

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, May 12, 2020** 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 6:02 p.m.

ROLL CALL & ESTABLISHMENT OF QUORUM

The Council conducted their own roll call and declared the following Councilmembers present:

Wayne Seiple	Mayor
Benny Rocha	Mayor Pro Tem
Sofia Morones	Councilor
Oscar E. Puente	Councilor
Mario Ruiz	Councilor (Joined meeting by telephone)
Ronnie J. Guest Jr.	City Manager
Melissa M. Guerra	City Clerk

A quorum was established.

STAFF:

Gloria Martinez, Finance Director	John Camarillo, Public Works Director
Arnold Aguilar, Interim City Marshal	Edgar Castillo IT/Account Payables

WELCOME & RECOGNITION OF GUESTS

Mayor Wayne Seiple welcomed and recognize all guests present.

PLEDGE OF ALLEGIANCE

The City Council recited the Pledge of Allegiance.

CITIZEN'S COMMENTS

No citizen's comments.

APPROVAL OF MINUTES

1. DISCUSSION AND APPROPRIATE ACTION TO APPROVE MINUTES

A. REGULAR SESSION - MARCH 10, 2020

Motion made by Councilor Oscar E. Puente, second by Mayor Pro Tem Benny Rocha to approve minutes for Regular Session, March 10, 2020.

Vote for approval 3-1. Councilor Sofia Morones abstained.

Motion carried.

B. SPECIAL SESSION - APRIL 7, 2020

Motion made by Mayor Pro Tem Benny Rocha, second by Councilor Benny Rocha to approve minutes for Special Session, April 7, 2020.

Vote for approval 3-1. Councilor Sofia Morones abstained.

Motion carried.

NEW BUSINESS

2. DISCUSSION AND APPROPRIATE ACTION IN REGARDS TO SOUTH TEXAS RURAL HEALTH SERVICES, INC. REQUEST FOR A 15 YEAR TAX ABATEMENT FOR MEDICAL HOME FACILITY LOCATED AT 1819 N. 9TH ST., CARRIZO SPRNGS, TEXAS

Mayor Pro Tem Benny Rocha is concerned on granting a 15-year abatement to the South Texas Rural Health Services, Inc and how it will affect the city. City Manager Ronnie J. Guest Jr. states to Council that the South Texas Rural Health Services, Inc. is a 100% federally funded project and granting the tax abatement would mean the city would not collect property taxes that would go back to the community.

Councilor Oscar E. Puente would like legal to review the 15-year tax abatement request and if the city is allowed to grant an abatement to South Texas Rural Health Services, Inc.

City Manager Ronnie J. Guest Jr. states that he will speak to legal regarding South Texas Rural Health Services, Inc. 15-year abatement request and present to Council in the next meeting.

Motion made by Mayor Pro Tem Benny Rocha, second by Councilor Sofia Morones to table item for further review.

Vote for approval 4-0 (unanimous).

Motion carried.

3. DISCUSSION AND APPROPRIATE ACTION IN REGARDS TO THE DIMMIT CENTRAL APPRAISAL DISTRICT REQUEST TO RETAIN 2019 SURPLUS

Motion made by Councilor Oscar E. Puente, second by Councilor Sofia Morones to approve the Dimmit Central Appraisal District request to retain the 2019 surplus in the amount of \$710.

Vote for approval 4-0 (unanimous).

Motion carried.

4. DISCUSSION AND APPROPRIATE ACTION IN REGARDS TO CITY MANAGER'S RECOMMENDATION FOR INTERIM CITY MARSHAL

City Manager Ronnie J. Guest Jr. states that he has appointed Arnold Aguilar as the Interim City Marshal and is requesting City Council's support on his recommendation.

City Manager Ronnie J. Guest Jr. states that Arnold Aguilar will be on a 90-day probation period and will be evaluated on his leadership skills during that period. He will be leading the Public Safety team that includes Animal Care, Code Enforcement, and the City Marshal's department.

Mayor Wayne Seiple asks if the Interim City Marshal will be getting paid the same or if his salary will increase with the appointment. City Manager Ronnie J. Guest Jr. states that Arnold Aguilar's salary was increased to an additional \$1,500 per year and will receive an additional \$1,500 per year if he is appointed City Marshal after the 90-day probation period.

Motion made by Mayor Pro Tem Benny Rocha, second by Councilor Sofia Morones to approve City Manager Ronnie J. Guest Jr. recommendation to appoint Arnold Aguilar as Interim City Marshal.

Vote for approval 4-0 (unanimous).

Motion carried.

