

THE STATE OF TEXAS §
COUNTY OF DIMMIT §
CITY OF CARRIZO SPRINGS §

NOTICE IS HEREBY GIVEN THAT the City Council of the City of Carrizo Springs, Texas has called a **Regular Session** at the Carrizo Springs Civic Center, 405 North 7th Street, Carrizo Springs, Texas, 78834 on **Tuesday, November 14, 2023**, commencing at **5:30 p.m.** for considering the following items of business:

CALL THE MEETING TO ORDER

Mayor Oscar E. Puente called the meeting to order at approximately 5:30 p.m.

ROLL CALL & ESTABLISHMENT OF QUORUM

The Council conducted their own roll call and declared the following Councilmembers present:

Oscar E. Puente	Mayor
Mario Ruiz	Mayor Pro Tem
Noel Galván	Councilor
Estanislado Z. Martinez	Councilor
Sofia Morones	Councilor (Left meeting at 6:25 p.m.)
Azalia Garcia	City Manager
Melissa M. Guerra	City Clerk

A quorum was established.

STAFF

Edgar Castillo, Finance Director	John Camarillo, Public Works Director
Brenda Reyes, HR Specialist	Yvonne Carrizales, Municipal Court Clerk
Alfred Castaneda, City Marshal Deputy	

WELCOME & RECOGNITION OF GUESTS

Mayor Oscar E. Puente welcomed and recognized all guests present.

Dr. Ron Green, Debbie Farmer – Wintergarden Groundwater Conservation District, Pat Galvan, Commissioner Jose Urenda

PLEDGE OF ALLEGIANCE

The City Council recited the Pledge of Allegiance.

CITIZEN'S COMMENTS

No citizen's comments.

Mayor Oscar E. Puente moves to Item 11 & 12.

PRESENTATION(S)

1. WINTERGARDEN GROUNDWATER CONSERVATION DISTRICT PROPOSED DROUGHT CONTINGENCY PLAN - DEBBIE FARMER & DR. RON GREEN

Debbie Farmer, General Manager – Wintergarden Groundwater Conservation District introduces Dr. Ron Green to Council.

Dr. Ron Green presented the Council with the Wintergarden Groundwater Conservation District Drought Contingency Plan.

2. WILDLIFE PARTNERS RESPECTFULLY REQUEST TO PRESENT OUR GRANT PACKAGE AS OUTLINED IN THE TEXAS ENTERPRISE FUND (TEF), WITH THE INTENT TO SEEK ENDORSEMENT FROM THE CITY OF CARRIZO SPRINGS. WILDLIFE PARTNERS OWNS LA BANDERA RANCH, WHERE THE COMPANY PROMOTES EXOTIC WILDLIFE CONSERVATION. OUR FIRST PROJECT IS TO BUILD A NEW INTERACTIVE ANIMAL LEARNING CENTERS TO SUPPORT HABITAT CONSERVATION, ENCOURAGE SUSTAINABLE ECONOMIC DEVELOPMENT, AND BUILD PUBLIC AWARENESS AND SUPPORT FOR WILDLIFE CONSERVATION PROGRAMS. WE WILL OFFER INTERACTIVE EXHIBITS, EDUCATIONAL PROGRAMS, AND HANDS-ON ACTIVITIES TO HELP CHILDREN BETTER UNDERSTAND ANIMAL BEHAVIOR, ANATOMY, AND LIFE CYCLES. IN ADDITION, AND IN SUPPORT OF THIS INITIATIVE, THE REFURBISHMENT OF THE LA BANDERA RANCH INFRASTRUCTURE WILL ADD JOBS TO CARRIZO SPRINGS

Rob Sarver, Wildlife Partners presents Council with the Wildlife Partners New Interactive Animal Learning Centers, a project aimed at supporting habitat conservation, fostering sustainable economic development, and building public awareness and support for wildlife conservation programs in the region. Mr. Sarver states the as part of the application for funding through the Texas Enterprise Fund (TEF), he must show proof of local support and partnership.

Rob Sarver asks the Carrizo Springs City Council to support the TEF application as an Authorized Community Representative.

Dimmit County Commissioner Jose Urenda states that the County will be supporting the Wildlife Partners with the TEF application for the Animal Learning Center and the Interactive Children’s Animal Learning Center.

APPROVAL OF MINUTES

3. DISCUSSION AND APPROPRIATE ACTION TO APPROVE MINUTES

A. SPECIAL SESSION - OCTOBER 24, 2023

Motion made by Councilor Noel Galvan, seconded Mayor Pro Tem Mario Ruiz minutes as presented.

