

THE LEVELLAND CITY COUNCIL MET IN A REGULAR MEETING ON MONDAY, THE 16th DAY OF MAY 2022, 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
Mary Engledow	Council Member	Present
Breann Buxkemper	Mayor Pro Tem	Present
Michael Stueart	Council Member	Present
Matt Wade	City Attorney	Present
José Cavazos	Interim City Manager	Present
Andréa Corley	City Secretary	Present

The meeting was called to order at 7:00pm.

The Pledge was led by Mayor Barbra Pinner and the Invocation was given by Council Member Breann Buxkemper

Statements by Citizens:

There was one statement by a citizen promoting the local Juneteenth celebration,.

FIRST ITEM OF BUSINESS:

Consider and take necessary action to approve the minutes of the May 2, 2022, Regular Meeting.

Motion by Breann Buxkemper

Seconded by Michael Stueart

To approve the minutes of the May 2, 2022, Regular Meeting.

Motion carried unanimously.

SECOND ITEM OF BUSINESS:

Consider and take necessary action on Resolution No. 2022-19, canvassing the 2022 General Election for Council Member District A and Council Member District C and declaring the results of the election.

An election was held in the City of Levelland, Texas, on May 7, 2022, for the purpose of electing Council Members in District A and C for a two-year term ending in 2024.

By approving Resolution 2022-19 the City Council finds that said election was duly called; that notice of the election was given in accordance with law; and that the election was conducted in accordance with laws of the State of Texas and the Charter of the City of Levelland.

Councilmember Levelland
 Vote For 1

	TOTAL	Absentee	Early Voting	Election Day
Jim Myatt	68	11	46	11
Devin Sonnenburg	68	7	40	21

Motion by Mary Engledow
 Seconded by Michael Stueart
 To approve Resolution No 2022-19 canvassing the 2022 General Election return to declare the result.
 Motion carried unanimously.

THIRD ITEM OF BUSINESS:

Consider and take necessary action to administer the Oath of Office Council Member District C

The City of Levelland conducted a City Officer’s Election on May 7, 2022, which resulted in a tie vote, and thus no election of a Council Member for District A at this time. In District C, the election was canceled because the race was unopposed. Thus, the lone candidate was declared elected by Council on March 7.

The Oath of Office was administered to the newly elected candidate, Breann Buxkemper- District C, for the next term of two years.

FOURTH ITEM OF BUSINESS:

Consider and take necessary action on Resolution No. 2022-20 to order Run-Off Election for Council Member District A.

An election was held in the City of Levelland, Texas on May 7, 2022 for the purpose of Council Member in District A for a two-year term ending in 2024.

This race ended in a tie, which requires a Run-Off Election.

CANDIDATE	# VOTES	%
Jim Myatt	68	50
Devin Sonnenburg	68	50

By approving Resolution No. 2022-20 the City Council will order a Run-Off Election between the two candidates, Jim Myatt and Devin Sonnenburg, to be held June 14, 2022, with Early Voting being held between June 2-10.

Motion by Mary Engledow

Seconded by Breann Buxkemper

To approve Resolution No. 2022-20, to order the Run-Off Election for Council Member District A June 14, 2022, with Early Voting being held June 2-10

Motion carried unanimously.

FIFTH ITEM OF BUSINESS:

Receive an update regarding solid waste services within the municipality from Republic Waste Services.

Republic Services representatives were given a brief overview of the different operational challenges the City of Levelland is currently facing. The presentation covered some of the following concerns:

- Overflowing Containers
- Damaged containers throughout the City of Levelland
- Skipped alleys and containers

No Action Taken

SIXTH ITEM OF BUSINESS:

Consider and take necessary action on Resolution No. 2022-21 updating the City of Levelland authorized representatives for financial management purposes.

The City of Levelland utilizes various financial institutions for general operations and investments including the City's component units which includes the Levelland Economic Development Corporation and Levelland Community Development Corporation. Each check that goes out requires two signatures. Currently the Interim City Manager and Director of Finance serve as the primary financial management authorized representatives for the City while the Assistant City Manager and City Secretary serve as emergency authorized representatives in case one of the two primaries are not available.