OLD BUSINESS

5. DISCUSSION AND POSSIBLE ACTION IN REGARDS TO NAD BANK WATER AUDIT

Stephanie J. Moore with Daniel B. Stephens & Associates, Inc. made an online presentation regarding the Water Audit, Rate Study and Conservation Plan for the City of Carrizo Springs. Mrs. Moore discussed the scope of work and project timeline for the meter testing that included the production meters and customer meters.

The goals for the water audit are to improve operational and financial sustainability, categorizing revenue, non-revenue water, real and apparent losses. The recommendations for the water audit are for the city to establish/revise policies and procedures for data collection.

The water rate study included importing billing data, determining classification and evaluate billing processing. The water rate study resulted in customer classification issues and the billing process was not consistent with the water and sewer rate ordinance.

The water rate study and sewer rate study comparison for an average population of 5,000-10,000 resulted in the City of Carrizo Springs being below average. The recommendation made by Stephanie J. Moore was for the city to allocate reserve funds in 2020 and increase the rates for water and sewer.

Councilor Oscar E. Puente asks if Carrizo Hill was included in the water and sewer study. Mrs. Moore states that Carrizo Hill is out of the city limit boundaries and was not included in the study.

Councilor Sofia Morones asks Mrs. Moore to elaborate on the billing process issues. Mrs. Moore states that the billing process is not consistent with the ordinance that was being used in the billing department.

Finance Director Gloria Martinez stated that the billing department had an ordinance with discrepancies in the numbers and did not match the ordinance that was in place. The ordinance that is in place will expire on July 2020 and needs to be updated this year.

No action. Discussion only.

6. DISCUSSION AND UPDATES IN REGARDS TO FIREHOUSE PROJECT

City Manager Ronnie J. Guest Jr. states to Council that Lehmann Engineering, Inc. recommends immediate decisions about the programming of the space should be made to facilitate the most efficient design for the new roof framing system. If these decisions cannot be made at this time, additional shoring should be

added along the roof framing elevation. Otherwise, the building should be demolished as it is unsafe in its current condition.

Mayor Wayne Seiple states that restoring the Firehouse will cost millions of dollars to restore and that it would be cheaper to build a new City Hall. Councilor Oscar E. Puente states that the City cannot invest any more money on additional shoring for the Firehouse so unfortunately, he agrees that it would be best to demolish the building.

Mayor Pro Tem Benny Rocha states that the city has already spent \$180,000 to remove the asbestos and that the Firehouse should be demolished.

Councilor Sofia Morones states that it is not the first time but several times that the Engineer's recommendation was to demolish the Firehouse.

Mayor Wayne Seiple would like get quotes to demolish the Firehouse. City Manager Ronnie Guest stated that he will work on getting an estimate to demolish the Firehouse and present the estimate to Council in the next meeting.

Councilor Oscar E. Puente would like to make the citizens aware of the reasons the Firehouse should be demolished by posting it in the newspaper, Facebook, and the city website.

No action. Discussion only.

CONTRACTS & AGREEMENTS

7. DISCUSSION IN REGARDS TO STRATTON SECURITIES CORPORATION CONTRACT

Mayor Wayne Seiple states that Stratton Securities, Inc. opened the "The Studios" facility to house unaccompanied children and they requested sewer services from Carrizo Hill, but they were unable to provide those services. Stratton Securities, Inc. then contacted the City for sewer services and proposed to install a sanitary sewer collection pipeline at their cost to discharge the wastewater into the City's Wastewater Treatment Plant.

City Manager Ronnie J. Guest Jr. states that the City Attorney helped draft a contract between the City of Carrizo Springs and Stratton Securities, Inc regarding the pipeline. City Manager Ronnie J. Guest Jr. states that he will meet with Stratton Securities, Inc. on June 13, 2020 to discuss the contract. The contract will be presented to Council as soon as the City Attorney reviews and approves the final draft contract.

Discussion only.

8. DISCUSSION AND APPROPRIATE ACTION TO APPROVE THE CITY OF CARRIZO SPRINGS AND DIMMIT COUNTY INTERLOCAL LAW ENFORCEMENT AGREEMENT & MEMORANDUM OF UNDERSTANDING

Motion made by Councilor Oscar E. Puente, second by Councilor Sofia Morones to approve the City of Carrizo Springs and Dimmit County Interlocal Law Enforcement Agreement & Memorandum of Understanding with pending verification of total debt.

Vote 4-0 (unanimous).

Motion carried.

QUARTERLY REPORTS

No one was present for the quarterly reports due to Covid 19.

