

**MINUTES OF THE  
CITY COMMISSION OF THE CITY OF PAMPA, TEXAS  
REGULAR MEETING  
FEBRUARY 12, 2024**

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| <b>CALL TO ORDER:</b>   | Mayor DeFever at 4:00 p.m.  |  |
| <b>PRESENT:</b>         | Lance DeFever<br>Paul Searl<br>Brian Doughty<br>Jimmy Keough<br>Jimmy Reed  | Mayor<br>Commissioner<br>Commissioner<br>Commissioner<br>Commissioner  |
| <b>ABSENT:</b>          | None  |  |
| <b>STAFF:</b>           | Shane Stokes<br>Barbara Stucker<br>Bryan Guymon<br>Lance Richburg<br>Gary Turley<br>Ben Ponce<br>Kevin Webb<br>Mike Day<br>Jason Roberts<br>Troy Schwiegerath<br>Kenneth Hopson<br>Brian Massey<br>Cary Rushing | City Manager<br>City Secretary<br>City Attorney<br>Chief of Police<br>Public Works Director<br>Community Services Director<br>Information Technology<br>Deputy Fire Chief<br>Fire Marshal<br>Emergency Management<br>Assistant Chief of Police<br>Administrative Lieutenant<br>Building Official |
| <b>VISITORS:</b>        | Jourdan Foran<br>Dale Garner<br>Cortnie Patterson<br>Jodi Ashby<br>Ethan DeFever  | Karisah Tillery<br>Philis Garner<br>Glennette Goode<br>Jason Bagwell   |
| <b>NEWS MEDIA:</b>      | Geneva Wildcat  | Pampa News   |
| <b>INVOCATION:</b>      | Brian Doughty, Commissioner   |  |
| <b>PUBLIC COMMENTS:</b> | None  |  |

**PUBLIC HEARING:** The City Commission of the City of Pampa conducted a Public Hearing at 4:01 p.m. for the purpose of receiving comments concerning the reauthorization of building permit fees charged by the City as a condition of constructing, renovating, or remodeling a residential or commercial structure.

**24-005**

A motion was made by Commissioner Doughty seconded by Commissioner Searl to close the public hearing at 4:02 p.m. With each Commissioner Member voting AYE, the motion carried.

**INTRODUCTION:** Glennette Goode, President of the Pampa Economic Development Corporation’s Board of Directors, introduced Jodi Ashby as the new Executive Director of the PEDC.

- REPORT:**
- Lance Richburg, Chief of Police presented the City of Pampa’s Annual Police Report.
  - Troy Schwiegerath, Emergency Management Coordinator gave an overview of the multi-agency active shooter exercise held on January 31, 2024.

**AUTHORIZATIONS BY COMMISSION:**

1. Consider approving the minutes of the January 8, 2024, regular Commission Meeting.

**24-006**

A motion was made by Commissioner Searl and seconded by Commissioner Reed to approve the minutes of the January 8, 2024, regular Commission meeting as presented. With each Commission Member voting AYE, the motion carried.

2. Consider excusing the absence of Commissioner Reed from the January 8, 2024, Regular Commission Meeting.

**24-007**

A motion was made by Commissioner Keough and seconded by Commissioner Searl to excuse the absence of Commissioner Reed from the January 8, 2024, meeting. With each Commission Member voting AYE, the motion carried.

3. Consider approving the List of Disbursements dated December 2023.

**24-008**

A motion was made by Commissioner Doughty and seconded by Commissioner Keough to approve the List of Disbursements dated December 2023. With each Commission Member voting AYE, the motion carried.

4. Consider approving on first reading Resolution No. R24-002, approving an Economic Development Agreement and loan between the Pampa Economic Development Corporation and Pampa Seafood, Inc. dba, Sam's Southern Eatery.

**RESOLUTION NO. R24-002**

**A RESOLUTION APPROVING ECONOMIC DEVELOPMENT AGREEMENT BETWEEN THE PAMPA ECONOMIC DEVELOPMENT CORPORATION AND PAMPA SEAFOOD, INC DBA SAM'S SOUTHERN EATERY AND A LOAN BY THE PAMPA ECONOMIC DEVELOPMENT CORPORATION TO PAMPA SEAFOOD, INC. DBA SAM'S SOUTHERN EATERY.**

**24-009**

A motion was made by Commissioner Doughty and seconded by Commissioner Searl to approve on first reading Resolution No. R24-002 as presented. With each Commission Member voting AYE, the motion carried.

5. Discuss, consider, and take appropriate action regarding an amendment to the Interlocal Contract for administrative services for the City of Pampa's 2023 Texas Community Development Block Grant – Downtown Revitalization Program project #CM23-0434.

