

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

1209 Fiorella

City Council Chambers

January 24, 2023

Tuesday

5:30 P.M.

MINUTES

I. CALL TO ORDER

Mayor Darrin Schroeder called the meeting to order at 5:30 p.m.

II. ROLL CALL

Present:

Mayor Darrin Schroeder

Councilmember Sheena Martinez

Councilmember Paul Carey

Councilmember Harold Stein

Councilmember Herb Dyer

Scott Dixon, City Administrator

Debra Howe, City Secretary

John Gomez, Public Works Director

Devin Fredrickson, Parks/Streets Director

Absent:

Mayor Pro Tem Phil King

Others in attendance:

Shana O'Neal, City Attorney (via phone Executive Session)

III. PLEDGE OF ALLEGIANCE

IV. INVOCATION

Pastor James Mendoza, of the Vista Community Church gave the invocation.

V. CITIZEN 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.

Jan Ruzza, property owner adjacent to Airport, spoke on the Airport and her support of growth in the area. Ms. Ruzza said she had sent a letter in support to the council and wanted only safety on the ground and air was her priority. Ms. Ruzza encouraged the city council to continue participation in the Joint Airport Zoning Board and continue conversations with TxDOT for guidelines.

VI. CONSENT AGENDA

- a. Minutes for December 13, 2022 Regular Called City Council Meeting.
- b. City Administrator Contract.
- c. Quarterly Financial Report
- d. Quarterly Investment Report
- e. Application for place on Library Advisory Board.

A motion was made by Councilmember Martinez 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. MAYOR'S REPORT:

- a. Update on Veterans Hiring Fair
- b. Other City happenings

Mayor Schroeder briefed the city council on the recent Veterans Hiring Fair held in early January at Braden Keller Center. Mayor Schroeder reported they had a very good turn out with thirty resources and employers participating. Mayor Schroeder said he was still in conversation with TxDOT on Hwy 90 traffic control and had a meeting in March to discuss further. City Administrator Scott Dixon added the city hosted GoMedina at the Standby Saloon on Monday with a great turnout. Mr. Dixon said GoMedina was a very good organization and very good on promoting not only the county but the cities within the county. Mayor Schroeder agreed and said all the mayors along with business owners of the cities sat on the executive board. Mayor Schroeder said to look at the Chamber of Commerce website for upcoming events which included February 11th - Kid Fish and the Chamber's annual event was February 1st and the city did have a table, if council members wished to attend.

- a. Airport Layout Plan – Public Meeting Dec. 1st (Councilmember Stein)

Councilmember Stein updated the city council on the November and December Airport Advisory Board meetings. Mr. Stein said the board discussed the updating of the Airport Management Plan and using the finished plan to update the Airport.

IX. Discussion and possible action on an agreement with Medina County to be included in the Medina County Emergency Management Basic Plan

Police Chief Jim Kohler briefed the city council on the city moving to the Medina County Emergency Management Plan. Chief Kohler said there were only pros and no cons if the city went under the Medina County plan. New Medina County Emergency Management Director Mark Chadwick was introduced and he said the county would be acting on the plans that week. Mr. Chadwick said the updated model would be sent to the state for approval once the commissioners approved. Councilmember Martinez asked about any tabletop trainings. Mr. Chadwick said the state had removed that requirement but he would be doing an annual training on his own. Mr. Chadwick said the county and city would have a check list and the city would be provided a copy of all plans. The plans did contain confidential information but there would be a basic plan for public review.

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City Administrator Dixon asked about the NIMS training for the officials. Mr. Chadwick said he could help by holding a class and hoped to be a resource for the city. Councilmember Martinez asked about helping with funding for new equipment. Mr. Chadwick said the county was getting funding related to hazardous materials disposal.

A motion was made by Councilmember Martinez and duly seconded by Councilmember Stein to approve an agreement with Medina County to be included in the Medina County Emergency Management Basic Plan. A vote was taken (4:0 all ayes) the motion carried by all present.

X. Discussion and appropriate action on entering into an Interlocal Agreement for dispatching services with Medina County

Police Chief Jim Kohler briefed the city council on the agreement for dispatching services with the county. Chief Kohler said there were no changes only having an official document for the services the county had been providing for several years to the city. Chief Kohler said there was a software update coming and this would allow the county and the city to know where officers were and warrant information. Presently the officers were unable to be provided this information on traffic stops.

A motion was made by Councilmember Martinez and duly seconded by Councilmember Carey to adopt a resolution entering into an Interlocal Agreement for dispatching services with Medina County. A vote was taken (4:0 all ayes) the motion carried by all present.

