



**Regular Meeting of the
Pampa City Commission
April 8, 2024
4:00 p.m.**

Lance DeFever, Mayor

Paul Searl, Commissioner Ward 1

Brian Doughty, Commissioner Ward 2

Jimmy Keough, Commissioner Ward 3

Jimmy Reed, Commissioner Ward 4

Shane Stokes, City Manager

Barbara Stucker, City Secretary

Bryan J. Guymon, City Attorney



**CITY COMMISSION AGENDA
REGULAR MEETING
4:00 PM, APRIL 8, 2024**

CITY COMMISSION CHAMBERS
CITY HALL, 200 W. FOSTER
PAMPA, TEXAS

CALL TO ORDER

INVOCATION

PLEDGES TO THE FLAGS

PUBLIC COMMENTS:

Citizens who have signed up to speak to the City Commission will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the presentation is on the Agenda, Commission Members and City Staff are prevented from discussing the subject and may respond only with statements of factual information or existing City policy. Each Citizen is limited to three (3) minutes for their presentation to the City Commission.

The City Commission reserves the right to adjourn into Executive Session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

AUTHORIZATIONS BY CITY COMMISSION:

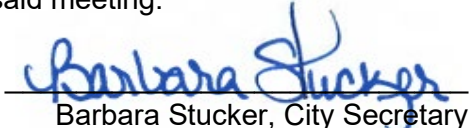
1. Consider approving the minutes of the March 25, 2024, Regular Commission Meeting.
2. Consider excusing the absence of Commissioner Reed from the March 25, 2024, Regular Commission Meeting.
3. Consider appointing Brandon Richards to the Tax Increment Reinvestment Zone #1 – Downtown Pampa (TIRZ 1) Board of Directors to fill an unexpired term ending January 2026.
4. Consider approving on first reading Ordinance No. 1800, amending Chapter 3, Article 3.15 of the Code of Ordinances, Signs.
5. Consider approving on first reading Ordinance No. 1801, amending Exhibit 14A, Section 8A of the Code of Ordinances, Construction of Carports.
6. EXECUTIVE SESSION: The City Commission will convene into closed session in accordance with Texas Local Government Code 551.087 – Deliberations regarding economic development.

RECONVENE: The City Commission will reconvene into open session to act, if necessary, regarding matters discussed during Executive Session.

ADJOURN

CERTIFICATION

I certify that the above Agenda was posted on the officially designated bulletin board of City Hall during normal business hours and posted on the City of Pampa's website on **April 5, 2024, BEFORE 4:00 P.M.** and remained so posted continuously for 72 hours preceding the scheduled time of the said meeting.


Barbara Stucker, City Secretary

ACCESSABILITY STATEMENT

In compliance with the Americans with Disabilities Act, the City of Pampa will provide for reasonable accommodations for persons attending City Commission meetings. To better serve you, requests should be received 24 hours prior to the meetings. Please contact Barbara Stucker, City Secretary, at (806) 669-5750. City Hall is wheelchair accessible. Entry is on the West side of the building.



**CITY OF PAMPA
AGENDA INFORMATION SHEET**

AGENDA ITEM 1:

ITEM/PROJECT:	MINUTES
MEETING DATE:	April 8, 2024
DESCRIPTION:	Consider approving the minutes of the March 25, 2024, Regular Commission Meeting.
STAFF CONTACT:	Barbara Stucker, City Secretary
FINANCIAL IMPACT:	N/A
SOURCE OF FUNDS:	N/A
START/COMPLETION SCHEDULE:	Minutes take effect after approved by Commission
RECOMMENDED ACTION:	Staff recommends Commission approve the minutes of the March 25, 2024 Commission meeting.
RECOMMENDED MOTION	I make a motion to approve the minutes of the March 25, 2024, regular Commission meeting as presented.
BACKGROUND/ ADDITIONAL INFORMATION:	Minutes of the March 25, 2024 meeting attached.

**MINUTES OF THE
CITY COMMISSION OF THE CITY OF PAMPA, TEXAS
REGULAR MEETING
FEBRUARY 26, 2024**

CALL TO ORDER: Mayor DeFever at 4:00 p.m.

