

**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 7<sup>th</sup> Street, Carrizo Springs, Texas, 78834 on **Tuesday, January 12, 2021** commencing at **6:00 p.m.** for considering the following items of business:

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

Mayor Wayne Seiple called meeting to order at approximately 6:00 p.m.

### **ROLL CALL & ESTABLISHMENT OF QUORUM**

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

<b>Wayne Seiple</b>	<b>Mayor</b>
<b>Benny Rocha</b>	<b>Mayor Pro Tem</b>
<b>Sofia Morones</b>	<b>Councilor</b>
<b>Oscar Puente</b>	<b>Councilor</b>
<b>Mario Ruiz</b>	<b>Councilor (Joined meeting by phone.)</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:**

<b>John Camarillo, Public Works Director</b>	<b>Gloria Martinez, Finance Director</b>
<b>Juan Martinez, City Marshal Deputy</b>	

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

Mayor Wayne Seiple welcomed and recognize all guests present.

Lucia Juarez – United States Census Bureau, Eliseo Martinez

### **PLEDGE OF ALLEGIANCE**

The City Council recited the Pledge of Allegiance.

### **CITIZEN'S COMMENTS**

*\*Citizen comments will be limited to 3 minutes.*

Eliseo Martinez states that he has lived behind the meat market for the past 17 years and that every time it rains the street gets flooded. He would like to know if the city is going to address the problem by installing a drainage system.

Public Works Director John Camarillo states that Garcia & Wright Consulting Engineers, Inc. surveyed the area and the estimated cost for a drainage system would be \$60,000 to \$70,000.

## **PRESENTATION**

### **1. UNITED STATES CENSUS BUREAU PRESENTATION TO COUNCIL FOR THEIR CONTRIBUTIONS DURING THE DECENNIAL CENSUS**

Laura Juarez with the U.S. Census Bureau presented the City of Carrizo Springs City Council with a recognition award for their contributions in making the Partnership Program a success and helping achieve a successful 2020 Census.

### **2. PRESENTATION BY GRANTWORKS IN REGARDS TO THE CITY OF CARRIZO SPRINGS 2021 TXCDBG PLANNING STUDY**

Daniel Alvarado joined the meeting via phone call and discussed the City of Carrizo Springs 2021 TXCDBG Planning Study. The planning study requires a resolution to be approved by Council. City Manager Ronnie J. Guest, Jr. states that this item will be placed on the February 9, 2021, Regular Session.

Discussion only.

## **APPROVAL OF MINUTES**

### **3. DISCUSSION AND APPROPRIATE ACTION TO APPROVE MINUTES**

#### **A. REGULAR SESSION - DECEMBER 8, 2020**

Motion made by Mayor Pro Tem Benny Rocha, second by Councilor Oscar E. Puente to approve minutes with corrections.

Vote for approval 5-0 (unanimous).

Motion carried.

## **ACCOUNTS PAYABLE**

### **3. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ACCOUNTS PAYABLE FOR DECEMBER 2020**

Motion made by Councilor Oscar E. Puente, second by Mayor Pro Tem Benny Rocha to approve accounts payable for December 2020.

Vote for approval 5-0 (unanimous).

Motion carried.

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

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

Finance Director Gloria Martinez reported a total of \$1,038,459 monthly expenses for payroll, accounts payable and debt service payments for December 2020.

#### **B. INVESTMENT REPORT**

Finance Director Gloria Martinez presented the monthly investment report for period ending December 2020 with a book value ending of \$95,082.51.

## C. UTILITY AGING REPORT

The utility aging report has a balance of \$672,516.91 as of December 31, 2020.

### OLD BUSINESS

#### 6. DISCUSSION AND APPROPRIATE ACTION TO APPROVE CITY OF CARRIZO SPRINGS PERSONNEL POLICY MANUAL

Motion made by Councilor Sofia Morones, second by Councilor Mario Ruiz to approve the City of Carrizo Springs Personnel Policy Manual.

Vote for approval 5-0 (unanimous).

Motion carried.

#### 7. DISCUSSION AND APPROPRIATE ACTION IN REGARDS TO ORDINANCE NO. 797 AN ORDINANCE OF THE CITY OF CARRIZO SPRINGS, TEXAS REGULATING MINIMUM SIZE OF RESIDENTIAL DWELLINGS REGULATING THE NUMBER OF RESIDENTIAL DWELLINGS PER LOT; REPEALING ORDINANCES IN CONFLICT; AND PROVIDING FOR RELATED MATTERS

Councilor Sofia Morones states that not everyone can afford a 1,200 square foot home and suggests that the ordinance should be amended.