XI. Discuss and take appropriate action on a resolution appointing a Grant Administrator for the City of Castroville 2023-2024 CDBG Program Texas Community Development Fund project

City Administrator Scott Dixon briefed the city council on the Request for Qualifications for the Grant Administrator for the upcoming 2023-2024 CDBG Program. Mr. Dixon said the city received two proposals for the Grant Administrator. Mr. Dixon said the committee scored the firms and the recommendation was GrantWorks for the Grant Administrator.

A motion was made by Councilmember Carey and duly seconded by Councilmember Martinez to adopt a resolution appointing GrantWorks to provide administrative services. A vote was taken (4:0 all ayes) the motion carried by all present.

XII. Discuss and take appropriate action on a resolution appointing an engineer for the City of Castroville 2023-2024 CDBG Program Texas Community Development Fund project

City Administrator Scott Dixon briefed the city council on the Request for Proposals for an Engineer for the 2023-2024 CDBG Program Texas Community Development Fund project. Mr. Dixon said the city had received three proposals and the committee's recommendation was to appoint RESPEC for the project.

A motion was made by Councilmember Carey and duly seconded by Councilmember Martinez to adopt a resolution appointing RESPEC to provide engineering services. A vote was taken (4:0 all ayes) the motion carried by all present.

XIII. Discussion and appropriate action on Castroville-Medina County Joint Airport Zoning Board Ordinance

Mayor Schroeder briefly spoke on the discussion at the last council meeting on rescinding the current ordinance and removing the city appointed board members. Mayor Schroeder said new County Judge Keith Lutz, was in favor of continuing partnering with the city in the future and City Attorney had prepared the ordinance for approval. Mayor Schroeder said the city attorney would be working with TxDOT on the requirements and Medina County would also be involved with the process.

A motion was made by Councilmember Dyer and duly seconded by Councilmember Stein to adopt an Ordinance amending Chapter 18 – Aviation of the City’s Code of Ordinances, repealing Division 2 – Joint Airport Zoning Board in it’s entirety; providing for severability and other matters related thereto; and establishing an effective date; and authorize city staff, city attorney, to work with county on preparing a new ordinance.

XIV. Discuss and take appropriate action on updating and adopting the City of Castroville Community Investment Plan

City Administrator Scott Dixon briefed the city council on the adopted CIP for 2022 thru 2032 provided. Mr. Dixon said the document he was referring to was on the shared file for council to review. Mr. Dixon provided information on fleet and equipment needs, utilities with actuals based on calendar year. Mr. Dixon provided details on the new bond funding and the projects and they were color coordinated with how they would be funded by bond, revenues/reserves, or privately by development agreements. Also included in the totals was funded and unfunded projects. Mr. Dixon had the spending broken out in general fund with the 5 million issued for projects. Mr. Dixon said if all of the projects were completed there would be a short fall of \$800,000. Mr. Dixon spoke on spending approximately 9.4 million by 2024 and should have about \$600,000 left over. Mr. Dixon said the county would be helping with some of the projects. Mr. Dixon recommended maintaining a 120-day reserve. Mr. Dixon said in the chart the 10-year planning was not realistic and it showed no new funding. General Fund would have a healthy balance but the utility Fund would be in the red by 2026 as they had a large amount coming out for projects. Councilmember Dyer asked about the drainage not showing any funding in 2022-2023 after the council had voted to address drainage issues. Mr. Dixon said the current drainage bond would be paid off in 2023 and a new drainage bond could be issued but the council would need to look at how to pay back or they could add drainage to next street bid to include bar ditches, culverts and driveways. This could add from \$400,000 to \$800,000 to the cost of the project. Mr. Dyer was interested in drainage not being shown even though council had felt it was important previously. Mr. Dyer felt it was a great plan and the city needed to go for grants for the large projects, but he wanted to do something now. Mayor Schroeder said they were looking at options and would talk more at the workshop. Mr. Dixon said he was looking at options for funding and city staff along with grant consultants EMC, were meeting with the Corp of Engineers for the possibility of partnering on funding for drainage improvements. Mr. Dixon said in the projects the fencing of the Airport was shown at \$90,000. Councilmember Martinez asked for some type of notation of when each project starts. Mr. Dixon said he did have a sheet with current projects. Mayor Schroeder suggested a workshop.

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Mr. Dixon said all of council had access to all the documents but needed direction from council on what more they may want. Councilmember Dyer commended Mr. Dixon on the details he had provided on the CIP projects.

