

**NOTICE OF CITY COUNCIL REGULAR SESSION**

**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, 308 West Pena Street, Carrizo Springs, Texas, 78834 on **Tuesday, April 9, 2019** commencing at **6:00 p.m.** for considering the following items of business:

**CALL THE MEETING TO ORDER**

Mayor Dina Ojeda-Balderas called meeting to order at approximately 6:00 p.m.

**ROLL CALL & ESTABLISHMENT OF QUORUM**

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

<b>Dina Ojeda-Balderas</b>	<b>Mayor</b>
<b>Sandra C. Little</b>	<b>Mayor Pro Tem</b>
<b>Sofia Morones</b>	<b>Councilor</b>
<b>Oscar E. Puente</b>	<b>Councilor</b>
<b>Jesse Johnson</b>	<b>Councilor (Left meeting at 10:00 pm)</b>

A quorum was established.

**STAFF:**

Nora G. Flores, City Manager	Melissa M. Guerra, City Clerk
Gloria Martinez, Finance Director	John Camarillo, Public Works Director
Jesse Mendoza, Landfill Supervisor	Ramsey Castillo, Water Dept. Supervisor
Gary Rios, Wastewater Dept. Supervisor	Nestor Montalvo, Street Dept. Supervisor
Hugo Sulaica, City Marshal	Joe Mata, Parks & Recreation/Gas Dept. Supervisor

**WELCOME & RECOGNITION OF GUESTS**

Mayor Dina Ojeda-Balderas welcomed and recognize all guests present.

Ron Alvarado, AG Associates, Angel Ayala, Anita Franco, San Juana Cardona, Leon Seydale, Luciano Quintanilla, Alma Ortegon, Rojelio Olivarez, Noel Galvan, Patsy M. Galvan, Raul Garcia-Garica & Wright, Leigh Ann Lopez, Mark A. Balderas, Eric Olivarez-Medshield, Luis Angel Perez, Patrick Leahy, Mario Trevino

**PLEDGE OF ALLEGIANCE**

The City Council recited the Pledge of Allegiance.

**CITIZEN'S COMMENTS** *\*Citizen comments will be limited to 3 minutes.*

San Juana Cardona states her concerns to Council about having a business zone in a residential area.

**APPROVAL OF MINUTES**

## 1. DISCUSSION AND APPROPRIATE ACTION TO APPROVE MINUTES

A. REGULAR SESSION - MARCH 12, 2019

B. SPECIAL SESSION - MARCH 19, 2019

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

Vote for approval 5-0 (unanimous).

Motion carried.

**NEW BUSINESS**

## 2. DISCUSSION AND APPROPRIATE ACTION TO APPROVE ACCOUNTS PAYABLE

Motion made by Mayor Pro Tem Sandra C. Little, second by Councilor Jesse Johnson to approve accounts payable for the month of March.

Vote for approval 5-0 (unanimous).

Motion carried.

## 3. DISCUSSION AND APPROPRIATE ACTION TO APPROVE DAVILA CONSTRUCTION, INC. PROPOSAL FOR ADDITIONAL WORK IN THE AMOUNT OF \$178,371.02 FOR THE CIVIC CENTER RENOVATION PROJECT - RON ALVARADO, AG ASSOCIATES

Motion made by Councilor Sofia Morones, second by Councilor Oscar E. Puente to approve Davila Construction, Inc. proposal for additional work in the amount of \$178,371.02 for the Civic Center Renovation Project.

Vote for approval 5-0 (unanimous).

Motion carried.

## 4. DISCUSSION AND APPROPRIATE ACTION TO DETERMINE PRECISELY WHAT STREETS OR PARTS OF STREETS ARE TO BE CLOSED, CONVEYED, SURVEYED, ETC. REGARDING THE CIVIC CENTER RENOVATION PROJECT - RAUL GARCIA, GARCIA &amp; WRIGHT ENGINEERS

Motion made by Councilor Jesse Johnson, second by Councilor Oscar E. Puente to proceed with the street closure plans for the Civic Center Project and forward the plans to Pastor Hunter – Methodist Church for their final approval.

Vote for approval 5-0 (unanimous).

Motion carried.

