



CITY COUNCIL REGULAR AGENDA

Tuesday, October 14, 2025

Notice is hereby given that the City Council of the City of Big Spring, Texas will meet in Regular Session on Tuesday, October 14, 2025, at 5:30 PM at the City Council Chambers Located at 307 East 4th Street, Big Spring, Texas. **We welcome the public to attend the meeting via telecommunication. Citizens will be able to view the City Council Meeting on Our Local Channel 17 through Optimum or on Our Website <http://mybigspring.com/224/Channel-17-Live>.**

CITY COUNCIL MEETING ETIQUETTE

Gentlemen are requested to remove their hats inside the City Council Chambers. As a courtesy to those in attendance, please place your cell phone on "Silent" or "Vibrate." Please, no talking during the meetings. Take all conversations outside so that others can hear.

Thank you!

Open Session

- | | |
|---|-------|
| 1. Call to Order | Moore |
| 2. Invocation | Moore |
| 3. Pledge of Allegiance to the United States Flag and to the Texas State Flag | Moore |

Public Comment

Public Comment – Members of the public are entitled to speak on any topic. Additionally, members of the public may comment on any action item before or during its consideration. Speakers are Requested to Stand at the Podium and State Their Name and Address. Speakers Should Fill out the Form at the Podium and Turn it into the City Secretary. Please Do Not Exceed Five (5) Minutes.

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| 4. Public Comment | Moore |
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Announcements, Presentations and Public Hearings

Public Hearings – The Council will take Input on Items Requiring Public Hearing Items **Prior** to any Action.

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| 5. Open Public Hearings | | Moore |
| 6. PUBLIC HEARING - Z25-01 Zone Change from Single Family Residential (SF-1) to Planned Development (PD) Zone for a 4.083 Acre Tract out of Section 4, Block 32, T-1-S, T&P RR. Co. Survey, Howard County Texas, Called Kentwood Estates | 8-14 | Bowles |
| 7. PUBLIC HEARING - Consideration and Possible Action Concerning Abatement of Public Nuisance, at THE MAIN STRUCTURE LOCATED ON 1800 E 15TH – LEGAL DESCRIPTION: LOT 8, BLOCK 3, MAY THIXTON SUBDIVISION, AND THE ATTACHED CARPORT STRUCTURE LOCATED ON 1716 E 15TH – LEGAL DESCRIPTION: W/2 OF LOT 9, BLOCK 3, MAY THIXTON SUBDIVISION – OWNER: MARIA MARTINEZ AND THE ESTATE OF GUADALUPE D. MARTINEZ | 15-63 | Hagen |
| 8. PUBLIC HEARING - Consideration and Possible Action Concerning Abatement of Public Nuisance, at 207 N AUSTIN, BIG SPRING, TEXAS 79720 – LEGAL DESCRIPTION: S/50 OF LOT 9, BLOCK 7, TENNYSON SUBDIVISION, BIG SPRING, HOWARD COUNTY, TEXAS – OWNER: JESSE RINCON | 64-109 | Hagen |
| 9. PUBLIC HEARING - Consideration and Possible Action Concerning Abatement of Public Nuisance, at 301 E 19TH, BIG SPRING, TEXAS 79720 – LEGAL DESCRIPTION: LOT 7, BLOCK 2, COLLEGE HEIGHTS SUBDIVISION, BIG SPRING, HOWARD COUNTY, TEXAS – OWNER: MONROE CASEY JR | 110-146 | Hagen |
| 10. Close Public Hearings | | Moore |

City Manager's Report

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| 11. City Manager's report on the following items: | Darden |
| <ul style="list-style-type: none">• Large Item Pickup, District 4 - Oct. 15th• Update - Blowout at the Bunker• Update - Texas Building• Keep Big Spring Beautiful Donation - 15 Trees | |

Consent Items

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| 12. Approval of the City Council Minutes of the Regular Meeting of September 23, 2025 and of the Special Meeting of September 24, 2025 | 147-159 | Davis |
| 13. Final Reading of a Resolution Finding that the Application of Oncor Electric Delivery Company LLC ("Oncor") to Change Rates Within the City Should be Denied; Finding that the City's Reasonable Rate Case Expenses Shall be Reimbursed by Oncor; Finding that the Meeting at Which this Resolution is Passed is Open to the Public as Required by Law; Requiring Notice of this Resolution to Oncor and Legal Counsel | 160-163 | Medina |
| 14. Final Reading of a Resolution Providing For the City's Approval or Disapproval of the Howard Central Appraisal District's Fiscal Year 2026 Budget; and Finding and Determining that the Meetings at Which the Resolution Were Discussed Were Opened to the Public as Required by Law | 164-173 | Smith |
| 15. Final Reading of a Resolution Designating Nominees for the Position of Director on the Howard Central Appraisal District Board of Directors for the Years 2026 and 2027; and Providing for an Effective Date | 174-176 | Darden |

Vouchers

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|---------------------------|-----------------|-----------|
| 16. Vouchers for 09/19/25 | \$ 560,977.72 | Hughes |
| Vouchers for 09/26/25 | \$ 295,125.54 | |
| 17. Vouchers for 10/03/25 | \$ 1,264,799.44 | Wilkerson |

Bids

- | | | |
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| 18. Consideration and Possible Action to Award and Purchase Upgraded Broadcast Equipment for the City Council Chambers | 177 | Medina |
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New Business

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|---|---------|-------|
| 19. Acknowledge Receipt of the Quarterly Claims and Litigation Report from the City Attorney | | Hagen |
| 20. First Reading of an Ordinance Amending Ordinance Number 024-2025 Which Adopted the Annual budget for the City of Big Spring, Texas for the Fiscal Year Beginning October 1, | 178-181 | Smith |

2025, and Ending September 30, 2026, by Decreasing the General Fund Budget for the Purpose of Reimbursing the Texas Comptroller of Public Accounts for an Overpayment of Local Sales and Use Taxes from 2013 to 2107; Providing for Severability; and Providing an Effective Date.

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| 21. | First Reading of an Ordinance Amending Chapter 2 of the Code of Ordinances Entitled "Administration," Article V "Finance," Division 2 Entitled "Capital Replacement Fund," by Providing for Interfund Loans from the General Fund to Enterprise Funds and Special Revenue Funds for Capital Purchases; Setting Terms for Repayment Including Interest; Providing for Severability; Providing for the Repeal of Conflicting Legislation; Finding and Determining that the Meetings at Which the Ordinance was Discussed were Open to the Public as Required by Law; and Providing an Effective Date. | 182-
186 | Smith |
| 22. | First Reading of an Ordinance Amending Section 2-58, Article III, Chapter 2 of the Big Spring City Code Section Entitled "Director of Finance"; and Adopting Section 2-59 Entitled "Director of Public Works," and Providing for the Repeal of Conflicting Legislation; Providing for Severability; Finding and Determining that the Meetings at Which the Ordinance was Discussed were Open to the Public as Required by Law; and Providing an Effective Date | 187-
188 | Darden |
| 23. | First Reading of an Ordinance of the City Council of the City of Big Spring, Texas, Authorizing Z-25-01, Amending the Big Spring Zoning Ordinance by Rezoning Approximately 4.083 Acres of Land in Section 4, Block 32, T-1-S, T&P RR. Co. Survey, Big Spring, Howard County, Texas, From SF-1, Single-Family Dwelling District to PD, Planned Development for a Housing Development; Providing for Repeal of Conflicting Legislation; Providing for Severability; Finding and Determining That the Meetings at Which the Ordinance Was Discussed Were Open to the Public as Required by Law; and Providing an Effective Date. | 189-
191 | Bowles |
| 24. | First Reading of an Ordinance to Adjust Fees for the Municipally-Owned Comanche Trail Golf Course to Provide for Revenue to Meet Expenses and to Provide Discounts to Residents of Big Spring and Public School Districts that are Partially Coextensive with the City of Big Spring by Amending Article VII, Entitled "Comanche Trail Golf Course," Division 2, Entitled "Pavilion Areas," Chapter 40, Entitled "Parks, Recreation and Cultural Affairs," Big Spring City Code; | 192-
201 | Bowles |

Providing for the Repeal of Conflicting Legislation; Providing for Severability; Finding and Determining that the Meetings at Which the Ordinance was Discussed were Open to the Public as Required by Law; and Providing an Effective Date

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| 25. | First Reading of an Ordinance Adopting Two Maintenance-Related Closing Days Per Month on the Second and Fourth Mondays of Each Month for the Comanche Trail Golf Course and Assigning the Golf Manager to Report to the Director of Public Works by Amending Article VII, "Comanche Trail Golf Course, Chapter 40 "Parks, Recreation, and Cultural Affairs, Big Spring City Code; Providing for the Repeal of Conflicting Legislation; Providing for Severability; Finding and Determining that the Meetings at Which the Ordinance was Discussed were Open to the Public as Required by Law; and Providing an Effective Date | 202-
204 | Bowles |
| 26. | First Reading of an Ordinance Prohibiting Through Truck Traffic Along Business US Highway 87-M by Establishing "Truck Routes" as Article VII of Chapter 48 of the Big Spring City Code; Authorizing the City Manager to Erect Appropriate Signs; Providing for Severability; Finding and Determining that the Meetings at Which the Ordinance was Discussed were Open to the Public as Required by Law; Providing for Publication; Providing for the Repeal of Conflicting Legislation; and Providing an Effective Date | 205-
210 | Bowles |
| 27. | Consideration and Possible Action to Extend Texas Communities Group Agreement and Authorizing the City Manager or His Designee to Execute any Necessary Documents | 211-
212 | Darden |
| 28. | Consideration and Possible Action to Approve an Agreement with Secured Document Shredding, Inc. for Shredding Services for Various Departments and Authorizing the City Manager or His Designee to Execute any Necessary Documents | 213-
217 | Darden |
| 29. | Consideration and Possible Action Associated with Issuing a Request for Qualifications to Develop a Multi-Modal Master Plan to Incorporate the Airport, Trucking and Rail into a Marketable Plan to Include Rebranding McMahon-Wrinkle Airport and Authorizing the City Manager or His Designee to Execute any Necessary Documents | 218 | Feeley |
| 30. | Consideration and Possible Action to Approve an Event Funding Request from Hotel Settles for a Masquerade Ball | 219 | Himes |

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| 31. | Consideration and Possible Action to Confirm the City Manager's Reappointment of Tommy Tune to the Civil Service Commission | 220-
224 | Medina |
| 32. | Consideration and Possible Action to Reschedule the Regular City Council Meetings in November and December 2025 to the Following Dates: | | Darden |
| | <ul style="list-style-type: none"> • Two (2) Meetings on Monday, November 17, 2025; and • Two (2) Meetings on Tuesday, December 9, 2025 | | |
| 33. | Boards and Committees
Consideration and Possible Action on the Below Listed Board
By Appointing a New Member:

<u>Big Spring-Howard County Joint Airport Zoning Board</u>
Shannon Thomason | | Moore |

Council Input

- | | | | |
|-----|-------|--|-------|
| 34. | Input | | Moore |
|-----|-------|--|-------|

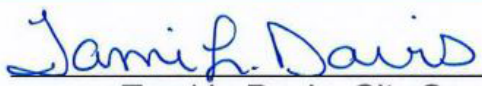
Executive Session

- | | | | |
|-----|--|-------------|-------|
| 35. | ADJOURN into Executive Session in Matters Covered by Section 551.074, Texas Government Code, "Personnel Matters; Closed Meeting" to Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline or Dismissal of the following:
City Attorney
City Manager
Municipal Judge | Moore | |
| 36. | Reconvene into Open Session and Take Any Necessary Action on the Executive Session | Moore | |
| 37. | First Reading of an Ordinance Establishing Compensation and Benefits for the City Manager, City Attorney, and Municipal Court Judges; Providing for Severability; Finding and Determining that the Meetings at Which the Ordinance was Discussed were Open to the Public as Required by Law; and Providing an Effective Date | 225-
227 | Moore |
| 38. | Adjourn | | Moore |

The City Council reserves the right to meet in executive session on any agenda item should the need arise pursuant to Chapter 551, Subchapter D of the Texas Government Code, or the Texas Disciplinary Rules of Professional Conduct.

I hereby certify that this agenda was posted on the official bulletin board at the City of Big Spring, City Hall Building, located outside 310 Nolan Street. Given by order of the City Council and **Posted on Wednesday, October 8, 2025 at 5:00 p.m.** in accordance with Title 5, Texas Government Code and Chapter 551.

In addition, this agenda and supporting documents are posted on the City of Big Spring's Website, www.mybigspring.com, in accordance with legal requirements.


Tami L. Davis, City Secretary

THE MEETING FACILITY IS ACCESSIBLE TO DISABLED PERSONS. ANY DISABLED PERSON NEEDING SPECIAL ACCOMMODATION OR A HEARING IMPAIRED PERSON WISHING TO HAVE AN INTERPRETER SHOULD REQUEST SERVICES AT LEAST 48 HOURS PRIOR TO THE SCHEDULED MEETING BY CONTACTING TAMI DAVIS AT 432-264-2513 OR EMAIL: TDAVIS@MYBIGSPRING.COM.



Memo

Meeting Date: October 14, 2025

To: Planning & Zoning Commission

From: Shane Bowles, Public Works Director

Subject: Approval of a request for a zone change on a 4.083-acre tract out of Section 4, Block 32, T-1-S, T&P RR. Co. Survey, Howard County Texas, called Kentwood Estates.

Location: Generally located on the northeast corner of Birdwell at 25th Street.

Contact: Shane Bowles, Public Works Director

Analysis:

The property is currently undeveloped; the proposed future development includes 18 single family residential lots that are currently shown as having 50' of lot frontage onto proposed Cooper Drive. The current zoning is SF-1, Single-Family Dwelling. This district requires a minimum lot size of 13,000 square feet along with a minimum of 80 feet of lot frontage and 120 feet of lot depth. The proposed lots do not meet the SF-1 requirements; however, the owner has also submitted an application to the city to approve a zone change to Planned Development for a Housing District. The proposed new zoning district would permit lots of this size. If the zone change is approved then the lots as shown on the preliminary plat would meet the minimum requirements. The zoning matter will be considered separately under the same procedures that the Commission and City Council are required to follow under state and local laws.

The applicant will install sewer and water to serve the new lots as well as paving including curb and gutter on proposed Cooper Drive. A drainage easement may be necessary to accommodate storm water on and through the property. It is the city's understanding that property located beyond the eastern end of the cul-de-sac may need to be utilized as a drainage easement. This issue remains unresolved.

Staff recommends conditional approval of the zone change of Kentwood Estates with the requirement that the lots meet the minimum requirements in the amended zoning district and the drainage needs are resolved. Staff will not bring a final plat of this property to the Planning and Zoning Commission until the stated issues are completed.

paid

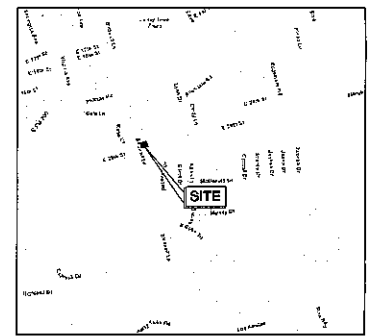
City of Big Spring • 217 E. 3rd St. • Big Spring, TX 79720 • Phone (432) 264-2319 • Fax (432) 264-7024 • www.mybigspring.com



Zone Change Application

Important Information Regarding Zone Change Requests

1. An application for a zone change on a property may only be made by the owner of that property and/or an authorized representative of the property owner. An authorized representative shall present a notarized affidavit from the property owner. If the subject property is owned by the City of Big Spring, the Director of Public works or designee may apply for the zone change on behalf of the City.
2. No application will be processed if a zoning violation exists on the property, unless such processing is authorized by City Council. Use of the subject property for any new activity not allowed by present zoning cannot occur before City Council's final approval of the requested zone change. Any such unauthorized use of the subject property is subject to prosecution in Municipal Court.
3. Approved zone changes are applied to the specified property, not the property owner.
4. The Planning & Zoning Commission makes recommendations to City Council. If the Planning & Zoning Commission recommends approval of a zone change request, the case must still go before City Council for final action.
5. If a zone change request is granted by City Council, and the property meets the requirements of the City's Subdivision Ordinance, permits for building, construction, and/or utility connection may be obtained by the City's Permits Department.
6. Certain minimum building setbacks from some or all property lines must be maintained, and room for a minimum number of off-street parking spaces must be reserved on a subject property, based on that property's zoning classification and the nature of its proposed use. A privacy fence may also be required between residential and non-residential zoning districts. These requirements are outline in the City of Big Spring's Zoning Ordinance. It is the applicant's benefit to ensure that any proposed development will fit onto the subject property, in compliance with these and other applicable requirements of the City's Code of Ordinances.
7. The Planning Department will notify, in writing, owners of property within 200 feet of the subject property of the zone change request.
8. If a proposed zone change has been recommended for disapproval by the Planning & Zoning Commission, or if a protest against such proposed change has been filed with the City Secretary, duly signed and acknowledged by the owners of twenty (20) percent or more of the land area contained in the 200 foot notification boundary, then such amendment shall not become effective except by a 3/4ths vote of the City Council.
9. The applicant or an authorized representative should attend public hearings pertaining to the request and be prepared to present the case and answer any relevant questions from the Planning & Zoning Commission or City Council members.

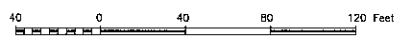


VICINITY MAP
BIG SPRING, TEXAS
SCALE N.T.S.

- NOTES:
1. THIS IS NOT A BOUNDARY MAP AND SHALL NOT BE USED IN THE TRANSFER OF PROPERTY.
 2. THE SURVEY IS FOR INFORMATION AND PLANNING PURPOSES ONLY.
 3. CURRENT ZONING IS RS-1.
 4. THE BOUNDARY LINE SHOWN HEREIN IS BASED ON RECORDING TO PLANNED DEVELOPMENT. THESE LOTS ARE LINED OFF OF MARSH SQUARE. FUTURE ADJUSTMENTS AND HAVE NOT BEEN ADJUSTED TO MEET ANY FLOOD OR DRAINAGE PLANS THAT MAY BE REQUIRED OR REQUESTED BY THE CITY OF SPRING.

PRELIMINARY
FOR REVIEW
ONLY
NOT TO FILED
FOR ANY
PURPOSE

PRELIMINARY SKETCH
OF
A PROPOSED SUBDIVISION OF ± 5.0 ACRES OF
LAND LOCATED IN SECTION 4, BLOCK 32, T-1-S,
T&P RR. CO. SURVEY, CITY OF BIG SPRING,
HOWARD COUNTY, TEXAS



Stored: 24080300			
BRADSHAW AND ASSOCIATES, INC.			
CONSULTING ENGINEERS			
REGISTERED PROFESSIONAL LAND SURVEYORS			
FIRM # 10122800/10122801			
400 EAST 174 700 N			
BIG SPRING, TEXAS 79720 (409) 263-1098			
T&P 137293-1234			
Drawn	Chkd	Surveyed	
By WET	GMB	DP/AD/IE	
Date 12-11-2024	12-11-2024	09-09-2024	

TENDERED 50.00

CHANGE 0.00

982

VBOT

City of Big Spring-City Hall
310 Nolan Street
Big Spring, TX 79720
432-264-2514 www.mybigspring.com

DATE : 3/12/2025 3:15 PM

OPER : MR

TKBY : MARIA

TERM : 3

REC# : R02787960

000.4000 MISC REVENUE 400.00
ZONE APPLICATION CHANGE E.25TH STREET
4

Paid By:CHASE PIERCE
6-Credit Card 400.00AUTH:09483P
REF:3.12

APPLIED 400.00
TENDERED 400.00

CHANGE 0.00

Cardmember acknowledges receipt of goods and/or services in the amount of the total shown hereon and agrees to perform the obligations set forth by the cardmember's agreement with the user.

X Chase Pierce

517805000008455
Entry Mode: credit
CVM: contact_quick_chip

EMV Details:
ClientTxnId:
8218cca8-6353-46cd-8c04-b850b0e32fce
Workstation: 3
AC: CFB4BB74D6AAAE86
ATC: 0153

Zone Change Application

application, the applicant is encouraged to schedule a pre-application

scheduled for hearing until reviewed by the Director of Public Works or

☒ Planned Development

☐ PD Amendment

☐ Specific Use Permit-SUP

☒ Authorized Representative

☐ Project Manager

Managers must provide a notarized affidavit required including signature of legal owner(s)

Phone Number:

Email Address:

Rd
St 25th Street

tion (Use attachment, if necessary):

ect

necessary):

Requested Zoning:

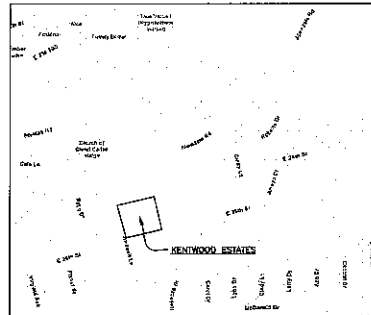
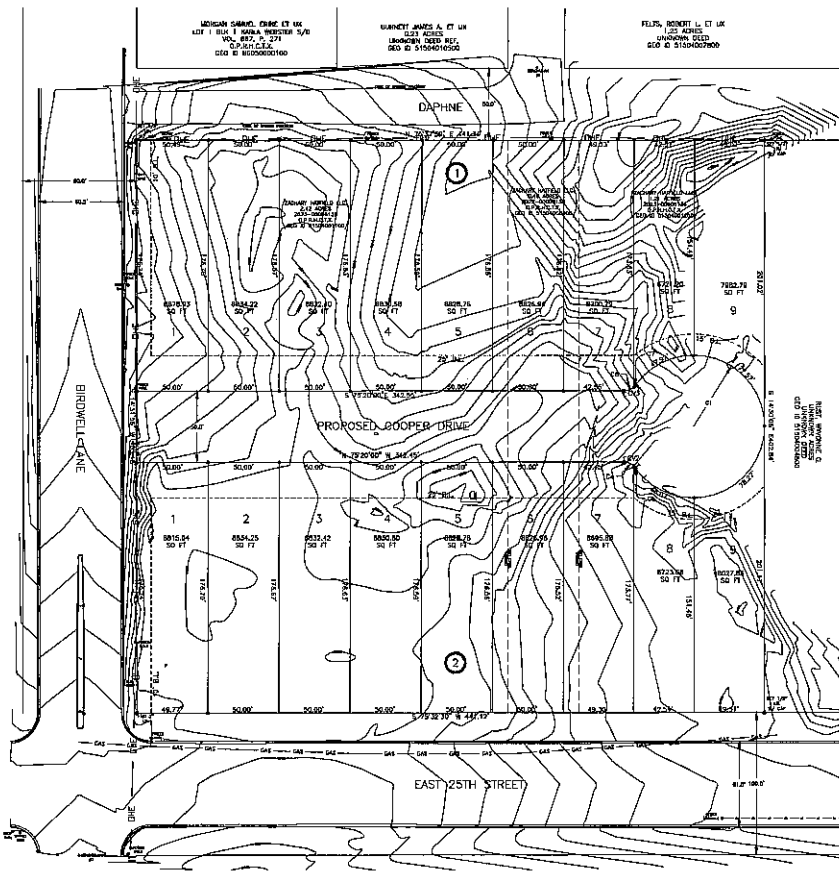
PD

Comprehensive Plan Designation:

duly authorized agent of the owner for the purposes of this application. I
aminated this application and know the same to be true and correct. If any of
cation is incorrect, the permit or approval may be revoked.

Date: 3-12-25

Case Number:	Date of Application:	Date Fee Received (\$400.00) Fee \$325.00 - SUP:
Affidavit attached?: ☐ Yes ☐ No ☐ N/A		P&Z Meeting Date:
City Council 1st Reading Date:		City Council 2nd Reading Date:



VICINITY MAP
NO SCALE

CURVE	ORDIN	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	10.00	21.88	9.13	S 14°00'00" E	54°16'37"
C2	10.00	9.48	3.73	S 77°30'44" E	54°16'37"
C3	10.00	9.48	3.73	S 14°00'00" E	54°16'37"
C4	10.00	21.88	9.13	S 77°30'44" E	54°16'37"
C5	10.00	9.48	3.73	S 14°00'00" E	54°16'37"
C6	10.00	21.88	9.13	S 77°30'44" E	54°16'37"
C7	10.00	9.48	3.73	S 14°00'00" E	54°16'37"
C8	10.00	21.88	9.13	S 77°30'44" E	54°16'37"

NOTES:
1. ALL STREET RIGHTS-OF-WAY AS SHOWN ON THIS PLAT ARE HEREBY DESIGNATED AS ACCESS, DRIVEWAY, AND GENERAL UTILITY EASEMENTS.
2. BUILDING SETBACK LINE SHALL BE IN ACCORDANCE WITH THE CITY OF BIG SPRING ZONING ORDINANCE.
3. WATER AND WASTEWATER SERVICE PROVIDED BY CITY OF BIG SPRING, GAS SERVICES PROVIDED BY AMOS ENERGY, ELECTRIC SERVICE PROVIDED BY ONCOR.
4. THE PROPERTY LIES WITHIN FLOOD HAZARD ZONE "C" AS SHOWN BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY FEDERAL INSURANCE ADMINISTRATION MAP COMMUNITY PANEL NO. 482204010C, DATED OCTOBER 6, 2015.
5. SOME AREAS WERE NOT ACCESSIBLE AT THE TIME OF THE SURVEY TO NECESSITATE SHOW SOME TYPICAL RELIEF IN THOSE AREAS.
ZONING: CURRENTLY SF-1 WITH A PLAN TO MOVE TO PD (PLANNED DEVELOPMENT)
SELLING A PORTION OF THIS ADJACENT BY METES AND BOUNDS MAY BE A VIOLATION OF CITY ORDINANCE AND STATE LAW AND SUBJECT TO FINES AND WITHHELDING OF UTILITIES AND BUILDING PERMITS.

PRELIMINARY PLAT OF **KENTWOOD ESTATES** 4.083 ACRE TRACT OUT OF SECTION 4, BLOCK 32, T-1-S, T.&P. RR. CO. SURVEY, HOWARD COUNTY, TEXAS AN ADDITION TO THE CITY OF BIG SPRING, HOWARD COUNTY, TEXAS

DESCRIPTION
Being a 4.083 acre tract of land comprised of a 2.41 acre tract, 0.46 acre tract and a 1.21 acre tract all of the 1804 of Section 4, Block 32, T-1-S, T.&P. RR. CO. Survey, Howard County, Texas, and being more particularly described by metes and bounds below:
BEGINNING at a 1/2" L.P. found at the intersection of the East line of Birdwell Lane (80' right of way) and the North line of East 25th Street (100' right of way) for the SW corner of this herein described tract of land from which the SW corner of said Section 4 bears S79°32'30" W 40.00' and S 14°31'36" E 50.00';
THENCE N 14°21'58" W with the East line of said Birdwell Lane a distance of 403.46' to a 1/2" L.P. with cap set at the intersection of the South line of Daphne (80' right of way) for the NE corner of this herein described tract of land;
THENCE N 79°37'32" E with the South line of said Daphne a distance of 441.54' to a 1/2" L.P. with cap set at the NW corner of the tract for the NE corner of this herein described tract of land;
THENCE S 14°30'06" E with the West line of said Birdwell Lane a distance of 402.84' to a 1/2" L.P. with cap set at the North line of said East 25th Street for the SE corner of this herein described tract of land;
THENCE S 79°32'30" W with the North line of East 25th Street a distance of 441.12' to the POINT OF BEGINNING.

Containing 4.083 acres of land.

CERTIFICATION OF OWNER/SUBDIVISION
STATE OF TEXAS
COUNTY OF HOWARD

I, the undersigned owner of the land shown on this plat and designated herein as the **PLAT OF KENTWOOD ESTATES, INC.**, a PHASE I to the City of Big Spring, Howard County, Texas and whose name is subscribed hereto, hereby declare my intention to dedicate to the use of the public forever all streets, alleys, ponds, water courses, ponds, easements and public places as shown hereon.

CERTIFICATION OF DIRECTOR OF PUBLIC WORKS
I, the undersigned, Director of Public Works of the City of Big Spring, hereby certify that this subdivision plat conforms to all requirements of the City of Big Spring and hereby recommends approval.

CERTIFICATION OF PLANNING AND ZONING COMMISSION
This plat has been submitted to and considered by the Planning and Zoning Commission of the City of Big Spring, Texas and is hereby approved by such Commission.

OWNER
SEVEREAF COMMUNITIES LLC
DIRECTOR(S)
DATED this _____ day of _____, 2025.

ACKNOWLEDGEMENT
STATE OF TEXAS
COUNTY OF HOWARD
BEFORE ME, the undersigned authority, on this day personally

known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein stated. GIVEN UNDER MY HAND AND SEAL OF OFFICE this _____ day of _____, 2025.
NOTARY PUBLIC

CERTIFICATION OF ENGINEER
STATE OF TEXAS
COUNTY OF HOWARD

I, the undersigned, a Registered Professional Engineer in the State of Texas, hereby certify that proper engineering consideration has been given this Plat.

REGISTERED PROFESSIONAL ENGINEER
Robert D. Boonstra
No. 63541

CERTIFICATION OF SURVEYOR
STATE OF TEXAS
COUNTY OF HOWARD

I, the undersigned, a Registered Professional Land Surveyor, in the State of Texas, hereby certify, to the best of my knowledge and belief, that this Plat is true and correct, that it was prepared from an actual survey of the property made under my supervision on the ground, and that all necessary survey monuments are currently shown thereon.

REGISTERED PROFESSIONAL LAND SURVEYOR
Robert D. Bradshaw
No. 12007

- LEGEND**
- SUBDIVISION LINE
 - SUBDIVISION CORNER AS NOTED ON PLAT
 - 1/2" IRON ROD WITH CAP SET
 - LOT CORNER AS NOTED ON PLAT
 - 1/2" IRON ROD WITH CAP SET
 - P.C. AND P.T. OF CURVE
 - LOT NUMBER AND SQUARE FT.
 - DESIGNATES CURVE NUMBER
 - 25' B.L. = 25' BUILDING LINE
 - 15' B.L. = 15' BUILDING LINE
 - 10' B.L. = 10' BUILDING LINE
 - 10' U.E. = 10' UTILITY EASEMENT

COORDINATE BASIS STATE PLANE COORDINATES
NORTH CENTRAL ZONE 4202 NAD83

BRADSHAW & ASSOCIATES, INC.
CONSULTING ENGINEERS
REGISTERED PROFESSIONAL LAND SURVEYORS
2115 SOUTHWEST STREET, PHOENIX 85001-1008
BIG SPRING, TEXAS 79720 (409) 433-1008
PLAT PREPARED: FEBRUARY 22, 2024

UTILITY COMPANIES AND PROVIDERS:
CITY OF BIG SPRING (WATER, SEWER AND SANITATION)
310 NOLAN STREET
BIG SPRING, TEXAS 79720
(432) 264-2500
AMOS ENERGY (GAS)
2002 E. FM 700
BIG SPRING, TEXAS 79720
(432) 267-3501
ONCOR (ELECTRIC)
1701 WEST IH-20
BIG SPRING, TEXAS 79720
(432) 264-5755
SUDDENLINK (CABLE, DATA)
2006 BIRDWELL LANE
BIG SPRING, TEXAS 79720
(432) 266-2911
AAAT
(800) 268-8313

BENCHMARK # 83
ELEVATION= 2502.37 FT NAVD83
BENCHMARK # 85
ELEVATION= 2451.18 FT NAVD83

0 40 80 120 Feet

1800 E 15TH
(Main Structure)
AND
1716 E 15TH
(Attached Carport)

Code Enforcement Officer: Jacob Leos

Exhibit A-1

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**AFFIDAVIT OF JACOB LEOS
CONCERNING 1800 E 15TH and 1716 E 15TH**

BEFORE ME, the undersigned authority, on this day, personally appeared **Jacob Leos**, who, being by me duly sworn, deposed as follows:

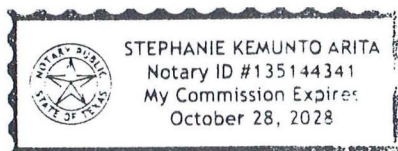
“My name is **Jacob Leos**. I am over 21 years of age, of sound mind, capable of making this affidavit, and personally acquainted with the facts herein stated:

“I am a Code Enforcement Officer for the City of Big Spring, Texas. In the course of my duties, I inspect properties for compliance with Texas state law and the ordinances of the City of Big Spring. I am an employee of the City of Big Spring and am familiar with the manner in which its records are created and maintained by virtue of my duties and responsibilities. Attached are pages of records relating to the Code Compliance Case for **1800 E 15TH AND 1716 E 15TH**, Big Spring, Texas. These are exact duplicates of original records. The records were made at or near the time of each act, event, or finding set forth. The records were made by, or from information transmitted by, persons with knowledge of the matters set forth. The records were kept in the course of regularly conducted business activity. It is the regular practice of the business activity to make the records.”

