

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

**1209 Fiorella  
City Council Chambers**

**February 9, 2021**

**Tuesday**

**5:00 P.M.**

**MINUTES**

**I. CALL TO ORDER**

The meeting was called to order at 5:00 p.m. by Mayor Pro Tem Schroeder

**II. ROLL CALL**

Present:

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

Scott Dixon, City Administrator  
Debra Howe, City Secretary  
Brian Jackson, Police Chief  
John Gomez, Public Works Director  
Devin Fredrickson, Parks and Recreation Director  
Leroy Vidales, Finance Director

**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.**

No one requested to speak.

**VI. Updates on safety measures for city staff and the public during the COVID 19 pandemic**

Councilmember Martinez reported Medina County only received 400 doses of vaccine and recommended signing up in Uvalde or Bexar County for the vaccine. Ms. Martinez also said Lackland Airforce Base was providing vaccinations for veterans over 70.

**VII. CONSENT AGENDA**

- A. Minutes for January 26, 2021 Regular Called Meeting.**
- B. Racial Profiling Report.**

(Cont.)

**A motion was made by Councilmember King and duly seconded by Councilmember Carey to approve the consent agenda. A vote was taken (5:0 all ayes) the motion carried by all present.**

**VIII. Discussion and possible action on possible amendments to the Medina Valley Baseball Lease Agreement.**

City Administrator Scott Dixon briefed the city council on the current lease agreement with the MVYBA. Mr. Dixon highlight several sections in the agreement needing to be addressed, if the city council felt they were essential. Mr. Dixon noted the association was to have notified the city in writing they wished to renew at least six months in advance; provide a schedule, number of Castroville participants, and financial statements. Mr. Dixon said one of the issues was the excessive water usage due to a possible leak and the association not repairing. Mr. Dixon said they had already used 13,185 gallons four months into the fiscal year. Mr. Dixon said he would be contacting the president of the association to discuss the water loss and recommendations from the council. Also discussed was removing the eastside lift station language from the agreement and have a lease agreement between the parks and recreation and the airport with management through the parks to try to abide by TXDOT and FAA. He understood that the fields were a safety issue and FAA recommended relocating. Mr. Dixon said the Airport Board recommended having a yearly lease with the association, he was recommending three years and to establish and enforce a contact performance process. Councilmember Tschirhart said discussion to move the ball fields had been going on for last 10 years, at least. He said the association had redirected the lighting so they would not affect the pilots landing. Mr. Tschirhart said the board would like to go under parks and rec after they were relocated. Mayor Pro Tem Schroeder wanted the board to be involved in discussions with the Parks and Recreation Board. Councilmember King said past councils had discussed land swapping to relocate the ball fields to property adjacent to the airport for a better location. Mayor Pro Tem Schroeder wanted the water usage reviewed and add language addressing water loss. Councilmember Tschirhart was in favor of the three-year recommendation and wanted staff to work with association to address any issues. Mr. Dixon said he would move forward and contact the association. No action was taken.

**IX. Discussion and appropriate action on appointing the City Administrator as the Civil Rights Liaison for the purpose of applying for Grant Funding. (Brian Jackson, Police Chief)**

City Administrator Scott Dixon briefed the city council on the requirement for a Civil Rights Liaison. Mr. Dixon said he was aware of the requirement for certain grants and had been a liaison for a past city. **A motion was made by Councilmember Carey and duly seconded by Councilmember Martinez to appoint the City Administrator as the Civil Rights Liaison for the purpose of applying for Grant Funding. A vote was taken (5:0 all ayes) the motion carried by all present.**

**X. Discussion and appropriate action on adopting a resolution approving the submittal of a grant application for the Rifle Resistant Body Armor Grant; approving matching funds in the amount of \$4,674.89 and designating the City Administrator as the authorized official for the City of Castroville. (Brian Jackson, Police Chief)**

(Cont.)

City Administrator Scott Dixon briefed the city council on the grant application the police department was submitting for the Rifle Resistant Body Armor. Mr. Dixon said the grant was not a matching grant as shown in the resolution.