5. CONSIDERATION AND POSSIBLE ACTION TO TERMINATE CONTRACT FOR FINANCIAL ADVISOR SERVICES WITH ESTRADA HINOJOSA

Motion made by Councilor Sofia Morones, second by Councilor Oscar E. Puente to terminate contract for Financial Advisor Services with Estrada Hinojosa.

Vote for approval 5-0 (unanimous).

Motion carried.

6. CONSIDERATION AND APPROVAL TO ENGAGE LAWRENCE FINANCIAL CONSULTING LLC SOON TO BE RENAMED TIJERINA GALVAN LAWRENCE LLC AS THE CITY'S FINANCIAL ADVISOR AND APPROVAL OF CONTRACT REGARDING SAME

Motion made by Councilor Oscar E. Puente, second by Councilor Sofia Morones to engage with Lawrence Financial Consulting LLC soon to be renamed Tijerina Galvan Lawrence LLC as the City's Financial Advisor and approval of contract regarding same.

Vote for approval 5-0 (unanimous).

Motion carried.

[Mayor Dina Ojeda-Balderas moves to Item 17.](#)

7. DIMMIT COUNTY SHERIFF'S DEPARTMENT QUARTERLY REPORT - SHERIFF MARION BOYD

Luciano Quintanilla with the Sheriff's Department presents Council with the quarterly report for the months of January, February and March 2019.

8. EMS QUARTERLY REPORT

Eric Olivares presents Council with Medshield's quarterly report.

9. CITY OF CARRIZO SPRINGS VOLUNTEER FIRE DEPARTMENT QUARTERLY REPORT - FIRE CHIEF NOEL GALVAN

Fire Chief Noel Galvan presents Council with the Volunteer Fire Department's Quarterly Report and a Memorandum of Understanding between the Carrizo Springs Volunteer Fire Department & Dimmit County Fire Department.

10. MUNICIPAL JUDGE FRANCISCO PONCE QUARTERLY REPORT

Municipal Judge Francisco R. Ponce presents Council with Municipal Court's Quarterly Report.

11. DISCUSSION AND APPROPRIATE ACTION IN REGARDS TO FRANCISCO R. PONCE'S REQUEST FOR WATER SERVICES

Motion made by Mayor Pro Tem Sandra C. Little, second by Councilor Oscar E. Puente to approve Francisco R. Ponce's request for water services pending review of ordinance prohibiting services.

Vote for approval 4-1. Councilor Sofia Morones abstained.

Motion carried.

12. DISCUSSION AND APPROPRIATE ACTION TO APPROVE PLANNING & ZONING RECOMMENDATIONS

**A. MARIO TREVINO**

**CASE FILE NO. 04-19-PZ-12 - Mario Trevino (applicant), request to re-zone a R-1 zone (Residential District) property to a B-1 zone (Business District) for the purpose of operating an equipment repair & sales business. Said property is located at 1905 Pena St., CS-LADDS CITY ADDN #1, BLOCK 1, LOT 1-2 PT 3, City of Carrizo Springs, Dimmit County Texas.**

Motion made by Councilor Sofia Morones, second by Councilor Oscar E. Puente to approve Mario Trevino's (applicant) request to re-zone the R-1 zone (Residential District) property to a B-1 zone (Business District) for the purpose of operating an equipment repair and sales business located at 1905 Pena Street, CS-LADDS City ADDN #1, Block 1, Lot 1-2 PT 3, City of Carrizo Springs, Dimmit County Texas.

Vote for approval 5-0 (unanimous).

Motion carried.

**B. RICARDO SANCHEZ**

**(1) CASE FILE NO. 04-19-PZ-13 - Ricardo Sanchez (applicant), request to re-zone an R-1 zone lot (Residential District) property to a B-1 zone (Business District), for the purpose of developing a commercial building to operate a funeral home business. Said property is located at 108 Maria St., CS-EAST SIDE , Ricardo Sanchez applicant, is requesting to re-plat two (2) lots into one (1) lot measuring a total of 10,000 square feet, for the purpose of developing a commercial building. Said properties are located at 1603 N. 1st St., CS-EAST SIDE ADDN, BLOCK 2, LOT 3 4, and 108 Maria St., CS-EAST SIDE ADDN, BLOCK 2, LOT 5 6, City of Carrizo Springs, Dimmit County Texas.**

No action.

