

**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, July 16, 2024**, 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>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**

**John Camarillo, Public Works Director**  
**Carlos Ramos, Animal Control**  
**Yvonne Carrizales, Municipal Court Clerk**

**Alfred Castaneda, City Marshal Deputy**  
**Sonia G. Perez, Municipal Judge**

**WELCOME & RECOGNITION OF GUESTS**

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

Lucinda Gonzalez, Criselda Garcia, Eloísa Gonzalez, Patsy M. Galvan, Carlos Lara, Joe Garza

**PLEDGE OF ALLEGIANCE**

The City Council recited the Pledge of Allegiance.

**CITIZEN'S COMMENTS**

Joe Garza stated to Council that he has had three buyers for his property but has not been able to sell the property with an existing mobile home because the city will not give him the permit to allow the buyer to live in the mobile home. Mr. Garza stated that the mobile home has been remodeled and should be in compliance to be issued a permit by the city.

**APPROVAL OF MINUTES**

**1. DISCUSSION AND APPROPRIATE ACTION TO APPROVE MINUTES**

**A. REGULAR SESSION - JUNE 11, 2024**

**B. SPECIAL SESSION - JUNE 25, 2024**

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

Vote for approval 5-0 (unanimous).

Motion carried.

**FINANCE DEPARTMENT**

**2. DISCUSSION AND APPROPRIATE ACTION TO APPROVE JUNE 2024 ACCOUNTS PAYABLE**

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

Vote for approval 5-0 (unanimous).

Motion carried.

**3. FINANCE DEPARTMENT**

**A. FINANCIAL ANALYSIS**

**B. DEPARTMENTAL EXPENDITURES**

Finance Director Edgard Castillo presented the Council with the Financial Analysis and Departmental Expenditures for June 2024.

**PUBLIC SAFETY QUARTERLY REPORTS**

**4. DIMMIT COUNTY SHERIFF'S DEPARTMENT**

No one was present for the Dimmit County Sheriff's Department quarterly report.

**5. VICTORY AMBULANCE**

No one was present for the Victory Ambulance quarterly report.

**6. CARRIZO SPRINGS VOLUNTEER FIRE DEPARTMENT**

Carlos Lara presented the Council with Carrizo Springs Volunteer Fire Department quarterly report.

**7. CARRIZO SPRINGS MUNICIPAL COURT**

Judge Sonia G. Perez presented the Council with Municipal Court Quarterly Report.

**NEW BUSINESS**

**8. DISCUSSION AND POSSIBLE ACTION REGARDING LUCINDA GONZALES AGENDA ITEM REQUEST FOR WATER UTILITY SERVICES AND COMPLIANCE REQUIREMENTS TO PROVIDE SERVICES AT 1608 NORTH 15TH STREET**

Lucinda Gonzales requests water utility services for a cabin that is located at 1608 North 15<sup>th</sup> Street. She also states that the cabin was custom built for her brother to reside in. The cabin's electricity was installed by a certified electrician.

Ms. Gonzalez states that she spoke to City Manager Azalia Garcia regarding the utility services for the cabin. City Manager Azalia Garcia states that it is not a manufactured home and needs to be in compliance before the city can provide utility services. Ms. Gonzales states that Code Enforcer Arnold Aguilar has not been to the home to inspect the cabin.

Mayor Oscar E. Puente states that the cabin does not meet the 800 square footage requirement and the cabin would need to be made into an 800 square foot home to be in compliance.

Lucinda Gonzales would like to know if she has to pay for the water meter and states that she will pay for the meter for the utility services.

Motion made by Councilor Mario Ruiz, seconded by Councilor Noel Galvan to have Ms. Gonzales meet with Code Enforcer Arnold Aguilar to discuss the compliance requirements of the city ordinance of 800 square feet for a dwelling and building codes to consider a permit for the cabin located at 1608 North 15<sup>th</sup> Street.

Vote for approval 5-0 (unanimous).

Motion carried.

**9. DISCUSSION AND POSSIBLE ACTION REGARDING JOE R. GARZA'S CONCERNS TO SELL HIS PROPERTY LOCATED ON 300 SOUTH 12TH STREET WITH AN EXISTING MOBILE HOME**

Mayor Oscar E. Puente recommends to table item to review the updated ordinances and requirements with Mr. Joe Garza, Council, Legal Counsel and Staff to determine what affects Mr. Joe Garza position with the city.

