

MINUTES  
REGULAR MEETING  
TUESDAY, AUGUST 23, 2022

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 (absent)	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	Council Member District No. 5
Rex M. Thee	City Manager
Frank Heslin	Assistant City Manager
Tonya Todd	City Secretary
Lorena Valle	Finance Officer
Justin Till	Attorney for the City
Ashley Adatao	Director MEDC
Kristofer Quintana	Chief of Police MPD
Stormey Laws	MPD
Melton Mitchell	Risk Management Officer
Christy Sullivan	The Monahans News
Teresa Burnett	Executive Director Chamber of Commerce
Richard Covington	Public Works Director
Henry Cutbirth	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 July 12, 2022 Regular Council Meeting.

Motion by Councilman Hawkins, seconded by Councilman Valenzuela to approve the minutes of the July 12, 2022 Regular Council Meeting.

Votes were as follows:	Absent	Rudy Hernandez
	“Aye”	Jeppie Wilson
	“Aye”	Calvin Carrell
	“Aye	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 \$924,039.03
- b. Resolution No. 2022-025 Regarding Tax Roll Adjustments

- c. Monthly Reports/Minutes: (a) Animal Control Monthly Report, (b) Building Permit Monthly Report, (c) Code Enforcement Monthly Report (d) MEDC Minutes and Monthly Financial Report, (e) Municipal Court Monthly Report, (f) City Monthly Fund Balance Report, (g) City Monthly Revenue and Expenditure Comparison Summary Report, (h) Monahans Chamber of Commerce Hotel Occupancy Tax (HOT) Quarterly Report (i) Airport Advisory Board Minutes

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

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

Motion carried.

**ITEM #5** Presentation by citizens to be heard. Ashley Adauto, MEDC Director stated that they continue to work on commercial development and the fence project on the Eastside. Teresa Burnett, Chamber of Commerce Executive Director mentioned that they continue work on the fall activities.

**ITEM #6 Public Hearing:** Mayor Steen opened the Public Hearing for comments regarding the City of Monahans 2022-2023 Fiscal Year Proposed Budget. City Manager Rex M. Thee indicated that the budget will be based on an ad valorem tax rate of \$0.35000 per \$100 valuation, revenue from City services, sales tax and the budget includes estimated revenue at \$11,660,435, and estimated expenditures of \$11,812,965. Mr. Thee mentioned that expenditures are \$152,530 higher than projected revenues because \$222,600 was received in the current budget from Ward County for the upgrade and renovation of the effluent water system for the sports fields, but will not be spent until the FY2023 budget. Mr. Thee stated that \$236,116 of expenditure is transfer in of street capital assets (E. Parkway culvert and drain) from MEDC, which from an auditing perspective, zeros out due to being a revenue gain of the same amount. Mr. Thee mentioned that expenditures are projected to be \$1,279,196 above last year due to higher costs of everything especially fuel and revenues are projected to be up about \$1,231,638 mainly due to the 4.36% increase to sanitation fees, higher sales tax collections, and higher property valuations. Mr. Thee stated that this budget includes a 3% COLA for all employees. Mr. Thee stated that other than General and System funds, allocations will include \$970,261 from the America Rescue Plan State and Local Fiscal Recovery Funds and the funds are very proprietary in their use, and cannot be counted on until actually in a city bank account not comingled with other revenues. Mr. Thee indicated that the funding will be administered through Texas Department. of Emergency Management (TDEM), and should arrive in October. No further comments were made and Mayor Steen closed the Public Hearing.

**ITEM #7** City Manager Rex M. Thee briefed the Council with regards to open/awarding bids for sale of personal property improvement 28' X 70' double wide modular building located at 113 S. Allen Avenue. Mr. Thee indicated that no bids were received. No action was taken.

**ITEM #8** City Manager Rex M. Thee briefed the Council with regards to awarding bid for the siting, licensing and installation of Automated Weather Observation System III with Present Weather Sensor, Thunder Strike Alert (AWOS III PT). Mr. Thee indicated that the Airport Advisory Board met Friday, July 29, 2022 and opened two sealed bids and the board recommended Frank Heslin and I, along with TxDOT Aviation staff review and compare the bids. Mr. Thee recommended DBT to the Council.

Bidder #1: DBT

Base Bid

1. AWOS III	\$ 98,336.00
2. One year of AWOS maintenance	\$ 5,000.00
3. NADIN Interface w/1yr connect svc	\$ <u>1,000.00</u>
	\$104,336.00

Additive Alternate Bids

1. Thunder Strike Alert	\$ 12,782.00
2. Upgrade to Ultra Sonic Wind Sensor	\$ <u>2,382.00</u>

**Total Bid** **\$119,500.00**

Bidder #2: PAPPAS Technology

Base Bid

1. AWOS III	\$ 104,480.00
2. One year of AWOS maintenance	\$ 2,400.00
3. NADIN Interface w/1yr connect svc	\$ <u>720.00</u>
	\$107,600.00

Additive Alternate Bids

1. Thunder Strike Alert	\$ 14,000.00
2. Upgrade to Ultra Sonic Wind Sensor	\$ <u>3,400.00</u>

**Total Bid** **\$125,000.00**

Motion by Councilman Wilson, seconded by Councilman Carrell to award the bid for the siting, licensing and installation of Automated Weather Observation System III with Present Weather Sensor, Thunder Strike Alert (AWOS III PT) to DBT for \$119,500.

