

**CITY OF CASTROVILLE CITY COUNCIL
REGULAR CALLED COUNCIL MEETING**

**1209 Fiorella
City Council Chambers**

April 13, 2021

Tuesday

5:00 P.M.

MINUTES

I. CALL TO ORDER

Mayor Pro Tem Darrin Schroeder called the meeting to order at 5:00 p.m.

II. ROLL CALL

Present:

Mayor Pro Tem Darrin Schroeder
Councilmember Sheena Martinez
Councilmember Paul Carey
Councilmember Phil King

Scott Dixon, City Administrator
Debra Howe, City Secretary
John Gomez, Public Works Director
Devin Fredrickson, Parks and Recreation Director

Absent:

Councilmember Todd Tschirhart

III. PLEDGE OF ALLEGIANCE

IV. INVOCATION

Councilmember Paul Carey gave the invocation.

V. CITIZEN COMMENTS

The public will be permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting. Written questions or comments may be submitted up to two hours before the meeting. A recording of the telephonic meeting will be made and will be available to the public in accordance with the Texas Public Information Act upon request.

Doug Whitaker, 1406 Gentilz, spoke on the issue he had with his neighbor, Mayor Pro Tem Schroeder regarding the possible flooding of his property. Mr. Whitaker said there was little progress to fix the problem he felt. He said the city had spent over \$10,000 reviewing the problem with the drainage. Mr. Whitaker said he felt it was unfair that Mr. Schroeder had built an outbuilding without a permit and a fence that was approved after going to the City Board for a variance. He said he felt he had not been treated the same having to provide engineered plans for a prefabricated carport and he had to comply with the city codes to build on his property. He was worried about his property flooding if the drainage was not corrected soon and felt he had to fight the entire city.

Arnie Dollase, 109 River Bluff gave a brief update of the recently held Tour de Castroville. Mr. Dollase said the cycle; run-walk event had a very good turnout and would be providing the city with a financial report soon.

VI. CONSENT AGENDA

A. Minutes for March 23, 2021 Regular Called Council Meeting.

A motion was made by Councilmember King and duly seconded by Councilmember Carey to approve the consent agenda. A vote was taken (4:0 all ayes) the motion carried by all present.

VII. Acknowledgement of annual Poppies Festival Poster Contest winner by Pat Marince

Mr. Pat Marince briefed the city council on the annual poppy poster contest. Mr. Marince said due to COVID 19 restrictions the school art teachers and students were unable to participate this year, so he wrote a poem instead. Mr. Marince read his poem he had written. Mayor Pro Tem Schroeder accepted a signed copy on behalf of the city. Councilmember King said he had recently met with a French Consultant and he loved the poppies throughout town.

VIII. Presentation on Parks Master Plan by Consultant Mitch Wright

Mitch Wright, of Vista Planning and Design, gave a presentation on updating the city Parks Master Plan. Mr. Wright said the funding for the plan was through a grant the city had received. Mr. Wright provided detailed information on the current parks and their equity of location, accessibility, and function. Regional Park was rated great but was not ADA compliant; the other parks were rated poor. Mr. Wright and Council discussed the Medina Valley Youth Baseball field and looking at funding and location for a future sports complex. City Administrator Scott Dixon said he had been involved with building a sport complex and the cost could be several million. Mr. Dixon said to provide funds they could look at marketing, grants but a cost study was needed to see if it was worth pursuing. Mr. Dixon said they would talk more during the capital improvement projects. Councilmember King said the city had purchased land a few years previously and he was in favor of moving forward. Mr. King also wanted to add Castro Colonies Museum to the parks shown. Councilmember Martinez said families were moving to the area and wanted to have a good place for the kids. Mr. Wright said the plan shown had parks imbedded within the neighborhoods and a bike trail through out the neighborhoods and along river road. Mr. Wright said he would bring back more information in May and a final in June for council approval. City Administrator Dixon said with the information he would be able to fold into the Capital Expenditure Plan.

IX. Consider and take appropriate action on awarding an Aviation Fuel contract

City Administrator Scott Dixon briefed the city council on the city going out for an aviation fuel provider. Mr. Dixon said there had been four proposals received, including the current provider EPIC. Mr. Dixon said there was a chart provided with fuel costs and concessions provided by each of the vendors. Mr. Dixon said staff recommended awarding City Service Valcon the aviation fuel contract.

A motion was made by Councilmember King and duly seconded by Councilmember Carey to award an aviation fuel contract to City Service Valcon. A vote was taken (4:0 all ayes) the motion carried by all present.