PRESENT: Lance DeFever Mayor
Paul Searl Commissioner
Brian Doughty Commissioner
Jimmy Keough Commissioner

ABSENT: Jimmy Reed Commissioner

STAFF: Shane Stokes City Manager
Barbara Stucker City Secretary
Bryan Guymon City Attorney
Dustin Miller Assistant City Manager
Gary Turley Public Works Director
Kasey Presson Fire Chief
Ben Ponce Community Services Director
Jason Roberts Fire Marshal
LeRoy Cox Deputy Fire Chief
Mike Day Deputy Fire Chief
Kevin Webb Information Technology
Troy Schwiegerath Emergency Management
Cary Rushing Building Official
Jasmine Chaney Assistant Finance Director
Johnny Price Fire Fighter
Hubert Kimberlin Fire Fighter
Richard Cook Police Officer

VISITORS: Dale Garner Phyllis Garner
Jodi Ashby Gary Brown
Cortnie Patterson Andrew Wallace
Katherine Sylva Patrick Schnarr

NEWS MEDIA: None

INVOCATION: Jamisen Hancock, Commission Chaplain

PUBLIC COMMENTS: None

REPORTS:

Troy Schwiegerath briefed the Commission on the recent incidents involving the Smokehouse Creek and Grapevine Creek Fires. The Grapevine Creek fire ravaged approximately 34,000 acres, stretching a distance of 25 miles in length and nearly 5 miles in width. The City of Pampa lost one fire truck, and three individuals were injured and sent to the hospital.

Chief Kasey Presson took time to acknowledge the dedication demonstrated by Johnny Price and Hubert Kimberlin, who sustained injuries while performing their duties. Both were awarded fire commendations for their bravery and commitment to public safety.

The Smokehouse Creek fire encompassed 1.2 million acres spanning 110 miles in length by 40 miles in width, marking a record-setting event. Chief Presson announced plans to present 13 commendations for merit to members of the fire department. He furthermore extended appreciation to Gary Turley, Public Works Director, and numerous members of his team for their assistance in combatting these fires.

DISCUSSION:

- Cary Rushing, Building Official, led a discussion on the permitting process for Carports.
- Cary Rushing, Building Official, led a discussion on the City of Pampa's Electronic Sign Regulations and how they differ from the TxDOT regulations.

AUTHORIZATIONS BY COMMISSION:

1. Consider accepting the City of Pampa 2023 Annual Comprehensive Financial Report.

24-025

A motion was made by Commissioner Doughty and seconded by Commissioner Searl to accept the City of Pampa 2023 Annual Comprehensive Financial Report as presented. With each Commission Member voting AYE, the motion carried.

2. Consider approving the minutes of the February 26, 2024, Regular Commission Meeting.

24-026

A motion was made by Commissioner Keough and seconded by Commissioner Doughty to approve the minutes of the February 26, 2024, Regular Commission Meeting as presented. With each Commission Member voting AYE, the motion carried.

3. Consider approving the List of Disbursements dated February 2024.

24-027

A motion was made by Commissioner Doughty and seconded by Commissioner Keough to approve the List of Disbursement dated February 2024, as presented. With each Commission Member voting AYE, the motion carried.

4. EXECUTIVE SESSION: The City Commission convened into closed session at 4:31 p.m. in accordance with Texas Government Code, Section 551.087 – Deliberations regarding Economic Development.

RECONVENE: The City Commission reconvened into open session at 5:12 p.m. with no action taken.

5. Consider approving the Option Agreement to Purchase Reclaimed Water between IP Meitner, LLC, and the City of Pampa, Texas, and authorizing the City Manager to execute said Agreement.

24-028

A motion was made by Commissioner Keough and seconded by Commissioner Doughty to approve the Option Agreement with IP Meitner, LLC for the Purchase of Reclaimed Water authorizing the City Manager to execute said Agreement. With each Commission Member voting AYE, the motion carried.

ADJOURNED:

With no further items remaining on the agenda, the meeting was adjourned at 5:13 p.m. by Mayor DeFever.

