

THE LEVELLAND CITY COUNCIL MET IN REGULAR SESSION ON MONDAY, THE 26th OF JULY 2021, 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
Erik Rejino	City Manager	Present
Andréa Corley	City Secretary	Present

The Pledge was led by Mayor Barbra Pinner and the Invocation was given by Mayor Pro Tem Breann Buxkemper

Statements by Citizens:

There were no statements by citizens

FIRST ITEM OF BUSINESS:

Consider and take necessary action to approve the minutes of the July 12, 2021 regular meeting, the July 13 special meeting, and the July 19, 2021 special meeting.

Motion by Breann Buxkemper

Seconded by Mary Engledow

To approve the minutes of the July 12, 2021 regular meeting, the July 13 special meeting, and the July 19, 2021 special meeting.

Motion carried unanimously.

SECOND ITEM OF BUSINESS:

Consider and take necessary action on an event application for the Levelland Main Street 1st Saturday Shop the Square Sidewalk Sale and Here's the Scoop Event.

The Downtown Merchants along with the Levelland Main Street Program have held 1st Saturday Shop the Square Events in May, June and July. The August 7th event will be the 4th and final one held this summer. The event is slated to bring many of our community partners together including: the Levelland Main Street, The Downtown Business Association & its merchants, Voices Coalition, the Levelland Chamber, KLVT Radio, food trucks, live music, Levelland ISD, the City of Levelland, and the Wallace Theater. At this time the Levelland Main Street Program has put together an event application in accordance with the City's

ordinance to hold the event downtown with street closures. We believe this can create a much needed community #ComeTogether event where we can show our support for one of our officers shot during the July 15th stand-off, give citizens a chance to share this experience while supporting one of their own. We plan to have a moment of silence for Sgt Josh Bartlett, a collection for Sgt Shawn Wilson and his family and enjoy the freedom to come together in Levelland, America...the land of the free because of the brave.

All events where alcohol will be distributed require approval from the City Council in accordance with the special events ordinance adopted by Council a couple of years ago.

Also as in prior events, in order to hold the event, the City and TxDOT will need to temporarily close several streets. When events are held downtown, we normally have to 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 in order to close them 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.

Motion by Michael Stueart

Seconded by Breann Buxkemper

To approve the event application for the Levelland Main Street 1st Saturday Shop & Scoop/Blue & You

Buxkemper, Stueart and Engledow voted YES

Myatt voted NO

Motion carried

THIRD ITEM OF BUSINESS:

Consider and take necessary action on Resolution No. 2021-34 approving an agreement with the Texas Department of Transportation regarding the closing of two blocks of state highway for the Levelland Main Street 1st Saturday Shop the Square Sidewalk Sale and Here's the Scoop Event.

Agenda Memo information for this item is detailed in the SECOND ITEM OF BUSINESS.

Motion by Mary Engledow

Seconded by Michael Stueart

To approve Resolution No. 2021-34 approving an agreement with the Texas Department of Transportation regarding the closing of two blocks of state highway for the Levelland 1st Saturday Shop & Scoop/Blue & You Event

Motion carried unanimously.

FOURTH ITEM OF BUSINESS:

Consider and take necessary action to amend the Levelland Main Street Bylaws.

The Levelland Main Street Program would like to recommend to City Council the revision of the Main Street bylaws. The revisions include Article II, paragraph two; correction in grammar striking of a comma, and more importantly the striking of the phrase “of less than one (1) year.”

The striking of the afore mentioned phrase effects several of our current board members serving out the term of another, that ends in September of 2021. Because of the wording “of less than one year” it would cause these current board members to have to come off the board for at least one year before serving a full term. It is the board’s desire to keep these members on for a full term. This change will allow these board members to serve one full term.

“Members shall serve three (3) year terms. Terms shall begin October 1 and end September 30. Past Members may be re-appointed but may not serve consecutive terms. However, a member appointed to serve out an unexpired term ~~of less than one (1) year~~ may be immediately re-appointed to that term.”

Motion by Mary Engledow

Seconded by Breann Buxkemper

To approve the revisions to the Main Street Advisory Board bylaws as recommended by the Main Street Program.

Motion carried unanimously.

FIFTH ITEM OF BUSINESS:

Consider and take necessary action on an interlocal agreement between the City of Levelland and the South Plains Association of Governments to provide 911 Public Safety Answering Point Services.

