

**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 City Hall Municipal Building, 308 West Pena Street, Carrizo Springs, Texas, 78834 on **Tuesday, December 10, 2024**, 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:

<b>Oscar E. Puente</b>	<b>Mayor</b>
<b>Sofia Morones</b>	<b>Mayor Pro Tem</b>
<b>Noel Galvan</b>	<b>Councilor</b>
<b>Estanislado Z. Martinez</b>	<b>Councilor</b>
<b>Mario Ruiz</b>	<b>Councilor</b>
<b>Azalia Garcia</b>	<b>City Manager</b>
<b>Melissa M. Guerra</b>	<b>City Clerk</b>

A quorum was established.

**STAFF**

<b>Edgar Castillo, Finance Director</b>	<b>Veronica Vasquez, Receptionist</b>
<b>Octavio Sierra, Water Dept. Supervisor</b>	<b>Alfred Castaneda, City Marshal Deputy</b>

**WELCOME & RECOGNITION OF GUESTS**

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

**PLEDGE OF ALLEGIANCE**

The City Council recited the Pledge of Allegiance.

**CITIZEN'S COMMENTS**

No public comments.

**APPROVAL OF MINUTES**

- 1. DISCUSSION AND APPROPRIATE ACTION TO APPROVE MINUTES**
  - A. REGULAR SESSION - NOVEMBER 12, 2024**
  - B. SPECIAL SESSION - NOVEMBER 25, 2024**

Motion made by Councilor Estanislado Z. Martinez, seconded by Councilor Mario Ruiz to approve minutes as presented with corrections.

Vote for approval 5-0 (unanimous).

Motion carried.

## **PERDUE BRANDON FIELDER COLLINS & MOTT LLP**

### **2. PERDUE BRANDON FIELDER COLLINS & MOTT, LLP PRESENTATION**

#### **A. DELINQUENT PROPERTY TAX COLLECTION SERVICES**

#### **B. DELINQUENT COLLECTION UTILITY SERVICES**

Carlos Arce presented Council the delinquent property tax collection services. Key aspects of the collection program include responsive taxpayer assistance, quick routing for taxpayer inquiries, skilled, multilingual collections center and automated communication.

### **3. DISCUSSION AND APPROPRIATE ACTION TO APPROVE A CONTINGENT FEE CONTRACT TO HIRE PERDUE BRANDON FIELDER COLLINS & MOTT, LLP FOR THE COLLECTION OF DELINQUENT PROPERTY TAXES OWED TO THE CITY, AND NOTICE OF WHICH IS PROVIDED WITH THE AGENDA IN ACCORDANCE WITH SECTION 2254.1036 OF THE GOVERNMENT CODE**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Mario Ruiz to approve a contingent fee contract to hire Perdue Brandon Fielder Collins & Mott LLP for the collection of delinquent property taxes owed to the city, and notice of which is provided with the agenda in accordance with Section 2254.1036 of the Government Code.

Vote for approval 3-2. Mayor Oscar E. Puente and Councilor Estanislado Z. Martinez opposed.

Motion carried.

## **LONE STAR CONSULTING**

### **4. LONE STAR CONSULTING PRESENTATION**

Stephen T. Hoffman joined meeting via Teams and presented the Council with infrastructure grants and government relations. They have represented local governments as large as Miami-Dade County to as small as Crystal City, Texas.

### **5. DISCUSSION AND APPROPRIATE ACTION TO APPROVE LONE STAR CONSULTING SERVICE AGREEMENT NO. 2097-001**

Motion made by Councilor Mario Ruiz, seconded by Councilor Estanislado Z. Martinez to table item and reconsider item on April 2025.

Vote for approval 5-0 (unanimous).

Motion carried.

**PLANNING & ZONING COMMISSION**

- 6. DISCUSSION AND APPROPRIATE ACTION TO APPROVE APPLICANT CLEO BUSTAMANTE JR.'S REQUEST TO REZONE AN R-1 (SINGLE FAMILY PROPERTY) TO AN R-2 (MULTI-FAMILY) FOR THE PURPOSE OF CONSTRUCTING A DUPLEX SAID PROPERTY IS LOCATED AT 206 E ALAMO STREET, CS-ALAMO DOWNS ADDITION, BLOCK 2, LOT 8-9, CITY OF CARRIZO SPRINGS, DIMMIT COUNTY TEXAS**

Motion made by Councilor Mario Ruiz, seconded by Mayor Pro Tem Sofia Morones to approve applicants Cleo Bustamante Jr.'s request to rezone an R-1 (single family property) to an R-2 (multi-family) for the purpose of constructing a duplex said property is located on 206 E Alamo Street, CS-Alamo Downs Addition, Block 2, Lot 8-9, City of Carrizo Springs, Dimmit County Texas.

Vote for approval 5-0 (unanimous).

Motion carried.

