

**CITY OF CASTROVILLE CITY COUNCIL  
SPECIAL CALLED COUNCIL MEETING**

**1209 Fiorella  
City Council Chambers**

**February 4, 2020**

**Tuesday**

**4:30 p.m.**

**MINUTES**

**I. CALL TO ORDER**

The meeting was called to order at 4:35 p.m. by Mayor Pro Tem Dyer.

**II. ROLL CALL**

Present:

Mayor Pro Tem Herb Dyer  
Councilmember Sheena Martinez  
Councilmember Jesse Byars  
Councilmember Todd Tschirhart

Leroy Vidales, Interim City Administrator/Finance Director  
Debra Howe, City Secretary  
Brian Jackson, Police Chief  
John Gomez, Public Works Director  
Devin Fredrickson, Parks and Recreation Director  
Kathy Adams, Public Works Assistant

**ABSENT:**

Mayor Phyllis Santleben (arrived at 5:15 p.m.)  
Councilmember Paul Carey (arrived at 5:22 p.m.)

**III. Pledge of Allegiance**

**IV. Invocation**

Councilmember Tschirhart 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. Unauthorized remarks from the audience, stamping of feet, whistles, yells and similar demonstrations/distractions will not be permitted. No placards, banners, or signs will be permitted in the Chambers or in any other room in which the council is meeting. 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.

No one requested to speak.

**VI. Review and discussion on updates to Ordinance 2009-006, City Council Policies and Procedures.**

Councilmembers reviewed the current Ordinance for any changes to their Policies and Procedures. Line 60 was to be changed from 7 p.m. to 6 p.m. as the start time for regular called meetings. Page 5, Section

II Public Contact/Media Relations needed to include a Social Media Policy. Interim City Administrator Leroy Vidales said he was working with the city attorney to prepare one.

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Mayor Pro Tem Dyer said they had been through training and everyone needed to be careful on posting and not having three members of council commenting or that could be a violation of the open meetings act. Mr. Dyer said the problem with posting on face book incorrect information it does not go away. Mr. Vidales said an example of this was the recent posting from the Mayor on his being over all of the employees, council, and citizens, which was incorrect. He said this was the weakness of social media as no corrections can be made for all who read the post. Also recommended was to change all wording from he to he/she in the document. Council was agreeable on the rest of the document. This would be brought for council approval at a later meeting.

**VII. Review and discussion on updates to Resolution 139 City Administrator Position, Authority and Duties**

Mayor Pro Tem Dyer requested Section 4, Power and Duties of the City Administrator have language clarifying the positions in which he/she could remove. Mr. Dyer said the resolution/ordinance was very clear on the city administrator's job description and did not see any changes that needed to be made at this time. None of the other members suggested any other changes.

Mayor Santleben arrived to the meeting at 5:15 p.m. Mayor Pro Tem Dyer said she would need to be seated in the audience as she was not at roll call and would not be participating in the discussion. Mayor Santleben asked to speak on the subject and Mayor Pro Tem Dyer did not recognize her to speak. Councilmember Carey arrived at 5:22 p.m. during the discussion of the utility policy and was asked by Mayor Pro Tem Dyer to be seated in the audience.

**VIII. Review and discussion on updates to Utility Service Policy**

Mayor Pro Tem Dyer said recently the city council had voted to allow the City Administrator to do adjustments if the customer had a leak and provided documentation of repairs. Public Works Director John Gomez spoke on the issues this caused with reporting water loss to TCEQ. Mr. Gomez recommended adjusting the sewer due to it not being metered and it would not affect the year end water loss report. Kathy Adams, Public Works Assistant explained there would be issues with the loss report if credits were given to customers on the waterside. Mayor Pro Tem Dyer said council had been trying to help citizens with high bills due to a water leak but seemed to be causing problems for staff. Interim City Administrator Leroy Vidales said he had an average of two people a week requesting adjustments and with these adjustments the city was losing money. Councilmembers Byars and Tschirhart felt it may be better to remove the adjustment allowance all together. Mayor pro Tem Dyer asked that staff bring back options including removal of adjustments to council for the next meeting. Mr. Vidales asked that the request be reviewed at the February 25<sup>th</sup> meeting. Council agreed.

**IX. Adjourn**

Mayor Pro Tem Dyer adjourned the meeting at 5:40 p.m.

Phyllis Santleben  
Mayor

ATTEST:

Debra Howe  
City Secretary

\*Signatures on file