

**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 City Hall Municipal Building, 308 West Pena Street, Carrizo Springs, Texas, 78834 on **Tuesday, April 8, 2025**, commencing at **5:30 p.m.** for considering the following items of business:

### **CALL THE MEETING TO ORDER**

Mayor Oscar E. Puente called the 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 (Dismissed himself from the meeting at 7:43 p.m.)</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**

<b>Edgar Castillo, Finance Director</b>	<b>John Camarillo, Public Works</b>
<b>Octavio Sierra, Water Dept. Supervisor</b>	<b>Veronica Vasquez, Receptionist</b>
<b>Brenda Reyes, Landfill Dept. Supervisor</b>	<b>Yvonne Carrizales, Municipal Court Clerk</b>
<b>Sonia G. Perez, Municipal Court Judge</b>	<b>Carlos Ramos, Health Department</b>
<b>Alfredo Castaneda, City Marshal Deputy</b>	

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

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

Carlos Lara-Carrizo Springs Volunteer Fire Department Chief, Steve Campos, Carlos Arce-Perdue Brandon Fielder Collins & Mott LLP, Steve Campos

### **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 - MARCH 11, 2025**

#### **B. SPECIAL SESSION - MARCH 17, 2025**

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

Vote for approval 5-0 (unanimous).

Motion carried.

## **DELINQUENT PROPERTY TAX QUARTERLY REPORT**

### **2. PURDUE BRANDON FIELDER COLLINS & MOTT LLP**

Carlos Arce reports that most of the city's delinquent \$ (for ALL years up to 2023 TY) are on accounts where the base tax due is \$1,000 to \$5,000 base tax due, which amounts to 233 accounts, over \$500,000 in base tax only and with penalties and interests amounts to a grand total of \$1,081,113.67, including penalties and interest.

## **BRUSH INTERLOCAL AGREEMENT**

### **3. DISCUSSION AND APPROPRIATE ACTION REGARDING BRUSH INTERLOCAL AGREEMENT BETWEEN THE CITY OF CARRIZO SPRINGS & DIMMIT COUNTY**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Noel Galvan to approve the Brush Interlocal Agreement between the City of Carrizo Springs and Dimmit County with changes as discussed.

Vote for approval 5-0 (unanimous)

Motion carried.

## **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**

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

Fire Chief Carlos Lara presented to the Council the CSVFD quarterly report.

### **7. CARRIZO SPRINGS MUNICIPAL COURT**

Municipal Judge Sonia G. Perez presented the Council with the Municipal Court quarterly report.

## **FINANCE DEPARTMENT**

### **8. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ACCOUNTS PAYABLE FOR THE MONTH OF MARCH 2025**

Motion made by Councilor Estanislado Z. Martinez, seconded by Councilor Noel Galvan to approve Accounts Payable for the month of March 2025.

Vote for approval 5-0 (unanimous).

Motion carried.

### **9. MONTHLY REPORTS**

#### **A. FINANCIAL ANALYSIS**

#### **B. DEPARTMENTAL EXPENDITURES**

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

## **NEW BUSINESS**

### **10. DISCUSSION AND APPROPRIATE ACTION TO APPROVE MENTORS THAT CARE, LLC LEASE AGREEMENT**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Estanislado Z. Martinez to approve Mentors That Care, LLC lease agreement.

Vote for approval 5-0 (unanimous).

Motion carried.

### **11. DISCUSSION AND APPROPRIATE ACTION TO APPROVE BRIGHTWATCH ESTIMATE FOR VETERANS PARK SECURITY CAMERAS**

Motion made by Councilor Noel Galvan, seconded by Councilor Estanislado Z. Martinez to table item and get more quotes.

Vote for approval 5-0 (unanimous).

Motion carried.

### **12. DISCUSSION AND APPROPRIATE TO APPROVE ESTIMATE OR QUOTE TO PURCHASE VETERANS PARK PLAYGROUND SHADE STRUCTURE**

#### **A. ALAMO CLASSROOM SOLUTION (ESTIMATE NO. C-3297 - \$108,500.00)**

#### **B. ALL OF TEXAS RECREATION (QUOTE NO. QT-235625 \$172,990.00)**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Mario Ruiz to approve Alamo Classroom Solution Estimate No. C-3297 for \$108,500.00.

