

MINUTES
BALMORHEA CITY COUNCIL
SPECIAL MEETING
JUNE 2, 2025

MEMBERS PRESENT: MAYOR JOHN L. DAVIS, IKE WARD-ABSENT, ROSA DOMINGUEZ
DANNY VASQUEZ III, JOY LEWIS, JULIE LEWIS

MEMBERS ABSENT: NONE

STAFF PRESENT: SANDRA NAVARRETE

VISTORS: NONE

1. The meeting was called to order by Mayor Davis at 4:13 pm.
2. Mayor John L. Davis led the Pledge of Allegiance.
3. Joy Lewis stated that when using Hotel/Motel funding it needs to be requested properly and documented with explanation of what it was used for. City Clerk explained that the reason this item was re-sent to the council for approval was because the estimates that were approved at the last city council meeting were to repair the existing 2 units and it did not happen due to the discoveries that were found. It would cost the city more money to try and repair the older units then to just purchase a completely new unit. Julie Lewis suggested maybe the city needs to go out for some additional bids. Mayor Davis responded that there were additional bids submitted but the council decided that this was the best option being that the other bidder did not offer repair estimates on existing units. Danny Vasquez III asked if there would be a solution in place for this weekend's event. City Clerk stated she had made some phone calls to White Shark Rental, and they would come out and look to see how many units we would need to help with the existing working unit to cool the gymnasium. Mayor Davis added that if the rental is pricey the city is better off buying a portable cooler. Joy Lewis stated that maybe we need to try the evaporated coolers for a week or so and see if benefits us purchasing one. Rosa Dominguez made a motion, seconded by Julie Lewis to approve air conditioning repair to Old Balmorhea ISD Gymnasium using Hotel/Motel funds. Motion carried 4-0.
4. Mayor Davis stated that workorders are going to have to be done different because workorders are not being pick up daily. Some of the pending jobs are taking too long to get done. Mayor Davis asked if the water operator had watered the downtown park

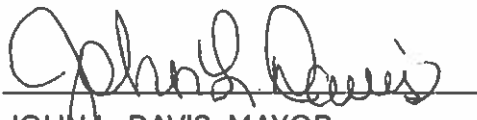
before Memorial Day Weekend. They were advised to water the park two weeks prior to the event. City Clerk responded, she did not think it had been watered. Rosa Dominguez agreed that the park had not been watered. Danny Vasquez added that he would like for the downtown area to look green being that the water is in the canal. Mr. Vasquez added he understood the employees are busy, but they need to try and focus on the downtown grass. It would require dropping a pump hose into the canal. Mayor Davis stated that another example of not completing workorders was the weed eating downtown. Employees waited until the summer help was hired, and we were not even ready with equipment and string for weed eaters. The question is where the time is being spent. Joy Lewis suggested that the work orders be looked at every morning. When a job is completed, they need to check in and sign off in the office. Mrs. Lewis added that there needs to be constant communication in reporting equipment that is not working or needs to be replaced. Mayor Davis added that the city is spending a lot of money on weed eaters and repairs to riding mowers and it always gets blamed on the high school kids. Mrs. Lewis stated she has concern on the high school kids driving the ATV at a high speed. Mayor Davis responded, this is where every Thursday a council member will evaluate the high school kids. This would be the proper time to address these kinds of issues. Mrs. Dominguez added that last week when she sat with the high school kids, they were very comfortable and receptive to her questions and concerns. This will build confidence and help them to feel free to address any situation if needed. Mayor Davis added that this is a prime example that the city believes in the open-door policy. Mayor Davis stated he would like for all the city equipment to be placed here behind city hall. When an employee is going to use the equipment, it needs to be checked out. Julie Lewis agreed and stated she would like an inventory list to be started and anytime equipment is used you would sign to check it out. If any negligence occurs or equipment comes up missing, it will come out of your paycheck. Mrs. Lewis added that when we must replace or need items, we need to quit running to Oasis Supply and make a list of needed items and order them online. This has become expensive and time consuming. Mayor Davis asked about any issue that might have occurred on Friday afternoon because city work truck was heading out of town. City Clerk stated there were no reported issues or workorders pending Friday. Accountability is going to be a little bit more paperwork for the office, but it needs to be done. Mrs. Lewis added that we are working with a different society, we used to have people that were loyal to the City of Balmorhea and they would stay and work until the job was accomplished. Mrs. Lewis asked if the city was going to purchase some kind of machinery that would dig holes, being that it seems they don't like to dig holes with shovels. Mr. Vasquez added he would like to see that the city purchases smaller equipment that can get the job done. Mayor Davis responded,

