

THE LEVELLAND CITY COUNCIL MET IN REGULAR SESSION ON MONDAY, THE 2ND of MARCH 2020 AT LEVELLAND CITY HALL, R. O. DENNIS COUNCIL CHAMBERS, 1709 AVENUE H, WITH THE FOLLOWING MEMBERS PRESENT:

Barbra Pinner	Honorable Mayor	Present
Jim Myatt	Councilmember	Present
Max Ledesma	Mayor Pro-Tem	Present
Breann Buxkemper	Councilmember	Present
Joe Bill Vardeman	Councilmember	Present
Matt Wade	City Attorney	Present
Erik Rejino	City Manager	Present
Andréa Corley	Executive Assistant	Present

Pledge of Allegiance and Invocation was given by Mayor Pinner and Albert Garcia.

Statements by Citizens: None

FIRST ITEM OF BUSINESS:

Consider and take necessary action to approve the minutes of the February 17, 2020 regular meeting.

Motion by Joe Bill Vardeman

Seconded by Jim Myatt

To approve minutes of the February 17, 2020 regular meeting

Motion carried unanimously.

SECOND ITEM OF BUSINESS:

Consider and take necessary action regarding Fiscal Year 2018-2019 Audit.

A representative from our auditing firm, Bolinger, Segars, Gilbert & Moss, L.L.P., made a presentation regarding the audit.

Motion by Breann Buxkemper

Seconded by Joe Bill Vardeman

To approve the FY2018-2019 Audit as presented.

Motion carried unanimously.

THIRD ITEM OF BUSINESS:

Consider and take necessary action to authorize a Letter of Engagement with the accounting firm of Bolinger, Segars, Gilbert & Moss, LLP to perform the annual audit for Fiscal Year 2019-2020.

Fiscal Year 2015-2016 was the first year that Bolinger, Segars, Gilbert & Moss, LLP (BSGM) performed the annual audit. The fiscal policies that Council adopted in 2018 state that the City will not require auditor rotation, but will circulate a request for proposals for audit services at least every five years. The most recent audit is the fourth audit that BSGM has conducted. At this time we are recommending that we utilize BSGM for one more year to get us to the five year mark before issuing a request for proposals for audit services.

BSGM has done a very good job in providing auditing services which has resulted in improvements to various areas including our internal controls. Like an auditor should, they review different things each year in depth.

Recommendation - Authorize staff to execute an audit agreement with the accounting firm of Bolinger, Segars, Gilbert & Moss, LLP to perform the annual audit for fiscal year 2019-2020.

Motion by Joe Bill Vardeman

Seconded by Breann Buxkemper

Authorize staff to execute an audit agreement with the accounting firm of Bolinger, Segars, Gilbert & Moss, LLP to perform the annual audit for fiscal year 2019-2020.

Motion carried unanimously.

FOURTH ITEM OF BUSINESS:

Consider and take necessary action approving Resolution No. 2020-08 authorizing the refunding of Canadian River Municipal Water Authority Subordinate Lien Contract Revenue Bonds, Series 2011 (Conjunctive Use Groundwater Supply Project).

Often when interest rates drop consumers will refinance long-term debt, such as a homeowner mortgage, in order to take advantage of the reduced interest rates. When governmental entities do this with bonds it is called bond refunding. The Canadian River Municipal Water Authority (CRMWA) has considered refunding a bond issue issued in 2011.

At its meeting on January 8th the CRMWA board of directors directed staff to proceed with the possible refunding of the 2011 series bonds at this time. The financial advisor estimates that by refunding these bonds the net present value savings will be between \$6.5 million and \$7.4 million. The average coupon interest rate is currently 4.67%. Considering current market conditions they are projecting an average coupon interest rate of between 1.88% and 2.16%. In order to proceed with the refunding each CRMWA member city must provide its approval. Council is being asked to pass the attached resolution providing Levelland's approval for the refunding.

