

**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, September 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 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>Bobby Maldonado</b>         | <b>Special Counsel</b> |
| <b>Azalia Garcia</b>           | <b>City Manager</b>    |
| <b>Melissa M. Guerra</b>       | <b>City Clerk</b>      |

A quorum was established.

**STAFF**

**Edgar Castillo, Finance Director**      **John Camarillo, Public Works Director**  
**Arnold Aguilar, City Marshal**

**WELCOME & RECOGNITION OF GUESTS**

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

Charlotte Trujillo, Mary Sandoval-Dimmit County Tax Assessor Collector, Martha Ponce – Dimmit County Judge, Chris Castaneda-Dimmit County Sheriff, Juan Carmona-Dimmit County Commissioner, Norma Carrillo, Rose Pearson, Claudia McDaniel, Nora Tellez, Rene Gutierrez, Maria Ortega, Erasmo Ortega, Adrian Martinez, Guadalupe Negrete, Meregilda Martinez, Francisco R. Ponce, Jesse Saucedo, Melissa Saucedo, José Guerra

**PLEDGE OF ALLEGIANCE**

The City Council recited the Pledge of Allegiance.

**CITIZEN’S COMMENTS**

No public comments.

**1. CITY OF CARRIZO SPRINGS 2024 PROPOSED TAX RATE**

**A. OPEN PUBLIC HEARING**

Mayor Oscar E. Puente opened the Tax Rate Public Hearing at 7:10 p.m.

## B. PUBLIC COMMENTS

No public comments.

## C. CLOSE PUBLIC HEARING

Mayor Oscar E. Puente closed the Tax Rate Public Hearing at 7:10 p.m.

### ORDINANCE(S)

#### 2. **DISCUSSION AND APPROPRIATE ACTION TO APPROVE ORDINANCE NO. 852 AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF CARRIZO SPRINGS AUTHORIZING THE APPROVAL OF THE CITY OF CARRIZO SPRINGS 2024-2025 FISCAL YEAR ANNUAL BUDGET**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Estanislado Z. Martinez to approve Ordinance No. 852 an ordinance by the City Council of the City of Carrizo Springs authorizing the approval of the City Carrizo Springs 2024-2025 Fiscal Year Annual Budget.

Vote for approval 5-0 (unanimous).

Motion carried.

#### 3. **DISCUSSION AND APPROPRIATE ACTION TO APPROVE ORDINANCE NO. 853 AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF CARRIZO SPRINGS, TEXAS FIXING THE TAX LEVY FOR THE CITY OF CARRIZO SPRINGS BEGINNING JANUARY 1, 2024 UPON TAXABLE PROPERTY IN SAID CITY OF CARRIZO SPRINGS IN CONFORMITY WITH THE GENERAL LAWS OF THE STATE OF TEXAS AND THE CITY CHARTER AND ORDINANCE OF THE CITY OF CARRIZO SPRINGS, TEXAS**

Motion made by Councilor Mario Ruiz, seconded by Councilor Noel Galvan to approve Ordinance No. 853 an ordinance by the City Council of the City of Carrizo Springs, Texas fixing the tax levy for the City of Carrizo Springs beginning January 1, 2024 upon taxable property in said City of Carrizo Springs in conformity with the general laws of the State of Texas and the City Charter and ordinance of the City of Carrizo Springs, Texas.

Vote for approval 5-0 (unanimous).

Motion carried.

### Mayor Oscar E. Puente moves to Item 16.

#### 4. **DISCUSSION AND APPROPRIATE ACTION TO APPROVE ORDINANCE NO. 854 AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF CARRIZO SPRINGS AUTHORIZING AMENDING THE CITY OF CARRIZO SPRINGS ANNUAL BUDGET FOR FISCAL YEAR 2023-2024**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Mario Ruiz to approve Ordinance No. 854 an ordinance by the City Council of the City of Carrizo Springs authorizing amending the City of Carrizo Springs annual budget for Fiscal Year 2023-2024.

Vote for approval 5-0 (unanimous).

Motion carried.

**5. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ORDINANCE NO. 856 AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF CARRIZO SPRINGS AMENDING ORDINANCE NO. 774, SECTION 2 “EXHIBIT A” GARBAGE COLLECTION RATES EFFECTIVE OCTOBER 1, 2024**

Motion made by Councilor Mario Ruiz, seconded by Mayor Pro Tem Sofia Morones to approve Ordinance No. 856 an ordinance by the City Council of the City of Carrizo Springs amending Ordinance No. 774, Section 2 “Exhibit A” garbage collection rates effective October 1, 2024.

Vote for approval 5-0 (unanimous).

