

THE LEVELLAND CITY COUNCIL MET IN A REGULAR MEETING ON MONDAY, THE 6th DAY OF FEBRUARY 2023, 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	Present

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 Breann Buxkemper.

Statements by Citizens:

There were two statements by citizens: 1.) Regarding noise in the Country Club area 2.) Regarding the need for updated tornado sirens and law enforcement communications equipment.

FIRST ITEM OF BUSINESS:

Consider and take necessary action to approve the minutes of the January 23, 2023, regular meeting.

Motion by Michael Stueart

Seconded by Mary Engledow

To approve the minutes of the January 23, 2023, regular meeting.

Motion carried unanimously.

SECOND ITEM OF BUSINESS:

Consider and take necessary action on Resolution #2023-03 approving a South Plains Mutual Aid Agreement.

The previous Mutual Aid agreement was written in 2004. During the rangeland fires of 2010 and 2011, we were ineligible for reimbursement due to items in the agreement that did not align with state statutes. The updated agreement removes any paraphrasing of state/federal statute and instead references the law directly, ensuring we reduce loopholes and interpretation issues when filing for federally-declared disaster reimbursement.

This agreement puts our local jurisdictions in a position to recoup a portion of funding expended during a disaster response (rangeland fires being one of our region's most significant hazards). It is an example of neighbors helping neighbors, giving local jurisdictions a voice when it comes to mutual aid response.

Motion by Breann Buxkemper

Seconded by Mary Engledow

To approve Resolution #2023-03 approving the South Plains Mutual Aid Agreement.

Motion carried unanimously.

THIRD ITEM OF BUSINESS:

Consider and take necessary action for selection of an engineering firm from the RFQ process, to utilize for the Main Street Project Grant Application through the Community Development Block Grant Fund with TDA.

To apply for CDBG funds through TDA for a downtown revitalization or Main Street Grant the City of Levelland must take proper steps and procedures prior to the application for design and scope of the project for the application, for this process and for the entire Grant Project we must select an Engineering Firm to assist with this process and to be our engineer for record for the Grant process. The council approved beginning this process and RFQ's were sent out and we received proposals from 4 local engineering firms. The bids were opened and scored by 4 internal staff members and one council person.

Of the 4 that applied 2 looked like the more preferred choices and were scrutinized further. These 2 were Parkhill and Jacob & Martin. We contacted 4 cities that Parkhill and Jacob & Martin did work for that were in our area and close to our size as well as doing similar Main Street or Downtown Revitalization projects. For Parkhill we reached out to Andrews, Big Spring, Borger and Denton and for Jacob and Martin we reached out to Post, San Saba, Ropesville and Mineral Wells. We used the scores from these contacts for Staff's evaluation of Work Performance scoring criteria.

The tally of those scoring sheets is included in the packet the overall scores lean in favor of Parkhill, they have provided good guidance and support for other City of Levelland projects, and we feel will continue with this project.

Motion by Mary Engledow

Seconded by Jim Myatt

To select Parkhill Engineers as the engineer firm of record for the application and grant funding stages of the Main Street CDBG Grant through TDA.

Motion carried unanimously.

FOURTH ITEM OF BUSINESS:

Consider and take necessary action on resolution 2023-02 authorizing refunding of Canadian River Municipal Water Authority subordinate lien contract revenue refunding bonds, series 2014 (conjunctive use groundwater supply project).

At its meeting on April 13, 2022, the CRMWA board of directors directed its staff to proceed with possible refunding of the 2014 series bonds. The proposed resolution authorized refunding only if the Authority could achieve a minimum present value savings of 3% of the refunded principal amount (principal not to exceed \$13,350,000). In order to proceed with refunding, each CRMWA member city had to provide approval. The Council passed Resolution 2022-24 providing Levelland's approval for the refunding of these bonds. That resolution allowed for refunding through December 31, 2022.

