



Regular Meeting of the Pampa City Commission April 14, 2025

Lance DeFever, Mayor

Paul Searl, Mayor Pro Tem

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 14, 2025**

**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.

PUBLIC HEARING

The Pampa City Commission will hold a Public Hearing to receive public comments regarding the reestablishment of the City of Pampa's Tax Abatement Guidelines and Criteria pursuant to Chapter 312 of the Texas Tax Code.

RECOGNITION:

Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting – Shane Stokes, City Manager

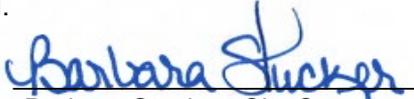
AUTHORIZATIONS BY CITY COMMISSION:

1. Consider approving the minutes of the March 24, 2025, Regular Commission Meeting.
2. Consider excusing the absence of Mayor DeFever from the March 24, 2025, Regular Commission Meeting.
3. Consider adopting Resolution No. R25-011, reauthorizing tax abatement guidelines and criteria for Tax Abatement Agreements.
4. Consider approving on first reading Ordinance No. 1819, revising Article 10.02, Section 21 of the City of Pampa Code of Ordinances, providing for an increase to the plat filing fees.
5. Consider awarding the bid in the amount of \$510.00 to Linda Pichardo Carver for the delinquent tax property located at the west 40 feet of Lot 1, Block 2, of the Southside Addition, commonly known as 413 E. Craven.

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 11, 2025, 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



**CITY OF PAMPA
AGENDA INFORMATION SHEET**

RECOGNITION:

ITEM/PROJECT: GFOA Certificate of Achievement for Excellence in Financial Reporting

MEETING DATE: April 14, 2025

STAFF CONTACT: Shane Stokes, City Manager



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**City of Pampa
Texas**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

September 30, 2023

Christopher P. Morill

Executive Director/CEO



**CITY OF PAMPA
AGENDA INFORMATION SHEET**

AGENDA ITEM 1:

ITEM/PROJECT:	MINUTES
MEETING DATE:	April 14, 2025
DESCRIPTION:	Consider approving the minutes of the March 24, 2025, Regular Commission Meeting.
STAFF CONTACT:	Barbara Stucker, City Secretary
FINANCIAL IMPACT:	N/A
SOURCE OF FUNDS:	N/A
START/COMPLETION SCHEDULE:	Minutes effective upon acceptance by Commission
RECOMMENDED ACTION:	Staff recommend Commission approve the minutes of the March 24, 2025, regular commission meeting as presented.
RECOMMENDED MOTION	I make a motion to accept the minutes of the March 24, 2025, regular commission meeting as presented.
BACKGROUND/ ADDITIONAL INFORMATION:	March 24, 2025 meeting minutes attached

**MINUTES OF THE
CITY COMMISSION OF THE CITY OF PAMPA, TEXAS
REGULAR MEETING
MARCH 24, 2025**

CALL TO ORDER: Mayor Pro Tem Keough at 4:00 p.m.

PRESENT: Jimmy Keough Mayor Pro Tem
Paul Searl Commissioner
Brian Doughty Commissioner
Jimmy Reed Commissioner

ABSENT: Lance DeFever Mayor

STAFF: Shane Stokes City Manager
Barbara Stucker City Secretary
Bryan Guymon City Attorney
Dustin Miller Assistant City Manager
Lance Richburg Chief of Police
Kasey Presson Fire Chief
Theresa Daniels Finance Director
Ben Ponce Community Services Director
Gary Turley Public Works Director
Dax Scott Information Technology
Luke Raber Engineer
Jason Roberts Fire Marshal
LeRoy Cox Deputy Fire Chief
Jasmine Chaney Assistant Finance Director
Brian Massey Assistant Chief of Police
Troy Schwiegerath Emergency Management

