

THE LEVELLAND CITY COUNCIL MET IN A REGULAR MEETING ON MONDAY, THE 7th DAY OF NOVEMBER 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
Brandon Anderson	City Manager	Present
Andréa Corley	City Secretary	Absent

The meeting was called to order at 6:00pm.

The Pledge was led by Mayor Barbra Pinner and the Invocation was given by Council Member Michael Stueart

Statements by Citizens:

There were no statements by citizens.

FIRST ITEM OF BUSINESS:

Consider and take necessary action to approve the minutes of the October 17, 2022, regular meeting.

Motion by Breann Buxkemper

Seconded by Mary Engledow

To approve the minutes of the October 17, 2022, regular meeting.

Motion carried unanimously.

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SECOND ITEM OF BUSINESS:

Consider and take necessary action on the annual services agreement with the Levelland Chamber of Commerce for fiscal year 2022-2023.

Each year we execute an agreement with the Chamber of Commerce for services which the Chamber provides for the City. These services in the current agreement include 1) assistance with reviewing applications and administering the Hotel Occupancy Fund, 2) event marketing and coordination, 3) general services administration, and 4) operation of the Keep Levelland Beautiful Program.

The agreement outlines the terms and includes funds and changes worked into the proposed FY 2022-2023 budget presented to Council. The terms in the agreement are close to identical to last year's agreement and we are proposing no significant changes.

Motion by Michael Stueart

Seconded by Breann Buxkemper

To approve the annual services agreement with the Levelland Chamber of Commerce for FY 2022-2023.

Initially, it appeared the vote was 2-2, with the Mayor breaking the tie, approving the agreement. After Councilman Myatt interjected that he had voted FOR the motion, a second vote was taken. The clarifying vote, which was unclear, ended in discussion, at which time the City Attorney, Matt Wade, suggested a "record" vote, during which the Mayor would go down the line and allow each council member to register his or her vote.

The third vote, a record (or roll call) vote was taken:

Motion by Michael Stueart

Seconded by Breann Buxkemper

To approve the annual services agreement with the Levelland Chamber of Commerce for FY 2022-2023

Stueart, Buxkemper and Myatt voted FOR the motion

Engledow voted AGAINST the motion.

Motion carried on a 3-1 vote.

THIRD ITEM OF BUSINESS:

Consider and take necessary action on approving bids/resale of properties:

- **206 Ave K**, Lot Ten (1), in Block Eighty-three (83), of the Original Town of Levelland, Hockley County, Texas (R5033)
- **407 Maple St**, Lot Twenty-Three (23), Block Two Hundred Eight (208), Seventh Addition to the City of Levelland, Hockley County, Texas (R7323)
- **203 Ave D**, Lot Two (2), in Block Ninety-One (91), of the Original Town of Levelland, Hockley County, Texas (R10306)

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 set of trust properties jointly owned by all of the taxing entities. At this time there are 3 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 3 properties for a total of \$6606. To date, TCG has assisted with the sale of 32 trust properties, that brought in \$65,191. The City of Levelland pays TCG \$7,500 annually.

Motion by Mary Engledow

Seconded by Jim Myatt

To approve the resale of the trust properties to the highest bidder for each of the properties 407 Maple St., 203 Ave D and 206 Ave K

Motion carried unanimously.

FOURTH ITEM OF BUSINESS:

Consider and take necessary action on Resolution #2022-42 to amend the fiscal year 2022-2023 budget regarding the broadband study.

Following up on the broadband study approved by council at our meeting on October 17th, we are proposing a budget amendment to reflect payment for this study out of ARPA funds.

Motion by Breann Buxkemper

Seconded by Michael Stueart

To approve Resolution No. 2022-42 amending the fiscal year 2022-2023 budget.

Motion carried unanimously.

FIFTH ITEM OF BUSINESS:

Consider and take necessary action to approve City of Levelland 2023 Staff Holiday Schedule.

Internally we have been discussing the City of Levelland Holiday Schedule. We currently have 10 paid holidays per year with 9 designated and one floating holiday to be used when needed. You can see the 3 proposed options in the spread sheet labeled Option 1, Option 2 and Option 3. Also, for reference you can see the current holiday schedules for other towns and entities near us. This is a policy change and technically falls under the direction of the City Manager but we would be paying out holiday pay in some departments consistent with current policy, so it does have a financial cost associated.

City Manager Brandon Anderson believes with the City's inability to give a cost of living raise this past year that this would be a morale booster and would also assist some single parents with daycare concerns because of day care holidays. This was presented to Department Heads for review prior to bringing forward to Council.

Motion by Jim Myatt
Seconded by Breann Buxkemper
To table this agenda item until a later date.
Motion carried unanimously.

SIXTH ITEM OF BUSINESS:

Consider and take necessary action to approve an interlocal agreement with the South Plains Association of Governments for application development for the Texas Capital Fund Main Street Revitalization Grant Program.

This Interlocal agreement would allow SPAG to assist the Levelland MainStreet Association to apply for Texas Capital Fund/Main Street Program Grant Funds for revitalization and continued improvements for our Downtown area if awarded.

A minimum 3.5% match is required (\$17,500). Awarded for the commitment of additional matching funds relative to the amount of CDBG funds requested as follows:

Match equals 5% of TxCDBG Request (\$25,000)	5 pts.
Match equals 10% of TxCDBG Request (\$50,000)	10 pts.
Match equals 15% of TxCDBG Request (\$75,000)	15 pts.

This Interlocal Agreement is comprised of Part A (Application Development) services to be rendered at no cost to City of Levelland and Part B (Project Management) services to be rendered at a cost to be agreed upon in an amendment to this Agreement if the City of Levelland receives funding under the 2023 TxCDBG TCF/MS program.

If approved, a public hearing should be held, as well as revisitation of past proposed projects and consensus from the Main Street committee. Then to be presented to Council on proposed scope and focus of the grant application and if General Fund match obligation can be met.

Motion by Breann Buxkemper
Seconded by Michael Stueart
To approve an interlocal agreement with the South Plains Association of Governments for application development for the Texas Capital Fund Main Street Revitalization Grant Program.
Motion carried unanimously

SEVENTH ITEM OF BUSINESS:

Consider and take necessary action to amend original Preliminary Engineering Report to add Option 3 Pond in Pond process with Direct Consultation.

This is an amendment to the Preliminary Engineering Report (PER) adding Option 3, the Pond in Pond system, for review and pricing for comparison with the 2 options previously presented.

City staff also included in the packet an email thread between the consultant and Parkhill agreeing to consulting and work within his area of expertise.

Motion by Michael Stueart

Seconded by Breann Buxkemper

To approve amendment to the original Preliminary Engineering Report to add Option 3 Pond in Pond process with Direct Consultation.

Motion carried unanimously.

EIGHTH ITEM OF BUSINESS:

Convene into executive session in accordance with Tex. Gov't Code §551.072 for deliberation regarding real property: Mainstreet Office Location proposal.

NINTH ITEM OF BUSINESS:

Convene into executive session in accordance with Tex. Gov't Code §551.074 to deliberate the appointment, employment, evaluation, duties, discipline, or dismissal of a public officer or employee: Applications for Municipal Court Judge appointment.

Mayor Pinner declared Council to be in Executive Session at 6:48pm. She returned Council to regular session at 8:18pm.

There being no further business, the meeting was adjourned at 8:18pm.

Respectfully Submitted,

Andréa Corley, TRMC
City Secretary

Barbra Pinner, Mayor