Motion made by Mayor Pro Tem Benny Rocha, second by Councilor Sofia Morones to have the Planning & Zoning Commission review Ordinance No. 797 and possibly amend the ordinance to lower the square footage for residential dwellings.

Vote for approval 5-0 (unanimous).

Motion carried.

#### 8. DISCUSSION AND APPROPRIATE ACTION IN REGARDS TO CITY OF CARRIZO SPRINGS WELCOME SIGNS

City Manager Ronnie J. Guest, Jr. presents Council with two estimates for welcome signs. The estimates will be for four synthetic stucco signs that will be placed in the city's entryways.

Motion made by Mayor Pro Tem Benny Rocha, second by Councilor Mario Ruiz to approve Monument Sign Proof Layout A Estimate 15673 for a total of \$39,186.50 for four (4) welcome signs.

Vote for approval 5-0 (unanimous).

Motion carried.

### NEW BUSINESS

#### 9. DISCUSSION IN REGARDS TO MARQUEE SIGN FOR CITY HALL

City Manager Ronnie J. Guest recommends placing a marquee sign at the Carrizo Springs Civic Center. Councilor Sofia Morones states that a marquee at the Civic Center could be used to advertise events. City Manager Ronnie J. Guest, Jr. states that he would like to utilize the old HEB building as a Visitors Center/City Hall and suggests placing a marquee sign at that location.

Discussion only.

**10. DISCUSSION IN REGARDS TO REPURPOSING THE OLD HEB BUILDING FOR A NEW CITY HALL/VISITORS CENTER**

Mayor Wayne Seiple states that the old HEB building needs to be utilized because the building is deteriorating. City Manager Ronnie J. Guest, Jr. states that he is looking into potential grants to build a Visitors Center/City Hall at the old HEB building.

**11. DISCUSSION AND APPROPRIATE ACTION IN REGARDS TO REPURPOSING THE OLD FIREHOUSE LOT INTO A GREEN SPACE**

Councilor Sofia Morones requests for a budget and plans for the green space at the Old Firehouse Lot. City Manager Ronnie J. Guest, Jr. states that he will request estimates and present them at the next City Council meeting.

Motion made by Mayor Pro Tem Benny Rocha, second by Councilor Mario Ruiz to table item until the next City Council Meeting on February 9, 2021.

Vote for approval 5-0 (unanimous).

Motion carried.

**AGREEMENT(S)**

**12. DISCUSSION AND APPROPRIATE ACTION IN REGARDS TO CARRIZO SPRINGS LIONS CLUB, INC. LEASE AGREEMENT**

Motion made Councilor Oscar E. Puente, second by Councilor Mario Ruiz to approve the Carrizo Springs Lions Club, Inc. Lease Agreement.

Vote for approval 5-0 (unanimous).

Motion carried.

**13. DISCUSSION AND APPROPRIATE ACTION TO APPROVE CHICANOS POR LA CAUSA LEASE AGREEMENT**

Motion made by Councilor Sofia Morones, second by Mayor Pro Tem Benny Rocha to approve Chicanos Por La Causa Lease Agreement.

Vote for approval 5-0 (unanimous).

Motion carried.

**CITY MANAGER REPORT**

**14. ORGANIZATIONAL UPDATES**

City Manager Ronnie J. Guest, Jr. states to Council that the City partnered with a United States Army unit stationed in Carrizo Springs in support of the Border Patrol and helped organize a Christmas dinner at the Civic Center.

The draft for the First United Methodist Church parking lot is complete and is being currently reviewed by the FUMC Board to complete the agreement for the land swap.

The RFQ's related to the NAD Bank Increased Water Distribution Services have been completed and scored. The scores have been provided to NAD Bank for review before the announcement of the firm selected is made public.

The team is levelling the Old Firehouse Lot to create a green space with picnic tables, trees, flowers, and a space where residents can enjoy the space and/or have lunch.

**ADJOURNMENT**

Motion made by Councilor Oscar E. Puente, second by Mayor Pro Tem Benny Rocha to adjourn.

Vote for approval 5-0 (unanimous).

Motion carried.

Meeting adjourned approximately 8:07 p.m.

**/s/Wayne Seiple**  
**Wayne Seiple, Mayor**  
**City of Carrizo Springs**

**ATTEST:**

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