With market fluctuations in calendar year 2022, the refunding was not exercised. The CRMWA board of directors recognizes that there is opportunity for savings in 2023 and has asked each member city to pass a new resolution providing for a revised issue date no later than July 12, 2023. The remainder of the refunding terms are the same as the previous resolution (3% minimum savings on no more than \$13,350,000 of principal). This new resolution simply extends the revised issue date to July 12, 2023.

Motion by Breann Buxkemper

Seconded by Michael Stueart

To approve Resolution No. 2023-02 authorizing the refunding of Canadian River Municipal Water Authority Subordinate Lien Contract Revenue Bonds, Series 2014 (Conjunctive Use Groundwater Supply Project).

Motion carried unanimously.

FIFTH ITEM OF BUSINESS: *Hear presentation from staff on recommended projects to be funded with ARPA Funds. (New AMI Water Meter Reading System and new meters, Extend CRMWA Line from Hickory to Airport, Emergency Services upgrades: Outdoor Tornado Warning Notification System, Emergency Dispatch Processor and Communication Console upgrades Dispatch, Tower and Communication Upgrades, Animal Control Vehicle and City of Levelland Connectivity and Broadband upgrade and Internal system and L.G. Griffin Sign. Also consider Internal Finance and Seal Coat not included in 2022-2023 Budget)*

Staff briefed Council on various possibilities for using ARPA (American Rescue Plan Act) funds.

Proposal for use of ARPA Funds	Current Proposed Cost		
	Best Case	Worst Case	Proposed
New AMI Water Meters and System	\$ 1,770,000.00	\$ 2,000,000.00	\$ 2,000,000.00
Waterline to Airport Water Tank and Upgrades to get online	\$ 1,770,000.00	\$ 2,725,000.00	
Communication Consoles	\$ 250,000.00	\$ 225,000.00	\$ 225,000.00
Tornado Sirens	\$ 125,000.00	\$ 275,000.00	\$ 275,000.00
Upgrade Broadband City wide and add redundancy	\$ 85,000.00	\$ 125,000.00	\$ 125,000.00
Cost Share for L.G. Griffin Sign	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
New Animal Control Unit	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00
Communication Tower	\$ 350,000.00	\$ 175,000.00	\$ 250,000.00
Chip Seal for 22-23 Year	\$ 350,000.00	\$ 350,000.00	\$ 350,000.00
Repay Internal Finance	\$ 95,000.00	\$ 95,000.00	\$ 95,000.00
	\$ 4,879,000.00	\$ 6,054,000.00	\$ 3,404,000.00
Current ARPA Funds	\$ 3,000,000.00	\$ 3,000,000.00	\$ 3,000,000.00
Grants for Tower and Tornado Sirens	\$ 100,000.00	\$ 20,000.00	\$ 100,000.00
4% increase in water revenue through more accurate readings next 5 years	\$ 500,000.00	\$ 500,000.00	\$ 400,000.00
Water Improvement Fund Revenue next 5 years	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00
Savings from Current Broadband Bill for next 5 years	\$ 100,000.00	\$ 75,000.00	\$ 50,000.00
Insurance proceeds from totaled Animal Control Unit	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00
	\$ 4,028,000.00	\$ 3,923,000.00	\$ 3,878,000.00

No Action Taken.

SIXTH ITEM OF BUSINESS:

Consider and take necessary action on projects to be funded utilizing ARPA funds and authorize staff to move forward with RFP's and bidding procedures.

Staff presented multiple projects (listed in Agenda Item 5) and there were questions and discussions on each.

Motion by Michael Stueart

Seconded by Breann Buxkemper

To authorize staff to acquire bids for these projects to bring back to City Council

Motion carried unanimously.

SEVENTH ITEM OF BUSINESS:

Consider and take necessary action to approve Ordinance No. 1069 amending the comprehensive zoning ordinance of the City of Levelland by amending §9.505 creating a new zoning district classification entitled SF1-CA (Restricted Single-Family District – Carports Allowed) and establishing and defining this new zoning district and changing certain SF-1 zoning districts to SF-1-CA and amending the zoning map accordingly on a second and final reading.

