

THE LEVELLAND CITY COUNCIL MET IN REGULAR SESSION ON MONDAY, THE 20th OF JULY 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	Council Member	Present
Max Ledesma	Mayor Pro-Tem	Present
Breann Buxkemper	Council Member	Present
Joe Bill Vardeman	Council Member	Present
Matt Wade	City Attorney	Present
Erik Rejino	City Manager	Present
Beth A. Walls	City Secretary	Present
Andréa Corley	Deputy City Secretary	Present

The Pledge was led by Mayor Barbra Pinner and the Invocation was given by Council Member Jim Myatt

Statements by Citizens:

One citizen spoke about the downtown sidewalk project

FIRST ITEM OF BUSINESS:

Consider and take necessary action to approve the minutes of the July 6, 2020 regular meeting

Motion by Joe Bill Vardeman

Seconded by Max Ledesma

To approve minutes of the July 6, 2020 regular meeting

Motion carried unanimously.

SECOND ITEM OF BUSINESS:

Consider and take necessary action to confirm the appointment of Andrea Corley as the City Secretary.

City Secretary Beth Walls will be retiring effective July 31st. Over the past year, Andrea Corley, who has served as the Executive Assistant, has been working closely with Beth to also learn the duties of City Secretary in while maintaining her duties as Executive Assistant. Shortly after Beth announced her retirement, Andrea was appointed the Deputy City Secretary and she has been serving in that role for a few months now. Erik Rejino is confident that she will be able to fill the role of City Secretary while still maintaining her duties as Executive Assistant which entails providing administrative support to Erik and Joe Cavazos.

Motion by Breann Buxkemper

Seconded by Joe Bill Vardeman

To confirm the appointment of Andrea Corley as City Secretary

Motion carried unanimously.

THIRD ITEM OF BUSINESS:

Consider and take necessary action on procedures, processes, timelines, and priorities regarding lifting restrictions and regulations implemented during the COVID-19 Public health Emergency

Council extended the current reopening order on June 22nd. On July 6, 2020 Mayor Pinner issued a revised order after Governor Abbott amended GA-28 and issued GA-29. GA-29 implemented a mandatory face covering requirement with some exceptions. Erik presented a summary of the COVID-19 cases in Levelland and Hockley County.

Motion by Joe Bill Vardeman

Seconded by Max Ledesma

To approve Resolution 2020-24, extending the Disaster Declaration and revising the local order to be in line with Governor Abbott's latest order.

Motion carried unanimously.

FOURTH ITEM OF BUSINESS:

Consider and take necessary action to establish a small business assistance grant program under the Coronavirus Relief Fund, Coronavirus Aid, Relief and Security Act (CARES) provided through the Texas Division of Emergency Management

In May of this year Council authorized staff to proceed with applying for the Coronavirus Relief Fund (CRF) and the Coronavirus Emergency Supplemental Fund (CESF). Both grant programs are part of the Coronavirus Aid, Relief and Securities (CARES) Act.

The CARES Act provides that payments from the CRF may only be used to cover costs as follows:

- Necessary due to the public health emergency with respect to COVID-19
- Not accounted for in most recent budget
- Incurred between March 1 and December 30

Permissible uses of the funds include the following:

- Medical expenses
- Public health expenses
- Payroll expenses for employees "substantially dedicated" to mitigating/responding to COVID
- Expenses to facilitate compliance with COVID public health measures
- Expenses for provision of economic support in connection with COVID
- Any other COVID-related expenses reasonably necessary to the function of government

Seventy-five percent (75%) of the funds must go towards the first three items above while the remaining 25% can go towards the last three items. Levelland's share of the CRF is \$755,260. At this time the grant has been approved and we have received the first 20 percent of the funds. We are currently working to reimburse ourselves for expenses already incurred as a result of our

response to COVID-19. We are also working to seek pre-approval from TDEM to move forward with other eligible expenses to further prepare for COVID-19. It is important to note that with the 75%/25% we will not be able to fully expend the funds. Accordingly we are working with other entities including South Plains College and Levelland ISD to help them with purchases related to COVID-19 to utilize as much of the funds as possible. Providing assistance to another governmental entity is permissible under the program.