- X. City Administrator Report on:**
- a. Utility Payment Credit Policy
 - b. Sewer Rates, Bills, Irrigation Meters
 - c. Capital Planning
 - d. Budget Calendar
 - e. COVID Relief Bill Funding
 - f. Home Occupancy Ordinance
 - g. Fiber Optic for City Hall and Police Department
 - h. Payment Kiosk
 - i. Office reassignments
 - j. Administrative approval for Plats and minor variance requests

City Administrator Scott Dixon briefed the city council on providing payment options for customers and reviewing the utility policy. Mr. Dixon said he had received several calls on high sewer bills but found it could be more from watering lawns. He was looking at costs by an outside source to install separate irrigation meter. Council discussed providing a list of vendors for citizens for this service and possible costs. Mr. Dixon and council discussed possible reimbursements for repairs of water leaks to customers. Mayor Pro Tem Schroeder requested water and sewer reports to look at best ways to help. Councilmember King felt showing proof of repairs and history of account should be a full reimbursement. Mr. Dixon said staff was working on providing information on capital planning; the draft budget calendar was included. Mr. Dixon was reviewing information the city had received on COVID Relief Bill Funding. The staff was reviewing the Home Occupancy Ordinance and the purpose. Mr. Dixon said it was not nuisance based and would get a legal opinion on enforcement. Councilmember Martinez suggested including the police department in enforcement discussion. Mr. Dixon said he was in the process of moving offices around in city hall and regarding streamlining the approval of plats and minor variance requests, staff found out from the City Attorney the city was at the limit on approval but they would bring back a quicker process, possibly less public hearings to speed up the process.

- XI. Mayor Pro Tem Report:**
- a. Election Debate, time and location
 - b. Chamber of Commerce Banquet
 - c. Medina Valley Youth Baseball Town Hall meeting
 - d. River Bluff Electrical Town Hall meeting
 - e. Fiorella Friday
 - f. Easter

Mayor Pro Tem Schroeder briefed the council on the upcoming election debate the following evening at 6:30 pm. across from the city hall at Serendipity for the candidates running for city offices and school board. Mayor Pro Tem Schroeder spoke on the chamber of commerce event, highlighting the winners. Mayor Pro Tem Schroeder touched on holding town hall meetings for discussion with the Medina Valley Youth Baseball Association and River Bluff electrical upgrades. Mayor Pro Tem Schroeder said Fiorella Friday was a success, and the next event was May 7th. Councilmember Martinez felt the newspaper had printed incorrect information on the upgrades with the transformers placed in the front yards and a meeting would be good to discuss the project in detail. Mayor Pro Tem Schroeder said there had been a decent attendance at the park for Easter.

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Tour de Castroville had good attendance, with the parking lot used well.

XII. Consider and take appropriate action on proposals for the purchase of a Backhoe with extra-dig dipper

City Administrator Scott Dixon briefed the city council on the proposals provided for their consideration. Mr. Dixon said the new proposals were higher than the original request. Public Works Director John Gomez explained staff had tried to make a fair comparison and none of the additional brands had the lower horsepower as the first JBS. The new proposals were larger machines and higher horsepower. Mr. Gomez said the department could do more with the better machine. His recommendation when asked by the City Administrator was the Case or John Deere. Mayor Pro Tem Schroeder preferred more data showing usage, need, time and productivity, not preference. Councilmember King asked about the Caterpillar brand as it was slightly less and had same horsepower as John Deere. Mr. Gomez said it was a good brand and had a better warranty. Councilmember Carey asked about the cost being \$8,000 above the budgeted amount. Councilmember Martinez asked where the additional funds would be taken from. Mr. Gomez said the \$8,000 would be from reserves and the overage would be split between water and sewer.

A motion was made by Councilmember King and duly seconded by Councilmember Carey to approve the purchase of Holt Caterpillar Model 416 4E and approve budget amendment. A vote was taken (4:0 all ayes) the motion carried by all present.

XIII. Consider and take appropriate action on authorizing the City Administrator to enter into an agreement with K Friese + Associates to develop specifications and design plans for water line replacement on Lafayette Street

City Administrator Scott Dixon briefed the city council on the design plans for the water replacement on Lafayette Street. Mr. Dixon said recently the city had to repair a leak in the area and it was to be brought back for discussion. Mr. Dixon said the original project was to install valves but it would not be cost effective due to the line would still need to be replaced. Public Works Director John Gomez said they would use the funds in the current budget to have the city engineer provide design plans. Mr. Dixon said the project would be budgeted for next year.

A motion was made by Councilmember King and duly seconded by Councilmember Carey to authorizing the City Administrator to enter into an agreement with K Friese + Associates to develop specifications and design plans for water line replacement on Lafayette Street. A vote was taken (4:0 all ayes) the motion carried by all present.