Vote for approval 5-0 (unanimous).

Motion carried.

ACCOUNTS PAYABLE

4. DISCUSSION AND APPROPRIATE ACTION TO APPROVE OCTOBER 2023 ACCOUNTS PAYABLE

Motion made by Councilor Estanislado Z. Martinez, seconded by Mayor Pro Tem Mario Ruiz to approve October 2023 Accounts Payable.

Vote for approval 4-0 (unanimous).

Motion carried.

5. FINANCE DEPARTMENT

- A. FINANCIAL ANALYSIS**
- B. DEPARTMENTAL EXPENDITURES**

Finance Director Edgar Castillo presented the Council with the Financial Report and Departmental Expenditures for the month of October 2023.

REQUEST FOR PROPOSAL - CIVIC CENTER BALCONY DECK

6. DISCUSSION AND APPROPRIATE ACTION TO APPROVE REQUEST FOR PROPOSALS FOR THE CIVIC CENTER BALCONY DECK

- A. RYNO SERVICES**
- B. RJ EAGLE CONTRACTORS**
- C. LOPEZ FAMILY WOODWORK & CONSTRUCTION**
- D. BELCO CONSTRUCTION**

Motion made by Mayor Pro Tem Mario Ruiz, seconded by Councilor Estanislado Z. Martinez to award bid to Ryno Services not to exceed \$17,985 to replace the Civic Center Balcony Deck and grant authority to City Manager Azalia Garcia to negotiate a contract for services.

Vote for approval 4-0 (unanimous).

Motion carried.

Mayor Oscar E. Puente moves to Item 9.

OLD BUSINESS

7. DISCUSSION AND APPROPRIATE ACTION TO APPROVE EMPLOYEE VACATION ACCRUALS

HR Specialist Brenda Reyes presents council with the Vacation Accrual Comparisons Form.

Motion made by Councilor Noel Galvan, seconded by Mayor Pro Tem Mario Ruiz to approve the Employee Vacation Accruals Form as presented by HR Specialist Brenda Reyes.

Vote for approval 4-0 (unanimous).

Motion carried.

8. DISCUSSION AND POSSIBLE ACTION REGARDING LICENSE AND CERTIFICATION COMPENSATION PLAN

Councilor Estanislado Z. Martinez recommends approving the License and Certification Compensation Plan as presented by City Manager Azalia Garcia.

Motion made by Councilor Noel Galvan, seconded by Councilor Estanislado Z. Martinez to approve the License and Certification Compensation Plan as presented by City Manager Azalia Garcia.

Vote for approval 3-1. Mayor Pro Tem Mario Ruiz opposed.

Motion carried.

9. DISCUSSION AND APPROPRIATE ACTION REGARDING PURCHASING A FIRE TRUCK FOR THE CARRIZO SPRINGS VOLUNTEER FIRE DEPARTMENT

Motion made by Mayor Pro Tem Mario Ruiz, seconded by Councilor Estanislado Z. Martinez to approve the proposal from Siddons Martin Emergency Group, LLC for the 2024 Carrizo Springs Pumper Truck for \$859,343.00.

Vote for approval 4-0 (unanimous).

Motion carried.

10. DISCUSSION AND APPROPRIATE ACTION NOT TO SELL OR GRANT AN EASEMENT TO MONOMOY PROPERTIES AT 329 LOOP 517, CARRIZO SPRINGS, TEXAS

Motion made by Mayor Pro Tem Mario Ruiz, seconded by Councilor Noel Galvan not to sell, or grant an easement to Monomoy Properties located at 329 Loop 517, Carrizo Springs, Texas.

Vote for approval 4-0 (unanimous).

Motion carried.

NEW BUSINESS

11. DISCUSSION AND APPROPRIATE ACTION TO TERMINATE PROSECUTING ATTORNEY FOR MUNICIPAL COURT WITH MALDONADO LAW GROUP, PLLC

Motion made by Councilor Sofia Morones, seconded by Mayor Pro Tem Mario Ruiz to table item.

Vote for approval 4-1. Councilor Estanislado Z. Martinez opposed.

Motion carried.

12. DISCUSSION AND APPROPRIATE ACTION TO HIRE A LOCAL PROSECUTING ATTORNEY FOR THE CARRIZO SPRINGS MUNICIPAL COURT

Motion made by Councilor Sofia Morones, seconded by Mayor Pro Tem Mario Ruiz to table item.

