

**CITY OF CASTROVILLE CITY COUNCIL  
REGULAR CALLED COUNCIL MEETING  
1209 Fiorella  
City Council Chambers  
January 14, 2025  
Tuesday  
5:30 P.M.  
MINUTES**

**I. CALL TO ORDER**

Mayor Darrin Schroeder called the meeting to order at 5:32 p.m.

**II. ROLL CALL**

Present:

Mayor Darrin Schroeder

Mayor Pro Tem Sheena Martinez

Councilmember Paul Carey

Councilmember Phil King

Councilmember David Merz

Councilmember Herb Dyer

Scott Dixon, City Administrator

Debra Howe, City Secretary

Jim Kohler, Police Chief

Others in Attendance:

Dan Santee, Attorney with Denton, Navaro, Santee, Rodriguez, Bernal & Zech

**III. PLEDGE OF ALLEIGENCE**

**IV. INVOCATION**

Mayor Darrin Schroeder gave the invocation.

**V. CITIZENS COMMENTS**

*The City Council will hear comments from any citizen or visitor. Speakers must address their comments to the presiding officer rather than individual council members or staff; stand at the podium, speak clearly into the microphone, and state your name and residential address before speaking. Speakers will be allowed a maximum of 3 minutes for testimony. Speakers making personal, impertinent, profane, or slanderous remarks will be given one warning before losing the privilege to speak or may be removed from the room. In accordance with the State Open Meetings Act, the City Council is restricted from discussing or taking action on items not listed on the agenda. Action can only be taken at a future meeting.*

Bob Lee, 1314 Gentilz, spoke on the draft Unified Development Ordinance (UDO) and the proposed changes shown in the document. Mr. Lee was not in favor of additional structures being allowed as dwellings on properties. Mr. Lee said the city council needed to look at the changes proposed and how they would affect the citizens. He said examples should be shown on where and how the changes would work. Mr. Lee said the document needed to be looked at further before being passed.

Valarie Solis, 1216 Constantinople, spoke to the city council on her interest in filling the seat being vacated by Councilmember Dyer. Ms. Solis gave a brief history of her military service and family ties to the city.

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Ms. Solis said her skill set and military experience she would bring would be an advantage to serving on the city council. Mayor Schroeder thanked Ms. Solis for being willing to serve.

Bruce and Tammy Alexander, 516 Vienna, thanked Councilmember Dyer for his service serving the citizens of Castroville. Mr. Alexander said he had history with Mr. Dyer when he had been employed by the city and wished him well. Ms. Alexander said they would miss him and wished him luck on his new journey.

## **VI. CONSENT AGENDA**

- a. Minutes for December 10, 2024 Regular Called Meeting.
- b. Minutes for December 11, 2024 Special Called Joint Meeting with Planning and Zoning Commission.
- c. Adopt a Resolution authorizing application submission for Texas Parks and Wildlife Recreation Trails Grants.
- d. Adopt a Resolution authorizing submission for funding of rifle resistant body armor through a Rifle Resistant Body Armor Grant Program.
- e. Adopt a Resolution authorizing the submission of an application for financial assistance to the Office of the Governor for the Uvalde 204-2025 Operations Stonegarden Project.

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

Mayor Schroeder asked to move Item #12 up in the meeting to allow the Police Chief to present and leave the meeting. City Council agreed.

## **XII. Consider and take appropriate action on approving Interlocal Agreement with MVIDS for Records Management System (RMS) (Police Chief Jim Kohler)**

Police Chief Jim Kohler briefed the city council on the agreement with the MVIDS for the records management system. Chief Kohler said it would not be a cost to the city as the city already and the school district would purchase the RMS program compatible with the current cloud base program the police department utilized. The MVIDS would pay an annual fee of \$2500 for the department to host the program. **A motion was made by Councilmember Martinez and duly seconded by Councilmember Carey to approve the Interlocal Agreement with the MVIDS for the Records Management System (RMS). A vote was taken (5:0 all ayes) the motion carried by all present.**

## **VII. Recognition of a gift from Castroville's sister city Ensisheim, France (Councilmember Phil King)**

Councilmember King briefed the city council on the gift the city received from sister city Ensisheim. Mr. King said the gift presented to the visiting Mayor and group back in the spring had been hand carried by Katie Haegelin to Ensisheim and they in turn had sent back a book for the city's collection. Mayor Schroeder accepted the gift.

**VIII. Presentation on Medina County Appraisal District request to the taxing entities for the purchase of real property to house appraisal district office (Cynthia Malone MCAD Board Chairman)**

MCAD Board Chairman Cynthia Malone and Medina County Chief Appraiser Johnette Dixon briefed the city council on a proposal to purchase property for a new district office. Chairman Malone provided a presentation on the need for better housing and the cost associated with the purchase of the new property. Ms. Malone said they were going to each of the entities in the county to provide information and answer any Questions. Ms. Malone said once the appraisal board reviews the purchase request there was a legal deadline for action and they would request for each city to consider adopting a resolution in favor of the board recommendation. Councilmember Martinez asked if the taxpayer would be affected by the purchase of the property such as a property tax increase. Ms. Dixon said only the city's contribution would increase to \$2858. Councilmember King asked if the office had to move. Ms. Malone said yes the county had given them notice and they had to move. City Secretary Debra Howe said the city had received the draft resolution and would have ready for approval once the board approved.

