

THE LEVELLAND CITY COUNCIL MET IN SPECIAL SESSION ON MONDAY, THE 5TH OF AUGUST, 2019 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	Absent
Breann Buxkemper	Councilmember	Present
Joe Bill Vardeman	Councilmember	Present
Matt Wade	City Attorney	Present
Erik Rejino	City Manager	Present
Beth A. Walls	City Secretary	Present

Pledge of Allegiance and Invocation was given by Mayor Pinner and Beth Walls.

Statements by Citizens: None.

FIRST ITEM OF BUSINESS:

Conduct budget work session for fiscal year 2019-2020.

City Manager Erik Rejino presented the revised budget to Council and then led a discussion about potential changes to the budget.

Council was asked to consider cancelling the August 6, 2019 meeting so that Mayor Pro-Tem Max Ledesma could be present at the meeting to decide the proposed tax rate. Ledesma was not able to attend due to illness involving hospitalization. After a discussion, it was determined that only two members of Council would be at the Tuesday meeting which did not meet the requirement for a quorum as is required by the Levelland City Charter.

Therefore, the meeting was cancelled and rescheduled for August 12, 2019.

No Council Action Required

There being no further business the meeting was adjourned at 7:42 p.m.

Respectfully Submitted,

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

THE LEVELLAND CITY COUNCIL MET IN REGULAR SESSION ON MONDAY, THE 12TH OF AUGUST, 2019 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
Beth A. Walls	City Secretary	Present

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

Statements by Citizens: Several residents spoke on the proposed tax rate.

FIRST ITEM OF BUSINESS:

Consider and take necessary action to approve the minutes of the minutes of the July 15, 2019 regular meeting and the July 23, 2019 special meeting.

It was noted that the minutes for the special July 23, 2019 meeting needed to be amended to read : Pledge of Allegiance and Invocation was given by Mayor Pro-Tem Ledesma and Jim Myatt.

Motion by Breann Buxkemper

Seconded by Max Ledesma

To approve minutes of the July 15, 2019 regular meeting and the amended minutes of the July 23, 2019 special meeting.

Motion carried unanimously.

SECOND ITEM OF BUSINESS:

Consider and take necessary action to propose a tax rate for fiscal year 2019-2020.

One of the first official steps in setting a tax rate for next year is for the Council to propose a tax rate. Proposing a tax rate initiates a process that can potentially include two required legal notices and two public hearings before the tax rate can be officially adopted. Council is not locked in to adopting the proposed tax rate. Council will have the option to adopt a lower tax rate without any change in the process when it adopts a final tax rate in September. However, Council cannot adopt a rate higher than the proposed rate without starting the entire adoption process over per State law. Council is scheduled to adopt the tax rate on September 9th.

The following definitions are from the Texas Comptroller's publication *Truth in Taxation*, a guide published to assist local governments in complying with the complex requirements of adopting a tax rate.

Effective Tax Rate - The effective tax rate is the rate that would produce the same amount of taxes this year if applied to the same properties that were taxed last year.

Rollback Tax Rate - The rollback tax rate would produce 8% more tax revenue than was produced last year. If a taxing entity adopts a tax rate greater than the rollback rate, taxpayers may petition the entity to hold an election on the rate and could be forced to 'rollback' the tax rate to the effective tax rate.

Our current adopted tax rate is \$0.70 which includes \$0.635 for the operating funds, the General Fund and the Cemetery Fund, with the remainder for debt service. The Hockley County Tax Assessor has computed our effective rate for next year to be \$0.679281 while our rollback rate, also computed by the Tax Assessor, is \$0.733789. The City's certified values showed to be up 4.09 percent.

When Council officially adopts the tax rate in September Council will have the option to adopt any tax rate up to the amount proposed at this meeting.

Motion by Breann Buxkemper

Seconded by Jim Myatt

To propose a tax rate for fiscal year 2019-2020 of .68

Motion carried with Myatt, Ledesma and Buxkemper in favor and Vardeman opposed.

THIRD ITEM OF BUSINESS:

Consider and take necessary action to approve an economic development project and performance agreement between the Levelland Economic Development Corporation and EnviroTech Chemical Services, Inc.

The City was recently awarded a \$625,000 grant from the Texas Department of Agriculture to support a LEDC economic development project. The LEDC has been working with EnviroTech Chemical Services to locate their business in the Levelland Industrial Rail Park. The project is expected to create at least 25 jobs and approximately \$4 million in capital investment.

The LEDC Board will be meeting on Monday August 5th to consider two items regarding the project. First of all they will be considering a performance agreement with EnviroTech Chemical Services. Secondly they will be considering approving a special warranty deed that will convey a 1.97 acre tract of land in the Rail Park on Lot 8 to the City. The proposed rail spur being funded by the grant will be located on this 1.97 acre tract. Since the City is the official grantee, the City must be the official owner of this land along with the rail spur as we have discussed in prior meetings.

