

**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 **Special Session** at the Carrizo Springs Civic Center, 405 North 7<sup>th</sup> Street, Carrizo Springs, Texas, 78834 on **Tuesday, June 8, 2021**, commencing at **5:30 p.m.** for considering the following items of business:

### **CALL THE MEETING TO ORDER**

Mayor Oscar E. Puente called 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:

<b>Oscar E. Puente</b>	<b>Mayor</b>
<b>Sofia Morones</b>	<b>Mayor Pro Tem</b>
<b>David Balderas</b>	<b>Councilor</b>
<b>Ashley Moreno</b>	<b>Councilor (Arrived at 5:51 p.m.)</b>
<b>Mario Ruiz</b>	<b>Councilor (Arrived at 6:06 p.m.)</b>
<b>Ronnie J. Guest Jr.</b>	<b>City Manager</b>
<b>Melissa M. Guerra</b>	<b>City Clerk</b>

A quorum was established.

### **STAFF:**

Gloria Martinez, Finance Director	John Camarillo, Public Works Director
Arnold Aguilar, City Marshal	Juan Martinez, Marshal Deputy

### **WELCOME & RECOGNITION OF GUESTS**

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

Ray Garza, Jesse Perales, Fire Chief Noel Galvan, Joe Robles, Ruben Martinez, Rebekah Pullara, Chelsea Bollier, Nicholas Burkes, Kaeloni Perez, Peter Perez III, Julissa S. Alvarado

### **PLEDGE OF ALLEGIANCE**

The City Council recited the Pledge of Allegiance.

### **CITIZEN'S COMMENTS**

No citizen's comments.

## APPROVAL OF MINUTES

### 1. DISCUSSION AND APPROPRIATE ACTION TO APPROVE MINUTES FOR THE MONTH OF MAY 2021

A. SPECIAL SESSION - MAY 4, 2021

B. REGULAR SESSION - MAY 11, 2021

C. SPECIAL SESSION - MAY 25, 2021

Motion made by Mayor Pro Tem Sofia Morones, second by Councilor David Balderas to approve minutes for the Month of May 2021.

Vote for approval 3-0 (unanimous).

Motion carried.

## FISCAL YEAR ENDING SEPTEMBER 30, 2020, AUDIT.

### 2. DISCUSSION AND APPROPRIATE TO APPROVE GARZA/GONZALES & ASSOCIATES FISCAL YEAR ENDING SEPTEMBER 30, 2020, AUDIT

Ruben Garza presented Council with the Fiscal Year Audit Ending September 30, 2020. Garza/Gonzales & Associates began the Preliminary Audit Activities from their office on April 5, 2021, and the Audit Fieldwork (City of CS Offices) on April 12-16, 2021.

Garza/Gonzales & Associates Auditors reported a “Clean Opinion” on the city’s financial statements as of and for the year ended September 30, 2020. Auditors reported a total General Fund balance of \$6,313,806 on September 30, 2020, an increase of \$420,382 from the prior year. No difficulties were encountered in performing the audit. Management made improvements in the year-end review of account reconciliations which helped to minimize the number of adjustments required during the audit.

Motion made by Councilor David Balderas, second by Mayor Pro Tem Sofia Morones to approve Garza/Gonzales & Associates Fiscal Year Ending September 30, 2020, Audit.

Vote for approval 3-0 (unanimous).

Motion carried.

## CITY MANAGER MONTHLY REPORT

### 3. ORGANIZATIONAL UPDATES

City Manager Ronnie J. Guest, Jr. presents Council with the monthly organizational updates.

#### Project Updates

The Welcome Signs update – TxDot is reviewing the plans and should be approved by June 10, 2021. Resolution No. 569 for the Interlocal Government Agreement for the Welcome Signs is on the agenda to be reviewed approved June 8, 2021.

NAD Bank Infrastructure virtual meeting is scheduled for June 9, 2021, at 2:00 p.m. The Council will be able to join the meeting via zoom.

The city was contacted by Dimmit County with an opportunity for a \$350,000 grant for street improvements. On Friday, May 28<sup>th</sup>, Aubrey-Ann Gilmore, Lead Program Specialists of the TxCDBG Programs Trade & Business Division at the Texas Department of Agriculture stating the 21-22 Community Development application remains eligible for funding consideration as soon as additional information is provided. The streets that would be worked on are Houston Street from 9<sup>th</sup> – 12<sup>th</sup> Street and Alamo Street from 9<sup>th</sup> – 13<sup>th</sup> Street.

### **Dog Vaccination & Wash at Veterans Park**

The city will be hosting a Dog Vaccination and Wash at the Veterans Park on June 12, 2021, from 11:00 a.m. – 2 p.m. The city has partnered with the Buddy Foundation, Maddie’s Dog Rescue, Marina’s Foster Rescue and Saving Paws by Marissa Summer’s Furry Friends. Services that will be offered will be vaccines, deworming, pet photo booth, low-cost spay neuter program, raffles and donations for dog washes.

### **Texas City Management Association Annual Conference**

City Manager Ronnie J. Guest, Jr. was awarded a 2021 TCMA Annual Conference Scholarship and will be traveling to Round Rock for the conference scheduled on June 10-13, 2021.

### **Texas Municipal Retirement System – Municipal Judge Francisco Ponce**

The City is currently working through the Texas Municipal League (TML) to address the provisions of the TMRS Act (Texas Government Code, Title 8, Subtitle G) mandate participation as follows:

- a. The HR Department will work with Mr. Francisco R. Ponce (Municipal Judge) with regards to this upon final confirmation from TMRS to move in the correct direction to include any necessary payments needed up front. Again, this is up to TMRS to approve or disapprove. This will also require a job description change and if this is done, there will no longer be a need for the Mr. Ponce to have a timecard as this will strictly be a contract with dedicated hours of service.

