

THE LEVELLAND CITY COUNCIL MET IN A REGULAR MEETING ON MONDAY, THE 3<sup>rd</sup> DAY OF FEBRUARY, 2025, AT LEVELLAND CITY HALL, R. O. DENNIS COUNCIL CHAMBERS, 1709 AVENUE H, WITH THE FOLLOWING MEMBERS PRESENT:

Breann Buxkemper	Honorable Mayor	Present
Michael Stueart	Mayor Pro Tem	Present
Bill Powell	Council Member	Present
Max Ledesma	Council Member	Present
Jaime McCabe	Council Member	Present
Slater Elza	City Attorney	Present
James Fisher	City Manager	Present
José Cavazos	Assistant City Manager	Present
Andréa Corley	City Secretary	Present

The City Council meeting was called to order at 6:00pm by Mayor Buxkemper.

The Pledge was led by Mayor Breann Buxkemper.

The Invocation was led by John Sharpe, First Presbyterian Church, Levelland.

*Statements by Citizens:*

There were no statements by a citizens.

#### **FIRST ITEM OF BUSINESS:**

*Consider and take necessary action to approve the minutes of January 20, 2025, regular meeting.*

Motion by Jaime McCabe

Seconded by Max Ledesma

To approve the minutes of the January 20, 2025, regular meeting.

Motion carried unanimously.

#### **SECOND ITEM OF BUSINESS:**

*Consider and take necessary action on the quarterly financial report for the quarter ending on Dec 31, 2024.*

Finance Director Cynthia Sanchez supplied financial statements as of December 31, 2024. Total cash and investments started at \$37,503,523.21 at the beginning of this quarter and have increased by 5.56% to \$39,589,094.03 to end this quarter. Investments total to \$36,402,702.83 and cash totals to \$3,186,391.20.

Total revenues for the General Fund total to \$1,896,212.40, which is roughly 19% of the projected revenues for FY25. Total revenues for the Cemetery Fund total to \$94,493.31, which is roughly 22% of the projected revenue for FY25. Total revenues for the Enterprise Fund total to \$622,046.97, which is roughly 8% of the projected revenues for FY25. In regards to the Enterprise Fund, it is normal for this quarter to record low revenues. We anticipate revenues to pick up once the weather gets warmer (more water usage, swimming pool will be open, etc).

Regarding sales tax revenue, year-to-date collections have increased approximately 6.07% when compared to the same period last year. Please see the numbers below.

Year	October	November	December	Total	
2024	411,641.59	421,443.22	420,700.50	1,253,785.31	6.07% increase
2023	423,822.20	420,861.46	337,312.17	1,181,995.83	

City of Levelland  
Quarterly Investment Report  
October 1, 2024 - December 31, 2024

Investment Type	Ending Rate of Interest	Maturity Date	Beginning Balance	Net Transactions	Interest Pd/Accr	Ending Balance
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CITY POOLED INVESTMENTS

Investment Pools						
TexPool	4.5610%	n/a	70,974.54	-	850.43	71,825.27
LOGIC (Hilltop)	4.6928%	n/a	21,111,972.73	-	258,472.52	21,370,445.25
Texas Class Government	4.4526%	n/a	140,377.43	-	1,635.69	142,013.12
Texas Class	4.7464%	n/a	14,637,367.69	-	181,031.46	14,818,419.15

CITY POOLED INVESTMENTS BY FUND

General 01-1002	1,833,394.04	-	22,534.10	1,855,928.14
Cemetery 03-1002	354,086.37	-	4,382.05	358,438.42
Capital Project Financing 04-1002	442,572.74	-	5,439.62	448,012.36
Enterprise 06-1002	5,531,171.32	-	67,983.17	5,599,154.49
Civic Improvement 08-1002	69,875.17	-	858.83	70,734.00
CARES Act Fund 11-1002	3,278,626.79	-	40,296.10	3,318,922.89
Motel Occupancy Tax 12-1002	219,271.07	-	2,695.05	221,966.12
Voluntary Park Donations 17-1002	14,516.02	-	178.41	14,694.43
Sewer System Improvement 25-1002	23,700,572.31	-	291,301.75	23,991,874.06
Water System Improvement 31-1002	55,490.62	-	682.03	56,172.65
TIF Zone #1 33-1002	461,236.25	-	5,669.02	466,905.27