Motion made by Councilor Estanislado Z. Martinez, seconded by Councilor Mario Ruiz to table item.

Vote for approval 5-0 (unanimous).

Motion carried.

**10. DISCUSSION AND APPROPRIATE ACTION TO APPROVE QUOTE TO PURCHASE A WALL MOUNTED AC FOR THE SUPERVISOR'S OFFICE BUILDING LOCATED AT 908 SOUTH 5TH STREET**

**A. CIRO RODRIGUEZ**

**B. COMFORT HVAC & REFRIGERATION SERVICES**

**C. COYOTE COUNTRY HVAC LLC**

Motion made by Councilor Mario Ruiz, seconded by Councilor Estanislado Z. Martinez to approve Coyote Country HVAC LLC quote of \$9,738.00 to purchase a wall mounted ac for the Supervisor's Office Building located at 908 South 5<sup>th</sup> Street.

Vote for approval 5-0 (unanimous).

Motion carried.

**11. DISCUSSION AND APPROPRIATE ACTION TO APPROVE 2024-2025 FISCAL YEAR BUDGET WORKSHOP SCHEDULE**

**A. BUDGET WORKSHOP 1 - AUGUST 1, 2024**

**B. BUDGET WORKSHOP 2 - AUGUST 5, 2024**

**C. BUDGET WORKSHOP 3 - AUGUST 12, 2024**

Mayor Pro Tem Sofia Morones requested from Finance Director Edgar Castillo to present options for salary increases for the 2024-2025 Fiscal Year Budget.

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Mario Ruiz to approve the 2024-2025 Fiscal Year Budget Workshop Schedule as presented.

Vote for approval 5-0 (unanimous).

Motion carried.

**12. DISCUSSION AND APPROPRIATE ACTION TO PURCHASE ANIMAL CONTROL UNIT WITH 2023 TAX NOTE SERIES**

Motion made by Councilor Mario Ruiz, seconded by Councilor Noel Galvan to approve the purchase of an animal control unit with the 2023 Tax Note Series funds not to exceed 47,000.00.

Vote for approval 5-0 (unanimous).

Motion carried.

**13. DISCUSSION AND APPROPRIATE ACTION REGARDING PUBLIC NUISANCES**

Mayor Oscar E. Puente convened into Executive Session at 6:56 p.m.

***CITY COUNCIL WILL CONVENE IN CLOSED MEETING AS AUTHORIZED BY THE PROVISION OF THE OPEN MEETING ACT, CHAPTER 551 OF THE TEXAS GOVERNMENT CODE. THIS CLOSED SESSION IS IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE SECTION LEGAL 551.071***

Mayor Oscar E. Puente reconvened into Special Session at 7:19 p.m.

Motion made by Councilor Mario Ruiz, seconded by Councilor Noel Galvan update the public nuisance ordinance.

Vote for approval 5-0 (unanimous).

Motion carried.

**OLD BUSINESS**

**14. DISCUSSION AND APPROPRIATE ACTION TO APPROVE QUOTE TO PURCHASE HVAC SYSTEM FOR THE CARRIZO SPRINGS CIVIC CENTER**

**A. COYOTE COUNTRY HVAC LLC**

**B. COMFORT HVAC & REFRIGERATION SERVICES**

Motion made by Councilor Noel Galvan, seconded by Mayor Pro Tem Sofia Morones to approve Coyote Country HVAC LLC quote for \$31,954.00 to purchase HVAC System for the Carrizo Springs Civic Center.

Vote for approval 5-0 (unanimous).

Motion carried.

**ORDINANCE(S)**

**15. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ORDINANCE NO. 848 AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF CARRIZO SPRINGS, TEXAS TO AMEND ORDINANCE NO. 807 SECTION 1. A WRITTEN RENTAL AGREEMENT REQUIRED; SECTION 2. SWIMMING POOL RENTAL FEES & DEPOSITS; AND PRESCRIBING FOR RELATING MATTERS**

Motion made by Councilor Noel Galvan, seconded by Councilor Mario Ruiz to approve Ordinance No. 848 an ordinance by the City Council of the City of Carrizo Springs, Texas to amend Ordinance No. 807 Section 1. A written rental agreement required; Section 2. Swimming Pool rental fees and deposits; and prescribing for relating matters.

Vote for approval 5-0 (unanimous).

Motion carried.