**A motion was made by Councilmember King and duly seconded by Councilmember Martinez to adopt a resolution approving the submittal of a grant application for the Rifle Resistant Body Armor Grant in the amount of \$4,674.89 and designating the City Administrator as the authorized official for the City of Castroville. A vote was taken (5:0 all ayes) the motion carried by all present.**

**XI. Discussion and appropriate action on authorizing the City Administrator to enter into a contract not to exceed \$91,892.00 with Alterman Electric for the installation of a SCADA System at the Wastewater Treatment Plant.**

City Administrator Scott Dixon briefed the city council on the installation of a SCADA System at the wastewater treatment plant. Mr. Dixon said SCADA was required and would be incorporated into the current system. Mr. Dixon said the system could be hacked but the city was taking precautions to prevent this from happening.

**A motion was made by Councilmember King and duly seconded by Councilmember Carey to authorizing the City Administrator to enter into a contract not to exceed \$91,892.00 with Alterman Electric for the installation of a SCADA System at the Wastewater Treatment Plant. A vote was taken (5:0 all ayes) the motion carried by all present.**

**XII. Discussion and appropriate action on authorizing the City Administrator to enter into a contract not to exceed \$49,344.00 with Fuquay, Inc. to clean and televise (CCTV) designated gravity sanitary sewer lines.**

City Administrator Scott Dixon briefed the city council on the cleaning and televising (CCTV) of designated sewer lines. Mr. Dixon said this was a small investment for being proactive on cleaning of the lines. Public Works Director John Gomez said was an ongoing project budgeted and they were choosing the lines to clean per work orders.

**A motion was made Councilmember King and duly seconded by Councilmember Carey to authorize the City Administrator to enter into a contract not to exceed \$49,344.00 with Fuquay, Inc. to clean and televise (CCTV) designated gravity sanitary sewer lines.**

**XIII. Discussion and appropriate action on authorizing the City Administrator to enter into a contract not to exceed \$63,100.00 for the purchase and installation of a Holt CAT Power Systems GENSET 1 80KW Generator for the Public Works Administration Building.**

City Administrator Scott Dixon briefed the city council on the purchase and installation of a generator for the Public Works Administration Building. Mr. Dixon clarified there was a typo in the heading showing the price as \$83,100, the correct price was \$63,100. Mr. Dixon said this was budgeted in the FY21 Budget and was needed to run necessary equipment during a power outage.

(Cont.)

**A motion was made by Councilmember King and duly seconded by Councilmember Carey to authorize the City Administrator to enter into a contract not to exceed \$63,100.00 for the purchase and installation of a Holt CAT Power Systems GENSET 1 80KW Generator for the Public Works Administration Building.**

**XIV. Consider and take appropriate action on authorizing the City Administrator to enter into a Rental Agreement in the amount not to exceed \$8500.00 for the use of an Elgin Street Sweeper.**

City Administrator Scott Dixon briefed the city council the rental agreement for the use of a Street Sweeper. Mr. Dixon said this had been discussed at the last meeting. Councilmember Tschirhart asked if the schedule was to sweep all the streets. Parks and Recreation Director/Streets Devin Fredrickson said the machine would be used throughout the city in general on various streets with additional budgeted funds available for pre-roadwork preparation. Councilmember Martinez requested the city provided advanced notice to the citizens it would affect before the sweep. Ms. Martinez said during the last street sweeping there was confusion with the type of notices placed at the residences. City Administrator Dixon said at his previous city they did not do notifications and would review the process. It was also noted the machine would have the vacuum feature.

**A motion was made by Councilmember King and duly seconded by Tschirhart to authorize the City Administrator to enter into a Rental Agreement in the amount not to exceed \$8500.00 for the use of an Elgin Street Sweeper. A vote was taken (5:0 all ayes) the motion carried by all present.**

**XV. Consider and take appropriate action on adopting a Resolution authorizing and providing for the incurrence of indebtedness for the purpose of providing a portion of the cost of acquiring, constructing, enlarging, improving, and/or extending its Airport (Hangar) Facility to serve an area within its jurisdiction.**

City Administrator Scott Dixon briefed the city council on the resolution for the city to move forward with the Airport loan for the new hangar. Mr. Dixon said the airport was in high demand for rental space and this had a good impact on the city.

**A motion was made by Councilmember King and duly seconded by Councilmember Carey to adopt a Resolution authorizing and providing for the incurrence of indebtedness for the purpose of providing a portion of the cost of acquiring, constructing, enlarging, improving, and/or extending its Airport (Hangar) Facility to serve an area within its jurisdiction. A vote was taken (5:0 all ayes) the motion carried by all present.**

**XVI. Consider and take appropriate action on authorizing the City Administrator to enter into a contract with KSA Engineers for professional engineering services including but not limited to Design, Bidding, Construction and Closeout Phases of USDA Castroville Municipal Airport T-Hangar and associated improvements for an amount not to exceed \$112,000.**

City Administrator Scott Dixon briefed the city council on the contract with KSA Engineers for professional engineering services related to the construction of the new T Hangar. Mr. Dixon said he had worked with them in the past and was very pleased to be working with them on this project.