Total City Pooled Investments by Fund	35,960,712.70	-	441,990.13	36,402,702.83
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INTEREST BEARING CASH ACCOUNT AT DEPOSITORY BANK

Interest Bearing Cash Accounts						
City Bank of Texas	4.270%	n/a	1,542,810.51	1,624,650.13	18,930.56	3,186,391.20

Overall Cash & Investments		Total Interest Accrued		Ending Balance
Overall Total of City Cash Investments	37,503,523.21	1,624,650.13	460,920.69	39,589,094.03

Note: All City investments are in compliance with the City of Levelland's investment strategies set forth in the City's Investment Policy or the "Public Funds Investment Act" and the "Public Funds Collateral Act".

Respectfully submitted January 20, 2025

*Cynthia Sanchez*  
Cynthia Sanchez  
Director of Finance

Motion by Bill Powell

Seconded by Jaime McCabe

To approve the quarterly financial report for the quarter ending on Dec 31, 2024.

Motion carried unanimously.

### THIRD ITEM OF BUSINESS:

*Consider and take necessary action to approve the 2024 Annual Police Racial Profiling Report.*

As prescribed in Article 2.133 1 of the Code of Criminal Procedure, the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:

- the Commission on Law Enforcement; and
- the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

The information provided to the City Council as the governing body of the municipality of the City of Levelland will ensure the Levelland Police Department has met the statutory requirements for 2024.

Chief Erica O'Bryon presented the yearly Racial Profiling statistics that were submitted to T-COLE. (Texas Commission on Law Enforcement)

Motion by Jaime McCabe

Seconded by Michael Stueart

To approve the 2024 Racial Profiling Report

Motion carried unanimously.

### FOURTH ITEM OF BUSINESS: (tabled from last meeting)

*Consider and take necessary action to approve the 2024 Annual Police Activity Reports.*

Police Chief Erica O'Bryon presented the yearly statistics for police activity in 2024.

Classification of Offenses	Offenses Reported	Offenses Cleared	Projected Rate/1000	Last YTD Reported	Percent Change
Animal Cruelty, Total	0	0	0.00	0	-
Arson, Total	0	0	0.00	1	-100.00%
Assault Offenses, Total	136	48	11.15	134	1.49%
Aggravated Assault	51	20	4.18	67	-23.88%
Intimidation	37	22	3.03	20	85.00%
Simple Assault	48	6	3.94	47	2.13%
Bribery, Total	0	0	0.00	0	-
Burglary/Breaking and Entering, Total	31	7	2.54	58	-46.55%
Counterfeiting/Forgery, Total	31	4	2.54	25	24.00%
Destruction/Damage/Vandalism of Property, Total	49	7	4.02	63	-22.22%
Drug/Narcotic Offenses, Total	71	63	5.82	101	-29.70%
Drug Equipment Violations	1	1	0.08	0	-
Drug/Narcotic Violations	70	62	5.74	101	-30.69%
Embezzlement, Total	0	0	0.00	0	-
Extortion/Blackmail, Total	0	0	0.00	0	-
Fraud Offenses, Total	3	1	0.25	2	50.00%
False Pretense/Swindle/Confidence Game	0	0	0.00	2	-100.00%
Credit Card/Automatic Teller Machine Fraud	2	1	0.16	0	-
Welfare Fraud	0	0	0.00	0	-
Wire Fraud	0	0	0.00	0	-
Hacking/Computer Invasion	0	0	0.00	0	-
Identity Theft	0	0	0.00	0	-
Impersonation	1	0	0.08	0	-
Gambling Offenses, Total	0	0	0.00	0	-
Betting/Wagering	0	0	0.00	0	-
Operating/Promoting/Assisting Gambling	0	0	0.00	0	-
Sports Tampering	0	0	0.00	0	-