XV. Presentation and discussion on Strategic Priorities Plan

Mayor Schroeder briefed the city council on what he would like to do on the strategic priorities plan. Mayor Schroeder said he wanted to take all of the master plans and strategic planning to make a priorities plan. Mayor Schroeder said the idea was to develop a plan for a plan. Mayor Schroeder said councils would continue to review as things changed. Mayor Schroeder said this would be discussed at the annual workshop. Mayor Schroeder spoke on the Hwy 90 northern route and working with TxDOT. Mayor Schroeder said he would be coming back for funding. Mayor Schroeder also suggested using the planners the city had been using to work on improving the development agreements and subdivision ordinance and work on the UDO. Mr. Dixon said at the work session it was discussed to work on the Balance Score Card with Councilmember Martinez. Mr. Dixon said they had no been able to meet. Councilmember Martinez realistic metrics was the purpose. Ms. Martinez said it was important to capture the data. Councilmember Carey identified his priorities – Thoroughfare Plan, UDO and identifying what the city wanted on paper. Councilmember Stein agreed. Councilmember Dyer did not agree on having the Balance Score Card in place at the city. Mr. Dyer said the city did not have the staff or the money to implement. Mr. Dyer felt they would benefit more if the city council identified their priorities and gave to staff and move forward. He felt the Balance Score Card was more for large corporations. Mayor Schroeder said at his work place it was a guiding tool. Councilmember Dyer said the city could not gather metrics now ad was not in favor. City Administrator Dixon would like to see it in place but understood Mr. Dyers concerns. Mr. Dixon would like council to identify two to five things and give to staff.

XVI. STAFF REPORTS:

- a. Airport – Activity Report – under construction.
- b. Community Development – under construction.
- c. Community Services – including Streets, Parks, Animal Control, and Code Enforcement.
- d. Finance – Sales Tax and financial activities.
- e. Library – Monthly Statistics and activities.
- h. Police Department/Animal Control – Activity Report.
- i. Public Works – under construction.
- j. Tourism/Business Development – Activity Report

City Administrator Scott Dixon briefed the city council on the staff reports provided. Mr. Dixon said there had been a large turn out from Medina Valley ISD for clean up at the park. Mr. Dixon said the new building was 90% complete, just waiting on utilities. Mr. Dixon said normally the city did as much as possible in-house but this caused delays due to customers work orders were priority. Mr. Dixon asked the city council what they were comfortable with, completing in-house or having the work contracted out on city projects. Councilmember Dyer said he was in favor of contracting out and including the cost and funding for the project. Council members agreed the staff did not need to be overtaxed.

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Mr. Dixon said photos had been included on the new fence at the pool to protect the heaters for the pool. A future project was to replace all of the fencing to match the new fence material. Mr. Dixon said a new planning group was looking at Lion's Park for all-inclusive park activities. Mr. Dixon said they were also looking at new soccer fields. Mr. Dixon provided information on the new employees – Animal Control Officer and Park Attendant. Mr. Dixon said they were looking at partnering with Medina County for a new animal facility. Mr. Dixon updated the council on the Library Budget \$40,000-45,000 had been spent for improvements.

Mayor Schroeder recessed into Executive Session at 7:39 p.m.

XVII. EXECUTIVE SESSION

- (1) Pursuant to the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, Section 551.071 (entitled "Consultation with Attorney) and the City Council may convene in executive to receive advice from the City Attorney regarding the following:
 - a. Airport Hazard Zoning issues and related matters
- (2) Texas Government Code Section 551.072 (entitled Deliberation regarding Real Property) to deliberate the purchase of real property, parkland acquisition opportunities.
- (3) Texas Government Code Section 551.085 (entitled "Deliberation regarding Economic Development Negotiations").
 - a. NP Homes Development Agreement.
 - b. Cobblestone Development Agreement.
- (4) Texas Government Code, Section 551.086, (entitled Competitive Utility Matters) The City Council, as the governing body of a public power utility, will meet in closed session to discuss competitive matters, including: purchased power agreements.
 - a. CPS Separation Agreement

Opened: 7:46 p.m.

Closed: 8:34 p.m.

XVIII. Reconvene in open session

Mayor Schroeder reconvened in open session at 8:36 p.m.

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

- a. Consider and take appropriate action on an Ordinance authorizing the City to enter into an Agreement with Castroville Holdings Co. LTD and McCoy Jones Ventures, LLC and Ordaining other matters in connection therewith.

A motion was made by Councilmember Martinez and duly seconded by Councilmember Stein to adopt an Ordinance authorizing the City to enter into a Development Agreement with Castroville Holdings Co. LTD and McCoy Jones Ventures, LLC and Ordaining other matters in connection therewith. A vote was taken (4:0 all ayes) the motion carried by all present.

XX. Discussion on future agenda items

Mayor Schroeder called a CIP work session for February 7th at 3:30 p.m.
Councilmember Carey requested an ordinance on banning tethering animals within the city limits.
Discussion on steps on putting together a drainage plan.

XXI. ADJOURN

Mayor Schroeder adjourned the meeting at 8:46 p.m.

Darrin Schroeder
Mayor

ATTEST:

Debra Howe
City Secretary

*Signatures on file