With the hiring of our new City Manager, Brandon Anderson, it is time to reauthorize the primary authorized representatives and emergency authorized representatives. Historically the City Manager and Director of Finance serve as the primary authorized representatives for financial management purposes.

Following this memo, you will find a resolution that designates the authorized representatives including our new City Manager. The resolution will allow us to make the appropriate changes to all of the City related accounts and investments. The City and its component units currently have seven (7) bank accounts at City Bank, one (1) Certificate of Deposits at Sundown State Bank, three (3) accounts at TexPool, and three (3) accounts at Texas Class.

The Director of Finance and City Manager will serve as the primary authorized representatives for these accounts; the Assistant City Manager and City Secretary will serve only on an emergency basis if needed.

Motion by Breann Buxkemper

Seconded by Michael Stueart

To approve Resolution No. 2022-21 updating the City of Levelland authorized representatives for financial management purposes.

Motion carried unanimously.

SEVENTH ITEM OF BUSINESS:

Consider and take necessary action on resale properties.

- a. **207 Ave. L**—(R13543) Lot Four (4), Block Eighty-Three (83) to the Original Town of Levelland, Hockley County, Texas
- b. **530 W. Jefferson**—(R7089) Lot Fifteen (15), Block One (1), Northside Addition, to the City of Levelland, Hockley County, Texas
- c. **303 Ave. B**—(R11481) Lot Two (2), Block One Hundred and One (101), of the Original Town of Levelland, Hockley County, Texas
- d. **1405 Washington St.**—(R14910) Lots Twenty-three (23) and Twenty-four (24), Block Two Hundred and Nine (209), Eighth Addition, to the City of Levelland, Hockley County, Texas
- e. **513 W. Jefferson**—(R16706) Lot Twenty-Eight (28), Block Two (2) of the Northside Addition to the City of Levelland, Hockley County, Texas
- f. **528 W. Jefferson**—(R17414) Lot Fourteen (14), Block One (1), Northside Addition, to the City of Levelland, Hockley County, Texas. Including Mobile Home
- g. **1413 Ave. L**—(R18615) Lot Seven (7), Block Two Hundred and Three (203), Fifth Addition, to the City of Levelland, Hockley County, Texas
- h. **1717 Grant St.**—(R71549) Lot Eighteen (18), Block Two (2), Goodrich & Blake Addition, to the City of Levelland, Hockley County, Texas
- i. **804 Ave C**—(R6443) Lot Eleven (11), Block One Hundred and Thirty-nine (139), of the Original Town Levelland, Hockley County, Texas
- j. **211 Oak St.**— (R12196) Lot Eight (8), Block Two (2), A M Peach Resurvey, to the City of Levelland, Hockley County, Texas

At the end of 2019, 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 one a large set of trust properties jointly owned by all of the taxing entities. At this time here are 10 properties that have been paid for and are now pending approval from the taxing entities. Accordingly, we are now asking Council to consider approving the resale of these 10 properties for a total of \$43,671. To date, TCG has assisted with the sale of 33 trust properties, that brought in \$66,402. We pay TCG \$7,500 annually,

Motion by Michael Stueart

Seconded by Breann Buxkemper

To approve the resale of the trust properties to the highest bidder for each property.

Motion carried unanimously.

EIGHTH ITEM OF BUSINESS:

Consider and take necessary action to award bid for the Economic Development Administration (EDA) Progressive Place Utility Improvements project in the Levelland Industrial Rail Park.

In 2020, the City of Levelland and LEDC was awarded a grant through the Economic Development Administration (EDA) to further expand water, sewer, and street infrastructure on the north side of the Levelland Industrial Rail Park. The grant that was applied for by the City and LEDC was in the amount of \$1.5 million. The TCF grant in the amount of \$625,000 for the rail infrastructure will be used to help offset the cash match requirement for the EDA grant which is being funded by the LEDC for the EDA grant.