## **ACCOUNTS PAYABLE**

### **4. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ACCOUNTS PAYABLE FOR THE MONTH OF MAY 2021**

Motion made by Councilor Mario Ruiz, second by Councilor Ashley Moreno to approve accounts payable for the month of May 2021.

Vote for approval 5-0 (unanimous).

Motion carried.

## **FINANCE DIRECTOR REPORTS**

### **5. FINANCE MONTHLY REPORTS**

#### **A. FINANCIAL REPORT**

Finance Director Gloria Martinez reported May 2021 monthly expenses of \$384,498 for payroll and accounts payable.

## **B. INVESTMENT REPORT**

Finance Director Gloria Martinez presented the monthly investment report for period ending May 31, 2021, with a book value ending of \$96,196.77.

## **C. UTILITY ACCOUNT AGING REPORT**

The utility aging report has a balance of \$642,614.04 as of May 2021.

### **NEW BUSINESS**

#### **6. DISCUSSION AND APPROPRIATE ACTION TO APPROVE PURCHASE OF LOCKERS FOR THE CARRIZO SPRINGS VOLUNTEER FIRE DEPARTMENT**

Motion made by Councilor Mario Ruiz, second by Mayor Pro Tem Sofia Morones to approve All Hands Fire Equipment quote for \$5,129.80 to purchase lockers for the Carrizo Springs Volunteer Fire Department.

Vote for approval 5-0 (unanimous).

Motion carried.

#### **7. DISCUSSION AND APPROPRIATE ACTION TO PURCHASE A 14 HORSEPOWER SUBMERSIBLE PUMP FOR LIFT STATION LOCATED ON FM 1407**

Motion made by Councilor Mario Ruiz, second by Councilor David Balderas to approve quote from All American Pump Solutions Inc. for \$8,960.00 for a 14 horsepower submersible pump for the Lift Station located at FM 1407 for the Water Department.

Vote for approval 5-0 (unanimous).

Motion carried.

#### **8. DISCUSSION AND APPROPRIATE ACTION IN REGARDS TO WATER RATE STUDY - JEFF SNOWDEN**

Motion made by Councilor Mario Ruiz, second by Councilor Ashley Moreno to approve CAPEX Consulting Group Technical and Cost Proposal of \$38,000.00 for the Water, Wastewater, and Natural Gas Update to Cost of Service, Rate Study Update and Long-Term Financial Plan.

Vote for approval 5-0 (unanimous).

Motion carried.

#### **9. DISCUSSION AND APPROPRIATE ACTION TO APPROVE CITY MANAGER RONNIE J. GUEST, JR.'S RESIGNATION LETTER**

Motion made by Councilor Mario Ruiz, second by Mayor Pro Tem Sofia Morones to approve City Manager Ronnie J. Guest, Jr.'s resignation letter.

Vote for approval 5-0 (unanimous).

Motion carried.

**10. DISCUSSION AND APPROPRIATE ACTION IN REGARDS TO 4TH OF JULY EVENT**

Mayor Pro Tem Sofia Morones suggests having music at the park for the 4<sup>th</sup> of July. City Manager Ronnie J. Guest, Jr. states that staff is very limited to plan an event with a short notice of three weeks.

No action. Discussion only.

**OLD BUSINESS****11. DISCUSSION IN REGARDS TO TINY HOMES**

Discussion only.

**RESOLUTION(S)****12. DISCUSSION AND APPROPRIATE ACTION TO APPROVE RESOLUTION NO. 569 INTERLOCAL GATEWAY MONUMENT AGREEMENT**

Motion made by Councilor Mario Ruiz, second by Mayor Pro Tem Sofia Morones to approve Resolution NO. 569 Interlocal Gateway Monument Agreement.

Vote for approval 5-0 (unanimous).

Motion carried.

**ORDINANCE(S)****13. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ORDINANCE NO. 817 AN ORDINANCE OF THE CITY OF CARRIZO SPRINGS AUTHORIZING AND DIRECTING THE CITY MANAGER TO ESTABLISH AND IMPLEMENT A NET ZERO BUDGET REALLOCATION PLAN FOR EMPLOYEE WAGES AND SALARIES FUNDED THROUGH ANNUAL OPERATING BUDGET SAVINGS FOR USE IN THE FISCAL YEAR 2020-2021 GENERAL FUND OPERATING BUDGET AND SUBSEQUENT FISCAL YEARS; PROVIDING FOR RELATED MATTERS; CONTAINING OTHER PROVISIONS; PROVIDING FOR AN EFFECTIVE DATE; PROPER NOTICE AND MEETING; SEVERABILITY AND REPEALER; AND DECLARING AN EMERGENCY**

Motion made by Councilor David Balderas, second by Councilor Mario Ruiz to approve Ordinance No. 817 an ordinand of the City of Carrizo Springs authorizing and directing the City Manager to establish and implement a net zero budget reallocation plan for employee wages and salaries funded through annual operating budget savings for use in the Fiscal Year 2020-2021 General Fund Operating Budget and subsequent fiscal years; providing for related matters; containing other provisions; providing for an effective date; proper notice and meeting; severability and repealer; and declaring an emergency.

Vote for approval 5-0 (unanimous).

Motion carried.

**ADJOURNMENT**

Motion made by Mayor Pro Tem Sofia Morones, second by Councilor Ashley Moreno to adjourn.

Vote for approval 5-0 (unanimous).

Motion carried.

Meeting adjourned approximately 7:43 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**