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

Motion carried.

**ITEM #9** City Manager Rex M. Thee briefed the Council regarding the Publicity and Tourism Agreements for the 2022-2023 Fiscal Year Hotel Occupancy Tax (HOT) Funding for the Monahans Chamber of Commerce and Ward County. Mr. Thee stated that the Tourism agreements with the Monahans Chamber of Commerce is in the amount of \$176,995 and Ward County is in the amount of \$450,000 for 2022-2023 Fiscal Year Hotel Occupancy Tax funds.

Motion by Councilman Carrell, seconded by Councilman Hawkins to approve the agreements for the Monahans Chamber of Commerce in the amount of \$176,995 and Ward County in the amount of \$450,000.

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

Motion carried.

**ITEM #10** City Manager Rex M. Thee briefed the Council with regards to approving the 10/01/2022-9/30/2023 Budget for the Monahans Economic Development Corporation (MEDC) Mr. Thee indicated that the MEDC Board of Directors approved the budget in their meeting July 21<sup>st</sup>. Mr. Thee stated that the MEDC budgeted Professional Services line item should be equal to or more than the City budget for MEDC, because the City charges MEDC for that portion of our budget throughout the fiscal year.

Motion by Councilman Hawkins, seconded by Councilman Valenzuela to approve the 10/01/2022-9/30/2023 Budget for the Monahans Economic Development Corporation (MEDC)

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

Motion carried.

**ITEM #11** City Manager Rex M. Thee briefed the Council on approving the 2022 Certified Appraisal Roll from Ward County Appraisal District and Winkler County Appraisal District.

Motion by Councilman Carrell, seconded by Councilman Wilson to approve the 2022 Certified Appraisal Roll from Ward County Appraisal District and Winkler County Appraisal District.

Votes were as follows:	Absent	Rudy Hernandez
	“Aye”	Jeppie Wilson

“Aye” Calvin Carrell  
“Aye” Ivy Valenzuela  
“Aye” Richard Hawkins

Motion carried.

**ITEM #12** City Manager Rex M. Thee briefed the Council on acknowledgement of the adopted budget for Ward County Appraisal District and Winkler County Appraisal District 01/01/2023 to 12/31/2023 Budget Year. Mr. Thee indicated that the City’s share of Ward County Appraisal District will be \$14,601, and the City’s share of Winkler County Appraisal District will be \$484.47.

Motion by Councilman Hawkins, seconded by Councilman Valenzuela to acknowledge the adopted Budget for Ward County Appraisal District and Winkler County Appraisal District 01/01/2023 to 12/31/2023 Budget Year.

Votes were as follows:

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

Motion carried.

**ITEM #13** City Manager Rex M. Thee briefed the Council regarding the First Reading of Ordinance No. 1301 Amending Sec. 13-9(2) Minimum Sanitation Charges and Sec. 13-9(3) Outside City Limits and Sec. 13-9(6) Solid Waste, Revising Rates. Mr. Thee indicated that this Ordinance will increase the sanitation rates 4.36% as approved in the proposed budget. Mr. Thee stated that the increase will be on all residential and commercial customers both inside and outside City limits and a single-family household will see a \$1.17 increase per month. Mr. Thee mentioned that it also increases the solid waste rate at the landfill per ton from \$50.00 to \$52.00, and a five dollar increase to the minimum charge per load. Mayor Steen read the caption out loud.

Motion by Councilman Hawkins, seconded by Councilman Wilson to approve the First Reading of Ordinance No. 1301:

ORDINANCE NO. 1301

AN ORDINANCE AMENDING SECTION 13-9(2), SECTION 13-9(3), AND SECTION 13-9(6) OF THE CITY CODE OF ORDINANCES OF THE CITY OF MONAHANS, TEXAS; PROVIDING FOR REVISED RATES OR CHARGES; RESCINDING ALL ORDINANCES IN CONFLICT, AND DECLARING AN EFFECTIVE DATE.

Votes were as follows:

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

Motion carried.

**ITEM #14** City Manager Rex M. Thee briefed the Council regarding the First Reading of Ordinance No. 1302 Adopting the Fiscal Year Budget October 1, 2022 to September 30, 2023. Mr. Thee indicated that current regulations require only one public hearing, and allows first reading of the ordinance at the same meeting. Mayor Steen read the caption out loud.