VISITORS: Gary Brown, Jamisen Hancock, Dale Garner, Phyllis Garner,
Laycee Johnson, Mike Borger, Randa Hiatt, Jimmy Chaney,
Amy Chaney, Ryan Bradley

NEWS MEDIA: None

INVOCATION: Jamisen Hancock, Commission Chaplain

PUBLIC COMMENTS: None

AUTHORIZATIONS BY COMMISSION:

1. Consider approving the minutes of the February 24, 2025, Regular Commission Meeting.

25-033

A motion was made by Commissioner Searl and seconded by Commissioner Reed to approve the minutes of the February 24, 2025, Regular Commission meeting as presented. With each Commission Member voting AYE, the motion carried.

2. Consider excusing the absence of Mayor DeFever from the February 24, 2025, Regular Commission meeting.

25-034

A motion was made by Commissioner Reed and seconded by Commissioner Searl to excuse the absence of Mayor DeFever from the February 24, 2025, Regular Commission Meeting. With each Commission Member voting AYE, the motion carried.

3. Consider accepting the City of Pampa 2024 Annual Comprehensive Financial Report.

25-035

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

4. Consider approving the List of Disbursements dated February 2025.

25-036

A motion was made by Commissioner Reed and seconded by Commissioner Searl approve the List of Disbursements date February 2025 as presented. With each Commission Member voting AYE, the motion carried.

5. Consider appointing Charlotte Livingston and Jennifer Puryear as election judges for the May 3, 2025, General Election.

25-037

A motion was made by Commissioner Doughty and seconded by Commissioner Reed to appoint Charlotte Livingston and Jennifer Puryear as Election Judges for the May 3, 2025 General Election. With each Commission Member voting AYE, the motion carried.

6. Consider adopting Resolution No. R25-010, authorizing a Utility Easement with Southwestern Public Service Company, located at the City of Pampa Landfill.

RESOLUTION NO. R25-010

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAMPA, TEXAS
AUTHORIZING A UTILITY EASEMENT TO SOUTHWESTERN PUBLIC SERVICE
COMPANY**

25-038

A motion was made by Commissioner Doughty and seconded by Commissioner Searl to adopt Resolution No. R25-010 as presented. With each Commission Member voting AYE, the motion carried.

7. Consider approving a Professional Services Agreement with Jacobs Engineering for Tertiary Wastewater Treatment for the City of Pampa, and authorize the City Manager to Execute.

25-039

A motion was made by Commissioner Doughty and seconded by Commissioner Searl approve the Professional Services Agreement with Jacobs Engineering as presented and authorize the City Manager to execute. With each Commission Member voting AYE, the motion carried.

ADJOURNED:

With no further items remaining on the agenda, the meeting was adjourned at 4:11 p.m. by Mayor Pro Tem, Keough.

Barbara Stucker, City Secretary

Jimmy Keough, Mayor Pro Tem



**CITY OF PAMPA
AGENDA INFORMATION SHEET**

AGENDA ITEM 2:

ITEM/PROJECT:	COMMISSION ABSENCE
MEETING DATE:	April 14, 2025
DESCRIPTION:	Consider excusing the absence of Mayor DeFever from the March 24, 2025, Regular Commission Meeting.
STAFF CONTACT:	Commission Members
FINANCIAL IMPACT:	N/A
SOURCE OF FUNDS:	N/A
START/COMPLETION SCHEDULE:	N/A
RECOMMENDED ACTION:	Staff recommend Commission excuse the absence of Mayor DeFever from the March 24, 2025 Commission Meeting.
RECOMMENDED MOTION	I make a motion to excuse the absence of Mayor DeFever from the March 24, 2025, regular commission meeting.
BACKGROUND/ ADDITIONAL INFORMATION:	N/A



**CITY OF PAMPA
AGENDA INFORMATION SHEET**

PUBLIC HEARING:

MEETING DATE:

April 14, 2025

DESCRIPTION:

The Pampa City Commission will hold a Public Hearing to receive comments regarding the reestablishment of the City of Pampa's Tax Abatement Guidelines and Criteria pursuant to Chapter 312 of the Texas Tax Code.



