

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, February 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 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
Sofia Morones	Mayor Pro Tem
David Balderas	Councilor
Chris A. Castaneda	City Manager
Melissa M. Guerra	City Clerk

A quorum was established.

Absent	
Ashley Moreno	Councilor
Mario Ruiz	Councilor

STAFF

Edgar Castillo, Finance Director	John Camarillo, Public Works Director
Avelardo Puente, Gas Dept. Supervisor	

WELCOME & RECOGNITION OF GUESTS

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

Michael Salazar, Eddie Dilworth, Tomas Pena, Francisco Balderas, Alma Rodriguez, Guadalupe Salazar, Perla Morales, Annette Thalman

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 - JANUARY 10, 2023

B. SPECIAL SESSION - JANUARY 30, 2023

Motion made by Councilor David Balderas, seconded by Mayor Pro Tem Sofia Morones to approve minutes as presented.

Vote for approval 3-0 (unanimous).

Motion carried.

PRESENTATION - DIMMIT WELLNESS COALITION

**2. DIMMIT WELLNESS COALITION MINISTRY OF FIRST METHODIST CHURCH
PRESENTATION BY EDDIE DILWORTH**

Eddie Dilworth presented Council with the Dimmit Wellness Coalition Ministry that promotes independence and enhancing the quality of life in the community by providing effective and essential services for residents in need. The program currently has a food and clothing pantry for the community. Mr. Dilworth met with the Dimmit County Commissioners, and they are willing to help the ministry to plant a garden and the use of a building for future projects.

PLANNING & ZONING COMMISSION

**3. DISCUSSION AND APPROPRIATE ACTION TO APPROVE APPLICANT MICHAEL SALAZAR
REQUEST FOR A NON-CONFORMING VARIANCE PERMIT FOR THE PURPOSE OF
PLACING A DOUBLE-WIDE MANUFACTURED HOME IN AN R-1 ZONED PROPERTY, SAID
PROPERTY IS LOCATED AT 1405 OAK ST., CS-JOHN TAYLOR SUBD, BLOCK 1, LOT 4, CITY
OF CARRIZO SPRINGS, DIMMIT COUNTY TEXAS**

Motion made by Councilor David Balderas, seconded by Mayor Pro Tem Sofia Morones to approve applicant Michael Salazar's request for a 5 year non-conforming variance permit for the purpose of placing a double-wide manufactured home in an R-1 zoned property, said property is located at 1405 Oak Street, CS-John Taylor SUBD, Block 1, Lot 4, City of Carrizo Springs, Dimmit County Texas.

Vote for approval 3-0 (unanimous).

Motion carried,

**4. DISCUSSION AND APPROPRIATE ACTION TO APPROVE APPLICANT TOMAS G. PENA
REQUEST FOR A NON-CONFORMING VARIANCE PERMIT FOR THE PURPOSE OF
PLACING A DOUBLE-WIDE MANUFACTURED HOME IN AN R-1 ZONED PROPERTY, SAID
PROPERTY IS LOCATED AT 1004 NORTH 15TH ST., CS-VIVIAN HTS, BLOCK 1, LOT 9 & 10,
CITY OF CARRIZO SPRINGS, DIMMIT COUNTY TEXAS**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor David Balderas to approve applicant Tomas G. Pena's request for a 5 year non-conforming permit for the purpose of placing a double-wide manufactured home in an R-1 zoned property, said property is located at t1004 North 15th Street, CS-Vivian Hts, Block 1, Lot 9 & 10, City of Carrizo Springs, Dimmit County Texas.

Vote for approval 3-0 (unanimous).

Motion carried.

FINANCE DIRECTOR

5. DISCUSSION AND APPROPRIATE ACTION TO APPROVE JANUARY 2023 ACCOUNTS PAYABLE

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor David Balderas to approve January 2023 Accounts Payable.

Vote for approval 3-0 (unanimous).

Motion carried.

6. FINANCE DEPARTMENT MONTHLY REPORTS

A. FINANCIAL REPORT

B. DEPARTMENTAL EXPENDITURES

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

NAD BANK GRANT

7. NAD BANK GRANT UPDATE

City Manager Chris A. Castaneda updated Council with the status of the NAD Bank Grant application for the water project. The city has completed the loan application with USDA to match the funds required by NAD Bank for the grant.

NEW BUSINESS

8. DISCUSSION AND APPROPRIATE ACTION REGARDING RESCHEDULING REGULAR SESSION IN MARCH 2023

Discussion only. No action.

9. DISCUSSION REGARDING MAPPING SYSTEM AND STEEL GAS LINE REPLACEMENT

Gas Supervisor Avelardo Puente states that he discussed a mapping system with Simon Pena for the gas lines. Finance Director Edgar Castillo states that the city needs a mapping system of the city's gas lines, water/wastewater lines and utility access holes that would cost \$80,000.

