

**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 Civic Center, 405 North 7<sup>th</sup> Street, Carrizo Springs, Texas, 78834 on **Tuesday, March 8, 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:

<b>Oscar E. Puente</b>	<b>Mayor</b>
<b>Sofia Morones</b>	<b>Mayor Pro Tem</b>
<b>David Balderas</b>	<b>Councilor</b>
<b>Ashley Moreno</b>	<b>Councilor</b>
<b>Mario Ruiz</b>	<b>Councilor</b>
<b>Chris A. Castaneda</b>	<b>City Manager</b>
<b>Melissa M. Guerra</b>	<b>City Clerk</b>

A quorum was established.

### **STAFF:**

Arnold Aguilar, City Marshal	Vennette Aguirre, Receptionist
Angie Rios, Utility Supervisor	Hope Rojas, Utility Clerk
Avelardo Puente, Gas Dept. Supervisor	

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

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

Melinda Castillo, Dina Ojeda-Balderas, Patsy Galván, Fire Chief Noel Galván, Claudia McDaniel

### **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. SPECIAL SESSION - FEBRUARY 3, 2022**

##### **B. REGULAR SESSION - FEBRUARY 8, 2022**

Motion made by Councilor David Balderas, seconded by Councilor Ashley Moreno to approve minutes as presented.

Vote for approval 5-0 (unanimous).

Motion carried.

## **ACCOUNTS PAYABLE**

### **2. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ACCOUNTS PAYABLE FOR FEBRUARY 2022**

Motion made by Councilor Mario Ruiz, seconded by Councilor David Balderas to approve accounts payable for the month of February 2022.

Vote for approval 5-0 (unanimous).

Motion carried.

## **INTERIM FINANCE DIRECTOR**

### **3. FINANCIAL REPORT - FEBRUARY 2022**

Interim Finance Director Edgar Castillo presented Council with the Financial Report for February 2022.

## **CARRIZO SPRINGS VOLUNTEER FIRE DEPARTMENT**

### **4. DISCUSSION AND APPROPRIATE ACTION TO APPROVE QUOTE FOR THE CARRIZO SPRINGS VOLUNTEER FIRE DEPARTMENT FIREHOUSE BAY DOORS**

Fire Chief Noel Galvan presented two quotes for the firehouse bay doors and states that the department still needs to replace three more of the bay doors. Councilor Mario Ruiz asks if the quotes include a warranty and maintenance service. Fire Chief Noel Galvan states the warranty and maintenance service is included.

Motion made by Councilor David Balderas, seconded by Mayor Pro Tem Sofia Morones to approve the Southwest Overhead Door, LLC quote in the amount of \$6,474.00 for the Carrizo Springs Volunteer Fire Department Firehouse Bay doors.

Vote for approval 5-0 (unanimous).

Motion carried.

## **OLD BUSINESS**

### **5. DISCUSSION AND APPROPRIATE ACTION IN REGARDS TO CITY MANAGER'S RECOMMENDATION FOR FINANCE DIRECTOR**

City Manager Chris A. Castaneda recommends Edgar Castillo for the Finance Director position. Mayor Pro Tem Sofia Morones stated that Edgar Castillo had resigned at the last meeting when he had been recommended for the Finance Director position. City Clerk Melissa M. Guerra stated that Edgar Castillo did not resign but had stepped down as the Interim Finance Director. Mayor Oscar E. Puente states that he met with Edgar Castillo the following day and he decided to continue as the Interim Finance Director until Council would appoint someone for the Finance Director position.

Motion made by Councilor David Balderas, seconded by Councilor Ashley Moreno to approve City Manager Chris A. Castaneda's recommendation to appoint Edgar Castillo as the City of Carrizo Springs Finance Director.

Vote for approval 3-2. Mayor Pro Tem Sofia Morones and Councilor Mario Ruiz abstained.

Motion carried.

#### **6. DISCUSSION IN REGARDS TO CITY OF CARRIZO SPRINGS WELCOME SIGNS**

Discussion only.

#### **7. DISCUSSION AND POSSIBLE ACTION IN REGARDS TO SOUTH TEXAS RURAL HEALTH CLINIC STREET LOCATED BETWEEN 9TH STREET AND HWY 83**

City Manager Chris A. Castaneda states to Council that the street belongs to Dixondale, and the city cannot assume any responsibility for the street until a request is made by the property owner.