**CITY OF PAMPA
AGENDA INFORMATION SHEET**

AGENDA ITEM 3:

ITEM/PROJECT:	RESOLUTION R25-011 – REAUTHORIZING TAX ABATEMENT GUIDELINES
MEETING DATE:	April 14, 2025
DESCRIPTION:	Consider adopting Resolution No. R25-011, reauthorizing tax abatement guidelines and criteria for Tax Abatement Agreements.
STAFF CONTACT:	Shane Stokes, City Manager
FINANCIAL IMPACT:	N/A
SOURCE OF FUNDS:	N/A
START/COMPLETION SCHEDULE:	Resolutions effective upon adoption by Commission
RECOMMENDED ACTION:	Staff recommend Commission adopt Resolution R25-011 reauthorizing tax abatement guidelines & criteria
RECOMMENDED MOTION	I make a motion to adopt Resolution No. R25-011 as presented.
BACKGROUND/ ADDITIONAL INFORMATION:	Resolution R25-011 and Tax Abatement Guidelines & Criteria attached

RESOLUTION NO. R25-011

A RESOLUTION OF THE CITY OF PAMPA, TEXAS, REESTABLISHING TAX ABATEMENT GUIDELINES AND CRITERIA FOR TAX ABATEMENT AGREEMENTS PURSUANT TO CHAPTER 312 OF THE TEXAS TAX CODE.

WHEREAS, the City Commission last approved Tax Abatement Guidelines and Criteria on April 10, 2023; and

WHEREAS, the Pampa City Commission finds that it would be desirable and in the best interest of the citizens of Pampa to continue to promote development and redevelopment of certain contiguous geographic areas within the jurisdiction of the City; and

WHEREAS, tax abatement agreements have been an effective means by which to provide incentives to property owners to develop or redevelop property; and

WHEREAS, the Texas Legislature has authorized local governments to use property tax abatements in accordance with Chapter 312 of the Texas Tax Code; and

WHEREAS, the Pampa City Commission intends to designate one or more areas within the City as reinvestment zones where property owners may apply for tax abatement on taxes assessed over and above current assessed values, so that all current taxes on currently assessed values would continue to be paid; and

WHEREAS, Chapter 312 of the Texas Tax Code requires that the City establish guidelines and criteria governing tax abatement agreements every two (2) years for the designation of reinvestment zones and entering into Tax Abatement agreements;

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

That the Tax Abatement Guidelines and Criteria, attached hereto and made a part hereof by reference as if fully set out herein, are hereby approved and adopted as the official policy of the City.

READ, APPROVED AND ADOPTED this 14th day of April, 2025.

CITY OF PAMPA, TEXAS

By:

Paul Searl, Mayor Pro-Tem

ATTEST:

Barbara Stucker, City Secretary

APPROVED AS TO FORM:

Bryan J. Guymon, City Attorney

STATE OF TEXAS

CITY OF PAMPA

TAX ABATEMENT GUIDELINES AND CRITERIA

(Texas Tax Code Chapter 312)

City of Pampa (the “City”) is committed to the promotion of quality development in all parts of City of Pampa and to improving the quality of life for its citizens. In order to help meet these goals, the City will consider providing Tax Abatements (as defined below) to stimulate economic development. It is the policy of the City that such an incentive will be provided in accord with the guidelines and criteria outlined in this document. All applicants for Tax Abatements shall be considered on an individual basis.

In order to be eligible for designation as a Reinvestment Zone and receive Tax Abatement, and unless otherwise approved by the City, the planned improvement:

1. must be an Eligible Facility (as defined below);
2. must add at least One Hundred Thousand Dollars (\$100,000.00) to the tax roll of eligible property; and
3. must be reasonably expected to have an increase in positive net economic benefit to City of Pampa of at least Five Hundred Thousand Dollars (\$500,000.00) over the life of the Abatement, computed to include (but not limited to) new sustaining payroll and/or capital improvement.