9. DIMMIT COUNTY SHERIFF'S DEPARTMENT

10. MEDSHIELD

11. CITY OF CARRIZO SPRINGS VOLUNTEER FIRE DEPARTMENT

12. MUNICIPAL JUDGE FRANCISCO R. PONCE QUARTERLY REPORT

CITY MANAGER MONTHLY REPORT

13. ORGANIZATIONAL UPDATES

CITY MANAGER'S UPDATE

City Manager Ronnie J. Guest Jr. states that he would like to personally welcome Councilwoman Sofia Morones back to City Council and Councilman Mario Ruiz to the City Council.

City Manager Ronnie J. Guest Jr. states that he is working with his team and Special Counsel Bobby Maldonado to draft a contract in support of the needs to partner with Stratton Securities Corporation, Incorporated for the opening of "The Studios".

City Manager Ronnie J. Guest Jr. reports that effective Friday 2, 2020 he appointed Arnold Aguilar to serve as the Interim City Marshal for 90 days. During the probation period Mr. Aguilar will lead the Public Safety Department and report to the city manager. Arnold Aguilar will be evaluated for his leadership skills which will determine if he will be appointed to City Marshal after the 90-day period.

SCADA SYSTEM UPDATE

The new SCADA system is fully operational, and the team has full control of the system. The team continues to monitor the system with no major concerns.

PUBLIC SAFETY UPDATES

City Manager Ronnie J. Guest Jr. states his concerns on the number of animals being euthanized. Mr. Guest states that he will be working on getting the animal ordinance updated.

City Council Sofia Morones states to City Manager Ronnie J. Guest Jr. that she likes his report.

STREET DEPARTMENT UPDATES

Councilor Oscar E. Puente commends the Street Department and Parks & Recreation Department for a job well done. He also stated that the streets are the cleanest he has seen since he started serving as a Councilmember.

City Manager Ronnie J. Guest Jr. states that all the credit goes to the team!

ACCOUNTS PAYABLE & FINANCE DIRECTOR MONTHLY REPORT

14. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ACCOUNTS PAYABLE FOR THE MONTH OF MARCH & APRIL 2020

Councilor Oscar E. Puente inquired about the carpentry work at the Veterans Park Gazebo for \$648 and Civic Center repairs for \$360. City Manager Ronnie J. Guest Jr. states that they needed to replace some boards on the gazebo and the Civic Center had damaged after one of the renters used the facility, the deposit was kept for the damages.

Motion made by Mayor Pro Tem Benny Rocha, second by Councilor Oscar E. Puente to approve accounts payable for the month of March & April 2020 and Maldonado Law Group, PLLC invoice for the amount of \$1,540.00

Vote for approval 4-0 (unanimous).

Motion carried.

15. FINANCE DIRECTOR MONTHLY REPORTS FOR MARCH & APRIL 2020

A. MONTHLY FINANCIAL REPORT

Finance Director Gloria Martinez reported a total of \$412,818 monthly expenses for payroll, accounts payable and debt service payments for April 2020.

B. MONTHLY INVESTMENT REPORT

Finance Director Gloria Martinez presented the monthly investment report for period ending April 30, 2020 with a book value ending of \$94,766.11.

C. UTILITY AGING REPORT

The utility aging report has a balance of \$543,650.11 as of April 20, 2020.

[Mayor Wayne Seiple moves to Item 17.](#)

ORDINANCE

16. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ORDINANCE NO. 807 AN ORDINANCE OF THE CITY OF CARRIZO SPRINGS SETTING SWIMMING POOL RENTAL FEES & DEPOSITS; RULES & REGULATIONS; AND PRESCRIBING FOR RELATING MATTERS

Motion made by Councilor Oscar E. Puente, second by Councilor Sofia Morones to approve Ordinance No. 807 an ordinance of the City of Carrizo Springs setting swimming pool rental fees & deposits; rules & regulations; and prescribing for relating matters.

Vote for approval 4-0 (unanimous).

Motion carried.

[Mayor Wayne Seiple moves to addendum.](#)

17. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ORDINANCE NO. 808 AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF CARRIZO SPRINGS AUTHORIZING AMENDING THE CITY OF CARRIZO SPRINGS ANNUAL BUDGET FOR FISCAL YEAR 2019-2020

Motion made by Mayor Pro Tem Benny Rocha, second by Councilor Oscar E. Puente to approve Ordinance No. 808 and ordinance by the City Council of the City of Carrizo Springs authorizing amending the City of Carrizo Springs Annual Budget for Fiscal Year 2019-2020.

Vote for approval 4-0 (unanimous).

Motion carried.

Mayor Wayne Seiple moves to Item 16.

ADJOURNMENT

Motion made by Councilor Oscar E. Puente, second by Councilor Sofia Morones to adjourn.

Vote for approval 4-0 (unanimous).

Motion carried.

Meeting adjourned approximately 9:11 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