

MINUTES  
REGULAR MEETING  
TUESDAY, AUGUST 22, 2023

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 ( <i>absent</i> )	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
Justin Till	Attorney for the City
Kristopher Quintana	Chief-MPD
Stormey Laws	Captain-MPD
Christy Sullivan	The Monahans News
Richard Covington	Public Works Director
Ashley Adauto	MEDC Director
Teresa Burnett	Executive Director Chamber of Commerce
Lorena Valle	Finance Officer

**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 August 08, 2023 Regular Council Meeting.

Motion by Councilman Stava, seconded by Councilman Carrell to approve the minutes of the August 08, 2023 Regular Council Meeting.

Votes were as follows:	“Aye”	Gerald Stava
	“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 \$787,534.47
- b. Monthly Reports/Minutes: (a) Airport Manager’s Monthly Report, (b) Animal Control Monthly Report, (c) Building Permit Monthly Report, (d) Code Enforcement Monthly (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  
*Airport Report and MEDC Minutes not included.*

Motion by Councilman Carrell, seconded by Councilman Stava to approve the consent items.

Votes were as follows:

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

Motion carried.

**ITEM #5** Presentation by citizens to be heard. None

**ITEM #6** Mayor Steen opened the Public Hearing regarding the City of Monahans 2023-2024 Fiscal Year Proposed Budget. City Manager Rex M. Thee mentioned that the proposed budget is available on the city’s website and in-person at city hall. Mr. Thee stated that the budget will be based on an ad valorem tax rate of \$0.35000 per \$100 valuation, revenue from City services, and sales tax. Mr. Thee mentioned that the budget includes estimated revenue at \$14,604,572, expenditures of \$14,423,203 and of that, \$250,000 is a transfer in of street capital assets (*E. Parkway drainage retention pond*) from MEDC, which from an auditing perspective, zeros out due to being a revenue gain of the same amount. Mr. Thee indicated that expenditures are projected to be \$2,610,222 above last year, with the main portion of the increase being \$1,943,026 of State and Local Fiscal Recovery Funds (SLFRF), received over the last two years to drill a new high volume modern water well, and put a new lid on Maxwell, a 1 million gallon Underground Water Reservoir. Mr. Thee stated that the City will also be purchasing a new trash truck, truck mounted sewer machine, and lease of a new landfill compactor, all big ticket items. Mr. Thee mentioned that revenues are projected to be up approximately \$2,944,137 mainly due to the transfer of the SLFRF funds, sales tax collections, and higher property valuations. Mr. Thee stated that a 4% COLA is included in the budget, for all city employees. Councilman Wilson asked about the time span for adopting the budget? Mr. Thee replied that the second reading of the Ordinance will be held at the next regular meeting and the budget can be changed any time prior to the second and final reading, if needed. No further comments were made and Mayor Steen closed the Public Hearing.

**ITEM #7** City Manager Rex M. Thee briefed the Council regarding the First Reading of Ordinance No. 1313 Adopting the Fiscal Year Budget October 1, 2023 to September 30, 2024.

Mr. Thee indicated that current regulations require only one public hearing, and allows first reading of the ordinance at the same meeting as the public hearing. Mr. Thee read Section 2. of the Ordinance out loud.

Section 2. The sum of \$28,631,450 is hereby appropriated for budget allocations in the amounts shown as follows:

General Fund	\$ 11,938,815
System Fund	\$ 11,151,924
Utility Deposit Fund	\$ 220,537
Hotel Occupancy Tax Fund	\$ 3,282,068
Police Asset Fund	\$ 58,080
Municipal Court Security Fund	\$ 30,200
Municipal Court Technology Fund	\$ 6,800
State & Local Fiscal Relief Funds	\$ 1,943,026

Mayor Steen read the caption of Ordinance No. 1313 out loud.

Motion by Councilman Hawkins, seconded by Councilman Carrell to approve the First Reading of Ordinance No. 1313:

**ORDINANCE NO. 1313**

**AN ORDINANCE OF THE CITY OF MONAHANS, TEXAS ADOPTING THE BUDGET FOR THE CITY OF MONAHANS, FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2023, AND ENDING ON SEPTEMBER 30, 2024, AND REVISING THE BUDGET FOR THE PRECEDING FISCAL YEAR ENDING SEPTEMBER 30, 2023.**

Votes were as follows:

“Aye”	Gerald Stava
“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 a request from the Monahans Chamber of Commerce to Close E. 13<sup>th</sup> Street between Stuart Avenue and East Monahans Parkway for the Grand Opening of the Ward County Event Center Park on September 11, 2023, at 5:00 p.m. Mr. Thee stated that the city will close the street earlier in the day to allow for the event set up and he foresees no problem with the request.

Motion by Councilman Wilson, seconded by Councilman Stava to approve the request from the Monahans Chamber of Commerce to close E. 13<sup>th</sup> Street between Stuart Avenue and East Monahans Parkway for the Grand Opening of the Ward County Event Center Park on September 11, 2023, at 5:00 p.m.

Votes were as follows: “Aye” Gerald Stava

“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 acknowledgement of the Adopted Budget for Ward County Appraisal District and Winkler County Appraisal District 01/01/2024 to 12/31/2024 Budget Year. Mr. Thee indicated that this agenda item is to acknowledge the 2024 budgets for Ward County Appraisal District in the amount of \$828,434, with the City’s share \$17,051, and Winkler County Appraisal District in the amount of \$676,196, with the City’s share \$657.07.