Motion carried.

**PLANNING & ZONING COMMISSION**

**6. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ERASMO & MARIA ORTEGA’S REQUEST FOR A NON-CONFORMING VARIANCE PERMIT FOR THE PURPOSE OF PLACING A SINGLE-WIDE MANUFACTURED HOME IN AN R-1 ZONED PROPERTY SAID PROPERTY IS LOCATED AT 800 OLD COTULLA RD. PROPERTY (ID 14462), AB 794 CS-CHRISTIAN WIRTH, LOT 45, ACRES 2.929, CITY OF CARRIZO SPRINGS, DIMMIT COUNTY TEXAS**

Motion made by Councilor Mario Ruiz, seconded by Councilor Noel Galvan to approve Erasmo & Maria Ortega’s request for a non-conforming variance permit for the purpose of placing a single-wide manufactured home in an R-1 zoned property said property is located at 800 Old Cotulla Rd. Property ID 14462, AB 794 CS-Christian Wirth, Lot 45, acres 2.929, City of Carrizo Springs, Dimmit County.

Vote for approval 5-0 (unanimous).

Motion carried.

**7. DISCUSSION AND APPROPRIATE ACTION TO APPROVE APPLICANT RENO & LORRAINE GUTIERREZ REQUEST FOR A NON-CONFORMING VARIANCE PERMIT FOR THE PURPOSE OF PLACING A DOUBLE-WIDE MANUFACTURED HOME IN AN R-1 ZONE (SINGLE FAMILY DWELLING) SAID PROPERTY IS LOCATED ON 800 OLD COTULLA ROAD, PROPERTY ID 148922, AB 794 CS-CHRISTIAN WIRTH, LOT 45, 1.571 ACRES, CITY OF CARRIZO SPRINGS, DIMMIT COUNTY TEXAS**

Motion made by Councilor Noel Galvan, seconded by Mayor Pro Tem Sofia Morones to approve applicant Lorraine Gutierrez request for a non-conforming variance permit for the purpose of placing a double-wide manufactured home in an R-1 Zone (single family dwelling) said property is located on 800 Old Cotulla Road, Property ID 148922, AB 794 CS-Christian Wirth, Lot 45, 1.571 acres, City of Carrizo Springs, Dimmit County Texas.

Vote for approval 5-0 (unanimous).

Motion carried.

**Mayor Oscar E. Puente moves to Item 24.**

**PROCLAMATION**

**8. DOMESTIC VIOLENCE PROCLAMATION - WINTERGARDENS WOMEN SHELTER**

Mayor Pro Tem Sofia Morones reads the Domestic Violence Proclamation.

Mayor Oscar E. Puente signs the Domestic Violence Proclamation.

**GARZA/GONZALES & ASSOCIATES**

**9. DISCUSSION AND APPROPRIATE ACTION TO APPROVE GARZA/GONZALES & ASSOCIATES AUDIT FOR FISCAL YEAR ENDING SEPTEMBER 30, 2023**

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

Vote for approval 5-0 (unanimous).

Motion carried.

**AOKA CONSULTING INSPECTION REPORTS**

**10. AOKA CONSULTING INSPECTION REPORTS - GUADALUPE NEGRETE**

Guadalupe Negrete presented Council with the inspection reports for the buildings below.

**A. ELDERLY NUTRITION CENTER**

**B. SOUTH TEXAS RURAL CLINIC**

**C. CIVIC CENTER BALCONY DECK**

**PRESENTATION(S)**

**11. CITY OF CARRIZO SPRINGS GAS RATE PRESENTATION - JEFF SNOWDEN**

Jeff Snowden was not available for the gas rate presentation.

**12. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ORDINANCE NO. 855 AN AMENDMENT TO ORDINANCE NO. 674 (NATURAL GAS) OF THE CODE OF MUNICIPAL ORDINANCES OF THE CITY OF CARRIZO SPRINGS, TEXAS BY ADOPTING REVISED SCHEDULES FOR NATURAL GAS TO BE EFFECTIVE OCTOBER 1, 2024; PROVIDING AN EFFECTIVE DATE; PROVIDING FOR PUBLICATION; AND REPEALING AND REVOKING ALL PRIOR ORDINANCES AND AMENDMENTS RELATING TO NATURAL GAS**

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

Vote for approval 5-0 (unanimous).

Motion carried.