SIGNED on the 8th day of October, 2025.

AFFIANT

SWORN TO AND SUBSCRIBED before me this 8th day of October, 2025 by the
above referenced Affiant.



Stephanie Kemunto Arth
Notary Public, State of Texas

Exhibit A-2

Howard Property Search

Property Details

Account		
Property ID:	286655	Geographic ID: B5820002200
Type:	R	Zoning:
Property Use:		Condo:
Location		
Situs Address:	1800 E 15TH	
Map ID:		Mapsco:
Legal Description:	LT 8 BK 3 MAY THIXTON 50X140 640 BLK/TRACT 3 0.161 ACRES	
Abstract/Subdivision:		
Neighborhood:	(GOLD1) GOLIAD 1	
Owner 		
Owner ID:	407484	
Name:	MARTINEZ GUADALUPE D ET UX	
Agent:		
Mailing Address:	404 VAN ZANDT SAN ANGELO, TX 76905	
% Ownership:	100.0%	
Exemptions:	For privacy reasons not all exemptions are shown online.	

Property Values

Improvement Homesite Value:	\$1,335 (+)
Improvement Non-Homesite Value:	\$25,414 (+)
Land Homesite Value:	\$5,786 (+)
Land Non-Homesite Value:	\$0 (+)
Agricultural Market Valuation:	\$0 (+)
Market Value:	\$32,535 (=)
Agricultural Value Loss: ⓘ	\$0 (-)

Appraised Value:	\$32,535 (=)
HS Cap Loss:	\$0 (-)
Circuit Breaker:	\$0 (-)
Assessed Value:	\$32,535
Ag Use Value:	\$0

VALUES DISPLAYED ARE 2025 PRELIMINARY VALUES AND ARE SUBJECT TO CHANGE PRIOR TO CERTIFICATION.

If you have any questions or concerns with online tax payments, please contact the tax assessor office at (432) 264-2232.

Information provided for research purposes only. Legal descriptions and acreage amounts are for Appraisal District use only and should be verified prior to using for legal purpose and or documents. Please contact the Appraisal District to verify all information for accuracy.

Property Taxing Jurisdiction

Owner: MARTINEZ GUADALUPE D ET UX **%Ownership:** 100.0%

Entity	Description	Tax Rate	Market Value	Taxable Value	Estimated Tax	Freeze Ceiling
01H	HOWARD COUNTY	0.221030	\$32,535	\$32,535	\$71.91	
02B	CITY OF BIG SPRING	0.671465	\$32,535	\$32,535	\$218.46	
03B	BIG SPRING ISD	0.728300	\$32,535	\$32,535	\$236.95	
052	HOWARD COLLEGE	0.158693	\$32,535	\$32,535	\$51.63	

Total Tax Rate: 1.779488

Estimated Taxes With Exemptions: \$578.95

Estimated Taxes Without Exemptions: \$578.95

Howard Property Search

Property Details

Account		
Property ID:	286656	Geographic ID: B5820002300
Type:	R	Zoning:
Property Use:		Condo:
Location		
Situs Address:	1716 E 15TH	
Map ID:		Mapsco:
Legal Description:	W/2 OF LT 9 BK 3 MAY THIXTON 25X140 639 BLK/TRACT 3 0.08 ACRES	
Abstract/Subdivision:		
Neighborhood:	(GOLD1) GOLIAD 1	
Owner ⓘ		
Owner ID:	407485	
Name:	MARTINEZ GUADALUPE D ET UX	
Agent:		
Mailing Address:	404 VAN ZANDT SAN ANGELO, TX 76905	
% Ownership:	100.0%	
Exemptions:	For privacy reasons not all exemptions are shown online.	

Property Values

Improvement Homesite Value:	\$0 (+)
Improvement Non-Homesite Value:	\$0 (+)
Land Homesite Value:	\$0 (+)
Land Non-Homesite Value:	\$2,875 (+)
Agricultural Market Valuation:	\$0 (+)
Market Value:	\$2,875 (=)
Agricultural Value Loss:?	\$0 (-)

Appraised Value: ⓘ	\$2,875 (=)
HS Cap Loss: ⓘ	\$0 (-)
Circuit Breaker: ⓘ	\$0 (-)
Assessed Value:	\$2,875
Ag Use Value:	\$0

VALUES DISPLAYED ARE 2025 PRELIMINARY VALUES AND ARE SUBJECT TO CHANGE PRIOR TO CERTIFICATION.

If you have any questions or concerns with online tax payments, please contact the tax assessor office at (432) 264-2232.

Information provided for research purposes only. Legal descriptions and acreage amounts are for Appraisal District use only and should be verified prior to using for legal purpose and or documents. Please contact the Appraisal District to verify all information for accuracy.

📌 Property Taxing Jurisdiction

Owner: MARTINEZ GUADALUPE D ET UX **%Ownership:** 100.0%

Entity	Description	Tax Rate	Market Value	Taxable Value	Estimated Tax	Freeze Ceiling
01H	HOWARD COUNTY	0.301711	\$2,875	\$2,875	\$8.67	
02B	CITY OF BIG SPRING	0.678903	\$2,875	\$2,875	\$19.52	
03B	BIG SPRING ISD	0.752678	\$2,875	\$2,875	\$21.64	
052	HOWARD COLLEGE	0.216637	\$2,875	\$2,875	\$6.23	

Total Tax Rate: 1.949929

Estimated Taxes With Exemptions: \$56.06

Estimated Taxes Without Exemptions: \$56.06

STATE OF TEXAS

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COUNTY OF HOWARD

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CERTIFICATION
1800 E 15TH and 1716 E 15TH CASE NOTES

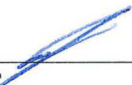
“This record, attached as **Exhibit A-3**, was made at or near the time by – or from information transmitted by a person or persons with the City with knowledge.

This record was kept in the course of a regularly conducted business activity of the Code Compliance Department of the City of Big Spring, Texas.

Making this record was a regular practice of that activity.

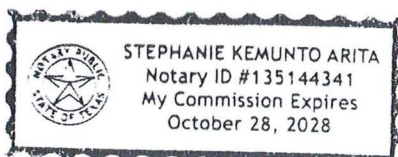
1. The City uses a computer.
2. The computer is reliable.
3. The City has developed procedures for inserting data into the computer.
4. The procedure has built-in safeguards to ensure accuracy and to identify errors.
5. The City keeps the computer in a good state of repair.
6. I had the computer readout certain data.
7. I used the proper procedures to obtain the readout.
8. The computer was in working order at the time I obtained the readout.
9. I recognize the attached **Exhibit A-3** as the readout.”

SIGNED on the 8th day of October, 2025.


AFFIANT

SWORN TO AND SUBSCRIBED before me this 8th day of October, 2025

by the above referenced Affiant.



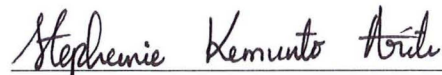

Notary Public, State of Texas

Exhibit A-3



CASE NOTES

Page 1 of 1

Report Run On: Thursday, 02 October
2025 14:45

Case # 25-00000967

Parcel # : 286655

Site Address: 1800 E 15TH

Case Description: SUB -FIRE - MO - LEGAL

Note Type	Note Code	Text	Created By	Begin Date	End Date
GENERAL		1716 E 15TH, PARCEL # 286656, HAS SAME OWNER, GUADALUPE MARTINEZ. CARPORT PORTION OF THE STRUCTURE IS ON 1716 E 15TH AND THE HOUSE IS ON 1800 E 15TH.	Jacob Leos	10/02/25	
GENERAL		FIRE REPORT - 11/27/24, INCIDENT# 241127-044009-BSFD	Jacob Leos	10/02/25	
GENERAL		9/23/25 REINESPECTION UPDATE - NON COMPLIANT	Jacob Leos	10/02/25	
GENERAL		ADMINISTRATIVE HEARING SEPTEMBER 24TH, 2025 AR 2:00 PM.	Jacob Leos	09/22/25	
CORRECTIVE ACTION		DEADLINE FOR COMPLIANCE IS 08/30/2025 STRUCTURE ON PROPERTY HAS BURN DAMAGE, BROKEN WINDOWS, AND IS NOT UP TO BUILDING CODE. NEEDS TO BE DEMOLISHED OR BROUGHT UP TO CODE.	Jacob Leos	08/20/25	
GENERAL		MAILED OUT VIOLATION NOTICE	Jacob Leos	08/20/25	
GENERAL		MOVED CASE TO LEGAL DEPARTMENT FOR FURTHER LEGAL ACTION.	Jacob Leos	08/20/25	
GENERAL		INSPECTION - PHOTOS	Jacob Leos	08/20/25	
GENERAL		INSPECTION - SUB STANDARD VIOLATION INCLUDING BROKEN WINDOWS. HOUSE HAS HAD A FIRE PREVIOUSLY. FRONT OF HOUSE HAS LARGE SECTION OF BURNT DAMAGE.	Jacob Leos	08/12/25	

STATE OF TEXAS

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COUNTY OF HOWARD

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**CERTIFICATION OF
PHOTOGRAPHS BY JACOB LEOS**

“With regard to the photographs in **Exhibits A-4** I am familiar with and recognize the scene depicted in the photographs. On August 12, 2025, I inspected the property described as:

LOT 8, BLOCK 3, MAY THIXTON SUBDIVISION, Big Spring, Howard County, Texas, also known as **1800 E 15TH**, Big Spring, Texas; and

W/2 OF LOT 9, BLOCK 3, MAY THIXTON SUBDIVISION, Big Spring, Howard County, Texas, also known as **1716 E 15TH**, Big Spring, Texas.

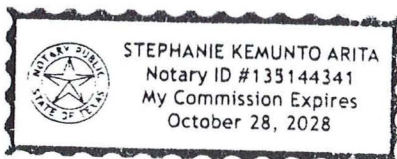
Each of the photographs is a fair and accurate depiction of the scene at the relevant time.”

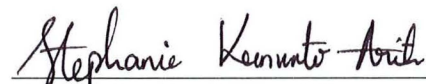
SIGNED on the 8th day of October, 2025.



AFFIANT

SWORN TO AND SUBSCRIBED before me this 8th day of October, 2025
by the above referenced Affiant.





Notary Public, State of Texas

Exhibit A-4



August 12, 2025 9:45 AM





August 12, 2025 9:45 AM



August 12, 2025 9:45 AM





August 12, 2025 9:46 AM



August 12, 2025 9:46 AM



August 12, 2025 9:46 AM

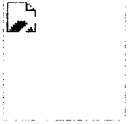


August 12, 2025 9:46 AM



August 12, 2025 9:47 AM

Exhibit A-5



INCIDENT

Incident Number 241127-044009-BSFD Incident Date 11/27/2024 NFIRS Number 0002292 Incident Type (111) - Building fire

FDID KW601 Station Station 3 Shift C-Shift District

Initial Dispatch Code

Alarms Working Fire? Yes COVID-19 was a factor Critical Incident Critical Incident Team

Temporary Resident Involvement None

Hazardous Materials Released (N) - None

Action Taken 1 (11) - Extinguishment by fire service personnel

Action Taken 2 (21) - Search

AID

Aid Given/Received (N) - None

LOCATION

Location Type (1) - Street address

Address 1800 Mt Vernon Street, Big Spring, Texas, 79720

Cross Street, USNG, or Directions Latitude Longitude Census Tract

Detector Alerted Occupant

Property Use (419) - 1 or 2 family dwelling Mixed Use

TIMES

PSAP Received 02:13:00, 11/27/2024 Dispatch Notified Time 02:13:00, 11/27/2024 Alarm Time 02:13:00, 11/27/2024

Arrival Time 02:26:00, 11/27/2024 Water on Fire Time 02:26:00, 11/27/2024 At Patient Time

 TIMES

Loss Stop Time

Controlled Time

Last Unit Cleared Time

02:46:00, 11/27/2024

03:07:00, 11/27/2024

Total On Scene Time

Total Incident Time

0 hrs 41 mins 0 sec

0 hrs 54 mins 0 sec

 COUNTS

Counts Include Aid Received?

No

Suppression:**EMS:****Other:**

Apparatus

Personnel

Apparatus

Personnel

Apparatus

Personnel

3

12

0

0

0

0

 LOSS**Property:****Content:**

Estimated Property Losses

Estimated Content Losses

\$7000

\$7000

Estimated Property Value

Estimated Content Value

\$60000

\$

 PERSON/OWNER **AUTHORIZATION****Report Writer:**

Name

Employee Number

Assignment

Authorization Date

WESTBROOK, CHAS

1798

11/27/2024

Officer in Charge:

Name

Employee Number

Assignment

Authorization Date

WESTBROOK, CHAS

1798

11/27/2024

Quality Control:

Name

Authorization Date

 INCIDENT NARRATIVE

Engine 3, Engine 5 and Engine 4 were dispatched to 15th and Mt Vernon for a structure fire. Upon arriving Engine 5 pulled of 150 1 3/4 pre connect and made entry through front door. Engine crews did a search of the residence and found nothing. Fire had started on the front porch and had spread through the eve to the ceiling. Engine crews extinguished the fire and spread to only the front entry way and window. Ceiling was pulled to confirm fire spread. Vent fan was placed at front door and back door was opened. Residence had no active power and neighbors stated that the house have been vacant for years. Hose and bottles were replaced on Engine 5. All personal wore proper PPE and had no injuries.

Created By: WESTBROOK, CHAS

 Unit Reports**ENGINE 3**

Use

Responding From

Priority

(1) - Suppression

City of Big Spring

Emergent

i SITE INFO

Alarms	Acres Burned	Resident Units In Bldg 1	Buildings Involved
_____	_____	_____	_____
Hydrant Identifier	Estimated Water Usage		
_____	_____		

🏠 ON-SITE MATERIALS

Material ID 1 (210) - Fabrics, other	Storage Use ID 1 (U) - Undetermined
_____	_____
Material ID 2 (241) - Furniture	Storage Use ID 2 (U) - Undetermined
_____	_____

🔥 IGNITION

Area of Origin
(09) - Egress/exit, other

Heat Source
(UU) - Undetermined

Item First Ignited
(30) - Soft goods, wearing apparel, other

Fire Confined to Item?

Type of Material First Ignited
(70) - Fabric, textile, fur, other

Cause of Ignition
(1) - Intentional

Factors Contributing to Ignition 1
(11) - Abandoned or discarded materials or products

Human Factors Contributing to Ignition
(N) - None

Est. Age of Person Involved

Gender of Person Involved

🏠 STRUCTURE

Structure Type
(1) - Enclosed building

Stories Above Grade 1	Stories Below Grade 0	Building Status (6) - Vacant and unsecured
_____	_____	_____

Length 50 ft	Width 30 ft	Total Square Feet 1500 sq ft	Story of Fire Origin 1
_____	_____	_____	_____

Fire Spread
(2) - Confined to room of origin

Item Contributing Most to Flame Spread (30) - Soft goods, wearing apparel, other	Type of Material (64) - Plywood
_____	_____

Number of Stories with Damage

Minor Damage	Significant Damage	Heavy Damage	Extreme Damage	Total Stories
_____	_____	_____	_____	_____

 PROTECTIVE SYSTEMS

Presence of Detector		Detector Type
(N) - None present		
Power Supply		Detector Operations
Effectiveness (/Failure Reason)		
Presence of Auto Extinguishing System		System Type
(N) - None Present		
System Operation	# of Sprinklers	Reason for System Failure

STATE OF TEXAS

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COUNTY OF HOWARD

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**CERTIFICATION
NOTICE SENT BY JACOB LEOS**

“The document in **Exhibit A-6** presents factual findings from a legally authorized investigation for code compliance. The document is a copy of the official record.”

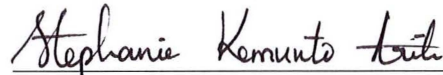
Certified Mail Return for **Exhibit A-6** is also attached.

SIGNED on the 8th day of October, 2025.



AFFIANT

SWORN TO AND SUBSCRIBED before me this 8th day of October, 2025
by the above referenced Affiant.



Notary Public, State of Texas

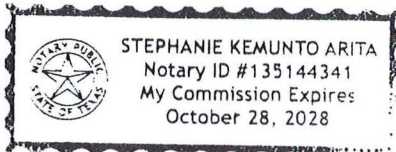


Exhibit A-6



City of Big Spring Code Compliance

217 East 3rd St. Big Spring TX 79720 - Ph: 432-264-2504

NOTICE OF VIOLATION

Re: 1800 E 15TH BIG SPRING, TX 79720

Legal Description: LT 8 BK 3 MAY THIXTON 50X140 640 BLK/TRACT 3 0.161 ACRES

Date 08/20/2025

Case No: 25-00000967

MARTINEZ GUADALUPE D ET UX
404 VAN ZANDT
SAN ANGELO, TX 76905

Dear MARTINEZ GUADALUPE D ET UX

The City of Big Spring has determined that the following section of the **2021 property Maintenance Code of Big Spring** has been violated, constituting a nuisance:

Violation:

SUBSTANDARD STRUCTURE

Description of Violation:



City of Big Spring Code Compliance

217 East 3rd St. Big Spring TX 79720 - Ph: 432-264-2504

NOTICE OF VIOLATION

Re: 1800 E 15TH BIG SPRING, TX 79720

Legal Description: LT 8 BK 3 MAY THIXTON 50X140 640 BLK/TRACT 3 0.161 ACRES

304.1.1 UNSAFE CONDITIONS. The following conditions shall be determined as unsafe and shall be repaired or replaced to comply with the International Building Code or the International Existing Building Code as required for existing buildings:

1. Structural members have deterioration or distress that appears to reduce their load-carrying capacity. 2. The anchorage of the floor or roof to walls or columns, and of walls and columns to foundations have deterioration or distress that appears to reduce their load-carrying capacity. 3. Structures or components thereof have deterioration or distress that appears to reduce their load-carrying capacity. 4. Siding and masonry joints including joints between the building envelope and the perimeter of windows, doors and skylights are not maintained, weather resistant or watertight. 5. Reserved. 6. Foundation systems that are not firmly supported by footings, are not plumb and free from open cracks and breaks, are not properly anchored or are not capable of supporting all nominal loads and resisting all load effects. 7. Exterior walls that are not anchored to supporting and supported elements or are not plumb and free of holes, cracks or breaks and loose or rotting materials, are not properly anchored or are not capable of supporting all nominal loads and resisting all load effects. 8. Roofing or roofing components that have defects that admit rain, roof surfaces with inadequate drainage, or any portion of the roof framing that is not in good repair with signs of deterioration, fatigue or without proper anchorage and is capable of supporting all nominal loads and resisting all load effects. 9. Flooring and flooring components with defects that affect serviceability or flooring components that show signs of deterioration or fatigue, are not properly anchored or are incapable of supporting all nominal loads and resisting all load effects. 10. Veneer, cornices, belt courses, corbels, trim, wall facings and similar decorative features not properly anchored or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects. 11. Overhang extensions or projections including, but not limited to, trash chutes, canopies, marquees, signs, awnings, fire escapes, standpipes, and exhaust ducts not properly anchored or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects. 12. Exterior stairs, decks, porches, balconies, and all similar appurtenances attached thereto, including guards and handrails, are not structurally sound, not properly anchored or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects. 13. Chimneys, cooling towers, smokestacks, and similar appurtenances not structurally sound or not properly anchored, or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects.

Corrective Action:

DEADLINE FOR COMPLIANCE IS 08/30/2025

STRUCTURE ON PROPERTY HAS BURNT DAMAGE, BROKEN WINDOWS, AND IS NOT UP TO BUILDING CODE. NEEDS TO BE DEMOLISHED OR BROUGHT UP TO CODE.

For further information about this notice, please contact the following person:

Issued by:

Jacob Leos

Code Compliance

432.264.2502

jleos@mybigspring.com

Phone

Email Address

If this matter has been taken care of please notify this office at (432)264-2504

It is the sincere hope of the City that you will cooperate with us in helping to make Big Spring an attractive, healthful place in which to live.

Sincerely,

Jacob Leos - Code Compliance



City of Big Spring Code Compliance

217 East 3rd St. Big Spring TX 79720 - Ph: 432-264-2504

NOTICE OF VIOLATION

Re: 1800 E 15TH BIG SPRING, TX 79720

Legal Description: LT 8 BK 3 MAY THIXTON 50X140 640 BLK/TRACT 3 0.161 ACRES



Code Compliance

217 E 3rd St., Big Spring, Texas 79720 · Ph. 432-264-2505

**NOTICE OF VIOLATION
AND NOTICE OF HEARING**

Sent via: Certified Mail; Return Receipt Requested

October 3, 2025

Maria Martinez and Estate of Guadalupe D. Martinez
404 Van Zandt St.
San Angelo, Texas 76905

Maria Martinez and Estate of Guadalupe D. Martinez
1800 E. 15th St.
Big Spring, Texas 79720

Maria Martinez and Estate of Guadalupe D. Martinez
603 S. Nolan St.
Big Spring, Texas 79720

Maria Martinez and Estate of Guadalupe D. Martinez
P.O. Box 1773
Big Spring, Texas 79721-1773

**Re: THE MAIN STRUCTURE LOCATED ON 1800 E 15TH – LEGAL
DESCRIPTION: LOT 8, BLOCK 3, MAY THIXTON SUBDIVISION, AND THE
ATTACHED CARPORT STRUCTURE LOCATED ON 1716 E 15TH – LEGAL
DESCRIPTION: W/2 OF LOT 9, BLOCK 3, MAY THIXTON SUBDIVISION,
Howard County**

Big Spring Code Compliance has determined that at the following structure(s): MAIN STRUCTURE AND ATTACHED CARPORT STRUCTURE, at the property as stated above, is/are in violation of the following section(s) of the **Property Maintenance Code of Big Spring (PMC)**, constituting a nuisance:

VIOLATION	DESCRIPTION OF VIOLATION
111.1.5 HAZARDOUS STRUCTURE OR	The building had fire damage that

PREMISES. For the purpose of this code, any structure or premises that has any or all of the conditions or defects described as follows shall be considered to be hazardous: 3. Any building, structure, or portion thereof that is dangerous. 6. The building or structure, or any portion thereof, is clearly unsafe for its use and occupancy. 7. The building or structure is neglected, damaged, dilapidated, unsecured or abandoned so as to become an attractive nuisance to children who might play in the building or structure to their danger, becomes a harbor for vagrants, criminals, or immoral persons, or enables persons to resort to the building or structure for committing a nuisance or an unlawful act. 8. Any building or structure has been constructed, exists, or is maintained in violation of any specific requirement or prohibition applicable to such building or structure provided by the approved building or fire code of the jurisdiction, or of any law or ordinance to such an extent as to present either a substantial risk of fire, building collapse or any other threat to life and safety. 9. A building or structure, used or intended to be used for dwelling purposes, because of inadequate maintenance, dilapidation, decay, damage, faulty construction or arrangement, inadequate light, ventilation, mechanical or plumbing system, or otherwise, is determined by the code official to be unsanitary, unfit for human habitation or in such a condition that is likely to cause sickness or disease. 10. Any building or structure, because of a lack of sufficient or proper fire-resistance-rated construction, fire protection systems, electrical system, fuel connections, mechanical system, plumbing system or other cause, is determined by the code official to be a threat to life or health. 11. Any portion of a building remains on a site after the demolition or destruction of the building or structure or whenever any building or structure is abandoned so as to constitute such building or portion thereof as an attractive nuisance or hazard to the public.	has not been repaired. The structure is neglected, damaged, dilapidated, unsecured, and abandoned so as to constitute an attractive nuisance. The structural members appear to have deteriorated from severe fire damage. The exterior walls show signs of dilapidation and deterioration with rotting materials showing fire damage. Hazardous condition.
304.1.1 UNSAFE CONDITIONS. The following conditions shall be determined as unsafe and shall be repaired or replaced to comply with the International	The structural members appear to have deteriorated from severe fire damage.

Building Code or the International Existing Building Code as required for existing buildings: 1. Structural members have deterioration or distress that appears to reduce their load-carrying capacity. 3. Structures or components thereof have deterioration or distress that appears to reduce their load-carrying capacity. 7. Exterior walls that are not anchored to supporting and supported elements or are not plumb and free of holes, cracks or breaks and loose or rotting materials, are not properly anchored or are not capable of supporting all nominal loads and resisting all load effects.	The exterior walls show signs of dilapidation and deterioration with rotting materials showing fire damage. Unsafe condition.
304.6 Exterior walls. Exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.	The exterior walls show signs of dilapidation and deterioration with rotting materials showing fire damage.
304.13 Windows, skylight and door frames. Every window, skylight and door frame shall be kept in sound condition, good repair and weather tight.	The structure has broken and damaged windows.

The following actions are required to correct the violation(s) at the structure(s) as stated above:

Corrective Action Sought by Code Compliance

Secure and vacate the structure(s) until the violation(s) are resolved, and:

REPAIR OR DEMOLISH AND REMOVE

MAIN STRUCTURE AND ATTACHED CARPORT STRUCTURE.

For further information about this notice, please contact the following person:

Issued by

Jacob Leos

Name

Code Enforcement Officer

Title

+1 (432) 264-2502

Phone

jleos@mybigspring.com

E-mail

The City's goal is voluntary compliance.

FAILURE TO TAKE THE CORRECTIVE ACTION BY THE DEADLINE MAY RESULT IN FINE.

Failure to take the corrective action regarding the nuisance(s) by the prescribed deadline(s) may result in a complaint (a criminal charge, Class C Misdemeanor) sworn against you in the Municipal Court of Big Spring alleging the violation. A person found guilty may be convicted by the Court and fined. Each day that a violation continues after due notice has been served is deemed a separate offense. A convicted person may appeal their case to Howard County Court. This punishment is separate from and in addition to any abatement action that the City may perform and cannot result in a lien.

YOU ARE HEREBY NOTIFIED THAT THE CITY HAS INITIATED PROCEEDINGS TO ABATE THE ABOVE-DESCRIBED NUISANCES AT YOUR EXPENSE.

This proceeding is held before a hearing board (either City Council or the Board of Adjustment and Appeals). The hearing board will review the case and rule on the City's request to abate the nuisance. If so ordered by the hearing board, the City will abate the nuisance and send you and/or the owner(s) an invoice for the City's costs plus a civil penalty, typically 25% of the amount of the costs. In the event you and/or the owner(s) do not pay the invoice promptly, the City of Big Spring will assess a lien against the property to secure payment for services rendered and the civil penalty. You have the right to appeal the costs, lien, and civil penalty to the District Court. The abatement procedure is separate from and in addition to any charge filed in Municipal Court.

The City Council will serve as the Hearing Board for your case. The hearing is scheduled for **5:30 PM, October 14, 2025** at the City Council Chambers located at **307 E 4th St., Big Spring, Texas 79720**. You are encouraged to attend this hearing to demonstrate the scope of work that may be required to comply with the Building Codes and the time it will take to reasonably perform the work.

CONDUCT OF THE HEARING. The Structural Standards Ordinance of the Big Spring City Code provides the following concerning the conduct of the hearing:

SECTION A-1.10. Rights of Parties

(a) Rules. Hearings need not be conducted according to the technical rules relating to evidence and witnesses.

(b) Admissibility of Evidence. Any relevant evidence shall be admitted if it is the type of evidence on which responsible persons are accustomed to rely in the conduct of serious affairs, regardless of the existence of any common law or statutory rule which might make improper the admission of such evidence over objection in civil actions in courts of competent jurisdiction in this State.

- (c) Exclusion of Evidence. Irrelevant and unduly repetitious evidence shall be excluded.
- (d) Rights of Parties. Each party shall have the following rights, among others:
1. To call and examine witnesses on any matter relevant to the issues of the hearing;
 2. To introduce documentary and physical evidence;
 3. To cross-examine opposing witnesses on any matter relevant to the issues of the hearing;
 4. To impeach any witness regardless of which party first called him to testify;
 5. To rebut the evidence against him;
 6. To represent himself or to be represented by anyone of his choice who is lawfully permitted to do so.

Section C-9.02 (c)The City Attorney shall present the case for the City. If the City Attorney is recused or disqualified, the City Manager shall determine who shall present the case for the City.

YOU HAVE A RIGHT TO APPEAL THE DECISION OF THE HEARING BOARD. If the Hearing Board enters an order to abate the violation(s) at the structure(s) at the property, the order is preliminary, allowing you to appeal the order to District Court within thirty (30) days pursuant to Section 8.03 of the Structural Standards Ordinance of the Big Spring City Code. If you fail to appeal the Hearing Board's ruling within that time, such order shall become the final order.

FAILURE TO COMPLY/ATTACHMENT OF LIEN. If the owner of a premises fails to comply with an order of the Board within the time prescribed, and the City conducts abatement or work, either through an available public agency or by contract or arrangement with private persons, and the cost of such abatement work shall be charged against the real estate upon which the nuisance is located and shall be a lien on such real estate.

NOTICE TO OWNER: According to the real property records of Howard County, you own the real property described in this notice. If you no longer own the property, you must execute an affidavit stating that you no longer own the property and stating the name and last known address of the person who acquired the property from you. The affidavit must be delivered in person or by certified mail, return receipt requested, to this office not later than the 20th day after the date you receive this notice. If you do not send the affidavit, it will be presumed that you own the property described in this notice, even if you do not.

NOTICE TO EMPLOYEE OF OWNER: If you are an individual employed by the owner of

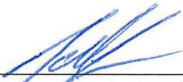
the property, or a company that manages the property on behalf of the owner, you may be personally liable for criminal or civil penalties resulting from the violation under Section 250.003, Texas Local Government Code, unless, not later than the fifth calendar day after this notice you provide the property owner's name, current street address, and telephone number to the Code Compliance Officer who sent this notice.

TRANSFER OF OWNERSHIP UNLAWFUL: Please be advised that until this order is complied with, it shall be unlawful (being a Class C Misdemeanor) to transfer ownership of the property— with conditions and exceptions stated in PMC Sec. 111.6.

RIGHTS AND REMEDIES RESERVED. The City of Big Spring expressly reserves any additional rights and remedies that may be available to it, including but not limited to injunctive or equitable relief.

CITY CODE. The City Code is online at <https://codelibrary.amlegal.com/codes/bigspringtx>. See Big Spring City Code, Chapter 36, Property Maintenance Code of Big Spring; and 2021 International Property Maintenance Code, available for public inspection at the Office of the City Secretary at 310 Nolan St., Big Spring, Texas and available online for free at <https://codes.iccsafe.org/codes/i-codes>.

Sincerely,



Jacob Leos, Code Enforcement Officer
City of Big Spring, Texas

9589 0710 5270 2544 0821 81

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
 Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee	
\$	
Extra Services & Fees (check box, add fee as appropriate)	
☐ Return Receipt (hardcopy)	\$
☐ Return Receipt (electronic)	\$
☐ Certified Mail Restricted Delivery	\$
☐ Adult Signature Required	\$
☐ Adult Signature Restricted Delivery	\$
Postage	

10/14/25 Public Hearing
 Postmark Here
 1800 E 15TH & 1716 E 15TH
 Final Notice

Maria Martinez and Estate of Guadalupe D. Martinez
 404 Van Zandt St.
 San Angelo, Texas 76905

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

9589 0710 5270 2544 0821 50

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☐ Return Receipt (hardcopy)	\$
☐ Return Receipt (electronic)	\$
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☐ Adult Signature Required	\$
☐ Adult Signature Restricted Delivery	\$
Postage	

10/14/25 Public Hearing
 Postmark Here
 1800 E 15TH & 1716 E 15TH
 Final Notice

Maria Martinez and Estate of Guadalupe D. Martinez
 603 S. Nolan St.
 Big Spring, Texas 79720

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

9589 0710 5270 2544 0821 74

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Extra Services & Fees (check box, add fee as appropriate)	
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☐ Adult Signature Required	\$
☐ Adult Signature Restricted Delivery	\$
Postage	

10/14/25 Public Hearing
 Postmark Here
 1800 E 15TH AND 1716 E 15TH
 Final Notice

Maria Martinez and Estate of Guadalupe D. Martinez
 1800 E. 15th St.
 Big Spring, Texas 79720

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

9589 0710 5270 2544 0821 43

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\$	
Extra Services & Fees (check box, add fee as appropriate)	
☐ Return Receipt (hardcopy)	\$
☐ Return Receipt (electronic)	\$
☐ Certified Mail Restricted Delivery	\$
☐ Adult Signature Required	\$
☐ Adult Signature Restricted Delivery	\$
Postage	

10/14/25 Public Hearing
 Postmark Here
 1800 E 15TH & 1716 E 15TH
 Final Notice

Maria Martinez and Estate of Guadalupe D. Martinez
 P.O. Box 1773
 Big Spring, Texas 79721-1773

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

USPS Tracking®

[FAQs >](#)

Tracking Number:

[Remove X](#)**9589071052702544082181**[Copy](#)[Schedule a Redelivery \(https://tools.usps.com/redelivery.htm\)](https://tools.usps.com/redelivery.htm)

Latest Update

We attempted to deliver your item at 11:28 am on October 6, 2025 in SAN ANGELO, TX 76905 and a notice was left because an authorized recipient was not available. You may arrange redelivery by using the Schedule a Redelivery feature on this page or may pick up the item at the Post Office indicated on the notice beginning October 7, 2025. If this item is unclaimed by October 21, 2025 then it will be returned to sender.

