26th at Ranger College. Reminders were given about the free bulk pickup service, the new ACH payment system (coming in May with a \$1.50 fee), upcoming elections, and severe weather safety.

No action was taken.

**Agenda Item 08: Discuss/Consider:** Approval of minutes of previous meetings:

- March 19, 2026 Called Meeting
- March 23, 2026 Regular Meeting

The minutes from the March 19th and March 23rd meetings were approved, with a follow-up requested to ensure commissioners receive email notifications on code enforcement. Motion was made by Commissioner Doyle and seconded by Commissioner Calvert.

Motion unanimously passed.

**Agenda Item 09: Discuss/Consider:** Options for the operation of the Collection Station. Currently the station is open Tuesday-Saturday with a full-time operator, asking the council to have an open discussion. (City Manager)

A proposal was made to change operating hours to Monday-Friday, 8 a.m. to 5 p.m., by appointment only, which would involve a reduction in force. Concerns were raised about inconvenience for working homeowners. A counter-proposal of Saturdays only with a rolling overtime schedule was suggested. Another option of Friday, Saturday, half day on Sunday, and Monday was offered.

A discussion occurred over residency verification, with suggestions to accept a picture ID with a city address instead of a water bill. The staff had recommended a new billing process to add charges to users' water bills was suggested but met with opposition due to staffing concerns.

A motion was made to table the agenda item for a public comment period and will be added to a future council meeting agenda. Motion was made by Commissioner Calvert, seconded by Commissioner Doyle.

Motion unanimously passed.

**Agenda Item 10: Discuss/Consider:** Making a change to the employee handbook regarding sick leave. Current policy is an accrual of 3 hours per pay period for a total of 78 hours per year, would like to change this to a total of 40 hours per year. (City Manager)

The city manager proposed changing the sick leave policy from an accrual of 3 hours per pay period (78 hours/year) to a flat 40 hours per year.

Concerns were raised that 40 hours is insufficient to cover a full 48-hour shift for employees such as firefighters, potentially forcing them to work while sick. The council will vote on changes after a review period.

The item was tabled.

A motion passed for the mayor to work with the city manager and department heads on all future policy changes before they are put on the agenda. Motion was made by Commissioner Calvert, seconded by Commissioner Billings.

Motion passed unanimously.

**Agenda Item 11: Discuss/Consider:** Making a change to the employee policy on using sick, vacation hours to be a maximum of 80 hours for a total pay period for those exempt from the 84 hour rule and those on call.(City Manager)

The City Manager requested that Agenda Item 11 be removed and brought back for a future meeting.

A motion was made for no action taken. Motion was made by Commissioner Billings, seconded by Commissioner Doyle.

**Agenda Item 12: 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:** Chief Charles Rodriguez
- **Animal Control Report:** Officer Carrie Pilant
- **Public Works Report:** Daniel Plascencia
- **Finance Report:** Carol Stephens

The library had 260 visitors, 159 books checked out, 81 computer users.

The REDC A and B boards joined the TEDC and TMCN and will work with GrantWorks on federal grants. A downtown revitalization project is planned. The EDC board was advised to formalize its

restoration program criteria. EDC Financials: A CD worth \$204,000 was cashed out. The new total balance is \$995,889.

The Municipal court reported 26 collections totaled \$4,388. The court is working to re-engage individuals for community service. Future reports will better mark collections for code violations. The Fire Chief reported that there have been 200 EMS responses year-to-date and 346 total responses. Last month's 139 calls were above average. an EMS audit is being prepared. Chief Fox will attend a Big Country Advisory Council meeting.

The Police Chief reported that last month saw 250 calls, 23 cases, 11 arrests, and 78 traffic stops. 22 junk vehicles were towed. The department is automating the citation process, using a new fleet management system, and has the police policy manual 95% complete. The new 2026 vehicle has minor issues to be fixed. The option of leasing vehicles is being explored. Progress is being made on the evidence room. A procedure for destroying narcotics is being developed.

Animal Control Report listed 1 citation, 11 adoptions, 5 transfers, and 1 return to owner. The Ranger Animal Shelter received 100 microchips, two readers, and a free tablet with software for digital record-keeping. The shelter is on probation due to facility conditions, including a rodent infestation. Corrective measures are underway to pass the next inspection in six months to avoid losing its quarantine shelter status. A significant increase in canine parvovirus (27 cases) and distemper (19 cases) was reported. A low-cost vaccine clinic with Dr. Gaber is being considered.

The streets team was thanked for their work on potholes, milling, and cleanup. The backhoe is down, but the loader is operational. Water purchase volume from the city has steadily decreased over the last three years. It was clarified that per TCEQ, private property owners are responsible for their own lift stations, and this policy change will be communicated to the public.

