

THE LEVELLAND CITY COUNCIL MET IN A REGULAR MEETING ON MONDAY, THE 13<sup>th</sup> OF SEPTEMBER 2021, AT LEVELLAND CITY HALL, R. O. DENNIS COUNCIL CHAMBERS, 1709 AVENUE H, WITH THE FOLLOWING MEMBERS PRESENT:

Barbra Pinner	Honorable Mayor	Present
Jim Myatt	Council Member	Present
Mary Engledow	Council Member	Present
Breann Buxkemper	Mayor Pro Tem	Present
Michael Stueart	Council Member	Present
Matt Wade	City Attorney	Present
Erik Rejino	Outgoing City Manager	Present
José Cavazos	Interim City Manager	Present
Andréa Corley	City Secretary	Present

The meeting was called to order at 7:00pm. The Pledge was led by Mayor Barbra Pinner and the Invocation was given by Council Member Jim Myatt

*Statements by Citizens:*

There was one statement by a citizen regarding the current zoning review

**FIRST ITEM OF BUSINESS:**

*Consider and take necessary action to approve the minutes of the August 23, 2021 regular meeting and the September 3, 2021 special meeting*

Motion by Breann Buxkemper

Seconded by Michael Stueart

To approve the minutes of the August 23, 2021 regular meeting and the September 3, 2021 special meeting

Motion carried unanimously.

**SECOND ITEM OF BUSINESS:**

*Consider and take necessary action to approve Resolution 2021-39 adopting the Fiscal Year 2021-2022 City of Levelland Budget.*

Over the past several months city staff and Council have worked through the budget process and have developed the proposed FY 2021-2022 budget. It is now time to take official action on the proposed budget. The resolution following this memo will allow Council to adopt the proposed FY 2021-2022 budget.

Motion by Michael Stueart  
Seconded by Breann Buxkemper  
To approve Resolution 2021-39 adopting the FY 2021-2022 Budget.  
Motion carried unanimously.

**THIRD ITEM OF BUSINESS:**

*Consider and take necessary action to approve Ordinance No. 1059 setting the 2021 tax rate.*

Once the budget is adopted the tax rate can then be voted on. The proposed tax rate was set at \$0.625 on September 3<sup>rd</sup> which is less than the “No-New-Revenue Tax Rate” of \$0.645. the “No-New-Revenue Tax Rate is the rate that would produce the same amount of taxes this year when applied to the same properties that were taxed last year.

At this time the proposed budget has been updated with the proposed tax rate of \$0.625. Accordingly, staff is recommending that Council adopt the proposed tax rate of \$0.625

Motion by Breann Buxkemper  
Seconded by Jim Myatt  
To approve Ordinance No. 1059 setting the 2021 tax rate at \$0.625  
Motion carried unanimously.

**FOURTH ITEM OF BUSINESS:**

*Consider and take necessary action on Ordinance No. 1060 setting credit card fees on a first reading.*

At our budget workshop on August 23<sup>rd</sup>, council expressed a desire to charge fees for electronic and credit card payments. The enterprise fund is where a majority of these charges occur, with approximately \$75,000 in budgeted fees for FYE 2022.

Attached you will find Ordinance No. 1060 establishing a fee of \$2.25 for all credit and debit card transactions, regardless of the payment form. This is the same fee amount the City was charging for electronic payments prior to waiving fees during the pandemic. In person credit and debit card payments were not previously assessed any fees; this ordinance includes those payment forms in the fee assessment.

Utility customers have indicated they see charging a fee as a decrease in customer service. It is also a different approach from other utility providers (Atmos, Xcel). Considering that this is an additional fee the City is instituting at a time when our COVID cases are rising and electronic payments are seen as a safety measure, staff recommends delaying the decision to implement credit card and electronic payment fees at this time.

Motion by Breann Buxkemper

Seconded by Mary Engledow

To approve Ordinance No. 1060 establishing a fee of \$2.25 for all credit and debit card transactions

Motion carried unanimously.