[Get More Out of USPS Tracking:](#)[USPS Tracking Plus®](#)

Feedback

Delivery Attempt: Action Needed

Notice Left (No Authorized Recipient Available)

SAN ANGELO, TX 76905
October 6, 2025, 11:28 am

Departed USPS Regional Facility

ABILENE TX DISTRIBUTION CENTER
October 5, 2025, 7:43 pm

[See All Tracking History](#)[What Do USPS Tracking Statuses Mean? \(https://faq.usps.com/s/article/Where-is-my-package\)](https://faq.usps.com/s/article/Where-is-my-package)[Text & Email Updates](#)[Schedule Redelivery](#)

USPS Tracking Plus®



Product Information



See Less ^

Tracking Number:

Remove X

9589071052702544082150

Copy

Add to Informed Delivery (<https://informedelivery.usps.com/>)

Latest Update

Your item was returned to the sender on October 6, 2025 at 11:08 am in BIG SPRING, TX 79720 because the addressee was not known at the delivery address noted on the package.

Get More Out of USPS Tracking:

USPS Tracking Plus®

Alert

Addressee Unknown

BIG SPRING, TX 79720
October 6, 2025, 11:08 am

Arrived at USPS Regional Facility

MIDLAND TX DISTRIBUTION CENTER
October 4, 2025, 10:02 am

[What Do USPS Tracking Statuses Mean?](https://faq.usps.com/s/article/Where-is-my-package) (<https://faq.usps.com/s/article/Where-is-my-package>)

See More v

Tracking Number:

Remove X

9589071052702544082174

Copy

Add to Informed Delivery (<https://informedelivery.usps.com/>)

Latest Update

Your item was returned to the sender on October 6, 2025 at 12:21 pm in BIG SPRING, TX 79720 because the address was vacant or the business was no longer operating at the location and no further information was available.

Get More Out of USPS Tracking:

USPS Tracking Plus®

Alert

Vacant

BIG SPRING, TX 79720

October 6, 2025, 12:21 pm

Arrived at USPS Regional Facility

MIDLAND TX DISTRIBUTION CENTER

October 4, 2025, 10:03 am

[What Do USPS Tracking Statuses Mean?](https://faq.usps.com/s/article/Where-is-my-package) (<https://faq.usps.com/s/article/Where-is-my-package>)

See More 

Tracking Number:

Remove 

9589071052702544082143

Copy

Add to Informed Delivery (<https://informedelivery.usps.com/>)

Latest Update

Your item was returned to the sender on October 6, 2025 at 11:00 am in BIG SPRING, TX 79720 because the addressee moved and left no forwarding address.

Get More Out of USPS Tracking:

USPS Tracking Plus®

Alert



Moved, Left no Address

BIG SPRING, TX 79720
October 6, 2025, 11:00 am



Available for Pickup

BIG SPRING
501 S MAIN ST
BIG SPRING TX 79720-9998
M-F 0800-1700; SAT 0900-1200
October 6, 2025, 10:43 am



See All Tracking History

[What Do USPS Tracking Statuses Mean? \(https://faq.usps.com/s/article/Where-is-my-package\)](https://faq.usps.com/s/article/Where-is-my-package)

See More ✓

Track Another Package

Enter tracking or barcode numbers

Need More Help?

Contact USPS Tracking support for further assistance.

FAQs

STATE OF TEXAS

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COUNTY OF HOWARD

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**CERTIFICATION
OF POSTING OF PUBLIC HEARING**

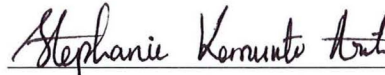
“The Hearing Board of the City of Big Spring, Texas notice of Public Hearing scheduled for October 14, 2025, attached as **Exhibit A-7**, was posted on or near the front door of each dwelling unit listed in the attached notice on October 2, 2025.”

SIGNED on the 8th day of October, 2025.



AFFIANT

SWORN TO AND SUBSCRIBED before me this 8th day of October, 2025
by the above referenced Affiant.



Notary Public, State of Texas

STEPHANIE KEMUNTO ARITA
Notary ID #135144341
My Commission Expires
October 28, 2028

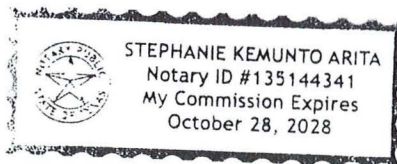


Exhibit A-7



Code Enforcement

217 E 3rd St., Big Spring, Texas 79720 · Ph. 432-264-2505

NOTICE OF PUBLIC HEARING CONCERNING PUBLIC NUISANCE

NOTICE IS HEREBY GIVEN THAT THE BIG SPRING HEARING BOARD WILL HOLD A PUBLIC HEARING ON **OCTOBER 14TH, 2025, AT 5:30 P.M.**, IN THE CITY OF BIG SPRING COUNCIL CHAMBERS AT 307 E 4TH ST., BIG SPRING, TEXAS 79720 TO CONSIDER ABATEMENT OF PUBLIC NUISANCES ON PROPERTIES IN THE CITY OF BIG SPRING, HOWARD COUNTY, TEXAS. ALL INTERESTED PERSONS MAY SPEAK, THEN A DETERMINATION WILL BE MADE AND REMEDIAL ACTION ORDERED ON THE FOLLOWING PROPERTIES:

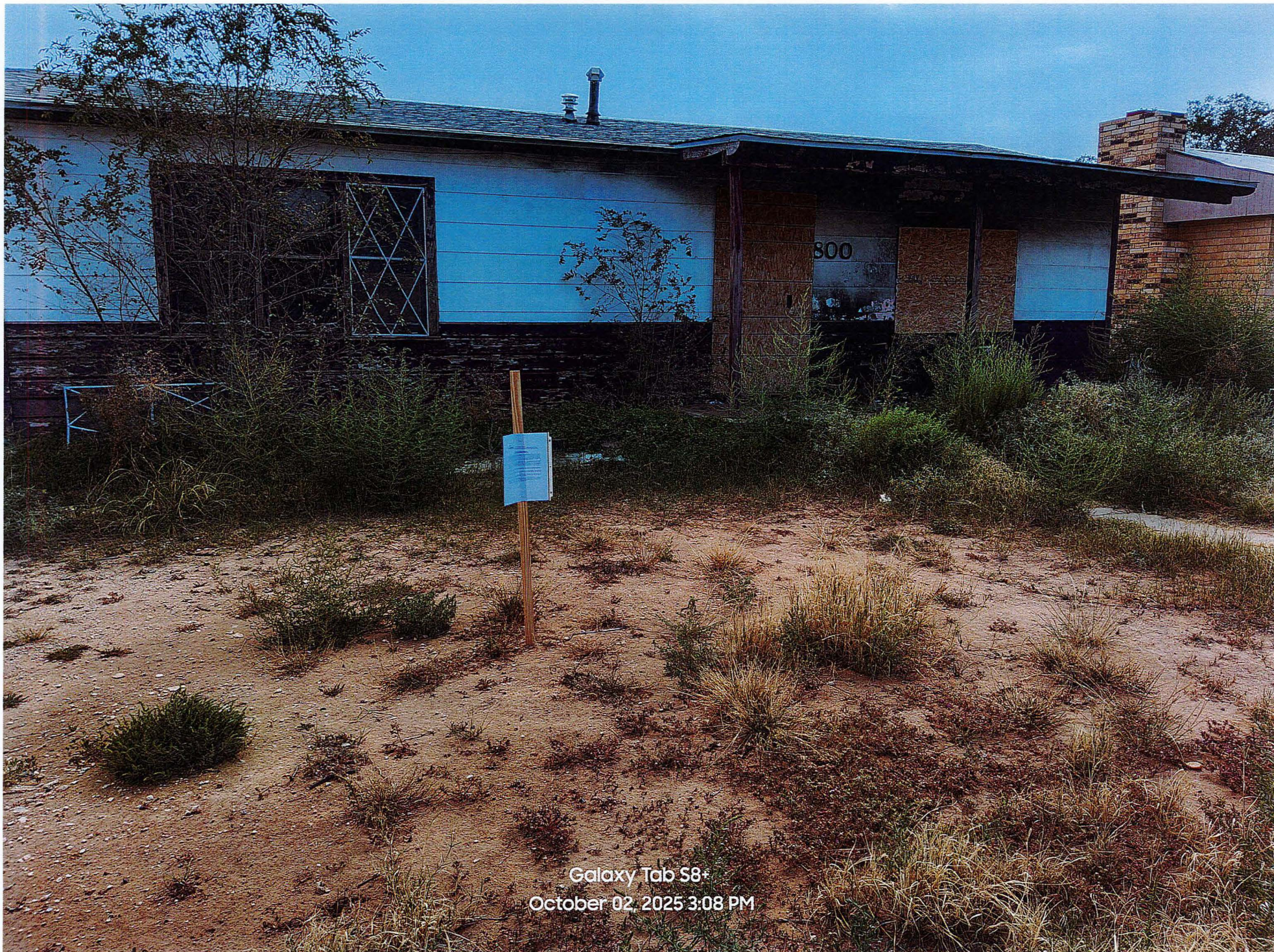
THE MAIN STRUCTURE LOCATED ON **1800 E 15TH – LEGAL DESCRIPTION: LOT 8, BLOCK 3, MAY THIXTON SUBDIVISION**, AND THE ATTACHED CARPORT STRUCTURE LOCATED ON **1716 E 15TH – LEGAL DESCRIPTION: W/2 OF LOT 9, BLOCK 3, MAY THIXTON SUBDIVISION** – OWNER: MARIA MARTINEZ AND THE ESTATE OF GUADALUPE D. MARTINEZ

207 N AUSTIN – LEGAL DESCRIPTION: S/50 OF LOT 9, BLOCK 7, TENNYSON SUBDIVISION
– OWNER: JESSE RINCON

301 E 19TH – LEGAL DESCRIPTION: LOT 7, BLOCK 2, COLLEGE HEIGHTS SUBDIVISION
– OWNER: MONROE CASEY JR

1018 NOLAN – LEGAL DESCRIPTION: N/60 OF LOT 4, BLOCK 95, ORIGINAL TOWN SUBDIVISION – OWNER: ESTATE OF PORFIRIO AGUIRRE

THE CITY OF BIG SPRING HEARING BOARD MEETING IS AVAILABLE TO ALL PERSONS REGARDLESS OF DISABILITY. IF YOU REQUIRE SPECIAL ASSISTANCE, PLEASE CONTACT TAMI DAVIS AT 432-264-2513 OR AT 310 NOLAN, BIG SPRING, TEXAS 79720, AT LEAST FORTY-EIGHT (48) HOURS IN ADVANCE OF THE MEETING.



Galaxy Tab S8+
October 02, 2025 3:08 PM

207 N AUSTIN

Code Enforcement Officer: Jacob Leos

Exhibit B-1

STATE OF TEXAS

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COUNTY OF HOWARD

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**AFFIDAVIT OF JACOB LEOS
CONCERNING 207 N AUSTIN**

BEFORE ME, the undersigned authority, on this day, personally appeared **Jacob Leos**, who, being by me duly sworn, deposed as follows:

“My name is **Jacob Leos**. I am over 21 years of age, of sound mind, capable of making this affidavit, and personally acquainted with the facts herein stated:

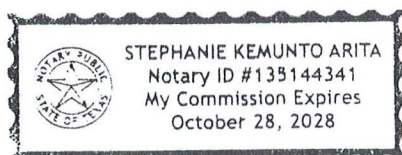
“I am a Code Enforcement Officer for the City of Big Spring, Texas. In the course of my duties, I inspect properties for compliance with Texas state law and the ordinances of the City of Big Spring. I am an employee of the City of Big Spring and am familiar with the manner in which its records are created and maintained by virtue of my duties and responsibilities. Attached are pages of records relating to the Code Compliance Case for **207 N AUSTIN**, Big Spring, Texas. These are exact duplicates of original records. The records were made at or near the time of each act, event, or finding set forth. The records were made by, or from information transmitted by, persons with knowledge of the matters set forth. The records were kept in the course of regularly conducted business activity. It is the regular practice of the business activity to make the records.”

SIGNED on the 8th day of October, 2025.



AFFIANT

SWORN TO AND SUBSCRIBED before me this 8th day of October, 2025 by the above referenced Affiant.





Notary Public, State of Texas

Exhibit B-2

Howard Property Search

Property Details

Account		
Property ID:	286630	Geographic ID: B5790006600
Type:	R	Zoning:
Property Use:		Condo:
Location		
Situs Address:	207 N AUSTIN	
Map ID:		Mapsco:
Legal Description:	S/50 OF LT 9 BK 7 TENNYSON 50X140 019 ACQ 032608 0.161 ACRES	
Abstract/Subdivision:		
Neighborhood:	(TENN) TENNYSON	
Owner 		
Owner ID:	6449	
Name:	RINCON JESSE	
Agent:		
Mailing Address:	914 BOWER	
	IRVING , TX 75061	
% Ownership:	100.0%	
Exemptions:	For privacy reasons not all exemptions are shown online.	

Property Values

Improvement Homesite Value:	\$2,307 (+)
Improvement Non-Homesite Value:	\$0 (+)
Land Homesite Value:	\$1,753 (+)
Land Non-Homesite Value:	\$0 (+)
Agricultural Market Valuation:	\$0 (+)
Market Value:	\$4,060 (=)
Agricultural Value Loss: ⓘ	\$0 (-)

Appraised Value: ⓘ	\$4,060 (=)
HS Cap Loss: ⓘ	\$0 (-)
Circuit Breaker: ⓘ	\$0 (-)
Assessed Value:	\$4,060
Ag Use Value:	\$0

VALUES DISPLAYED ARE 2025 PRELIMINARY VALUES AND ARE SUBJECT TO CHANGE PRIOR TO CERTIFICATION.

Information provided for research purposes only. Legal descriptions and acreage amounts are for Appraisal District use only and should be verified prior to using for legal purpose and or documents. Please contact the Appraisal District to verify all information for accuracy.

Property Taxing Jurisdiction

Owner: RINCON JESSE %**Ownership:** 100.0%

Entity	Description	Tax Rate	Market Value	Taxable Value	Estimated Tax	Freeze Ceiling
01H	HOWARD COUNTY	0.221030	\$4,060	\$4,060	\$8.97	
02B	CITY OF BIG SPRING	0.671465	\$4,060	\$4,060	\$27.26	
03B	BIG SPRING ISD	0.728300	\$4,060	\$4,060	\$29.57	
052	HOWARD COLLEGE	0.158693	\$4,060	\$4,060	\$6.44	

Total Tax Rate: 1.779488

Estimated Taxes With Exemptions: \$72.24

Estimated Taxes Without Exemptions: \$72.24

STATE OF TEXAS

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COUNTY OF HOWARD

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CERTIFICATION
207 N AUSTIN CASE NOTES

“This record, attached as **Exhibit B-3**, was made at or near the time by – or from information transmitted by a person or persons with the City with knowledge.

This record was kept in the course of a regularly conducted business activity of the Code Compliance Department of the City of Big Spring, Texas.

Making this record was a regular practice of that activity.

1. The City uses a computer.
2. The computer is reliable.
3. The City has developed procedures for inserting data into the computer.
4. The procedure has built-in safeguards to ensure accuracy and to identify errors.
5. The City keeps the computer in a good state of repair.
6. I had the computer readout certain data.
7. I used the proper procedures to obtain the readout.
8. The computer was in working order at the time I obtained the readout.
9. I recognize the attached **Exhibit B-3** as the readout.”

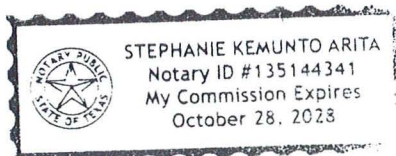
SIGNED on the 8th day of October, 2025.



AFFIANT

SWORN TO AND SUBSCRIBED before me this 8th day of October, 2025

by the above referenced Affiant.





Notary Public, State of Texas

Exhibit B-3



CASE NOTES

Page 1 of 1

Report Run On: Tuesday, 12 August
2025 10:55

Case # 24-00000065

Parcel # : 286630

Site Address: 207 N AUSTIN

Case Description: SUBSTANDARD STRUCTURES ON PROPERTY

Note Type	Note Code	Text	Created By	Begin Date	End Date
STAFF REPORT		I HAVE HAD NUMEROUS CALLS FROM THE PROPERTY OWNER WITH EMPTY PROMISES TO FIX THE PROPERTY I WILL MOVE TO THE NEXT STEP AND MOVE TO LEGAL	Shannon Fant	08/12/25	
GENERAL		JESSE RINCON [REDACTED]	Shannon Fant	08/30/24	
PHONE CALL		I TRIED TO CALL JESSE RINCON AT [REDACTED] AS HE HAS STATED TO ME HE WAS GOING TO START CLEANING THE PROPERTY AND BRINGING INTO COMPLIANCE HE DID PULL A DEMO PERMIT AND NO WORK HAS BEEN DONE ON THE PROPERTY AT ALL I WILL NOT EXTEND HIS PERMIT IF THERE CONTINUES TO BE NO PROGRESS AND HE SHOWS NO PROMISE TO TRY AND BRING INTO COMPLIANCE	Shannon Fant	08/30/24	
SITE VISIT		DEMO PERMIT WAS PULLED WILL FOLLOW UP	Shannon Fant	06/03/24	
SITE VISIT		INSPECTED PROPERTY FOUND SUBSTANDARD STRUCTURES	Shannon Fant	02/28/24	
CORRECTIVE ACTION		THE STRUCTURE ON THIS PROPERTY DOES NOT MEET MINIMUM BUILDING STANDARDS. THE STRUCTURE NEEDS TO BE BROUGHT UP TO BUILDING CODE OR DEMLISHED/REMOVED. DEADLINE FOR COMPLIANCE IS SEVEN (7) DAYS FROM THE DATE OF MAILING 02.07.2024	Shannon Fant	02/07/24	

STATE OF TEXAS

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COUNTY OF HOWARD

**CERTIFICATION OF
PHOTOGRAPHS BY JACOB LEOS**

“With regard to the photographs in **Exhibits B-4** I am familiar with and recognize the scene depicted in the photographs. On February 28, 2024 and August 12, 2025, I inspected the property described as:

S/50 OF LOT 9, BLOCK 7, TENNYSON SUBDIVISION Big Spring, Howard County, Texas, also known as **207 N AUSTIN**, Big Spring, Texas.

Each of the photographs is a fair and accurate depiction of the scene at the relevant time.”

SIGNED on the 8th day of October, 2025.



AFFIANT

SWORN TO AND SUBSCRIBED before me this 8th day of October, 2025
by the above referenced Affiant.



Notary Public, State of Texas

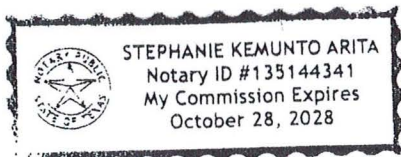


Exhibit B-4



Galaxy Tab S8+
February 28, 2024 10:35 AM



Galaxy Tab S8+
February 28, 2024 10:35 AM



Galaxy Tab S8
February 28, 2024, 10:36 AM



Galaxy Tab S8+
February 28, 2024 10:36 AM



Galaxy Tab S8+
February 26, 2024 10:36 AM

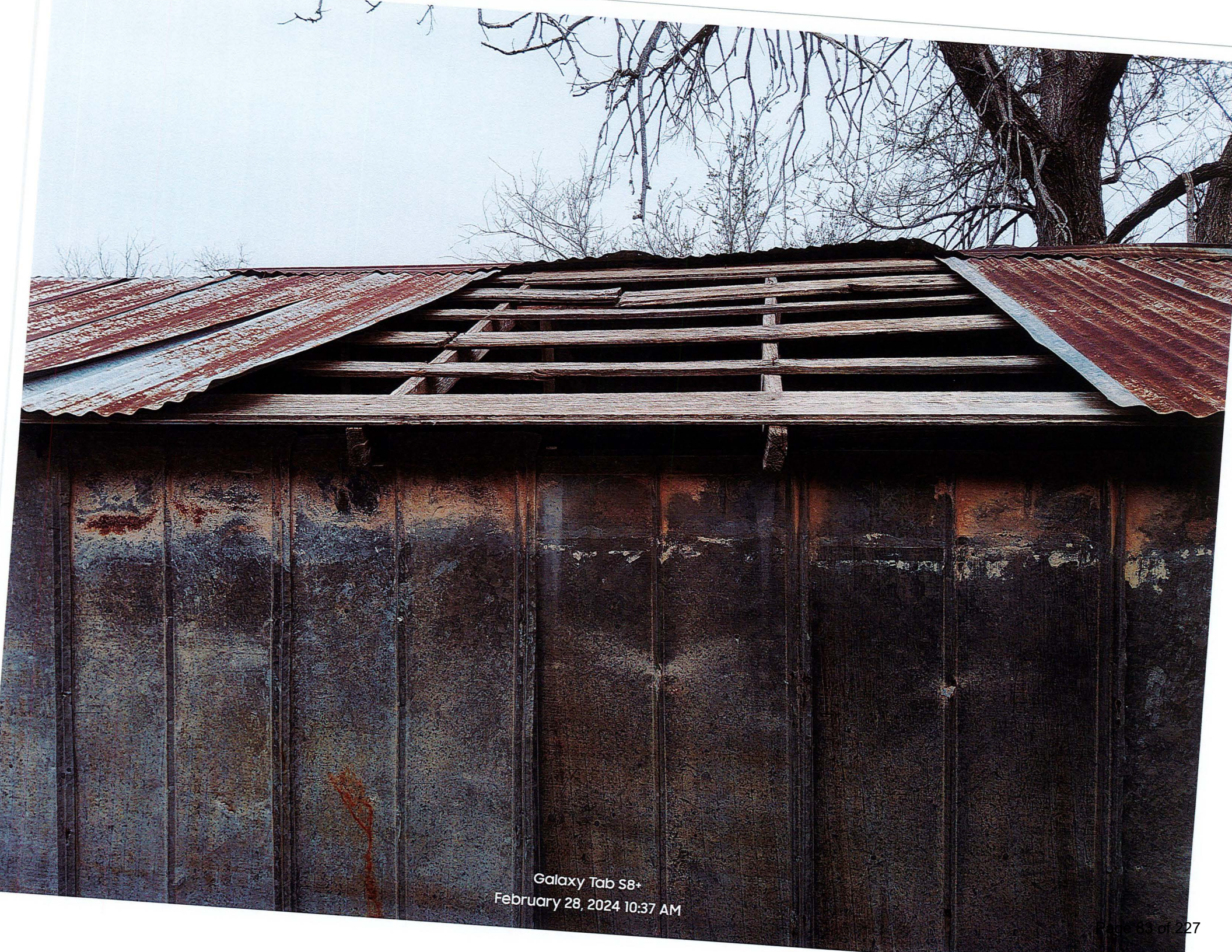


Galaxy Tab S8+
February 28, 2024 10:36 AM



Galaxy Tab S8+
February 28, 2024 10:37 AM





Galaxy Tab S8+
February 28, 2024 10:37 AM



Galaxy Tab S8+
August 12, 2025 1:18 PM



Galaxy Tab S8+
August 12, 2025 1:18 PM



Galaxy Tab S8
August 12, 2025 1:18 PM



Galaxy Tab S8
August 12, 2025 1:18 PM



Galaxy Tab S8+
August 12, 2025 1:19 PM



Galaxy Tab S8+
August 12, 2025 1:19 PM



Galaxy Tab S8+
August 12, 2025 1:19 PM



Galaxy Tab S8+

AUGUST 12, 2025 11:19 PM

STATE OF TEXAS

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COUNTY OF HOWARD

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**CERTIFICATION
NOTICE SENT BY JACOB LEOS**

“The document in **Exhibit B-5** presents factual findings from a legally authorized investigation for code compliance. The document is a copy of the official record.”

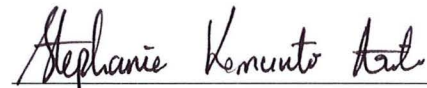
Certified Mail Return for **Exhibit B-5** is also attached.

SIGNED on the 8th day of October, 2025.



AFFIANT

SWORN TO AND SUBSCRIBED before me this 8th day of October, 2025
by the above referenced Affiant.



Notary Public, State of Texas

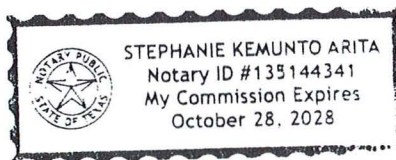


Exhibit B-5



City of Big Spring Code Compliance

217 East 3rd St. Big Spring TX 79720 - Ph: 432-264-2504

NOTICE OF VIOLATION

Re: 207 N AUSTIN BIG SPRING, TX 79720

Legal Description: S/50 OF LT 9 BK 7 TENNYSON 50X140 019 ACQ 032608 0.161 ACRES

Date 08/12/2025

Case No: 24-00000065

RINCON JESSE
914 BOWER
IRVING, TX 75061

Dear RINCON JESSE

The City of Big Spring has determined that the following section of the **2021 property Maintenance Code of Big Spring** has been violated, constituting a nuisance:

Violation:

SUBSTANDARD STRUCTURE

Description of Violation:

304.1.1 UNSAFE CONDITIONS. The following conditions shall be determined as unsafe and shall be repaired or replaced to comply with the International Building Code or the International Existing Building Code as required for existing buildings:

1. Structural members have deterioration or distress that appears to reduce their load-carrying capacity. 2. The anchorage of the floor or roof to walls or columns, and of walls and columns to foundations have deterioration or distress that appears to reduce their load-carrying capacity. 3. Structures or components thereof have deterioration or distress that appears to reduce their load-carrying capacity. 4. Siding and masonry joints including joints between the building envelope and the perimeter of windows, doors and skylights are not maintained, weather resistant or watertight. 5. Reserved. 6. Foundation systems that are not firmly supported by footings, are not plumb and free from open cracks and breaks, are not properly anchored or are not capable of supporting all nominal loads and resisting all load effects. 7. Exterior walls that are not anchored to supporting and supported elements or are not plumb and free of holes, cracks or breaks and loose or rotting materials, are not properly anchored or are not capable of supporting all nominal loads and resisting all load effects. 8. Roofing or roofing components that have defects that admit rain, roof surfaces with inadequate drainage, or any portion of the roof framing that is not in good repair with signs of deterioration, fatigue or without proper anchorage and is not capable of supporting all nominal loads and resisting all load effects. 9. Flooring and flooring components with defects that affect serviceability or flooring components that show signs of deterioration or fatigue, are not properly anchored or are incapable of supporting all nominal loads and resisting all load effects. 10. Veneer, cornices, belt courses, corbels, trim, wall facings and similar decorative features not properly anchored or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects. 11. Overhang extensions or projections including, but not limited to, trash chutes, canopies, marquees, signs, awnings, fire escapes, standpipes, and exhaust ducts not properly anchored or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects. 12. Exterior stairs, decks, porches, balconies, and all similar appurtenances attached thereto, including guards and handrails, are not structurally sound, not properly anchored or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects. 13. Chimneys, cooling towers, smokestacks, and similar appurtenances not structurally sound or not properly anchored, or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects.



City of Big Spring Code Compliance

217 East 3rd St. Big Spring TX 79720 - Ph: 432-264-2504

NOTICE OF VIOLATION

Re: 207 N AUSTIN BIG SPRING, TX 79720

Legal Description: S/50 OF LT 9 BK 7 TENNYSON 50X140 019 ACQ 032608 0.161 ACRES

Corrective Action:

THE STRUCTURE ON THIS PROPERTY DOES NOT MEET MINIMUM BUILDING STANDARDS. THE STRUCTURE NEEDS TO BE BROUGHT UP TO BUILDING CODE OR DEMOLISHED/REMOVED.

DEADLINE FOR COMPLIANCE IS SEVEN (7) DAYS FROM THE DATE OF MAILING 02.07.2024

For further information about this notice, please contact the following person:

Issued by:

Shannon Fant

Code Compliance

432.264.2508

sfant@mybigspring.com

Phone

Email Address

If this matter has been taken care of please notify this office at (432)264-2504

It is the sincere hope of the City that you will cooperate with us in helping to make Big Spring an attractive, healthful place in which to live.

Sincerely,

A handwritten signature in black ink, appearing to read "Shannon Fant", is written over a horizontal line.

Shannon Fant - Code Compliance



Code Compliance

217 E 3rd St., Big Spring, Texas 79720 · Ph. 432-264-2505

NOTICE OF VIOLATION AND NOTICE OF HEARING

Sent via: Certified Mail; Return Receipt Requested

October 3, 2025

Jesse Rincon
914 Bower Dr.
Irving, Texas 75061

Jesse Rincon
207 N. Austin St.
Big Spring, Texas 79720

Re: 207 N AUSTIN, BIG SPRING, TEXAS 79720

**LEGAL DESCRIPTION: S/50 OF LOT 9, BLOCK 7, TENNYSON SUBDIVISION,
Howard County**

Big Spring Code Compliance has determined that at the following structure(s): MAIN STRUCTURE AND SECONDARY STRUCTURE, at the property as stated above, is/are in violation of the following section(s) of the **Property Maintenance Code of Big Spring (PMC)**, constituting a nuisance:

VIOLATION	DESCRIPTION OF VIOLATION
111.1.5 HAZARDOUS STRUCTURE OR PREMISES. For the purpose of this code, any structure or premises that has any or all of the conditions or defects described as follows shall be considered to be hazardous: 3. Any building, structure, or portion thereof that is dangerous. 6. The building or structure, or any portion thereof, is clearly unsafe for its use and occupancy. 7. The building or structure is neglected, damaged, dilapidated, unsecured or abandoned so as to become an attractive nuisance to children who might play in the	The structure is in disrepair and needs to be brought up to Code. The structure is neglected, damaged, dilapidated, unsecured, and abandoned so as to constitute an attractive nuisance. Hazardous condition.

building or structure to their danger, becomes a harbor for vagrants, criminals, or immoral persons, or enables persons to resort to the building or structure for committing a nuisance or an unlawful act. 9. A building or structure, used or intended to be used for dwelling purposes, because of inadequate maintenance, dilapidation, decay, damage, faulty construction or arrangement, inadequate light, ventilation, mechanical or plumbing system, or otherwise, is determined by the code official to be unsanitary, unfit for human habitation or in such a condition that is likely to cause sickness or disease. 11. Any portion of a building remains on a site after the demolition or destruction of the building or structure or whenever any building or structure is abandoned so as to constitute such building or portion thereof as an attractive nuisance or hazard to the public.	
304.1.1 UNSAFE CONDITIONS. The following conditions shall be determined as unsafe and shall be repaired or replaced to comply with the International Building Code or the International Existing Building Code as required for existing buildings: 1. Structural members have deterioration or distress that appears to reduce their load-carrying capacity. 3. Structures or components thereof have deterioration or distress that appears to reduce their load-carrying capacity. 7. Exterior walls that are not anchored to supporting and supported elements or are not plumb and free of holes, cracks or breaks and loose or rotting materials, are not properly anchored or are not capable of supporting all nominal loads and resisting all load effects. 8. Roofing or roofing components that have defects that admit rain, roof surfaces with inadequate drainage, or any portion of the roof framing that is not in good repair with signs of deterioration, fatigue or without proper anchorage and in capable of supporting all nominal loads and resisting all load effects.	The structural members appear to have deteriorated. There is missing roofing. The roof appears to admit rain and has signs of deterioration. The exterior walls have holes, cracks, breaks, loose and rotting materials. The roof appears to admit rain and has signs of deterioration. Unsafe condition. The exterior walls of the secondary structure show signs of deterioration. Unsafe condition.
304.6 Exterior walls. Exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.	The exterior walls have holes, cracks, breaks, loose and rotting materials.
304.7 Roofs and drainage.	The roof has defects that admit rain

The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.	and is not sound and not tight.
304.13 Windows, skylight and door frames. Every window, skylight and door frame shall be kept in sound condition, good repair and weather tight.	The structure is missing windows.