OLD BUSINESS

10. DISCUSSION AND APPROPRIATE ACTION TO AWARD FOR REQUEST FOR PROPOSAL (RFP) FOR PIPELINE INTEGRITY IN-LINE INSPECTION AND REROUTE & REPLACE GAS LINE

Motion made Councilor David Balderas, seconded by Mayor Pro Tem Sofia Morones to award Request for Proposal (RFP) for pipeline integrity in-line inspection and reroute & gas line replacement for a total \$64,430.

Vote for approval 3-0 (unanimous).

Motion carried.

11. DISCUSSION AND POSSIBLE ACTION REGARDING CITY OF CARRIZO SPRINGS 2023 PROJECT LIST

- A. HEB**
- B. MARQUEE SIGNS**
- C. SPLASH PAD**
- D. PARK DESIGN**

City Manager Chris A. Castaneda states that to renovate the old HEB building it would cost up to 3.6 million dollars, the marquee signs will cost up to \$50,000 and the Splash Pad design and construction would cost up to \$500,000. The Veterans Park walking trail will cost \$15,000 and the construction of the bridge is \$21,000.

Mayor Pro Tem Sofia Morones would like City Manager Chris A. Castaneda to ask all of the Council for ideas on the project list and move forward with the projects.

ORDINANCE(S)

12. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ORDINANCE NO. 834 AN ORDINANCE TO ORDER ELECTION TO BE HELD MAY 6, 2023, FOR THE PURPOSE OF HOLDING A "GENERAL ELECTION" TO ELECT ONE (1) MAYOR AND TWO (2) COUNCILMEMBERS FOR THE CITY OF CARRIZO SPRINGS

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor David Balderas to approve Ordinance No. 834 an ordinance to order election to be held May 6, 2023 for the purpose of holding a “General Election” to elect one (1) Mayor and two (2) Councilmembers for the City of Carrizo Springs.

Vote for approval 3-0 (unanimous).

Motion carried.

EXECUTIVE SESSION

Mayor Oscar E. Puente convened into Executive Session at 6:49 p.m.

CITY COUNCIL WILL CONVENE IN CLOSED MEETING AS AUTHORIZED BY THE PROVISION OF THE OPEN MEETINGS ACT. CHAPTER 551 OF THE TEXAS GOVERNMENT CODE. THIS CLOSED SESSION IS IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE SECTION: PERSONNEL 551.074

Mayor Pro Tem Sofia Morones suggests to table item until all Council is present to evaluate City Manager Chris A. Castaneda.

13. DISCUSSION REGARDING CITY MANAGER'S PERFORMANCE EVALUATION

OPEN SESSION

Mayor Oscar E. Puente reconvened into Regular Session at 6:53 p.m.

14. DISCUSSION AND APPROPRIATE ACTION REGARDING CITY MANAGER'S PERFORMANCE EVALUATION

Motion made by Councilor David Balderas, seconded by Mayor Pro Tem Sofia Morones to table item.

Vote for approval 3-0 (unanimous).

Motion carried.

CITY MANAGER REPORT

15. ORGANIZATIONAL UPDATES

NAD Bank

The city has applied for a loan with USDA to match the funds for the NAD Bank Grant water project.

Grace of God Church

City Manager Chris A. Castaneda has been pricing the cost of pipe to install a drainage line to divert the water between the Grace of God Church and Dollar Tree and the estimated cost will be about \$27,000.00. This is estimate does not include a cement wall that is needed to divert the water.

Monomoy Property

Dirksen Surveyors out of Uvalde have been contracted to survey the property that runs from 9th Street up to Loop 517. This is part of the railroad property that was deeded over to the City of Carrizo Springs.

Flow Meter

The flow meter for the Carrizo Hill wastewater has arrived and pending is the cement vault box that is required by TX Dot and permit approval to install on the state right of way.

Monumental signs

City Manager Chris A. Castaneda has ordered the two City of Carrizo Springs welcome signs and will be placed on city property on Hwy 85 and Hwy 277. The other welcome signs that will be placed on the state right of way are still pending TX Dot approval.

City Park:

The cost for the placement of walking trail would be around \$15,000 for base material and asphalt. The city would have to amend the budget since it was not budgeted for this year.

There was only one bid that was received from Delta Service for the construction of a walking bridge to be constructed across the creek area to connect to the new side of Veterans Park. The estimate is around \$21,000.00. TX Dot has been contacted regarding an environmental study and if it is required before the bridge can be constructed.

Estimates for Projects

LED Sign: \$45,000 to \$50,000

HEB Building: \$3.2 to 3.6 million

City Park: Paved Walking Trail: \$15,000
Construction of Bridge: \$21,000

Splash Pad: Depending on design and implements: \$75,000. To \$500,000.

ADJOURNMENT

Motion made by Councilor David Balderas, seconded by Mayor Pro Tem Sofia Morones to adjourn.

Vote for approval 3-0 (unanimous).

Motion carried.

Meeting adjourned approximately 7:00 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