

MINUTES  
REGULAR MEETING  
TUESDAY, JULY 13, 2021

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
Rudy Hernandez	Council Member District No. 1
Jeppie S. Wilson, Jr.	Council Member District No. 2/Mayor Pro Tem
Calvin Carrell	Council Member District No. 3
Absent-Ivy Valenzuela	Council Member District No. 4
Richard Hawkins	Council Member District No. 5
Rex M. Thee	City Manager
Frank Heslin	Assistant City Manager
Tonya Todd	City Secretary
Alan Nicholas	Attorney for the City
Logan McMillan	Regional Community Forester/Tx A&M Forest Service
Teresa Burnett	Executive Director Chamber of Commerce
Ashley Adatao	Director Monahans Economic Development Corporation
Richard Covington	Public Works Director
Loris M. Scott	Self
Christy Sullivan	The Monahans News

**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 22, 2021 Regular Council Meeting and July 1, 2021 Budget Workshop.

Motion by Councilman Hawkins, seconded by Councilman Carrell to approve the minutes of the June 22, 2021, Regular Council Meeting, and July 1, 2021 Budget Workshop, as presented.

Votes were as follows:

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

Motion carried.

**ITEM #4** Consider and Act Upon approving the following consent items:

- a. Accounts Payable in the amount of \$615,128.52
- b. Monthly Reports/Minutes: (a) Airport Manager’s Monthly Report, (b) Animal Control Monthly Report, (c) Building Permit Monthly Report, (d) Code Enforcement Officer’s Report (e) MEDC Minutes and Monthly Financial Report,

(f) Municipal Court Monthly Report, (g) City Monthly Fund Balance Report, (h) City Monthly Revenue and Expenditure Comparison Summary Report (i) Planning and Zoning Board of Adjustment Minutes (j) Monahans Chamber of Commerce Hotel Occupancy Tax Quarterly Report  
*(Code Enforcement Report not included, computer went down during the last storm. The consent items include May and June’s Airport Reports)*

Motion by Councilman Hawkins, seconded by Councilman Wilson to approve the consent items.

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

Motion carried.

**ITEM #5** Presentation of citizens to be heard. Teresa Burnett, Chamber of Commerce Director, mentioned that they have several upcoming zoom meetings with Permian Strategic Partnership (PSP) and there are a lot of grants available, for First Responders. Ms. Burnett stated the Freedom Festival was a huge success and the fireworks show lasted, approximately, 55 minutes. Mayor Steen stated that it was one of the best years, ever. Ms. Burnett mentioned they are busy with several upcoming events including the Butterfield Festival with John Conlee and the Annual Fly-In Breakfast at the Airport, in August. Ashley Aduato, MEDC Director, stated that 8:28 car wash, recently had their ribbon cutting ceremony and the Broadband Project is coming along. City Manager Rex M. Thee introduced Logan McMillan with the Texas A&M Forest Service.

**ITEM #6** City Manager Rex M. Thee briefed the Council regarding the Pasture Grazing Lease with William E. Riley. Mr. Thee indicated that Billy Riley grazes cattle and horses on the landfill and surrounding City property and the contract is essentially the same as last year. Mr. Thee stated that the benefits to the City are the decreased grass fire hazard, having Chief Riley “patrolling” City property while checking his livestock, and the revenue from the agreement fee. Mr. Thee stated that we have had no issues, and Mr. Riley has done a great job of making sure employees and surveyors from TNMP, Dawson, and other companies are locking gates and staying in the areas where they need to.

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

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

Motion carried.

**ITEM #7** City Manager Rex M. Thee briefed the Council regarding the Public Funds Investment Report, Quarter Ending June 30, 2021. Mr. Thee stated that due to issues with values dropping of our pledged securities, Tejas Bank recently made some changes to the City’s third-party bank pledged securities. Mr. Thee mentioned that our funds are covered at 102%.

Motion by Councilman Hawkins, seconded by Councilman Hernandez to approve the Public Funds Investment Report, Quarter Ending June 30, 2021.

Votes were as follows:

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

Motion carried.

**ITEM #8** City Manager Rex M. Thee briefed the Council regarding Resolution No. 2021-024 Allocation of Hotel Occupancy Tax Funds FY 2021-2022. Mr. Thee indicated the City received request for HOT funds from the Chamber of Chamber (\$161,495), and Ward County for the Event Center and Million Barrel Museum (\$468,500). Mr. Thee mentioned that funds can be requested throughout the year. Mr. Thee stated that a conservative expectation of the 2021-2022 HOT revenue is \$363,600 and the current balance in the HOT Fund is \$2,177,427.