The following actions are required to correct the violation(s) at the structure(s) as stated above:

Corrective Action Sought by Code Compliance

Secure and vacate the structure(s) until the violation(s) are resolved,
and:

REPAIR OR DEMOLISH AND REMOVE

of structure(s).

For further information about this notice, please contact the following person:

Issued by

Shannon Fant

Name

Code Compliance Official

Title

+1 (432) 264-2508

Phone

sfant@mybigspring.com

E-mail

The City's goal is voluntary compliance.

FAILURE TO TAKE THE CORRECTIVE ACTION BY THE DEADLINE MAY RESULT IN FINE.

Failure to take the corrective action regarding the nuisance(s) by the prescribed deadline(s) may result in a complaint (a criminal charge, Class C Misdemeanor) sworn against you in the Municipal Court of Big Spring alleging the violation. A person found guilty may be convicted by the Court and fined. Each day that a violation continues after due notice has been served is deemed a separate offense. A convicted person may appeal their case to Howard County Court. This punishment is separate from and in addition to any abatement action that the City may perform and cannot result in a lien.

YOU ARE HEREBY NOTIFIED THAT THE CITY HAS INITIATED PROCEEDINGS TO ABATE THE ABOVE-DESCRIBED NUISANCES AT YOUR EXPENSE.

This proceeding is held before a hearing board (either City Council or the Board of Adjustment and Appeals). The hearing board will review the case and rule on the City's request to abate the nuisance. If so ordered by the hearing board, the City will abate the nuisance and send you and/or the owner(s) an invoice for the City's costs plus a civil penalty, typically 25% of the amount of the costs. In the event you and/or the owner(s) do not pay the invoice promptly, the City of Big Spring will assess a lien against the property to secure payment for services rendered and the civil penalty. You have the right to appeal the costs, lien, and civil penalty to the District Court. The abatement procedure is separate from and in addition to any charge filed in Municipal Court.

The City Council will serve as the Hearing Board for your case. The hearing is scheduled for **5:30 PM, October 14, 2025** at the City Council Chambers located at **307 E 4th St., Big Spring, Texas 79720**. You are encouraged to attend this hearing to demonstrate the scope of work that may be required to comply with the Building Codes and the time it will take to reasonably perform the work.

CONDUCT OF THE HEARING. The Structural Standards Ordinance of the Big Spring City Code provides the following concerning the conduct of the hearing:

SECTION A-1.10. Rights of Parties

- (a) Rules. Hearings need not be conducted according to the technical rules relating to evidence and witnesses.
- (b) Admissibility of Evidence. Any relevant evidence shall be admitted if it is the type of evidence on which responsible persons are accustomed to rely in the conduct of serious affairs, regardless of the existence of any common law or statutory rule which might make improper the admission of such evidence over objection in civil actions in courts of competent jurisdiction in this State.
- (c) Exclusion of Evidence. Irrelevant and unduly repetitious evidence shall be excluded.
- (d) Rights of Parties. Each party shall have the following rights, among others:
 - 1. To call and examine witnesses on any matter relevant to the issues of the hearing;
 - 2. To introduce documentary and physical evidence;
 - 3. To cross-examine opposing witnesses on any matter relevant to the issues of the hearing;

4. To impeach any witness regardless of which party first called him to testify;
5. To rebut the evidence against him;
6. To represent himself or to be represented by anyone of his choice who is lawfully permitted to do so.

Section C-9.02 (c) The City Attorney shall present the case for the City. If the City Attorney is recused or disqualified, the City Manager shall determine who shall present the case for the City.

YOU HAVE A RIGHT TO APPEAL THE DECISION OF THE HEARING BOARD. If the Hearing Board enters an order to abate the violation(s) at the structure(s) at the property, the order is preliminary, allowing you to appeal the order to District Court within thirty (30) days pursuant to Section 8.03 of the Structural Standards Ordinance of the Big Spring City Code. If you fail to appeal the Hearing Board's ruling within that time, such order shall become the final order.

FAILURE TO COMPLY/ATTACHMENT OF LIEN. If the owner of a premises fails to comply with an order of the Board within the time prescribed, and the City conducts abatement or work, either through an available public agency or by contract or arrangement with private persons, and the cost of such abatement work shall be charged against the real estate upon which the nuisance is located and shall be a lien on such real estate.

NOTICE TO OWNER: According to the real property records of Howard County, you own the real property described in this notice. If you no longer own the property, you must execute an affidavit stating that you no longer own the property and stating the name and last known address of the person who acquired the property from you. The affidavit must be delivered in person or by certified mail, return receipt requested, to this office not later than the 20th day after the date you receive this notice. If you do not send the affidavit, it will be presumed that you own the property described in this notice, even if you do not.

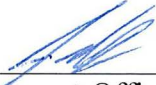
NOTICE TO EMPLOYEE OF OWNER: If you are an individual employed by the owner of the property, or a company that manages the property on behalf of the owner, you may be personally liable for criminal or civil penalties resulting from the violation under Section 250.003, Texas Local Government Code, unless, not later than the fifth calendar day after this notice you provide the property owner's name, current street address, and telephone number to the Code Compliance Officer who sent this notice.

TRANSFER OF OWNERSHIP UNLAWFUL: Please be advised that until this order is complied with, it shall be unlawful (being a Class C Misdemeanor) to transfer ownership of the property— with conditions and exceptions stated in PMC Sec. 111.6.

RIGHTS AND REMEDIES RESERVED. The City of Big Spring expressly reserves any additional rights and remedies that may be available to it, including but not limited to injunctive or equitable relief.

CITY CODE. The City Code is online at <https://codelibrary.amlegal.com/codes/bigspringtx>. See Big Spring City Code, Chapter 36, Property Maintenance Code of Big Spring; and 2021 International Property Maintenance Code, available for public inspection at the Office of the City Secretary at 310 Nolan St., Big Spring, Texas and available online for free at <https://codes.iccsafe.org/codes/i-codes>.

Sincerely,



Code Enforcement Officer Jacob Leos signing on behalf of:
Shannon Fant, Code Compliance Official
City of Big Spring, Texas

9589 0710 5270 2544 0821 29

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☐ Adult Signature Required	\$
☐ Adult Signature Restricted Delivery	\$
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10/14/25 Public Hearing
207 N Austin
Postmark
Here
Final Notice

Jesse Rincon
207 N. Austin St.
Big Spring, Texas 79720

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

9589 0710 5270 2544 0821 36

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☐ Adult Signature Restricted Delivery	\$
Postage	

10/14/25 Public Hearing
207 N AUSTIN
Postmark
Here
Final Notice

Jesse Rincon
914 Bower Dr.
Irving, Texas 75061

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

USPS Tracking®

[FAQs >](#)

Tracking Number:

[Remove X](#)**9589071052702544082129**[Copy](#)[Schedule a Redelivery \(https://tools.usps.com/redelivery.htm\)](https://tools.usps.com/redelivery.htm)

Latest Update

Your item arrived at the BIG SPRING, TX 79720 post office at 6:55 pm on October 6, 2025 and is ready for pickup. Your item may be picked up at BIG SPRING, 501 S MAIN ST, BIG SPRING, TX 797209998, M-F 0800-1700; SAT 0900-1200.

Get More Out of USPS Tracking:

USPS Tracking Plus®

Delivered

Available for Pickup

Available for Pickup

BIG SPRING
501 S MAIN ST
BIG SPRING TX 79720-9998
M-F 0800-1700; SAT 0900-1200
October 6, 2025, 6:55 pm

Out for Delivery

BIG SPRING, TX 79720
October 6, 2025, 8:07 am

[See All Tracking History](#)[Feedback](#)[What Do USPS Tracking Statuses Mean? \(https://faq.usps.com/s/article/Where-is-my-package\)](https://faq.usps.com/s/article/Where-is-my-package)[Text & Email Updates](#)

Schedule Redelivery



USPS Tracking Plus®



Product Information



See Less ^

Tracking Number:

Remove X

9589071052702544082136

Copy Add to Informed Delivery (<https://informedelivery.usps.com/>)

Latest Update

Your item arrived at our USPS facility in COPPELL TX DISTRIBUTION CENTER on October 8, 2025 at 6:44 am. The item is currently in transit to the destination.

Get More Out of USPS Tracking:

USPS Tracking Plus®

- Delivered
- Out for Delivery
- Preparing for Delivery

Moving Through Network

Arrived at USPS Regional Facility
COPPELL TX DISTRIBUTION CENTER
October 8, 2025, 6:44 am

In Transit to Next Facility
October 7, 2025

See All Tracking History

What Do USPS Tracking Statuses Mean? (<https://faq.usps.com/s/article/Where-is-my-package>)

See More v

Track Another Package

Enter tracking or barcode numbers

Need More Help?

Contact USPS Tracking support for further assistance.

FAQs

STATE OF TEXAS

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COUNTY OF HOWARD

**CERTIFICATION
OF POSTING OF PUBLIC HEARING**

“The Hearing Board of the City of Big Spring, Texas notice of Public Hearing scheduled for October 14, 2025, attached as **Exhibit B-6**, was posted on or near the front door of each dwelling unit listed in the attached notice on October 2, 2025.”

SIGNED on the 8th day of October, 2025.



AFFIANT

SWORN TO AND SUBSCRIBED before me this 8th day of October, 2025
by the above referenced Affiant.



Notary Public, State of Texas

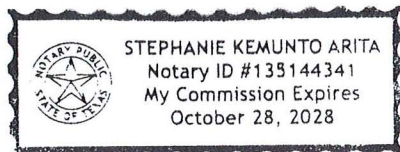


Exhibit B-6



Code Enforcement

217 E 3rd St., Big Spring, Texas 79720 · Ph. 432-264-2505

NOTICE OF PUBLIC HEARING CONCERNING PUBLIC NUISANCE

NOTICE IS HEREBY GIVEN THAT THE BIG SPRING HEARING BOARD WILL HOLD A PUBLIC HEARING ON **OCTOBER 14TH, 2025, AT 5:30 P.M.**, IN THE CITY OF BIG SPRING COUNCIL CHAMBERS AT 307 E 4TH ST., BIG SPRING, TEXAS 79720 TO CONSIDER ABATEMENT OF PUBLIC NUISANCES ON PROPERTIES IN THE CITY OF BIG SPRING, HOWARD COUNTY, TEXAS. ALL INTERESTED PERSONS MAY SPEAK, THEN A DETERMINATION WILL BE MADE AND REMEDIAL ACTION ORDERED ON THE FOLLOWING PROPERTIES:

THE MAIN STRUCTURE LOCATED ON **1800 E 15TH – LEGAL DESCRIPTION: LOT 8, BLOCK 3, MAY THIXTON SUBDIVISION**, AND THE ATTACHED CARPORT STRUCTURE LOCATED ON **1716 E 15TH – LEGAL DESCRIPTION: W/2 OF LOT 9, BLOCK 3, MAY THIXTON SUBDIVISION** – OWNER: MARIA MARTINEZ AND THE ESTATE OF GUADALUPE D. MARTINEZ

207 N AUSTIN – LEGAL DESCRIPTION: S/50 OF LOT 9, BLOCK 7, TENNYSON SUBDIVISION
– OWNER: JESSE RINCON

301 E 19TH – LEGAL DESCRIPTION: LOT 7, BLOCK 2, COLLEGE HEIGHTS SUBDIVISION
– OWNER: MONROE CASEY JR

1018 NOLAN – LEGAL DESCRIPTION: N/60 OF LOT 4, BLOCK 95, ORIGINAL TOWN SUBDIVISION – OWNER: ESTATE OF PORFIRIO AGUIRRE

THE CITY OF BIG SPRING HEARING BOARD MEETING IS AVAILABLE TO ALL PERSONS REGARDLESS OF DISABILITY. IF YOU REQUIRE SPECIAL ASSISTANCE, PLEASE CONTACT TAMI DAVIS AT 432-264-2513 OR AT 310 NOLAN, BIG SPRING, TEXAS 79720, AT LEAST FORTY-EIGHT (48) HOURS IN ADVANCE OF THE MEETING.



Galaxy Tab S8+
October 02, 2025 2:50 PM

Case number: 24-00000220

301 E 19TH

Code Enforcement Officer: Malissa Garcia

Exhibit C-1

STATE OF TEXAS

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COUNTY OF HOWARD

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**AFFIDAVIT OF MALISSA GARCIA
CONCERNING 301 E 19TH**

BEFORE ME, the undersigned authority, on this day, personally appeared **Malissa Garcia**, who, being by me duly sworn, deposed as follows:

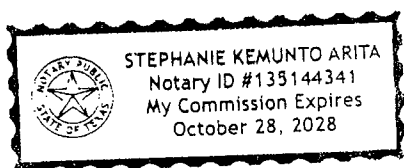
“My name is **Malissa Garcia**. I am over 21 years of age, of sound mind, capable of making this affidavit, and personally acquainted with the facts herein stated:

“I am a Code Enforcement Officer for the City of Big Spring, Texas. In the course of my duties, I inspect properties for compliance with Texas state law and the ordinances of the City of Big Spring. I am an employee of the City of Big Spring and am familiar with the manner in which its records are created and maintained by virtue of my duties and responsibilities. Attached are pages of records relating to the Code Compliance Case for **301 E 19TH**, Big Spring, Texas. These are exact duplicates of original records. The records were made at or near the time of each act, event, or finding set forth. The records were made by, or from information transmitted by, persons with knowledge of the matters set forth. The records were kept in the course of regularly conducted business activity. It is the regular practice of the business activity to make the records.”

SIGNED on the 8 day of October, 2025.

M. Garcia
AFFIANT

SWORN TO AND SUBSCRIBED before me this 8th day of October, 2025 by the above referenced Affiant.



Stephanie Kemunto Arta
Notary Public, State of Texas

Exhibit C-2

Howard Property Search

Property Details

Account		
Property ID:	279245	Geographic ID: B2910001700
Type:	R	Zoning:
Property Use:		Condo:
Location		
Situs Address:	301 E 19TH	
Map ID:		Mapsc:
Legal Description:	LT 7 BK 2 COLLEGE HEIGHTS 50X140 860 BLK/TRACT BK 2 0.161 ACRES	
Abstract/Subdivision:		
Neighborhood:	(MCDW1) MCDOWELL 1	
Owner ?		
Owner ID:	281461	
Name:	CASEY MONROE JR	
Agent:		
Mailing Address:	1602 WASSON	
	BIG SPRING , TX 79720	
% Ownership:	100.0%	
Exemptions:	For privacy reasons not all exemptions are shown online.	

Property Values

Improvement Homesite Value:	\$8,859 (+)
Improvement Non-Homesite Value:	\$9,215 (+)
Land Homesite Value:	\$5,260 (+)
Land Non-Homesite Value:	\$0 (+)
Agricultural Market Valuation:	\$0 (+)
Market Value:	\$23,334 (=)
Agricultural Value Loss: ⓘ	\$0 (-)

Appraised Value:	\$23,334 (=)
HS Cap Loss:	\$0 (-)
Circuit Breaker:	\$0 (-)

Assessed Value:	\$23,334
Ag Use Value:	\$0

VALUES DISPLAYED ARE 2025 PRELIMINARY VALUES AND ARE SUBJECT TO CHANGE PRIOR TO CERTIFICATION.

If you have any questions or concerns with online tax payments, please contact the tax assessor office at (432) 264-2232.

Information provided for research purposes only. Legal descriptions and acreage amounts are for Appraisal District use only and should be verified prior to using for legal purpose and or documents. Please contact the Appraisal District to verify all information for accuracy.

Property Taxing Jurisdiction

Owner: CASEY MONROE JR **%Ownership:** 100.0%

Entity	Description	Tax Rate	Market Value	Taxable Value	Estimated Tax	Freeze Ceiling
01H	HOWARD COUNTY	0.301711	\$23,334	\$23,334	\$70.40	
02B	CITY OF BIG SPRING	0.678903	\$23,334	\$23,334	\$158.42	
03B	BIG SPRING ISD	0.752678	\$23,334	\$23,334	\$175.63	
052	HOWARD COLLEGE	0.216637	\$23,334	\$23,334	\$50.55	

Total Tax Rate: 1.949929

Estimated Taxes With Exemptions: \$455.00

Estimated Taxes Without Exemptions: \$455.00

STATE OF TEXAS

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COUNTY OF HOWARD

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CERTIFICATION
301 E 19TH CASE NOTES

“This record, attached as **Exhibit C-3**, was made at or near the time by – or from information transmitted by a person or persons with the City with knowledge.

This record was kept in the course of a regularly conducted business activity of the Code Compliance Department of the City of Big Spring, Texas.

Making this record was a regular practice of that activity.

1. The City uses a computer.
2. The computer is reliable.
3. The City has developed procedures for inserting data into the computer.
4. The procedure has built-in safeguards to ensure accuracy and to identify errors.
5. The City keeps the computer in a good state of repair.
6. I had the computer readout certain data.
7. I used the proper procedures to obtain the readout.
8. The computer was in working order at the time I obtained the readout.
9. I recognize the attached **Exhibit C-3** as the readout.”

SIGNED on the 8 day of October, 2025.

M. Garcia
AFFIANT

SWORN TO AND SUBSCRIBED before me this 8th day of October, 2025

by the above referenced Affiant.

Stephanie Kemunto Arta
Notary Public, State of Texas

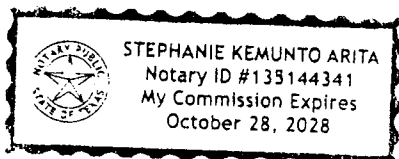


Exhibit C-3



CASE NOTES

Report Run On: Wednesday, 26
February 2025 08:13

Case # 24-00000220

Parcel # : 279245

Site Address: 301 E 19TH

Case Description: carport that is falling apart

Note Type	Note Code	Text	Created By	Begin Date	End Date
PHOTOS		UPDATED PHOTOS 2-24-25	Ashley Guerra	02/24/25	
GENERAL		spoke with property owner and they are working to bring carport up to code.	Malissa Garcia	10/10/24	
SITE VISIT		reinspected property and nothing has been done, nobody has made contact with code enforcement.	Malissa Garcia	04/08/24	
GENERAL		SENT NOTICE OF VIOLATION 3/12/24	Malissa Garcia	03/12/24	
PHOTOS		took photos of carport	Malissa Garcia	03/11/24	
CORRECTIVE ACTION		there is a carport/shed that needs to be repaired or removed. roof has tin metal on it that is lifting and even missing. the sides are falling apart. structure is not safe not even for the vehicles parked by it	Malissa Garcia	03/11/24	

STATE OF TEXAS

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COUNTY OF HOWARD

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**CERTIFICATION OF
PHOTOGRAPHS BY MALISSA GARCIA**

“With regard to the photographs in **Exhibits C-4** I am familiar with and recognize the scene depicted in the photographs. On March 11, 2024, April 8, 2024, and February 24, 2025, I inspected the property described as:

LOT 7, BLOCK 2, COLLEGE HEIGHTS SUBDIVISION, Big Spring, Howard County, Texas, also known as **301 E 19TH**, Big Spring, Texas.

Each of the photographs is a fair and accurate depiction of the scene at the relevant time.”

SIGNED on the 8 day of October, 2025.

M. Garcia
AFFIANT

SWORN TO AND SUBSCRIBED before me this 8th day of October, 2025
by the above referenced Affiant.

Stephanie Kemunto Arta
Notary Public, State of Texas

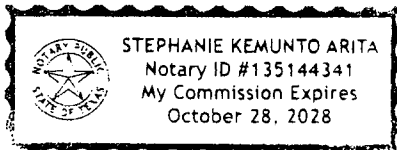


Exhibit C-4



March 11, 2024 9:09 AM

24-00000 220



March 11, 2024 9:10 AM



March 11, 2024 9:28 AM

24-00000220



April 8, 2024 11:05 AM

24-0000220



April 8, 2024 11:05 AM



February 24, 2025 2:10 PM



February 24, 2025 2:10 PM



February 24, 2025 2:10 PM



February 24, 2025 2:10 PM

STATE OF TEXAS

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COUNTY OF HOWARD

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CERTIFICATION
NOTICE SENT BY MALISSA GARCIA

“The document in **Exhibit C-5** presents factual findings from a legally authorized investigation for code compliance. The document is a copy of the official record.”

Certified Mail Return for **Exhibit C-5** is also attached.

SIGNED on the 8 day of October, 2025.

M. Garcia
AFFIANT

SWORN TO AND SUBSCRIBED before me this 8th day of October, 2025
by the above referenced Affiant.

Stephanie Kemunto Arta
Notary Public, State of Texas

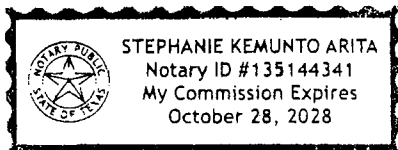


Exhibit C-5



City of Big Spring, TX
NOTIFICATION OF CODE VIOLATION
217 East 3rd St., Big Spring, TX 79720
Ph: 432-264-2504 Fax: 432-264-7024

NOTICE OF VIOLATION

3/12/24

24-00000220

CASEY MONROE JR
1602 WASSON
BIG SPRING, TX 79720

Subject Property: 301 E 19TH , BIG SPRING, TX 00000
APN: 279245

Dear CASEY MONROE JR

Municipal Code	Description	Corrective Action
----------------	-------------	-------------------

SUBSTANDARD STRUCTURE	304.1.1 UNSAFE CONDITIONS. The following conditions shall be determined as unsafe and shall be repaired or replaced to comply with the International Building Code or the International Existing Building Code as required for existing buildings: 1.Structural members have deterioration or distress that appears to reduce their load-carrying capacity.2.The anchorage of the floor or roof to walls or columns, and of walls and columns to foundations have deterioration or distress that appears to reduce their load-carrying capacity.3.Structures or components thereof have deterioration or distress that appears to reduce their load-carrying capacity.4.Siding and masonry joints including joints between the building envelope and the perimeter of windows, doors and skylights are not maintained, weather resistant or watertight.5.Reserved.6.Foundation systems that are not firmly supported by footings, are not plumb and free from open cracks and breaks, are not properly anchored or are not capable of supporting all nominal loads and resisting all load effects.7.Exterior walls that are not anchored to supporting and supported elements or are not plumb and free of holes, cracks or breaks and loose or rotting materials, are not properly anchored or are not capable of supporting all nominal loads and resisting all load effects.8.Roofing or roofing components that have defects that admit rain, roof surfaces with inadequate drainage, or any portion of the roof framing that is not in good repair with signs of deterioration, fatigue or without proper anchorage and in capable of supporting all nominal loads and resisting all load effects.9.Flooring and flooring components with defects that affect serviceability or flooring components that show signs of deterioration or fatigue, are not properly anchored or are incapable of supporting all nominal loads and resisting all load effects.10.Veneer, cornices, belt courses, corbels, trim, wall facings and similar decorative features not properly anchored or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects.11.Overhang extensions or projections including, but not limited to, trash chutes, canopies, marquees, signs, awnings, fire escapes, standpipes, and exhaust ducts not properly anchored or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects.12.Exterior stairs, decks, porches, balconies, and all similar appurtenances attached thereto, including guards and handrails, are not structurally sound, not properly anchored or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects.13.Chimneys, cooling towers, smokestacks, and similar appurtenances not structurally sound or not properly anchored, or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects.	there is a carport/shed that needs to be repaired or removed. roof has tin metal on it that is lifting and even missing. the sides are falling apart. structure is not safe not even for the vehicles parked by it Deadline for compliance (7) seven days from the date of mailing
----------------------------------	--	---

After , an inspection of your property will take place to verify compliance. Should this notice resolve the concern, no further action will be taken. However, please be advised, if a property owner or resident does not comply, further code enforcement action will be required.

Should you have questions regarding this notice, you may contact the undersigned at 432.264.2506 or by email at mgarcia@mybigspring.com.

Thank you for helping to resolve this matter.

Sincerely,



Malissa Garcia
Code Enforcement Officer



Code Compliance

217 E 3rd St., Big Spring, Texas 79720 · Ph. 432-264-2505

NOTICE OF VIOLATION AND NOTICE OF HEARING

Sent via: Certified Mail; Return Receipt Requested

October 3, 2025

Monroe Casey Jr.
1602 Wasson Rd.
Big Spring, Texas 79720

Monroe Casey Jr.
301 E 19th St.
Big Spring, Texas 79720

Re: 301 E 19TH, BIG SPRING, TEXAS 79720
LEGAL DESCRIPTION: LOT 7, BLOCK 2, COLLEGE HEIGHTS
SUBDIVISION, Howard County

Big Spring Code Compliance has determined that at the following structure(s): CARPORT STRUCTURE, at the property as stated above, is/are in violation of the following section(s) of the **Property Maintenance Code of Big Spring (PMC)**, constituting a nuisance:

VIOLATION	DESCRIPTION OF VIOLATION
111.1.5 HAZARDOUS STRUCTURE OR PREMISES. For the purpose of this code, any structure or premises that has any or all of the conditions or defects described as follows shall be considered to be hazardous: 3. Any building, structure, or portion thereof that is dangerous. 6. The building or structure, or any portion thereof, is clearly unsafe for its use and occupancy. 7. The building or structure is neglected, damaged, dilapidated, unsecured or abandoned so as to become an attractive nuisance to children who might play in the building or structure to their danger, becomes a harbor for vagrants, criminals, or immoral	The carport structure is in disrepair and needs to be brought up to Code. The structure is neglected, damaged, and dilapidated so as to constitute an attractive nuisance. Hazardous condition.

persons, or enables persons to resort to the building or structure for committing a nuisance or an unlawful act.	
304.1.1 UNSAFE CONDITIONS. The following conditions shall be determined as unsafe and shall be repaired or replaced to comply with the International Building Code or the International Existing Building Code as required for existing buildings: 1. Structural members have deterioration or distress that appears to reduce their load-carrying capacity. 3. Structures or components thereof have deterioration or distress that appears to reduce their load-carrying capacity. 7. Exterior walls that are not anchored to supporting and supported elements or are not plumb and free of holes, cracks or breaks and loose or rotting materials, are not properly anchored or are not capable of supporting all nominal loads and resisting all load effects.	The structural members appear to have deteriorated. The exterior walls have breaks, gaps, and loose materials. Unsafe condition.
304.6 Exterior walls. Exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.	Exterior walls need repair.

The following actions are required to correct the violation(s) at the structure(s) as stated above:

Corrective Action Sought by Code Compliance

Secure and vacate the structure(s) until the violation(s) are resolved, and:

**REPAIR OR DEMOLISH AND REMOVE
CARPORT STRUCTURE.**

For further information about this notice, please contact the following person:

Issued by

Malissa Garcia

Name

Code Enforcement Officer

Title

+1 (432) 264-2506

Phone

mgarcia@mybigspring.com

E-mail

The City's goal is voluntary compliance.

FAILURE TO TAKE THE CORRECTIVE ACTION BY THE DEADLINE MAY RESULT IN FINE.

Failure to take the corrective action regarding the nuisance(s) by the prescribed deadline(s) may result in a complaint (a criminal charge, Class C Misdemeanor) sworn against you in the Municipal Court of Big Spring alleging the violation. A person found guilty may be convicted by the Court and fined. Each day that a violation continues after due notice has been served is deemed a separate offense. A convicted person may appeal their case to Howard County Court. This punishment is separate from and in addition to any abatement action that the City may perform and cannot result in a lien.

YOU ARE HEREBY NOTIFIED THAT THE CITY HAS INITIATED PROCEEDINGS TO ABATE THE ABOVE-DESCRIBED NUISANCES AT YOUR EXPENSE.

This proceeding is held before a hearing board (either City Council or the Board of Adjustment and Appeals). The hearing board will review the case and rule on the City's request to abate the nuisance. If so ordered by the hearing board, the City will abate the nuisance and send you and/or the owner(s) an invoice for the City's costs plus a civil penalty, typically 25% of the amount of the costs. In the event you and/or the owner(s) do not pay the invoice promptly, the City of Big Spring will assess a lien against the property to secure payment for services rendered and the civil penalty. You have the right to appeal the costs, lien, and civil penalty to the District Court. The abatement procedure is separate from and in addition to any charge filed in Municipal Court.

The City Council will serve as the Hearing Board for your case. The hearing is scheduled for **5:30 PM, October 14, 2025** at the City Council Chambers located at **307 E 4th St., Big Spring, Texas 79720**. You are encouraged to attend this hearing to demonstrate the scope of work that may be required to comply with the Building Codes and the time it will take to reasonably perform the work.

CONDUCT OF THE HEARING. The Structural Standards Ordinance of the Big Spring City Code provides the following concerning the conduct of the hearing:

SECTION A-1.10. Rights of Parties

(a) Rules. Hearings need not be conducted according to the technical rules relating to evidence and witnesses.

(b) Admissibility of Evidence. Any relevant evidence shall be admitted if it is the type of evidence on which responsible persons are accustomed to rely in the conduct of serious affairs, regardless of the existence of any common law or statutory rule which might make improper the admission of such evidence over objection in civil actions in courts of competent jurisdiction in this State.

- (c) Exclusion of Evidence. Irrelevant and unduly repetitious evidence shall be excluded.
- (d) Rights of Parties. Each party shall have the following rights, among others:
1. To call and examine witnesses on any matter relevant to the issues of the hearing;
 2. To introduce documentary and physical evidence;
 3. To cross-examine opposing witnesses on any matter relevant to the issues of the hearing;
 4. To impeach any witness regardless of which party first called him to testify;
 5. To rebut the evidence against him;
 6. To represent himself or to be represented by anyone of his choice who is lawfully permitted to do so.

Section C-9.02 (c)The City Attorney shall present the case for the City. If the City Attorney is recused or disqualified, the City Manager shall determine who shall present the case for the City.

YOU HAVE A RIGHT TO APPEAL THE DECISION OF THE HEARING BOARD. If the Hearing Board enters an order to abate the violation(s) at the structure(s) at the property, the order is preliminary, allowing you to appeal the order to District Court within thirty (30) days pursuant to Section 8.03 of the Structural Standards Ordinance of the Big Spring City Code. If you fail to appeal the Hearing Board's ruling within that time, such order shall become the final order.

FAILURE TO COMPLY/ATTACHMENT OF LIEN. If the owner of a premises fails to comply with an order of the Board within the time prescribed, and the City conducts abatement or work, either through an available public agency or by contract or arrangement with private persons, and the cost of such abatement work shall be charged against the real estate upon which the nuisance is located and shall be a lien on such real estate.

NOTICE TO OWNER: According to the real property records of Howard County, you own the real property described in this notice. If you no longer own the property, you must execute an affidavit stating that you no longer own the property and stating the name and last known address of the person who acquired the property from you. The affidavit must be delivered in person or by certified mail, return receipt requested, to this office not later than the 20th day after the date you receive this notice. If you do not send the affidavit, it will be presumed that you own the property described in this notice, even if you do not.

NOTICE TO EMPLOYEE OF OWNER: If you are an individual employed by the owner of

the property, or a company that manages the property on behalf of the owner, you may be personally liable for criminal or civil penalties resulting from the violation under Section 250.003, Texas Local Government Code, unless, not later than the fifth calendar day after this notice you provide the property owner's name, current street address, and telephone number to the Code Compliance Officer who sent this notice.

TRANSFER OF OWNERSHIP UNLAWFUL: Please be advised that until this order is complied with, it shall be unlawful (being a Class C Misdemeanor) to transfer ownership of the property— with conditions and exceptions stated in PMC Sec. 111.6.

RIGHTS AND REMEDIES RESERVED. The City of Big Spring expressly reserves any additional rights and remedies that may be available to it, including but not limited to injunctive or equitable relief.

CITY CODE. The City Code is online at <https://codelibrary.amlegal.com/codes/bigspringtx>. See Big Spring City Code, Chapter 36, Property Maintenance Code of Big Spring; and 2021 International Property Maintenance Code, available for public inspection at the Office of the City Secretary at 310 Nolan St., Big Spring, Texas and available online for free at <https://codes.iccsafe.org/codes/i-codes>.

Sincerely,

A handwritten signature in blue ink that reads "M. Garcia". The signature is written in a cursive, flowing style.