Vote for approval 4-1. Councilor Estanislado Z. Martinez opposed.

Motion carried.

13. DISCUSSION AND APPROPRIATE ACTION TO APPROVE TRAINING FOR ACTIVE SHOOTER PROTOCOL TO BE HELD NOVEMBER 27, 2023 AND CLOSE CITY HALL BETWEEN THE HOURS OF 8:00 A.M. - 12:00 P.M.

Motion made by Mayor Pro Tem Mario Ruiz, seconded by Councilor Noel Galvan to approve training for active shooter protocol to be held November 7, 2023 and to close City Hall between the hours of 8:00 a.m. – 12:00 p.m.

Vote for approval 4-0 (unanimous).

Motion carried.

14. DISCUSSION AND APPROPRIATE ACTION TO ISSUE A REQUEST FOR QUALIFICATIONS TO CONTRACT SERVICES FOR AN ARCHITECT TO DEVELOP A DESIGN, IMPROVEMENTS AND ADDITIONS FOR THE VETERANS PARK

Motion made by Mayor Pro Tem Mario Ruiz, seconded by Councilor Estanislado Z. Martinez to issue a Request for Qualifications (RFQ) to contract services for an architect to develop a design, improvements, and additions for the Veterans Park.

Vote for approval 4-0 (unanimous).

Motion carried.

15. DISCUSSION AND APPROPRIATE ACTION TO APPROVE MANAGER & NON-MANAGERIAL EMPLOYEE PERFORMANCE EVALUATION FORMS AND PERFORMANCE IMPROVEMENT PLAN FORM

Motion made by Councilor Noel Galvan, seconded by Mayor Pro Tem Mario Ruiz to approve Manager and Non-Managerial Employee Performance Evaluation Forms and Performance Improvement Plan Form and amend forms as needed.

Vote for approval 4-0 (unanimous).

Motion carried.

16. DISCUSSION AND APPROPRIATE ACTION TO APPROVE CITY OF CARRIZO SPRINGS LEAVE DONATION FORM

Motion made by Councilor Noel Galvan, seconded by Mayor Pro Tem Mario Ruiz to approve the City of Carrizo Springs Leave Donation Form.

Vote for approval 4-0 (unanimous).

Motion carried.

17. DISCUSSION AND APPROPRIATE ACTION TO APPROVE 2024 HOLIDAY SCHEDULE

Motion made by Mayor Pro Tem Mario Ruiz, seconded by Councilor Noel Galvan to approve the 2024 Holiday Schedule as presented.

Vote for approval 4-0 (unanimous).

Motion carried.

**City of Carrizo
Springs 2024
Holiday Schedule**

New Year’s Day	Monday, January 1, 2024
Martin Luther King Day	Monday, January 15, 2024
President’s Day	Monday, February 19, 2024
Good Friday	Friday, March 29, 2024
Memorial Day	Monday, May 27, 2024
Juneteenth	Wednesday, June 19, 2024
Independence Day	Thursday, July 4, 2024
Labor Day	Monday, September 2, 2024
Columbus Day	Monday, October 14, 2024
Veterans Day	Friday, November 11, 2024
Thanksgiving Day	Thursday, November 28, 2024
Thanksgiving Holiday	Friday, November 29, 2024
Christmas Eve	Tuesday, December 24, 2024
Christmas Day	Wednesday, December 25, 2024
New Years Holiday	Friday, December 29, 2024

18. DISCUSSION AND APPROPRIATE ACTION TO ALLOCATE FUNDS FOR THANKSGIVING DINNER GIFT CARD FOR EMPLOYEES

Motion made by Mayor Pro Tem Mario Ruiz to approve a \$50.00 Thanksgiving Dinner gift card for the city employees.

Motion not seconded; motion failed.

Motion made by Councilor Noel Galvan, seconded by Councilor Estanislado Z. Martinez to approve a \$75.00 Thanksgiving gift card for the city employees.

Vote for approval 4-0 (unanimous).

Motion carried.