Classification of Offenses	Offenses Reported	Offenses Cleared	Projected Rate/1000	Last YTD Reported	Percent Change
Gambling Equipment Violations	0	0	0.00	0	-
Homicide Offenses, Total	1	0	0.08	2	-50.00%
Murder and Nonnegligent Manslaughter	1	0	0.08	1	0.00%
Negligent Manslaughter	0	0	0.00	1	-100.00%
Human Trafficking, Total	0	0	0.00	0	-
Human Trafficking, Commercial Sex Acts	0	0	0.00	0	-
Human Trafficking, Involuntary Servitude	0	0	0.00	0	-
Kidnapping/Abduction, Total	4	3	0.33	2	100.00%
Larceny/Theft Offenses, Total	87	9	7.13	104	-16.35%
Motor Vehicle Theft, Total	5	1	0.41	19	-73.68%
Pornography/Obscene Material, Total	0	0	0.00	0	-
Prostitution Offenses, Total	0	0	0.00	0	-
Assisting or Promoting Prostitution	0	0	0.00	0	-
Prostitution	0	0	0.00	0	-
Purchasing Prostitution	0	0	0.00	0	-
Robbery, Total	0	0	0.00	4	-100.00%
Sex Offenses, Total	6	1	0.49	7	-14.29%
Fondling	5	0	0.41	2	150.00%
Rape	0	0	0.00	4	-100.00%
Sexual Assault with an Object	1	1	0.08	1	0.00%
Sodomy	0	0	0.00	0	-
Sex Offenses, Non-Forcible, Total	0	0	0.00	0	-
Statutory Rape	0	0	0.00	0	-
Incest	0	0	0.00	0	-
Stolen Property Offenses, Total	0	0	0.00	0	-
Weapons Law Violations, Total	6	4	0.49	8	-25.00%
<b>Group A Offense, Total</b>	<b>430</b>	<b>148</b>	<b>35.26</b>	<b>530</b>	<b>-18.87%</b>

Classification of Offenses	Offenses Reported	Offenses Cleared	Projected Rate/1000	Last YTD Reported	Percent Change
Crimes Against Person, Total	147	52	12.06	145	1.38%
Crimes Against Property, Total	206	29	16.89	276	-25.36%
Crimes Against Society, Total	77	67	6.31	109	-29.36%
Officers Killed or Assaulted YTD	0			0	-

Motion by Bill Powell  
 Seconded by Max Ledesma  
 To approve the 2024 Police Activity Report.  
 Motion carried unanimously

#### **FIFTH ITEM OF BUSINESS:**

*Consider and take necessary action on Ordinance No. 1088, an Ordinance Ordering a Special Election on May 3, 2025, to vote on proposed amendments to the Levelland City Charter on a second reading.*

City Attorney Slater Elza presented the Charter Amendments proposed by the Charter Review Committee. The proposed amendments have since been posted and promoted online and the Newspress has written a story about them.

Motion by Michael Stueart

Seconded by Bill Powell

To approve Ordinance No. 1088, an Ordinance Ordering Special Election on May 3, 2025, to vote on proposed amendments to the Levelland City Charter on a second reading.

Motion carried unanimously

**SIXTH ITEM OF BUSINESS:**

*Consider and take necessary action on Board Appointments for City Boards and Commissions.*

The City is fortunate to have numerous volunteers serve as Board and Committee Members. They serve a vital role in our community and are a great resource. Council was provided with a list of our boards and the vacancies needing to be filled. Council has also been provided with volunteer applications for consideration.

We will also need to consider appointing a Centennial Committee to begin working on the city's 100 Year Celebration in 2026. This Committee will be tasked with creating a year-long celebration that will highlight our community's achievements and growth, as well as creating a new enhanced foundation to build the next 100 years of prosperity.

Motion by Michael Stueart

Seconded by Bill Powell

To table this item until the next meeting.