Malissa Garcia, Code Enforcement Officer
City of Big Spring, Texas

9589 0710 5270 2544 0821 05

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Postage

10/14/25 Public Hearing

301 E 19TH

Postmark
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Final Notice

Monroe Casey Jr.
301 E 19th St.
Big Spring, Texas 79720

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

9589 0710 5270 2544 0821 12

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Postage

10/14/25 Public Hearing

301 E 19TH

Postmark
Here

Final Notice

Monroe Casey Jr.
1602 Wasson Rd.
Big Spring, Texas 79720

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

Tracking Number:

Remove X

9589071052702544082105

Copy

Add to Informed Delivery (https://informedelivery.usps.com/)

Latest Update

Your item was returned to the sender on October 6, 2025 at 6:53 pm in BIG SPRING, TX 79720 because the addressee was not known at the delivery address noted on the package.

Get More Out of USPS Tracking:
USPS Tracking Plus®

Alert
Addressee Unknown
BIG SPRING, TX 79720
October 6, 2025, 6:53 pm

Arrived at USPS Regional Facility
MIDLAND TX DISTRIBUTION CENTER
October 4, 2025, 10:02 am

Feedback

What Do USPS Tracking Statuses Mean? (https://faq.usps.com/s/article/Where-is-my-package)

Text & Email Updates

▼

USPS Tracking Plus®

▼

Product Information

▼

See Less ^

Remove X

Tracking Number:

9589071052702544082112

Copy

Add to Informed Delivery (<https://informedelivery.usps.com/>)

Latest Update

Your item has been delivered to an agent and left with an individual at the address at 10:00 am on October 6, 2025 in BIG SPRING, TX 79720.

Get More Out of USPS Tracking:

USPS Tracking Plus®

Delivered to Agent

Delivered to Agent, Left with Individual

BIG SPRING, TX 79720

October 6, 2025, 10:00 am

See All Tracking History

What Do USPS Tracking Statuses Mean? (<https://faq.usps.com/s/article/Where-is-my-package>)

See More ▾

Track Another Package

Enter tracking or barcode numbers

Need More Help?

Contact USPS Tracking support for further assistance.

FAQs

STATE OF TEXAS

§

COUNTY OF HOWARD

§

§

**CERTIFICATION
OF POSTING OF PUBLIC HEARING**

“The Hearing Board of the City of Big Spring, Texas notice of Public Hearing scheduled for October 14, 2025, attached as **Exhibit C-6**, was posted on or near the front door of each dwelling unit listed in the attached notice on October 2, 2025.”

SIGNED on the 8 day of October, 2025.

M. Garcia
AFFIANT

SWORN TO AND SUBSCRIBED before me this 8th day of October, 2025
by the above referenced Affiant.

Stephanie Kemunto Arita
Notary Public, State of Texas

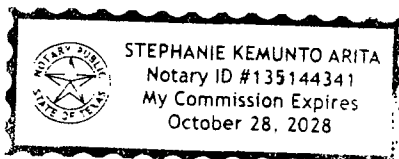


Exhibit C-6



Code Enforcement

217 E 3rd St., Big Spring, Texas 79720 · Ph. 432-264-2505

NOTICE OF PUBLIC HEARING CONCERNING PUBLIC NUISANCE

NOTICE IS HEREBY GIVEN THAT THE BIG SPRING HEARING BOARD WILL HOLD A PUBLIC HEARING ON **OCTOBER 14TH, 2025, AT 5:30 P.M.**, IN THE CITY OF BIG SPRING COUNCIL CHAMBERS AT 307 E 4TH ST., BIG SPRING, TEXAS 79720 TO CONSIDER ABATEMENT OF PUBLIC NUISANCES ON PROPERTIES IN THE CITY OF BIG SPRING, HOWARD COUNTY, TEXAS. ALL INTERESTED PERSONS MAY SPEAK, THEN A DETERMINATION WILL BE MADE AND REMEDIAL ACTION ORDERED ON THE FOLLOWING PROPERTIES:

THE MAIN STRUCTURE LOCATED ON **1800 E 15TH – LEGAL DESCRIPTION: LOT 8, BLOCK 3, MAY THIXTON SUBDIVISION**, AND THE ATTACHED CARPORT STRUCTURE LOCATED ON **1716 E 15TH – LEGAL DESCRIPTION: W/2 OF LOT 9, BLOCK 3, MAY THIXTON SUBDIVISION** – OWNER: MARIA MARTINEZ AND THE ESTATE OF GUADALUPE D. MARTINEZ

207 N AUSTIN – LEGAL DESCRIPTION: S/50 OF LOT 9, BLOCK 7, TENNYSON SUBDIVISION
– OWNER: JESSE RINCON

301 E 19TH – LEGAL DESCRIPTION: LOT 7, BLOCK 2, COLLEGE HEIGHTS SUBDIVISION
– OWNER: MONROE CASEY JR

1018 NOLAN – LEGAL DESCRIPTION: N/60 OF LOT 4, BLOCK 95, ORIGINAL TOWN SUBDIVISION – OWNER: ESTATE OF PORFIRIO AGUIRRE

THE CITY OF BIG SPRING HEARING BOARD MEETING IS AVAILABLE TO ALL PERSONS REGARDLESS OF DISABILITY. IF YOU REQUIRE SPECIAL ASSISTANCE, PLEASE CONTACT TAMI DAVIS AT 432-264-2513 OR AT 310 NOLAN, BIG SPRING, TEXAS 79720, AT LEAST FORTY-EIGHT (48) HOURS IN ADVANCE OF THE MEETING.



Galaxy Tab S8
October 02, 2025 3:15 PM

STATE OF TEXAS :
COUNTY OF HOWARD :
CITY OF BIG SPRING :

The City Council of the City of Big Spring, Texas, met in a Regular Meeting in the City Council Chambers located at 307 E. 4th St., Big Spring, Texas, at 5:30 PM, September 23, 2025, with the following members present in person:

MAYOR ROBERT MOORE
COUNCIL MEMBER NICK ORNELAS
COUNCIL MEMBER DIANE YANEZ
MAYOR PRO TEM CODY HUGHES
COUNCIL MEMBER HOMER WILKERSON
COUNCIL MEMBER DANIEL MORENO
COUNCIL MEMBER GLORIA BLACKBURN

Same and constituting a quorum, for which four Council Members must be present; and the following staff in person;

TODD DARDEN	City Manager
JOHN MEDINA	Assistant City Manager
ANDREW HAGEN	City Attorney
SHANE BOWLES	Public Works Director
CHAD WILLIAMS	Police Chief
JAY HOLT	Fire Chief
MIKE FEELEY	Airpark Director
SANDY SMITH	Finance Director
SUSAN HIMES	Community Services Director
TAMI DAVIS	City Secretary
MANDY HAYNES	Municipal Judge

Open Session

Call to Order

Mayor Moore called the City Council meeting to order at 5:30 p.m.

Invocation

Jerry Vincent, College Baptist Church, gave the invocation.

Pledge of Allegiance to the United States Flag and to the Texas State Flag

Mayor Moore led the Pledge of Allegiance to the United States Flag and to the Texas State Flag.

Public Comment

Public Comment

One citizen spoke regarding his concerns on a zone change in the Kentwood area and one citizen asked the council to vote down the tax increase.

Announcements, Presentations and Public Hearings

Open Public Hearings

MOTION WAS MADE BY Mayor Moore to open the below listed public hearings, seconded by Mayor Pro Tem Hughes.

**YEAS: Mayor Moore, Council Member Ornelas, Council Member Yanez, 7
Mayor Pro Tem Hughes, Council Member Wilkerson, Council Member
Moreno, Council Member Blackburn**

NAYS: None 0

MOTION PASSED

PUBLIC HEARING - Consideration and Possible Action Concerning Abatement of Public Nuisance, at 2905 WEST, BIG SPRING, TEXAS 79720 – LEGAL DESCRIPTION: LOT 2, BLOCK 1, NATHAN HUGHES SUBDIVISION, BIG SPRING, HOWARD COUNTY, TEXAS – OWNER: JEREMIE W. EBERSOLE AND HARRIET ELIZABETH EBERSOLE

MOTION WAS MADE BY Council Member Wilkerson to abate the above captioned property (2905 West St.), seconded by Council Member Yanez.

**YEAS: Mayor Moore, Council Member Ornelas, Council Member Yanez, 7
Mayor Pro Tem Hughes, Council Member Wilkerson, Council Member
Moreno, Council Member Blackburn**

NAYS: None 0

MOTION PASSED

PUBLIC HEARING - Consideration and Possible Action Concerning Abatement of Public Nuisance, at 410 BELL, BIG SPRING, TEXAS 79720 – LEGAL DESCRIPTION: LOT 6, BLOCK B, EARLES SUBDIVISION, BIG SPRING, HOWARD COUNTY, TEXAS – OWNER: MARIA HERNANDEZ

MOTION WAS MADE BY Mayor Moore to abate the above captioned property (410 Bell), seconded by Council Member Wilkerson.

**YEAS: Mayor Moore, Council Member Ornelas, Council Member Yanez, 7
Mayor Pro Tem Hughes, Council Member Wilkerson, Council Member
Moreno, Council Member Blackburn**

NAYS: None 0

MOTION PASSED

PUBLIC HEARING - Consideration and Possible Action Concerning Abatement of Public Nuisance, at 1502 ORIOLE, BIG SPRING, TEXAS 79720 – LEGAL

DESCRIPTION: LOT 6, BLOCK 2, STARDUST SUBDIVISION, BIG SPRING, HOWARD COUNTY, TEXAS – OWNER: CYNTHIA MARIE RESENDEZ AND LIFE ESTATE OF CONSUELO GARCIA-TORRES

MOTION WAS MADE BY Council Member Ornelas to abate the above captioned property (1502 Oriole), seconded by Council Member Yanez.

YEAS: Mayor Moore, Council Member Ornelas, Council Member Yanez, 7
Mayor Pro Tem Hughes, Council Member Wilkerson, Council Member
Moreno, Council Member Blackburn
NAYS: None 0

MOTION PASSED

PUBLIC HEARING - Consideration and Possible Action Concerning Abatement of Public Nuisance, at 1502 LINCOLN, BIG SPRING, TEXAS 79720 – LEGAL DESCRIPTION: LOT 9, BLOCK 1, WILEY TERRACE SUBDIVISION, BIG SPRING, HOWARD COUNTY, TEXAS – OWNER: GWENDOLYN D. VANDERBILT AND MARTHA ANN VANDERBILT

MOTION WAS MADE BY Council Member Wilkerson to abate the above captioned property (1502 Lincoln), seconded by Mayor Pro Tem Hughes.

YEAS: Mayor Moore, Council Member Ornelas, Council Member Yanez, 7
Mayor Pro Tem Hughes, Council Member Wilkerson, Council Member
Moreno, Council Member Blackburn
NAYS: None 0

MOTION PASSED

Close Public Hearings

MOTION WAS MADE BY Mayor Moore to close the above captioned public hearings, seconded by Council Member Yanez.

YEAS: Mayor Moore, Council Member Ornelas, Council Member Yanez, 7
Mayor Pro Tem Hughes, Council Member Wilkerson, Council Member
Moreno, Council Member Blackburn
NAYS: None 0

MOTION PASSED

City Manager's Report

City Manager's report on the following items:

- Update - Large Item Pickup, District 3
- Blowout at the Bunker - October 10th

Todd Darden, City Manager, reported on the above captioned items as follows:

Large item pickup for District 3 picked up 16 tons of items; and the annual Blowout at the Bunker Event will be held on October 11, 2025 at the McMahon-Wrinkle Airport.

Consent Items

Approval of the City Council Minutes of the Regular Meeting of September 9, 2025 and of the Special Meeting of September 16, 2025

Final Reading of an Ordinance Amending Chapter 48 of the Big Spring City Code Entitled "Traffic and Vehicles," Article I "In General," Section 48-10 School Speed Limit Zones Providing for the Repeal of Conflicting Legislation; Providing for Severability; Finding and Determining that the Meetings at which the Ordinance was Discussed were open to the Public as Required by Law; and Providing an Effective Date.

Final Reading of a Resolution Designating One Mailing Address and One Electronic Mail Address, and Approving One Electronic Submission Method Through the Internet for Receiving Written Public Information Requests; Providing for Repeal of Conflicting Legislation; Providing for Severability; and Finding and Determining that the Meetings at Which the Resolution were Discussed were Open to the Public as Required by Law; and Establishing an Effective Date

Final Reading of a Resolution Joining with the State of Texas and Political Subdivisions of the State as a Party in the Governmental Entity Shareholder Direct Settlement Agreement Secured by the Office of the Attorney General between the State of Texas and the Master Disbursement Trust, Pursuant to the Chapter 11 Plan Filed in re Purdue Pharma L.P., et al.; Authorizing the City Manager to Execute the Texas Settlement Subdivision Participation and Release Form; Providing for the Repeal of Conflicting Legislation; Providing for Severability; and Finding and Determining That the Meetings at Which the Resolution Were Discussed Were Open to the Public as Required by Law; and Establishing an Effective Date

Final Reading of a Resolution Joining with the State of Texas and Political Subdivisions of the State as a Party in the Various Eight (8) Opioid Settlement Agreements Secured by the Office of the Attorney General between the State of Texas and Alvogen, Inc., Amneal Pharmaceuticals Llc, Apotex Corp., Hikma Pharmaceuticals USA Inc. F/K/A West-Ward Pharmaceuticals Corp., Indivior Inc., Viatris Inc., Sun Pharmaceutical Industries, Inc., and Zydus Pharmaceuticals (USA) Inc.; Authorizing the City Manager to Execute the Secondary Manufacturers' Subdivision Participation and Release Form; Providing for the Repeal of Conflicting Legislation; Providing for Severability; and Finding and Determining That the Meetings at Which the Resolution Were Discussed Were Open to the Public as Required by Law; and Establishing an Effective Date.

Final Reading of an Ordinance Establishing the Pay Schedule for Classified Positions within the Police Department Effective October 1, 2025; Providing for Repeal of

Ordinances in Conflict Herewith; and Providing for an Effective Date

Final Reading of an Ordinance Establishing the Fire Department Pay Scale Effective October 1, 2025, in Accordance with Chapter 143 of the Texas Local Government Code; Providing for the Repeal of Ordinances in Conflict Herewith; and Providing an Effective Date

Final Reading of an Ordinance Amending Chapter 50 of the Code of Ordinance Entitled "Utilities," Article IV Entitled "Utility Service Charges," Section 50-92 Entitled "Charges for Water Rate" Subsection B Due to Increased Costs of Operating the Water Utilities; Providing for Severability; Providing for Publication; and Providing an Effective Date;

Final Reading of an Ordinance Amending Chapter 44 of the Big Spring Code of Ordinances Entitled "Solid Waste" Article 2 "Collection and Landfill Fees," Section 44-41. "Rates" to Include an Increase on Residential Rates and Commercial Rates; Providing for Severability; Providing for Publication; and Providing an Effective Date.

MOTION WAS MADE BY Mayor Pro Tem Hughes to approve the above captioned minutes, ordinances and resolutions, seconded by Council Member Wilkerson.

**YEAS: Mayor Moore, Council Member Ornelas, Council Member Yanez, 7
Mayor Pro Tem Hughes, Council Member Wilkerson, Council Member
Moreno, Council Member Blackburn**

NAYS: None 0

MOTION PASSED

Other Business

Final Reading of an Ordinance Approving and Adopting an Annual Budget for the City of Big Spring, Texas for the Fiscal Year Beginning October 1, 2025 and Ending September 30, 2026; Providing for Severability; and Providing an Effective Date

MOTION WAS MADE BY Mayor Moore to approve the above captioned budget without the CVB budget, seconded by Mayor Pro Tem Hughes.

**YEAS: Mayor Moore, Council Member Ornelas, Council Member Yanez, 7
Mayor Pro Tem Hughes, Council Member Wilkerson, Council Member
Moreno, Council Member Blackburn**

NAYS: None 0

MOTION PASSED

MOTION WAS MADE BY Mayor Pro Tem Hughes to approve the CVB budget, seconded by Council Member Nick Ornelas.

**YEAS: Council Member Ornelas, Council Member Yanez, Mayor Pro Tem 6
Hughes, Council Member Wilkerson, Council Member Blackburn, Council
Member Moreno**

NAYS:0
ABSTAIN: Mayor Moore

0
1

MOTION PASSED

Final Reading of an Ordinance Fixing and Levying Municipal Ad Valorem Taxes for Said City for the Year 2025; Directing the Assessment and Collection Thereof; Providing for Severability; and Establishing an Effective Date

MOTION: "I Move that the Property Tax Rate be Increased by the Adoption of a Tax Rate of \$0.678903 per \$100 Taxable Assessed Valuation, Which is Effectively a 1.01108% Increase in the Tax Rate."

MOTION WAS MADE BY Mayor Pro Tem Hughes to approve the above captioned ordinance by moving that the property tax rate be increased by the adoption of a tax rate of \$0.678903 per \$100 taxable assessed valuation, which is effectively a 1.01108% increase in the tax rate, seconded by Council Member Wilkerson.

YEAS: Mayor Moore, Council Member Yanez, Mayor Pro Tem Hughes, Council Member Wilkerson, Council Member Blackburn

5

NAYS: Council Member Ornelas, Council Member Moreno

2

MOTION PASSED

Final Reading of an Ordinance Ratifying the Property Tax Increase Reflected in the Fiscal Year 2025-2026 Budget that will Require Raising More Revenue from Property Taxes than in the Prior Fiscal Year 2024-2025 Budget; and Providing an Effective Date

MOTION WAS MADE BY Mayor Pro Tem Hughes to approve the above captioned ordinance, seconded by Council Member Wilkerson.

YEAS: Mayor Moore, Council Member Yanez, Mayor Pro Tem Hughes, Council Member Wilkerson, Council Member Moreno, Council Member Blackburn

6

NAYS: Council Member Ornelas

1

MOTION PASSED

Vouchers

Vouchers for 09/04/25 \$ 80,490.19

Vouchers for 09/12/25 \$ 2,084,569.70

Mayor Pro Tem Hughes reviewed the above captioned vouchers.

MOTION WAS MADE BY Mayor Pro Tem Hughes to approve the above captioned vouchers, seconded by Council Member Yanez.

YEAS: Mayor Moore, Council Member Ornelas, Council Member Yanez, Mayor Pro Tem Hughes, Council Member Wilkerson, Council Member Moreno, Council Member Blackburn

7

NAYS: None

0

MOTION PASSED

Bids

Consideration and Possible Action Awarding a Bid for a Compactor for the Landfill and Authorizing the City Manager or His Designee to Execute any Necessary Documents

MOTION WAS MADE BY Mayor Pro Tem Hughes to award the above captioned bid to Humdinger Equipment LTD in the amount of \$949,000.00, seconded by Council Member Ornelas.

**YEAS: Mayor Moore, Council Member Ornelas, Council Member Yanez, 7
Mayor Pro Tem Hughes, Council Member Wilkerson, Council Member
Moreno, Council Member Blackburn**

NAYS: None 0

MOTION PASSED

New Business

First Reading of a Resolution Finding that the Application of Oncor Electric Delivery Company LLC ("Oncor") to Change Rates Within the City Should be Denied; Finding that the City's Reasonable Rate Case Expenses Shall be Reimbursed by Oncor; Finding that the Meeting at Which this Resolution is Passed is Open to the Public as Required by Law; Requiring Notice of this Resolution to Oncor and Legal Counsel

MOTION WAS MADE BY Mayor Pro Tem Hughes to approve the above captioned resolution, seconded by Council Member Yanez.

**YEAS: Mayor Moore, Council Member Ornelas, Council Member Yanez, 7
Mayor Pro Tem Hughes, Council Member Wilkerson, Council Member
Moreno, Council Member Blackburn**

NAYS: None 0

MOTION PASSED

First Reading of a Resolution Providing For the City's Approval or Disapproval of the Howard Central Appraisal District's Fiscal Year 2026 Budget; and Finding and Determining that the Meetings at Which the Resolution Were Discussed Were Opened to the Public as Required by Law

MOTION WAS MADE BY Mayor Pro Tem Hughes to approve the above captioned resolution, seconded by Council Member Wilkerson.

**YEAS: Mayor Moore, Council Member Ornelas, Council Member Yanez, 7
Mayor Pro Tem Hughes, Council Member Wilkerson, Council Member
Moreno, Council Member Blackburn**

NAYS: None 0

MOTION PASSED

First Reading of a Resolution Designating Nominees for the Position of Director on the Howard Central Appraisal District Board of Directors for the Years 2026 and 2027; and Providing for an Effective Date

MOTION WAS MADE BY Mayor Moore to approve the above captioned resolution by nominating all five current members for the position of Director on the Howard Central Appraisal District Board of Directors, seconded by Council Member Wilkerson.

YEAS: Mayor Moore, Council Member Ornelas, Council Member Yanez, 7
Mayor Pro Tem Hughes, Council Member Wilkerson, Council Member
Moreno, Council Member Blackburn
NAYS: None 0

MOTION PASSED

Consideration and Possible Action Regarding a Services Agreement with 1206 Security, LLC Security Services for the Big Spring Municipal Court and Authorizing the City Manager or His Designee to Execute any Necessary Documents

MOTION WAS MADE BY Mayor Pro Tem Hughes to approve the above captioned services agreement, seconded by Council Member Yanez.

YEAS: Mayor Moore, Council Member Ornelas, Council Member Yanez, 7
Mayor Pro Tem Hughes, Council Member Wilkerson, Council Member
Moreno, Council Member Blackburn
NAYS: None 0

MOTION PASSED

Consideration and Possible Action Approving an Event Funding Request for the 2025 West Texas Cheer Competition

MOTION WAS MADE BY Mayor Pro Tem Hughes to approve the above captioned funding request in the amount of \$24,500.00, seconded by Council Member Wilkerson.

YEAS: Mayor Moore, Council Member Ornelas, Council Member Yanez, 7
Mayor Pro Tem Hughes, Council Member Wilkerson, Council Member
Moreno, Council Member Blackburn
NAYS: None 0

MOTION PASSED

Boards and Committees

Consideration and Possible Action on the Below Listed Boards & Committees By Reappointing Current Members that Expire on 9/30/2025, Three Removals & New Appointments:

McMahon/Wrinkle Aviation Advisory Board
Dist. 5 - Russ Rutledge, Current Member
Mayor - Robert D. Miller, Current Member

Board of Adjustments & Appeals
Dist. 1 - No Current Member
Dist. 3 - No Current Member

Dist. 4 - No Current Member
Dist. 5 - No Current Member
Dist. 6 - No Current Member
Mayor - Steve Herrin - Current Member

Planning & Zoning Commission

Dist. 5 - Felix Holguin, Current Member
Mayor - Beth Henry, Current Member

Zoning Board of Adjustments

Dist. 1 - Debbie Ramirez
Dist. 3 - Carrie Rodman

Alternates - Zoning Board of Adjustments

Dist. 1 - Maria Padilla
Dist. 2 - Jose Olivias - Remove from Board
Dist. 3 - No Current Member
Dist. 4 - No Current Member
Dist. 5 - No Current Member
Mayor - No Current Member

Animal Rescue and Adoption Committee

Dist. 3 - No Current Member
Dist. 5 - Brittany Hankins
Mayor - Jill Wilbanks

Parks and Recreation Board

Dist. 2 - Jose Olivias
Dist. 3 - No Current Member
Dist. 5 - Lucy Flores

MOTION WAS MADE BY Mayor Moore to reappoint current members, appoint new members and move one member from one board to another as listed above, seconded by Council Member Ornelas.

YEAS: Mayor Moore, Council Member Ornelas, Council Member Yanez, Mayor Pro Tem Hughes, Council Member Wilkerson, Council Member Moreno, Council Member Blackburn

NAYS: None

7

0

MOTION PASSED

Big Spring Economic Development Corporation

Dist. 1 - Cody Williams - Remove from Board
Dist. 2 - Anna Scott - Remove from Board
Mayor - Terry McDaniel

MOTION WAS MADE BY Council Member Ornelas to accept the resignation of Cody Williams and Kevin Armstrong from the Big Spring Economic Development Corporation Board of Directors and to reappoint Terry McDaniel, seconded by Council Member Yanez.

**YEAS: Mayor Moore, Council Member Ornelas, Council Member Yanez, 7
Mayor Pro Tem Hughes, Council Member Wilkerson, Council Member Moreno, Council Member Blackburn
NAYS: None 0**

MOTION PASSED

MOTION WAS MADE BY Council Member Yanez to remove Anna Scott from the Big Spring Economic Development Corporation Board of Directors, seconded by Council Member Ornelas.

**YEAS: Mayor Moore, Council Member Ornelas, Council Member Yanez, 7
Mayor Pro Tem Hughes, Council Member Wilkerson, Council Member Moreno, Council Member Blackburn
NAYS: None 0**

MOTION PASSED

Big Spring-Howard County Joint Airport Zoning Board

2 City Appointments

Austin Sanchez

Motion was made by acclamation to appoint Austin Sanchez to the Big Spring-Howard County Joint Airport Zoning Board.

Council Input

Input

Council Member Ornelas thanked Todd for helping a citizen and thanked staff for their work on the budget.

Council Member Yanez also thanked staff on the budget.

Executive Session

ADJOURN into Executive Session in Matters Covered by Section 551.074, Texas Government Code, "Personnel Matters; Closed Meeting" to Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline or Dismissal of the following:

City Attorney

City Manager

Municipal Judge

Mayor Moore adjourned into the above captioned executive session at 6:38 p.m.

Reconvene into Open Session and Take Any Necessary Action on Executive Session Items

Mayor Moore reconvened into open session at 6:55 p.m. with no action taken.

Adjourn

Mayor Moore adjourned the City Council meeting at 6:56 p.m.

Robert H. Moore III, Mayor

ATTEST:

Tami L. Davis, City Secretary

STATE OF TEXAS :
COUNTY OF HOWARD :
CITY OF BIG SPRING :

The City Council of the City of Big Spring, Texas, met in a Special Meeting in the City Council Chambers located at 307 E. 4th St., Big Spring, Texas, at 5:30 PM, September 24, 2025, with the following members present in person:

MAYOR ROBERT MOORE
COUNCIL MEMBER NICK ORNELAS
COUNCIL MEMBER DIANE YANEZ
MAYOR PRO TEM CODY HUGHES
COUNCIL MEMBER HOMER WILKERSON
COUNCIL MEMBER DANIEL MORENO
COUNCIL MEMBER GLORIA BLACKBURN

Same and constituting a quorum, for which four Council Members must be present; and the following staff in person;

TODD DARDEN	City Manager
JOHN MEDINA	Assistant City Manager
ANDREW HAGEN	City Attorney
SHANE BOWLES	Public Works Director
CHAD WILLIAMS	Police Chief
MIKE FEELEY	Airpark Director
SANDY SMITH	Finance Director
SUSAN HIMES	Community Services Director
TAMI DAVIS	City Secretary

Open Session

Call to Order

Mayor Moore called the special City Council meeting to order at 5:30 p.m.

New Business

Consideration and Possible Action to Take Action to Sell Real Property: a 22.798-acre Tract out of the west half of Section 3, Block 33, T-1-S, T&P RR. Co Survey, Howard County Texas and a 30.0 Acre Tract of Land out of Section 11, Block 33, T-1-S, T&P RR. Co. Survey, Howard County, Texas, and authorize the City Manager or his designee to sign any necessary documents.

Todd Darden, City Manager, explained that the City received an offer to purchase the property described above. He stated he would contact each council member with the offer details. No action was taken.

Boards and Committees

Consideration and Possible Action on the Below Listed Boards & Committees By Appointing New Members:

Big Spring Economic Development Corporation Board of Directors

Dist. 1 - Nolan Dominguez

Dist. 2 - Mundy Weeks

Dist. 6 - Gary Fuqua

MOTION WAS MADE BY Mayor Moore to appoint the above captioned members to the Big Spring Economic Development Corporation Board of Directors, seconded by Council Member Ornelas.

YEAS: Mayor Moore, Council Member Ornelas, Council Member Yanez, Mayor Pro Tem Hughes, Council Member Wilkerson, Council Member Moreno, Council Member Blackburn

7

NAYS: None

0

MOTION PASSED

Adjourn

Mayor Moore adjourned the special City Council meeting at 5:36 p.m.

Robert H. Moore III, Mayor

ATTEST:

Tami L. Davis, City Secretary



MEMORANDUM

Date: September 15, 2025
To: Mayor Robert H. Moore, Big Spring City Council, and Todd Darden, City Manager
From: John Medina, Assistant City Manager
Re: Model Staff Report Regarding Denial of Oncor Electric's Requested Rate Change

*****FINAL ACTION MUST BE TAKEN TO DENY THE REQUESTED RATE CHANGE BY OCTOBER 29, 2025*****

Purpose:

On June 26, 2025, Oncor Electric Delivery Company LLC ("Oncor" or "Company") filed an application with cities retaining original jurisdiction seeking to increase system-wide transmission and distribution rates by about \$834 million or approximately 13% over present revenues. The Company asks the City to approve a 12.3% increase in residential rates and a 51.0% increase in street lighting rates. If approved, the impact of this requested increase on an average residential customer would be about \$7.90 per month.

In a prior City action, Oncor's rate request was suspended from taking effect for 90 days, the fullest extent permissible under the law. This time period has permitted the City, through its participation with the Steering Committee of Cities Served by Oncor ("Steering Committee"), to determine that the proposed rate increase is unreasonable. Consistent with the recommendations of the experts engaged by the Steering Committee, Oncor's request for a rate increase should be denied.

Accordingly, the purpose of the Resolution is to deny the rate change application proposed by Oncor. Once the Resolution is adopted, Oncor will have 30 days to appeal the decision to the Public Utility Commission of Texas ("PUC"), where the appeal will be consolidated with Oncor's filing (PUC Docket No. 58306) currently pending at the PUC.

All cities with original jurisdiction will need to adopt the Resolution by October 29, 2025.

Explanation of "Be It Resolved" Sections:

1. This paragraph finds that the Company's application is unreasonable and should be denied.
2. This section states that the Company's current rates shall not be changed.

3. The Company will reimburse Cities for their reasonable rate case expenses. Legal counsel and consultants approved by the Steering Committee will submit monthly invoices that will be forwarded to Oncor for reimbursement.
4. This section merely recites that the resolution was passed at a meeting that was open to the public and that the consideration of the Resolution was noted correctly.
5. This section provides Oncor and counsel for the Steering Committee will be notified of the City's action through a copy of the approved and signed resolution.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIG SPRING FINDING THAT ONCOR ELECTRIC DELIVERY COMPANY LLC'S APPLICATION TO CHANGE RATES WITHIN THE CITY SHOULD BE DENIED; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING AND DETERMINING THAT THE MEETINGS AT WHICH THE RESOLUTION WERE DISCUSSED WERE OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO ONCOR AND LEGAL COUNSEL

WHEREAS, the City of Big Spring, Texas ("City") is an electric utility customer of Oncor Electric Delivery Company LLC ("Oncor" or "Company"), and a regulatory authority with an interest in the rates and charges of Oncor; and

WHEREAS, the City is a member of the Steering Committee of Cities Served by Oncor ("Steering Committee"), a coalition of similarly situated cities served by Oncor that have joined together to efficiently and cost effectively review and respond to electric issues affecting rates charged in Oncor's service area; and

WHEREAS, on or about June 26, 2025, Oncor filed with the City an application to increase system-wide transmission and distribution rates by about \$834 million or approximately 13% over present revenues. The Company asks the City to approve an 12.3% increase in residential rates and a 51.0% increase in street lighting rates; and

WHEREAS, the Steering Committee is coordinating its review of Oncor's application and working with the designated attorneys and consultants to resolve issues in the Company's filing; and

WHEREAS, through review of the application, the Steering Committee's consultants determined that Oncor's proposed rates are excessive; and

WHEREAS, the Steering Committee's members and attorneys recommend that members deny the Application;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BIG SPRING, TEXAS:

SECTION 1. The rates proposed by Oncor to be recovered through its electric rates charged to customers located within the City limits, are hereby found to be unreasonable and shall be denied.

SECTION 2. The Company shall continue to charge its existing rates to customers within the City.

SECTION 3. The City’s reasonable rate case expenses shall be reimbursed in full by Oncor.

SECTION 4. It is hereby officially found and determined that the meetings at which this Resolution was adopted were open to the public and that public notice of the time, place and purpose of said meetings were given as required by law.

SECTION 5. The City Secretary is directed to send copies of this Resolution to Oncor, Care of Howard Fisher, Oncor Electric Delivery Company, LLC, 1616 Woodall Rodgers Freeway, Dallas, Texas 75202 and to Thomas Brocato, Counsel to the Steering Committee, at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Ave., Suite 1900, Austin, TX 78701.

PASSED AND APPROVED on first reading at a regular meeting of the City Council on the ____ day of _____, **2025** with all members of the Council present voting “aye” for the passage of same.

