

**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 City Hall, 308 West Pena Street, Carrizo Springs, Texas, 78834 on **Tuesday, October 15, 2019** 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 6:01 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>Oscar E. Puente</b>	<b>Mayor Pro Tem</b>
<b>Sandra C. Little</b>	<b>Councilor</b>
<b>Benny Rocha</b>	<b>Councilor (Arrived at 6:24 p.m.)</b>
<b>Jesse Johnson</b>	<b>Councilor</b>
<b>John Camarillo</b>	<b>Interim City Manager</b>
<b>Melissa M. Guerra</b>	<b>City Clerk</b>

A quorum was established.

### **STAFF:**

<b>Gloria Martinez, Finance Director</b>	<b>Hugo Sulaica, City Marshal</b>
<b>Ramsey Castillo, Water Dept.</b>	<b>Jesse Mendoza, Landfill</b>
<b>Angie Rios, Utility Supervisor</b>	<b>Nestor Montalvo, Street Dept.</b>
<b>Francisco R. Ponce, Municipal Judge</b>	

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

Mayor Wayne Seiple welcomed and recognize all guests present.

Jose Ramos-La Voz Tejana, Eric Olivarez-Medshield, Chris Casteneda-Dimmit County Sheriff's Office, Paula Seydel-Chamber of Commerce, Patsy Galvan, Noel Galvan-Fire Chief, Anna Diaz, Lydia Seiple

### **PLEDGE OF ALLEGIANCE**

The City Council recited the Pledge of Allegiance.

### **CITIZEN'S COMMENTS**

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

Jose Ramos with La Voz Tejana radio station states to Council that he will offer the city free broadcasting for any emergency information for the public.

## **APPROVAL OF MINUTES**

### **1. DISCUSSION AND APPROPRIATE ACTION TO APPROVE MINUTES FOR THE MONTH OF SEPTEMBER 2019**

#### **A. REGULAR SESSION - SEPTEMBER 10, 2019**

#### **B. SPECIAL SESSION - SEPTEMBER 17, 2019**

#### **C. SPECIAL SESSION - SEPTEMBER 19, 2019**

Motion made by Mayor Pro Tem Oscar E. Puente, second by Councilor Jesse Johnson to approve minutes for the month of September 2019.

Vote for approval 5-0 (unanimous.)

Motion carried.

## **ACCOUNTS PAYABLE**

### **2. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ACCOUNTS PAYABLE FOR THE MONTH OF SEPTEMBER 2019**

Motion made by Councilor Jesse Johnson, second by Councilor Oscar E. Puente to approve accounts payable for the month of September 2019 and Maldonado Law Group, PLLC invoice for \$7,120.00.

Vote for approval 5-0 (unanimous).

Motion carried.

## **QUARTERLY REPORTS**

### **3. QUARTERLY REPORTS**

#### **A. SHERIFF'S DEPARTMENT**

Chris Castaneda with the Dimmit County Sheriff's Office reported 169 citations issued for the months of July-September 2019.

#### **B. MEDSHIELD**

Eric Olivarez with Medshield reported a total of 392 calls for the month of June, 423 calls for the month of July, 379 calls for the month of August and 398 calls for the month of September. Mr. Olivarez thanks the city for allowing Medshield to use 5<sup>th</sup> Street for the National Night Out Event held on October 5, 2019.

#### **C. CARRIZO SPRINGS VOLUNTEER FIRE DEPARTMENT**

Fire Chief Noel Sanchez reported a total 9 fire call outs and stated that the Carrizo Springs Volunteer Fire Department currently has a total of 14 members.

#### **D. CITY MUNICIPAL JUDGE FRANCISCO R. PONCE**

Municipal Judge Francisco R. Ponce presented Council with his quarterly report.

**OLD BUSINESS****4. DISCUSSION AND APPROPRIATE ACTION TO APPROVE AG ASSOCIATES INVOICE & DAVILA CONSTRUCTION, INC. APPLICATION #9 FOR \$61,678.75 FOR THE CIVIC CENTER PROJECT**

Motion made by Councilor Benny Rocha, second by Councilor Sandra C. Little to table item until the floor issue is resolved at the Civic Center.

Vote for approval 5-0 (unanimous).

Motion carried.

**5. UPDATE ON OLD FIRE STATION PROJECT**

Interim City Manager John Camarillo states to Council that the firehouse needs to be reevaluated. It has been more than a year since the last evaluation on the building and Troy M. Jessee Construction, LP needs to verify that no major structural issues have arisen.

Discussion only.

**6. DISCUSSION AND APPROPRIATE ACTION IN REGARDS TO PAY PLAN CORRECTIONS AND UPDATES**

Motion made by Councilor Jesse Johnson, second by Councilor Sandra C. Little to approve Pay Plan corrections as recommended by Finance Director Gloria Martinez.

Vote for approval 5-0 (unanimous).

Motion carried.

Motion made by Councilor Benny Rocha, second by Councilor Jesse Johnson to amend motion to approve Pay Plan corrections for (2) equipment operator, (3 & 4) 2 Street Maintenance workers and deny (1) IT/Accounting Specialist as recommend by Finance Director Gloria Martinez.

Vote for approval 5-0 (unanimous).

Vote for approval.

**7. DISCUSSION AND APPROPRIATE ACTION TO APPROVE CHAMBER OF COMMERCE HOT FUND REQUEST**

Motion made by Mayor Pro Tem Oscar E. Puente, second by Councilor Jesse Johnson to approve the Chamber of Commerce request for HOT Fund in the amount \$4,714.20.