**APPROVAL OF MINUTES**

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

**A. SPECIAL SESSION - AUGUST 5, 2024**

**B. REGULAR SESSION - AUGUST 13, 2024**

**C. SPECIAL SESSION - AUGUST 19, 2024**

**C. SPECIAL SESSION - AUGUST 26, 2024**

**D. SPECIAL SESSION - AUGUST 30, 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**

**14. DISCUSSION AND APPROPRIATE ACTION TO APPROVE AUGUST 2024 ACCOUNTS PAYABLE**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Estanislado Z. Martinez to approve 2024 Accounts Payable.

Vote for approval 5-0 (unanimous).

Motion carried.

**15. FINANCE MONTHLY REPORTS**

**A. FINANCIAL ANALYSIS**

**B. DEPARTMENTAL EXPENDITURES**

Finance Director Edgar Castillo presented Council with the Finance Department Monthly Reports.

**NEW BUSINESS**

**16. DISCUSSION AND POSSIBLE ACTION TO ISSUE REQUEST FOR PROPOSAL (RFP) FOR PROPERTY TAX COLLECTION SERVICES**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Mario Ruiz to issue Request for Proposal (RFP) for property tax collection services.

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

Motion carried.

**17. DISCUSSION AND APPROPRIATE ACTION TO APPROVE SOLANSKY WELDING & PUMP, LLC QUOTE #2408-170943 FOR \$13,200 TO REPAIR BOOSTER PUMP FOR THE IVY WELL LOCATED AT 4680 HWY 85**

Motion made by Councilor Noel Galvan, seconded by Councilor Mario Ruiz to approve Solansky Welding & Pump LLC quote #2408-170943 for \$13,200 to repair booster pump for the Ivy Well located at 4680 HWY 85.

Vote for approval 5-0 (unanimous).

Motion carried.

**18. DISCUSSION REGARDING CITY CHARTER COMMISSION**

Discussion only.

**19. DISCUSSION AND POSSIBLE ACTION REGARDING COMMUNITY PEP RALLY**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Mario Ruiz to schedule the Community Pep Rally for October 11, 2024.

Vote for approval 5-0 (unanimous).

Motion carried.

**20. DISCUSSION AND APPROPRIATE ACTION REGARDING GIVING THE KEY TO THE CITY OF CARRIZO SPRINGS TO DR. DEV K. VARSHNEY M.D. AND DR. MAYA VARSHNEY M.D. IN APPRECIATION FOR THEIR MANY YEARS OF SERVICE FOR THE COMMUNITY**

Motion made by Councilor Estanislado Z. Martinez, seconded by Councilor Noel Galvan to host a reception for Dr. Dev K. Varshney M.D. and Dr. Maya Varshney M.D. in appreciation for their many years of service and present them with the key to the city.

Vote for approval 5-0 (unanimous).

Motion carried.

**OLD BUSINESS**

**21. DISCUSSION AND APPROPRIATE ACTION TO APPROVE COYOTE COUNTRY AC MAINTENANCE AGREEMENT FOR THE CARRIZO SPRINGS CIVIC CENTER & SUPERVISOR'S OFFICES**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Noel Galvan to approve Coyote Country AC Maintenance Agreement of \$1,440.00 for the maintenance of the Carrizo Springs Civic Center and Supervisor's Offices.

Vote for approval 5-0 (unanimous).

Motion carried.

**22. DISCUSSION AND APPROPRIATE ACTION REGARDING ALAMO SOLUTIONS CHANGE ORDER FOR THE VETERANS PARK PROJECT**

Motion made by Councilor Estanislado Z. Martinez, seconded by Mayor Pro Tem Sofia Morones to approve Alamo Solutions Change Order #1 for a total of \$620,500.00 for the Veterans Park Project.

Vote for approval 5-0 (unanimous).

Motion carried.

**23. DISCUSSION AND APPROPRIATE ACTION TO APPROVE WET WELL REHABILITATION CONTRACT**

Motion made by Councilor Mario Ruiz, seconded by Councilor Estanislado Z. Martinez to approve Wet Well Rehabilitation Contract.

Vote for approval 5-0 (unanimous).

Motion carried.

**INTERLOCAL AGREEMENTS**

**24. DISCUSSION AND APPROPRIATE ACTION IN REGARDS TO CITY OF CARRIZO SPRINGS AND DIMMIT COUNTY INTERLOCAL AGREEMENTS**

**A. LAW ENFORCEMENT**

**B. EMERGENCY MANAGEMENT SERVICES**

Mayor Pro Tem Sofia Morones asks if the Interlocal Law Enforcement Agreement will be the same of amount of \$250,000. Sheriff Chris Castaneda states that the amount will stay the same.

Councilor Mario Ruiz inquires on the fee of \$75 to house the inmates taken in by the city. Sheriff Chris Castaneda states that they have not charged any fees to the city for inmates.