Motion carried unanimously

**SEVENTH ITEM OF BUSINESS:**

*Consider and take necessary action on the authorization and ratification on the purchase of computers, laptops, servers, and other IT-related equipment utilizing ARPA Funds per Resolution 2024-40.*

Levelland Police Department is requesting to replace all iPads within the department with laptops. The cost for these items is approximately \$70,000. City staff authorized this item to be purchased due to the delivery time; therefore, staff is requesting ratification by the City Council for this purchase.

Also, additional computers (desktop, laptops,) for dispatch, police, water and administration are requested in the amount of approximately \$68,000.

Motion by Michael Stueart

Seconded by Max Ledesma

To authorize and ratify the purchase of computers, laptops, servers, and other IT-related equipment utilizing ARPA Funds per Resolution 2024-40 in the amount of \$138,000.

Motion carried unanimously

**EIGHTH ITEM OF BUSINESS:**

*Consider and take necessary action to award a bid for a Tractor w/Mower deck for the Wastewater Department.*

The 2024-2025 Budget adopted by Council includes a new utility tractor with a 72” mower deck in the Wastewater Department in the amount of \$55,000. This proposed utility tractor is one of the key pieces of equipment that helps both Water and Wastewater departments in the mowing of pump stations, wells, and more specifically the wastewater treatment plant. Staff requested Purchasing Cooperative quotes from all the known vendors that sell utility tractors similar in specs to the equipment currently in operation. Each Purchasing Cooperative quote obtained was competitively bid prior to receiving the contract. While we are not required to obtain more than one Purchasing Cooperative quote, we consider it the best practice and obtained a total of two Purchasing Cooperative quotes on similar items. Accordingly, one quote was received through John Deere and utilized the Purchasing Coop of Sourcewell. The second quote we received was from Terry County Tractor for Kubota utilizing the Purchasing Coop Buyboard. That said, staff recommend going with the lower bid from Terry County Tractor for the Kubota tractor and deck in the amount of \$47,940.60 because of the familiarity and the reliability that Kubota has proven throughout the years and the purchase amount being within budget.

The Purchase Cooperative bids are summarized below.

<b>Utility Tractor with Deck</b>	<b>Purchasing Coop Price</b>
Kubota L4760HSTC with 20 Series 72” Mower Deck	\$47,940.60
John Deere 5075E with JD RC7M Rotary Cutter	\$60,308.62

Motion by Jaime McCabe

Seconded by Max Ledesma

To accept a Buyboard bid from Terry County Tractor for the Kubota tractor and deck in the amount of \$47,940.60.

Motion carried unanimously

**NINTH ITEM OF BUSINESS:**

*Update on the weather incident of May 29, 2024.*

City Manager James Fisher reported on the progress of the hail damage repair to city vehicles, the progress of the insurance settlement and the need for generators that was realized during the storm and reiterated during a recent power outage.

No Action Taken.

**TENTH ITEM OF BUSINESS:**

*City Manager Report: Staff Updates, Project Updates, Staff/Citizen recognition, Items of Community Interest. No action will be taken.*

City Manager James Fisher gave a brief legislative update, made mention of a the next “Levelland Listens” and gave some calendar updates.

No Action Taken

**ELEVENTH ITEM OF BUSINESS:**

*Convene into executive session in accordance with Texas Government Code §551.074 to deliberate the appointment, employment, evaluation, duties, discipline, or dismissal of a public officer or employee: (City Manager)*

**TWELFTH ITEM OF BUSINESS:**

*12. 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.*

**THIRTEENTH ITEM OF BUSINESS:**

*Convene into executive session in accordance with Texas Gov’t Code §551.072 to deliberate the purchase, exchange, lease or value of real property.*

**FOURTEENTH ITEM OF BUSINESS:**

*Convene into executive session in accordance with Texas Gov’t Code §551.072 to deliberate the purchase, exchange, lease or value of real property.*

Mayor Buxkemper convened Council into Executive Session at 6:41pm.

Mayor Buxkemper returned Council to Open Session at 8:14pm.

No Action Taken.

There being no further business, the meeting adjourned at 8:14pm

Respectfully Submitted,

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Andréa Corley, TRMC  
City Secretary

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Breann Buxkemper, Mayor