Motion by Councilman Carrell, seconded by Councilman Wilson to approve Resolution No. 2021-024: To authorize the City Manager to distribute Hotel Occupancy Tax Funds for FY 2021-2022 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 2021-2022 year will be as follows:

1. Chamber of Commerce Tourism	up to	\$161,495
2. Museum Complex-Ward County	up to	\$ 50,000
3. Airport Fly-In	up to	\$ 1,500
4. Sundry Administration	up to	\$ 10,000
5. Special Projects/Meetings/Events		\$ 50,000
6. City of Monahans (Utilities for Million Barrel Museum)		\$ 12,000

- 7. City of Monahans Existing Sports Facilities/Fields (SB 551)      \$ 40,000
- 8. Ward County Event Center Infrastructure/Activities      up to \$418,500

Votes were as follows:

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

Motion carried.

**ITEM #9** City Manager Rex M. Thee briefed the Council with regards to Calling a Public Hearing on the Proposed Budget for the City of Monahans 10/01/2021-9/30/2022 Budget Year (8/10/2021). Mr. Thee indicated that the proposed budget includes a 5% increase in utility fees with the average customer seeing an increase of \$5.43, two totally outfitted Police Department vehicles, a 3% cost of living raise for the city employees, the purchase of dumpsters, automated meters, one mower, \$150,000 in seal coating, landfill expansion, funds to remodel the Municipal Court Building and no increase in the property tax rate. Mr. Thee mentioned that the Proposed Budget is posted on the city’s website and is subject to minor changes until the second reading of the ordinance to adopt it.

Motion by Councilman Wilson, seconded by Councilman Hernandez calling for a Public Hearing on the Proposed Budget for the City of Monahans 10/01/2021-09/30/2022 Budget Year, August 10, 2021, City Council Chambers at 3:00 p.m.

Votes were as follows:

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

Motion carried.

**ITEM #10** City Manager briefed the Council regarding Resolution No. 2021-025 to Plat Lots 1-4, Block 1, F.O.W.C. Addition #2, City of Monahans, Ward County, Texas. Mr. Thee indicated that this property is located in the 100 Block of South James and Billy Neace recently had his building removed from the fire zone. Mr. Thee stated that the Planning and Zoning Board of Adjustment recently approved the Plat and recommends the City approves, as well.

Motion by Councilman Carrell, seconded by Councilman Wilson to approve Resolution No. 2021-025: To approve the Plat of Lots 1-4, Block 1, F.O.W.C. Addition #2, City of Monahans, Ward County, Texas.

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

Motion carried.

**ITEM #11** City Manager briefed the Council regarding Resolution No. 2021-026 to Replat Lots 1-3, Block 1, F.O.W.C. Addition, City of Monahans, Ward County, Texas. Mr. Thee stated that this is the lot containing the Texas Wash Tub and the two lots to the South. Mr. Thee mention that the owners are replating because the parking lot of Texas Wash Tub extends into the lot to the South as it sits now. Mr. Thee mention that the owners want to enlarge Lot 1, and then make Lot 2 and Lot 3 the same size. Mr. Thee stated that the Planning and Zoning Board of Adjustment recently approved the Plat and recommends the City approves, as well.

Motion by Councilman Wilson, seconded by Councilman Hawkins to approve Resolution No. 2021-026: To approve the Replat of Lots 1-3, Block 1, F.O.W.C. Addition, City of Monahans, Ward County, Texas.

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

Motion carried.

**ITEM #12 EXECUTIVE SESSION:** Mayor Steen read the following statement in open session. “The City Council will begin its Executive Session on this 13<sup>th</sup> day of July 2021 at 3:29 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 Planning and Zoning Board of Adjustment (Three Members).”

**ITEM #13 OPEN SESSION:** To take any action deemed necessary after executive session regarding:

- a. Section 551.074 Personnel Matters:  
Consider and Act Upon Approving Resolution No. 2021-027  
Appointments to Planning and Zoning Board of Adjustment (Three Members)

Mayor Steen read the following statement in open session. “The City Council has completed its Executive Session on the 13<sup>th</sup> day of July 2021 at 3:36 p.m.”

City Manager Rex M. Thee stated that the terms of Planning and Zoning Board of Adjustment Members Billy Neace and Gerald Carlson and Alternate Member Krislynn Neace expires July 31, 2021.

Motion by Councilman Carrell, seconded by Councilman Hawkins to approve Resolution No. 2021-027: To appoint Members Gerald Carlson and Billy Neace and Alternate Member Krislynn Neace to a two-year term as Planning and Zoning Board of Adjustment members, August 1, 2021 through July 31, 2023, subject to their acceptance.

Votes were as follows:

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

Motion carried.

**ITEM #14** Motion by Councilman Hawkins, seconded by Councilman Wilson to adjourn meeting at 3:37 p.m.

Votes were as follows:

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

Motion carried.

Passed and approved by the Monahans City Council on July 27, 2021.

ATTEST:

APPROVED:

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Tonya Todd, City Secretary

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Adam Steen, Mayor