**FIFTH ITEM OF BUSINESS:**

*Consider and take necessary action on procedures, processes, timelines, and priorities regarding lifting restrictions and regulations implemented during the COVID-19 Public Health Emergency – Resolution No. 2021-40.*

Last month, Council extended the local COVID order and at this time the local order will be expiring. Governor Abbott has issued additional orders and those orders are reflected in the proposed resolution extending our local order. At this meeting we will ask Council to consider extending the local order and will also provide an update regarding our local COVID numbers. With the recent increase in COVID cases and the COVID-19 funding from the American Rescue Plan, staff is recommending that we continue our local order so long as Governor Abbott continues the state-wide COVID order.

Motion by Mary Engledow

Seconded by Breann Buxkemper

To approve Resolution No. 2021-40 extending the local disaster declaration.

Motion carried unanimously.

**SIXTH ITEM OF BUSINESS:**

*Consider and take necessary action on an ambulance service contract between the City of Levelland, Hockley County, and Covenant Hospital Levelland.*

Both the City and County have utilized Levelland EMS to provide ambulance services in the City and County for many years. This has been a good service to both the City and County and has allowed both entities to stay out of the ambulance business unlike many other cities and counties. In 2018 Covenant Hospital Levelland acquired the assets of Levelland EMS and since then has operated the ambulance service for the City of Levelland and Hockley County. In 2018 both the City of Levelland and Hockley County entered into an agreement with Covenant Hospital to continue ambulance service under a similar arrangement from the prior agreement.

As was discussed at the last council meeting, staff has been working on the ambulance service agreement between the City, County, and Covenant. The City and County currently each pay \$6,178 per month with that amount going up three (3) percent each year as per the current agreement. In addition, the City and County, jointly own one of the ambulances. In the current

agreement, the City and County are responsible for replacing this particular ambulance as needed. Typically, the cost of an ambulance is \$250,000, including the Chassis and Box. The City and County are also responsible for any repairs on this particular ambulance above \$200.

The current arrangement of the City and County jointly owning an ambulance stem from the agreement prior to Covenant acquiring Levelland EMS. The thought process in the previous agreement was in the event that Levelland EMS opted to no longer provide ambulance service, the City and County would have at least one ambulance to consider operating our own ambulance service. In thinking through this, the likelihood of the City and County being able to run an ambulance service by simply starting with one ambulance would be highly unlikely. In the event that Levelland EMS decided that they would no longer provide ambulance service, we would likely pursue another third-party provider instead of attempting to start up a City or County owned ambulance service. In addition, with Covenant acquiring the ambulance service in 2018, there is less risk to the City and County of this scenario occurring. Taking all of this into consideration, staff has been working with Covenant and the County to revise the agreement where the City and County no longer own and maintain an ambulance. If we continued the same agreement currently in place, the ambulance is due for replacement this year which would be difficult to come up with in the upcoming budget.

The new agreement would increase the monthly amount of \$6,178 to \$7,844 but neither entity will be responsible for purchasing or maintaining an ambulance with Covenant still providing the same level of service. This takes into account that the ambulance previously purchased by the City and County would cost both entities approximately \$200,000 to purchase the chassis and box for a new ambulance while Covenant would be responsible for equipping the ambulance. In addition, the automated yearly escalator of three (3) percent would decrease to (2) percent. The agreement would commence on January 1, 2022 and would continue through December 31, 2026.

Motion by Breann Buxkemper  
Seconded by Michael Stueart  
To table this item  
Motion carried unanimously.

**SEVENTH ITEM OF BUSINESS:**

*Consider and take necessary action on an agreement with the Texas Department of Transportation for the Fiscal Year 2021/2022 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. The program requires a cash match of 50 percent of the total project cost with a maximum contribution from TxDOT in the amount of \$50,000.

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 \$25,000 in the airport fund to match the grant program which allows the City and County to request up to \$25,000 from TxDOT for airport improvements.

Many routine airport maintenance items that come up throughout the year are often eligible for the program. Upon Council’s passing of the agreement, it will be sent to the County for their approval.