In addition to the criteria set forth above, the City reserves the right to negotiate a Tax Abatement Agreement in order to compete favorably with other communities.

Only that increase in the fair market value of the property that is a direct result of the development, redevelopment, and improvement specified in the Agreement will be eligible for Abatement and then only to the extent that such increase exceeds any reduction in the fair market value of the other property of the applicant located within the jurisdiction creating the reinvestment zone.

All Tax Abatement Agreements will remain in effect no longer than allowed by law.

It is the goal of the City to grant Tax Abatements on the same terms and conditions as the other taxing units having jurisdiction of the property. However, nothing herein shall limit the discretion of the City to consider, adopt, modify, or decline any Tax Abatement request.

This policy is effective as of the 14th day of April, 2025, and shall at all times be kept current with regard to the needs of City of Pampa and reflective of the official views of the City, and shall be reviewed every two (2) years.

The adoption of these guidelines and criteria by the City Commission does not:

1. limit the discretion of the governing body to decide whether to enter into a specific Tax Abatement Agreement;
2. limit the discretion of the governing body to delegate to its employees the authority to determine whether or not the governing body should consider a particular application or request for Tax Abatement; or
3. create any property, contract, or other legal right in any person to have the governing body consider or grant a specific application or request for Tax Abatement.

SECTION I. DEFINITIONS

A. **"Abatement" or "Tax Abatement"** means the full or partial exemption from ad valorem taxes of certain property in a reinvestment zone designated for economic development purposes.

B. **"Agreement" or "Abatement Agreement"** means a contractual Agreement between a property owner and/or lessee and the City.

C. **"Base Year Value"** means the assessed value on the eligible property as of January 1 preceding the execution of the Agreement, unless the commencement of the abatement period is deferred by the City and property owner, in which event it means the appraised value on the eligible property as of January 1 preceding the deferred commencement date.

D. **"Eligible Facilities"** means new, expanded, or modernized buildings and structures, including fixed machinery and equipment, which is reasonably likely as a result of granting the Abatement to contribute to the retention or expansion of primary employment or to attract major investment in the reinvestment zone that would be a benefit to the property and that would contribute to the economic development of City of Pampa. Eligible facilities may include, but shall not be limited to a(n):

- | | |
|---|---|
| aquaculture/agriculture facilities | regional entertainment/tourism facilities |
| distribution center facilities | research service facilities |
| manufacturing facilities | regional service facilities |
| office buildings | historic buildings in a designated area |
| other basic industrial facilities | computer/data center |
| wind, solar, or other renewable energy facilities | |

E. **"Expansion"** means the addition of building structures, machinery, equipment, or payroll for purposes of increasing production capacity.

F. **"Facility"** means property improvement(s) completed or in the process of construction which together comprise an interregional whole.

G. **"Modernization"** Modernization may result from the construction, alteration or installation of buildings, structures, fixed machinery or equipment.

H. **"New Facility"** means a property previously undeveloped which is placed into service by means other than or in conjunction with Expansion or Modernization.

I. **"Productive Life"** means the number of years property improvement(s) is/are expected to be in service in a facility.

SECTION II. ABATEMENT AUTHORIZED

A. **Eligible Facilities.** Upon application, Eligible Facilities shall be considered for Tax Abatement as hereinafter provided.

B. **Creation of New Values.** Abatement may only be granted for the additional value of eligible property improvement(s) made subsequent to and specified in an Abatement Agreement between the City and the property owner or lessee, subject to such limitations as the City may require.

C. **New and Existing Facilities.** Abatement may be granted for the additional value of eligible property improvement(s) made subsequent to and specified in an Abatement Agreement between the City and the property owner or lessee, subject to such limitations as the City may require.