The CARES Act provided that the CESF may only be used to cover costs as follows:

- Funds must be utilized to prevent, prepare, and respond to the coronavirus.
- Incurred between February 1st and January 31st.
- Not accounted for in most recent budget.

Permissible uses for the funds include the following:

- Personnel Overtime (Peace Officer, Jailer, Correctional Officer, Medical, and other Essential Staff)
- Personnel Protective Equipment (PPE)
- Supplies (i.e. gloves, masks, sanitizer, disinfectant)
- Temporary Staff
- Medical care for inmates that have tested positive for COVID-19
- Any other costs associated with the implementation of the Centers for Disease Control and Prevention (CDC) COVID-19 Guidance documents.

The County-wide allocation for the CESF grant was \$115,000. The South Plains Association encouraged communities to submit one application per county for the full allocation. Accordingly, the City applied for the full application and included other organizations in the County including the County itself. At this time, we have submitted the grant application and are waiting on a grant contract.

No action taken.

FIFTH ITEM OF BUSINESS:

Consider and take necessary action on Resolution No. 2020-25 approving an agreement with the Texas Department of Transportation regarding the closing of two blocks of state highway for the Early Settlers Day event.

The Chamber of Commerce voted to move the Early Settlers Day Event to September 19th as a result of COVID-19 and the recent spike in cases. In order to change the date TxDOT has asked that the agreement be resubmitted and reapproved with the new date.

Motion by Breann Buxkemper

Seconded by Max Ledesma

To approve Resolution 2020-25, approving an agreement with the Texas Department of Transportation regarding the closing of two blocks of state highway for the Early Settlers Day event

Motion passed unanimously.

SIXTH ITEM OF BUSINESS:

Consider and take necessary action on resale properties.

- a. Lot Twenty-nine (29), Block Two (2), Smallwood Addition to the City of Levelland, Hockley County, Texas., (R17724), 635 TX-114, Levelland, TX 79336.*
- b. Lot Thirty (30), Block Two (2), Smallwood Addition to the City of Levelland, Hockley County, Texas., (R17725), 633 TX-114, Levelland, TX 79336.*
- c. Lot Five (5), Block Eighty (80) in the Original Town of Levelland, Hockley County, Texas, (R19255), 209 West Ave, Levelland, TX 79336.*
- d. Lot Fifty-Nine (59), of the Western Meadows Addition to the City of Levelland, Hockley County, Texas, (R26367), 111 Ave V, Levelland, TX 79336.*
- e. Lots Forty-nine (49) and Fifty (50) in Block One (1) of the Smallwood Addition to the City of Levelland, Hockley County, Texas, (R4449), 607 W Washington St, Levelland, TX 79336.*
- f. Lot Six (6) in Block Sixty (60) of the Original Town of Levelland, Hockley County, Texas, (R8583), 502 Railroad Ave, Levelland, TX 79336.*
- g. Lot Ten (10), Block Thirty-One (31), of the Original Town of Levelland, Hockley, Texas, (R15041), 708 Ave H, Levelland, TX 79336.*
- h. Lot Twenty-eight (28), Block Two (2), Smallwood Addition to the City of Levelland, Hockley County, Texas., (R17723), 636 TX-114, Levelland, TX 79336.*
- i. Lot Thirteen (13), Block Two (2), Smallwood Addition to the City of Levelland, Hockley County, Texas, (R17720), 620 West Washington St, 79336.*

At the end of last year, the City entered into an agreement with Texas Communities Group (TCG). TCG's focus is to increase current tax values by addressing some of the city's lowest valued properties. They do so by focusing on dilapidated and abandoned structures, particularly properties that are back due on taxes and have liens. These properties often have demolition liens where the City demolished a substandard structure or a mowing lien where the property owner failed to address excess vegetation on their property and the City was forced to step in. These properties are also often past due on property taxes. TCG also helps market the current inventory of trust properties jointly owned by the taxing entities in an effort to get the properties back into compliance and back on the tax rolls.