- 7. DISCUSSION AND APPROPRIATE ACTION TO APPROVE APPLICANT ELIZABETH ALEJANDRO'S REQUEST FOR A NON-CONFORMING VARIANCE PERMIT FOR THE PURPOSE OF PLACING A DOUBLE WIDE MANUFACTURED HOME IN AN R-1 (SINGLE FAMILY PROPERTY) SAID PROPERTY IS LOCATED AT 305 SAN PEDRO AVE. CS-HOMESTEAD TERRACE ADDN, BLOCK 14, LOT 1 & 7, CITY OF CARRIZO SPRINGS, DIMMIT COUNTY TEXAS**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Noel Galvan to approve applicant Elizabeth Alejandro's request for 5-year non-conforming variance permit for the purpose of placing a double wide manufactured home in an R-1 (single family property) said property is located at 305 San Pedro Ave. CS-Homestead Terrace ADDN, Block 14, Lot 1 & 7, City of Carrizo Springs, Dimmit County Texas.

Vote for approval 5-0 (unanimous).

Motion carried.

- 8. DISCUSSION AND APPROPRIATE ACTION TO APPROVE SERGIO RAMIREZ REQUEST FOR A NON-CONFORMING VARIANCE PERMIT FOR THE PURPOSE OF PLACING A DOUBLE WIDE MANUFACTURED HOME IN AN R-1 (SINGLE FAMILY PROPERTY) SAID PROPERTY IS LOCATED AT 2106 KENTUCKY ST PROPERTY ID 67552, CITY OF CARRIZO SPRINGS, DIMMIT COUNTY TEXAS**

Motion made by Councilor Noel Galvan, seconded by Councilor Estanislado Z. Martinez, to approve Sergio Ramirez request for a 5-year non-conforming variance permit for the purpose of placing a double wide manufactured home in an R-1 (single family property) said property is located at 2106 Kentucky St Property ID 67552, City of Carrizo Springs, Dimmit County Texas.

Vote for approval 5-0 (unanimous).

Motion carried.

**VICTORY AMBULANCE**

- 9. DISCUSSION AND APPROPRIATE ACTION REGARDING VICTORY AMBULANCE EMS AGREEMENT**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Noel Galvan to approve the Victory Ambulance EMS Agreement with the revisions as discussed regarding indemnification and insurance sections on the agreement.

Vote for approval 5-0 (unanimous).

Motion carried.

## **METHODIST CHURCH**

### **10. DISCUSSION AND POSSIBLE ACTION REGARDING THE METHODIST PARKING LOT AGREEMENT**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Mario Ruiz to authorize City Manager Azalia Garcia to make revisions on the agreement and bring it back to Council.

Vote for approval 5-0 (unanimous).

Motion carried.

## **ACCOUNTS PAYABLE**

### **11. DISCUSSION AND APPROPRIATE ACTION TO APPROVE NOVEMBER 2024 ACCOUNTS PAYABLE**

Motion made by Councilor Mario Ruiz, seconded by Councilor Estanislado Z. Martinez to approve November 2024 Accounts Payable.

Vote for approval 5-0 (unanimous).

Motion carried.

## **12. MONTHLY REPORTS**

### **A. FINANCIAL ANALYSIS**

### **B. DEPARTMENTAL EXPENDITURES**

Finance Director Edgar Castillo presented Council the November 2024 Financial Analysis and Departmental Expenditures.

## **OLD BUSINESS**

### **13. DISCUSSION AND APPROPRIATE ACTION REGARDING CITY MARSHAL DEPUTY**

Motion made by Councilor Estanislado Z. Martinez, seconded by Councilor Mario Ruiz to table item and present to Council on April 2025.

Vote for approval 5-0 (unanimous).

Motion carried.

**14. DISCUSSION AND APPROPRIATE ACTION REGARDING EMERGENCY MANAGEMENT COORDINATOR**

Motion made by Councilor Estanislado Z. Martinez, seconded by Mayor Pro Tem Sofia Morones to table item.

Vote for approval 5-0 (unanimous).

Motion carried.

**15. DISCUSSION AND APPROPRIATE ACTION TO APPROVE JP ELECTRIC'S CHANGE ORDER IN THE AMOUNT OF \$4,794.50 FOR THE VETERANS PARK ELECTRICAL SERVICES**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Noel Galvan to approve JP Electric's change order for \$4,794.50 for the Veterans Park Amphitheater electrical services.

Vote for approval 5-0 (unanimous).

Motion carried.

**NEW BUSINESS**

**16. DISCUSSION AND APPROPRIATE ACTION TO APPROVE GOVERNMENT CAPITAL CORPORATION'S PROPOSED FINANCING TO PURCHASE AUTOMATED SIDE LOADER SANITATION TRUCK**

Motion made by Councilor Mario Ruiz, seconded by Councilor Noel Galvan to approve Government Capital Corporation's proposed financing of \$418,376.00 to purchase an Automated Side Loader Sanitation Truck for a 5 year term with an annual payment of \$76,844.19 and pay the down payment of \$100,000.00 with the 2023 Tax Note Series.