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

Motion carried.

**13. DISCUSSION AND APPROPRIATE ACTION REGARDING BACKFLOW ORDINANCE**

Motion made by Councilor Noel Galvan, seconded by Councilor Mario Ruiz to table item.

Vote for approval 4-0 (unanimous)

Motion carried.

**14. DISCUSSION AND APPROPRIATE ACTION TO APPROVE COST OF LIVING RAISE FOR CITY EMPLOYEES**

No action. Discussion only.

**15. DISCUSSION AND APPROPRIATE ACTION REGARDING IRRIGATION RATES**

No action. Discussion only.

**WATER DEPARTMENT**

**16. DISCUSSION AND APPROPRIATE ACTION TO APPROVE BOSS - BUILT ON SUPERIOR SERVICES QUOTE FOR \$85,266.77 (JCB BUYBOARD CONTRACT #685-22) TO PURCHASE 55Z MINI EXCAVATOR**

Motion made by Councilor Noel Galvan, seconded by Mayor Pro Tem Sofia Morones to approve Boss-Built on Superior Services quote for \$85,266.77 (JCB Buyboard Contract #685-22) to purchase 55Z on mini excavator.

Vote for approval 4-0 (unanimous).

Motion carried.

**17. DISCUSSION AND APPROPRIATE ACTION TO APPROVE PURCHASING A TRAILER FOR THE WATER DEPARTMENT EXCAVATOR**

**A. TEXAS PRIDE TRAILERS**

**B. BIG TEX**

**C. UVALCO SUPPLY**

Motion made by Councilor Mario Ruiz, seconded by Councilor Noel Galvan to approve Uvalco Supply quote for \$8,575.00 to purchase a trailer for the water department excavator.

Vote for approval 4-0 (unanimous).

Motion carried.

**18. DISCUSSION AND APPROPRIATE ACTION TO APPROVE QUOTE TO REPAIR ELEVATED & UNDERGROUND STORAGE TANKS: 23RD ELEVATED STORAGE TANK, ENGLISH ELEVATED STORAGE TANK, LEE #1 GROUND STORAGE TANK, LEE #2 GROUND STORAGE TANK, GOLF GROUND STORAGE TANK AND PECAN GROVE GROUND STORAGE TANK**

**A. MAGUIRE**

**B. CONSOR ENGINEERS, LLC**

**C. RON PERRIN WATER TECHNOLOGIES, INC.**

Motion made by Councilor Noel Galvan, seconded by Councilor Estanislado Z. Martinez to approve quote from Ron Perrin Water Technologies, Inc. for \$2,518.00 to repair the elevated and underground storage tanks: 23rd elevated storage tank, English elevated storage tank, Lee #1 ground storage tank, Lee #2 ground storage tank, Golf ground storage tank and Pecan Grove ground storage tank.

Vote for approval 4-0 (unanimous).

Motion carried.

**OLD BUSINESS**

**19. DISCUSSION AND APPROPRIATE ACTION TO APPROVE COMMERCIAL SWIM (BUYBOARD) ESTIMATE #1062668545 IN THE AMOUNT OF \$47,197.51 FOR SWIMMING POOL PROJECT PHASE 1**

Motion made by Councilor Mario Ruiz, seconded by Councilor Noel Galvan to approve Commercial Swim (Buyboard) estimate #1062668545 in the amount of \$47,197.51 for the Swimming Pool Project Phase 1.

Vote for approval 4-0 (unanimous).

Motion carried.

**20. DISCUSSION AND APPROPRIATE ACTION REGARDING HOSTING FARMERS MARKET**

Motion made by Councilor Mairo Ruiz, seconded by Councilor Noel Galvan to approve planning a Farmers Market and to contact legal regarding liability.