As a Type A Economic Development Project state statute requires the City to also approve of the project in addition to the LEDC. Secondly, the City will need to formally accept the 1.97 tract of land which will be done in Item Four.

Motion by Joe Bill Vardeman
Seconded by Jim Myatt

To approve an economic development project and performance agreement between the Levelland Economic Development Corporation and EnviroTech Chemical Services, Inc.
Motion carried unanimously.

FOURTH ITEM OF BUSINESS:

Consider and take necessary action to accept the special warranty deed conveying a 1.97 acre tract of land in Lot 8-A located in the Levelland Industrial Rail Park from the Levelland Economic Development Corporation.

Motion by Breann Buxkemper
Seconded by Jim Myatt

To accept the special warranty deed conveying a 1.97-acre tract of land in Lot 8-A located in the Levelland Industrial Rail Park from the Levelland Economic Development Corporation.
Motion carried unanimously.

FIFTH ITEM OF BUSINESS:

Consider and take necessary action on Resolution 2019-21 and related Encroachment and License agreements between the City of Levelland and the Cochran-Hockley Association of Retired Teachers for the Little Libraries Program.

As you recall, earlier this year the Cochran-Hockley County Association of Retired Teachers approached us regarding a project to establish Little Free Libraries throughout the City of Levelland. Essentially these Little Free Libraries will be book-sharing boxes where anyone can pick up a book to read. This effort also coincides with a broader effort targeting 1,000 books before kindergarten or young children. However, it will not be limited to just young children.

At this time they are ready to proceed with locating several of these Little Libraries around town and would like to locate several of these at a few of our parks. Accordingly, we will need to grant them an encroachment license to allow them to locate these at the parks.

Motion by Joe Bill Vardeman
Seconded by Breann Buxkemper

To approve Resolution 2019-21 and related Encroachment and License agreements between the City of Levelland and the Cochran-Hockley Association of Retired Teachers for the Little Libraries Program.
Motion carried unanimously.

SIXTH ITEM OF BUSINESS:

Consider and take necessary action to authorize staff to seek bids for improvements to the Wastewater Treatment Plant Pivot System.

A portion of our Wastewater Treatment Plant includes a 546 acre farm on which we dispose of the treated effluent water through irrigation. This farm is part of our treatment operation and permit through the Texas Commission on Environmental Quality (TCEQ), and as such must be operated in accordance with that permit.

Accordingly the City has a lease agreement with JMB Cattle Company which utilizes the land to graze cattle. While this is an appropriate use of the farm the primary purpose of the farm and the lease is to dispose of the effluent water through irrigation. The process on how that is done is heavily regulated by TCEQ.

During budget work sessions we have discussed the need to replace the two pivots at the Wastewater Treatment Plant Farm and accordingly we have added this to the Sewer Improvement Fund in the proposed budget for next fiscal year. At this time we are asking for authorizing to start the bid process so that shortly after the fiscal year starts we can proceed with replacement of the pivots and do any necessary site improvements and electrical improvements needed to accommodate the new pivots. The final bid results will be brought back to Council for consideration.

Motion by Breann Buxkemper

Seconded by Max Ledesma

To authorize staff to seek bids for improvements to the Wastewater Treatment Plant Pivot System.

Motion carried unanimously.

SEVENTH ITEM OF BUSINESS:

Consider and take necessary action to appoint board members to the Levelland Community Development Corporation

Levelland Community Development Corporation

The Community Development Corporation (LCDC) board consists of a seven member board appointed by the City Council. Each board member serves 2-year staggered terms. The LCDC has been tasked with developing the Levelland-Oxy Sports Complex, a multi-purpose youth sports complex, as well as making improvements in the overall park and recreation system in Levelland. Board members and terms are as follows:

<u>Board Member</u>	<u>Term Expires</u>
Michael Wiest	2021
Frankie Ruiz	2021
Kelly Read	2021
Vacant	2020
Billy Youngblood	2020
Bruce White	2020
Tushar Bhakta	2020

There is currently a vacant unexpired term on the LCDC Board which expires in 2020. The recommendation is to appoint Mr. Barry Royal to fill the vacancy.

Motion by Breann Buxkemper

Seconded by Joe Bill Vardeman

To appoint Barry Royal to the Levelland Community Development Corporation board.

Motion carried unanimously.

EIGHTH ITEM OF BUSINESS:

Consider and take necessary action to appoint board members to the Airport Advisory Board.

Airport Advisory Board

The Airport Advisory Board is composed of 5 citizens appointed jointly by the City Council and Hockley County Commissioners to serve two-year terms. The board is responsible for advising and making recommendations to the City Council and County Commissioners in areas of planning, development, construction, enlargement, improvement, maintenance, equipment, operation, protection, and policing of the Levelland Municipal Airport which is owned and controlled jointly by the City of Levelland and Hockley County. The board meets on an as needed basis, usually once or twice yearly.