**(2) CASE FILE NO. 04-19-PZ-14 -Ricardo Sanchez (applicant), request to re-plat two (2) lots into one (1) lot measuring a total of 10,000 square feet, for the purpose of developing a commercial building. Said properties are located at 1603 N. 1st St., CS-EAST SIDE ADDN, BLOCK 2, LOT 3 4, and 108 Maria St., CS-EAST SIDE ADDN, BLOCK 2, LOT 5 6, City of Carrizo Springs, Dimmit County Texas.**

No action.

**C. RICARDO FRANCO**

**CASE FILE NO. 04-19-PZ-15 - JAAR Properties LLC, (Ricardo Franco, applicant), request to re-zone an R-1 zone (Residential District) property to an R-2 zone (Duplex & Multiple Family Dwelling District) for the purpose of developing a 2-unit duplex. Said property is located at 1410 N. 8th St., CS-HOMESTEAD TERRACE ADDN, BLOCK 22, LOT 7 City of Carrizo Springs, Dimmit County Texas.**

Motion made by Councilor Jesse Johnson, second by Councilor Oscar E. Puente to deny JAAR Properties LLC, (Ricardo Franco, applicant) request to re-zone an R-1 zone (Residential District) property to an R-2 zone (Duplex & Multiple Family Dwelling District) for the purpose of developing a 2 unit duplex, said property located at 1410 North 8<sup>th</sup> Street, CS-HOMESTEAD TERRACE ADDN, BLOCK 22, LOT 7 City of Carrizo Springs, Dimmit County Texas.

Vote for approval 5-0 (unanimous).

Motion carried.

#### **D. ALMA ORTEGON**

**CASE FILE NO. 04-19-PZ-16 - Alma Ortegon (applicant) request for a variance to add to a Premier Portable Building and convert it into a single-family dwelling. Said structure is in a R-1 zone lot (Residential District), of which is located at 1507 Woodings St., CS-CASSETTO ADDN, BLOCK 3, LOT 6 7 8, City of Carrizo Springs, Dimmit County Texas.**

Motion made by Mayor Pro Tem Sandra C. Little, second by Councilor Sofia Morones to deny Alma Ortegon (applicant) request for a variance to add to a Premier Portable Building and convert it into a single-family dwelling. Said structure is in a R-1 zone lot (Residential District), of which is located at 1507 Woodings St., CS-CASSETTO ADDN, BLOCK 3, LOT 6 7 8, City of Carrizo Springs, Dimmit County Texas.

Vote for approval 5-0 (unanimous).

Motion carried.

#### **13. DISCUSSION AND APPROPRIATE ACTION IN REGARDS TO PLANNING & ZONING COMMISSIONER IRENE GARCIA'S RESIGNATION LETTER**

Motion made by Councilor Oscar E. Puente, second by Councilor Jesse Johnson to approve Planning & Zoning Commissioner Irene Garcia's resignation letter.

Vote for approval 5-0 (unanimous).

Motion carried.

#### **14. CONSIDERATION AND ACTION TO APPROVE THE CARRIZO SPRINGS OLD FIRE STATION TEXAS PRESERVATION TRUST FUND PRESERVATION EASEMENT AND ATTACHMENT "A"**

Motion made by Mayor Pro Tem Sandra C. Little, second by Councilor Sofia Morones to approve the Carrizo Springs Old Fire Station Texas Preservation Trust Fund Easement with attachment "A".

Vote for approval 5-0 (unanimous).

Motion carried.

#### **15. DISCUSSION AND APPROPRIATE ACTION IN REGARDS TO ONSITE CONTRACT LETTER**

Motion made by Councilor Sofia Morones, second by Mayor Pro Tem Sandra C. Little to approve Onsite Contract Letter in regards to cancelling services to demo the existing fire station.

Vote for approval 4-0 (unanimous). (Councilor Jesse Johnson stepped out of the meeting).

Motion carried.

16. DISCUSSION AND APPROPRIATE ACTION IN REGARDS TO OLD FIRE STATION AND DIRECTING CITY MANAGER TO PROCEED WITH CONTRACTOR BIDS

Motion made by Mayor Pro Tem Sandra C. Little, second by Councilor Oscar E. Puente to Direct City Manager Nora G. Flores to proceed with contracting the next lowest bidder from the previous bids for shoring and demolition for the Old Fire Station.

Vote for approval 5-0 (unanimous).