Motion by Councilman Wilson, seconded by Councilman Carrell to approve the First Reading of Ordinance No. 1302.

**ORDINANCE NO. 1302**

**AN ORDINANCE OF THE CITY OF MONAHANS, TEXAS ADOPTING THE BUDGET FOR THE CITY OF MONAHANS, FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2022, AND ENDING ON SEPTEMBER 30, 2023, AND REVISING THE BUDGET FOR THE PRECEDING FISCAL YEAR ENDING SEPTEMBER 30, 2022.**

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

Motion carried.

**ITEM #15** City Manager Rex M. Thee briefed the Council on acknowledgment of Mayoral Appointments to the Monahans Housing Authority Board of Commissioners. Mr. Thee indicated that Mickey Mitchell and Armando Flores have agreed to serve another term, and Mayor Steen has reappointed them.

Motion by Councilman Hawkins, seconded by Councilman Valenzuela to acknowledge the Mayoral appointment to the Monahans Housing Authority Board of Commissioners for Mickey Mitchell and Armando Flores for a term of two years, beginning September 23, 2022 through September 22, 2024.

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

Motion carried.

**ITEM #16** City Manager Rex M. Thee briefed the Council with regards to proposing the 2022 Property Tax Rate of \$.35000/\$100. Mr. Thee indicated that the No-New Revenue tax rate is \$.31432, the Voter-Approval tax rate is \$.38839, and the De Minimis tax rate is \$.41236. Mr. Thee stated that the proposed tax rate 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 mentioned that even though the City is not increasing the tax rate, the higher property valuations will mean the City will collect \$234,954

more than last year, which means the City is proposing to increase property taxes for the 2022 tax year.

Motion by Councilman Hawkins, seconded by Councilman Wilson to propose the 2022 Property Tax Rate at .35000 per \$100 valuation.

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

Motion carried.

**ITEM #17** City Manager Rex M. Thee briefed the Council with regards to scheduling a **Public Hearing** on the 2022 Proposed Property Tax Rate and **Public Meeting** to Vote on the 2022 Proposed Property Tax Rate and Announce Date, Time and Place of the Meeting (*9/13/2022, 3:00 p.m., City Hall Council Chambers, 112 W. 2<sup>nd</sup> St., Monahans, Texas*)

Motion by Councilman Carrell, seconded by Councilman Hawkins to schedule a Public Hearing on the 2022 Proposed Property Tax Rate and a Public Meeting to vote on the Proposed Tax Rate for September 13, 2022, at 3:00 p.m. at the Council Chambers of City Hall, 112 West 2<sup>nd</sup> Street, Monahans, Texas.

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

Motion carried.

**ITEM #18** City Manager Rex M. Thee briefed the Council with regards to acknowledging overpayment on a previous sales tax allocation to the City by Texas Comptroller of Public Accounts in the amount of \$172,367.12, and reimbursement to the Comptroller by reduction of that amount in the upcoming allocation. Mr. Thee indicated that the Comptroller does not disclose which tax payer/s overpaid, and during which month. Mr. Thee stated that he suspects it is from May which saw a significant jump from the previous months.

Motion by Councilman Wilson, seconded by Councilman Hawkins to acknowledge overpayment on a previous sales tax allocation to the City by Texas Comptroller of Public Accounts in the amount of \$172,367.12, and reimbursement to the Comptroller by reduction of that amount in the upcoming allocation.

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

Motion carried.

**ITEM #19** Mayor Steen read the following statement out loud in open session. “The City Council will begin its Executive Session on this 23rd day of August 2022 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: Appointment of unexpired alternate term ending 7-31-2023, Planning and Zoning Board of Adjustment
- (b) Section 551.074 Personnel Matters: Appointment to a 3-year term 10-01-2022 ending 9-30-2025, Monahans Economic Development Corporation (MEDC) Board.”

**ITEM #20** Mayor Steen read the following statement out loud, in open session. “The City Council has completed its Executive Session on the 23<sup>rd</sup> day of August 2022 at 3:32 p.m.”

City Manager Rex M. Thee briefed the Council regarding Resolution No. 2022-026 appointment of unexpired alternate term ending 7-31-2023, Planning and Zoning Board of Adjustment.

Motion by Councilman Hawkins, seconded by Councilman Carrell to approve Resolution No. 2022-026: To appoint Blake Heflin to an unexpired term as Planning and Zoning Board of Adjustment alternate board member, August 23, 2022 through July 31, 2023, subject to his acceptance.

No action taken on the MEDC board appointment.

**ITEM #21** Motion by Councilman Hawkins, seconded by Councilman Valenzuela to adjourn meeting at 3:33 p.m.

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

Motion carried.

Passed and approved by the Monahans City Council on September 13, 2022.

ATTEST:

APPROVED:

\_\_\_\_\_  
Tonya Todd, City Secretary

\_\_\_\_\_  
Adam Steen, Mayor