D. **Eligible Property.** Abatement may be extended to the value of new, expanded, or modernized buildings, structures, fixed machinery and equipment, site improvements, and related fixed improvements necessary to the operation and administration of the facility, and all other real and tangible personal property permitted by Chapter 312 of the Texas Tax Code.

E. **Ineligible Property.** The following types of property shall be fully taxable and ineligible for Tax Abatement: land; animals; inventories, supplies; tools; furnishings; vehicles; vessels; aircraft; single family owner occupied housing or residential property; single family housing or residential property to be rented or leased; property to be rented or leased, except as provided in Section II(F); property owned or used by the State of Texas.

F. **Owned/Leased Facilities.** If a leased facility is granted Abatement, the Agreement shall be executed with the lessor and the lessee. If the land is leased, but the facility constructed or installed thereon is owned by the lessee, the lessee shall execute the Agreement.

G. **Economic Qualifications.** In order to be eligible for designation as a reinvestment zone and receive Tax Abatement, the planned improvement:

- (1) must be an Eligible Facility;
- (2) must add at least One Hundred Thousand Dollars (\$100,000.00) to the tax roll of eligible property; and
- (3) must be reasonably expected to have an increase in positive net economic benefit to City of Pampa of at least Five Hundred Thousand Dollars (\$500,000.00) over

the life of the Abatement, computed to include (but not be limited to) new sustaining payroll and/or capital improvement. The creation of new jobs will also factor into the decision to grant an Abatement.

H. **Standards for Tax Abatement.** The following factors, among others, will be considered in determining whether to grant Tax Abatement:

- (1) value of existing improvements, if any;
- (2) type and value of proposed improvements;
- (3) productive life of proposed improvements;
- (4) number of existing jobs to be retained by proposed improvements;
- (5) number and type of new jobs to be created by proposed improvements;
- (6) amount of local payroll to be created;
- (7) whether the new jobs to be created will be filled by persons residing or projected to reside within the affected taxing jurisdiction;
- (8) amount by which property tax base valuation will be increased during the term of Abatement and after Abatement, which shall include a definitive commitment that such valuation shall not, in any case, be less than One Hundred Thousand Dollars (\$100,000.00);
- (9) expenses to be incurred in providing facilities directly resulting from the new improvements;
- (10) the amount of ad valorem taxes to be paid to the City during the Abatement period considering (a) the existing values, (b) the percentage of new value abated, (c) the Abatement period, and (d) the value after expiration of the Abatement period;
- (11) the population growth of City of Pampa that occurs directly as a result of new improvements;
- (12) the types and values of public improvements, if any, to be made by applicant seeking Abatement;
- (13) whether the proposed improvements compete with existing businesses to the detriment of the local economy;
- (14) the impact on the business opportunities of existing business;
- (15) the attraction of other new businesses to the area;

(16) the overall compatibility with the zoning ordinances and comprehensive plan for the area; and

(17) whether the project obtains all necessary permits from the applicable environmental agencies.

Each Eligible Facility shall be reviewed on its merits utilizing the factors provided above. After such review, Abatement may be denied entirely or may be granted to the extent deemed appropriate after full evaluation.

I. **Denial of Abatement.** An Abatement Agreement shall not be authorized if it is determined that:

(1) there would be substantial adverse effect on the provision of government services or tax base;

(2) the applicant has insufficient financial capacity;

(3) applicant activities would violate applicable codes or laws; or

(4) any other reason deemed appropriate by the City.

J. **Taxability.** From the execution of the Abatement to the end of the Agreement period, taxes shall be payable as follows:

(1) the value of ineligible property as provided in Section II(E) shall be fully taxable;

(2) the base year value of existing eligible property shall be fully taxable; and

(3) the additional value of new eligible property shall be fully taxable at the end of the Abatement period.