PASSED AND APPROVED on second and final reading at a regular meeting of the City Council on the ____ day of _____, **2025** with all members of the Council present voting “aye” for the passage of same.

Robert H. Moore, III, Mayor

ATTEST:

Tami L. Davis, City Secretary



Memorandum

Date: September 23, 2025

From: Sandy Smith, Finance Director

To: Mayor and City Council

Re: Howard Central Appraisal District Annual Budget

We annually approve the Howard Central Appraisal District's budget and have budgeted our allocated pro-rata share of their expenditures.

This year's budget is attached, and our pro-rata share of their budget is \$81,597.

In the interest of transparency, Howard Central Appraisal District has sent a memorandum regarding the 2024-25 ending fund balance, which is reserved for outstanding payables for FY 2024-25. This is within the normal course of business.

It is staff's recommendation to approve the 2025 Howard Central Appraisal District's budget.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY CONCIL OF THE CITY OF BIG SPRING, TEXAS PROVIDING FOR THE CITY'S APPROVAL OR DISAPPROVAL OF THE HOWARD CENTRAL APPRAISAL DISTRICT'S FISCAL YEAR 2025 BUDGET; AND FINDING AND DETERMINING THAT THE MEETINGS AT WHICH THE RESOLUTION WERE DISCUSSED WERE OPEN TO THE PUBLIC AS REQUIRED BY LAW.

WHEREAS, the City of Big Spring is a taxing unit participating in the Howard Central Appraisal District ("HCAD") and is entitled to vote on the appointment of HCAD's board members; and

WHEREAS, the Howard Central Appraisal District ("HCAD") has submitted its fiscal year 2025 budget to the Mayor for consideration by City Council; and

WHEREAS, at their meeting on August 13, 2025 the HCAD Board of Directors voted to approve HCAD's budget for fiscal year 2025, the minutes from that meeting pending approval at a subsequent meeting; and

WHEREAS, if a majority of taxing units entitled to vote on the appointment of board members disapprove of HCAD's budget by resolution within 30 days of its adoption, HCAD must adopt a new budget within 30 days of the disapproval under Section 6.06(b), Texas Tax Code; and

WHEREAS, the City Council finds it to be in the public interest to either approve or disapprove of said proposed budget as indicated below;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BIG SPRING, TEXAS:

SECTION 1. The facts and matters set forth in the preamble of this Resolution are hereby found to be true and correct.

SECTION 2. The City Council of Big Spring hereby _____ (APPROVES OR DISAPPROVES) the Howard Central Appraisal District's proposed fiscal year 2025 budget, as set forth in Exhibit A.

SECTION 3. The City Secretary is directed to promptly file a copy of this official resolution with the secretary of the Board of Directors of the Howard Central Appraisal District.

SECTION 4. It is hereby officially found and determined that the meetings at which this Resolution was adopted were open to the public and that public notice of the time, place and purpose of said meetings were given as required by law.

PASSED AND APPROVED on first reading at a regular meeting of the City Council on the ____ day of ____, **2025** with all members of the Council present voting “aye” for the passage of same.

PASSED AND APPROVED on second reading at a regular meeting of the City Council on the ____ day of ____, **2025** with all members of the Council present voting “aye” for the passage of same.

Robert H. Moore III, Mayor

ATTEST:

Tami L. Davis, City Secretary

Exhibit A



HOWARD CENTRAL APPRAISAL DISTRICT

2025

Proposed
Amended Budget

8-13-25

Howard Central Appraisal District

	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Working Budget
Income					
Tax Units	\$ 1,083,902	\$ 1,073,984	\$ 1,108,089	\$ 1,145,923	\$ 1,181,081
Misc. Inc		\$ 1,500			
Board Authorized Carryover from Surplus		\$ 325,825			
Total	\$ 1,083,902	\$ 1,401,309	\$ 1,108,089	\$ 1,145,923	\$ 1,181,081
Aerial Photography	\$ 54,098	\$ 54,598	\$ 59,000	\$ 59,000	\$ 59,000
Appraisal Review Board	\$ 4,475	\$ 6,227	\$ 10,000	\$ 10,000	\$ 10,000
Audit	\$ 6,500	\$ 6,750	\$ 7,500	\$ 6,500	\$ 7,000
Board of Directors Expense	\$ 1,382	\$ 1,411	\$ 6,000	\$ 6,000	\$ 6,000
Books and Subscriptions	\$ 1,420	\$ 3,593	\$ 4,000	\$ 4,000	\$ 7,000
Building Rent	\$ 22,155	\$ 19,200	\$ 19,200	\$ 19,200	\$ 19,200
Comp Eq, Maint, Website, Back up, Verizon	\$ -	\$ -	\$ 5,000	\$ 73,000	\$ 95,000
Computer Equipment Maintenance	\$ 2,174	\$ 19,158	\$ 15,000	-	\$ -
Computer Software	\$ 29,450	\$ 170,714	\$ 32,000	\$ 52,000	\$ 57,000
Contract Services	\$ 225,000	\$ 168,050	\$ 175,000	\$ 205,000	\$ 263,662
Computer-Website Hosting-backups	\$ 5,400	\$ 14,393	\$ 14,000	-	\$ -
Custodial Service	\$ -	\$ 2,875	\$ 3,900	\$ 3,900	\$ 3,900
Deed Information	\$ 1,100	\$ 1,500	\$ 1,500	\$ 13,500	\$ 13,500
Dues and Licenses	\$ 4,296	\$ 2,878	\$ 3,000	\$ 3,000	\$ 3,000
Education/Travel	\$ 5,477	\$ 5,765	\$ 7,000	\$ 18,000	\$ 10,000
Insurance	\$ 1,595	\$ 3,043	\$ 1,500	\$ 6,000	\$ 10,000
Legal Fees	\$ 21,173	\$ 16,224	\$ 30,000	\$ 10,000	\$ 10,000
Legal Notices and Ads	\$ 2,397	\$ 2,906	\$ 3,000	\$ 3,200	\$ 4,000
Public Relations	\$ 12,777	\$ 13,482	\$ 15,000	\$ 5,000	\$ 5,000
Personnel Costs					
Salaries	\$ 337,162	\$ 352,026	\$ 442,491	\$ 390,359	\$ 402,070
Medicare	\$ 3,945	\$ 4,742	\$ 6,416	\$ 5,660	\$ 5,830
Retirement	\$ 20,043	\$ 14,635	\$ 42,346	\$ 37,084	\$ 35,181
Health Insurance	\$ 61,599	\$ 73,183	\$ 92,736	\$ 92,320	\$ 95,200
Workmans Comp/Unemployment	\$ 2,147	\$ 2,234	\$ 8,100	\$ 7,200	\$ 7,200
Postage-Mailing costs	\$ 20,458	\$ 44,759	\$ 32,000	\$ 52,000	\$ 37,000
Supplies-copier and supplies	\$ 9,816	\$ 22,359	\$ 24,000	\$ 24,000	\$ 24,000
Vehicle Expense	\$ 5,603	\$ 6,628	\$ 15,000	\$ 10,000	\$ 5,000
New Vehicle Savings	\$ 2,412	\$ 2,800	\$ 2,800	\$ 14,000	\$ 14,000
Telephone	\$ 4,679	\$ 4,695	\$ 6,600	\$ 6,000	\$ 6,000
Other Operation Costs	\$ 9,647	\$ 4,385	\$ 10,000	\$ 10,000	\$ 5,000
Capital Expenditures	\$ 9,687	\$ 5,739	\$ 14,000	-	-
Board Restricted legal-software sinking fund		\$ 325,825			
Total	\$ 888,067	\$ 1,376,777	\$ 1,108,089	\$ 1,145,923	\$ 1,219,743

Personnel Costs

Position	Salaries	Retirement	Medicare	Health Ins.	Misc. Emp. Tax
Chief Appraiser	\$ 88,055	\$ 7,705	\$ 1,277	\$ 11,900	\$ 900
Deputy Chief Appraiser	\$ 65,245	\$ 5,709	\$ 946	\$ 11,900	\$ 900
Administrative Assistant	\$ 42,626	\$ 3,730	\$ 618	\$ 11,900	\$ 900
Appraiser	\$ 45,279	\$ 3,962	\$ 657	\$ 11,900	\$ 900
Senior Appraiser	\$ 46,340	\$ 4,055	\$ 672	\$ 11,900	\$ 900
Deed Clerk	\$ 39,930	\$ 3,494	\$ 579	\$ 11,900	\$ 900
Clerical-ARB Coordinator	\$ 38,721	\$ 3,388	\$ 561	\$ 11,900	\$ 900
Receptionist	\$ 35,874	\$ 3,139	\$ 520	\$ 11,900	\$ 900
	\$ 402,070	\$ 35,181	\$ 5,830	\$ 95,200	\$ 7,200

INCOME EXPLANATIONS

	2021	2022	2023	2024	2025
Tax Unit Payments	\$ 1,083,902	\$ 1,073,984	\$ 1,108,089	\$ 1,145,923	\$ 1,181,081

This amount is calculated after taking the budgeted amount of expenses and subtracting any anticipated income such as interest earned or copy costs or other fees paid by the public.

	2021	2022	2023	2024	2025
Misc. Income	\$ 3,653	\$ -	\$ 1,500		

The District invests its funds and receives a small amount of interest. Also income from copies of public information.

	2021	2022	2023	2024	2025
Board Authorized Surplus Retention					
Proposed Board Authorized Fund Balance Retention		\$ 325,825		\$ 38,662	

EXPENSE EXPLANATIONS

	2021	2022	2023	2024	2025
Aerial Photography	\$ 54,098	\$ 54,598	\$ 59,000	\$ 59,000	\$ 59,000

The district contracts with EagleView, an oblique photography provider who flies the county every two years to provide updated aerial photography to assist appraisers in finding improvements that need to be added to the appraisal roll.

	2021	2022	2023	2024	2025
Appraisal Review Board	\$ 4,475	\$ 6,227	\$ 10,000	\$ 10,000	\$ 10,000

The appraisal review board is a group of citizens who hear protests of property owners. They are appointed by the District Judge for two year terms and are paid \$125 per day of service. In addition, they are required by state law to attend training sessions for which they are paid per diem and travel costs.

	2021	2022	2023	2024	2025
Audit	\$ 6,500	\$ 6,750	\$ 7,500	\$ 6,500	\$ 7,000

Auditor recommended to account for a possible 3-5% increase.
The District funds are required to be audited annually by state law. The audit must be completed within 150 days of the end of the fiscal year. Copies of the audit are distributed to the tax units which pay the costs of the District operations. The Board of Directors may distribute excess funds back to the tax units as a refund in proportion to the way those funds were paid.

	2021	2022	2023	2024	2025
Board of Directors Exp.	\$ 1,382	\$ 1,411	\$ 6,000	\$ 6,000	\$ 6,000

This account pays for the board of directors to attend conferences, along with travel and hotel for these conferences.

	2021	2022	2023	2024	2025
Books and Subscriptions	\$ 1,420	\$ 3,593	\$ 4,000	\$ 4,000	\$ 7,000

Quickbooks and Papervision were moved to subscriptions: \$1300 for Quickbooks and \$1700 for Papervision.

The district purchases cost manuals and textbooks from several sources and updates that information annually.

	2021	2022	2023	2024	2025
Building Rental	\$ 22,155	\$ 19,200	\$ 19,200	\$ 19,200	\$ 19,200

The district rents space from Howard County

	2021	2022	2023	2024	2025
Comp Equip/Maint/Website	\$ 2,174	\$ 19,158	\$ 15,000	\$ 73,000	\$ 95,000

This account is now a combination of computer maintenance, equipment, website hosting, backups, and mapping.

This District contracts with BIS to maintain the computer equipment and internal network including website maintenance and mapping.

BIS gave an estimate of \$8,500 more than last year. Assigning \$15,000 Fund Balance to this line for Computer Hardware.

	2021	2022	2023	2024	2025
Computer Software	\$ 29,450	\$ 170,714	\$ 32,000	\$ 52,000	\$ 57,000

The appraisal district uses Harris Govern for its computer assisted mass appraisal software. This cost includes mobile software and updates required by state law and on-line assistance for staff. Harris Govern will cost \$5,000 more for ADA and AOA intergrations with BIS.

	2021	2022	2023	2024	2025
Contract Services	\$ 225,000	\$ 168,050	\$ 175,000	\$ 205,000	\$ 263,662

This account includes utility and complex property appraisals. The company providing these services is Thomas Y. Pickett.

TYP costs is predicted to increase \$35,000 this year due to the vast increase in mineral accounts.

Assign \$23,662 Fund Balance to this line for Contract Services.

	2021	2022	2023	2024	2025
Computer backups, website hosting	\$ 5,400	\$ 14,393	\$ 14,000	\$ -	\$ -

This account has been combined with the websites design, backup of data, mapping, and maint. of computer equipment account above.

	2021	2022	2023	2024	2025
Custodial Service	\$ -	\$ 2,875	\$ 3,900	\$ 3,900	\$ 3,900

The district hires outside companies or individuals to clean the office.

	2021	2022	2023	2024	2025
Deed Information	\$ 1,100	\$ 1,500	\$ 1,500	\$ 13,500	\$ 13,500

Deed takeoff information is provided to the deeds clerk so that the employee does not have to go to the County Clerk's office to get filed instruments. Our new Just Appraised software was free for the first year (2023), then \$12,000 annually after that.

	2021	2022	2023	2024	2025
Dues and Licenses	\$ 4,296	\$ 2,878	\$ 3,000	\$ 3,000	\$ 3,000

The district is a member of the Texas Association of Appraisal Districts which gives employees a reduced rate on education as well as other member services such as representation and information on legislation impacting appraisal districts.

This account also pays for license costs for employees required to register with the Texas Department of Licensing and regulation.

	2021	2022	2023	2024	2025
Education/Travel	\$ 5,477	\$ 5,765	\$ 7,000	\$ 18,000	\$ 10,000

Education and Travel accounts have been combined. Less not that all appraisers have RPA.

This account covers the cost of tuition, travel, and per diem costs for employees to attend required schools to maintain their license.

	2021	2022	2023	2024	2025
Insurance	\$ 1,595	\$ 3,043	\$ 1,500	\$ 6,000	\$ 10,000

This account is for all insurances besides health: car, office, and board member liability. The district has its contents insured with the TML.

Legal Fees	2021	2022	2023	2024	2025
	\$ 21,173	\$ 16,224	\$ 30,000	\$ 10,000	\$ 10,000

This account is to pay for litigation costs.

Legal Notices and Advertisements	2021	2022	2023	2024	2025
	\$ 2,397	\$ 2,906	\$ 3,000	\$ 3,200	\$ 4,000

Actual cost of legal notices and advertisements for last year was \$3800

The district is required to publish various notices in the newspaper to make citizens aware of their rights and deadlines.

Was Mapping-Now Public Relations Account in 2024	2021	2022	2023	2024	2025
	\$ 12,777	\$ 13,482	\$ 15,000	\$ 5,000	\$ 5,000

The Account has been combined with all other BIS services and this is now the Public Relations Line.

This account is used for connecting with the community. Booth equipment and space rentals come from this account.

Payroll Expenses-includes salaries, medicare, retirement and health insurance. Salaries	2021	2022	2023	2024	2025
	\$ 337,162	\$ 352,026	\$ 442,491	\$ 390,359	\$ 402,070

This proposed number includes a 3% increase in salaries.

This covers the salaries of 8 people in the office and are reflective of the professional requirements of licensed appraisers and managers.

Medicare	2021	2022	2023	2024	2025
	3,945.00	4,742.00	6,416.00	5,660.00	5,830.00

This accounts funds the appraisal district part of medicare tax.

Retirement	2021	2022	2023	2024	2025
	\$ 22,027	\$ 14,635	\$ 42,346	\$ 37,084	\$ 35,181

The District is a member of the Texas County and District Retirement System which invests contributions on behalf of the employees. 7% is withheld from salaries and matched by the District. TCDRS is one of the four state retirement systems and is a Defined Contribution Plan. Prior to 2020, the district provided a more costly private retirement plan

Health Insurance	2021	2022	2023	2024	2025
	\$ 61,599	\$ 73,183	\$ 92,736	\$ 92,320	\$ 95,200

This proposed number includes plan P621CHC that decreases out of pocket expenses for the employees.

This account funds a health care program for the employees. With the uncertainty of the health care industry, this amount reflects current spending plus a contingency.

Workman's Comp/Unemployment	2021	2022	2023	2024	2025
	\$ 2,147	\$ 2,234	\$ 8,100	\$ 7,200	\$ 7,200

Worker's Comp Insurance, long-term disability, and other employee costs are included in this category. Disability if provided because the district has never participated in social security so the employees are not covered by SS disability.

Postage-Mailing costs	2021	2022	2023	2024	2025
	\$ 20,458	\$ 44,759	\$ 32,000	\$ 52,000	\$ 37,000

Due to no longer needing to send TNT postcards, postage costs were decreased \$15,000.

This covers postage costs for the mailing of notices and other required mailings. The amount increase is due to the increase in mainly mineral accounts. The number provided includes mailing estimates for TYP and our in house accounts. The district uses Variverge for all bulk mailings and Pitney-Bowes for all in house mailings.

		2021		2022		2023		2024		2025
Supplies-copier and supplies	\$	9,816	\$	22,359	\$	24,000	\$	24,000	\$	24,000

This account pays for copies, copy supplies, and printing paper, pens, clips, and other office supplies.

		2021		2022		2023		2024		2025
Vehicle Expense	\$	5,603	\$	6,628	\$	15,000	\$	10,000	\$	5,000

This account pays for fuel, oil changes, tires, and any other maintenance on the truck.

		2021		2022		2023		2024		2025
Was Insurance-Now New Vehicle Savings	\$	2,412	\$	2,800	\$	2,800	\$	14,000	\$	14,000

All Insurances were combined on another account above. This is now a new vehicle savings account. Every year \$14,000 goes into a savings account to be used when a new vehicle is needed.

		2021		2022		2023		2024		2025
Telephone	\$	4,679	\$	4,695	\$	6,600	\$	6,000	\$	6,000

This item covers the cost of telephone and long distance and connection with the Internet

		2021		2022		2023		2024		2025
Other Operation Costs	\$	9,647	\$	4,385	\$	10,000	\$	10,000	\$	5,000

Travel was combined with education. This is now the Other Operation costs line. This account is used on items difficult to categorize.

		2021		2022		2023		2024		2025
Capital Expenditures	\$	9,687	\$	5,739	\$	14,000	-	-		

		2021		2022		2023		2024		2025
Board Restricted Legal-Software Sinking Fund					\$	325,825				

Funds from the prior budget are retained in order to purchase computer software or to pay for unforeseen legal costs due to litigation by major taxpayers.



HOWARD CENTRAL APPRAISAL DISTRICT

Julie Duke, BA, RPA, CCA
Chief Appraiser

August 28, 2025

Taxing Entities of Howard County,

During the Howard Central Appraisal District's Board of Directors regular meeting August 13, 2025, the board proposed to retain the fund balance for budget year 2024 in the amount of \$38,662.

By retaining the 2024 fund balance, this would amend the 2025 budget to include the \$38,662 fund balance from 2024 to be used for payment of computer equipment purchased in 2024, billed in 2025 and for contract services incurred in 2025. This budget amendment simply retains funds you have already paid and will not increase the current allocations for 2025.

Per Section 6.06 (c) of the Texas Property Tax Code, we are required to give 30 days' written notice prior to acting on the proposed amendment.

Please find attached a copy of the proposed 2025 budget amendment.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott Emerson", with a long horizontal flourish extending to the right.

Scott Emerson, Secretary
Howard Central Appraisal District Board of Directors.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIG
SPRING, TEXAS, DESIGNATING NOMINEES FOR THE POSITION OF
DIRECTOR ON THE HOWARD CENTRAL APPRAISAL DISTRICT
BOARD OF DIRECTORS FOR THE YEARS 2026 AND 2027; AND
PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, the Texas Property Tax Code 6.03(a) allows tax jurisdictions to nominate up to five people to serve on the Board of Directors of the Howard Central Appraisal District for a term of office of two years beginning January 1, 2026; and

WHEREAS, Texas Tax Code Section 6.03(g) requires the nomination(s) to Joint Tax Appraisal District Board of Directors be made by a resolution and submitted to the Tax Appraiser no later than October 15th;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BIG SPRING, TEXAS, THAT:

SECTION 1. The City Council of the City of Big Spring does hereby nominate the following person(s) to serve on the Board of Directors of the Howard Central Appraisal District for a term of office of two years beginning January 1, 2026;

- | | |
|--------------------------|-------------------------|
| 1. <u>John Cline</u> | 4. <u>Jordan Partee</u> |
| 2. <u>Michael Dawson</u> | 5. <u>Craig Wyrick</u> |
| 3. <u>Scott Emerson</u> | |

SECTION 2. This resolution shall be in force and effect from and after its final passage, and it to so resolved.

PASSED AND APPROVED on a first reading at a regular meeting of the City Council on the 23rd day of September, 2025 with all members of the Council present voting “aye” for the passage of same.

PASSED AND APPROVED on second and final reading at a regular meeting of the City Council on the _____ day of _____, 2025 with all members of the Council voting “aye” for the passage of same.

Robert H. Moore III, Mayor

ATTEST:

Tami L. Davis, City Secretary



HOWARD CENTRAL APPRAISAL DISTRICT

Julie Duke, BA, RPA, CCA
Chief Appraiser

September 15, 2025

It is time for the tax units of Howard County to elect members to the Appraisal District's Board of Directors. As the election administrator for this process, I must notify you of the timetable, each tax unit's votes based on the 2024 tax levies and give your tax unit the right to nominate a member or members to the board. Please see that this is passed on to your Presiding Officer-a requirement of law.

Per state law, we have five members of the Board of Directors. There are no staggered terms, so all board member positions are up for election. Your tax unit has the right to nominate, by resolution of your governing body, up to five people. There is no requirement for you to nominate anyone if you do not want to do so. Any person living in Howard County and who has been a resident of this county for the past two years is eligible to serve. Employees of tax units other than elected officials are not eligible for board service.

The members of the current Board are not automatically nominated so if your tax unit wishes to re-nominate them, please feel free to do so or nominate anyone else that you wish. The board members who are willing to continue to serve are:

John Cline
Michael Dawson
Scott Emerson
Jordan Partee
Craig Wyrick

The nominations should be returned by October 15, 2025. I will prepare a ballot and return it to your tax unit. Your tax unit will then be able to cast votes for as many nominees as they wish or cast all votes for a single nominee. The actual vote must be done by resolution of your tax unit in an open meeting between October 31 and December 15. The resolution should be returned to me as soon as it is completed. The successful board members will be announced by December 20 and will be sworn in at the first meeting in 2026.

I have enclosed a resolution that you may use for the nominations process. If you have any questions about the elections process, feel free to contact me.

Thank You,

Julie Duke

Julie Duke, Chief Appraiser

2026 Calculation of Votes for Board of Directors Election			
Tax Unit	2024 Levy	Levy % for Appraisal	Vote Allocation
Howard County	\$ 25,090,252	0.1773	887
Howard College	\$ 18,003,527	0.1273	636.3
Big Spring City	\$ 9,464,622	0.0669	334.5
Coahoma City	\$ 257,360	0.0018	9.1
Forsan City	\$ 28,455	0.0002	1.0
Big Spring ISD	\$ 37,066,640	0.2620	1310.0
Coahoma ISD	\$ 19,650,837	0.1389	694.5
Forsan ISD	\$ 7,911,562	0.0559	279.6
Permian UWD	\$ 163,480	0.0012	5.8
Sands ISD	\$ 19,508,926	0.1379	689.5
Borden County ISD	\$ 1,237,260	0.0087	43.7
Stanton ISD	\$ 3,097,792	0.0219	109.5
	\$ 141,480,713	1.0000	5000.0



INTEROFFICE MEMORANDUM

Date: October 14, 2025
To: Mayor Robert H. Moore, Big Spring City Council, and Todd Darden, City Manager
From: John Medina, Assistant City Manager
Re: Council Chambers Equipment Purchase

The City operates a broadcast television channel that is funded by Public, Education, and Government (PEG) fees. Cable service providers must provide PEG channel capacity and pay 1% gross revenues as PEG fees to municipalities. The funds collected can be used to cover capital costs for facilities and equipment related to PEG channel capacity, but not operating expenses.

Part of the administration's tasks during the annual budget process is to evaluate equipment needs to provide better communication with our citizens. PEG fees have funded all the capital expenses for the current equipment. We evaluated the equipment and have concluded that an equipment upgrade is necessary to address the poor broadcast sound quality and provide live streaming to the city's website and Facebook, which are widely utilized. We will also be able to expand our broadcast streaming interface to YouTube in the future.

We respectfully request City Council's approval to purchase upgraded broadcast equipment from ENCO for \$282,554.98.



Memorandum

Date: October 14, 2025

From: Sandy Smith, Finance Director

To: Mayor and City Council

Re: Assessment of an Overpayment of Texas Sales and Use Taxes

We received a letter from the Texas Comptroller of Public Accounts (attached) on September 29, 2025 informing us of a Sales and Use Tax overpayment. A call was made to the Comptroller's Office, but the only information she was allowed to share was that the overpayment was made by a utility from 2013 to 2017.

An open records request has been made for the name of the taxpayer; however, we have not received any information to date.

It is staff's recommendation to amend the budget so we will be able to reimburse the Comptroller for the funds they have already refunded to the taxpayer.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BIG SPRING, TEXAS, AMENDING ORDINANCE NUMBER 024-2025 WHICH ADOPTED THE ANNUAL BUDGET FOR THE CITY OF BIG SPRING, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025 AND ENDING SEPTEMBER 30, 2026 BY INCREASING THE GENERAL FUND BUDGET FOR THE PURPOSE OF REIMBURSING THE TEXAS COMPTROLLER OF PUBLIC ACCOUNTS FOR AN OVERPAYMENT OF LOCAL SALES AND USE TAXES FROM 2013 TO 2017; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS the City Council adopted the annual 2025-26 budget for the City of Big Spring, Texas on September 23, 2025 (“Budget”); and

WHEREAS the City Manager and the Finance Director recommend that the City Council increase the General Fund budgeted expenditures and amend the Budget previously approved;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BIG SPRING, TEXAS, AS FOLLOWS THAT:

SECTION 1. The General Fund Budget of the Annual Budget for the City of Big Spring, Texas for the Fiscal Year beginning October 1, 2025 and ending September 30, 2026 is hereby decreased by the amount of \$364,095.03 to account 002-4020-000, for the purpose of reimbursing the Texas Comptroller of Public Accounts for an overpayment of local sales and use taxes from 2013 to 2017. The net decrease will be funded through Fund Balance.

SECTION 2. The remaining portions of Ordinance Number 024-2025 shall remain in full force and effect.

SECTION 3. Should any section, paragraph, sentence, clause, phrase or word of this ordinance be declared unconstitutional or invalid for any purpose, the reminder of this ordinance shall not be affected thereby.

SECTION 4. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict.

SECTION 5. This ordinance shall be effective immediately after its second reading.

PASSED AND APPROVED on first reading at a regular meeting of the City Council on the _____ day of _____, **2025** with all members of the Council present voting “aye” for the passage of same.

PASSED AND APPROVED on second and final reading at a regular meeting of the City Council on the _____ day of _____, **2025** with all members of the Council present voting “aye” for the passage of same.

Robert H. Moore III, Mayor

ATTEST:

Tami L. Davis, City Secretary



TEXAS COMPTROLLER OF PUBLIC ACCOUNTS

P.O. Box 13528 • Austin, TX 78711-3528

September 24, 2025



Treasurer
City of Big Spring
310 Nolan Street
Big Spring, TX 79720-2657

Dear Treasurer:

This letter is to notify you that the city of Big Spring has been overpaid in local sales and use taxes in the amount of \$364,095.03. This overpayment occurred because a taxpayer initially applied local taxes on items later determined by our auditors to be nontaxable. Since these taxes were refunded to the taxpayer, they now must be repaid to the State.

The options to repay the overpaid amount are as follows:

- ☐ 1) Full reimbursement by one-time ACH deposit or check* (if deposit, contact me for banking instructions).
- ☐ 2) Apply all monthly collections to the overpaid amount until the amount has been repaid, or
- ☐ 3) Enter into a 54- month payback agreement where a monthly deduction of \$6,742.00 will be deducted for 53 months with a final deduction of \$6,769.03. The deduction would start the month after we receive your response or two months after the date of this letter if we do not receive a response. Additionally, future significant audit payments or one-time payments may be applied toward the repayment amount to reduce the length of the payback and notifications of those applications will be sent as they occur.

No fees of any type will be assessed on the payback amount.

*If you choose option 1, whether full reimbursement by one-time check or deposit, the payback amount should be adjusted by the 2% service fee. Multiply the payback amount by 2% (.02), subtract the 2% amount from the payback amount, then pay the adjusted amount.

Please mark an X in the applicable box above for the option you wish to choose, have a city official sign at the bottom, and return this letter by email to shirley.kaatz@cpa.texas.gov or by mail to the address given below.

If you have any questions or need additional information, you may call me toll free at (800) 531-5441, ext. 50550. My mailing address is PO Box 13528, Austin, TX, 78711 or my email is shirley.kaatz@cpa.texas.gov.

Sincerely,
Shirley Kaatz
Revenue Accounting Division
Tax Allocation Section

Date _____
City Official Name _____
Title _____
Signature _____



Memorandum

Date: October 14, 2025

From: Sandy Smith, Finance Director

To: Mayor and City Council

Re: Ordinance Establishing Capital Replacement Fund (CRF)

Purpose:

This memo is to present and recommend adoption of the attached ordinance establishing a Capital Replacement Fund (CRF) for the City of Big Spring. The ordinance provides a structured and fiscally responsible mechanism for funding capital purchases within enterprise and special revenue funds.

Background:

The City of Big Spring has identified the need for a dedicated funding source to support capital improvements and equipment replacement for departments operating under enterprise funds (e.g., water, wastewater, solid waste). Historically, these departments have relied on their own fund balances or ad hoc transfers, which can strain financial planning and long-term sustainability.

Key Provisions of the Ordinance:

- **Creation of the CRF:**
A special fund will be established and funded through appropriations from the General Fund.
- **Loan Mechanism:**
Loans from the CRF to enterprise departments will be authorized by Council resolution, based on recommendations from the City Manager and Director of Finance.
- **Repayment Terms:**
 - Maximum repayment period of five (5) fiscal years

- Interest rate set annually by Council (not less than the average rate earned by the General Fund)
- Repayments include both principal and interest and are returned to the General Fund
- Repayment obligations must be included in the borrowing department's annual operating budget
- **Oversight and Reporting:**

The Director of Finance will maintain all records and present an annual report to Council detailing CRF activity, loan status, and repayments.

Recommendation:

Staff recommends approval of the ordinance to establish the Capital Replacement Fund. This initiative promotes transparency, accountability, and long-term financial planning for capital expenditures across enterprise operations.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BIG SPRING, TEXAS, AMENDING CHAPTER 2 OF THE CODE OF ORDINANCES ENTITLED “ADMINISTRATION”, ARTICLE V. FINANCE, DIVISION 2 ENTITLED “CAPITAL REPLACEMENT FUND” BY PROVIDING FOR INTERFUND LOANS FROM THE GENERAL FUND TO ENTERPRISE FUNDS AND SPECIAL REVENUE FUNDS FOR CAPITAL PURCHASES; SETTING TERMS FOR REPAYMENT INCLUDING INTEREST; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF CONFLICTING LEGISLATION; FINDING AND DETERMINING THAT THE MEETINGS AT WHICH THE ORDINANCE WAS DISCUSSED WERE OPEN TO THE PUBLIC AS REQUIRED BY LAW; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Big Spring is a Texas home-rule municipality; and

WHEREAS, the City of Big Spring recognizes the need for a dedicated funding mechanism to support capital purchases for enterprise fund operations, special revenue funds, and to prevent depletion of the fund balances of those funds; and

WHEREAS, the City Council finds that establishing a Capital Replacement Fund (CRF) will promote fiscal responsibility and long-term planning; and

WHEREAS, adopting this ordinance is in the public interest and is necessary to protect health, life and property, and to preserve the good government, order, and security of the municipality and its inhabitants;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BIG SPRING, TEXAS:

SECTION 1. The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

SECTION 2. The Big Spring Code of Ordinances, Chapter 2 entitled “Administration”, Article V entitled “Finance”, Division 2, entitled “Capital Replacement Fund,” is hereby amended in its entirety as follows:

Sec. 2-164. Establishment of Capital Replacement Fund

There is hereby ~~established~~ created a special fund ~~account~~ to be known as the Capital Replacement Fund (CRF). The CRF shall be funded through appropriations from the General Fund and shall be used exclusively for capital purchases and improvements for

departments operating under enterprise funds, including but not limited to water, wastewater, and solid waste services. Said fund shall be for the purpose of financing capital improvements, new capital equipment and/or replacement of capital equipment for the departments within the city. The funds currently in the account number 06 and future funds, specifically allocated to the CRF by city council, pay back and interest from departments securing loans from the fund shall be maintained in this account.