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**A motion was made by Councilmember King and duly seconded by Councilmember Tschirhart to authorize the City Administrator to enter into a contract with KSA Engineers for professional engineering services including but not limited to Design, Bidding, Construction and Closeout Phases of USDA Castroville Municipal Airport T-Hangar and associated improvements for an amount not to exceed \$112,000. A vote was taken (5:0 all ayes) the motion carried by all present.**

**XVII. Consider and take appropriate action on adopting a Resolution relating to the City's intention to reimburse itself for the prior lawful expenditures of funds for the Airport System improvements not to exceed \$110,000 from the proceeds of one or more series of obligations to be issued by the city for authorized purposes.**

City Administrator Scott Dixon asked that this item be skipped. Mr. Dixon said KSA Engineers had agreed to wait until the funds are released to be paid for their services. No action was taken.

**XVIII. Consider and take appropriate action on a Resolution relating to establishing the City's intention to reimburse itself for the prior lawful expenditure of funds for electric system improvements not to exceed \$800,000 from the proceeds of one or more series of tax-exempt obligations to be issued by the city for authorized purposes.**

City Administrator Scott Dixon briefed the city council on the resolution for the city to reimbursement itself for expenditures related to the upgrade to the electric system. Mr. Dixon said this action did not mean the city would go out for bonds, but the city could in the future. Mr. Dixon said this would be brought back for an amendment to the budget.

**A motion was made by Councilmember Carey and duly seconded by Councilmember Martinez to adopt a resolution relating to establishing the City's intention to reimburse itself for the prior lawful expenditure of funds for electric system improvements not to exceed \$800,000 from the proceeds of one or more series of tax-exempt obligations to be issued by the city for authorized purposes. A vote was taken (5:0 all ayes) the motion carried by all present.**

**XIX. Consider and take appropriate action on accepting the quarterly Financial Report for the period ending December 31, 2020. (Leroy Vidales, Finance Director)**

City Administrator Scott Dixon briefed the city council on the quarterly financial report ending December 31<sup>st</sup>. Mr. Dixon said the city was on track at 25% expenditures in most departments with the Airport being the exception. Mr. Dixon said the higher expenditures were due to the construction. **A motion was made by Councilmember King and duly seconded by Councilmember Carey to accept the quarterly Financial Report for the period ending December 31, 2020. A vote was taken (5:0 all ayes) the motion carried by all present.**

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**XX. Consider and take appropriate action on accepting the quarterly Investment Report for the period ending December 31, 2020. (Leroy Vidales, Finance Director)**

City Administrator Scott Dixon briefed the city council on the quarterly Investment Report ending December 31<sup>st</sup>. Mr. Dixon said he would be speaking with Finance Director Leroy Vidales on possibly moving money to TexPool.

**A motion was made by Councilmember King and duly seconded by Councilmember Tschirhart to accept the quarterly Investment Report for the period ending December 31, 2020. A vote was taken (5:0 all ayes) the motion carried by all present.**

Mayor Pro Tem Schroeder recessed the meeting to go into Executive Session at 6:09 p.m.

**XXI. EXECUTIVE SESSION:**

**The City Council will meet in Closed Session under provisions of the Texas Government Code, Section 551.085 (entitled “Deliberation regarding Economic Development Negotiations”) project Square Deal.**

Open: 6:14 p.m.

Closed: 6:48 p.m.

**XXII. Reconvene in Open Session**

Mayor Pro Tem Schroeder reconvened in open session at 6:49 p.m.

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

No action was taken.

**XXIV. Discussion on future agenda items**

Councilmember Martinez requested the presentation from Waste Management on addressing safety hazards related to trees and the new refuse trucks.

Councilmember Carey said he would have a report on paper streets on a March meeting. Requested a report on review of the ordinance on Backflow Testing.

Mayor Pro Tem Schroeder wanted to have an agenda item on updates from councilmembers on projects they were involved in.

**XXV. Adjourn**

Mayor Pro Tem Schroeder adjourned the meeting at 6:55 p.m.

Darrin Schroeder  
Mayor Pro Tem

ATTEST:

Debra Howe  
City Secretary

\*Signatures on file