XIV. Consider and take appropriate action on authorizing the City Administrator to enter into an Interlocal Cooperative Agreement between the City of Castroville and Medina County for the purpose of obtaining consulting services to research options and development of a thoroughfare plan for the mutual benefit of both parties

City Administrator Scott Dixon briefed the city council on a interlocal agreement with the county to obtain consulting services to research options and development of a thoroughfare plan. Mr. Dixon

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said he had only spoken to the Judge in general but would follow up with him and the commissioners if council approved. Mr. Dixon also said at this time he did not have a cost for the services.

A motion was made by Councilmember Carey and duly seconded by Councilmember King to authorizing the City Administrator to enter into an Interlocal Cooperative Agreement between the City of Castroville and Medina County for the purpose of obtaining consulting services to research options and development of a thoroughfare plan for the mutual benefit of both parties. A vote was taken (4:0 all ayes) the motion carried by all present.

XV. Consider and take appropriate action on PUD amendments for the Alsatian Oaks Development Agreement

City Administrator Scott Dixon briefed the city council on the PUD amendments provided.

Mr. Dixon said there was no changes from the last meeting and did not change the lot sizes, the sidewalk would be 10 ft wide instead of two 6ft. sidewalks and a table was included. Mr. Dixon said there was one additional requirement, to require two vehicular accesses for more than 100 lots, if council approved.

A motion was made by Councilmember King and duly seconded by Councilmember Carey to approve the PUD amendments for the Alsatian Oaks Development Agreement. A vote was taken (4:0 all ayes) the motion carried by all present.

XVI. Consider and take appropriate action on approving partnership with Skyhawks Sports Academy to provide summer programming at Regional Park

Parks and Recreation Director Devin Fredrickson briefed the city council on the partnership and their plans to provide summer camps for kids and in the future provide after school programs.

A motion was made by Councilmember King and duly seconded by Councilmember Carey to approve a partnership with Skyhawks Sports Academy to provide summer programming at Regional Park. A vote was taken (4:0 ayes) the motion carried by all present.

XVII. Consider and take appropriate action authorizing the Mayor Pro Tem to enter into an agreement with Armor All Flag Football Association

Parks and Recreation Director Devin Fredrickson briefed the city council on an agreement for youth football leagues at Regional Park. Mr. Fredrickson said the agreement did not have fees included and he had researched the area and most required from 10-25% of participant fees. Mr. Fredrickson suggested 15% for the first year. Mayor Pro Tem Fredrickson asked staff to look at additional overhead including trash, cleanup and possible increase in staff.

A motion was made by Councilmember King and duly seconded by Councilmember Carey to authorize the Mayor Pro Tem to enter into an agreement with Armor All Flag Football Association/PR Sports with a 15% of participant fees paid to the city. A vote was taken (4:0 all ayes) the motion carried by all present.

XVIII. Consider and take appropriate action on an amendment to the agreement with Schneider Engineering for a cost of services gas study

City Administrator Scott Dixon briefed the city council on the amendment to the agreement with Schneider Engineering to provide a cost of services for the gas service. Mr. Dixon said it was not included in the original agreement and the city needed to know if the service was paying properly. The city had a maintenance contract with CPS for the last several years.

A motion was made by Councilmember Carey and duly seconded by Councilmember King to approve an amendment to the agreement with Schneider Engineering for a cost of services gas study. A vote was taken (4:0 all ayes) the motion carried by all present.

XIX. Consider and take appropriate action on a Resolution establishing the City's intention to reimburse itself for Expenditure of funds for future Capital Improvement Projects

City Administrator Scott Dixon briefed the city council on the resolution establishing the City's intention to reimburse itself for Expenditure of funds for future Capital Improvement Projects. Mr. Dixon said this resolution would allow the city to reimburse itself for expenditures on Capital Improvement Projects if they decided to issue debt in the future. Mr. Dixon stated passing the resolution did not mean they would be going out for a bond.

A motion was made by Councilmember King and duly seconded by Councilmember Carey to adopt a resolution establishing the City's intention to reimburse itself for Expenditure of funds for future Capital Improvement Projects. A vote was taken (4:0 all ayes) the motion carried by all present.

XX. Consider and take appropriate action on repairs/operation of Coin Operated Bulk Water Station

City Administrator Scott Dixon briefed the city council on the additional information requested at the last council meeting. Mr. Dixon said there was a few options to consider - one was a proposal for a completely new system at \$16,280.00, repairing at \$5,600.00 or no longer provide bulk water service. Mayor Pro Tem Schroeder had spoken to several members of the community including ranchers and families that rely on the bulk water service and felt the service should continue. City Administrator Dixon said they could look at an additional option of having a vendor install a new system and perhaps split the cost and/or profits. Mr. Dixon said to recoup costs the council might look at increasing the cost for the service. The current cost of water was \$8.00 per 1000 gallons. Mr. Dixon suggested increasing to \$10.00 per 1000 gallons.