Motion carried.

[Mayor Dina Ojeda-Balderas moves to Item 7.](#)

17. DISCUSSION AND APPROPRIATE ACTION IN REGARDS TO CERTIFICATES OF OBLIGATION - JUAN AGUILERA, ESCAMILLA & PONECK

Motion made by Councilor Jesse Johnson, second by Councilor Oscar E. Puente to direct Adrian Galvan with Escamilla & Poneck to work with potential bidder for the Certificates of Obligation.

Vote for approval 5-0 (unanimous).

Motion carried.

18. DISCUSSION AND APPROPRIATE ACTION RELATED TO BLACK MOUNTAIN SAND

City Counsel Bobby Maldonado directs Counsel and Staff to proceed to become an interested party in the Black Mountain Sand Mediation.

Motion made by Councilor Sofia Morones, second by Councilor Jesse Johnson to become an interested party in the Black Mountain Sand Mediation.

Vote for approval 5-0 (unanimous).

Motion carried.

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

Motion made by Councilor Oscar E. Puente, second by Councilor Jesse Johnson to approve Ordinance no. 781 an ordinance of the City of Carrizo Springs, Texas regulating the placement and installation of residential mobile, HUD-Code manufactured, and modular homes in the city; providing areas eligible for specific use permits; providing definitions; providing other regulations for mobile, modular and manufactured homes; repealing ordinances in conflict; providing for a penalty; and providing for related matters.

Vote for approval 5-0 (unanimous).

Motion carried.

20. ORDINANCE NO. 796 AN ORDINANCE OF THE CITY OF CARRIZO SPRINGS, TEXAS REGULATING RESIDENTIAL MOBILE, HUD-CODE MANUFACTURED, AND MODULAR HOME PARKS IN THE CITY; PROVIDING AREAS ELIGIBLE FOR SPECIFIC USE PERMITS; PROVIDING DEFINITIONS; REPEALING ORDINANCES IN CONFLICT; PROVIDING FOR A PENALTY; AND PROVIDING FOR RELATED MATTERS

Motion made by Councilor Jesse Johnson, second by Councilor Oscar E. Puente to approve Ordinance No. 796 an ordinance of the City of Carrizo Springs, Texas regulating residential mobile, HUD-code manufactured, and modular home parks in the city; providing areas eligible for specific use permits; providing definitions; repealing ordinances in conflict; providing for a penalty; and providing for related matters

Vote for approval 5-0 (unanimous).

Motion carried.

21. ORDINANCE NO. 797 AN ORDINANCE OF THE CITY OF CARRIZO SPRINGS, TEXAS REGULATING MINIMUM SIZE OF RESIDENTIAL DWELLINGS REGULATING THE NUMBER OF RESIDENTIAL DWELLINGS PER LOT; REPEALING ORDINANCES IN CONFLICT; AND PROVIDING FOR RELATED MATTERS

Motion made by Councilor Oscar E. Puente, second by Councilor Jesse Johnson to approve Ordinance No. 797 an ordinance by the City of Carrizo Springs, Texas regulating minimum size of residential dwellings regulating the number of residential dwellings per lot; repealing ordinances in conflict; and providing for related matters.

Vote for approval 5-0 (unanimous).

Motion carried.

22. DISCUSSION AND APPROPRIATE ACTION TO DIRECT THE PLANNING & ZONING COMMISSION AND STAFF TO DRAFT A TINY HOUSE ORDINANCE

Motion made by Mayor Pro Tem Sandra C. Little, second by Councilor Jesse Johnson to direct the Planning & Zoning Commission and staff to draft a tiny house ordinance.

Vote for approval 5-0 (unanimous).

Motion carried.

[Councilor Jesse Johnson left the meeting at 10:00 pm.](#)

23. DISCUSSION AND POSSIBLE ACTION IN REGARDS TO AWARDDING RESIDENTS THAT MAKE IMPROVEMENTS IN THEIR YARDS

Motion made by Mayor Pro Tem Sandra C. Little, second by Councilor Sofia Morones to table item.

Vote for approval 4-0 (unanimous).

Motion carried.

24. DISCUSSION AND APPROPRIATE ACTION REGARDING 2019 FOURTH OF JULY CELEBRATION

## A. ENTERTAINMENT

Motion made by Mayor Pro Tem Sandra C. Little, second by Councilor Sofia Morones to approve Option 1.