Now that we are preparing to utilize the EDA grant funds, we advertised for bids encompassing the entire scope of the project, which included water, sewer, and street infrastructure improvements. We only received one bid, which exceeded our remaining grant funds, and left out a portion of the project; we rejected that bid. To attract more bids, we decided to split the project up in two phases. Phase one would include water and sewer infrastructure improvements. Phase two would include the street infrastructure improvements. Our plan worked, and we received 3 competitive bids for water and sewer improvements. Our Phase two street infrastructure portion of the project is going out to bid in the coming weeks. EDA wanted to approve the bid advertisement first to ensure the scope of the project stayed the same.

The scope for the EDA grant is as follows:

- Progressive Place Road with bid alternates
- Completion of a water line loop
- Completion of a sewer line
- Compliance with the EDA and TCF grant requirements



LEDC PROGRESSIVE PLACE UTILITY IMPROVEMENTS

LEVELLAND, TEXAS

21-Apr-22

3:00 PM

WATER IMPROVEMENTS				RINK'S LEASE SERVICE, INC. PO BOX 456 LEVELLAND, TX 79336		DEERWOOD CONSTRUCTION, INC. PO BOX 3005 LUBBOCK, TX 79452		L.A. FULLER AND SONS CONSTRUCTION PO BOX 31477 AMARILLO, TX 79120	
Item No.	Description	Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Mobilization/Demobilization	1	LS	\$14,000.00	\$14,000.00	\$24,000.00	\$24,000.00	\$52,777.00	\$52,777.00
2	EDA Project Signage	1	LS	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00	\$1,020.00	\$1,020.00
3	6" C900 PVC Waterline	100	LF	\$35.00	\$3,500.00	\$38.00	\$3,800.00	\$53.90	\$5,390.00
4	8" C900 PVC Waterline	200	LF	\$48.00	\$9,600.00	\$72.00	\$14,400.00	\$50.15	\$10,030.00
5	10" C900 PVC Waterline	3560	LF	\$63.00	\$224,280.00	\$64.00	\$227,840.00	\$64.50	\$229,620.00
6	Heavy Polyethylene Warning Tape	3660	LF	\$0.25	\$965.00	\$0.30	\$1,158.00	\$0.05	\$193.00
7	6" Gate Valve and Box	10	EA	\$1,800.00	\$18,000.00	\$1,975.00	\$19,750.00	\$1,725.00	\$17,250.00
8	8" Gate Valve and Box	1	EA	\$2,800.00	\$2,800.00	\$2,975.00	\$2,975.00	\$2,810.00	\$2,810.00
9	10" Gate Valve and Box	4	EA	\$3,450.00	\$13,800.00	\$4,350.00	\$17,400.00	\$3,420.00	\$13,680.00
10	8" x 8" Tapping Sleeve	1	EA	\$2,620.00	\$2,620.00	\$4,500.00	\$4,500.00	\$1,020.00	\$1,020.00
11	18" Street Casing in Bore	190	LF	\$298.00	\$56,620.00	\$450.00	\$85,500.00	\$445.00	\$84,550.00
12	Fire Hydrants	8	EA	\$4,640.00	\$37,120.00	\$5,120.00	\$40,960.00	\$4,910.00	\$39,280.00
13	Ductile Iron Fittings	2.2	TON	\$10,400.00	\$22,880.00	\$13,000.00	\$28,600.00	\$9,915.00	\$21,813.00
14	6" Stub-out with Plug	1	EA	\$1,820.00	\$1,820.00	\$620.00	\$620.00	\$254.00	\$254.00
15	10" Stub-out with Plug	1	EA	\$2,575.00	\$2,575.00	\$1,100.00	\$1,100.00	\$613.00	\$613.00
16	Flagging/Permitting Requirements for Railroad Crossing	1	LS	\$7,500.00	\$7,500.00	\$6,000.00	\$6,000.00	\$30,040.00	\$30,040.00
TOTAL					\$418,100.00		\$480,003.00		\$510,340.00
SEWER IMPROVEMENTS									
17	Mobilization/Demobilization	1	LS	\$10,600.00	\$10,600.00	\$24,000.00	\$24,000.00	\$49,206.50	\$49,206.50
18	EDA Project Signage	1	LS	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00	\$1,020.00	\$1,020.00
19	6" SDR 26 Sewer Line, including Trench Safety as Necessary	80	LF	\$50.00	\$4,000.00	\$63.00	\$4,280.00	\$45.00	\$3,600.00
20	8" SDR 26 Sewer Line, including Trench Safety as Necessary	1710	LF	\$68.00	\$116,280.00	\$63.00	\$107,730.00	\$49.20	\$84,132.00
21	Heavy Polyethylene Warning Tape	1790	LF	\$1.50	\$2,685.00	\$0.20	\$358.00	\$0.05	\$89.50
22	Fiberglass Manhole (0'-6")	12	EA	\$9,325.00	\$111,900.00	\$10,000.00	\$120,000.00	\$8,380.00	\$100,560.00
23	Extra Depth for Manhole (over 6' Depth)	65	VF	\$1,000.00	\$65,000.00	\$1,050.00	\$68,250.00	\$1,200.00	\$78,000.00
24	Material Testing	1	LS	\$10,600.00	\$10,600.00	\$3,000.00	\$3,000.00	\$9,910.00	\$9,910.00
25	Future Service Connection/Stub-out	1	EA	\$2,500.00	\$2,500.00	\$1,200.00	\$1,200.00	\$15.00	\$15.00
26	Sewer Stub-out with Plug & Clean-out	1	EA	\$2,500.00	\$2,500.00	\$1,476.00	\$1,476.00	\$343.00	\$343.00
27	Remove Existing Plug and Tie into Existing 8" Sewer Line	1	EA	\$1,800.00	\$1,800.00	\$800.00	\$800.00	\$464.00	\$464.00
TOTAL					\$329,265.00		\$332,494.00		\$327,340.00
TOTAL BASE BID					\$748,365.00		\$812,497.00		\$837,680.00