SECTION III. APPLICATION

A. Any present or potential owner of taxable property in the City may request Tax Abatement by filing a written application with the City of Pampa.

B. The application shall consist of a business plan of the applicant; applicant's projections on the employment impact and fiscal impact of the project; a general description of the new improvements to be undertaken; a descriptive list of the improvements for which an Abatement is requested; a list of the kind, number and location of all proposed improvements of a property; a map and property description; and a time schedule for undertaking and completing the proposed improvements. In the case of modernization, a statement of the assessed value of the facility, separately stated for real and personal property, shall be given for the tax year immediately preceding the application. The City Commission may require such financial and other information as deemed appropriate for evaluating the financial capacity and other factors pertaining to the applicant to be attached to the application.

C. The City shall give notice as provided by the Property Tax Code, including written notice to the presiding officer of the governing body of each taxing unit in which the property to be subject to the Agreement is located, not later than seven (7) days before acting upon the application.

D. The application process described in this Section III shall be followed regardless of whether a particular reinvestment zone is created by City of Pampa or a taxing entity within Gray County. No other notice or hearing shall be required except compliance with the open meetings act, unless the City Commission deem them necessary in a particular case.

SECTION IV. AGREEMENT

A. After approval, the City Commission shall formally pass a resolution and execute an Agreement with the owner of the facility and lessee, as required, which shall:

(1) include a list of the kind, number and location of all proposed improvements to the property;

(2) provide access to and authorize inspection of the property by the taxing unit to insure compliance with the Agreement;

(3) limit the use of the property consistent with the taxing unit's development goals;

(4) provide for recapturing property tax revenues that are lost if the owner fails to make improvements as provided by the Agreement;

(5) include each term that was agreed upon with the property owner and require the owner to annually certify compliance with the terms of the Agreement to each taxing unit; and

(6) allow the taxing unit to cancel or modify the Agreement at any time if the property owner fails to comply with the terms of the Agreement.

SECTION V. RECAPTURE

A. In the event that the applicant or its assignee (1) allows its ad valorem taxes owed to become delinquent and fails to timely and property follow the legal procedures for their protest and/or content; or (2) violates any of the terms and conditions of the Abatement Agreement and fails to cure during the cure period, the Agreement may be terminated and all taxes previously abated by virtue of the Agreement will be recaptured and paid within thirty (30) days of the termination.

B. Should the City determine that the applicant or its assignee is in default according to the terms and conditions of its Agreement, the City shall notify the applicant in writing at the address stated in the Agreement, and if such is not cured within the time set forth in such notice (the "Cure Period"), then the Agreement may be terminated.

SECTION VI. ADMINISTRATION

A. The Chief Appraiser of the Gray County Appraisal District will annually determine an assessment of the real and personal property comprising the reinvestment zone. Each year, the company or individual receiving Abatement shall furnish the appraiser with such information as may be necessary for the Abatement. Once value has been established, the Chief Appraiser will notify the City Commission of the amount of the assessment.

B. The City may execute a contract with any other jurisdiction(s) to inspect the facility to determine if the terms and conditions of the Abatement Agreement are being met. The Abatement Agreement shall stipulate that employees and/or designated representatives of the City will have access to the reinvestment zone during the term of the Abatement to inspect the facility to determine if the terms and conditions of the Agreement are being met. All inspections will be made only after giving twenty-four (24) hours prior notice and will only be conducted in such a manner as to not unreasonably interfere with the construction and/or operation of the facility. All inspections will be made with one or more representatives of the applicant present and in accordance with its safety standards.

C. Upon completion of construction, a designated representative of the City shall annually evaluate each facility receiving Abatement to insure compliance with the Agreement.