RESOLUTION(S)

19. DISCUSSION AND APPROPRIATE ACTION TO APPROVE RESOLUTION NO. 593 A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF CARRIZO SPRINGS REQUESTING A TEMPORARY STREET CLOSURE FROM THE TEXAS DEPARTMENT OF TRANSPORTATION (TXDOT) FOR THE CHRISTMAS NIGHT PARADE TO BE HELD ON DECEMBER 1, 2023 BETWEEN THE HOURS OF 6:00 P.M. - 8:00 P.M TO ACCOMMODATE THE PARADE PARTICIPANTS

Motion made by Councilor Estanislado Z. Martinez, seconded by Councilor Noel Galvan to approve Resolution No. 593 a resolution by the City Council of the City of Carrizo Springs requesting a temporary street closure from the Texas Department of Transportation (TXDOT) for the Christmas Night Parade to be held on December 1, 2023 between the hours of 6:00 p.m. – 8:00 p.m. to accommodate the parade participants.

Vote for approval 4-0 (unanimous).

Motion carried.

20. DISCUSSION AND APPROPRIATE ACTION TO APPROVE RESOLUTION NO. 594 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARRIZO SPRINGS, TEXAS TO CAST ALL THEIR ELIGIBLE 80 VOTES _____ AND DECLARE THE CANDIDATE FOR THE CITY OF CARRIZO SPRINGS, TEXAS TO SERVE ON THE BOARD OF DIRECTORS OF THE DIMMIT CENTRAL APPRAISAL DISTRICT

Motion made by Mayor Pro Tem Mario Ruiz, seconded by Councilor Noel Galvan to approve Resolution No. 594 a resolution of the City of Carrizo Springs, Texas to cast all their eligible 80 votes by 10 to each candidate and declare the candidate for the City of Carrizo Springs, Texas to serve on the Board of Directors of the Dimmit Central Appraisal District.

Vote for approval 4-0 (unanimous).

Motion carried.

ORDINANCE(S)

21. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ORDINANCE NO. 841 AN ORDINANCE OF THE CITY OF CARRIZO SPRINGS, TEXAS, AMENDING THE ORDINANCE ESTABLISHING WATER RATES FOR THE CARRIZO HILL WATER SUPPLY CORPORATION; REPEALING CONFLICTING ORDINANCES; PROVIDING SAVINGS AND SEVERABILITY CLAUSES, AN EFFECTIVE DATE AND OPEN MEETINGS CLAUSES; AND PROVIDING FOR RELATED MATTERS

Motion made by Mayor Pro Tem Mario Ruiz, seconded by Councilor Noel Galvan to approve Ordinance No. 841 an ordinance of the City of Carrizo Springs, Texas, amending the ordinance establishing water rates for the Carrizo Hill Water Supply Corporation; repealing conflicting ordinances; providing savings and severability clauses, an effective date and open meetings clauses, and providing for related matters and increase the Carrizo Hill Water Supply Corporation residential sewer rates to \$26.72 and commercial sewer rates to \$59.63.

Vote for approval 4-0 (unanimous).

Motion carried.

CITY MANAGER REPORT

22. ORGANIZATIONAL UPDATES

City Manager Azalia Garcia presented council with her monthly report.

Water Dept – Major leak repair at the intersection of Hwy 83 and Thompson St with the assistance of Uvalde Water Department and a major water main break on North 6th St. Octavio Sierra, Dexter McNiel, Ramsey Castillo and John Camarillo attended the Wintergarden Water Association in regards for proper placement of antennas on water towers.

Wastewater Dept – As of August 2023, our WWTP has brought down our e-coli reduction from over 1500 mg/L. to a 1, 3,1,5, mg/L. Received one new truck.

Gas Dept- South 5th street line replacement project is ongoing. Met with Texian Geospatial Company to plan the mapping of the gas lines to occur in November 2023.

Landfill Dept – Met with several vendors for bids for compactor and dozer. Received a 4x4 truck for the department.

Street/Parks/Rec Dept – Brush pickup in sections A, B, C were completed.

Public Safety Dept – Coordinated with county to ensure the safety of everyone who participated in Halloween. Participated in the DRH Trunk or Treat.

Administration – City Manager visited each city department and met all staff. Also, started introductions with county staff and met with Commissioner Urenda, Commissioner Carmona, and County Emergency Preparedness Coordinator. Received one new truck for administrative use.

ADJOURNMENT

Motion made by Mayor Pro Tem Mario Ruiz, seconded by Councilor Estanislado Z. Martinez to adjourn.

Vote for approval 4-0 (unanimous).

Motion carried.

Meeting adjourned at approximately 8:27 p.m.

/s/Oscar E. Puente

**Oscar E. Puente, Mayor
City of Carrizo Springs**

ATTEST:

/s/Melissa M. Guerra

**Melissa M. Guerra, City Clerk
City of Carrizo Springs**