Barbara Stucker, City Secretary

Lance DeFever, Mayor



**CITY OF PAMPA
AGENDA INFORMATION SHEET**

AGENDA ITEM 2:

ITEM/PROJECT:	COMMISSION ABSENCE
MEETING DATE:	April 8, 2024
DESCRIPTION:	Consider excusing the absence of Commissioner Reed from the March 25, 2024, Regular Commission meeting.
STAFF CONTACT:	Commission Members
FINANCIAL IMPACT:	N/A
SOURCE OF FUNDS:	N/A
START/COMPLETION SCHEDULE:	N/A
RECOMMENDED ACTION:	Staff recommends Commission excuse the absence of Commissioner Reed from the March 25, 2024, meeting.
RECOMMENDED MOTION	I make a motion to excuse the absence of Commissioner Reed from the March 25, 2024, regular Commission meeting.
BACKGROUND/ ADDITIONAL INFORMATION:	N/A



**CITY OF PAMPA
AGENDA INFORMATION SHEET**

AGENDA ITEM 3:

ITEM/PROJECT:	TIRZ BOARD APPOINTEE
MEETING DATE:	April 8, 2024
DESCRIPTION:	Consider appointing Brandon Richards to the Tax Increment Reinvestment Zone #1 – Downtown Pampa (TIRZ 1) Board of Directors to fill an unexpired term ending January 2026.
STAFF CONTACT:	Dustin Miller, Assistant City Manager
FINANCIAL IMPACT:	N/A
SOURCE OF FUNDS:	N/A
START/COMPLETION SCHEDULE:	Board appointments effective upon approval of City Commission.
RECOMMENDED ACTION:	Staff recommends Commission appoint Brandon Richards to the TIRZ Board.
RECOMMENDED MOTION	I make a motion to appoint Brandon Richards to the TIRZ Board of Directors.
BACKGROUND/ ADDITIONAL INFORMATION:	Board Application attached.

Application Submitted - Advisory Board

City of Pampa <no-reply@cityofpampa.org>

Thu 2024-04-04 1:39 PM

To: Barbara Stucker <bstucker@cityofpampa.org>

WARNING: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Submitted on Thursday, April 4, 2024 - 1:39pm

Submitted by anonymous user: 96.18.163.181

Submitted values are:

Board Selection ^{TIRZ} ~~Planning and Zoning Commission~~ ^{FB}

Name Brandon Richards

Age (optional) 44

Home Address 2016 Mary Ellen

Home Phone 806-662-6534

Business Phone 806-665-5546

Business Address 123 N Cuyler

Years Reside **Resident of the City for 44 years.**

Voter Registration No

Occupations Business Owner

Other Information (Civic Activities, Volunteer Work, Etc.)

Attended Meetings

Date 04/04/2024

Signature (if printing)

The results of this submission may be viewed at:

<https://www.cityofpampa.org/node/1273/submission/9526>



**CITY OF PAMPA
AGENDA INFORMATION SHEET**

AGENDA ITEM 4:

ITEM/PROJECT:	ORDINANCE NO. 1800 – AMENDING ELECTRONIC SIGN REGULATIONS
MEETING DATE:	April 8, 2024
DESCRIPTION:	Consider approving on first reading Ordinance No. 1800, amending Chapter 3, Article 3.15 of the Code of Ordinances, Signs.
STAFF CONTACT:	Cary Rushing, Building Official
FINANCIAL IMPACT:	N/A
SOURCE OF FUNDS:	N/A
START/COMPLETION SCHEDULE:	Ordinance 1800 effective upon adoption on second and final reading.
RECOMMENDED ACTION:	Staff recommends Commission approve on first reading Ordinance 1800, as presented.
RECOMMENDED MOTION	I make a motion to approve on first reading Ordinance No. 1800 as presented.
BACKGROUND/ ADDITIONAL INFORMATION:	Ordinance No. 1800 attached.