**16. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ORDINANCE NO. 849 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARRIZO SPRINGS, TEXAS AMENDING THE CODE OF ORDINANCES BY REPEALING SEC. 26-3. - CURFEW FOR MINORS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR AN EFFECTIVE DATE AND DECLARING AN EMERGENCY**

Motion by Mayor Pro Tem Sofia Morones, seconded by Councilor Noel Galvan to approve Ordinance No. 849 an ordinance of the City Council of the City of Carrizo Springs, Texas amending the Code of Ordinances by repealing Sec. 26-3 – Curfew for minors; providing a severability clause; providing for the repeal of conflicting ordinances; providing for an effective date and declaring an emergency.

Vote for approval 5-0 (unanimous).

Motion carried.

**17. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ORDINANCE NO. 850 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARRIZO SPRINGS, TEXAS AMENDING ORDINANCE NO. 795 ADOPTING THE 2024 EDITION OF THE INTERNATIONAL BUILDING CODE, AS AMENDED; AMENDING THE CODE OF ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE AND PROVIDING A PUBLICATION CLAUSE**

Motion made by Councilor Mario Ruiz, seconded by Councilor Noel Galvan to approve Ordinance No. 850 an ordinance of the City Council of the City of Carrizo Springs, Texas amending Ordinance No. 795 adopting the 2024 Edition of the International Building Code, as amended; amending the Code of Ordinances; providing a severability clause; providing a penalty clause and providing a publication clause.

Vote for approval 5-0 (unanimous).

Motion carried.

**CITY MANAGER ORGANIZATIONAL UPDATES**

**18. VETERANS PARK IMPROVEMENT PROJECT SCHEDULE**

**Parks Improvement Project Schedule**

Vendor/Project	Funding Source	Total Cost of Project	Payment Schedule	Project Timeline
<b>Playground Structure – AOT Recreation</b>	Sale of HEB Building	\$299,998.00	<input checked="" type="checkbox"/> Initial Payment (Retainer) – \$149,999.00  Final Payment - \$149,999.00	Tuesday, July 16, 2024, the playground equipment is scheduled to arrive between 9am-10am. The crew from AOT will be here to unload and take equipment to the site. They will begin installation and work through the weekend. The installation is estimated to be completed within 2 weeks.
<b>Playground Structure- J&amp;J Excavating</b>	Hot Funds	\$21,350.00	Payment upon completion - <input checked="" type="checkbox"/> \$21,350.00	Completed May 2024
<b>Fitness Equipment- Move Strong</b>	Hot Funds	\$108,320.00	<input checked="" type="checkbox"/> Initial Payment (Retainer) \$54,160.00  Final payment - \$54,160.00	We will be receiving 2 separate equipment shipments to arrive at the Recycling Center. The shipments are expected to ship between 7/31 & 8/2. Once shipped, they will send the tracking info.

<b>Park Equipment &amp; Other- Alamo Solutions</b> Initial: Survey, Mobilization, Bridge Engineering Plans & Design, Site Drainage Mediation  Phase I: Construction of 3 Gazebos (20x20) concrete pad, picnic tables, BBQ Pits, Trash receptacles, amphitheater  Phase 2: Walking/Jogging Trail and Solar Lights  Final Phase: Bridge Construction	Hot Funds	\$609,500.00		
			<input checked="" type="checkbox"/> Initial Payment: \$ 150,000.00	May 2024
			<input type="checkbox"/> \$200,000.00	The week of July 8 <sup>th</sup> , the crew will begin to pour concrete for the 3 Gazebos and stage. July 15 – 18, they will pour smaller slabs for benches.  They will add dirt to minimize slope for track. July 20 <sup>th</sup> till the end of the July, they will work on concrete for track and install pour in place including the lights around track.
			<input type="checkbox"/> \$189,500.00	
			<input type="checkbox"/> \$70,000.00	September 2024
Hot Fund Beginning Balance: \$1,594,204.47				
Current Hot Fund Balance as of 6/5/24: 1,210,419.10				
Hot Fund Balance Total After Project Completion: 546,760.10				

**Updated 7/10/2024 afg**

**ADJOURNMENT**

Motion made by Mayor Oscar E. Puente, Councilor Mario Ruiz seconded by to adjourn.

Vote for approval 5 - 0 (unanimous).

Motion carried.

Meeting adjourned at approximately 7:41 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