

THE LEVELLAND CITY COUNCIL MET IN A REGULAR MEETING ON MONDAY, THE 8<sup>th</sup> DAY OF SEPTEMBER, 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
Justin Balderas	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 Pro Tem Michael Stueart..

*Statements by Citizens:*

There were no statements by citizens.

**FIRST ITEM OF BUSINESS:**

*Consider and take necessary action to approve the minutes of August 18, 2025, regular meeting, and August 25, 2025, special meeting.*

Motion by Michael Stueart

Seconded by Max Ledesma

To approve the minutes of August 18, 2025, regular meeting, and August 25, 2025, special meeting.

Motion carried unanimously.

**SECOND ITEM OF BUSINESS:**

*Hold a public hearing on the proposed fiscal year 2025/2026 budget.*

Mayor Buxkemper opened the Public Hearing at 6:10pm.

No citizens spoke during the hearing.

Mayor Buxkemper closed the Public Hearing at 6:10pm.

**THIRD ITEM OF BUSINESS:**

*Hold a public hearing on the proposed Tax Rate for fiscal year 2025/2026.*

Mayor Buxkemper opened the Public Hearing at 6:11pm.

One citizen spoke during the hearing.

Mayor Buxkemper closed the Public Hearing at 6:12pm.

**FOURTH ITEM OF BUSINESS:**

*Consider and take necessary action on the annual services agreement with the Levelland Chamber of Commerce for fiscal year 2025/2026.*

Each year we execute an agreement with the Chamber of Commerce for services which the Chamber provides for the City. These services in the current agreement include 1) assistance with reviewing applications and administering the Hotel Occupancy Fund, 2) event marketing and coordination, 3) general services administration, and 4) operation of the Keep Levelland Beautiful Program.

The agreement that follows this memo outlines the terms and includes funds and changes worked into FY 2025-2026 budget adopted by City Council.

Motion by Michael Stueart

Seconded by Bill Powell

To approve the annual services agreement with the Levelland Chamber of Commerce for fiscal year 2025/2026.

Motion carried unanimously.

**FIFTH ITEM OF BUSINESS:**

*Consider and take necessary action on a re-plat request for 319 E Hwy 114 and 323 E Hwy 114, Levelland, TX 79336. Legal Descriptions: A A BARTON (LEV), BLOCK 1, LOT 10 & LOT 11 W 12' and A A BARTON (LEV), BLOCK 1, LOT 11 E 45' & LOT 12 ALL*

To accommodate the construction of Take5 Oil Change and 7Brew Coffee, Red Sky LLC is requesting a resubdivision/replat of all of Lot 10 and the west 12 feet of Lot 11, and the east 45 Texas, as shown by a Plat recorded in Cabinet A, Slide 104 of the Plat Records of Hockley County, Texas.

Red Sky LLC is also requesting to change the name of the resubdivision to "Levellatte Reserve."

The proposed replat is in compliance with current city code of ordinances, and there are no foreseeable issues or conflicts.

Motion by Michael Stueart

Seconded by Jaime McCabe

To approve a re-plat request for 319 E Hwy 114 and 323 E Hwy 114, Levelland, TX 79336.

Legal Descriptions: A A BARTON (LEV), BLOCK 1, LOT 10 & LOT 11 W 12' and A A BARTON (LEV), BLOCK 1, LOT 11 E 45' & LOT 12 ALL

Motion carried unanimously.

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

*Consider and take necessary action to approve Ordinance 1098 amending Chapter 4, Article 4.900 "Food Service Establishments" to provide for the regulation of grease traps and interceptors for food service establishments on a first reading.*

The City of Levelland is requesting the amendment of Article 4.900 "Food Establishments", by providing for the regulation of grease traps/interceptors for food establishments by adding section 4.911 "Grease Interceptors and Waste Disposal" and section 4.912 "Installation and Maintenance Requirements for Grease Interceptors."

To protect our city sanitary and treatment system from facilities generating fats, oils, and greases resulting from food manufacturing, processing, preparation, or food service, a trap is necessary to protect from such waste. Currently, the City of Levelland Code of Ordinances doesn't adequately regulate grease traps for food establishments. Traps are addressed in the City of Levelland Code of Ordinances under Article 11.1300 Industrial Waste, but this article does not specifically address traps for food establishments.

The Texas Department of Environmental Quality does regulate and require grease traps for food establishments and provides the criteria and overall requirements for grease traps including applicability, size, installation, maintenance and disposal. TCEQ also provides a model ordinance which is the basis for the proposed ordinance. The proposed ordinance will also work in conjunction with chapter 10 of the International Plumbing Code, which provides general requirements for traps, interceptors and separators.

Motion by Michael Stueart

Seconded by Bill Powell

To approve Ordinance 1098 amending Chapter 4, Article 4.900 "Food Service Establishments" to provide for the regulation of grease traps and interceptors for food service establishments on a first reading.

Motion carried unanimously.

**SEVENTH ITEM OF BUSINESS:**

*Consider and take necessary action on a resale property at 1604 Houston St. Legal Description: Lot Five (5), Block One (1), Williams Addition, City of Levelland, Hockley County, Texas. (R19419)*

1604 Houston St., Levelland, TX 79336; WILLIAMS (LEV), BLOCK 1, LOT 5

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 on one set of trust properties jointly owned by all the taxing entities. At this time there is one (1) property that 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 property for a total of \$1,000.00.