ORDINANCE NO. 1800

AN ORDINANCE AMENDING SECTIONS OF CHAPTER 3, BUILDING REGULATIONS, ARTICLE 3.15, SIGNS, REGULATING THE DISTANCE AND DIRECTION OF ELECTRONIC SIGNS; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City previously adopted an ordinance regulating electric signs in the City's Code of Ordinances, Chapter 3, Article 3.15, Signs, Section 3.15.047, Electric Signs; and

WHEREAS, it is necessary to amend Section 3.15.086 to regulate the distance and direction of electronic signs; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF PAMPA, TEXAS:

SECTION I

That the City of Pampa Code of Ordinances be amended as follows (for reference purposes, new additions to the Code of Ordinances are underlined and italicized with deleted or omitted provisions indicated by strike out type): Section 3.15.086, shall be amended to read as follows:

Sec. 3.15.086 Electronic Signs

(a) Electronic signs are allowed. Any electronic sign as defined by this article must meet the following conditions:

(1) Each message on an electronic sign (A) not located on a state highway must be displayed for at least six seconds and any change of message must be accomplished within two seconds and must occur simultaneously on the entire sign face; and (B) located on a state highway must be displayed for at least eight seconds and any change of message must be accomplished within two seconds and must occur simultaneously on the entire sign face or otherwise comply with applicable state law governing electronic signs located on state highways;

(2) Must contain a default mechanism that freezes the sign in one position if a malfunction occurs;

(3) Must automatically adjust the intensity of its display according to natural ambient light conditions;

(4) Must be affixed to a permanent on-premises sign that is not mobile;

(5) Must be separated from any other electronic sign on the same street by at least 1,500 feet *in the same direction*.

SECTION II

Repealer. All ordinances, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated herein.

SECTION III

Severability. The provisions of this ordinance are declared to be severable. If any section, sentence, clause, or phrase of the ordinance shall for any reason be held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this ordinance, but they shall remain in full force and effect; it being the legislative intent that this ordinance shall remain in effect notwithstanding the validity of any part.

SECTION IV

Effective Date. This Ordinance shall take effect immediately upon its adoption by the City Commission and publication as may be required by governing law.

SECTION V

Open Meetings. It is hereby officially found and determined that the meeting at which this Ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the *Open Meetings Act, Chapter 551, Gov't. Code*.

PASSED AND APPROVED on first reading this 8th day of April 2024.

PASSED, APPROVED, AND ADOPTED on second reading this 22nd day of April 2024.

CITY OF PAMPA, TEXAS

By: _____
Lance DeFever, Mayor

ATTEST:

Barbara Stucker, City Secretary

APPROVED AS TO FORM:

Bryan J. Guymon, City Attorney



**CITY OF PAMPA
AGENDA INFORMATION SHEET**

AGENDA ITEM 5:

ITEM/PROJECT:	ORDINANCE NO 1801 – AMENDING CARPORT PERMIT PROVISIONS
MEETING DATE:	April 8, 2024
DESCRIPTION:	Consider approving on first reading Ordinance No. 1801, amending Exhibit 14A, Section 8A of the Code of Ordinances, Construction of Carports.
STAFF CONTACT:	Cary Rushing, Building Official
FINANCIAL IMPACT:	N/A
SOURCE OF FUNDS:	N/A
START/COMPLETION SCHEDULE:	Ordinance No 1801 will be effective when adopted on second and final reading.
RECOMMENDED ACTION:	Staff recommends Commission approve on first reading Ordinance No 1801 as presented
RECOMMENDED MOTION	I make a motion to approve on first reading Ordinance No. 1801 as presented.
BACKGROUND/ ADDITIONAL INFORMATION:	Ordinance No. 1801 and Recommendation from Building Official attached.