SECTION VII. ASSIGNMENT

The Abatement Agreement may be transferred and assigned by the holder to a new owner or lessee of the same facility either upon the approval by resolution of the City Commission or in accordance with the terms of an existing Tax Abatement Agreement. No assignment or transfer shall be approved if the parties to the existing Agreement, the new owner, or new lessee are liable to any jurisdiction for outstanding taxes or other obligations. Approval shall not be unreasonably delayed or withheld. Notice shall be given to the City Commission at least twenty (20) days in advance of any transfer or assignment.

SECTION VIII. SUNSET PROVISION

These Guidelines and Criteria are effective upon the date of their adoption, and shall supersede and replace any and all prior guidelines and criteria for Tax Abatement in the City. These Guidelines and Criteria shall remain in force for two (2) years, unless amended by a three-quarters (3/4) vote of the City Commission, at which time all reinvestment zones and Tax Abatement Agreements created pursuant to these provisions will be reviewed to determine whether the goals have been achieved. Based on such review, the Guidelines and Criteria will be modified, renewed or eliminated; provided, however, no modification or elimination of the Guidelines and Criteria shall affect Tax Abatement Agreements that have been previously approved until the parties thereto shall agree to amend such Agreements.

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PASSED, APPROVED AND ADOPTED on this the 14th day of April, 2025.

CITY OF PAMPA, TEXAS

Paul Searl, Mayor Pro-Tem

ATTEST:

Barbara Stucker, City Secretary



**CITY OF PAMPA
AGENDA INFORMATION SHEET**

AGENDA ITEM 4:

ITEM/PROJECT:	ORDINANCE NO. 1819 – PLAT FILING FEES
MEETING DATE:	April 14, 2025
DESCRIPTION:	Consider approving on first reading Ordinance No. 1819, revising Article 10.02, Section 21 of the City of Pampa Code of Ordinances, providing for an increase to the plat filing fees.
STAFF CONTACT:	Cary Rushing, Building Official
FINANCIAL IMPACT:	See Ordinance
SOURCE OF FUNDS:	Services provided
START/COMPLETION SCHEDULE:	Ordinance will be effective upon adoption by Commission and enforceable ten days after first publication.
RECOMMENDED ACTION:	Staff recommend Commission approve on first reading ordinance 1819 as presented
RECOMMENDED MOTION	I make a motion to approve on first reading ordinance No. 1819 as presented.
BACKGROUND/ ADDITIONAL INFORMATION:	Ordinance 1819 and Letter of Recommendation from Construction Board attached.

ORDINANCE NO. 1819

AN ORDINANCE OF THE CITY OF PAMPA, TEXAS, PROVIDING THAT THE CODE OF ORDINANCES BE AMENDED BY REVISING ARTICLE 10.02, SECTION 21 OF SAID CODE PROVIDING FOR AN INCREASE TO THE PLAT FILING FEES; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY OF PAMPA, TEXAS:

Section 1.

That Article 10.02, Section 21 of the Code of Ordinances of the City of Pampa be amended so that such section shall read as follows:

Sec. 21 Plat filing fees.

The following schedule of fees and charges shall be paid into the general fund of the City of Pampa when any map or plat is tendered to the Planning & Zoning Department, and each of the fees and charges provided herein shall be paid in advance and no action of the city planning and zoning commission or any other board or any other agency shall be valid until the fee has been paid.

(1)	Preliminary plat and final plat, entire process	\$975.00
(2)	Replat	\$500.00
(3)	Vacate plat	\$500.00
(4)	Amending plat	\$250.00
(5)	Filing fees payable to Gray County	Billed as applicable

Section 2.

This ordinance shall be effective upon its final passage and enforceable ten (10) days after its publication.

PASSED AND APPROVED on its first reading this 14th day of April 2025.

PASSED AND ADOPTED on its second and final reading this 28th day of April 2025.