The South Plains Association of Governments (SPAG) is classified as a regional planning commission and as a political subdivision of the State. SPAG provides many services to its member cities including Regional 911 services which include address assignment, training, public education, and planning. SPAG has developed a Strategic Plan to establish and operate 911 service in the region and the Commission on State Emergency Communications (Commission) has approved the current strategic plan.

The contract between SPAG and the Commission requires SPAG to execute interlocal agreements each year with local governments relating to the planning, development, operation,

and provision of 911 service, the use of wireline and wireless 911 fees, 911 funds, and adherence to applicable laws related to 911.

In the interlocal agreement the City agrees to operate and maintain 911 services at the communications center and to provide that service 24 hours per day, seven days per week, and to work with SPAG in providing and maintaining suitable Public Safety Answering Points space meeting all technical requirements set by the Commission on. As you may recall, as a result of this partnership, SPAG was able to secure funding for the new consoles for the new communications center which saved the City over \$40,000. SPAG was also responsible for ensuring that all 911 equipment was up and operational at the communications center when we moved in.

Motion by Breann Buxkemper

Seconded by Jim Myatt

To approve an interlocal agreement between the City of Levelland and the South Plains Association of Governments to provide 911 Public Safety Answering Point Services.

Motion carried unanimously.

SIXTH ITEM OF BUSINESS:

Consider and take necessary action to issue a request for proposals for a Pickup Truck in the Levelland Street Department.

As you know the Street Department is requesting a new pickup in next year's fiscal year budget to replace a 2005 ¾ ton flat-bed pickup with approximately 140,000 miles. This particular pickup is currently experiencing issues, including issues with the rod bearings. The discussion in the last budget work session by Council was to consider issuing a Request for Proposals before the fiscal year ended due to the extended wait times for vehicles.

Motion by Breann Buxkemper

Seconded by Jim Myatt

To authorize staff to issue a request for proposals for a Pickup Truck in the Levelland Street Department.

Motion carried unanimously.

SEVENTH ITEM OF BUSINESS:

Consider and take necessary action on the quarterly investment report for the quarter ending on June 30, 2021.

Attached for your review and acceptance is the regular investment report for the quarter ended June 30, 2021. In accordance with the guidelines and strategies set forth in the City's Investment Policy, the Public Funds Investment Act and the Public Funds Collateral Act, only funds that are not needed for immediate use are invested.

The three primary objectives of the City's Investment Policy are listed below, in order of importance:

1. Safety
2. Liquidity
3. Yield

The City's investments in the accompanying report meet the above objectives within state standards. Longer term investments are in certificates of deposit and are secured by bank-owned securities pledged by the bank to the City for the amounts in excess of FDIC coverage. These pledged securities are held by the bank's safekeeping agent. The City's investments in certificates of deposit are with local banks other than the City's depository bank, which assists the City in diversifying its cash position.

Interest rates remain low for both short-term pooled investments and certificates of deposit. The City earns .65% on depository demand monies, which is higher than what we can earn when compared to investment pools or CD options. Interest earned this quarter was \$24,164.98, which is an increase of \$3,579.50 from the previous quarter. We continue to evaluate investment options as the market improves.

Motion by Breann Buxkemper

Seconded by Michael Stueart

To approve the Quarterly Investment Report for the quarter ending June 30, 2021

Motion carried unanimously.

EIGHTH ITEM OF BUSINESS:

Discussion and necessary action regarding board appointments to the following boards and commissions.

- *Levelland Economic Development Corporation.*
- *Levelland Community Development Corporation.*
- *Tax Increment Reinvestment Zone No. 1.*
- *Tax Increment Reinvestment Zone No. 2.*
- *Planning and Zoning Commission.*
- *Zoning Board of Adjustment.*
- *Housing Standards Commission.*
- *Canadian River Municipal Water Authority*
- *Airport Advisory Board*
- *Cemetery Advisory Board*
- *Levelland Housing Authority*

We have several board vacancies and expiring terms on various City boards. Below is a description of each of the boards as well as a list of the current board members and terms. You will notice there are a few existing vacancies. We are also in the process of determining which of the board members that have expiring terms are interested in continuing to serve. At the meeting on Monday Council can discuss the process you would like to move forward with to fill any vacancies. By then we should also have a better idea of which board members with expiring terms are interested in continuing to serve and which ones are not.

