

**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, November 8, 2022**, 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 (Arrived at 5:38 p.m.)</b>
<b>David Balderas</b>	<b>Councilor</b>
<b>Ashley Moreno</b>	<b>Councilor (Arrived at 5:34 p.m.)</b>
<b>Mario Ruiz</b>	<b>Councilor</b>
<b>Chris A. Castaneda</b>	<b>City Manager</b>
<b>Melissa M. Guerra</b>	<b>City Clerk</b>

A quorum was established.

**WELCOME & RECOGNITION OF GUESTS**

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

Fabian Benitez – Chicano Por La Causa, Joseph M. Thomas, Peter Perez III

**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 - OCTOBER 18, 2022**

Motion made by Councilor David Balderas, seconded by Councilor Mairo Ruiz to approve minutes as presented.

Vote for approval 3-0 (unanimous).

Motion carried.

**FINANCE DIRECTOR**

**2. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ACCOUNTS PAYABLE FOR THE MONTH OF OCTOBER 2022**

Motion made by Councilor David Balderas, seconded by Councilor Ashley Moreno to approve Accounts Payable for September 2022.

Vote for approval 4-0 (unanimous).

Motion carried.

**3. FINANCE DEPARTMENT MONTHLY REPORTS - OCTOBER 2022**

**A. FINANCIAL REPORT**

Finance Director Edgar Castillo presented Council with monthly financial report for October 2022.

**B. DEPARTMENTAL EXPENDITURES**

Finance Director Edgar Castillo presented Council with the departmental expenditures for the month of October 2022.

**NEW BUSINESS**

**4. DISCUSSION AND APPROPRIATE ACTION REGARDING CHICANOS POR LA CAUSA REQUEST**

Motion made by Councilor Mario Ruiz, seconded by Councilor Ashley Moreno to table item.

Vote for approval 5-0 (unanimous).

Motion carried.

**5. DISCUSSION AND POSSIBLE ACTION REGARDING CITY OF CARRIZO SPRINGS SPECIAL EVENTS**

Discussion only. No action.

**6. DISCUSSION AND APPROPRIATE ACTION TO APPROVE 2023 HOLIDAY SCHEDULE**

Motion made by Councilor Mario Ruiz, seconded by Councilor David Balderas to approve 2023 Holiday Schedule and add Monday, July 3, 2022, as a paid holiday.

**2023 Holiday Schedule**

New Year's Day	Monday, January 2, 2023
Martin Luther King Day	Monday, January 16, 2023
President's Day	Monday, February 20, 2023
Good Friday	Friday, April 7, 2023
Memorial Day	Monday, May 29, 2023
Juneteenth	Monday, June 19, 2023
Independence Day Holiday	Monday, July 3, 2023
Independence Day	Tuesday, July 4, 2023
Labor Day	Monday, September 4, 2023
Columbus Day	Monday, October 9, 2023

Veterans Day  
Thanksgiving Day  
Thanksgiving Holiday  
Christmas Eve  
Christmas Holiday  
New Year's Eve

Friday, November 10, 2023  
Thursday, November 23, 2023  
Friday, November 24, 2023  
Friday, December 22, 2023  
Monday, December 25, 2023  
Friday, December 29, 2023

**7. DISCUSSION AND APPROPRIATE ACTION TO APPROVE CITY OF CARRIZO SPRINGS MARQUEE SIGN**

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

Vote for approval 5-0 (unanimous).

Motion carried.

**8. DISCUSSION AND APPROPRIATE ACTION REGARDING PLANNING & ZONING COMMITTEE APPOINTMENT**

Motion made by Councilor Mario Ruiz, seconded by Councilor David Balderas to appoint Roy Ortiz as a Planning & Zoning Commissioner.

Vote for approval 5-0 (unanimous).

Motion carried.

**EXECUTIVE SESSION**

Mayor Oscar E. Puente reconvened into Regular Session at 6:24 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: LEGAL 551.071*

**9. DISCUSSION REGARDING MONOMOY PROPERTIES' REQUEST TO CONVEY OR GRANT A PERMANENT EASEMENT FOR CITY-OWNED PROPERTY LOCATED AT 329 LOOP 517 AND/OR RELATED MATTERS**

**OPEN SESSION**

Mayor Oscar E. Puente reconvened into Regular Session at 6:40 p.m.

**10. DISCUSSION AND APPROPRIATE ACTION REGARDING MONOMOY PROPERTIES' REQUEST TO CONVEY OR GRANT A PERMANENT EASEMENT FOR CITY-OWNED PROPERTY LOCATED AT 329 LOOP 517 AND/OR RELATED MATTERS**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor David Balderas to direct City Manager Chris A. Castanda to hire a surveyor to appraise the property.

