

MINUTES
REGULAR MEETING
TUESDAY, JULY 9, 2024

The City Council of the City of Monahans, Texas convened on the above date at 3:00 p.m. in the Council Chambers of City Hall with the following members, officers and visitors present:

Adam Steen	Mayor
Gerald Stava	Council Member District No. 1
Jeppie S. Wilson, Jr.	Council Member District No. 2/Mayor Pro Tem
Calvin Carrell	Council Member District No. 3
Ivy Valenzuela	Council Member District No. 4
Richard Hawkins (<i>absent</i>)	Council Member District No. 5
Rex M. Thee	City Manager
Frank Heslin	Assistant City Manager
Tonya Todd	City Secretary
Justin Till	Attorney for the City
Kristofer Quintana	Chief of Police-MPD
Stormey Laws	Captain-MPD
Teresa Burnett	Chamber of Commerce Executive Director
Christy Sullivan	The Monahans News
Aaron Huffty	Code Officer in Training
Richard Covington	Public Works Director
Ed Mendez	Oncor
Billy Riley	Self

ITEM #1 & ITEM #2 Mayor Steen called the meeting to order and Councilman Wilson gave the invocation.

ITEM #3 City Manager Rex M. Thee briefed the Council on approving the minutes of the June 25, 2024, Regular Council Meeting and July 1, 2024 Budget Workshop.

Motion by Councilman Carrell, seconded by Councilman Stava to approve the minutes of the June 25, 2024, Regular Council Meeting and July 1, 2024 Budget Workshop.

Votes were as follows:	“Aye”	Gerald Stava
	“Aye”	Jeppie Wilson
	“Aye”	Calvin Carrell
	“Aye”	Ivy Valenzuela
	Absent	Richard Hawkins

Motion carried.

ITEM #4 Presentation by citizens to be heard. None

ITEM #5 City Manager Rex M. Thee briefed the Council regarding the Pasture Grazing Lease with William E. Riley. Mr. Thee indicated that Mr. Riley grazes cattle and horses on the landfill, and surrounding City property. Mr. Thee mentioned that the contract is the same as last year. Mr. Thee stated that having the grass grazed before becoming a fire hazard and having Billy keeping an eye on the property is beneficial. Mr. Thee stated there have been no issues with his lease.

Motion by Councilman Wilson, seconded by Councilman Stava to approve the Pasture Grazing Lease with William E. Riley.

Votes were as follows:	“Aye”	Gerald Stava
	“Aye”	Jeppie Wilson
	“Aye”	Calvin Carrell
	“Aye”	Ivy Valenzuela
	Absent	Richard Hawkins

Motion carried.

ITEM #6 City Manager Rex M. Thee briefed the Council regarding a request from Brayan Araiza, Monahans Apostolic Church to close a portion of E. 7th Street from S. Allen to the Alley, July 27, 2024 10:00 a.m. to 10:00 p.m.

Motion by Councilman Carrell, seconded by Councilman Wilson to approve the request from Brayan Araiza, Monahans Apostolic Church to close a portion of E. 7th Street from S. Allen to the Alley, July 27, 2024 10:00 a.m. to 10:00 p.m.

Votes were as follows:	“Aye”	Gerald Stava
	“Aye”	Jeppie Wilson
	“Aye”	Calvin Carrell
	“Aye”	Ivy Valenzuela
	Absent	Richard Hawkins

Motion carried.

ITEM #7 City Manager Rex M. Thee briefed the Council regarding Resolution No. 2024-028 Allocation of Hotel Occupancy Tax Fund FY 2024-2025. Mr. Thee indicated that the three main appropriations are Ward County for the Event Center \$500,000, the Million Barrel Museum \$50,000, and the Chamber of Commerce \$248,195. Mr. Thee mentioned that the remainder is allocated for Special Projects/Events/Arts/Advertising and Promotions, Utilities for Historical Sites and Museum, Sports Facilities and events, Airport Fly-In, and Administration. Mr. Thee stated that the estimated HOT revenue for FY 24-25 is \$960,000. Mr. Thee mentioned that the

current HOT Fund balance is at \$2,274,712, and estimated total funds available for FY 2024-2025 is \$2,230,017.

Motion by Councilman Wilson, seconded by Councilman Carrell to approve Resolution No. 2024-028: To authorize the City Manager to distribute Hotel Occupancy Tax Funds for FY 2024-2025 in the following manner based upon availability of funds and under certain conditions:

- a. Any entity or organization receiving funds must be in full compliance with requirements regarding the receipt of and proper expenditures of Hotel Occupancy Tax Funds as required in the Tax Code, Section 351 V.T.C.S (Act).
- b. Any entity or organization receiving Hotel Occupancy Tax Funds must verify and fulfill contractual obligations as required by Hotel Occupancy Tax Code stipulations and as required by the City of Monahans.
- c. Any entity or organization failing to fully comply with said requirements will have funding terminated.
- d. If Hotel Occupancy Tax Funding is not generated in a sufficient amount to equal approved funding requests, each entity/organization-funding amount will be pro-rated accordingly. Any surplus moneys collected shall be retained by the City to be expended pursuant to the Act by the City Council.
- e. The allocation of funding for the FY 2024-2025 year will be as follows:

1. Chamber of Commerce-Tourism	up to	\$248,195
2. Ward County-Museum Complex	up to	\$ 50,000
3. Roy Hurd Memorial Airport Fly-In	up to	\$ 2,500
4. Sundry Administration	up to	\$ 7,000
5. Project/Events-Advertising/Promotions/Activities		\$ 65,000
6. City Utilities-Museum/Historical/Arts		\$ 17,000
7. Sports Facilities/Events		\$ 50,000
8. Ward County Event Center Infrastructure/Activities	up to	\$500,000
9. Historical & Arts Restoration/Preservation/Promotion		<u>\$ 65,000</u>
		\$1,004,695

Votes were as follows:	“Aye”	Gerald Stava
	“Aye”	Jeppie Wilson
	“Aye”	Calvin Carrell
	“Aye”	Ivy Valenzuela
	Absent	Richard Hawkins

Motion carried.

ITEM #8 City Manager Rex M. Thee briefed the Council regarding Resolution No. 2024-029 Code Enforcement Officer’s Report regarding properties in violation of one or more of the following Articles: Article 4.03, Article 7.02, Article 12.03 of the Code of Ordinances, City of Monahans, Texas. Mr. Thee indicated there are five (5) non-compliant properties on the list. Mr. Thee mentioned that approving this resolution will authorize non-compliant cases to proceed up to and including filing with Municipal Court.

Motion by Councilman Carrell, seconded by Councilman Valenzuela to approve Resolution No. 2024-029: To approve the Code Enforcement Officer’s report, and authorize further action up to and including filing non-compliant cases with Municipal Court.

Address:	Legal:	Owner:
201 S. Faye Farr	Blk 4 Lot 6, 7, 8, 9, & 10	Interstate Asphalt Coating Inc.
904 W. Sealy G&MMB&A	Sec 66 234.95’ X 144.82’	Jeff & Kelly Schulte
507 N. Allen Carnes #1	Blk 1 Lot N 31’ of 10	Evelyn Guadalupe Enriquez
704 S. Alice Tatom	Blk 1 Lot S 32’ of 5	Maribel Bolivar
409 S. Kenneth Providence #1	Blk 5 Lot 10	Shelly Almanza

Votes were as follows:

“Aye”	Gerald Stava
“Aye”	Jeppie Wilson
“Aye”	Calvin Carrell
“Aye”	Ivy Valenzuela
Absent	Richard Hawkins

Motion carried.

Councilman Valenzuela mentioned his concerns regarding a property on N. Main. Ms. Burnett stated that the Sands Art Association owns the building and the property. Ms. Burnett mentioned that fund raisers have been held in the past, to help with the upkeep of the building, but there are no longer active members in the association and maybe a volunteer organization can seek permission to help clean up the property. *(The property is known as the first Catholic Church in Monahans, Texas and in 1992 became a Recorded Texas Historic Landmark by the Texas Historical Commission.)*

ITEM #9 Mayor Steen read the following statement out loud, in open session. “The City Council will begin its Executive Session on this 9th day of July, 2024 at 3:17 p.m. pursuant to the provisions of the Open Meetings Law – Texas Government Code, in accordance with the authority contained in:

- a) Section 551.074 Personnel Matters: Appointments to the Planning & Zoning Board terms ending 7/31/2024 (3 members, 1 alternate member).”

ITEM #10 Mayor Steen read the following statement out loud, in open session. “The City Council has completed its Executive Session on the 9th day of July 2024, at 3:19 p.m.” City Manager Rex M. Thee briefed the Council regarding Resolution No. 2024-030 appointments to the Planning and Zoning Board of Adjustment (3 members, 1 alternate member).

Motion by Councilman Carrell, seconded by Councilman Wilson to approve Resolution No. 2024-030: To reappoint Board Members Krislynn Neace, Mickey Mitchell, Johnny King, and Alternate Board Member Clay Gardner to a two-year term to the Planning and Zoning Board of Adjustment, August 1, 2024 through July 31, 2026, subject to their acceptance.

Votes were as follows: “Aye” Gerald Stava

“Aye”	Jeppie Wilson
“Aye”	Calvin Carrell
“Aye”	Ivy Valenzuela
Absent	Richard Hawkins

Motion carried.

ITEM #11 Motion by Councilman Carrell, seconded by Councilman Stava to adjourn meeting at 3:21 p.m.

Votes were as follows:	“Aye”	Gerald Stava
	“Aye”	Jeppie Wilson
	“Aye”	Calvin Carrell
	“Aye”	Ivy Valenzuela
	Absent	Richard Hawkins

Motion carried.

Passed and approved by the Monahans City Council on July 23, 2024.

ATTEST:

APPROVED:

Tonya Todd, City Secretary

Adam Steen, Mayor