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor Ashely Moreno to table item.

Vote for approval 5-0 (unanimous).

Motion carried.

#### **NEW BUSINESS**

#### **8. DISCUSSION AND APPROPRIATE ACTION TO APPROVE TEXAS COMMISSION OF ENVIRONMENTAL QUALITY (TCEQ) IRREVOCABLE STANDBY LETTER OF CREDIT FOR \$97,072.00**

Motion made by Councilor David Balderas, seconded by Councilor Ashley Moreno to approve the Texas Commission of Environmental Quality (TCEQ) Irrevocable Standby Letter of Credit for \$97,072.00.

Vote for approval 5-0 (unanimous).

Motion carried.

#### **9. DISCUSSION AND POSSIBLE ACTION REGARDING CITY MARSHAL DEPARTMENT UNIT**

Motion made by Mayor Pro Tem Sofia Morones, seconded by Councilor David Balderas to direct City Manager Chris A. Castaneda to proceed with the purchase of a new unit for the City Marshal Department.

Vote for approval 5-0 (unanimous).

Motion carried.

#### **GENERAL ELECTION**

#### **10. DISCUSSION AND APPROPRIATE ACTION IN REGARDS TO MAY 7, 2022, GENERAL ELECTION**

##### **A. APPOINTMENT OF PRESIDING JUDGE & ALTERNATE JUDGE**

##### **1. PRESIDING JUDGE - MARISELA TRISTAN**

##### **2. ALTERNATE JUDGE - ALICIA GARZA**

## **B. SALARY**

- 1. PRESIDING JUDGE & ALTERNATE JUDGE SALARY - \$12.00**
- 2. ELECTION CLERKS - \$10.00 PER HOUR**
- 3. PRESIDING JUDGE - \$25.00 FOR RETURNS**

Motion made by Councilor Mario Ruiz, seconded by Mayor Pro Tem Sofia Morones to approve the appointment of Presiding Judge Marisela Tristan and Alternate Judge Alicia Garza with a salary of \$12.00 per hour for the presiding judge and alternate judge plus \$25.00 for returns, and a salary of \$10.00 per hour for the election clerks.

Vote for approval 5-0 (unanimous).

Motion carried.

## **CITY MANAGER REPORT**

### **11. ORGANIZATIONAL UPDATES**

City Manager Chris A. Castaneda presents Council with his monthly report.

#### **Veterans Park Restroom Project**

Contact was made with Robert Puente of Eagle Builders to discuss the Veterans Park restroom construction project. The project was accepted by Mr. Puente and the construction was started on February 28, 2022.

#### **Civic Center ADA Ramps**

John Flores with JF Painting & Construction will start the ADA ramp construction at the Civic Center soon and will follow up with the Civic Center parking lot. Garcia & Wright's existing plans show that the sidewalk will be removed on 7<sup>th</sup> Street for the ADA ramp.

#### **Carrizo Hill Water Supply Agreement**

Special Counsel Bobby Maldonado is still working on the Carrizo Hill Water Supply Agreement with Jeff Snowden and the city has provided information requested for the agreement. Jeff Snowden stated that he needs the actual meter installed to get the exact amount of flow to determine the agreement.

#### **A&M Signs**

Interim Finance Director Edgar Castillo found a check that had been issued to A&M Signs for \$21,950 back on February 22, 2021. City Manager Chris A. Castaneda made contact with A&M Signs, and they advised that they did receive the check but never heard back from the city. They agreed to give the city credit for the \$21,950 minus work they had to redo. The resolution approved for the project was sent to TX Dot and pending final approval.

#### **Fire Hydrants**

Fire hydrants are still in backorder due to pandemic and shortage of workers.

#### **Splash Pad Information**

City Manager Chris A. Castaneda reached out to Eagle Pass in regards to the Splash Pad and was informed that the total cost of the project was \$618,829.00. The project was funded through Capital Improvement Funds (CIP).

#### **Water Line Replacement on FM 1917**

Water Supervisor Ramsey Castillo requested a state permit to remove the water line from the High School tap and reroute the water for Pilot, Southern Tire Mart and other customers. The project may run between \$35,000 - \$45,000 to replace the water line.

**ADJOURNMENT**

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

Vote for approval 5-0 (unanimous).

Motion carried.

Meeting adjourned approximately 6:29 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**