We recently completed bidding out our first set of trust properties jointly owned by all of the taxing entities. We received bids on 23 properties totaling nearly \$20,000. At this time nine (9) of the properties have been paid for and are now pending approval from the taxing entities

Motion by Joe Bill Vardeman

Second by Breann Buxkemper

To approve the resale of trust properties to the highest bidder

Motion passed unanimously.

SEVENTH ITEM OF BUSINESS:

Consider and take necessary action to approve Resolution No. 2020-26 updating the City of Levelland Drought Contingency Plan.

Every 5 years, the City of Levelland is required to update our Drought Contingency Plan and Water Conservation Plan and submit the updated plans to TCEQ. We have reviewed the plan and are recommending only minor changes and updates to the information included in the plans.

Motion by Joe Bill Vardeman

Second by Breann Buxkemper

To approve Resolution 2020-26, updating the City of Levelland Drought Contingency Plan

Motion passed unanimously.

EIGHTH ITEM OF BUSINESS:

Consider and take necessary action to approve Resolution No. 2020-27 updating the City of Levelland Water Conservation Plan.

Every 5 years, the City of Levelland is required to update our Drought Contingency Plan and Water Conservation Plan and submit the updated plans to TCEQ. We have reviewed the plan and are recommending only minor changes and updates to the information included in the plans.

Motion by Joe Bill Vardeman

Second by Breann Buxkemper

To approve Resolution 2020-27, updating the City of Levelland Water Conservation Plan

Motion passed unanimously.

NINTH ITEM OF BUSINESS:

Presentation from KW Sharp Regarding a proposal for a Master Meter Allegro Fixed Based Water Meter System for the City of Levelland.

KW Sharp Inc., the Master Meter vendor, gave council a presentation regarding their proposal for a fixed based water meter system.

No action taken.

TENTH 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 (Republic Services; Speedcrete Inc.).

Mayor Pinner declared Council to be in Executive Session at 7:23p.m. She returned Council to regular session at 8:35p.m.

ELEVENTH ITEM OF BUSINESS:

Consider and take necessary action on an agreement with Republic Services to extend the current solid waste/garbage service contract.

Earlier this year, Council voted to extend the current contract with Republic Services for 10 years. The final draft of the contract was presented to Council at the last meeting. No action was taken on the contract at the last meeting as a result of no second to the motion.

Motion by Joe Bill Vardeman

Second by Max Ledesma

To approve the garbage contract with Republic Services

Motion passed with Vardeman, Ledesma voting FOR, and Myatt and Buxkemper AGAINST. Mayor Pinner cast the deciding vote to break the tie, voting in favor.

TWELTH ITEM OF BUSINESS:

Consider and take necessary action on proposed settlement agreement(s) related to claims associated with the City of Levelland Downtown Revitalization Project with Speedcrete Inc.

No action taken.

TWELTH ITEM OF BUSINESS:

Conduct budget work session for fiscal year 2020-2021.

City Manager Erik Rejino answered questions from Council regarding the proposed budget. He asked Council if, after the presentation by KW Sharp and Maser Meter, he needed to get together more information on water meters, for future planning. Council expressed a desire to see proposals from multiple water meter providers. He also discussed an overview of the proposed budgets for the City's special funds.

The next budget workshop will be held at a special meeting on July 21, 2020. That meeting will start at 6:00 pm and will cover the remaining departments in the General Fund and the special funds.

No Council Action Required

There being no further business the meeting was adjourned at 8:53 p.m.

Respectfully Submitted,

Andréa Corley, Deputy City Secretary