Sec. 2-165. Loan Structure and Repayment Terms ~~Loan Approvals~~

(a) Loans from the CRF to enterprise fund departments shall be authorized by resolution of the City Council upon recommendation by the City Manager and Director of Finance.

~~The major division directors may submit to the city manager proposals for the acquisitions of new capital equipment, replacement capital equipment and/or capital improvements within their area of responsibility. The request must be fully justified and funds must be available in the CRF for the project. After review, the city manager may forward the request to the city council for their consideration. The city council, upon favorable consideration of the request, shall pass a resolution delineating the authorization of the funds, the payback period and interest rate to be paid for the use of the monies.~~

(b) Each loan shall include:

- A defined principal amount
- A repayment schedule not to exceed five (5) fiscal years
- An interest rate set annually by the City Council, not less than the average rate earned by the General Fund on its investments

~~The division director, upon second reading of the resolution authorizing the funds, shall follow the procedures outlined in the purchasing manual for the procurement of the equipment, facilities or services.~~

(c) Repayments shall be made annually and shall include both principal and interest. All repayments shall be deposited back into the General Fund.

~~The division director shall include the annual payment of principal and interest in the department budget proposals.~~

(d) The borrowing department shall include the repayment obligation in its annual operating budget.

Sec 2-166. Administration and Reporting

(a) The Director of Finance shall maintain records of all CRF transactions, including loan agreements, repayment schedules, and interest calculations.

(b) An annual report shall be presented to the City Council detailing the status of the CRF, outstanding loans, and repayments.

NOTE* Language to be added appears underlined and language to be deleted is ~~stricken~~.

SECTION 2. All provisions of any ordinance, rule, regulation, or order of the City in conflict with this Ordinance are hereby repealed to the extent they are in conflict.

SECTION 3. Should any one or more sections or clauses of this Ordinance be adjudged unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Ordinance, and the remaining provisions of the Ordinance shall be interpreted as if the offending section or clause never existed.

SECTION 4. It is hereby officially found and determined that the meetings at which this Ordinance was adopted were open to the public and that public notice of the time, place and purpose of said meetings was given as required by law.

SECTION 5. This Ordinance is ordered to be codified.

SECTION 6. This Ordinance shall take effect immediately after passage in accordance with the provisions of the Charter of the City of Big Spring, and it is accordingly so ordained.

SECTION 7. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and of the United States of America.

PASSED AND APPROVED on first reading at a regular meeting of the City Council on the ____ day of _____, _____, with all members of the Council voting “aye” for the passage of same.

PASSED AND APPROVED on second and final reading at a regular meeting of the City Council on the ____ day of _____, _____, with all members of the Council voting “aye” for the passage of same.

Robert H. Moore III, Mayor

ATTEST:

Tami L. Davis, City Secretary

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BIG SPRING, TEXAS AMENDING SECTION 2-58, ARTICLE III, CHAPTER 2 OF THE BIG SPRING CITY CODE SECTION ENTITLED “DIRECTOR OF FINANCE”; AND ADOPTING SECTION 2-59 ENTITLED “DIRECTOR OF PUBLIC WORKS,” AND PROVIDING FOR THE REPEAL OF CONFLICTING LEGISLATION; PROVIDING FOR SEVERABILITY; FINDING AND DETERMINING THAT THE MEETINGS AT WHICH THE ORDINANCE WAS DISCUSSED WERE OPEN TO THE PUBLIC AS REQUIRED BY LAW; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Big Spring is a Texas home-rule municipality; and

WHEREAS, adopting this ordinance as is in the public interest and is necessary to protect health, life and property, and to preserve the good government, order, and security of the municipality and its inhabitants;

WHEREAS, section 12, Article VI of the Charter of the City of Big Spring was removed from the Charter by the last Charter election; and

WHEREAS, the City rarely issues warrants for payment;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BIG SPRING, TEXAS:

SECTION 1. The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

SECTION 2. The Section 2-58, of the Big Spring city code, Article III, Officers and employees is hereby amended in its entirety as follows:

SECTION 3. Amend Big Spring City Code section 2-58 in part as follows:

- (a) The city manager shall appoint the director of finance and may remove him or her at will.
- (b) ~~Pursuant to its authority under the Charter of the City of Big Spring, Article VI, Section 12, city council hereby reassigns those duties listed in subsection (c) from the city secretary to the director of finance. Reserved.~~
- (c) The director of finance ~~shall be the head of the department of finance, and~~ is assigned the following duties: that of the general accountant of the city and keeping regular accounts of the receipts and disbursements of the city; showing under proper heads each cause of receipt or disbursement; keeping a register of bonds and other evidences of indebtedness issued by the city, of all evidences of indebtedness due and payable to the city, noting the particulars thereof; and examining all claims and accounts filed against the city and noting approval of such as are found correct and disapproval of others.
- (d) The director of finance shall have the duties of the city treasurer.
- (e) The director of finance shall have other duties as the city manager may direct.

(f) The duty to countersign all warrants drawing money upon city accounts shall remain that of the city secretary.

Section 2: Adopt Big Spring City Code section 2-59 as follows:

(a) The city manager shall appoint the director of public works and may remove him or her at will.

NOTE* Language to be added appears underlined and language to be deleted is ~~stricken~~.

SECTION 2. All provisions of any ordinance, rule, regulation, or order of the City in conflict with this Ordinance are hereby repealed to the extent they are in conflict.

SECTION 3. Should any one or more sections or clauses of this Ordinance be adjudged unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Ordinance, and the remaining provisions of the Ordinance shall be interpreted as if the offending section or clause never existed.

SECTION 4. It is hereby officially found and determined that the meetings at which this Ordinance was adopted were open to the public and that public notice of the time, place and purpose of said meetings was given as required by law.

SECTION 5. This Ordinance is ordered to be codified.

SECTION 6. This Ordinance shall become effective upon its second publication according to law.

SECTION 7. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and of the United States of America.

PASSED AND APPROVED on first reading at a regular meeting of the City Council on the _____ day of _____, _____, with all members of the Council voting “aye” for the passage of same.

PASSED AND APPROVED on second reading at a regular meeting of the City Council on the _____ day of _____, _____, with all members of the Council voting “aye” for the passage of same.

Robert H. Moore III, Mayor

ATTEST:

Tami L. Davis, City Secretary

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BIG SPRING, TEXAS, AUTHORIZING Z-25-01, AMENDING THE BIG SPRING ZONING ORDINANCE BY REZONING APPROXIMATELY 4.083 ACRES OF LAND IN SECTION 4, BLOCK 32, T-1-S, T&P RR. CO. SURVEY, BIG SPRING, HOWARD COUNTY, TEXAS, FROM SF-1, SINGLE-FAMILY DWELLING DISTRICT TO PD, PLANNED DEVELOPMENT FOR A HOUSING DEVELOPMENT; PROVIDING FOR REPEAL OF CONFLICTING LEGISLATION; PROVIDING FOR SEVERABILITY; FINDING AND DETERMINING THAT THE MEETINGS AT WHICH THE ORDINANCE WAS DISCUSSED WERE OPEN TO THE PUBLIC AS REQUIRED BY LAW; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Planning and Zoning Commission held a public hearing to solicit public comment during a regular meeting on September 16, 2025; and

WHEREAS, pursuant to Section 6-4, Zoning Ordinance, SF-1, Single-Family Dwelling District is notated as requiring a minimum lot size of 13,000 square feet; and

WHEREAS, the City of Big Spring Subdivision Regulations, Article IV, Section 7, Lots, Subsection (f), "Double fronting lots," requires the creation of a homeowners association to maintain screening; and

WHEREAS the proposed use for the 4.083 acres is also residential but with a reduced lot size of 60 feet frontage and without the requirement for creation of a homeowners association; and

WHEREAS, the Planning and Zoning Commission voted 5-0 to recommend that this zone change application be approved; and

WHEREAS, the City Council held a public hearing during a regular meeting on October 14, 2025; and

WHEREAS, the City Council has considered this request and has determined that approval is in the best interest of the City;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BIG SPRING, TEXAS, THAT:

SECTION 1. The City Council hereby authorizes a rezone of approximately 4.083 acres located in Section 4, Block 32, T-1-S, T&P RR. Co. Survey, Big Spring, Howard County, Texas, from SF-1, Single-Family Dwelling District, to PD, Planned Development for a Housing Development and such change is hereby approved as an amendment to the Zoning Ordinance under the following development standards:

That said property may be developed under the development standards of the SF-2, Single-Family Dwelling District as described in the zoning regulations, and that a homeowners association shall not be required to maintain any screening feature(s).

The 4.083 acre tract of land comprised of a 2.41 acre tract, 0.46 acre tract and a 1.21 acre tract of land all in the SW/4 of Section 4, Block 32, T-1-S, T & P RR. Co. Survey, Howard County, Texas, is more particularly described by metes and bounds below:

BEGINNING at a 1/2" I.P. Found at the intersection of the East line of Birdwell Lane (80' right of way) and the North line of East 25th Street (100' right of way) for the SW corner of this herein described tract of land from which the SW corner of said Section 4 bears S75°32'30" W 40.00' and S 14°31'56" E 50.00';

THENCE N 14°31'56" W with the East line of said Birdwell Lane a distance of 403.48' to a 1/2" I.R. with cap set at the intersection of the South line of Daphine (50' right of way) for the NW corner of this herein described tract of land;

THENCE N 75°37'30" E with the South line of said Daphine a distance of 441.34' to a 1/2" I.R. with cap set at the NW corner of the Rust tract for the NE corner of this herein described tract of land;

THENCE S 14°30'06" E with the West line of said Rust tract a distance of 402.84' to a 1/2" I.R. with cap set in the North line of said East 25th Street for the SE corner of this herein described tract of land;

THENCE S 75°32'30" W with the North line of East 25th Street a distance of 441.12' to the POINT OF BEGINNING.

Containing 4.083 acres of land

SECTION 2. The City of Big Spring Zoning Map shall be amended to reflect the zoning designation of the above-described property as PD, Planned Development for a Housing Development.

SECTION 3. Should any one or more sections or clauses of this Ordinance be adjudged unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Ordinance, and the remaining provisions of the Ordinance shall be interpreted as if the offending section or clause never existed.

SECTION 4. All provisions of any ordinance, rule, regulation, or order of the City in conflict with this Ordinance are hereby repealed to the extent they are in conflict.

SECTION 5. It is hereby officially found and determined that the meetings at which this Ordinance was adopted were open to the public and that public notice of the time, place and purpose of said meetings was given as required by law.

SECTION 6. This Ordinance is ordered to be codified.

SECTION 7. This Ordinance shall become effective upon its second publication according to law.

SECTION 8. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and of the United States of America.

PASSED AND APPROVED on first reading at a regular meeting of the City Council on the **14th** day of **October, 2025**, with all members present voting "aye" for the passage of same.

PASSED AND APPROVED on second and final reading at a regular meeting of the City Council on the **28th** day of **October, 2025**, with all members present voting "aye" for the passage of same.

Robert H. Moore, III, Mayor

ATTEST:

Tami L. Davis, City Secretary



MEMORANDUM

To: Mayor Robert H. Moore, III, and Members of the Big Spring City Council
CC: Todd Darden, City Manager
From: Shane Bowles, Public Works Director
Date: Tuesday, October 14, 2025
Subject: Golf Course Rates

Action Requested: Approval to allow the Comanche Trail Golf Course to charge a higher rate for out of Howard County Residents

Background Information: With the increase of 15,000 additional rounds of golf for the 2024-2025 year, we have noticed other courses our size beginning to implement a higher fee for those who do not live in the area.

Financial Considerations:

Expenditure amount requested:	N/A
What fund/department account will this amount be drawn from?	General Fund 390
Revenue generated:	N/A
Would this expenditure be made within the budget for the current fiscal year?	N/A
Does this commit the City to spending funds beyond the current fiscal year? Explain.	N/A

Staff Opinion as to Feasibility and Timeline: This will be implemented on January 1st.

Staff recommendation: It is our recommendation to approve this fee to help better support the Comanche Trail Golf Course.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BIG SPRING, TEXAS TO ADJUST FEES FOR THE MUNICIPALLY-OWNED COMANCHE TRAIL GOLF COURSE TO PROVIDE FOR REVENUE TO MEET EXPENSES AND TO PROVIDE DISCOUNTS TO RESIDENTS OF BIG SPRING AND PUBLIC SCHOOL DISTRICTS THAT ARE PARTIALLY COEXTENSIVE WITH THE CITY OF BIG SPRING BY AMENDING ARTICLE VII, ENTITLED “COMANCHE TRAIL GOLF COURSE,” DIVISION 2, ENTITLED “PAVILION AREAS,” CHAPTER 40, ENTITLED “PARKS, RECREATION AND CULTURAL AFFAIRS,” BIG SPRING CITY CODE; PROVIDING FOR THE REPEAL OF CONFLICTING LEGISLATION; PROVIDING FOR SEVERABILITY; FINDING AND DETERMINING THAT THE MEETINGS AT WHICH THE ORDINANCE WAS DISCUSSED WERE OPEN TO THE PUBLIC AS REQUIRED BY LAW; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Big Spring is a Texas home-rule municipality; and

WHEREAS, Under Texas law, home-rule municipalities possess broad powers of local self-government, and these powers include the authority to manage and operate recreational facilities, such as public golf courses, unless explicitly limited by the Texas Legislature; and

WHEREAS, Texas home-rule cities derive their authority from the Texas Constitution and require clear legislative preemption to limit their powers, and this authority enables municipalities to establish policies, including fee structures, that promote the effective operation of such facilities; and

WHEREAS, the City of Big Spring recognizes that it currently has within its boundaries some of the territory of each of Big Spring Independent School District, Coahoma Independent School District, and Forsan Independent School District, but no other public school district; and

WHEREAS, the City of Big Spring operates the Comanche Trail Golf Course as a public golf course; and

WHEREAS, the City Council intends to adjust fees at the Comanche Trail Golf Course as stated herein to provide for revenue to meet the need of ongoing expenses especially for operational expenses; and

WHEREAS, a policy of offering discounts to municipal residents of the City of Big Spring and residents of public school districts partially or fully coextensive with the City of Big Spring will promote the use of the Comanche Trail Golf Course by the residents of the City and local community members; and

WHEREAS, Residents of the City of Big Spring contribute to the funding of the Comanche Trail Golf Course through local taxes, especially ad valorem taxes, which are

essential for covering capital expenditures, maintenance, and operational costs of the Golf Course; and

WHEREAS, residents in public school districts partially or fully coextensive with the City of Big Spring pay local taxes to support junior golf teams which play golf at Comanche Trail Golf Course; and

WHEREAS, by providing a discount to residents of the City of Big Spring and public school districts partially or fully coextensive with the City of Big Spring, the City ensures that those who bear the financial burdens of supporting the Golf Course receive a direct benefit; and

WHEREAS, Providing discounts for such residents also encourages community engagement and fosters a sense of local pride and ownership in municipal resources; and

WHEREAS, the City Council of Big Spring recognizes that the residents of the City of Big Spring and public school districts partially or fully coextensive with the City of Big Spring should receive discounts as stated herein; and

WHEREAS, each of the purposes stated herein, including promoting community engagement, encouraging local recreation, and supporting public welfare are legitimate governmental purposes, and the classification is based on residency within the City or public school districts partially coextensive with the City, and therefore the Ordinance is a lawful exercise of the City's authority and is within the bounds of both the Equal Protection Clause of the Fourteenth Amendment to the Constitution of the United States, and of the Texas Constitution; and

WHEREAS, adopting this ordinance is in the public interest and is necessary to protect health, life and property, and to preserve the good government, order, and security of the municipality and its inhabitants;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BIG SPRING, TEXAS:

SECTION 1. The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

SECTION 2. The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

Sec. 40-234. Golf course fees.

The following fees shall be paid for the use of the municipal golf course:

(1) Daily green fees:

<u>Weekday</u>	<u>\$37</u>
<u>Big Spring resident discount, Weekday</u>	<u>-\$10</u>

<u>Weekday, Senior citizen age 65 or over</u>	<u>\$32</u>
<u>Big Spring resident discount, Weekday, Senior citizen age 65 or over</u>	<u>-\$10</u>
<u>Weekday, Junior golfer (17 or younger)</u>	<u>\$22</u>
<u>Big Spring resident discount, Junior golfer (17 or younger)</u>	<u>-\$5</u>
<u>Weekend and holiday</u>	<u>\$42</u>
<u>Big Spring resident discount, Weekend and holiday</u>	<u>-\$10</u>

Weekday	\$27.00
Weekday, Senior citizen age 65 or over	\$22.00
Weekday, Junior golfer (17 or younger)	\$17.00
Weekend and holiday	\$32.00

Twilight discount—A 50 percent discount to all daily green fees applies if play starts after 4:00 p.m. during daylight saving time or after 3:00 p.m., during any period when daylight savings time is not in effect.

(2) Annual green fees:

a. May be purchased anytime of the year at the golf course. Junior Golf Team Memberships that are purchased through the school shall be valid beginning September 1st of the school year and expire August 31 the following year. This includes the use of the driving range during class times but only while under the instruction of a coach.

<u>Individual</u>	<u>\$1,600</u>
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<u>Big Spring resident discount, Individual</u>	<u>-\$400</u>
<u>Individual—Senior (65 years of age or older)</u>	<u>\$1,300</u>
<u>Big Spring resident discount, Individual—Senior (65 years of age or older)</u>	<u>-\$400</u>
<u>Individual—Junior (17 or younger)</u>	<u>\$300</u>
<u>Big Spring resident discount, Individual—Junior (17 or younger)</u>	<u>-\$100</u>
<u>Individual—Junior Golf Team</u>	<u>\$300</u>
<u>Big Spring resident discount, Individual—Junior Golf Team</u>	<u>-\$100</u>
<u>Family</u>	<u>\$2,200</u>
<u>Big Spring resident discount, Family</u>	<u>-\$400</u>
<u>Family – Senior (65 or older)</u>	<u>\$1,800</u>
<u>Big Spring resident discount, Family – Senior (65 or older)</u>	<u>-\$400</u>

Individual	\$1,200.00
Individual—Senior (65 years of age or older)	\$900.00
Individual—Junior (17 or younger)	\$200.00
Individual—Junior Golf Team	-\$200.00
Family	\$1,800.00

Family—Senior (65 or older)	\$1,400.00
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b. Definitions. The following words, terms and phrases, when used in this subsection (2), shall have the meanings ascribed to them in this subsection (2)b, except where the context clearly indicates a different meaning:

Family play is a family membership defined as four members of a family living in the same household.

Junior Golf Teams are limited to those from school districts that have at least some of their territory within the territory of the City of Big Spring

Unlimited play means that a golfer can play on the course anytime it is open for business and he or she has a ~~scheduled tee~~ ~~scheduled—tee~~-time. Please note that when tournaments are scheduled, the course is not considered open for business.

c.

(i) To qualify for a Big Spring resident discount, an individual must show proof of residency in the City of Big Spring, or a public school district that is partially or fully coextensive with the City of Big Spring, which at the time of the adoption of the ordinance include Big Spring Independent School District, Coahoma Independent School District, and Forsan Independent School District, which may include a government-issued personal ID card with photograph, or other documentation if approved by the golf manager.

(ii) If an individual or family believes they were denied a discount in error, they may appeal the matter to the City Manager or the City Manager's designee, who shall have the final authority to grant or deny a discount. An appeal must be filed in writing with the City Secretary within 30 days of the denial.

(iii) No discounts will be provided after payment is accepted except by appeal.

(iv) Only one discount is allowed per individual.

(3) Shed fees:

Annual cart shed rental	\$720.00
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a. All golf cart sheds shall be rented on an annual basis only. The rental period will be in effect from October 1 through September 30 of each year. Cart shed rental fees become delinquent on October 10.

b. All cart shed renters must have a current annual membership and a current annual trail fee in the cart shed renter's name.

(4) Cart trail fees: There shall be a privilege fee assessed for the use of private carts on Comanche Trail Municipal Golf Course. This amount is payable by either an annual or daily fee.

<u>Annual private cart fee</u> <u>(Must have a current annual membership)</u>	<u>\$300</u>
<u>Daily private cart fee</u>	<u>\$13.50 for 1 rider</u> <u>\$27 for 2 riders</u>

Annual private cart fee	\$300.00
(Must have a current annual membership)	
Daily private cart fee	\$12.50 for 1 rider
	\$25.00 for 2 riders

(5) Miscellaneous: For the purposes of this subsection only: "retiree" or "retirees" shall be limited to those former employees who retired from the City of Big Spring with each of the following: a service retirement with the City of Big Spring, and 20 years of service or more with the City of Big Spring.

a. Annual green fees for city employees and retirees shall be \$185.00 annually. This fee will allow the employee or retiree and one designated family member living in the same household to play the course.

b. Golf course employees are not subject to green fees.

c. The city manager, or his designee, may grant reciprocal course courtesy agreements to visiting golf professionals, golf managers and/or superintendents.

(6) Driving range fees:

a. The driving range fees shall be as follows:

Large bucket of range balls (around 75 balls)	\$6.00
Small bucket of range balls (around 45 balls)	\$4.00
Annual driving range fee <u>(This is for 12 months of unlimited usage of the driving range along with an unlimited supply of driving range balls with the provision that all balls and buckets will remain the property of the city golf course.)</u>	\$250.00

~~(This is for 12 months of unlimited usage of the driving range along with an unlimited supply of driving range balls with the provision that all balls and buckets will remain the property of the city golf course.)~~

Sec. 40-235. Tournaments.

Tournaments shall be permitted at the Comanche Trail Golf Course under the following rules:

(a) Each tournament must be approved by the golf course superintendent at least 60 days prior to the requested tournament date;

(b) Shotgun starts shall only be permitted for tournaments with at least 60 participants, except as stated in subsection (c);

(c) Tournaments with less than 60 participants shall be required to schedule tee times at least ten minutes apart. A shotgun start for a tournament of less than 60 participants shall be permitted only if the participants have paid the 60 participant fee minimum. In the event that the tournament has more than 60 participants, the fee will be reduced to \$40 per round of golf played;

(d) All participants in any tournament will be required to pay all fees associated with normal use of the golf course. Participants in school sponsored tournaments will be charged the junior twilight fee, regardless of when the tournament is held;

(e) The golf course ~~manager superintendent~~ shall decide all regulations for tournaments, and shall have the power to schedule any tournament, and to deny any tournament request; and

(f) Those denied a tournament or are aggrieved by a tournament schedule or regulation by the golf course ~~manager superintendent~~ may appeal to city council by written request to the city secretary, which shall have the power to waive subsections (a) and (e) by resolution for a particular tournament.

Sec. 40-236. Golf cart rules and fees.

(a) All golf cart sheds shall only be leased to one person; however, a spouse may be included on the lease.

(b) No golf cart shed leased may be assigned, sublet or sold.

(c) A waiting list will be established in the golf manager's office with a copy submitted to the assistant city manager's office in which vacancies for golf cart sheds will be filled. Unless a person's name is on the list, it will not be considered for future vacancies. It is the potential lessee's responsibility to provide current information on how to contact them if a vacancy occurs and failure to provide such information will cause their name to be removed from the list.

(d) Private carts may not be used by any other person except the lessee's immediate family members (i.e., spouse and children).

(e) Persons that ride on golf carts who are not an immediate family member as defined in subsection (d) shall be required to pay a fee that is one-half of the current trail fee (\$12.50).

(f) A first violation of subsection (d) of this section will result in a penalty in the amount of the current cart rental rate. Any subsequent violation or failure to pay any cart fees or penalties will result in the person being barred from playing golf at the Comanche Trail Golf Course for a period of two months.

(g) Rental fees of golf carts to play within Comanche Trail Golf Course will be as follows:

<u>1 cart for 9 holes of play</u>	<u>\$13.50</u>
<u>1 cart for 18 holes of play</u>	<u>\$27</u>

1 cart for 9 holes of play	\$12.50
1 cart for 18 holes of play	\$25.00

NOTE* Language to be added appears underlined and language to be deleted is ~~stricken~~.

SECTION 3. All provisions of any ordinance, rule, regulation, or order of the City in conflict with this Ordinance are hereby repealed to the extent they are in conflict.

SECTION 4. Should any one or more sections or clauses of this Ordinance be adjudged unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Ordinance, and the remaining provisions of the Ordinance shall be interpreted as if the offending section or clause never existed.

SECTION 5. It is hereby officially found and determined that the meetings at which this Ordinance was adopted were open to the public and that public notice of the time, place and purpose of said meetings was given as required by law.

SECTION 6. This Ordinance is ordered to be codified.

SECTION 7. This Ordinance shall take January 1, 2026 after passage in accordance with the provisions of the Charter of the City of Big Spring, and it is accordingly so ordained.

SECTION 8. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and of the United States of America.

PASSED AND APPROVED on first reading at a regular meeting of the City Council on the ____ day of _____, _____, with all members of the Council voting “aye” for the passage of same.

PASSED AND APPROVED on second reading at a regular meeting of the City Council on the ____ day of _____, _____, with all members of the Council voting “aye” for the passage of same.

Robert H. Moore III, Mayor

ATTEST:

Tami L. Davis, City Secretary



MEMORANDUM

To: Mayor Robert H. Moore, III, and Members of the Big Spring City Council
CC: Todd Darden, City Manager
From: Shane Bowles, Public Works Director
Date: Tuesday, October 14, 2025
Subject: Golf Course Operation Hours

Action Requested: Approval to allow the Comanche Trail Golf Course to close every 2nd and 4th Monday to perform maintenance to the course.

Background Information: With the increase of 15,000 additional rounds of golf for the 2024-2025 year, we have noticed the courses is experiencing wear and tear that we cannot keep up with being open seven days a week.

Financial Considerations:

Expenditure amount requested:	N/A
What fund/department account will this amount be drawn from?	General Fund 390
Revenue generated:	N/A
Would this expenditure be made within the budget for the current fiscal year?	N/A
Does this commit the City to spending funds beyond the current fiscal year? Explain.	N/A

Staff Opinion as to Feasibility and Timeline: This will be implemented on January 1st.

Staff recommendation: It is our recommendation to amend the operational hours change to allow us to better maintain the golf course.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BIG SPRING, TEXAS TO BY ADOPTING TWO MAINTENANCE-RELATED CLOSING DAYS PER MONTH ON THE SECOND AND FOURTH MONDAYS OF EACH MONTH FOR THE COMANCHE TRAIL GOLF COURSE AND ASSIGNING THE GOLF MANAGER TO REPORT TO THE DIRECTOR OF PUBLIC WORKS BY AMENDING ARTICLE VII, “COMANCHE TRAIL GOLF COURSE, CHAPTER 40 “PARKS, RECREATION, AND CULTURAL AFFAIRS, BIG SPRING CITY CODE; PROVIDING FOR THE REPEAL OF CONFLICTING LEGISLATION; PROVIDING FOR SEVERABILITY; FINDING AND DETERMINING THAT THE MEETINGS AT WHICH THE ORDINANCE WAS DISCUSSED WERE OPEN TO THE PUBLIC AS REQUIRED BY LAW; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Big Spring is a Texas home-rule municipality;

WHEREAS, adopting this ordinance is in the public interest and is necessary to protect health, life and property, and to preserve the good government, order, and security of the municipality and its inhabitants;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BIG SPRING, TEXAS:

SECTION 1. The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

SECTION 2. Sections 40-230, 40-231, 40-232, and 40-233 are hereby transferred from Article VI, Amphitheater, Chapter 40, Parks, Recreation, and Cultural Affairs, in the Big Spring City Code to Article VII, Comanche Trail Golf Course.

SECTION 3. The following Sections 40-230 and 40-231, in Article VII, Comanche Trail Golf Course, Chapter 40, Parks, Recreation, and Cultural Affairs, in the Big Spring City Code is hereby adopted.

Big Spring City Code
Chapter 40 - Parks, Recreation, and Cultural Affairs
Article VII - Comanche Trail Golf Course

40-230. Golf manager

The golf manager shall report to the Director of Public Works, except if the City Manager files a letter with the City Secretary assigning the golf manager to report to another employee.

40-231. Comanche Trail Golf Course Hours

The Comanche Trail Golf Course shall be closed for purposes of maintenance on the second and fourth Monday of each month. The City Manager's authority to set hours for the Comanche Trail Golf Course is otherwise unaffected.

NOTE* Language to be added appears underlined and language to be deleted is ~~stricken~~.

SECTION 3. All provisions of any ordinance, rule, regulation, or order of the City in conflict with this Ordinance are hereby repealed to the extent they are in conflict.

SECTION 4. Should any one or more sections or clauses of this Ordinance be adjudged unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Ordinance, and the remaining provisions of the Ordinance shall be interpreted as if the offending section or clause never existed.

SECTION 5. It is hereby officially found and determined that the meetings at which this Ordinance was adopted were open to the public and that public notice of the time, place and purpose of said meetings was given as required by law.

SECTION 6. This Ordinance is ordered to be codified.

SECTION 7. This Ordinance shall take effect immediately after passage in accordance with the provisions of the Charter of the City of Big Spring, and it is accordingly so ordained.

SECTION 8. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and of the United States of America.

PASSED AND APPROVED on first reading at a regular meeting of the City Council on the _____ day of _____, _____ with all members of the Council voting "aye" for the passage of same.

PASSED AND APPROVED on second reading at a regular meeting of the City Council on the _____ day of _____, _____ with all members of the Council voting "aye" for the passage of same.

Robert H. Moore III, Mayor

ATTEST:

Tami L. Davis, City Secretary



MEMORANDUM

To: Mayor Robert H. Moore, III, and Members of the Big Spring City Council
CC: Todd Darden, City Manager
From: Shane Bowles, Public Works Director
Date: Tuesday, October 14, 2025
Subject: Truck Route

Action Requested: Approving future I-27 as a designated truck route.

Background Information: The City of Big Spring has been working towards all large trucks taking the bypass instead of driving down Gregg Street. Approval of this would enforce all future DOT permits to take the reliever route instead of cutting through town.

Staff recommendation: It is Staff's recommendation to accept the route as shown.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF BIG SPRING, TEXAS TO PROHIBITING THROUGH TRUCK TRAFFIC ALONG BUSINESS US HIGHWAY 87-M BY ESTABLISHING “TRUCK ROUTES” AS ARTICLE VII OF CHAPTER 48 OF THE BIG SPRING CITY CODE; AUTHORIZING THE CITY MANAGER TO ERECT APPROPRIATE SIGNS; PROVIDING FOR SEVERABILITY; FINDING AND DETERMINING THAT THE MEETINGS AT WHICH THE ORDINANCE WAS DISCUSSED WERE OPEN TO THE PUBLIC AS REQUIRED BY LAW; PROVIDING FOR PUBLICATION; PROVIDING FOR THE REPEAL OF CONFLICTING LEGISLATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Big Spring is a Texas home-rule municipality; and

WHEREAS, Designated the William B. Crooker Memorial Highway under Section 225.110, Texas Transportation Code, the US 87 Truck Relief Route was completed in 2020, laying important groundwork for the Ports to Plains Corridor; and

WHEREAS, US Highway 87 now routes around the city limits of Big Spring, from Interstate Highway 20 north of Big Spring southward to a location near Mitchell Road, with the former route redesignated as Business US Highway 87-M which continues to run through Big Spring; and

WHEREAS, Trucks traveling between the north and south ends of Big Spring can now drive around the City unless they have business inside the City limits; and

WHEREAS, City Council finds that to further restrict primary truck routes as stated in this Ordinance and to prohibit trucks, in order to minimize the negative impact of through truck traffic in residential areas and commercial areas to protect public safety and promote commerce in Big Spring are in the public interest and are necessary to protect health, life and property, and to preserve the good government, order, and security of the municipality and its inhabitants;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BIG SPRING, TEXAS AS FOLLOWS, THAT:

SECTION 1. The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

SECTION 2: There is hereby adopted a new Article VII, “Primary Truck Routes,” in the Big Spring City Code, Chapter 48 “Traffic and Vehicles,” to read as follows:

Big Spring City Code
Chapter 48 Traffic and Vehicles
Article VII Truck Routes

Section 48-301 Definitions

The following definitions apply in this Article.