Motion by Breann Buxkemper

Seconded by Jim Myatt

To approve Resolution No. 2020-08 authorizing the refunding of Canadian River Municipal Water Authority Subordinate Lien Contract Revenue Bonds, Series 2011 (Conjunctive Use Groundwater Supply Project).

Motion carried unanimously.

FIFTH ITEM OF BUSINESS:

Consider and take necessary action on a resale property request for 513 Jefferson Street.

Debra Bramlett, Hockley County Tax Assessor has received a bid for a property that is currently held by the taxing entities.

Property –NORTHSIDE II (LEV), Block 2, Lot 28. Also known as 513 W. Jefferson Street.

Bidder	Purchase Price (Taxes Owed)	Offer Price	Forgiveness Price
Minor	0	600.00	0

The bidder is required to bring the properties into compliance with The City of Levelland Code of Ordinances Article 6.2000 within 120 days of notification that all taxing entities have approved the bid as well as substantially completing necessary improvements within 6 months.

Motion by Joe Bill Vardeman

Seconded by Breann Buxkemper

To approve bid for resale property located at 513 W Jefferson Levelland, TX.

Motion carried unanimously.

SIXTH ITEM OF BUSINESS:

Consider and take necessary action on a proposal from Community Development Strategies to conduct a comprehensive housing market analysis for housing in the City of Levelland.

At the last meeting Council discussed the need for conducting a housing study. Housing continues to be a very heavy focus for the City. We are continuing to work on a couple of housing leads as well as move forward with recommendations from the Housing Task Force. One item that continues to be brought up by potential developers is that of a housing study showing the need for additional housing in Levelland.

This is something that the LEDC has also been considering. Accordingly Director of Economic Development David Rushing was tasked by the LEDC Board to seek out proposals to conduct such a study. David has looked at various companies and has talked to several cities that have had such studies done. At the last meeting we presented Council with

a proposal from Community Development Strategies (CDS) to conduct a comprehensive assessment of current and future demand and market potential for all types of housing in Levelland.

The scope of work would include the following: 1)an economic and demographic profile, housing demand factors, and current consumption, 2) assessment of current housing supply and development environment, 3) demand and supply gap analysis and recommendations. Upon completion of the research CDS will provide a written report.

The LEDC Board met last week and voted to move forward with the study contingent on the City also participating. The proposed fee is \$28,000 plus reimbursable travel expenses not to exceed \$3,750. The study is expected to take between 13 and 16 weeks from the date work is initiated. At this time I am recommending that Council consider funding half of the study up to \$15,000.

Levelland Strategic Plan 2026, Housing: This housing study will provide the City and developers with valuable housing data for Levelland that can then be used to encourage and develop more housing if the study determines a need.

Motion by Breann Buxkemper

Seconded by Jim Myatt

To allocate up to \$15,000 to go towards funding a comprehensive housing market analysis for housing in the City of Levelland.

Motion carried unanimously.

SEVENTH ITEM OF BUSINESS:

Convene into executive session in accordance with Tex. Gov't Code §551.071 to seek the advice about pending or contemplated litigation, settlement offers or on matters in which duty of the attorney under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflicts with Tex. Gov't Code Ch. 551 (Speedcrete Inc.; Lamb County Electric Franchise Agreement).

EIGHTH ITEM OF BUSINESS:

Convene into executive session in accordance with Texas Gov't Code, Section 551.087, to discuss or deliberate regarding commercial or financial information that the city council has received from a business prospect that the city council seeks to have locate, stay, or expand in or near the City of Levelland and with which the city council is conducting economic development negotiations; and to deliberate the offer of a financial or other incentive to such a business prospect.

NINTH ITEM OF BUSINESS:

Convene into executive session in accordance with Texas Government Code §551.074 to deliberate the appointment, employment, evaluation, duties, discipline, or dismissal of a public officer or employee: City Manager.

Mayor Pinner announced that Council would go into Executive Session at 7:32 p.m. Open Session was reconvened at 8:29 p.m.

There being no further business the meeting was adjourned at 8:29 p.m.

Respectfully Submitted,

Beth A Walls, TRMC, IPMA-SCP, CPM, City Secretary