In a meeting earlier this year, the Council approved a new carport ordinance but did not allow SF1 zones to be included in the ordinance. The Council recommended the Planning & Zoning Commission should find a resolution for the SF1 zones. The Planning and Zoning Commission held a work session and determined that all SF1 subdivisions which had existing carports should be renamed and rezoned to allow carports. All other SF1 zones would not be allowed to have carports. The Planning and Zoning Commission held a public hearing on December 13th, 2022 to rename and rezone these SF1 zones. The Commission unanimously voted in favor of rezoning the following SF1 subdivisions. The name for the new zone is SF1-CA (short for carports allowed) also unanimously voted in favor of.

1. CRESTVIEW – All of Michael Street
2. CAPITOL TERRACE – All of Douglas Street
3. KAUFFMAN
4. LEA & BROWN – 300 & 400 blocks of Pine, Hicks, Cactus and Hickory
5. BRESHEARS – 300, 400 & 500 blocks of Hickory and Poplar
6. COLLEGE HEIGHTS – 400 & 500 blocks of Holly
7. COLONIAL HEIGHTS – 100 block of Cedar, Detroit, Elgin and Flint
8. WILLS – 600 block of Cherry & Cactus & 600 block of N. Elgin
9. WESTERN MEADOWS – 100 & 200 blocks of Ave T, Ave U & Ave V.
10. CHERRY ADDITION – 300 block of Cherry & Cactus

Motion by Breann Buxkemper

Seconded by Michael Stueart

To approve Ordinance No. 1069 amending the comprehensive zoning ordinance of the City of Levelland by amending §9.505 creating a new zoning district classification entitled SF1-CA (Restricted Single Family District – Carports Allowed) and establishing and defining this new zoning district and changing certain SF-1 zoning districts to SF-1-CA and amending the zoning map accordingly on second and final reading.

Motion carried unanimously.

EIGHTH ITEM OF BUSINESS:

Consider and take necessary action on Ordinance No. 1070 changing the zoning classification of the lot located at 211 Clubview Drive, Levelland, Texas from Single Family District (SF-2) to General Business District (B-2) and amending the zoning map accordingly on second and final reading.

The property located at 211 Clubview Drive is unique because it is a small triangular shaped lot which is zoned SF2. The lot is not large enough for a house and yard space. It has been used for many years as a commercial property. After being advised by city attorney Matt Wade, we (City Staff) determined it would be best utilized as a commercial property but needed

to be rezoned. A public hearing was held by the Planning and Zoning Commission on December 13, 2022 and action was taken approving the zone change from SF2 to B2 for the property located at 211 Clubview Drive.

Motion by Michael Stueart

Seconded by Jim Myatt

To approve Ordinance No. 1070 changing the zoning classification of the lot located at 211 Clubview Drive, Levelland, Texas from Single Family District (SF-2) to General Business District (B-2) and amending the zoning map accordingly on second and final reading.

Motion carried unanimously.

NINTH ITEM OF BUSINESS:

Consider and take necessary action on resale properties:

- *Parcel ID: 9804 (1802 Lincoln)*

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 a trust property jointly owned by all of the taxing entities. At this time, that property has been paid for and is now pending approval from the taxing entities. Accordingly, we are now asking Council to consider approving the resale of this one property for a total of \$1500. To date, TCG has assisted with the sale of 36 trust properties, that brought in \$78,297. We pay TCG \$7,500 annually,

Motion by Breann Buxkemper

Seconded by Mary Engledow

To approve the resale of the trust property to the highest bidder.

Motion carried unanimously.

There being no further business, the meeting was adjourned at 7:14pm.

Respectfully Submitted,

Andréa Corley, TRMC
City Secretary

Barbra Pinner, Mayor