Interstate Highway 20 includes Interstate Highway 20 and its service roads, exit ramps, on ramps, and overpasses.

Truck. The term "truck" means a single-unit vehicle with a manufacturer's gross weight rating of more than 10,000 pounds, a single-unit vehicle with tandem axles, or all truck-tractor/semitrailers. The term "truck" does not include a "light truck" or "authorized emergency vehicle" as defined by the Texas Transportation Code § 541.201, a school bus, a church bus, or a municipal or utility service truck.

Primary Truck Route. The term "primary" means the route officially designated by the City of Big Spring as stated herein. This route is a designated roadway designed for the safe and efficient movement of trucks and other large commercial vehicles as a part of a heavy traffic channel.

Within the city means inside the city limits of the City of Big Spring and excludes any of the following movement:

- (1) Where it is necessary for commercial purposes to load or unload materials or merchandise at locations situated off primary routes provided the truck leaves and returns to the designated truck route by the most direct route available.
- (2) Trucks driven off the designated routes to a public garage or repair shop when reasonably necessary for the maintenance and repair of such vehicle; provided, however, that this provision shall never be construed as authorizing the repair of vehicles in areas otherwise prohibited by the provisions of this Code, or by state law.
- (3) Trucks moving household goods in accordance with the Federal Motor Carrier Safety Administration Household Goods program.
- (4) For local trucks, traveling to or from a place where a truck can be legally parked or stored while not in use, provided the truck leaves and returns to the designated truck route by the most direct route available.
- (5) A truck shall not be required to enter or exit directly onto the designated truck route if such entry or exit would be unsafe from a traffic safety standpoint as determined and as so designated by the chief of police.

Section 48-302 - Presumption

Any person operating a truck within the city shall have in his possession for the inspection of peace officers evidence of his destination and point of origin to justify the presence of said vehicle on a street or roadway other than a route designated above. Failure to have such evidence in his possession shall not be an offense, but shall create a presumption that such person is operating the truck within the city.

Any person operating a truck upon any street or roadway which is not designated a primary truck route, as provided for hereinabove, shall have in his possession for the inspection of police officers his log book or evidence of his destination and point of origin to justify the presence of said truck on a street or roadway other than a designated truck route.

Sec. 48-303. Primary truck routes established.

- (a) It shall be unlawful for any person to drive or operate a truck on any roadway or highway that is not designated as a primary truck route. The following portions of the following and roadways and highways, which are hereby designated as primary truck routes:
 - (1) Interstate Highway 20 from the west city limits to the east city limits.
 - (2) Farm to Market Road 700 (Marcy Drive) from its intersection with Business Interstate Highway 20-G to its intersection with Interstate Highway 20.
 - (3) Business Interstate Highway 20-G (formerly known as West Highway 80) from its intersection with Interstate Highway 20 to its intersection with Farm to Market Road 700 (Marcy Drive).
 - (4) Business Interstate Highway 20-G (Fourth Street) from its intersection with Farm to Market Road 700 (Marcy Drive) to Interstate Highway 20.
 - (5) Business Interstate Highway 20-G (Third Street) from its intersection with Interstate Highway 20 to Farm to Market Road 700 (Marcy Drive).
- (b) Appropriate signs and marking shall be erected and maintained advising the operators of trucks of the streets and highways which have been designated as primary truck routes.

SECTION 3. Section 48-16, "Primary truck routes established," Article I, In General, Chapter 48, Traffic and Vehicles, Big Spring City Code is hereby amended as follows.

Big Spring City Code
Chapter 48 Traffic and Vehicles
Article I In General

Sec. 48-16. Reserved. ~~Primary truck routes established.~~

- ~~—(a) For the purposes of this section, the term "truck" means a single-unit vehicle with a manufacturer's gross weight rating of more than 10,000 pounds, a single-unit vehicle with tandem axles, or all truck-tractor/semitrailers. The term "truck" does not include a "light truck," as defined by the Texas Transportation Code § 541.201.~~
- ~~—(b) No person shall operate a truck on any street or roadway within the city except on the following portions of the following streets, which are hereby designated as primary truck routes:~~
 - ~~—(1) Interstate Highway 20 from the west city limits to the east city limits.~~
 - ~~—(2) U.S. Highway 87 (Gregg Street) from the north city limits to the south city limits.~~
 - ~~—(3) State Highway 350 from the north city limits to U.S. Highway Business Route East (Fourth Street).~~

~~—(4) Interstate 20 Business Route West (Third Street) from its intersection with Interstate Highway 20 on the east to its intersection with Interstate Highway 20 on the west.~~

~~—(5) Interstate 20 Business Route East (Fourth Street) from its intersection with Interstate Highway 20 on the west to its intersection with Interstate Highway 20 on the east.~~

~~—(6) Farm to Market Road 700 from its intersection with Interstate 20 Business Route to its intersection with Interstate Highway 20.~~

~~—(c) Trucks restricted to the streets designated as primary truck routes may depart from such route where it is necessary to load or unload merchandise at locations situated off of the designated routes unless such route or street is posted prohibiting entry by trucks, including, but not limited to, signs stating: "No Thru Trucks," "No Through Trucks" or similar signage.~~

~~Vehicles permitted by this subsection to divert from designated truck routes shall follow the most direct truck route to the point nearest their ultimate destination and provided further, that such vehicles shall not leave designated truck routes until they have reached a turning off point that can be described as the shortest distance practical to the ultimate destination of the vehicle, which is consistent with a reasonable operation of the vehicle; provided, further, said vehicle may depart from the designated truck terminal, which is defined as an area for trans-shipment of merchandise and service and maintenance of trucks, provided that such vehicle proceeds by the most direct route that is practicable. Any such vehicles may be driven off the designated routes to a public garage or repair shop when reasonably necessary for the maintenance and repair of such vehicle; provided, however, that this provision shall never be construed as authorizing the repair of vehicles in areas otherwise prohibited by the provisions of this Code, or by state law. Any person operating any of the aforesaid vehicles upon any street or roadway which is not designated a truck route, as provided for hereinabove, shall have in his possession for the inspection of police officers his log book or evidence of his destination and point of origin to justify the presence of said vehicle on a street or roadway other than a designated truck route.~~

NOTE* Language to be added appears underlined and language to be deleted is ~~stricken~~.

SECTION 5. The City Manager or his designee is hereby authorized and directed to erect appropriate warning signs in accordance with this ordinance.

SECTION 6. Should any one or more sections or clauses of this Ordinance be adjudged unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Ordinance, and the remaining provisions of the Ordinance shall be interpreted as if the offending section or clause never existed.

SECTION 7. It is hereby officially found and determined that the meetings at which this Ordinance was adopted were open to the public and that public notice of the time, place and purpose of said meetings was given as required by law.

SECTION 8. This Ordinance is ordered to be codified.

SECTION 9. This Ordinance shall become effective upon its second publication according to law.

SECTION 10. All provisions of any ordinance in conflict with this Ordinance are hereby repealed to the extent they are in conflict; but such repeal shall not abate any pending prosecution for violation of the repealed ordinance, nor shall the repeal prevent a prosecution from being commenced for any violation if occurring prior to the repeal of the ordinance. Any remaining portions of said ordinances shall remain in full force and effect.

SECTION 11. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and of the United States of America.

PASSED AND APPROVED on first reading at a regular meeting of the City Council on the ____ day of _____, _____, with all members of the Council voting “aye” for the passage of same.

PASSED AND APPROVED on second reading at a regular meeting of the City Council on the ____ day of _____, _____, with all members of the Council voting “aye” for the passage of same.

Robert H. Moore III, Mayor

ATTEST:

Tami L. Davis, City Secretary



MEMORANDUM

To: Mayor and Council
From: Todd Darden, City Manager
Date: October 8, 2025
Subject: Renewal of Texas Communities Group agreement

Since 2020, the City has employed the services of Texas Communities Group, LLC (TCG) for services to sell properties struck off to the City and to other entities as a result of property tax foreclosure.

The annual charge to the City would remain at \$6,000. The amount is budgeted.

This item presents a letter that would renew the agreement through September 30, 2026.



October 15, 2025

Mr. Danny Barrett
Director
Texas Communities Group LLC.
P.O. Box 792
Lubbock, TX 79408

Re: Extension of Agreement with the City of Big Spring

Dear Mr. Barrett:

During the October 14, 2025 City Council meeting, the Council voted to extend the agreement between City of Big Spring and Texas Communities Group, LLC through September 30, 2026. This is our official notice to you that the City extends the agreement.

Thank you.

Sincerely,

Todd Darden
City Manager

26 W. Industrial Loop
Midland, TX 79701
1.877.682.3617
www.secdocshredding.com



This Confidential Document Destruction Associate Agreement is entered into as of this _____ day of _____, 2025 by and between **Secured Document Shredding, Inc.** having a place of business at 26 W. Industrial Loop, Midland, TX 79701 (“Vendor”) and _____ having a place of business at _____ (“Associate”).

- 1.1 Services to be furnished. Company will provide the services for all secure destruction of records (“Services”) agreed upon. Company will furnish a Certificate of Destruction to Customer, upon completion of services. The Services may, at Customer’s option, be performed as part of a regular schedule or pursuant to specific directions which Customer shall give Company from time to time. Customer may also request custom Services, in which case Company will consult with Customer as to the terms and conditions of the Services requested.
- 1.2 Services to Affiliates and Subsidiaries. Customer’s related, affiliated and subsidiary companies (including subsidiaries of affiliates) may acquire Services pursuant to this Agreement. Any such acquisition of Services will be evidenced by an Order executed by an authorized representative of the applicable affiliate or subsidiary in its own corporate name and referencing this Agreement. Invoices for such Services shall be directed to and be payable by such affiliate or subsidiary.
- 1.3 Services by Third Parties. Company may procure the services of any responsible third party to perform all or part of the Services, insofar as said third party complies with all security standards and procedures required of Company by Customer, and further that said third party shall accept in writing the fiduciary responsibility requisite of the transfer of custody. Company will remain liable for all Services performed for Customer. Company will record all custody transfers and/or the use of any subcontractor to render contracted services to the Customer, and make Customer aware of any use of any subcontractor, including their identity.

2. RESPONSIBILITIES

- 2.1 Right to Rely on Instructions. Company may act in reliance upon any instruction, instrument, or signature reasonably believed by Company to be genuine, and may assume that any of Customer’s employees or any employee of Customer’s affiliates or subsidiaries giving any written notice, request, or instruction has the authority to do so.
- 2.2 Compliance with Contracts, Laws and Regulations. Customer shall be responsible for, and warrant compliance with, all contractual restrictions and all applicable laws, rules and regulations, including but not limited to environmental laws and contractual restrictions and laws governing the confidentiality, retention and disposition of information contained in any materials delivered to Company. Company shall comply with applicable laws, statutes, regulations and ordinances.
- 2.3 Cooperation and Assistance. Customer shall cooperate with Company with regard to the performance of the Services, subject to normal security requirements and in a manner that is not unnecessarily disruptive to

Business Associate Agreement

20240503A

Page 1 of 5

26 W. Industrial Loop
Midland, Texas 79707
(432) 682-3617

615 W 11th Street
San Angelo, Texas 76903
(325) 653-8957

Customer's business operations, by providing to Company such information, data, access to premises, management decisions and approvals as may be reasonable to permit Company to perform the Services hereunder.

- 2.4 Hazardous Substances. Customer shall not deliver to Company any material considered toxic or dangerous or which is regulated under any federal or state law or regulation relating to hazardous materials. In the event of the accidental or negligent custodial transfer of hazardous or regulated waste, including bio-hazard, Customer agrees to arrange to appropriately, safely and legally assume custody of such hazardous materials at their expense. Further, to indemnify the Company from any property damage or personal injury resulting from such transfer of hazardous material.
- 2.5 Performance of Services. All Services performed by Company will be in a professional manner in accordance with NAID standards and practices. Secured Document Shredding is not NAID Certified in textile/product Destruction. In the event, Customer requests information regarding their confidential materials and how it is processed Company management will response within 15 business days.
- 2.6 Material Descriptions: Itemized lists or descriptions of contents of materials submitted by the Customer to the Company shall be generally considered for recordkeeping, reconciliation, and reference purposes only, and are not to be considered proof that said documents contained on such lists and descriptions are in fact contained in the materials accepted. Company will make provision for validation of such document contents in advance and under special terms and fess at the request of the Customer.
- 2.7 Negotiable Items: Customer agrees to make Company aware in writing and in advance of any instance in which negotiable instruments, including but not limited to checks, bearer bonds, travels checks, or coupons will be sent to a single facility in a single service where the total combined amount of said instruments will be in excess of \$100,000.
3. **FEES AND PAYMENTS** - All standard charges for Services under this Agreement shall remain in effect for the first twelve (12) months of this Agreement. Thereafter, price adjustments shall be made only after thirty (30) days' prior written notice. Invoices shall be due and payable upon receipt of the invoice. Invoices not paid within thirty (30) days of the invoice date shall be charged a late interest rate of eight per cent (8.00%) per month.
- 3.1 A change of scheduled service or cancelation shall be called in no less than forty-eight (48) hours prior to service, said change will be granted one (1) time within a twelve (12) month calendar year. If the scheduled service is not rescheduled and/or cancelled a "full-service charge" will appear on the invoice. There will no longer be a stop fee on the invoice.
- 3.2 Payment shall be submitted by credit card or cash for purges that are invoiced for more than three thousand five hundred dollars zero cents (\$3,500.00) at the time of the scheduling the service.

4. **CONFIDENTIALITY** - "Confidential Information" means any information relating to Customer's property, business and affairs. Unless such Confidential Information was previously known to Company free of any obligation to keep it confidential, is subsequently made public by Customer or by a third party having a legal right to make such disclosure or was known to Company prior to receipt of same from Customer, it shall be held in confidence by Company and shall be used only for the purposes provided in this Agreement. Company shall use the same degree of care to safeguard your Confidential Information as it uses to safeguard its own. However, Company may comply with any subpoena or similar order related to materials delivered to Company; provided that it shall, unless prohibited by law, notify Customer promptly of any such subpoena or notice. Customer shall pay Company's reasonable costs for such compliance.

4.1 WHEREAS, described on this agreement the parties have entered into or will enter into one or more agreements (collectively the "Services Agreement") under which Customer is providing certain services ("Services") for Secured Document Shredding, Inc., which may require the Customer to be provided with, have access to and/or create Protected Health Information on behalf of Secured Document Shredding, Inc., and/or its customers; and

4.2 WHEREAS, described in this agreement Secured Document Shredding, Inc., and Customer are entering into this Agreement in order for both parties to meet their respective obligations as they become effective and binding upon the parties under the HIPAA Privacy, Security, Breach Notification and Enforcement Rules, the provisions of the HITECH Act, as incorporated in the American Recovery and Reinvestment Act of 2009, along with any Implementing regulations including those implemented as part of the Final Omnibus Rule (collectively referred to as the "HIPAA Rules"), under which Secured Document Shredding, Inc., is a "Covered Entity" or "Business Associate" and Customer is a "Business Associate" of Secured Document Shredding, Inc.

5. TERM AND TERMINATION

5.1 Term. This Agreement shall commence on the Effective Date set forth above and, unless otherwise terminated in accordance with Section 5.2, shall continue in effect for one year, with automatic renewal for successive one-year terms, unless written notice of non-renewal is delivered by either party to the other not less than ninety (90) days prior to the date of expiration of such term.

5.2 Termination. Either party may terminate this Agreement if the other is in material or repeated breach of any of its obligations hereunder and the breaching party has not cured the breach within sixty (60) days after written notice from the non-breaching party. In the event of any such termination, all amounts due for Services rendered up to the effective date of termination shall become due and payable. Upon termination, Customer shall return (or permit Company to retrieve) all Company bins and other property kept at Customer's site, and Company shall have no obligation to provide further Services to Customer.

6. CLAIMS AND DISPUTE RESOLUTION

6.1 Time for Presenting Claims. Customer must present any claim with respect to any Service in writing to Company within a reasonable time and in no case later than three (3) months after the occurrence of the event on which the claim is based.

6.2 Arbitration. Any claim, controversy, or dispute arising out of or relating to this Agreement, or any interpretation or breach of this Agreement or performance under this Agreement, including without limitation any dispute concerning the scope of this Article 6, that cannot be resolved within fifteen (15) days by informal discussions between the parties, shall be resolved by submission to final, binding and non-appealable arbitration, without any right by either party to trial denovo in any court. Such arbitration and all pre-hearing, hearing, and post-hearing arbitration procedures, including for discovery, disclosure of arbitrator's interests, and challenge of designation of any arbitrator, shall be conducted under the Commercial Arbitration Rules of the American Arbitration Association. A single arbitrator shall be selected by the American Arbitration Association.

- 6.3 Services during Arbitration. During any arbitration proceedings, Company shall continue to provide Services, and Customer shall continue to make payments to Company, in accordance with this Agreement. The fact that arbitration is or may be allowed shall not impair the exercise of any termination rights under this Agreement.

7. LIABILITY AND WARRANTY

- 7.1 Limitation of Liability. Company shall not be responsible or liable in any manner whatsoever for the release or loss of any materials deposited in bins or otherwise delivered to it for secure destruction unless the release or loss is due to Company's negligence or willful misconduct. Company's maximum liability for any and all claims arising with respect to the Services provided under this Agreement shall not exceed the aggregate amounts paid by Customer with respect to the Services provided at the particular Customer location during the six (6) months preceding the event which gives rise to a claim. In no event shall Company be liable for any consequential, incidental, special or punitive damages, regardless of whether the action is brought in tort, contract or any other theory.
- 7.2 Ownership Warranty. Customer warrants that it is the owner, legal custodian or otherwise has the right to deliver for confidential destruction any and all materials Customer provides Company hereunder. Customer shall reimburse Company for any expenses reasonably incurred by Company (including reasonable legal fees) by reason of Company complying with its obligations under this Agreement to destroy such materials in the event of a dispute concerning the destruction of the materials provided by Customer to Company.

8. MISCELLANEOUS

- 8.1 Notices. All notices hereunder shall be in writing and addressed to either party at its address set forth above (or to such other address as either party may specify by notice given in accordance with this Section). Notices to Company shall be sent to the attention of its General Manager.
- 8.2 Binding Nature and Assignment. This Agreement shall be binding on the parties and their respective successors and assigns. Except as permitted by Section 1.3 above, neither party may assign this Agreement, except to an affiliate, without the prior written consent of the other party, which consent shall not be unreasonably withheld.
- 8.3 Force Majeure. Each party shall be excused from any delay or failure in performance under this Agreement for any period if and to the extent that such delay or failure is caused by acts of God, governmental actions, labor unrest, riots, unusual traffic delays or other causes beyond its control.
- 8.4 Relationship of Parties. Company is acting as an independent contractor hereunder and has the sole right and obligation to supervise, manage, contract, direct, procure, perform, or cause to be performed all work to be performed by Company under this Agreement.
- 8.5 Entire Agreement. This Agreement constitutes the entire agreement between Company and Customer with respect to the subject matter of this Agreement. No change, waiver, or discharge of this Agreement shall be valid unless in writing and executed by the party against whom such change, waiver, or discharge is sought to be enforced. Except as provided in Section 3, this Agreement may be amended only by an amendment in writing signed by Customer and Company.

8.6 Invalidity. If any provision of this Agreement is declared invalid by any tribunal of competent jurisdiction, then such provision shall automatically be adjusted to the minimum extent necessary to the requirements for validity as declared at such time and as so adjusted shall be deemed a provision of this Agreement as though originally included herein. In the event that the provision invalidated is of such a nature that it cannot be so adjusted, the provision shall be deemed deleted from this Agreement as though such provision had never been included herein. In either case, the remaining provisions of this Agreement shall remain in effect.

8.7 Exclusivity: Customer agrees to retain Company on an exclusive basis at all facilities covered by this agreement for the term of this contract.

IN WITNESS WHEREOF, each of the parties have caused this Agreement to be executed by its duly authorized representative as of the Effective Date first set forth above.

CUSTOMER

COMPANY

By:: _____

By: Jo Anna Lozano

Title: _____

Title: Customer Service

Signature: _____

Signature: Jo Anna Lozano

Date: _____

Date: _____



CITY OF
Big Spring

MEMORANDUM

Date: October 14, 2025

To: Mayor Moore, Big Spring City Council Members and Todd Darden, City Manager

From: Mike Feeley A.A.E., Airport Director

Re: Discussion Pertaining to the Next Proposed Steps Associated with Rebranding McMahon-Wrinkle Airport and Developing a Multi-Modal Master Plan

As City Council is aware the McMahon-Wrinkle Airport Master Plan has been completed. The airport currently has several large investments being proposed or underway on or adjacent to the airport. In addition, the airport property exhibit that was approved by the FAA reduces the acreage necessary for aeronautical purposes to 1100 acres, making approximately 938 acres available for disposal subject to FAA approval. Staff are working with our consultant and TxDOT to dispose of the first 5-acre parcel, which was previously leased by Permian Holdings and is located adjacent to the highway 80 access road.

Staff are proposing as the next steps in promoting and developing our airport that we rebrand the airport. Our airport is classified as a NPIAS Airport by the FAA. The National Plan of Integrated Airport Systems (NPIAS) identifies nearly 3,300 public-use airports in the United States that are included in the National Airport System (NAS), the roles they currently serve, and the amounts and types of airport development eligible for Federal funding under the FAA Airport Improvement Program (AIP). Our airport is currently classified as a Local/Basic Airport by category, and it serves General Aviation activities. As City Council is aware McMahon-Wrinkle Airport was recently named as the 2025 Local/Basic Airport of the Year for the State of Texas.

As part of the rebranding staff are recommending a name change for the airport to reflect the airport's regional significance. In addition, staff are proposing to make Frazier Road the main entrance to the airport with our airport signage on Interstate 20 and the future Interstate 27E.

Staff are also proposing the development of a new Master Plan to incorporate all the transportation nodes associated with our airport into one Master Plan. Those transportation nodes include the airport, rail operations and trucking or logistics. As City Council is aware the city invested in rail improvements and the development of the connector roads to the reliever route including Martha May and Frazier Road. As a result of those improvements staff is confident that with the development of a Multi-Modal Master Plan the city will be in a better position to secure a relationship with a distribution entity who could invest in the development of our airports east side.

With City Council concurrence staff is requesting to issue a Request for Qualifications for the purpose of selecting a consultant for this proposed rebranding effort and Multi-Modal Master Plans development using resources from the Airpark Fund Balance.



COMMUNITY SERVICES MEMO

~~~~~

Date: October 8, 2025

To: Mayor and City Council, City Manager

From: Susan Himes, Community Services Director

Subject: Request for event funding through CVB

~~~~~

The Convention and Visitor's Bureau staff is recommending awarding event funding in the amount of \$3,000 to the Hotel Settles for their Masquerade Ball on November 15.

They have submitted their paperwork and this amount would cover the costs of advertising outside of Howard County. This meets the criteria of Chapter 351 of the Texas Tax Code. We have the funds in the budget to support this event.



INTEROFFICE MEMORANDUM

Date: September 29, 2025
To: John Medina, Civil Service Director
Cc: Jay Holt, Fire Chief
From: Stacie King, Benefits Coordinator
Subject: Civil Service Commission Update

In accordance with Civil Service Law, Local Government Code, Section 143.006, we have the responsibility to appoint members of the Civil Service Commission with the Council's confirmation.

Tommy Tune's term expires on September 30, 2025. He has graciously agreed to serve another three-year term on the Civil Service Commission, expiring in 2028.

There is one vacancy on the Civil Service Commission for a term that expires on September 30, 2026.

Our annual Civil Service Commission meeting for 2026 is scheduled for Thursday, January 15, 2026, at 2:30 p.m. in City Council Chambers. The agenda will include the swearing in of Mr. Tune and the election of officers for 2026.

CIVIL SERVICE COMMISSION:
Three Year Term

This Commission is appointed by the City Manager

Name	Appointed/ReAppoi	Term Expiration Date	Keep Info Confidential?
Linda Elrod	2005	2008	Yes
Walter L. Shipman	7 - Unexpired T	2009	Yes
Tommy Tune	9/11/2007	9/30/2016	Yes
Mark Gomez	2010	2013	Yes
Tommy Churchwell		resigned	Yes
Jim Clements		resigned	Yes
Jim DePauw	2014	resigned	Yes
Kinsey Hansen	5/12/2015	9/30/2017	
Lester Brown	5/12/2015	9/30/2018	
Adriel Saldivar	9/27/2016	9/30/2017	Yes
Robert Kennedy	1/19/2017	9/30/2018	

*took Jim DePauw's unexpired term
*took Walter Shipman's unexpired term
*took Kinsey Hansen's unexpired term
*took Lester Brown's unexpired term

CIVIL SERVICE COMMISSION: Three Year Term - Expires 9-30

This Commission is appointed by the **City Manager and Confirmed by Council.**

Name	Appointed Reappointed	Term Expires	Confidentiality Requested
Adriel Saldivar	9/30/2017	9/27/2020	Yes
Robert Kennedy	1/20/2017	9/30/2018	Yes
Tommy Tune	9/13/2016	9/30/2019	Yes

January 18, 2018 This Commission is appointed by the City Manager and Confirmed by Council.

Name	Appointed Reappointed	Term Expires	Confidentiality Requested
Adriel Saldivar	9/27/2016	9/27/2018	Yes
Erin Mackenzie	1/20/2017	9/30/2020	Yes
Tommy Tune	9/13/2016	9/30/2019	Yes

*took over Kennedy's unexpired term

January 17, 2019 This Commission is appointed by the City Manager and Confirmed by Council.

Name	Appointed Reappointed	Term Expires	Confidentiality Requested
Adriel Saldivar	9/27/2018	9/30/2021	Yes

Erin Mackenzie	1/20/2017	9/30/2020	Yes
Tommy Tune	9/13/2016	9/30/2019	Yes

January 13, 2021 This Commission is appointed by the City Manager and Confirmed by Council.

Name	Appointed Reappointed	Term Expires	Confidentiality Requested
Adriel Saldivar	9/27/2018	9/30/2021	Yes
	9/30/2020	9/30/2023	Yes
Tommy Tune	9/30/2019	9/30/2022	Yes

January 27, 2022 This Commission is appointed by the City Manager and Confirmed by Council.

Name	Appointed Reappointed	Term Expires	Confidentiality Requested
Adriel Saldivar	9/30/2021	9/30/2024	Yes
	9/30/2020	9/30/2023	Yes
Tommy Tune	9/30/2019	9/30/2022	Yes

January 19, 2023 This Commission is appointed by the City Manager and Confirmed by Council.

Name	Appointed Reappointed	Term Expires	Confidentiality Requested
Adriel Saldivar	9/30/2021	9/30/2024	Yes
Raul Marquez Jr.	1/19/2023	9/30/2023	Yes
Tommy Tune	9/30/2022	9/30/2025	Yes

January 25, 2024 This Commission is appointed by the City Manager and Confirmed by Council.

Name	Appointed Reappointed	Term Expires	Confidentiality Requested
Adriel Saldivar	9/30/2021	9/30/2024	Yes
Raul Marquez Jr.	9/30/2023	9/30/2027	Yes
Tommy Tune	9/30/2022	9/30/2025	Yes

January 23, 2025 This Commission is appointed by the City Manager and Confirmed by Council.

Name	Appointed Reappointed	Term Expires	Confidentiality Requested
Adriel Saldivar	9/30/2024	9/30/2027	Yes
	9/30/2023	9/30/2026	

Tommy Tune	9/30/2022	9/30/2025	Yes
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January 1, 2026 This Commission is appointed by the City Manager and Confirmed by Council.

Name	Appointed Reappointed	Term Expires	Confidentiality Requested
Adriel Saldivar	9/30/2024	9/30/2027	Yes
	9/30/2023	9/30/2026	
Tommy Tune	9/30/2025	9/30/2028	Yes

ed term
expired term
pired term
red term

arm

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BIG SPRING, TEXAS ESTABLISHING COMPENSATION AND BENEFITS FOR THE CITY MANAGER, CITY ATTORNEY, AND MUNICIPAL COURT JUDGES; PROVIDING FOR SEVERABILITY; FINDING AND DETERMINING THAT THE MEETINGS AT WHICH THE ORDINANCE WAS DISCUSSED WERE OPEN TO THE PUBLIC AS REQUIRED BY LAW; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Section 2, Article X of the Charter of the City of Big Spring states that the presiding judge and any judges will “receive such salary as may be fixed by ordinance,”

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BIG SPRING, TEXAS, AS FOLLOWS, THAT:

SECTION 1. The City Council of Big Spring, Texas establishes the compensation for the Judges of the Municipal Court as stated herein.

SECTION 2.

- (a) Compensation for the Presiding Judge appointed by City Council shall be \$ _____ per annum. The Presiding Judge shall receive an automobile allowance of \$600.00 per month unless the City provides a vehicle to Presiding Judge in which case the Presiding Judge will not receive an automobile allowance. The compensation shall be remitted through the standard payroll policies of the City. The Presiding Judge shall be an exempt employee under the federal Fair Labor Standards Act.
- (b) Judicial education for the presiding judge shall be paid according to the agreement between the City and the Presiding Judge.
- (c) The Presiding Judge shall be an at-will employee of the City of Big Spring.
- (d) The Presiding Judge is a “department head” under Section 5, Article VI of the Charter of the City of Big Spring.
- (e) The Presiding Judge shall be subject to the Personnel Policies, except as agreed in writing.
- (f) The Presiding Judge shall not be subject to the administrative directives of the City Manager except as agreed in writing or as the Presiding Judge may elect.
- (g) A contract between the City and the Presiding Judge may provide for terms and conditions, but this Ordinance supersedes a conflicting provision.

SECTION 3.

- (a) Upon completing all judicial education specified in the Texas Rules of Judicial Education, Rule 5 for a given year, an Associate Judge appointed by City Council shall certify to the City of Big Spring that such judicial education has been completed, and the City shall pay the Associate Judge a flat payment of \$1,000.00 in compensation for the Associate Judge’s time.

- (b) For an Associate Judge's judicial education as state law requires, the City shall pay for an Associate Judge's enrollment and hotel expenses to one conference in Texas annually, and for one new judges conference, if applicable. If an Associate Judge is an attorney, City shall pay continuing legal education (CLE) fees associated with the required judicial education. Reimbursement for mileage shall be according to City Manager Administrative Directive No. 19.
- (c) Except as stated in subsections (a) and (b), an Associate Judge shall not receive further compensation for judicial education, nor shall the Associate Judge receive reimbursement of other expenses related to judicial education.
- (d) Compensation other than for judicial education specified in subsections (a), (b), and (c) for an Associate Judge shall be \$48.00 per hour.
- (e) An Associate Judge shall be an independent contractor of the City of Big Spring. An Associate Judge shall not be a City employee.
- (f) As an Associate Judge is not an employee of the City, the Associate Judge shall not be subject to Section 5, Article VI of the Charter of the City of Big Spring.
- (g) The Associate Judge shall not be subject to the Personnel Policies, or administrative directives of the City Manager, except as agreed in writing.
- (h) A contract between the City and an Associate Judge may provide for terms and conditions, but this Ordinance supersedes a conflicting provision.

SECTION 4. The contract for the City Manager appointed by City Council is unaffected except to adjust for the cost of living, the base salary shall be increased by a percentage to result in a base salary of \$_____ per annum.

SECTION 5. The contract for the City Attorney appointed by City Council is unaffected except to adjust for the cost of living, the base salary shall be increased by a percentage to result in a base salary of \$_____ per annum.

SECTION 6. This Ordinance supersedes Ordinances 045-2022 and 035-2024 and all prior conflicting ordinances and minute orders of the City Council of Big Spring.

SECTION 7. This Ordinance shall take effect on October 26, 2025.

SECTION 8. The City Manager or his designee is directed to take the necessary administrative actions to implement this Ordinance.

SECTION 9. Should any one or more sections or clauses of this Ordinance be adjudged unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Ordinance, and the remaining provisions of the Ordinance shall be interpreted as if the offending section or clause never existed.

SECTION 10. It is hereby officially found and determined that the meetings at which this Ordinance was adopted were open to the public and that public notice of the time, place and purpose of said meetings was given as required by law.

SECTION 11. This Ordinance will not be codified.

PASSED AND APPROVED on first reading at a regular meeting of the City Council on the ____ day of _____, _____ with all members of the Council voting “aye” for the passage of same.

PASSED AND APPROVED on second and final reading at a regular meeting of the City Council on the ____ day of _____, _____ with all members of the Council voting “aye” for the passage of same.

Robert H. Moore, III, Mayor

ATTEST:

Tami L. Davis, City Secretary