Vote for approval 3-1. Councilor Estanislado Z. Martinez opposed.

Motion carried.

**REQUEST FOR PROPOSAL(S)**

**21. DISCUSSION AND APPROPRIATE ACTION TO ISSUE REQUEST FOR PROPOSAL (RFP) FOR ANIMAL HOLDING FACILITY**

Motion made by Councilor Noel Galvan, seconded by Councilor Estanislado Z. Martinez to issue a Request for Proposal (RFP) for an animal holding facility.

Vote for approval 4-0 (unanimous).

Motion carried.

**22. DISCUSSION AND APPROPRIATE ACTION TO ISSUE REQUEST FOR PROPOSAL (RFP) FOR THE CIVIC CENTER BALCONY DECK**

Motion made by Councilor Noel Galvan, seconded by Councilor Mario Ruiz to table item.

Vote for approval 4-0 (unanimous).

Motion carried.

**ORDINANCE(S)**

**23. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ORDINANCE NO. 863 AN ORDINANCE PROVIDING FOR A PENALTY TO DEFRAY COSTS OF COLLECTING DELINQUENT PROPERTY TAXES PURSUANT TO TEXAS TAX CODE SECTIONS 33.07 AND 33.08**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Noel Galvan to approve Ordinance No. 863 an ordinance providing for a penalty to defray costs of collecting delinquent property taxes pursuant to Texas Tax Code Sections 33.07 and 33.08.

Vote for approval 4-0 (unanimous).

Motion carried.

**24. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ORDINANCE NO. 864 AN ORDINANCE OF THE CITY OF CARRIZO SPRINGS, TEXAS AMENDING CHAPTER 28 OF THE CODE OF ORDINANCE RELATING TO MOBILE HOMES; REPEALING ORDINANCES IN CONFLICT; PROVIDING FOR A PENALTY; AND PROVIDING FOR RELATED MATTERS**

Motion made by Councilor Mario Ruiz, seconded by Councilor Noel Galvan to approve Ordinance No. 864 an ordinance of the City of Carrizo Springs, Texas amending Chapter 28 of the Code of Ordinance relating to mobile homes; repealing ordinances in conflict; providing for penalty; and providing for related matters.

Vote for approval 4-0 (unanimous).

Motion carried.

**CITY MANAGER REPORT**

**25. ORGANIZATIONAL UPDATES**

**Park Addition**

- Easter decorations have been ordered and will be placed on both sides of the park.
- Sprinkler system- Sanford has scheduled work to take place around 2nd week of April.
- Austin stone- Parks & Recreation Supervisor Francisco Rosas will obtain quotes for a contractor to place stones on the perimeter of the exercise equipment and to build a stand for the plaque.

### **City Utility Accounts**

- BP Lift station – Wastewater Department Supervisor Ramsey Castillo continues to obtain quotes for repairs needed. The Dimmit County Rodeo Arena uses the city sewer system, therefore, sewer services have been added to their water account.
- Dimmit County water accounts have been sent a letter with a 30-day deadline (4/11/25) to open accounts before terminating their water services.
- Jeff Snowden (Capex Consulting Group) has been provided with 3 months of gas consumption data for McDonalds. Jeff Snowden is working with Special Counsel Bobby Maldonado to recover costs owed to the city.

### **City Updates**

- Deputy Marshal position- Funds are not available to hire for the position.
- Emergency Management Coordinator Position - Obtaining more information on roles and responsibilities of the position. City Manager Azalia Garcia has been attending quarterly emergency management meetings and is participating in mock emergency planning scheduled for October.
- City Manager Azalia Garcia will be attending a conference in May to network, get resources, and gain knowledge.
- Job Descriptions have been reviewed by each supervisor and revised.
- Annual evaluations are due in April. Revised job descriptions will be reviewed along with evaluation.
- An ordinance for pre-construction meeting fees is being updated and will be presented to Council.

### **ADJOURNMENT**

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

Vote for approval 4 - 0 (unanimous).

Motion carried.

Meeting adjourned at approximately 8:37 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**