

THE LEVELLAND CITY COUNCIL MET IN A REGULAR MEETING ON MONDAY, THE 28<sup>th</sup> DAY OF APRIL, 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	Absent
Max Ledesma	Council Member	Absent
Jaime McCabe	Council Member	Present
Slater Elza	City Attorney	Absent
Bryan Guymon	City Attorney	Present
James Fisher	City Manager	Present
Justin Balderas	Interim Asst. 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.

Oath of Office and Badge Pinning Ceremony for Cade Millenbine- Levelland Fire Department

*Statements by Citizens:*

There were no statement by citizens.

**FIRST ITEM OF BUSINESS:**

*Consider and take necessary action to approve the minutes of the April 7, 2025, regular meeting and the April 21, 2025 Special Meeting.*

Motion by Jaime McCabe

Seconded by Michael Stueart

To approve the minutes of the April 7, 2025, regular meeting and the April 21, 2025 Special Meeting.

Motion carried unanimously.

**SECOND ITEM OF BUSINESS:**

*Discussion with Hilltop Securities regarding financial options for the Wastewater Treatment Plant project.*

Jason Hughes with Hilltop Securities discussed various options for funding the \$7mil shortfall in the Wastewater Treatment Plant construction project, as bids were significantly higher than the 2022 projected costs of the project.

**THIRD ITEM OF BUSINESS:**

*Consider and take necessary action on Resolution No. 2025-06 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 include the Levelland Economic Development Corporation and Levelland Community Development Corporation. Each check that goes out requires two signatures. Currently the City Manager and Director of Finance serve as the primary financial management officers who are the authorized representatives for the City. The Assistant City Manager and City Secretary serve as emergency authorized representatives in case one of the two primary signatories are not available.

With the appointment of a new Police Chief and the Assistant City Manager position being filled on an interim basis, it is appropriate to reauthorize the primary and emergency authorized representatives. Historically, the Police Chief has been an authorized representative on the bank account for police seized funds and the Assistant City Manager has been designated as an emergency authorized representative.

Motion by Jaime McCabe

Seconded by Michael Stueart

To approve Resolution No. 2025-06 updating the City of Levelland authorized representatives for financial management purposes.

Motion carried unanimously.

**FOURTH ITEM OF BUSINESS:**

*Consider and take necessary action on Ordinance 1093 amending Chapter 12 Parks and Lake Areas, Section 12.203 Prohibitions of the City of Levelland Code of Ordinance on a second reading.*

Staff has been working on updating park ordinances to reflect the current rules of our parks. Ordinance 1093 amends the current ordinance and prohibits bounce houses and tents.

The rules that will be added to this ordinance include:

(15) Erect, place or use any inflatable structure designed for adults or children to jump and play on or in (commonly referred to as a bouncy, bounce house or inflatables).

(16) Construct or erect any type of item or structure , including but not limited to tents or shade devices, that require the use of stakes being placed into the ground to secure the item.

Motion by Michael Stueart

Seconded by Jaime McCabe

To approve Ordinance 1093 amending Chapter 12 Parks and Lake Areas, Section 12.203 Prohibitions of the City of Levelland Code of Ordinance on a second reading.

Motion carried unanimously.

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

*Consider and take necessary action on Ordinance 1094 amending rules for the City of Levelland RV Park on a first reading.*

Staff has been working on updating park ordinances to reflect the current rules of our parks. Ordinance 1094 updates the ordinance for our RV Park.

#### **ARTICLE 12.211 CAMPING/RV PARK**

(2) All RV spaces are available on a first-come basis, but only one space is available for use for each RV.

(3) RV spaces are provided free of charge for up to three days. Reservations are not accepted and “saving” of spaces is not permitted.

(4) Only one free stay per 30 days is permitted. This will help ensure that space is available as necessary for other travelers.

(5) Water and electric hookups are provided free of charge at each RV space.

(6) Only household pets overnighting in the RV are permitted. Owners are required to clean up after their pets and are responsible for any damage caused by such pets.

(7) A free sewage dump station is provided on site for RV campers entering or leaving the park. RV campers cannot be parked at the dump station and there can be no direct hookup to the dump station from a parked RV camper.

(8) Trash containers and dumpsters are provided for convenience. RV tenants are required to use trash containers and dumpsters and otherwise keep area clean and sanitary.

(9) When space is available RV campers may be permitted to stay up to an additional 7 days for a maximum of 10 days. To do so an RV camper must apply for and receive a permit on or before the third day and pre-pay a fee of \$25 for each additional day. Permits may be obtained, and the fee paid at City Hall.

(10) No EV charging allowed in RV Park.

(11) No tent camping or sleeping in vehicles outside of the RV.

(12) No open campfires allowed. Manufactured outdoor cooking/charcoal grills are permitted.

(13) No clotheslines; freezers/refrigerators; fencing; barriers or pallets; dog kennels, pens or dog runs allowed outside of an RV.

- (14) No mats, rugs, etc., allowed on the grass.
- (15) All water hoses/sewer lines must be free from leaks.
- (16) Solicitation or signs for the sale of products/services is prohibited.

Motion by Michael Stueart

Seconded by Jaime McCabe

To approve Ordinance 1094 amending rules for the City of Levelland RV Park on a first reading.

Motion carried unanimously.

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

*Consider and take necessary action to authorize the City Manager to complete and submit TDEM Grant Terms and Conditions packet regarding Federally Declared Disaster DR-4781 Flat Wind Incident.*

The TDEM Grant Terms and Conditions packet authorizes TDEM to distribute FEMA reimbursement funds that are approved and obligated based on the applications we submitted from damage sustained during the storm on May 29, 2024. The document must be signed and submitted before any of the funds can be released to the jurisdiction. We have several projects approved and obligated at this time, completing this will allow those funds to be released as soon as this document is processed.

Motion by Jaime McCabe

Seconded by Michael Stueart

To approve authorize the City Manager to complete and submit TDEM Grant Terms and Conditions packet regarding Federally Declared Disaster DR-4781 Flat Wind Incident.

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 last day for early voting is tomorrow, April 29<sup>th</sup> at the Hockley County Elections Office.
- *Levelland Listens* is tomorrow, April 29<sup>th</sup> at 5:30, here at City Hall.
- Main Street Board Meeting is tomorrow at 4:30 pm.
- Police Officer Memorial Service is Wednesday, April 30<sup>th</sup> at 10 am at the SPC Campus Entrance.
- Levelland Ministerial Alliance will be hosting the National Day of Prayer at the Hockley County Courthouse lawn on Thursday, May 1<sup>st</sup> at noon.

- General Election for City Council District D and Special Election for Charter Amendments is Saturday, May 3<sup>rd</sup>.
- May 5<sup>th</sup> is the next Regular scheduled City Council Meeting.

**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 Gov't Code §551.072 to deliberate the purchase, exchange, lease or value of real property.*

**TENTH ITEM OF BUSINESS:**

*Convene into executive session in accordance with Tex. Gov't Code §551.087 to deliberate economic development negotiations.*

Mayor Buxkemper convened Council into Executive Session at 7:09pm.

Mayor Buxkemper convened Council back into Open Session at 7:46pm

**ELEVENTH ITEM OF BUSINESS:**

*Consider and take necessary action relating to items discussed in executive session.*

No Action Taken.

There being no further business, the meeting adjourned at 7:46pm

Respectfully Submitted,

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Andréa Corley, TRMC  
City Secretary

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Breann Buxkemper, Mayor