

THE LEVELLAND CITY COUNCIL MET IN A REGULAR MEETING ON MONDAY, THE 20th DAY OF OCTOBER 2025, AT LEVELLAND CITY HALL, R. O. DENNIS COUNCIL CHAMBERS, 1709 AVENUE H, WITH THE FOLLOWING MEMBERS PRESENT:

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| Breann Buxkemper | Honorable Mayor | Present |
| Michael Stueart | Mayor Pro Tem | Present |
| Bill Powell | Council Member | Absent |
| Max Ledesma | Council Member | Present |
| Jaime McCabe | Council Member | Present |
| Slater Elza | City Attorney | Present |
| Matthew Murray | 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 5:58pm by Mayor Buxkemper.

The Pledge was led by Mayor Breann Buxkemper.

The Invocation was led by Mayor Pro Tem Michael Stueart

Special Recognition and Proclamation- “Move Over or Slow Down” Bill In-Memory of Animal Control Officers Crystal Goforth and Jon Corder

Mayor Buxkemper called a recess and reconvened at 6:30pm.

Statements by Citizens:

There were no statements by citizens.

FIRST ITEM OF BUSINESS:

Consider and take necessary action to approve the minutes of September 29, 2025, regular meeting and the October 6, 2025, Joint Meeting with the Planning & Zoning Commission.

Motion by Jaime McCabe

Seconded by Max Ledesma

To approve the minutes of September 29, 2025, regular meeting and the October 6, 2025, Joint Meeting with the Planning & Zoning Commission.

Motion carried unanimously.

SECOND ITEM OF BUSINESS:

Consider and take necessary action on a payment request from AMERESCO in the amount of \$89,948.18 for the water meter project pursuant to the contract approved between the City and AMERESCO in October 2024.

The city has received payment application #9 from AMERSCO in the amount of \$89,948.18.

Motion by Jaime McCabe

Seconded by Max Ledesma

To approve a payment request from AMERESCO in the amount of \$89,948.18 for the water meter project pursuant to the contract approved between the City and AMERESCO in October 2024.

Motion carried unanimously.

THIRD ITEM OF BUSINESS:

Consider and take necessary action on a payment request from MH Civil Constructors, Inc. in the amount of \$502,444.93 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 #3 from MH Civil Constructors, Inc. in the amount of \$502,444.93.

Motion by Michael Stueart

Seconded by Jaime McCabe

To approve a payment request #3 from MH Civil in the amount of \$502,444.93 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.

Motion carried unanimously.

FOURTH ITEM OF BUSINESS:

Discussion of Board Appointment process.

Volunteers serve a vital role in our community and are a great resource for our Boards & Commissions. Council has been provided with a list of our boards and the expiring terms of members. On that list, we have noted the board members who are willing to continue to serve should Council wish to re-appoint.

Something to be aware of—

In 2021, Council approved Resolution 2021-57, instilling term limits for our boards and commissions. Term limits were set at two consecutive terms per board member per board. At that time, the term limit “timer” started upon the next appointment. Fast forward to today: We will see the first board member term limits in 2026.

No Action Taken

FIFTH ITEM OF BUSINESS:

Consider and take necessary action to approve staff holidays for the 2026 calendar year.

The City of Levelland 2026 Holiday Schedule is included for your review and consideration of adoption.

According to the Federal Office of Personnel Management, there are eleven annual U.S. federal holidays on the official 2025 calendar: New Year's Day, Birthday of Martin Luther King, Jr., President's Day, Memorial Day, Juneteenth National Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day and Christmas Day. The City of Levelland does not close for President's Day, Juneteenth, Columbus Day or Veterans Day.

In addition to the 7 federal holidays, the city closes for Good Friday, the day after Thanksgiving and for Christmas Eve. Finally, the City has allowed each employee 2 Floating Holidays to use as they please, with the intention of staff being able to celebrate a federal holiday that is not recognized by the City, or simply utilizing that day as a personal day.

In 2026, New Year's Day will fall on Thursday, respectively. I would like the City Council to consider moving one floating holiday for 2026 to Friday, January 2nd. That would allow holiday time for 11 City holidays" and 1 floating holiday.

Motion by Jaime McCabe

Seconded by Michael Stueart

To approve the proposed staff holidays for the 2026 calendar year.

Motion carried unanimously.

SIXTH ITEM OF BUSINESS:

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

- LCDC will be meeting tomorrow at 6 pm to consider approval of the audit and hold a Public Hearing for FY 26 projects.
- SPAG Open House is Thursday, October 23rd from 1 – 4 pm. If you would like to attend, please contact Andrea.
 - Ribbon cutting for the restoration of the Home of the Loboette State Championship sign is Friday, October 24th at 10 am, corner of Alamo Road and SH 114.
 - Centennial Committee is meeting on Monday, October 27th at 5:30 pm here at City Hall.
 - SPC Creative Arts 50th Anniversary Celebration is October 30th – November 1st on campus.
 - Trunk or Treat is at SPC campus on Friday, October 31st from 6 pm 8 pm at the Track Parking Lot, sponsored by Levelland Noons Lions Club.

- Construction news: Maverick Bank is shooting for an opening date of March 1st; 7 Brew is anticipating opening early November; Take 5 Oil is set to open early February; Whataburger is looking at mid-February for opening; and the Circle K should be breaking ground by mid-November.
- City staff is reviewing apps that will serve as a one-stop shop for residents, customers and employees. Besides being able to view water usage, we are hoping to create the ability for notifying of potholes, weeds, signage, etc, and for notification for utility bills or emergencies. Staff will utilize the ICMA and TML Conferences to get more information.
- The city has completed an agreement with Circle K for the pavement of concrete on the interior lane 25' feet each side of the northern driveway on Alamo. We will coordinate the construction of this area to accommodate school traffic. The city is responsible for up to \$35,000 of the cost.
- City staff has completed the initial review of the 2025 Firefighter Salary Study and it should come before the City Council on December 1, 2025.
- EDC Industry Luncheon is Thursday, November 20th at the Mallet Event Center beginning at 11:30am and ending around 1 pm.
- City Appreciation Dinner is Thursday, November 20th at the Mallet Event Center beginning at 6 pm and ending around 9 pm.
- I will be leaving the office on Thursday, October 23rd to attend the ICMA Conference in Tampa. I return to Dallas on Tuesday, October 28th, for the TML Conference in Fort Worth.
- The city has approved a request for a drilling permit located on our WWTP property on the northwest corner. They are building an access road and bringing in caliche for the pad site.



SEVENTH 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

EIGHTH 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.

NINTH ITEM OF BUSINESS:

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.

Mayor Buxkemper convened Council into Executive Session at 6:48pm.
Mayor Buxkemper returned Council to Open Session at 7:59pm.

TENTH ITEM OF BUSINESS:

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

Motion by Michael Stueart

Seconded by Max Ledesma

To approve the City Manager evaluation and approve a 7.5% increase *It was noted during the motion that Mr. Fisher was not evaluated last year.

Motion carried unanimously.

There being no further business, the meeting adjourned at 8:00pm

Respectfully Submitted,

Andréa Corley, TRMC
City Secretary

Breann Buxkemper, Mayor