**24-010**

A motion was made by Commissioner Keough and seconded by Commissioner Doughty to approve amendment No. 1 to the Interlocal Contract with Panhandle Regional Planning Commission as presented. With each Commission Member voting AYE, the motion carried.

6. Discuss, consider, and take appropriate action on Resolution No. R24-003, designating the City Mayor and City Manager to act as the designated authorized officials in order to execute contractual and environmental documents between the Texas Department of Agriculture and the City for the 2023 Texas Community Development Block Grant program project; and for the Mayor, City Manager, Assistant City Manager, Finance Director, and City Secretary to act as authorized signatories to certify the payment request form required for requesting funds approved in the 2023 Texas Community Development Block Grant – Downtown Revitalization Program project # CM23-0434.

**RESOLUTION R24-003**

**A RESOLUTION OF THE CITY COMMISSION OF PAMPA, TEXAS AUTHORIZING CITY REPRESENTATIVES IN MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.**

**24-011**

A motion was made by Commissioner Reed and seconded by Commissioner Searl to adopt Resolution No. R24-003 as presented. With each Commission Member voting AYE, the motion carried.

7. Discuss, consider, and adopt Resolution No. R24-004 regarding Civil Rights and the adoption of the following policies:

- Citizen Participation Plan & Grievance Procedures
- Excessive Force Policy
- Fair Housing Policy
- Section 502 Policy Against Discrimination and Grievance Procedures
- Code of Conduct

#### **RESOLUTION No. R24-004 Regarding Civil Rights**

##### **24-012**

A motion was made by Commissioner Doughty and seconded by Commissioner Reed to adopt Resolution No. R24-004 as presented. With each Commission Member voting AYE, the motion carried.

8. Discuss, consider, and adopt a proclamation designating April 2024 as Fair Housing Month in the City of Pampa.

##### **24-013**

A motion was made by Commissioner Searl and seconded by Commissioner Reed to adopt the proclamation designating April 2024 as Fair Housing Month. With each Commission Member voting AYE, the motion carried.

9. Consider approving on first reading Ordinance No. 1799, Reauthorizing the Building Permit Fees charged by the City of Pampa.

#### **ORDINANCE NO. 1799**

**AN ORDINANCE REAUTHORIZING THE BUILDING PERMIT FEES CHARGED BY THE CITY OF PAMPA; AMENDING THE CITY OF PAMPA, TEXAS CODE OF ORDINANCES, INCREASING VARIOUS PERMIT FEES AND PLAN REVIEW FEES FOR RESIDENTIAL AND COMMERCIAL PROJECTS; PROVIDING AN EFFECTIVE DATE; PROVIDING A SAVINGS CLAUSE; PROVIDING A REPEALER AND PROVIDING FOR PUBLICATION.**

##### **24-014**

A motion was made by Commissioner Doughty and seconded by Commissioner Reed to approve on first reading Ordinance No. 1799 as presented. With each Commission Member voting AYE, the motion carried.

10. Consider authorizing the City Manager to submit a ballot to accept the Joint Chapter 11 Plan of Reorganization of Endo International, PLC and its affiliated debtors and proxy for voting on scheme of arrangement of Endo International, PLC.

##### **24-015**

A motion was made by Commissioner Doughty and seconded by Commissioner Searl to authorize the City Manager to submit a ballot to accept the Chapter 11 plan of reorganization of Endo International, PLC.

11. Consider authorizing the Assistant City Manager to enter into the Interagency Agreement for the Municipal Government Lighting Conversion to LED Program.

##### **12-016**

A motion was made by Commissioner Keough and seconded by Commissioner Reed to authorize the Assistant City Manager to enter into the Interagency Agreement for the Municipal Government Lighting Conversion to LED Program. With each Commission Member voting AYE, the motion carried.

12. EXECUTIVE SESSION: The City Commission convened into closed session at 4:51 p.m. in accordance with Texas Government Code, Section 551.074 – Personnel Matters to discuss the City Manager's Annual Evaluation.

RECONVENE: The City Commission reconvened into open session at 5:32 p.m. with the following action taken:

**24-017**

A motion was made by Commissioner Doughty and seconded by Commissioner Keough to increase the City Manager’s salary by four percent, effective immediately. With each Commission Member voting AYE, the motion carried.

**ADJOURNED:**

With no further items remaining on the agenda, the meeting was adjourned at 5:32 p.m. by Mayor DeFever.

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Barbara Stucker, City Secretary

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Lance DeFever, Mayor