Vote for approval 5-0 (unanimous).

Motion carried.

## **RESOLUTION(S)**

### **11. DISCUSSION AND APPROPRIATE ACTION TO APPROVE RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARRIZO SPRINGS, TEXAS AMENDING RULES OF PROCEDURE FOR THE CONDUCT OF ITS MEETINGS; SECTION 1., RULE 1 (A) MEETINGS, REGULAR AND SPECIAL; RULE 6. PROCEDURE FOR SUBMITTING AGENDA ITEMS; RULE 10. SECRETARIAL PROCEDURE AND REPEALING ALL OTHER RESOLUTIONS OR PARTS OF RESOLUTIONS INCONSISTENT OR IN CONFLICT HEREWITH**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Ashley Moreno to approve Resolution No. 581 with the following amendments:

#### **Rule 1. Meetings, Regular and Special**

- (A) The City Council shall meet on the second Tuesday of each month for Regular Meetings at 5:30 p.m. with location to be announced on the agenda. In the event a second Tuesday falls on a holiday, the meeting for that month shall be rescheduled as determined by Council. Any meeting of Council may be recessed from hour to hour for a period of time not to exceed 24 hours, by an affirmative vote of majority of members of Council present at such meeting, and such recessed meeting shall be held without further posted notice.

#### **Rule 6. Procedure for Submitting Agenda Items**

Any and all ordinances, resolutions or other matters, including all written data, except emergency items, to be brought before the City Council for its consideration by the mayor or by any member of the Council, shall be submitted to the City Clerk no later than 5:00 p.m. of the Tuesday prior the meeting at which the same is to be considered. Packets will be provided to council members no later than Friday at 12:00 p.m. before the meeting.

#### **Rule 10. Secretarial Procedures**

The City Clerk shall be the Secretary of the Council and shall acts reading and recording clerk to the Council. By his or her signature, the Clerk shall certify the correctness of the minutes, shall record all actions taken by the Council, shall record the vote upon each measure when taken by the ayes and nays, and shall schedule and place on Council agendas, public hearings at the earliest practicable dates and shall perform such **other** duties as may be required of the City Clerk by the Mayor and the City Council. The City Clerk shall mark the absence of the mayor or any other member of Council. The City Clerk shall test and attest to the satisfactory operation of the tape recorder and maintain proper functioning throughout the meeting. In the absence of the City Clerk, the Deputy City Clerk or any person appointed by the City Clerk or Mayor may serve as acting City Clerk of any meeting. The City Clerk shall ensure that an audio recording of all meetings shall be made "except" for closed sessions involving consultation with an attorney and shall secure such following each meeting.

Vote for approval 3-2. Mayor Oscar E. Puente and Councilor David Balderas opposed.

Motion carried.

## **CITY MANAGER REPORT**

### **12. ORGANIZATIONAL UPDATES**

#### **Flow Meter**

City Manager Chris A. Castaneda spoke with Mike Brawly of MGB construction on Monday 11/01/2022 and he still has not received the flow meter. He will contact City Manager Chris A. Castaneda or Public Works Director John Camarillo as soon as he receives it or has more information to give us.

#### **Monumental signs**

City Manager Chris A. Castaneda is working on finalizing paperwork to submit with TX Dot for the locations of the four monumental signs. City Manager Chris A. Castaneda would like to get Councils approval to consider placing a welcome sign on city property located on Hwy 85 next the emergency siren and one located on Hwy 277 and South 23<sup>rd</sup> Street on city property where the water tower is located. Both of these properties would be beneficial since they have electrical power and could be used to place lighting around the welcome signs.

#### **City Park Addition**

Work on the new addition of the city park begin after the Homecoming weekend. The plan is to have utility pole cut up and placed along the boundary of the city park and start placing aside asphalt material to start paving a walking trail. City Manager Chris A. Castaneda still has not received any information on the bridge construction.

#### **Wastewater treatment plant:**

The city is still looking into the purchase of a bell press for our wastewater treatment plant. TCEQ will be taking enforcement action against the city for violations they found. Part of it was due to one of our pumps being out. The city has received the pump and is currently being installed.

## **ADJOURNMENT**

Motion made by Councilor David Balderas, seconded by Councilor Mario Ruiz to adjourn.

Vote for approval 5-0 (unanimous).

Motion carried.

Meeting adjourned approximately 7:25 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**