

THE LEVELLAND CITY COUNCIL MET IN A REGULAR MEETING ON MONDAY, THE 19th DAY OF MAY, 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
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 6:03pm 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 citizens.

FIRST ITEM OF BUSINESS:

Consider and take necessary action to approve the minutes of May 5, 2025, regular meeting and the May 12, 2025, special meeting.

Motion by Michael Stueart

Seconded by Bill Powell

To approve the minutes of May 5, 2025, regular meeting and the May 12, 2025, special meeting.

Motion carried unanimously.

SECOND ITEM OF BUSINESS:

Administer the Oath of Office to Council Member District B and Council Member District D.

City Secretary Andréa Corley administered the Oath of Office to Max Ledesma- Council District B and Michael Stueart- Council District D.

THIRD ITEM OF BUSINESS:

Consider and take necessary action to elect a Mayor Pro Tem.

Per the City Charter, (with amendments passed by the voters in the May 3rd election, and canvassed by the City Council on May 12, 2025):

ARTICLE 6, § XI. MAYOR PRO-TEM.

The mayor Pro-Tem shall be selected from among the members of the Council at the first regular Council meeting after the regular municipal election or any runoff election and shall perform all the duties of the Mayor in the absence or disability of said Mayor.

Motion by Bill Powell

Seconded by Max Ledesma

To elect Michael Stueart (Council Member District D) as Mayor Pro Tem.

Motion carried unanimously.

FOURTH ITEM OF BUSINESS:

Consider and take necessary action on a Special Event Application for the Fallin' for the Wallace and Main Street Cork & Keg event.

The Levelland Main Street Program is planning to combine two local events into one day and space: The events, Main Street Cork & Keg and Falling for the Wallace, will combine for a day of fun, and even features a parade. The combined event will take place Saturday, October 4, 2025. Cork & Keg is an updated/upgraded version of the former “Sip and Swirl” event. Because Cork & Keg has an alcohol component to it, this event application must come before the City Council for approval.

Motion by Jaime McCabe

Seconded by Michael Stueart

To approve a Special Event Application for the Fallin' for the Wallace and Main Street Cork & Keg event.

Motion carried unanimously.

FIFTH ITEM OF BUSINESS:

Consider and take necessary action on Resolution No. 2025-09 approving an agreement with the Texas Department of Transportation regarding the closing of two blocks of state highway for the Fallin' for the Wallace and Main Street Cork & Keg event.

The Levelland Main Street Program is planning to hold the annual Main Street Cork & Keg and Falling for the Wallace event featuring a parade for Saturday, October 4, 2025. In order to hold the event, the City and TxDOT will need to temporarily close several streets, to include state highways: Houston Street on the north side of the square and Avenue H on the west side

of the square. In order to close a state highway, 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 Jaime McCabe

Seconded by Michael Stuert

To approve Resolution No. 2025-09 approving an agreement with the Texas Department of Transportation regarding the closing of two blocks of state highway for the Fallin' for the Wallace and Main Street Cork & Keg event.

Motion carried unanimously.

SIXTH ITEM OF BUSINESS:

Consider and take necessary action on requests for funding under the Main Street Façade Grant Program pursuant to Chapter 380 of the Texas Local Government Code.

Council allocated \$10,000 towards the program from the Chapter 380 grant program set up for businesses in the designated Main Street district.

We have received (3) grant requests from two downtown businesses as follows:

1. The Wallace Theater, 823 Houston – Clean and whitewash the exterior bricks and recover the awning on the former Honeycomb Pie Shop.
Project Total: \$7,432; Requesting: \$2,000.

2. Our Stuff, 816 Austin and 818 Austin – Replaced awning and added second awning to second address.
Project Total for both locations: \$9,0239.13; Requesting \$4,000 for both addresses.

The Main Street Advisory Board met on May 8th and is recommending that Council fund the three applications. The applications submitted total was \$6,000.

Motion by Jaime McCabe

Seconded by Bill Powell

To approve Façade Grant requests for \$2,000 from the Wallace Theater and \$4,000 from Our Stuff pursuant to Chapter 380 of the Texas Local Government Code.

Motion carried unanimously.

SEVENTH ITEM OF BUSINESS:

Update and discussion on the Water Meter Replacement Project.

The contractor has installed approximately 1494 meters as of May 15, 2025. I have included a copy of the Daily Report that the contractor provides to the city. We have had some minor

issues (and one big one when the new meter was installed, turned on without notifying the owner, and it flooded a vacant building being used for storage). City staff responded to turn off the water and helped with initial clean-up. The contractor has taken responsibility for the matter and is working to restore everything. We have also had concerns regarding accessing the water meter boxes, some customers want to turn their water off or on. Current city policy is only the city may turn on or off your water. The new meter boxes are locked and require a key. The city has a big investment in these meter boxes and the wire connection can easily be damaged. I understand the need to turn off the water in the event of an emergency and we are trying to resolve that challenge. During the discussion, Council agreed that citizens should have access to the water shut-off/turn-on valve.