Board Member

Joe Bill Vardeman (City representative)

Curtis Thrash (County representative)

Bill Cohen

David Barnes

Vacant

There is currently a vacancy on the Airport Advisory Board and we need to fill the spot. The recommendation is to appoint Mr. Derek Dunn who is an active pilot and has a private hangar on airport property to fill the spot.

Motion by Joe Bill Vardeman

Seconded by Breann Buxkemper

To appoint Derek Dunn to the Airport Advisory Board.

Motion carried unanimously.

NINTH ITEM OF BUSINESS:

Consider and take necessary action to appoint board members to the Tax Increment Reinvestment Zone #1.

The City has created two Tax Increment Financing Reinvestment Zones (TIF), each governed by a separate board. TIF #1 was created in 2006 to encourage housing development, and is governed by a seven member board, four of which are local citizens appointed by the City Council. Board members and terms are as follows:

<u>Board Member</u>	<u>Term Expires</u>
Sham Myatt	2021
Todd Paxton	2021
Russell Vest	2020
Vacant	2020
Whitey Barnett	County Representative
Jason Coleman	Water District Representative
Joe Bill Vardeman	City Representative

There is currently a vacancy on TIF #1 for a term expiring in 2020. The recommendation is to appoint Mr. Ty Gregory to fill the remainder of the term.

Motion by Breann Buxkemper

Seconded by Jim Myatt

To appoint Ty Gregory to the Tax Increment Financing Reinvestment Zone #1 board.

Motion carried unanimously.

TENTH ITEM OF BUSINESS:

Consider and take necessary action to appoint board members to the Planning & Zoning Commission.

Planning and Zoning Commission

The purpose of the Planning and Zoning Commission is to make recommendations to the City Council for the adoption of and amendments to the Levelland Zoning Ordinance, to exercise control over the platting and subdivision of land within the City limits and within the extraterritorial area, to formulate and to recommend a comprehensive plan for the City and extraterritorial area. Board members and terms are as follows:

<u>Board Member</u>	<u>Term Expires</u>
Butch Wade	2021
Vacant	2021
Vacant	2021
Michael Stueart	2020
Kayla Neuhaus	2020
Roger Lindsey (1 st Alternate)	2020
Dallas Pena (2 nd Alternate)	2020

There are two vacancies on the Planning and Zoning Commission that need to be filled. The recommendation is to appoint Mr. Pete Cunningham and Mr. Devin Sonnenburg to fill the vacancies and that Mr. Roger Lindsey and Mr. Dallas Pena be moved to permanent spots on the board and that Mr. Cunningham and Mr. Sonnenburg serve as alternates to the board.

Motion by Joe Bill Vardeman

Seconded by Breann Buxkemper

To appoint Pete Cunningham and Devon Sonnenberg to the Planning and Zoning Commission as alternates and to move Roger Lindsey and Dallas Pena to permanent spots

Motion carried unanimously.

ELEVENTH ITEM OF BUSINESS:

Consider and take necessary action to appoint board members to the Zoning Board of Adjustment.

Zoning Board of Adjustment

The Zoning Board of Adjustment considers variances and special uses to the zoning ordinance and building codes and hears appeals regarding land use decisions made by the Building Official. Board members and terms are as follows:

<u>Board Member</u>	<u>Term Expires</u>
Butch Wade	2021
Diane Lane	2021
Vacant	2021
Tim Cook (3 rd Alternate)	2021
David Duffee	2020
Crystal Lewis	2020
Pete Cunningham (1 st Alternate)	2020
Lisa Delgado (2 nd Alternate)	2020

There is currently one vacancy on the Zoning Board of Adjustment. The recommendation is to appoint Ray Scifres to fill the vacancy and to move Pete Cunningham to a full member and moving Lisa Delgado to 1st Alternate.

Motion by Breann Buxkemper

Seconded by Jim Myatt

To appoint Ray Scifres to the Zoning Board of Adjustment Board as an alternate and move Lisa Delgado to 1st Alternate position and Pete Cunningham to a full member.

Motion carried unanimously.

TWELFTH ITEM OF BUSINESS:

Advising City Council on Mayor's appointments to the Levelland Housing Authority Board.

The Levelland Housing Authority Board consists of five members appointed by the Mayor for two year terms. The purpose of this board is to oversee the Levelland Housing Authority (LHA) and assure that there are safe and sanitary dwelling accommodations for families of low income. The LHA operates public housing units funded through the U.S. Department of Housing and Urban Development.

<u>Board Member</u>	<u>Term Expires</u>
Jody Rose	2021
Vacant	2021
Billy Youngblood	2020
Lisa Hanna	2020
Ray Pardo	2020

Mayor Pinner is proposing to appoint Ms. Cindy Terzenbach to a two year term on the board with the term expiring in 2021.

No Council Action Required.

There being no further business the meeting was adjourned at 7:33 p.m.

Respectfully Submitted,

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