Vote for approval 5-0 (unanimous).

Motion carried.

**17. DISCUSSION AND APPROPRIATE ACTION TO APPROVE MAGUIRE WATER TANK EXPERTS CONTRACT FOR SERVICES**

**A. CARRIZO PECAN GROVE - GST-1200MG**

**B. GOLF COURSE STORAGE TANK - GST-1000MG**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Noel Galvan to approve Maguire Water Tank Expert Contract for Services at the Carrizo Pecan Grove – GST 1200 mg and Golf Course Storage Tank – GST 1000 mg.

Vote for approval 5-0 (unanimous).

Motion carried.

**18. DISCUSSION AND POSSIBLE ACTION REGARDING A FARMER'S MARKET MONTHLY EVENT**

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

Vote for approval 5-0 (unanimous).

Motion carried.

**19. DISCUSSION AND APPROPRIATE ACTION REGARDING THE CITY OF CARRIZO SPRINGS PROVIDING FREE UTILITIES**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Mario Ruiz to send a 30 day notice to the business' listed below to allow them time to set up utility accounts:

- Guadalupe Cemetery
- Mount Hope Cemetery
- McDonalds
- Nelson Property
- Plazita Cinco de Mayo
- Golf Course
- Dimmit County Volunteer Fire Department

Vote for approval 5-0 (unanimous).

Motion carried.

**20. DISCUSSION AND APPROPRIATE ACTION TO USE BUYBOARD REBATE OF \$3,755 TO PURCHASE CHRISTMAS GIFT CARDS OF \$70.00 FOR EMPLOYEES**

Motion made by Councilor Mario Ruiz, seconded by Councilor Estanislado Z. Martinez to approve using the Buyboard Rebate of \$3,755.00 to purchase \$70.00 Christmas Gift Cards for the employees.

Vote for approval 5-0 (unanimous).

Motion carried.

**21. DISCUSSION AND APPROPRIATE ACTION FOR THE PUBLIC SALE OF CELL PHONES**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Mario Ruiz to approve the public sale of cell phones.

Vote for approval 5-0 (unanimous).

Motion carried.

**22. DISCUSSION AND APPROPRIATE ACTION REGARDING SAFETY LUNCHEON TO BE HELD ON DECEMBER 23, 2024**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Mario Ruiz to approve Safety Luncheon to held on December 23, 2024.

Vote for approval 5-0 (unanimous).

Motion carried.

**RESOLUTION(S)**

**23. DISCUSSION AND APPROPRIATE ACTION TO APPROVE RESOLUTION NO. 602 A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF CARRIZO SPRINGS, TX TO AMEND RESOLUTION NO. 479; RULE 1. MEETINGS REGULAR AND SPECIAL: (B) OTHER SPECIAL MEETINGS SHALL BE HELD ON THE CALL OF THE MAYOR, CITY MANAGER OR OF THREE (3) OR MORE COUNCILMEMBERS. THE AGENDA FOR SUCH MEETINGS SHALL BE ESTABLISHED AT THE DISCRETION OF THOSE CALLING THE MEETING**

Motion made by Councilor Mario Ruiz, seconded by Mayor Pro Tem Sofia Morones to approve Resolution No. 602 a resolution by the City Council of the City of Carrizo Springs, TX to amend Resolution No. 479; Rule 1. Meetings regular and special: (B) other special meetings shall be held on the call of the Mayor, City Manager or of three (3) or more council members. The agenda for such meetings shall be established at the discretion of those calling the meeting.

Vote for approval 5-0 (unanimous).

Motion carried.

**CITY MANAGER REPORT**

**24. ORGANIZATIONAL UPDATES**

**VETERANS PARK**

Additional lighting has been added to the park leading to the playground and the seating are in the center of the park. The dedication plaque has been completed and will be installed in a future date.

Electrical work at the park is scheduled to be completed by December 20, 2024 and Verkada will be scheduled to install the security cameras after the electrical work is completed by JP Electric.

**WATER SYSTEM IMPROVEMENT PROJECT**

The engineering firm is preparing a quote for the final design of phase 1 & 2 of the Carrizo Springs Rehabilitation Project with a complete Scope of Services.

A grant has been submitted for a greenhouse gas reduction under the investment rental act and will roll over the 2024 SRF request for the water line replacement and belt press.

**WATER ANALYSIS**

The city has received the 5K grant for WFX and is in the process of sharing data with CML Insight.

**ADJOURNMENT**

Motion made by Mayor Pro Tem Sofia Morones , seconded by Councilor Noel Galvan to adjourn.

Vote for approval 5 - 0 (unanimous).

Motion carried.

Meeting adjourned approximately at 8:04 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**