Vote for approval 5-0 (unanimous).

Motion carried.

**NEW BUSINESS****8. DISCUSSION AND APPROPRIATE ACTION IN REGARDS TO WATER CONSERVATION & DROUGHT CONTINGENCY PLAN**

Motion made by Councilor Benny Rocha, second by Councilor Jesse Johnson to proceed with the Water Conservation & Drought Contingency Plan with pending corrections.

Vote for approval 5-0 (unanimous).

Motion carried.

## **9. DISCUSSION AND APPROPRIATE ACTION IN REGARDS TO CITY MANAGER POSITION**

Motion made by Councilor Jesse Johnson, second by Councilor Sandra C. Little to extend deadline to October 31, 2019 to accept applications/resumes for the City Manager position.

Vote for approval 5-0 (unanimous).

Motion carried.

## **ORDINANCES**

### **10. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ORDINANCE NO. 801 AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF CARRIZO SPRINGS AUTHORIZING AMENDING OF THE CITY OF CARRIZO SPRINGS ANNUAL BUDGET FOR THE FISCAL YEAR 2018-2019**

Motion made by Councilor Sandra C. Little, second by Mayor Pro Tem Oscar E. Puente to approve Ordinance No. 801 an ordinance by the City Council of the City of Carrizo Springs authorizing amending of the City of Carrizo Springs annual budget for Fiscal Year 2018-2019.

Vote for approval 5-0 (unanimous).

Motion carried.

## **RESOLUTION**

### **11. DISCUSSION AND APPROPRIATE ACTION TO APPROVE RESOLUTION NO. 555 A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF CARRIZO SPRINGS, TEXAS TO ADOPT A RESOLUTION ENSURING MEMBERS OF THE PUBLIC ARE PROVIDED THE OPPORTUNITY TO SPEAK ON ANY CITY OF CARRIZO SPRINGS COUNCIL AGENDA IN ORDER TO HEAR PUBLIC INPUT AND IN ORDER TO COMPLY TEXAS HB 2840, WHICH IS EFFECTIVE 9-1-2019**

Motion made by Councilor Sandra C. Little, second by Councilor Jesse Johnson to approve Resolution No. 555 a resolution by the City Council of the City of Carrizo Springs, Texas to adopt a resolution ensuring members of the public are provided the opportunity to speak on any City of Carrizo Springs council agenda in order to hear public input and in order to comply City Texas HB 2840, which is effective 9-1-2019.

Vote for approval 5-0 (unanimous).

Motion carried.

## **CITY MANAGER MONTHLY REPORT**

### **12. CITY MANAGER MONTHLY REPORT**

#### **A. CIVIC CENTER CONSTRUCTION PROJECT**

## **B. CIVIC CENTER PARKING LOT PROJECT UPDATE**

Interim City Manager John Camarillo updated Council with the Civic Center Construction Project and presented Council with a new parking lot design that will include 4 handicap parking spaces.

Discussion only.

## **DEPARTMENT MONTHLY REPORTS**

### **13. ADMINISTRATION MONTHLY REPORTS**

#### **A. FINANCE DIRECTOR**

##### **1. MONTHLY INVESTMENT REPORT FOR PERIOD OF SEPTEMBER 2019**

Finance Director Gloria Martinez presented Council with the monthly investment report for period ending September 10, 2019 with a book value ending of \$92,871.60.

##### **2. UTILITY AGING REPORT AS OF SEPTEMBER 2019**

The utility aging report has a balance of \$655,601.75 as of September 5, 2019.

##### **3. SEPTEMBER 2019 MONTHLY FINANCIAL REPORT**

Finance Director Gloria Martinez presented Council with September 2019 financial report.

##### **4. UTILITY DEPARTMENT REPORT**

The Utility Department reported a total revenue of \$334,683.41 for the month of September 2019.

#### **B. CITY CLERK**

City Clerk Melissa M. Guerra reports to Council her daily activities for the month of September 2019.

### **14. PUBLIC SAFETY MONTHLY REPORTS**

#### **A. CITY MARSHAL**

City Marshal Hugo Sulaica report 211 citations issued for the month September 2019.

#### **B. MUNICIPAL COURT**

Municipal Court reports 8 cases dismissed and a total of 215 citations issued by the Sheriff's Department.

#### **C. CODE ENFORCEMENT**

Code Enforcement Department responded to 49 calls and citizen contact for different city code issues for the month of September 2019.

#### **D. ANIMAL CONTROL**

Animal Control Department reported 14 cats and 13 dogs taken to the veterinarian's office to be euthanized and were disposed of at the landfill. The Animal Control Officer picked up a total of 23 dead animals in the month of September 2019. He also issued a total of 10 electrical, building, vendor and plumbing permits.

**15. PUBLIC WORKS MONTHLY REPORT**

The department supervisors updated Council with their daily activities for the month of September 2019. Street Department Supervisor Nestor Montalvo reported to Council that the brush pick-up schedule will be completed by October 25, 2019.

- A. WATER DEPARTMENT**
- B. WASTEWATER DEPARTMENT**
- C. STREET DEPARTMENT**
- D. GAS DEPARTMENT**
- E. PARK & RECREATION DEPARTMENT**
- F. LANDFILL**

**ADJOURNMENT**

Motion made by Mayor Pro Tem Oscar E. Puente, second by Councilor Jesse Johnson to adjourn.

Vote for approval 5-0 (unanimous).

Motion carried.

Meeting adjourned approximately 8:12 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**