**IX. Board Liaisons:**

- a. Airport Board – No meeting in December, January 6<sup>th</sup> – Councilmember Martinez
- b. P & Z Commission – Nov. 19<sup>th</sup> and Joint Meeting Dec. 11<sup>th</sup>, January 8<sup>th</sup> – Councilmember Carey
- c. Library Board – Nov. 14<sup>th</sup>, No December Meeting, January 9<sup>th</sup> – meeting cancelled – Councilmember Dyer
- d. Historic Landmark Commission – Nov. 19<sup>th</sup> – Councilmember King
- e. Economic Development Commission – Nov. 14<sup>th</sup> – Mayor Schroeder

Councilmember Martinez reported on the January meeting of the Airport Board. Ms. Martinez said AT & T was removing poles from the site; working on bids for fiber; AWOS System update coming soon; TxDOT was completing a Hydrostudy; one of the airport employees had submitted his resignation; the runway lighting was being repaired and staff had submitted documents to FAA on coming into compliance on instrument approach.

Councilmember Carey reported on the P & Z Commission and the City Council joint meeting on the UDO Process. Mr. Carey said there was lengthy discussion by both boards with citizens and he was unable to attend the January meeting but Councilmember King attended. Councilmember King said the board reviewed and held public hearings on the UDO, Comprehensive Plan update, and Downtown Master Plan. Mr. King said there would be future meetings for more discussion before approval. Mr. King said there was one appeal case on an Historic Landmark Commission decision to deny glass doors on a historic building. Mr. King said the decision was overturned by the P & Z board. City Administrator Dixon said a side by side was being completed and here had been more changes since last meeting. Mr. Dixon said staff would be vetting the information before it was published.

Councilmember Dyer said he did not attend the November 14<sup>th</sup> meeting and the December, January meetings had been cancelled. City Administrator Dixon said the Library had a new sign approved and installed, funded by the Friends of the Library.

Councilmember King said the HLC had met in November with three cases being discussed. Mr. King said two were approved and one on the glass door – denied.

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Mayor Schroeder reported the EDC Board had met with updates provided by Tourism/Development Director Darin Hamm on ways to increase tourism resulting in more sales tax for the city. Mayor Schroeder said Mr. Hamm was researching more goods and services requested by citizens for Castroville. Mayor Schroeder said the next meeting was the 16<sup>th</sup>.

**X. Consider and take appropriate action on submitting a nominee for a vacancy on the Medina County Central Appraisal District Board of Directors**

City Secretary Debra Howe briefed the city council on the city receiving notification of a resignation on the Appraisal Board of Directors. Ms. Howe said Cynthia Malone was the city's representative now and if the city wished to submit an additional name to the board they would make the final decision on who would fill the unexpired term. The city council decided not to submit a nominee.

**XI. Consider and take appropriate action on a request by the Medina County 911 Emergency Communications District for an appointment/reappointment to fill a position on the Medina County 911 Emergency Communications District, Board of Managers**

City Secretary Debra Howe briefed the city council on the city receiving notice of an open seat on the 911 Communications District Board. Ms. Howe said the city council had a letter from Executive Director Robert Rothe on his recommendation to reappoint current member Stacy Cross.

**A motion was made by Councilmember Martinez and duly seconded by Councilmember Carey to approve the reappointment of Stacy Cross to the Medina County 911 Emergency Communications District Board of Managers. A vote was taken (5:0 all ayes) the motion carried by all present.**

**XII. Consider and take appropriate action on approving Interlocal Agreement with MVISD for Records Management System (RMS) (Police Chief Jim Kohler)**

Discussed earlier in the meeting.

**XIII. Consider and take action on accepting the resignation of District 5 Councilmember Herb Dyer**

Mayor Schroeder announced that District 5 Councilmember Herb Dyer had submitted his resignation effective, at the end of the council meeting. Councilmember Dyer was moving to the state of Florida the following day. Council members and city staff all wished him well and safe travels.

**A motion was made by Councilmember Martinez and duly seconded by Councilmember Carey to accept the resignation of District 5 Councilmember Herb Dyer. A vote was taken (4:0 all ayes) the motion carried by all present.**

Mayor Schroeder presented Councilmember Dyer with an engraved clock commemorating his time served on the city council.

Mayor Schroeder recessed the meeting to go into Executive Session at 6:20 p.m.

**XIV. EXECUTIVE SESSION:**

The City Council shall meet in executive session as per Texas Government Code Section 551.074 entitled “Personnel Matters” to deliberate the employment, annual evaluation, duties, of a Public Officer or employee:

a. City Administrator

Opened: 6:32 p.m.

Closed: 7:33 p.m.

**XV. Reconvene in open session**

Mayor Schroeder reconvened in open session at 7:36 p.m.

**XVI. Consider possible action(s) resulting from items posted and legally discussed in Executive Session**

No action was taken.

**XVII. Discussion on future agenda items**

Water Rights, Conservation and Drought plan – Councilmember Martinez  
Communication Policy for staff  
Special Called Meeting on Wastewater Ponds with site visit  
Traffic Control/signage in Country Village neighborhood– Councilmember Merz

**XVIII. Adjourn**

Mayor Schroeder adjourned the meeting at 7:43 p.m.

Darrin Schroeder  
Mayor

ATTEST:

Debra Howe  
City Secretary