that would be ideal maybe this next budget, but at the time we need to start clearing out our storage here in the back and keep some of the equipment and start a check out equipment form. Unfortunately, we do not have leadership in the field, leadership skills are just not there with the water operator. Mrs. Dominguez asked how long it is going to take for the water operator to take charge. Mr. Vasquez added that there needs to be pressure put on to accomplish the goal. Mayor Davis added that the city also needs to put a safety program together in house for the employees. Mayor Davis stated that the GPS system that the city currently needs to be upgraded to a device that offers full live camera view. This can help address all safety issues such as being on the phone, wearing seatbelt and slamming of brakes. Staying on the personal or work phone constantly has become a problem and might interfere with the productivity of the day's activities. Mayor Davis stated there are times when the employees state they are staying busy and don't have time to do all workorders, but the issue is that you were told two weeks prior to Memorial Day Weekend to set a 2-inch pump down in the canal and water the downtown park and still didn't get it done so we have a problem. This has always been done in the past by previous employees. Mr. Vasquez added it needs to be a priority to water every week. Mayor Davis added, I did state that at the last meeting before Memorial Day Weekend. Julie Lewis stated it should take that much of effort to set a sprinkler out there and move it around occasionally when they drive over to the office throughout the day. Mayor Davis added he would like to see the employees take full advantage of the rental equipment. We should organize ourselves more and plan on accomplishing pending jobs. The water operator was told that the equipment rental is not cheap, and we did not get enough usage out of it. Mrs. Dominguez stated that she has noticed that there have been more absences here recently. She questioned are appointments or days off not being scheduled late in the week. Mayor Davis responded he understands when situations come up, but no two employees should be gone at the same time. Mrs. Dominguez added it is happening, and we need to address it. City Clerk asked, what is the office expected to do when this occurs, and we have a water or sewer emergency. There should be some arrangements made prior to taking off. It is part of being loyal to your place of employment and other co-workers. Mayor Davis stated that existing policy to take off days for employees is to request them at least one week in advance unless it is unpredicted or an emergency. This would allow everyone to arrange coverage and always have someone on call. Changing of on call schedules will not be allowed unless it goes through the office and everyone is aware. No one should leave anytime just because we might have a skeleton crew that day or week. If you are out sick you are required to bring a doctor's excuse. Mayor Davis stated that when our water operator has been told that when he needs to take training online, he needs to do the training here in the office and not from home during working hours. If

you happen to be off on personal time you will not be allowed to make up hours. Water leaks are to be reported immediately to the office and a work order needs to be created. The leak over the weekend was not properly reported to office, no one was notified by water operator. Julie Lewis asked if anyone has had conversations with the water operator about these concerns. Because if not she would not have a problem with addressing issues.

5. After this Memorial Day Weekend city issues with health inspector Mayor Davis stated that someone from Reeves County Health had called and stated that they will no longer do food vendor inspections in Balmorhea. Reeves County should not be issuing any inspection certificates here in Balmorhea because the City of Balmorhea is an incorporated city. The concern was brought to light when Matta's Burgers was shut down on Memorial Day Weekend. Danny Vasquez added that the Bear Den was going to be shut down, but the owner refused. Mayor Davis stated that the City of Balmorhea was eventually going to have to take over the health inspections here in Balmorhea. The key here is if the State of Texas states you must provide a restroom and sink to your workers and customers. Mr. Vasquez stated that every establishment had an expired health certificate. Mayor Davis corrected Mr. Vasquez and stated he had talk to David Matta and asked if inspector had gone to the Bear Den and Mr. Matta had stated that the inspector did not go the Bear Den Restaurant. The City of Balmorhea will get away from Reeves County and will have to do annual inspections to Balmorhea School District, local restaurants and any other food vending within the City of Balmorhea. When the inspections happen, the city will have to follow state codes. The vendors will have to come to city hall to get their permits, and we will create a file for them. This will not require hiring anyone for this position, we will do the work inhouse. Rosa Dominguez stated the County Health Inspector was here on Memorial Day doing her job. If you don't want to be closed, you need to follow guidelines. As a vendor/business owner you know you have rules and regulations to follow. Mayor Davis stated he will talk with Commissioner Paul Hinojos after he gets back from vacation or will contact Curtis Wilson to start the process before Labor Day Weekend. There will be an update on June 9, 2025 regular meeting and if needed we can put it on agenda for a vote. Mrs. Dominguez added that once the city gets educated and starts the inspections it is important that we be fair across the table. Everyone is to follow Texas Code no exceptions!
6. Rosa Dominguez made a motion, seconded by Julie Lewis to adjourn the meeting at 6:06pm. Motion Carried 4-0.

PASSED AND APPROVED THIS 9 DAY OF June, 2025.


JOHN L. DAVIS, MAYOR


SANDRA NAVARRETE, CITY CLERK