Motion by Jaime McCabe

Seconded by Max Ledesma

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

Motion carried unanimously.

**EIGHTH ITEM OF BUSINESS:**

*Consider and take necessary action on an agreement with the Texas Department of Transportation for the Fiscal Year 2025-2026 Routine Airport Maintenance Program.*

The Texas Department of Transportation (TxDOT) Aviation Division has an annual grant program called the Routine Airport Maintenance Program (RAMP) that is targeted towards routine maintenance and improvement items for qualified airports. Items such as repairing or improving airport pavement, signage, drainage, approach aids, lighting systems, utility infrastructure, hangars, fencing, as well as work on terminal buildings is allowed. In the last few weeks, the Texas Transportation Commission has approved the FY26 Routine Airport Maintenance Program (RAMP) increasing the total amount available to \$100,000 and reduces the local match to 10%.

The City of Levelland and Hockley County have utilized the program in the past for items such as hangar repair, runway light maintenance, repairing the pavement, utility improvements, and replacing the fuel system. Historically, Council has budgeted \$50,000 in the airport fund to match the grant program which allows the City and County to request up to \$50,000 from TxDOT for airport improvements. For this reason, we may come back to Council for a budget amendment later in the year to reflect the changes adopted by the Texas Transportation Commission.

Many routine airport maintenance items that come up throughout the year are often eligible for the program. The agreement will also need to be considered by the County.

Motion by Bill Powell

Seconded by Jaime McCabe

To approve an agreement with the Texas Department of Transportation for the Fiscal Year 2026 Routine Airport Maintenance Program and authorize the City Manager to execute all necessary documents.

Motion carried unanimously.

**NINTH ITEM OF BUSINESS:**

*Consider and take necessary action on a payment request from AMERESCO in the amount of \$359,792.74 for the water meter project pursuant to the contract approved between the City and AMERESCO in October 2024.*

The city has received payment application #8 from AMERESCO in the amount of \$359,792.74.

Motion by Bill Powell

Seconded by Max Ledesma

To approve a payment request from AMERESCO in the amount of \$359,792.74 for the water meter project pursuant to the contract approved between the City and AMERESCO in October 2024.

Motion carried unanimously.

**TENTH ITEM OF BUSINESS:**

*Consider and take necessary action on a payment request from MH Civil Constructors, Inc. in the amount of \$1,016,118.29 for the new 1.8 MGD Wastewater Treatment Plant pursuant to the contract approved between the City and MH Civil Constructors on May 5, 2025.*

The city has received payment application #2 from MH Civil Constructors, Inc. in the amount of \$1,016,118.29

Motion by Jaime McCabe

Seconded by Bill Powell

Approve a payment request #2 from MH Civil in the amount of \$1,016,118.29 for the new 1.8 MGD Wastewater Treatment Plant pursuant to the contract approved between the City and MH Civil Constructors on May 5, 2025 and authorize the City Manager to execute the necessary documents for payment.

Motion carried unanimously.

#### **ELEVENTH ITEM OF BUSINESS:**

*Discussion about the proposed FY26 Budget.*

City Manager James Fisher reiterated information at the FY25-26 budget. He reminded Council that final approval is set for Monday, September 15, 2025.

No Action Taken.

#### **TWELFTH ITEM OF BUSINESS:**

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

- We received a compliment on Joe Medina at the Cemetery for outstanding customer service.
- We have approximately 50% of our employees who have completed CPR/First Aid/AED training provided by Jeff Pharis of Levelland Fire. We hope to complete training with all employees by the end of September. New first aid kits and AED's will also be installed in city facilities this month.
- The city has submitted six candidates for *Leadership Levelland*.
- Lobo Lake Park – the city will be securing the south end near 13<sup>th</sup> Street due to erosion concerns. There are several areas where the water is washing underneath the soil towards 13<sup>th</sup> Street, and we are working with the engineers to find a solution for stabilization.
- 2025 Seal Coat Project is tentatively scheduled for September 15<sup>th</sup> and 16<sup>th</sup>.
- SPAG Annual Meeting is Wednesday, September 17<sup>th</sup> at 6 pm in Lubbock.
- Chamber of Commerce Volunteer Appreciation Banquet, Friday October 3<sup>rd</sup> from 11:30 – 1 pm. The city will sponsor a table.
- Levelland City Council Meetings in September 15<sup>th</sup> and 29<sup>th</sup> (this meeting will be with members of the LCDC to discuss the Swimming Pool Assessment conducted by *Councilman-Hunsaker*).
- Falling for the Wallace/Cork & Keg is October 4

- Joint Workshop with Planning and Zoning Commission to discuss the proposed Zoning Ordinance on Monday, October 6<sup>th</sup>.
- KLB Fall Sweep is Saturday, October 11 from 9 am – 11:30 am.

No Action Taken

There being no further business, the meeting adjourned at 6:50pm

Respectfully Submitted,

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Andréa Corley, TRMC  
City Secretary

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Breann Buxkemper, Mayor