CITY OF PAMPA, TEXAS

By: _____
Paul Searl, Mayor Pro Tem

ATTEST:

Barbara Stucker, City Secretary

APPROVED AS TO FORM:

Bryan J. Guymon, City Attorney

PAMPA, TX



EST. 1912

April 10, 2025

Mayor and City Commission
City of Pampa
P.O. Box 2499
Pampa, TX 79066-2499

Re: Recommendation to Amend Platting Fees

Dear Mayor and Members of the City Commission,

At its regular meeting on April 9, 2025, the Construction Board of Adjustments and Appeals discussed the City's current subdivision regulations and platting fee schedule.

The Board recommends increasing the platting fee to a flat rate of \$975, which will cover the full process from application to final plat. This fee does not include Gray County filing fees, which will be assessed at the time of filing and billed directly to the applicant.

Fees for vacating a plat (\$500), amending a plat (\$250), and replats (\$500) will remain unchanged.

The Board believes this updated fee structure better reflects the actual cost of processing plats while maintaining transparency and consistency for applicants.

The City of Pampa Construction Board of Adjustment and Appeals voted unanimously to respectively recommend the above listed Subdivision/Platting Fees be adopted by the City of Pampa.

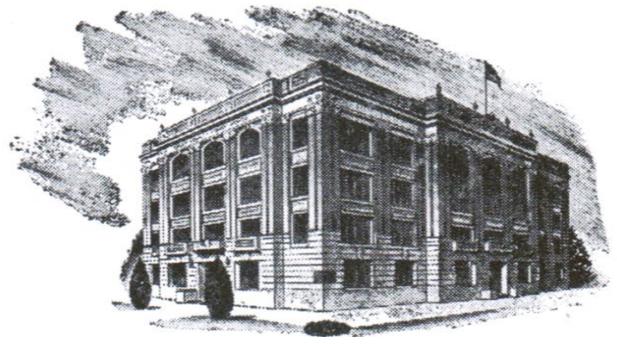
Chairman, Matt Hinton



**CITY OF PAMPA
AGENDA INFORMATION SHEET**

AGENDA ITEM 5:

ITEM/PROJECT:	DELINQUENT TAX PROPERTY BID
MEETING DATE:	April 14, 2025
DESCRIPTION:	Consider awarding the bid in the amount of \$510.00 to Linda Pichardo Carver for the delinquent tax property located at the west 40 feet of Lot 1, block 2 of the Southside Addition, commonly known as 413 E. Craven.
STAFF CONTACT:	Gary Turley, Public Works Director
FINANCIAL IMPACT:	\$510.00
SOURCE OF FUNDS:	Bidder
START/COMPLETION SCHEDULE:	Delinquent tax property bids must be approved by the City, the Pampa ISD, and Gray County.
RECOMMENDED ACTION:	Staff recommend Commission award the bid to Linda Pichardo Carver.
RECOMMENDED MOTION	I make a motion to award the bid in the amount of \$510.00 for the delinquent tax property located at 413 E. Craven to Linda Pichardo Carver.
BACKGROUND/ ADDITIONAL INFORMATION:	Bid letter and property photo attached.



Christie Johnson,
Tax Assessor Collector
PO BOX 382
Pampa, TX 79066-0382
Phone (806) 669-8018

April 8, 2025

City of Pampa
Attn: Barbara Stucker
P.O. Box 2499
Pampa, Texas 79066-2499

Dear Ms. Stucker:

On behalf of Gray County, City of Pampa and the Pampa Independent School District, our office has received a bid for the following tax properties described below:

Property Address: 413 E Craven
Legal Description: W 40' of Lot 1 Blk 2 Southside
Taxes Due: 2,433
Appraisal Value: 7,870
Name of Bidder: Linda Pichardo Carver
Amount of Bid: 510.00

Please notify us in writing of the acceptance of the above bids. The letter can be mailed to the above address or e-mailed to garnet.faires@graycch.com. We will await action by all of the participating entities before proceeding with the sale of these properties. If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,
Garnet Faires, PCC
Chief Deputy
cc: City of Pampa; Cary Rushing & Kirk Reed

