

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, July 12, 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:

Oscar E. Puente	Mayor
Sofia Morones	Mayor Pro Tem
David Balderas	Councilor
Mario Ruiz	Councilor
Chris A. Castaneda	City Manager
Melissa M. Guerra	City Clerk

Absent

Ashley Moreno	Councilor
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A quorum was established.

STAFF

Edgar Castillo, Finance Director	John Camarillo, Public Works Director
Marisela Tristan, Accounting Specialist	Ramsey Castillo, Water Department Supervisor
Francisco R. Ponce, Municipal Judge	Martinez, City Marshal Deputy

WELCOME & RECOGNITION OF GUESTS

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

Ruben Martinez, Eli Mendoza, Eric Olivarez, Yvonne Carrizales

PLEDGE OF ALLEGIANCE

The City Council recited the Pledge of Allegiance.

CITIZEN'S COMMENTS

No public comments.

Ruben Martinez – Garza/Gonzalez & Associates, Eli Mendoza – Garza/Gonzales, Eric Olivarez – Victory Ambulance

FISCAL YEAR ENDING SEPTEMBER 30, 2021, AUDIT**1. DISCUSSION AND APPROPRIATE ACTION TO APPROVE GARZA/GONZALES & ASSOCIATES FISCAL YEAR ENDING SEPTEMBER 30, 2021**

Eli Mendoza, Garza & Gonzales Associates states that the financial statements of the governmental activities, the business-type activities, for the year ending September 30, 2021, were audited, and reports a standard opinion of the audit. Garza/Gonzales & Associates conducted the audit in accordance with Government Auditing Standards, issued by the Comptroller General of the United States. There were no significant difficulties in dealing with the management in performing and completing the audit.

Ruben Martinez recommends the city strengthen controls and ensure purchase of goods/services are properly supported with proper documentation. Finance Director Edgar Castillo states that after discussing the purchasing policy with Garza/Gonzales & Associates during the audit it was discovered that the purchasing policy had not been approved since January 2017 and the policy must be approved every 2 years. The new purchasing policy was approved in April 2022. Ruben Martinez commended the Finance Department for their performance during the audit.

The City's governmental funds reported combined fund balances of \$9,695,321 and increase of \$1,853,635 for the year ended September 30, 2021. The unassigned fund balance of the General Fund totals \$7,179,400.

Motion made by Councilor Mario Ruiz, seconded by Mayor Pro Tem Sofia Morones to approve Garza/Gonzales & Associates Fiscal Year Audit Ending September 30, 2021.

Vote for approval 4-0 (unanimous).

Motion carried.

APPROVAL OF MINUTES**2. DISCUSSION AND APPROPRIATE ACTION TO APPROVAL MINUTES****A. REGULAR SESSION - JUNE 14, 2022**

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

Vote for approval 4-0 (unanimous).

Motion carried.

ACCOUNTS PAYABLE**3. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ACCOUNTS PAYABLE FOR THE MONTH OF JUNE 2022**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor David Balderas to approve accounts payable for the month of June 2022.

Vote for approval 4-0 (unanimous).

Motion carried.

FINANCIAL REPORT**4. FINANCIAL REPORT - JUNE 2022**

Finance Director Edgar Castillo presents Council with the monthly financial report for June 2022. Mr. Castillo reports the monthly expenses for payroll, accounts payable, capital purchases and funds spent by each department. The financial monthly report also includes revenue collected from state taxes, property taxes, building and permit fees, municipal court and landfill.

PUBLIC SAFETY QUARTERLY REPORTS**5. DIMMIT COUNTY SHERIFF'S DEPARTMENT**

Dimmit County Sheriff's Department Captain Jerry Martinez presented Council with the quarterly report for the months of April, May, and June 2022.

6. VICTORY AMBULANCE

Eric Olivarez presented Council with the Victory Ambulance quarterly report.

Total calls for the quarter are listed below:

277 – April 2022

286 – May 2022

310 – June 2022

7. CARRIZO SPRINGS VOLUNTEER FIRE DEPARTMENT

Fire Chief Noel Galvan reported a total of 26 call outs and presently have 19 members in the Carrizo Springs Volunteer Fire Department.