ORDINANCE NO. 1801

AN ORDINANCE OF THE CITY OF PAMPA, TEXAS AMENDING EXHIBIT 14A ZONING ORDINANCE, SECTION 8A, CONSTRUCTION OF CARPORTS, PROVIDING FOR FRONT SETBACK VARIANCES WITHIN DESIGNATED BLOCKS; PROVIDING A SAVINGS CLAUSE; PROVIDING A REPELLER, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The City previously adopted procedures to permit the construction of carports that have been codified in the City's Code of Ordinances, Exhibit 14A, Section 8A, Construction of Carports; and

WHEREAS, it is necessary to amend Exhibit 14A, Section 8A(2) to incorporate additional provisions regarding carport construction permits;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF PAMPA, TEXAS:

SECTION I

That the City of Pampa Code of Ordinances be amended as follows (for reference purposes, new additions to the Code of Ordinances are underlined and italicized with deleted or omitted provisions indicated by strike out type): Exhibit 14A, Section 8A(2), shall be amended to read as follows:

8A. [Construction of Carports.]

2. Permit:

- a. A permit may be issued by the office of the building inspector to construct a carport at a location which does not comply with the front, side and rear yard minimum requirements of section 8 under the following conditions:
 - (1) A verified application by the applicant upon a form promulgated by the city's building official office shall be filed with said office with the hereinafter required supporting documents.
 - (2) Satisfactory proof that the location of such carport does not violate existing building and use restrictions applicable to said property.
 - (3) Verified written consent from each property owner of lots located within two hundred (200) linear feet from the side property lines of the applicant and two hundred (200) linear feet on either side of a line extended from the applicant's midpoint of the front property line across to the opposite side of the street. If the owner of a property within the consent area is unknown, or the owner's current address is unknown, and after the applicant has exercised due diligence in determining ownership and an address to obtain such consent, the building official may waive the consent from such owner. Such determination will be

made on a case-by-case basis and the decision to waive or not to waive such consent is within the sole discretion of the building official.

- (4) The surrounding terrain, e.g., varying elevations, does not create sight or safety hazards as determined by the building inspector.
- (5) *A carport may have a front yard less than required if other main buildings or structures within the same block on the same side of the street have legally observed a front yard setback less than required herein. The front yard with the least restrictive dimension shall establish the minimum front yard setback.*

SECTION II

Repealer. All ordinances, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated herein.

SECTION III

Severability. The provisions of this ordinance are declared to be severable. If any section, sentence, clause, or phrase of the ordinance shall for any reason be held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this ordinance, but they shall remain in full force and effect; it being the legislative intent that this ordinance shall remain in effect notwithstanding the validity of any part.

SECTION IV

Effective Date. This Ordinance shall take effect immediately upon its adoption by the City Commission and publication as may be required by governing law.

SECTION V

Open Meetings. It is hereby officially found and determined that the meeting at which this Ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the *Open Meetings Act, Chapter 551, Gov't. Code.*

PASSED AND APPROVED on first reading this 8th day of April 2024.

PASSED, APPROVED, AND ADOPTED on second reading this 22nd day of April 2024.

CITY OF PAMPA, TEXAS

By: _____
Lance DeFever, Mayor

ATTEST:

Barbara Stucker, City Secretary

APPROVED AS TO FORM:

Bryan J. Guymon, City Attorney

RE: Carport Recommendation

Cary Rushing <crushing@cityofpampa.org>

Thu 2024-04-04 1:27 PM

To: Barbara Stucker <bstucker@cityofpampa.org>

Internal Email

It is the recommendation of the Building Official that we require the current procedure for new carports. We also believe that once the variance procedure has been completed for a residence within a block (intersection to intersection) and on the same side of the street that the variance would essentially be granted by the presence of a carport. This would allow the front set back to be somewhat uniform within that block. It is not the belief that 200 feet should set the precedent as 200 ft could put the carport into a separate subdivision.

Cary Rushing
Assistant Public Works Director/Building Official
City of Pampa
P.O. Box 2499
Pampa, TX 79066
(806)669-5740
crushing@cityofpampa.org
TSBPE #13323





**CITY OF PAMPA
AGENDA INFORMATION SHEET**

AGENDA ITEM 6:

ITEM/PROJECT:

EXECUTIVE SESSION – ECONOMIC DEVELOPMENT

MEETING DATE:

April 8, 2024

DESCRIPTION:

The City Commission will convene into closed session in accordance with Texas Local Government Code 551.087-Deliberations regarding economic development.

STAFF CONTACT:

Commission Members