Mayor Pro Tem Sofia Morones states that the fee should not be included in the new Interlocal Law Enforcement Agreement. Sheriff Chris Castanda states that it would be up to the Commissioners Court.

Dimmit County Judge Martha Ponce states to Council that they will open bids on October 21, 2024 for Emergency Medical Services.

Dimmit County Judge Martha Ponce states that the previous administration approved a \$600,000 agreement with Victory Ambulance but that proposal was never presented to the city. The city had only budgeted \$144,000 for emergency medical services so the County had to incur the difference of \$456,000.

City Manager Azalia Garcia asks for transparency and why the other entities including Big Wells, Asherton and Catarina do not pay for Emergency Medical Services. Commissioner Juan Carmona states that their population is different and they do not have the resources to pay for the services, he also states that the majority of calls come from the City of Carrizo Springs.

Dimmit County Judge Martha Ponce states that emergency medical services will not be cut off, she also states that by law the county shall provide emergency medical services if there is a contract between the city and the county.

Dimmit County Judge Martha Ponce states that the county wants to work with the city to provide emergency medical services for the residents of Carrizo Springs.

Councilor Mario Ruiz asks how can we explain to the taxpayers that pay both city and county taxes might not be able to receive emergency medical services within the city limits. Dimmit County Judge Martha Ponce states that the county lets the city use their heavy equipment free of charge. Councilor Mario Ruiz states that all the Commissioners precincts come into the city limits it does not stop at the city limits so when the city repairs the streets it benefits their precincts as well.

Commissioner Juan Carmona states that if the cost of the emergency medical service agreement is not feasible that maybe the city should consider creating their own emergency medical services to provide for the community.

Mayor Pro Tem Sofia Morones asks how much the county budget for the emergency medical services. Dimmit County Judge Martha Ponce states that \$400,000 was budgeted for the emergency medical services.

Mayor Pro Tem Sofia Morones asks the Judge what amount she is asking from the city for the agreements. Dimmit County Judge Martha Ponce respectfully requests \$250,000 for the Interlocal Law Enforcement Agreement and \$200,000 for Interlocal EMS Agreement.

Discussion only. No action.

## **EXECUTIVE SESSION**

Mayor Oscar E. Puente convened into Executive Session at 7:18 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***

**25. DISCUSSION REGARDING WATER MAIN LINE RUNNING THROUGH JUAN CORREA'S PROPERTY**

**26. DISCUSSION REGARDING SOCIAL MEDIA POLICY - CITY MANAGER & CITY CLERK**

## **OPEN SESSION**

Mayor Oscar E. Puente reconvened into Regular Session at 8:27 p.m.

**27. DISCUSSION AND APPROPRIATE ACTION REGARDING WATER MAIN LINE RUNNING THROUGH JUAN CORREA'S PROPERTY**

Motion made by Councilor Mario Ruiz, seconded by Councilor Noel Galvan to direct City Manager Azalia Garcia to contact Special Counsel Bobby Maldonado and Juan Correa attorney Joe Luna to resolve the water main line issue.

Vote for approval 5-0 (unanimous).

Motion carried.

**28. DISCUSSION AND APPROPRIATE ACTION REGARDING SOCIAL MEDIA - CITY MANAGER & CITY CLERK**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Mario Ruiz to provide proper training and include employee acknowledgement form for the personnel policy manual as discussed in closed session.

Vote for approval 5-0 (unanimous).

Motion carried.

**Mayor Oscar E. Puente moves to Item 5.**



**CITY MANAGER**

**29. ORGANIZATIONAL UPDATES**

City Manager Azalia updates Council with the City of Carrizo Springs projects.

**Veterans Park Project:**

- Exercise equipment is expected to arrive on September 6, 2024.
- Gazebos, walking trail, fence around the playground and lighting will be completed by the end of September.
- Bridge is expected to be completed by the end of the first week of October.
- Electrical Service bid will be opened on September 16, 2024.

**Wet Well Rehabilitation Project:**

- Bid award letter was sent to Lewis Concrete Restoration along with contract documents on September 4, 2024.
- Met with CDM Smith Engineering and Lewis Concrete to discuss the project, changes to the scope of work and construction documents.
- Work is anticipated to begin on September 23, 2024 and completed within two weeks.

City Manager Azalia Garcia met with the CSCISD on September 6, 2024 regarding a Water Conservation Project.

**ADJOURNMENT**

Motion made by Mayor Oscar E. Puente, seconded by Mayor Pro Tem Sofia Morones to adjourn.

Vote for approval 5 - 0 (unanimous).

Motion carried.

Meeting adjourned at approximately 9:11p.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