A motion was made by Councilmember Carey and duly seconded by Councilmember Martinez to approve repairs of up to \$5600.00.

Councilmember King asked about adding a cost increase for water to the motion.

A motion was made by Councilmember Carey and duly seconded by Councilmember Martinez to amend the first motion to include increasing the base rate of \$10.00 per 1000 gallons. A vote was taken (4:0 all ayes) the motion carried by all present. A vote was taken on the first motion (4:0 all ayes) the motion carried by all present.

XXI. Consider and take appropriate action on a proposal of \$26,975.00 by Dominic Parker of Parker’s Professional Services for the Steinbach Haus exterior wood beams maintenance and window restoration

City Secretary Debra Howe briefed the city council on the proposal received for the maintenance of the exterior beams and window restoration for the Steinbach Haus. Ms. Howe said the building had not had any major maintenance completed for the last several years and was in need of the treatments to get the structure back in shape. Ms. Howe said the proposal also included inspections of the building every two years to keep up a maintenance program. Ms. Howe said Dominic Parker was in attendance if the city council had any questions. Mr. Parker said he was looking far to working on the house and said any remaining materials/stain would be the property of the city and would be used during the routine yearly or bi-yearly inspection. Ms. Howe said the funding for the proposal would be taken from the Hotel/Motel Tax Fund reserves and the additional maintenance would be put in future budgets.

A motion was made by Councilmember King and duly seconded by Councilmember Carey to approve a proposal of \$26,975.00 by Dominic Parker of Parker’s Professional Services for the Steinbach Haus exterior wood beams maintenance and window restoration. A vote was taken (4:0 all ayes) the motion carried by all present.

XXII. Consider and take appropriate action on a Resolution amending the FY2020-2021 Budget, Fund 90-4009-801 Hotel/Motel Tax reserves in the amount not to exceed \$26,975.00 for the maintenance/ restoration of the Steinbach Haus Visitor Center

City Secretary Debra Howe said the heading of the agenda item stated a resolution but in fact it was an ordinance provided to amend the budget. Councilmember Martinez asked about amount shown as \$28,000 not \$26,975.00. Ms. Howe said the Finance Director rounded up the amount for easier accounting, but the ordinance could easily be changed for the proposal amount. Council agreed to leave at \$28,000.

A motion was made by Councilmember King and duly Councilmember Carey to adopt an ordinance amending the FY2020-2021 Budget, Fund 90-4009-801 Hotel/Motel Tax reserves in the amount not to exceed \$28,000 for the maintenance/ restoration of the Steinbach Haus Visitor Center. A vote was taken (4:0 all ayes) the motion carried by all present.

XXIII. Discussion and possible action on amendments to the Farmland Lease Agreement

City Administrator Scott Dixon asked that this item be skipped. Council agreed.

XXIV. Consider and take appropriate action on authorizing the City Administrator to enter into a Purchase and Sales Agreement with the Castroville State Bank for 0.1563 Acres located at 115 CR 4718 (Hwy 90 at Victory Lane)

City Administrator Scott Dixon briefed the city council on the purchase and sales agreement with the Castroville State Bank. Mr. Dixon said the bank had agreed to the terms for the property.

A motion was made by Councilmember Carey and duly seconded by Councilmember Martinez to authorize the City Administrator to enter into a Purchase and Sales Agreement with the Castroville State Bank for 0.1563 Acres located at 115 CR 4718 (Hwy 90 at Victory Lane). A vote was taken (4:0 all ayes) the motion carried by all present.

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Mayor Pro Tem Schroeder recessed the meeting to go into Executive Session at 7:39 p.m.

XXV. EXECUTIVE SESSION

Section: 551.072 (Deliberation regarding Real Property) to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third party.

- a. Medina Valley Youth Baseball lease agreement.
- b. Farmland Lease Agreement.

Section 551.071 (entitled “Consultation with Attorney) and Section 551.085 (entitled “Deliberation regarding Economic Development Negotiations”) for project square deal.

Opened: 7:43 p.m.

Closed: 8:43 p.m.

XXVI. Reconvene in Open Session

Mayor Pro Tem Schroeder reconvened in open session at 8:46 p.m.

XXVII. Consider possible action or give direction on items legally discussed in Executive Session

No action was taken.

XXVIII. Discussion on future agenda items

Councilmembers did not have any items for the next agenda.

XXIX. ADJOURN

Mayor Pro Tem Schroeder adjourned the meeting at 8:48 p.m.

Darrin Schroeder
Mayor Pro Tem

ATTEST:

Debra Howe
City Secretary