

THE LEVELLAND CITY COUNCIL MET IN A REGULAR MEETING ON MONDAY, THE 18<sup>th</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	Absent
Courtney White	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 Mayor Breann Buxkemper.

*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, special meeting and the February 3, 2025, regular meeting*

Motion by Michael Stueart

Seconded by Jaime McCabe

To approve the minutes of January 20, 2025, special meeting and the February 3, 2025, regular meeting

Motion carried unanimously.

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

*Consider all matters incident and related to the issuance and sale of “City of Levelland, Texas, Tax and Waterworks and Sewer System (Limited Pledge) Revenue Certificates of Obligation, Series 2025”, including the adoption of Ordinance 1089 authorizing the issuance of such certificates of obligation.*

The City Council authorized a contract with AMERSCO at the October 21, 2024 City Council meeting for the installation of new water digital water meters. At the December 16, 2024 City Council meeting, the City Council approved Resolution 2024-40 that approving and authorizing publication and posting of notice of intention to issue certificates of obligation. for the purpose of paying contractual obligations to be incurred for (i) the construction of public works, to wit: constructing, acquiring, purchasing, renovating, enlarging, equipping, and improving water system properties and facilities, including water meter additions and replacements, and (ii) professional services rendered in relation to such projects and the financing thereof.

Construction and installation will begin in April 2025 and should be completed within 6 months. The payments to finance this debt will come from savings generated from the new meters and more accurate meter readings.

A representative from Hilltop Securities was in attendance to discuss the Certificate of Obligation sale and the rate of issuance for the CO's.

Motion by Bill Powell

Seconded by Max Ledesma

To approve Ordinance 1089 authorizing the issuance of "City of Levelland, Texas, Tax and Waterworks and Sewer System (Limited Pledge) Revenue Certificates of Obligation, Series 2025".

Motion carried unanimously.

### **THIRD ITEM OF BUSINESS:**

*Consider and take necessary action on a payment request from AMERESCO in the amount of \$1,708,710.66 for the water meter project pursuant to the contract approved between the City and AMERESCO in October 2024.*

The city has received payment application #2 from AMERESCO in the amount of \$1,708,710.66. As of February 12, 2025, funds in our City Bank account total approximately \$2.4m. By the end of February, we anticipate the bank account to total approximately \$3m.

This amount will be reimbursed to the city upon the issuance of Certificates of Obligation that the City Council will consider in February. Once the CO's are authorized, it will take 30 – 45 days for the city to receive the funds.

Motion by Michael Stueart

Seconded by Jaime McCabe

To approve payment application #2 from AMERESCO in the amount of \$1,708,710.66.

Motion carried unanimously.

#### **FOURTH ITEM OF BUSINESS:**

*Consider and take necessary action to approve a Resolution 2025-02 supporting the development of affordable rental housing by Domera Development, LLC and its application to the Texas Department of Housing and community affairs for housing tax credits and reducing related City administrative fees.*

Domera Development, LLC has proposed a development for affordable rental housing at 508 Clubview Drive named Avalon at Levelland. Attached is additional information on the proposed development. The developer has provided a preliminary site plan and photographs of similar products under development in other nearby states.

This resolution is a requirement for the application for financing to TDHCA. It also approves a second requirement for TDHCA financing - the city waiving \$250 in administrative fees for the development subject to its receipt of financing from the state. The application to TDHCA is due February 28th and it will take approximately 6 months for review.

On an additional note, the developer intends to design a community room with space that will serve as an after-school program for fifteen hours/week for resident students to receive tutoring, help with homework, etc.

\*Mayor Pro Tem Michael Stueart recused himself from this discussion and vote, citing a Conflict of Interest.

Motion by Jaime McCabe

Seconded by Max Ledesma

To approve Resolution 2025-02 supporting the development of affordable rental housing by Domera Development, LLC and its application to the Texas Department of Housing and community affairs for housing tax credits and reducing related City administrative fees.

Motion carried unanimously

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

5. *Consider and take necessary action to award bid for the following:*

- a. *Inspections Truck*
- b. *Cemetery Truck*
- c. *Street Department Truck*
- d. *Water Department Truck*
- e. *A rear loader for the Sanitation Department*

Motion by Michael Stueart

Seconded by Max Ledesma

To award the following bids to the following bidders, noting that some bids are being awarded with 5% local bidder preference, with a resolution citing as such to follow at the next meeting:

- a. Inspections Truck- Levelland Chevrolet in the amount of \$34,447.00
- b. Cemetery Truck- Levelland Chevrolet in the amount of \$42,947.00
- c. Street Department Truck- Brownfield Ford in the amount of \$28,191.00
- d. Water Department Truck- Levelland Chevrolet in the amount of \$34,947.00

Motion carried unanimously

- e. A rear loader for the Sanitation Department

Motion by Jaime McCabe

Seconded by Michael Stueart

To award the bid for the rear loader for the Sanitation Department to Roberts Truck Center in the amount of \$246,474.09.

Motion carried unanimously

#### **SIXTH ITEM OF BUSINESS:**

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

Volunteers 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.