Option 1

Masizzo	\$3,500
Revo Band (Tejano)	\$ 800
Sound Wave (Rock, 80's, 90's, Pop, etc.)	\$ 800
Kix Garcia Band (Country Music)	\$1,000
DJ Johnny Isquierdo	\$ 800
Adrian Gallegos - Production & Stage (No Roof)	<u>\$3,000</u>
Total	\$9,900

Vote for approval 4-0 (unanimous).

Motion carried.

## B. LOCATION

No action.

## 25. ADMINISTRATION MONTHLY REPORTS

## A. FINANCE DIRECTOR - GLORIA MARTINEZ

Finance Director Gloria Martinez presents Council with the sales tax revenue report, room tax occupancy fund, and collection reports.

## B. CITY CLERK - MELISSA M. GUERRA

City Clerk Melissa M. Guerra reports to Council her daily duties including preparing agendas, minutes, working on the General Election and the 4<sup>th</sup> of July Celebration.

## C. UTILITY DEPARTMENT SUPERVISOR - ANGELINA RIOS

Utility Department's monthly report had a total of \$265,750.55 in revenue collected for the month of March.

## 26. MUNICIPAL COURT

## A. CITY MARSHAL - HUGO SULAICA

City Marshal's monthly report had a total of 198 citations issued in the month of March 2019.

## B. MUNICIPAL CLERK - LORENA CERNA



Municipal Court's monthly report had twenty-four cases dismissed for the month of March, Municipal Court had a total of 211 citations that were issued by City Marshal Hugo Sulaica, Code Enforcer Arnold Aguilar, Deputy A. Tobias and 74 citations were issued by the Dimmit County Sheriff's Department.

27. PUBLIC WORKS DIRECTOR JOHN CAMARILLO - MONTHLY REPORTS

Supervisor's monthly reports will be scheduled in the next meeting.

- A. WATER DEPARTMENT - RAMSEY CASTILLO
- B. WASTEWATER TREATMENT PLANT - GARY RIOS
- C. STREET DEPARTMENT - NESTOR MONTALVO
- D. LANDFILL DEPARTMENT - JESSE MENDOZA
- E. GAS DEPARTMENT - JOE MATA
- F. PARK & RECREATION DEPARTMENT - JOE MATA
- G. CODE ENFORCEMENT - ARNOLD AGUILAR
- H. ANIMAL CONTROL - CARLOS RAMOS

**EXECUTIVE SESSION**

Mayor Dina Ojeda-Balderas convened into Executive Session at 10:20 p.m.

***CITY COUNCIL WILL CONVENE IN CLOSED MEETING AS AUTHORIZED BY THE PROVISION OF THE OPEN MEETING ACT, CHAPTER 551 OF THE TEXAS GOVERNMENT CODE. THIS CLOSED SESSION IS IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE SECTION PERSONNEL 551.074, LEGAL 551.071***

28. CITY MANAGER NORA G. FLORES MEDICAL LEAVE

29. UPDATE ON CAUSE NO. 17-08-13253-DCVAJA, THE CITY OF CARRIZO SPRINGS AND THE STATE OF TEXAS V. DHW WELL SERVICE, INC.

**OPEN SESSION**

Mayor Dina Ojeda-Balderas reconvened into Regular Session at 10:37 p.m.

30. DISCUSSION IN REGARDS TO CITY MANAGER NORA G. FLORES MEDICAL LEAVE

No action.

31. UPDATE ON CAUSE NO. 17-08-13253-DCVAJA, THE CITY OF CARRIZO SPRINGS AND THE STATE OF TEXAS V. DHW WELL SERVICE, INC.

No action.

**CITY MANAGER REPORT**

32. CITY MANAGER NORA G. FLORES MONTHLY REPORT

City Manager report will be scheduled for next meeting.

**ADJOURNMENT**

Motion made by Councilor Oscar E. Puente, second by Mayor Sandra C. Little to adjourn.

Vote for approval 4-0 (unanimous).

Motion carried.

Meeting adjourned approximately 10:38 p.m.

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**Wayne Seiple, Mayor**  
**City of Carrizo Springs**

**ATTEST:**

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**Melissa M. Guerra, City Clerk**  
**City of Carrizo Springs**