8. MUNICIPAL COURT

Municipal Judge Francisco R. Ponce presents Municipal Courts quarterly report with the total number of citations and revenue collected for the months of April, May and June 2022.

ORDINANCE NO. 830**9. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ORDINANCE NO. 830 AN ORDINANCE OF THE CITY OF CARRIZO SPRINGS, TEXAS AMENDING ORDINANCE NO. 781 REGULATING THE PLACEMENT AND INSTALLATION OF RESIDENTIAL MANUFACTURED HOMES IN THE CITY; PROVIDING AREAS ELIGIBLE FOR SPECIFIC USE PERMITS; PROVIDING DEFINITIONS; PROVIDING OTHER REGULATIONS FOR MANUFACTURED HOMES; REPEALING ORDINANCES IN CONFLICT; PROVIDING FOR A PENALTY; AND PROVIDING FOR RELATED MATTERS**

Motion made by Mayor Pro Tem Sofia Morones, seconded Councilor Mario Ruiz to approve (1) Age Regulations: No single wide or double wide manufactured home manufactured more than 20 years earlier than the date it is proposed to be installed, located, or occupied within the City, (2) the manufactured home must be inspected by Code Enforcement and be in compliance before being allowed to be installed, located, or occupied within the City.

Vote for approval 4-0 (unanimous).

Motion carried.

OLD BUSINESS

10. 4TH OF JULY POST EVENT REPORT

Discussion only.

NEW BUSINESS

11. DISCUSSION AND POSSIBLE ACTION IN REGARDS TO 16 DE SEPTEMBER EVENT

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Mario Ruiz to approve the 16 de Septiembre Event and have Finance Director Edgar Castillo start amending the budget to fund the 16 de Septiembre event.

Vote for approval 4-0 (unanimous).

Motion carried.

12. DISCUSSION AND APPROPRIATE ACTION TO APPROVE PURCHASE OF TIRE FOR THE LANDFILL DEPARTMENT 2012 SCRAPER 623H

Motion made by Councilor Mario Ruiz, seconded by Councilor David Balderas to approve Southern Tire Mart quote for \$16,378.39 to purchase a tire for the Landfill Department 2012 Scrapper 623H.

Vote for approval 4-0 (unanimous).

Motion carried.

13. DISCUSSION AND APPROPRIATE ACTION TO APPROVE THE PURCHASE OF AUTOMATIC EXTERNAL DEFIBRILLATORS

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Mario Ruiz to approve AHI quote for \$7,356.00 to purchase four automatic external defibrillators.

Vote for approval 4-0 (unanimous).

Motion carried.

CITY MANAGER REPORT

14. ORGANIZATIONAL UPDATES

EMPLOYEE HOURLY RATE

City Manager Chris A. Castaneda states to Council that the city is losing employees who hold licenses required by the state to work in the water department and is considering increasing the hourly rate for the water department employees. Water Department Ramsey Castillo states to Council that his employees have left the city with licenses that were paid for by the city and recommends increasing their pay to motivate them to stay with the city.

Mayor Pro Tem Sofia Morones commends Street Department Supervisor Ramsey Castillo for stepping up and speaking for his department and agrees that they should get an increase in pay.

Finance Director Edgardo Castillo states to Council that City Manager Chris A. Castaneda can make the administrative decision to increase the hourly rate for the street department.

STREET DEPARTMENT

The street department has repaved Alamo Street from 9th Street up to 13th Street. Dimmit County Pct. 3 assisted the city with their equipment and provided asphalt material for the project.

SWIMMING POOL

The swimming pool has opened and there have been no issues with the new pool pump.

STREET DEPARTMENT

The street department has been cleaning up vacant lots and will be scheduling to demolish a burned house on Walker Street.

CIVIC CENTER PARKING LOT

Ken Dirksen has been hired to survey the Civic Center parking lot to move forward with the project.

HEB

City Manager Chris A. Castaneda will be meeting with Ron Alvarado to discuss the possible use of the HEB building.

FOOD TRUCKS

Food trucks are allowed to sell within the city limits as long as they have a vendors permit and comply with state health laws regarding Health Cards and Food Handlers permit.

ADJOURNMENT

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

Vote for approval 4-0 (unanimous).

Motion carried.

Meeting adjourned approximately 7:35 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