

December 11, 2023

On this the 11th day of December, 2023 at 6:30 PM the City Council of the City of Friona, Texas, convened in regular session at the regular meeting place thereof, in the Friona City Council Chambers, 619 Main Street, the meeting being open to the public and notice of said meeting having been given as prescribed by Chapter 551 of the Government Code, with the members being present and in attendance, to wit:

Greg Lewellen, Mayor
Bruce Fleming, Council Member
Brent Loflin, Council Member
Esmeralda Mills, Council Member
Leander Davila, City Manager

Others present included: Rosa Mendez, City Secretary
Sandra Busch, Assistant City Manager
Salvador Garcia, Public Works Director
Maria Mendoza, Happy Tribe Academy
Tobin Ellison, Sitepro, Executive Sales
Marie Samarron, Friona Municipal Court
Clint Mears, Friona Star Editor

Absent Alan Monroe, Mayor Pro-Tem
Cindy Moreno, Council Member

Mayor Lewellen called the meeting to order at 6:34 p.m.

ITEM 1 ROLL CALL

The Mayor called roll and announced that a quorum was present.

ITEM 2 INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Lewellen gave the Invocation and Council Member Mills led the Pledge of Allegiance to the United States Flag.

ITEM 3 HEAR PUBLIC COMMENTS.

Maria Mendoza addressed the council with an update on the Happy Tribe Academy and grant funding and on possibly having speed control addressed near the daycare.

REGULAR HEARINGS:

ITEM 4 CONSIDER AND TAKE ACTION ON APPROVAL OF THE MINUTES OF THE NOVEMBER 13, 2023, REGULAR CITY COUNCIL MEETING

A minor correction was made to the minutes remove the Executive Session heading in the minutes to Regular Hearing after Agenda Item 3

MOTION Council Member Fleming made the motion to approve the minutes of the November 13, 2023, Regular City Council Meeting. Council Member Loflin made the second to the motion and the motion passed with a 3/0 vote.

ITEM 7 CONSIDER AND TAKE ACTION ON APPROVAL OF A TRANSFER FROM THE WATER AND SEWER CAPITAL IMPROVEMENT FUND TO THE GENERAL FUND IN AN AMOUNT NOT TO EXCEED \$40,000 FOR THE SITEPRO WATER MANAGEMENT PROJECT

MOTION A motion was made by Council Member Fleming to approve the transfer from the Water and Sewer Capital Improvement Fund to the General Fund in an amount not to exceed \$40,000 for the Sitepro Water Management Project. Council Member Loflin made the second to the motion and the motion passed with a vote of 3/0.

ITEM 18 CONSIDER AND TAKE ACTION ON APPROVAL OF TERMINATION OF THE “CONTRACT FOR COURT FEES AND FINES COLLECTION SERVICES” BETWEEN THE CITY OF FRIONA AND PERDUE BRANDON AND AUTHORIZE THE CITY ATTORNEY TO SEND THE NECESSARY 30-DAYS’ NOTICE OF TERMINATION

MOTION The motion was made by Council member Fleming to approve the termination of the contract for court fees and fines collection services between the City of Friona and Perdue Brandon and authorize the city attorney to send the necessary 30- days’ notice of termination with an amendment to include “at the Municipal Court Judge’s discretion”. Council Member Mills made the second to the motion and the motion was passed with a vote of 3/0.

ITEM 15 CONSIDER AND TAKE ACTION ON APPROVAL OF A SHARED SPACE AGREEMENT WITH THE PARMER COUNTY JUVENILE PROBATION OFFICE FOR JUVENILE COUNSELING SERVICES

MOTION Council member Loflin made the motion to approve the Shared Space Agreement with the Parmer County Juvenile Probation Office for juvenile counseling services with an amendment to “Intent of Shared Space” to include the City being responsible for “all utilities, insurance and costs related to the operation and upkeep of the space”. Council Member Mills made the second to the motion and the motion passed with a vote of 3/0.

ITEM 5 CONSIDER AND TAKE ACTION ON APPROVAL OF THE CITY OF FRIONA’S WATER CONSERVATION REBATE PROGRAM

MOTION Council member Fleming made the motion to approve the City of Friona’s Water Conservation Rebate Program with minor grammatical changes. Council member Mills made the second to the motion and the motion passed with a 3/0 vote.

ITEM 6 CONSIDER AND TAKE ACTION ON APPROVAL OF A SITE LEASE AGREEMENT WITH THE PARMER COUNTY SHERIFF’S OFFICE FOR LAW ENFORCEMENT OFFICE SPACE

MOTION Council member Fleming made the motion to approve a site lease agreement with the Parmer County Sheriff’s office for law enforcement office space and allow the City Manager to make amendments to Section 14 Insurance after consultation with Parmer County. Council member Loflin made the second to the motion and the motion passed with a 3/0 vote.