It was noted by the commission that pages 2-5 of the P&L were missing from the packet. A budget review with department heads is planned to be completed by April 20th. Several general fund areas show zero revenue and need to be addressed. Current fund balances are: General Fund (\$221,338) and Utility Fund (\$464,766).

A motion was made to accept the Monthly Department Reports. Motion was made by Commissioner Billings, seconded by Commissioner Doyle.

The motion passed unanimously.

**Agenda Item 13: Discuss/Consider:** Consent Items; 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 had a TCEQ Complaint with a copy in the agenda packet. An anonymous complaint was investigated; no violations were found.

A report for a Texas Water Board grant was completed, but a rate study is still needed. The city manager will meet with the Texas Forestry Service regarding a county-wide grant.

A motion was made to accept the City Manager's Report. Motion was made by Commissioner Billings and seconded by Commissioner Doyle.

The motion passed unanimously.

**Agenda Item 14: Discuss/Consider:** The recent omission of alcohol permits from the fee schedule. The previous language said a municipality could charge half of the cost of the TABC license fee. Consider a flat fee for package stores and reinstating the permits for beer and wine retailers. (City Manager)

Language regarding alcohol permit fees was removed from the past fee schedule. The previous fee had been equal to one half of the TABC license cost.

A proposals was made to reinstating a \$30 fee for beer/wine or a flat \$75 annual fee for package stores. A business owner suggested any flat fee should apply to all businesses.

A motion was made to take the matter under advisement and conduct a full review of the city's fee schedule during the budget review by the end of May. Motion was made by Commissioner McCullough, seconded by Commissioner Doyle.

Motion passed unanimously.

**Agenda Item 15: Discuss/Consider:** Accepting the proposal for the fiscal year 2026 Audit from Mauldin & Jenkins CPA of Houston, Texas. (Finance Director)

Madeline and Jenkins CPA of Houston was the only bid for the 2026 Audit for the City of Ranger with a proposed cost of \$23,000-\$26,000.

A motion was made to accept the bid by Mauldin and Jenkins CPA of Houston, Texas. Motion made by Commissioner McCullough, seconded by Commissioner Doyle.

The motion passed unanimously.

**Agenda Item 16: Discuss/Consider:** Update on the bridge replacement by Union Pacific Railroad within the city limits of Ranger. (City Manager)

The city manager continues negotiations with Union Pacific. The railroad suggested encasing the sewer line as an alternative to moving it, which engineers will investigate.

A motion was made for the city manager to continue negotiations. Motion was made by Commissioner Calvert, seconded by Commissioner Billings.

The motion passed unanimously.

**Agenda Item 17: Discuss/Consider:** Entering an Administrative Services Agreement with the REDC A board President for the purpose of grant applications. (REDC President)

A motion was made to approve a no-cost service agreements with the REDC A Board to allow them to apply for grants, with an option for case-by-case reimbursement. Motion was made by Commissioner McCullough, seconded by Commissioner Billings.

The motion passed unanimously.

**Agenda Item 18: Discuss/Consider:** Entering into an Administrative Services Agreement with the REDC B board President for the purpose of grant applications. (REDC President)

A motion was made to approve a no-cost service agreements with the REDC B Board to allow them to apply for grants, with an option for case-by-case reimbursement. Motion was made by Commissioner Billings, seconded by Commissioner Doyle.

The motion passed unanimously.

**Agenda Item 19: Discuss/Consider:** Accepting the strategic plan of the REDC for long term planning and economic benefit. (REDC President)

The REDC Boards president asked that this be withdrawn so that the Boards can separate and refine the strategic plans.

The motion was made to defer this agenda item for a future meeting. Motion was made by Commissioner Doyle, seconded by Commissioner McCullough.

The motion passed unanimously.

**Agenda Item 20:** Retire into Executive Session to deliberate any items as authorized by Texas Government Code 551.074 Personnel matters regarding:

- Vacant City Secretary position

This item as removed from the Agenda since the city was still accepting applications.

**Agenda Item 21:** Reconvene into Open Session to take action as determined appropriate regarding Texas Government Code 551.074 Personnel Matters regarding:

- Vacant City Secretary position

This item was removed from the Agenda since the city was still accepting applications.

**Agenda Item 22: Discuss/Consider:** Adjournment Motion was made by Commissioner McCullough, seconded by Commissioner Billings.

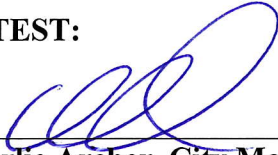
Unanimously approved.

Adjourned at 19:00.

These minutes were approved on the 27 day of April 2026

**CITY OF RANGER, TEXAS**

**ATTEST:**



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**Charlie Archer, City Manager**



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**Robert Butler, Mayor**