No Action Taken.

EIGHTH ITEM OF BUSINESS:

Consider and take necessary action on a payment request from AMERESCO in the amount of \$89,948.19 for the water meter project pursuant to the contract approved between the City and AMERESCO in October 2024.

The city has received payment application #5 from AMERSCO in the amount of \$89,948.19. As of May 54th, approximately 1494 meters have been installed.

Motion by Michael Stueart

Seconded by Bill Powell

To approve a payment request from AMERESCO in the amount of \$89,948.19 for the water meter project pursuant to the contract approved between the City and AMERESCO in October 2024.

Motion carried unanimously.

NINTH ITEM OF BUSINESS:

Discussion regarding summer meetings, budget workshops and FY26 Annual Budget.

It is that exciting time again for the city, budget season. This year we will be drafting a budget that will help the city fulfill its Vision as the preferred community of the South Plains that is progressive while preserving our small-town values. The city has undertaken several projects this past year that will keep us moving forward; water meter project, new communications tower, and the 1.8 MGD wastewater treatment plant. Under review for project funding will be a new Animal Services Facility, SCADA system, and roof repair/replacement at the fire department. We will also celebrate our 100 Anniversary in 2026!

The following is a tentative schedule for June – September 2025:

- June 2nd: Regular City Council Meeting – Discussion on FY 26 Annual Budget, Order Notice of Intent for Certificates of Obligations (additional WWTP funding & Animal Services Facility);
- June 16th: Regular City Council Meeting
- June 18th – 22nd: Texas City Manager’s Annual Conference;
- June 27th: TML Legislative Wrap-Up;
- July 4th Friday – Independence Day, City Holiday;
- July 7th: Regular City Council Meeting - Discuss proposed FY 26 Annual Budget, Discussion on Certificate of Obligations;
- July 21st: Regular City Council Meeting;
- July 25th – 31st: Receive Certified Tax Rolls;
- Aug 4th: Regular City Council Meeting - Discussion on Certificate of Obligations;
- Aug 11th: Special City Council Meeting – Submit FY 26 Annual Budget to City Council, Discuss proposed Tax Rate, Order date, place and time for Public Hearing on FY 26 Annual Budget;
- Aug 18th: Regular City Meeting - Discuss proposed FY 26 Annual Budget and Tax Rate, Order Public Hearing for FY 26 Tax Rate, Vote on Tax Rate Ceiling, Discussion on Certificate of Obligations;
- Aug 25th: Special City Council Meeting – Vote on the authorization for the issuance of Certificates of Obligations, Discuss proposed FY 26 Annual Budget and Tax Rate;
- Sept 1st: Labor Day, City Holiday;
- Sept 8th: *Regular City Council Meeting* – Public Hearing on FY 26 Tax Rate, Discuss proposed FY 26 Annual Budget and Tax Rate;
- Sept 15th: Regular City Council Meeting - Discuss proposed FY 26 Annual Budget and Tax Rate, Public Hearing on FY 26 Annual Budget, Vote to adopt FY 26 Annual Budget, Vote to adopt FY 26 Tax Rate.

Staff and Council will be coordinating vacation schedules in order to get summer meetings set.

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.

- The city swimming pool will open this Saturday. The hours are: Public Swim is 1 pm – 6 pm, Tuesday – Sunday; Late swim is on Tuesday from 6:30 – 8:30; and Private parties are Wednesday, Friday and Saturday from 6:30 – 9 pm.
- City Offices will be closed on Monday, May 26th in observance of Memorial Day.

- May 30th is the Retirement Celebration for Captain Tammy McDonald. It will be at Studebaker's from 4 pm – 6 pm.
- The City has received building plans for 7 Brew, Whataburger and Circle K.
- The TxDOT College Avenue project will resume the week of June 2nd and should be completed by mid-August.
- The June 2nd City Council Meeting will be busy. We will recognize our first responders who received awards earlier this month. We will also recognize new employees who have joined our organization.
- TML Region 3 Meeting is Thursday, July 10th at the Fibermax Center for Discovery in Lubbock from 5:30 – 8:30 pm.
- Community Wide Garage Sale, Saturday August 2nd, 8 am – 2 pm.

No Action Taken.

ELEVENTH 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 6:41pm.

Mayor Buxkemper returned Council to Open Session at 7:05pm.

TWELFTH 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 7:05pm

Respectfully Submitted,

Andréa Corley, TRMC
City Secretary

Breann Buxkemper, Mayor