ITEM 8 CONSIDER AND TAKE ACTION ON APPROVAL OF A TRANSFER FROM THE POLICE TECHNOLOGY CAPITAL IMPROVEMENT FUND TO THE GENERAL FUND IN AN AMOUNT NOT TO EXCEED \$50,000 FOR THE POLICE DEPARTMENT TECHNOLOGY PROJECT

MOTION Council Member Loflin made the motion to approve a transfer from the Police Technology Capital Improvement Fund to the General Fund in an amount not to exceed \$50,000 for the police department technology project. A second to the motion was made by Council member Mills and the motion was passed with a vote of 3/0.

ITEM 9 CONSIDER AND TAKE ACTION ON APPROVAL OF A TRANSFER FROM THE ESCROW FOR AMBULANCE CAPITAL IMPROVEMENT FUND TO THE GENERAL FUND IN AN AMOUNT NOT TO EXCEED \$100,000 FOR THE EMS TECHNOLOGY UPGRADE PROJECT

MOTION The motion was made by Council member Fleming to approve a transfer from the Escrow for Ambulance Capital Improvement Fund to the General Fund in an amount not to exceed \$100,000 for the EMS technology upgrade

project. The second to the motion was made by Council member Loflin and the motion passed with a vote of 3/0.

ITEM 10 CONSIDER AND TAKE ACTION ON APPROVAL OF A TRANSFER FROM THE BACKHOE ESCROW CAPITAL IMPROVEMENT FUND TO THE GENERAL FUND IN AN AMOUNT NOT TO EXCEED \$145,400 FOR THE PUBLIC WORKS BACKHOE AND VEHICLE PROJECT

MOTION A motion was made by Council Member Mills to approve a transfer from the Backhoe Escrow Capital Improvement Fund to the General Fund in an amount not to exceed \$145,400 for the public works backhoe and vehicle project. Council Member Loflin made the second to the motion and the motion was passed with a vote of 3/0.

ITEM 11 CONSIDER AND TAKE ACTION ON APPROVAL OF AGREEMENT BETWEEN THE CITY OF FRIONA AND PARKHILL, SMITH & COOPER, INC. D/B/A PARKHILL PROVIDING ENGINEERING SERVICES IN AN AMOUNT NOT TO EXCEED \$95,000 FOR THE 2024 GROUP SEAL COAT PROGRAM

MOTION Council member Fleming made the motion to approve the agreement between the City of Friona and Parkhill, Smith & Cooper, INC. D/B/A Parkhill providing engineering services in an amount not to exceed \$95,000 for the 2024 Group Seal Coat Program. The second to the motion was made by Council member Loflin and the motion passed with a vote of 3/0.

ITEM 12 CONSIDER AND TAKE ACTION ON APPROVAL OF INTERLOCAL AGREEMENT FOR LOCAL GOVERNMENT 2024 SEAL COATING PROGRAM

MOTION The motion was made by Council Member Loflin to approve an Interlocal Agreement for Local Government 2024 Seal Coating Program. Council member Mills made the second to the motion and the motion was passed by a vote of 3/0.

ITEM 13 HEAR DEPARTMENTAL REPORT FROM THE FRIONA PUBLIC LIBRARY REGARDING BUDGET, EXPENSES, PERSONNEL, AND UPCOMING EVENTS

Item 13 was tabled until the January 8, 2024 meeting.

ITEM 14 BRIEFING ON THE NOMINATION OF LEE DAVILA TO THE AMARILLO AREA FOUNDATION BOARD OF DIRECTORS

City Manager addressed the council on his nomination and appointment the Amarillo Area Foundation Board of Directors.

ITEM 16 CONSIDER AND TAKE ACTION ON APPROVAL OF ACCOUNTS PAYABLE FOR NOVEMBER 2023

City Secretary Mendez reviewed payables with council.

MOTION Council Member Loflin made the motion to approve accounts payable as presented and Council Member Fleming made the second to the motion. The motion was passed with a unanimous vote of 3/0.

ITEM 17 CONSIDER AND TAKE ACTION ON APPROVAL OF THE FINANCIAL STATEMENT FOR NOVEMBER 2023

MOTION The motion was made by Council Member Fleming to approve the Financial Statement for November 2023. The second to the motion was made by Council Member Loflin and the motion was passed by a vote of 3/0.

ITEM 19 ADJOURNMENT

With no further business at hand the meeting was adjourned at 7:48 p.m.

APPROVED:

Greg Lewellen, Mayor

ATTEST:

Rosa Mendez, City Secretary