#### **The following are staff recommendations:**

RECOMMENDATIONS FROM JOE SHEDD: I recommend Andy Reyes for planning and zoning or zoning board of adjustments. I recommend Barbra Pinner for zoning board of adjustments.

RECOMMENDATION FROM THE MAIN STREET BOARD: Albert Garcia

RECOMMENDATION FROM DUSTIN REICHELTL FOR CEMETERY BOARD: Barbra Pinner and Richard Shaw

Motion by Michael Stueart

Seconded by Jaime McCabe

To appoint Albert Garcia to the Main Street Advisory Board

Motion carried unanimously

Motion by Michael Stueart  
Seconded by Bill Powell  
To reappoint Iris Keeling and appoint RoxAnn Gonzales for her own term to the Main Street Advisory Board  
Motion carried unanimously

Motion by Jaime McCabe  
Seconded by Michael Stueart  
To appoint Liz Farrell to the Animal Shelter Advisory Board  
Motion carried unanimously

At this time, Mayor Buxkemper chose to convene into Executive Session.

**EIGHTH 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)

**NINTH 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: (Municipal Court Judge)

Mayor Buxkemper convened Council into Executive Session at 6:44pm.  
Mayor Buxkemper returned Council to Open Session at 7:43pm.

Motion by Michael Stueart  
Seconded by Bill Powell  
To adjust Judge Rowand's salary per discussion in executive session.  
Motion carried unanimously

**Council Made the following Board Appointments:**

Motion by Jaime McCabe  
Seconded by Max Ledesma  
To reappoint Sham Myatt and appoint Dallas Pena to the Levelland Economic Development Corporation Board.  
Motion carried unanimously

Motion by Michael Stueart  
Seconded by Bill Powell  
To reappoint Barry Royal, Ryan Gibbs and Bobby Neal and appoint Dallas Pena to the Levelland Community Development Corporation Board.  
Motion carried unanimously

Motion by Bill Powell  
Seconded by Jaime McCabe  
To reappoint Russell Vest and appoint Nick Williams to the Tax Increment Reinvestment Zone Board #1.  
Motion carried unanimously

Motion by Jaime McCabe  
Seconded by Michael Stueart  
To reappoint Todd Paxton to the Tax Increment Reinvestment Zone Board #2.  
Motion carried unanimously

Motion by Michael Stueart  
Seconded by Bill Powell  
To reappoint Roger Lindsey, Ryan Fitzgerald and Jacob Tucker and to appoint as alternates Jacoby Gomez and Jeremiah Gavina to the Planning and Zoning Commission.  
Motion carried unanimously

Motion by Jaime McCabe  
Seconded by Max Ledesma  
To reappoint Jim Mara, Pete Cunningham and Manuel Mendez, Jr., and appoint Barbra Pinner and alternates Andy Reyes and Richard Shaw to the Zoning Board of Adjustment.  
Motion carried unanimously

Motion by Michael Stueart  
Seconded by Max Ledesma  
To reappoint Lace Johnson, Amber Hinson and Kelle Ellison to the Housing Standards Commission.  
Motion carried unanimously

Motion by Jaime McCabe  
Seconded by Max Ledesma  
To reappoint Taylor Inscore to the Airport Advisory Board.  
Motion carried unanimously

Motion by Michael Stueart

Seconded by Bill Powell

To reappoint Elaina Fitzgerald and appoint Barbra Pinner, Richard Shaw and Gary Owens to the Cemetery Advisory Board.

Motion carried unanimously

**SEVENTH ITEM OF BUSINESS:**

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

- The city has been notified by the Hockley County Appraisal District that Southern Cotton Oil (AMD) is appealing their 2024 inventory, supplies and spare parts assessment as the cottonseed at their site was removed prior to 08/31/2023. A hearing has been set for later this month.
- The city received an invitation from Fostering Life Youth Ranch to attend a public hearing on October 24, 2025, from 1 – 5 pm regarding their expansion plans for an additional 10 youth.
- The city Leadership Team is reviewing revisions to the Employee Handbook that will be brought before the City Council on March 17th.
- The Texas Municipal League is having a Legislative Action Day on Wednesday, March 19th in Austin. This is prior to their Mid- Year Conference on the 20th and 21st.
- Parkhill hosted a pre-bid meeting for the construction of the Wastewater Treatment Plant last week and had approximately 20 in attendance. After the meeting, several went out to site to tour the area. Bids are due March 6th.
- Animal Services is creating a new Volunteer Application form to better match volunteers with hours served and tasks performed.
- Levelland Listens is Friday, March 7th at 7:30 am, location \_\_\_\_\_.
- Various mailers will be going out over the next several weeks advising of the city's water meter project and the copper-lead survey.
- South Plains College Homecoming is this week, February 19 – 21. Also, their Annual Gala is Friday, February 21st at 6:30 pm.

No Action Taken.

There being no further business, the meeting adjourned at 8:02pm

Respectfully Submitted,

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Andréa Corley, TRMC  
City Secretary

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Breann Buxkemper, Mayor