Motion by Councilman Hawkins, seconded by Councilman Wilson to acknowledge the 2024 budgets for Ward County Appraisal District in the amount of \$828,434, with the City’s share at \$17,051, and Winkler County Appraisal District in the amount of \$676,196, with the City’s share at \$657.07.

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

Motion carried.

**ITEM#10** City Manager Rex M. Thee briefed the Council with regards to acknowledgment of Mayoral Appointments to the Monahans Housing Authority Board of Commissioners. Mr. Thee mentioned that the two-year terms of Chad Smith, Sindy Fuentes, and Stacey Tapp will end September 22, 2023 and Mayor Steen has reappointed Chad Smith, and appointed Kim Thomas, and Perla Garcia to the board.

Motion by Councilman Carrell seconded by Councilman Wilson to acknowledge the Mayoral Appointments of Perla Garcia, Kim Thomas and Chad Smith to the Monahans Housing Authority Board of Commissioners for a term of two years, beginning September 23, 2023 through September 22, 2025.

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

Motion carried.

**ITEM #11** City Manager Rex M. Thee briefed the Council with regards to proposing the 2023 Property Tax Rate. Mr. Thee indicated that the No-New Revenue tax rate is \$.30091, the Voter-Approval tax rate is \$.35954, and the De Minimis tax rate is \$.38571. Mr. Thee mentioned that the proposed tax rate of \$.35000 is greater than the no-new revenue rate, but is not greater than the voter-approval rate; therefore, the City is not required and cannot be petitioned to hold an election for voter approval of the rate. Mr. Thee stated that even though the City is not increasing the tax rate, the higher property valuations will mean the City will collect \$299,265 more than last year, which means the City is proposing to increase property taxes for the 2023 tax year.

Motion by Councilman Wilson, seconded by Councilman Hawkins “to propose the 2023 Property Tax Rate at \$0.35000 per \$100 valuation.”

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

Motion carried.

**ITEM #12** City Manager Rex M. Thee briefed the Council with regards to scheduling a **Public Hearing** on the 2023 Proposed Property Tax Rate and **Public Meeting** to Vote on the 2023 Proposed Property Tax Rate and Announce Date, Time and Place of the Meeting (9/12/2023, 3:00 p.m., City Hall Council Chambers, 112 W. 2<sup>nd</sup> St., Monahans, Texas)

Motion by Councilman Hawkins, seconded by Councilman Carrell “to schedule a Public Hearing on the 2023 Proposed Property Tax Rate and a Public Meeting to vote on the Proposed Tax Rate for September 12, 2023, at 3:00 p.m. at the Council Chambers of City Hall, 112 W. 2<sup>nd</sup> Street, Monahans, Texas.”

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

Motion carried.

**ITEM #13** City Manager Rex M. Thee briefed the Council with regards to Resolution No. 2023-025 Code Enforcement Officer’s Report Regarding Properties in Violation of Article 4.03 and/or Article 7.02 of the Code of Ordinances, City of Monahans, Texas, Garbage, Trash and/or Building Code Violations. Mr. Thee indicated 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 Hawkins to approve Resolution No. 2023-025: To approve the Code Enforcement Officer’s report, and authorize further action up to and including filing non-compliant cases with Municipal Court.

<b>Address:</b>	<b>Legal:</b>	<b>Owner:</b>
611 S. Calvin	Carl Estes     Block 2   Lot 7	Tito & Espudo Hernandez
1303 S. Calvin	Mon Hts #1     Block 2   Lot S/2 of 8 & N/35’ of 9	Russell D Subia
412 N. Main	M.O.T.             Block 36 Lot W 10’X140’ of 7 & All of 8	Bobby Miller
501 N. Main	M.O.T.             Block 30 Lot 16 Peters             Block 1   Lot 1 & 2	Robert Forsyth

Votes were as follows:

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

Motion carried.

**ITEM #14** Mayor Steen read the following statement out loud, in open session. “The City Council will begin its Executive Session on this 22<sup>nd</sup> day of August 2023 at 3:20 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: Two Appointments to a 3-year term 10-01-2023 to 9-30-2026, Monahans Economic Development Corporation (MEDC).”

**ITEM #15** Mayor Steen read the following statement out loud, in open session. “The City Council has completed its Executive Session on the 22<sup>nd</sup> day of August 2023 at 3:24 p.m.”

City Manager Rex M. Thee briefed the Council with regards to Resolution No. 2023-025 Two Appointments to a 3-year term 10-01-2023 to 9-30-2026, Monahans Economic Development Corporation (MEDC)

Motion by Councilman Stava, seconded by Councilman Wilson to approve Resolution No. 2023-025: To reappoint Cathy Anthony and Hal Upchurch to a three-year term as Monahans Economic Development Board member, for the term of October 1, 2023 through September 30, 2026, subject to their acceptance.

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

Motion carried.

**ITEM #16** Motion by Councilman Hawkins, seconded by Councilman Carrell to adjourn meeting at 3:25 p.m.

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

Motion carried.

Passed and approved by the Monahans City Council on September 12, 2023.

ATTEST:

APPROVED:

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Tonya Todd, City Secretary

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Adam Steen, Mayor