Motion by Breann Buxkemper

Seconded by Jim Myatt

To approve an agreement with the Texas Department of Transportation for the Fiscal Year 2021/2022 Routine Airport Maintenance Program.

Motion carried unanimously.

**EIGHTH ITEM OF BUSINESS:**

*Consider and take necessary action on a resale property request for 1306 10th Street, Levelland, TX.*

Debra Bramlett, Hockley County Tax Assessor has received a bid for a property that is currently held by the taxing entities.

Southside (Lev) Block 153, Lot 3 E/2 & Lot 4, also known as 1306 10<sup>th</sup> St, Levelland, Texas

Bidder	Purchase Price (Taxes Owed)	Offer Price	Forgiveness Price
Cantu	12,339.37	500.00	11,839.37

Structure must be completely demolished and lot cleaned within 30 days of purchase or a maximum of 90 days to rehab structure and lot to comply with current building code and City Ordinance Article 6.2000. Purchase can be completed once all taxing entities have approved the bid.

Motion by Mary Engledow

Seconded by Breann Buxkemper

To approve bid for resale property located at Southside (Lev) Block 153, Lot 3 E/2 & Lot 4, also known as 1306 10<sup>th</sup> St, Levelland, Texas

Motion carried unanimously.

**NINTH ITEM OF BUSINESS:**

*Consider and take necessary action to award a bid for a Pickup Truck for the Street Department.*

The fiscal budget 21-22 includes funds to replace one pickup in the Street Department in the amount of \$35,000. Because of the length of time that it is taking to deliver previously awarded trucks in other departments, Council authorized staff to bid the street department truck in this current fiscal year 20-21.

The new Street Department pickup would be replacing a 2005 Ford F350 with 134,000 miles listed on the odometer. The bid results are listed below.

Bidder	Make/Model/Year	Gross Bid Amount	Trade-in	Net Bid (Gross-Trade)	Delivery Date
John Roley Auto Center	2022 GMC	\$42,723.83	\$ 1,500.00	\$ 41,223.83	12/1/2021
Smith Auto Family	2022 F250	\$30,724.40	\$ 1,500.00	\$ 29,224.40	No Date
**power windows & locks					
Smith Auto Family	2022 F250	\$29,479.02	\$ 1,500.00	\$ 27,479.02	No Date
**NO power windows/locks					

Smith Auto Family submitted two bids that were both under budget with the only difference being that one truck had power locks and the other doesn't. Staff is recommending to award the bid to Smith South Auto Family for the amount of \$27,479.02, which is the bid with the no power window/lock option.

Motion by Breann Buxkemper

Seconded by Mary Engledow

To table this item, awaiting further information on delivery date from the lowest bidder.

Motion carried unanimously.

**TENTH ITEM OF BUSINESS:**

*Consider and take necessary action to approve Resolution No. 2021-41 to submit nominations for the Hockley County Appraisal District board of directors.*

Every two years the terms of the directors of the Hockley County Appraisal District expire and new elections are held.

Council can nominate a person for each of the five board positions. Nominations and votes are accepted from all taxing entities except the water districts.

Later in the fall, the Appraisal District will present all taxing entities with a ballot. Council will decide how they wish to cast their ballots. City of Levelland has 354 votes to cast. That number is based on our 2020 certified values.

We are welcome to nominate 5 new people, simply nominate the existing board (with the exception of Ronnie Watkins, who is moving out of the area) or any variation thereof.

The Current Board is as follows:

Larry Carter (*President*)

Ronnie Watkins (*Vice-President*) –MOVING and will not be able to serve

Buddy Moore (*Secretary*)

DeEtte Edens (*Member*)

David Albus (*Member*)—is filling the spot for a board member who vacated

Motion by Breann Buxkemper

Seconded by Michael Stueart

To nominate Katy Rush and Dale Brown for a place on the Hockley County Appraisal District Board of Directors ballot

Motion carried unanimously.

There being no further business the meeting was adjourned at 7:55pm.

Respectfully Submitted,

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Andréa Corley, City Secretary