

THE LEVELLAND CITY COUNCIL MET IN REGULAR SESSION ON MONDAY, THE 1<sup>ST</sup> OF APRIL, 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  | Absent  |

Pledge of Allegiance and Invocation was given by Mayor Pinner.

*Statements by Citizens:*

FIRST ITEM OF BUSINESS:

*Consider and take necessary action to approve the minutes of the March 18, 2019 meeting.*

Motion by Joe Bill Vardeman

Seconded by Breann Buxkemper

To approve minutes of the March 18, 2019 meeting.

Motion carried unanimously.

SECOND ITEM OF BUSINESS:

*Consider and take necessary action on Resolution 2019-11 establishing and providing for the administration of economic development programs pursuant to Chapter 380 of the Texas Local Government Code.*

Staff has been working on developing a Chapter 380 Economic Development program to compliment the City's other economic development programs. Chapter 380 is a section of the Local Government Code that authorizes municipalities to offer a range of incentives designed to promote state or local economic development. Many cities utilize this tool to offer incentives such as sales tax rebates, property tax abatements and grants to businesses to encourage economic development in the form of capital investment and jobs.

In March Council reviewed the proposed 380 program. In addition, the Main Street Advisory Board and the Levelland Economic Development Corporation Board have also reviewed the proposed 380 program. Based on the feedback we have received we are now proposing that Council review the proposed program one more time and approve the resolution which would formally establish the program.

Motion by Breann Buxkemper

Seconded by Jim Myatt

To approve Resolution 2019-11 establishing and providing for the administration of economic development programs pursuant to Chapter 380 of the Texas Local Government Code.

Motion carried unanimously.

THIRD ITEM OF BUSINESS:

*Consider and take necessary action on Resolution 2019-12 amending the fiscal year 2018/2019 budget.*

It is common for projects to often times cross into multiple fiscal years. When developing a budget, we do our best to anticipate the cost and timing of such major projects but often times changes occur in the timing of projects. In addition, changes during the year, such as grants that become available or new initiatives such as the Chapter 380 program we have been discussing make amendments necessary. Below is a summary of a few proposed budget amendments primarily related to a couple of park grants and projects as well as setting aside some funds for a Main Street grant program related to the Chapter 380 program we have been discussing.

#### Park Donation Fund:

One of the projects budgeted in the Park Donation Fund last fiscal year was the replacement of the playground curb for George C. Price Park. This playground curb is the only remaining plastic border curb in the Levelland playground system and is in need of replacement. The new concrete curb will be in line with the curbs at other playgrounds and will have limited maintenance. That work is planned for this year and we are simply waiting on the contractor to begin work that was not completed until this year and accordingly we need to carry over the unused funds from last fiscal year to this fiscal year. Accordingly, we need to carry over the \$11,000 budgeted for this last year.

#### Texas Parks and Wildlife Grant Project:

As you know we received a grant from the Texas Parks and Wildlife Department to replace the playground at Sherman Park. The LCDC is providing the \$75,000 match necessary to match the \$75,000 grant. The new playground has been installed and the project came in under budget. While the project was budgeted last year, only a small portion of the project was actually paid for out of last year's budget, so we need to carry over the unused funds from last year into this year. In addition, we are working to add some seating and shade with the remaining funds to make the playground even more appealing to the various users.

#### Main Street Grant Program – Chapter 380 Program

At the first meeting in March when we reviewed the proposed Chapter 380 policy we discussed being able to offer several types of incentives through this program to help fill any gaps that we have in economic development. One of the programs we discussed was that of a Main Street Grant Program to help a prospective business with bringing one of the older buildings downtown up to current code and improving the aesthetic appeal of a building. The buildings in downtown Levelland are much older and due to the limited size of the buildings, most of the businesses in the downtown are small businesses. It is more difficult for us to convince someone to start a business in downtown Levelland than it is in some of our other business districts. The proposed grant program through Chapter 380 can potentially help encourage a business to locate or expand in the downtown area by assisting with facade or building renovations. We would recommend that this be only on a reimbursement basis and that the business provide a dollar for dollar match towards the grant making their investment at least equal to the City's investment. Accordingly, we discussed moving over \$50,000 from the General Fund into the Main Street Grant Fund which based on our current financial position I am comfortable making that recommendation. This grant program would only be available as funds are available. In future budgets if funds are not available we simply would not budget for the program. Also, any proposed project would go before the Main Street Advisory Board for a recommendation to the City Council and Council would have the final authority to approve or not approve a project. This particular fund that I am proposing the funds to is the fund that we are currently using to administer the Texas Capital Fund Grant Main Street Grant project.

Motion by Joe Bill Vardeman

Seconded by Breann Buxkemper

To approve Resolution 2019-12 amending the fiscal year 2018/2019 budget.

Motion carried unanimously.

#### FOURTH ITEM OF BUSINESS:

*Consider and take necessary action on Resolution 2019-13 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 City Manager and City Secretary serve as the primary financial management authorized representatives for the City while the Assistant to the City Manager serves as an emergency authorized representative in case one of the two primaries are not available.

With the hiring of our new Director of Finance, Sarah Osburn, 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.

Motion by Breann Buxkemper

Seconded by Joe Bill Vardeman

To approve Resolution 2019-13 updating the City of Levelland authorized representatives for financial management purposes.

Motion carried unanimously.

FIFTH ITEM OF BUSINESS:

*Consider and take necessary action on Ordinance # 1041 approving an ordinance adding Article 10.2900 entitled parking adjacent to the high school, prohibiting the parking of motor vehicles on public streets and rights of ways on certain and at certain times on a first reading.*

No Council Action Taken

SIXTH ITEM OF BUSINESS:

*Receive update from the City of Levelland Parks and Cemetery Departments.*

No Council Action Taken

SEVENTH ITEM OF BUSINESS:

*Convene into executive session pursuant to Texas Gov't Code 551.071 to seek advice from legal counsel about pending or contemplated litigation, settlement offers or as required under the Texas Disciplinary Rules of Professional Conduct of the State of Texas when in conflict with Texas Gov't Code Chapter 551 (Speedecrete Inc.)*

Mayor Pinner announced that Council would go into executive session at 8:00 p.m. She returned Council to open session at 8:07 p.m.

NINTH ITEM OF BUSINESS:

*Consider and take necessary action on a construction contract or other related agreements regarding concrete construction and repairs related to the City of Levelland Downtown Revitalization Project; TxCDBG no. 7216332.*

This agenda item was not acted on or considered at this meeting.

There being no further business the meeting was adjourned at 8:08 p.m.

Respectfully Submitted,

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