Levelland Economic Development Corporation

The Levelland Economic Development Corporation (LEDC) board consists of a five member board appointed by the City Council. The LEDC provides direction, planning, and oversight of funds collected by the Economic Development Sales Tax. The purpose of the corporation is to develop, and as necessary update and modify, strategies and plans to implement the purposes of the corporation; to efficiently and without unnecessary duplication utilize local resources to effect its purposes; and to see to the efficient use of its available revenues to further economic development in Levelland. Board members and terms are as follows:

<u>Board Member</u>	<u>Term Expires</u>
Tushar Bhakta	2023
Elgin Conner	2021
Sham Myatt	2021
Jody Rose	2022
Rob Blair	2022

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>
Barry Royal	2022
Bruce White	2022
Tushar Bhakta	2022
Bobby Neal	2022
Michael Wiest	2021
Frankie Ruiz	2021
Kelly Read	2021

Tax Increment Reinvestment Zone Board No. 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>
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Russell Vest	2022		
Ty Gregory	2022		
Sham Myatt	2021		
Todd Paxton	2021		
Sharla Baldrige	County		Representative
Jason Coleman	Water	District	Representative
Mary Engledow	City Representative		

Tax Increment Reinvestment Zone No. 2

TIF #2 is charged with assisting in the development of the Levelland Industrial Rail Park and is governed by a board of five, two of whom are local citizens appointed by the City Council. The board meets as needed. Board members and terms are as follows:

<u>Board Member</u>	<u>Term Expires</u>		
Todd Paxton	2022		
Sham Myatt	2021		
Sharla Baldrige	County		Representative
Jason Coleman	Water	District	Representative
Mary Engledow	City Representative		

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>
Vacant	2022
Kayla Neuhaus	2022
Roger Lindsey	2022
Dallas Pena	2022
Butch Wade	2021
Devin Sonnenburg (2 nd Alternate)	2021
Pete Cunningham (1 st Alternate)	2021

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>
Jim Mara	2022
Pete Cunningham	2022
Donny Barry (1 st Alternate)	2022
Butch Wade	2021
Diane Lane	2021

Ray Scrifes	2021
Tim Cook (2 nd Alternate)	2021

Housing Standards Commission

The Housing Standards Commission provides for inspection and enforcement of uninhabitable and dangerous dwellings and buildings, declaring as unfit for human occupation and violations as recommended by the Building Inspector. Board members and terms are as follows:

<u>Board Member</u>	<u>Term Expires</u>
Michael Stueart	2022
Amber Hinson	2022
Diane Lane	2021
Kris Phillips	2021
Kayla Neuhaus	2021

Canadian River Municipal Water Authority

The Canadian River Municipal Water Authority (CRMWA) was created in 1953 by the Texas Legislature and is the authority that created and owns Lake Meredith. Eleven cities are members of this authority and each appoints representatives to the CRMWA governing board based upon city population. The Levelland City Council appoints two Levelland citizens to serve on the CRMWA board. The purpose of the board is to store, control, conserve, protect, distribute and utilize storm and flood waters and unappropriated flow of the Canadian River and its tributaries, as well as groundwater owned by the authority, to the authority's member cities. This board meets in regular quarterly meetings and other special meetings as needed. Levelland gets about half of its water from CRMWA.

<u>Board Member</u>	<u>Term Expires</u>
Buddy Moore	2022
Richard Ellis	2021

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.

<u>Board Member</u>
Mary Engledow
Alan Wisdom
David Barnes
Derek Dunn
Vacant

Cemetery Advisory Board

The Cemetery Advisory Board is composed of five members appointed by the City Council. The purpose of the Cemetery Advisory Board is to provide advice and recommendations to City staff and

the City Council regarding Cemetery operations, rules and policies of the Cemetery. This group meets as needed, usually about three times a year.

Board Member

Vacant

Mary Shakespeare

Karen Pence

Ryan Bean

George Trejo

Levelland Housing Authority

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.

Board Member Term Expires

Butch Wade 2022

Lisa Hanna 2022

Micki R. Lotz 2022

Jody Rose 2021

Cindy Terzenbach 2021

No Council Action Taken. By consensus, council agreed to advertise and seek out board appointments by utilizing tools like volunteer applications and Letters of Intent to Serve

NINTH 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, (Hockley County Contractual Arrangements).

Mayor Pinner declared Council to be in Executive Session at 6:31p.m. She returned Council to regular session at 7:33p.m.

TENTH ITEM OF BUSINESS:

Consider and take necessary action on a Fire Service Agreement with Hockley County to provide fire suppression in the county.

No Council Action Taken.

ELEVENTH ITEM OF BUSINESS:

Hold a budget work session for Fiscal Year 2021/2022 Budget

No Council Action Taken.

There being no further business the meeting was adjourned at 9:19pm.

Respectfully Submitted,

Andréa Corley, City Secretary