Motion by Breann Buxkemper

Seconded by Mary Engledow

To award bid for the Economic Development Administration (EDA) Progressive Place Utility Improvements project in the Levelland Industrial Rail Park to Rink's Lease Service, Inc for a total contract amount of \$748,365.00.

Motion carried unanimously.

NINTH ITEM OF BUSINESS:

Consider and take necessary action to approve Resolution No. 2022-22 approving an agreement with the Texas Department of Transportation regarding the closing of two blocks of state highway for the Hockley County Centennial Celebration.

The Levelland Main Street Program partners with several entities including Hockley County, who also reside inside the designated Main Street District. This year's event is scheduled for July 9th, 2022. To hold the event, the City and TxDOT will need to temporarily close several streets. When events are held downtown, we normally must close Houston Street on the north side of the square and Avenue H on the west side of the square. These two streets are State highways so to close them for more than a few hours the State requires that the City approve an agreement for the temporary closure of state right of way. The agreement simply states the requirements the City has when closing down a State highway.

The event review committee consisting of several people, including the Mayor and County Judge, met this week and approved the event contingent on the City Council and TxDOT approving the appropriate road closures. Following this memo, you will find a copy of a resolution authorizing the City to enter into the agreement with TxDOT to temporarily close these two streets for the event, the special event permit application, and a copy of the actual agreement with TxDOT.

Levelland Strategic Plan 2026, Job Creation – This event supports the mission of the Levelland Main Street Program by drawing visitors to the designated Main Street area, creating economic opportunity for local businesses, and creating a quality-of-life event for area residents and visitors. It also supports one of the main tenants of the Main Street Program which is Historic Education and Preservation.

Motion by Mary Engledow

Seconded by Jim Myatt

To approve Resolution No. 2022-22 authorizing street closings for the Hockley County Centennial Celebration. Motion carried unanimously.

There being no further business, the meeting was adjourned at 7:44pm.

Respectfully Submitted,

Andréa Corley, TRMC
City Secretary

Barbra Pinner, Mayor