

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

**1209 Fiorella
City Council Chambers**

February 11, 2020

Tuesday

6:00 P.M.

MINUTES

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Mayor Phyllis Santleben.

II. ROLL CALL

Present:

Mayor Phyllis Santleben

Mayor Pro Tem Herb Dyer

Councilmember Sheena Martinez

Councilmember Paul Carey

Councilmember Jesse Byars

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

David Kirkpatrick, Airport Manager

Breana Soto, Community Development Coordinator

Absent:

Councilmember Todd Tschirhart

Others in attendance:

City Attorney Habib Erkan, Denton, Navaro, Rocha, Benal and Zech

III. PLEDGE OF ALLEGIANCE

IV. INVOCATION

Pastor Jeremiah Sibley of The *Jesus Church* 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. 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

No one requested to speak.

VI. CONSENT AGENDA

A. Minutes for January 28, 2019 Regular Called Council Meeting.

B. Minutes for February 4, 2020 Special Called Council Meeting.

C. Brask Hangar apron project.

Mayor Pro Tem Dyer requested under Item X. regarding airport lease agreement to correct the sentence to reflect the CPI, not CIP, and spell out the abbreviation - Consumer Price Index in the contract.

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

VII. Swearing-In Ceremony of Reserve Officer David Rodriguez. (Phyllis Santleben, Mayor/Brian Jackson, Police Chief)

Mayor Santleben swore in Reserve Officer David Rodriguez. Council members welcomed him to Castroville.

VIII. Presentation by Dr. Janice Simons on Medina County Hospital Services

Dr. Janice Simons briefed the city council on the amenities offered by the Medina County Hospital. Dr. Simons said they offered several options to citizens with specialty clinics located in Hondo, Devine, and Castroville. Dr. Simon invited the council to the upcoming ribbon cuttings in Devine and Castroville.

IX. Consider and take appropriate action on a request from the Chamber of Commerce to provide funding for a promotional video in the amount not to exceed \$2500. (Tabled from 01-28-2020) (Leroy Vidales, Interim City Administrator)

Interim City Administrator Leroy Vidales said at the last meeting council had requested the Chamber of Commerce have a representative attend to present their request. Mr. Vidales said there was not a representative at the meeting. Councilmember Carey said the backup material was an invoice not a proposal/estimate. Council agreed more information was required to have them consider the request.

A motion was made by Councilmember Carey and duly seconded by Councilmember Byars to table the item again for more information. A vote was taken (4:0 all ayes) the motion carried by all present.

X. Update and recommendation from Airport Advisory Board with possible action on Commercial Hangar #3 DKL Leisure LLC/Skydive Castroville installation of a temporary building for classrooms and restroom facilities. (David Kirkpatrick, Airport Manager)

Airport Manager David Kirkpatrick spoke on the council's request to work with the Airport Advisory Board on a recommendation to help accommodate the needs for the Skydive Castroville business in Hangar #3. Mr. Kirkpatrick said Skydive Castroville had since decide they needed to have more time to look at what would best fit their business and requested a temporary building be used to serve as classrooms with restroom facilities. Mr. Kirkpatrick said the terms would be for two years with additional one-year extensions. Mayor Pro Tem Dyer said he was in favor of the recommendation, but also wanted to revisit rental rate calculations at the next meeting. Councilmember Byars said the portable building would allow them to put it inside the hangar and it would not cause any interrupts to outside construction. He felt the rental rates had been dealt with and did not see a need to rehash.

A motion was made by Councilmember Byars and duly seconded by Councilmember Carey to approve the recommendation from the Airport Advisory Board on Commercial Hangar #3 DKL Leisure LLC/Skydive Castroville installation of a temporary building for classrooms and restroom facilities. A vote was taken (4:0 all ayes) the motion carried by all present.

XI. Consider and take appropriate action on an Ordinance Calling the 2020 General Election (Debra Howe, City Secretary)

City Secretary Debra Howe briefed the city council on the annual calling of the General Election. Ms. Howe said for the 2020 Election Districts 3, 4, and 5 were up for consideration. Ms. Howe said the election would be held on May 2, 2020 with early voting starting April 20th through April 28th.

A motion was made by Councilmember Carey and duly seconded by Councilmember Byars to adopt an ordinance calling the 2020 General Election. A vote was taken (4:0 all ayes) the motion carried by all present.

XII. Discussion and appropriate action on entering into a contract with Medina County Election Administration for the May 2020 General Election. (Debra Howe, City Secretary)

City Secretary Debra Howe briefed the city council on the contract with Medina County Election Administration for the May 2020 General Election. Ms. Howe said the cost to hold the election was shown as \$10,758.55 with \$9,000.00 budgeted in the current budget. The amount of the contract could change depending on the number of hours the clerks worked. Ms. Howe said the funding source for the difference in the amount would be determined later if necessary.

A motion was made by Mayor Pro Tem Dyer and duly seconded by Councilmember Carey to approve entering into a contract with Medina County Election Administration for the May 2020 General Elections. A vote was taken (4:0 all ayes) the motion carried by all present.

XIII. Update on Phase I Water and Wastewater Infrastructure Improvements for Alsatian Oaks (Russell Persyn, RESPEC)

RESPEC Engineer Russell Persyn briefed the city council on the progress of the Phase I water and wastewater improvements for Alsatian Oaks. Mr. Persyn said they had already submitted what they had identified as the needs to support the new development ahead of the 6-month deadline. Mr. Persyn said they were waiting on a response from Will Collins. Mr. Persyn said the next step was to do testing on the Medina Valley Well to determine what would be necessary to support the development's demand. They were looking at additional storage at that site, additional water flow from 1500gpm to 2000gpm to meet fire protection requirements and bring a 16 inch line from the Corner Store location (3800 linear feet) for an additional 1200 ft. to Tondre Park to service the development. Will Collins would be providing funding for the project. A 21-inch gravity sewer line was planned to go under Hwy 90 and Mr. Persyn said he would let the council know more during the design phase. Mr. Persyn said Phase I was state requirements, and part of Phase II as discussed at the last meeting, was for Mr. Persyn to do his due diligence and have testing completed on the Medina Valley Well to see if it could be a good source for the development. Mr. Persyn said they would have to take the well down for 5 days to test and this would affect the high school, so they were looking at spring break for less of an impact to the school. They would also be checking the well located on the Walmart property; it was thought to be at

700gpm. and at some point with new development coming they would need to look at a new well and storage on that side of town. Councilmember Carey said the 16-inch gravity pipe would help Country Village. Mayor Pro Tem Dyer said Phase #2 was to do a new well and storage to meet requirements. Mayor Pro Tem Dyer asked about the Airport Well being excluded from the study and if they could run pipes across to the Medina Valley Well. Mr. Persyn said technically they could but the Airport Well was dug for Ag use and had limited pumping and storage. Mr. Persyn said the growth was going to be on Hwy 90 and felt the Medina Valley Well was a better option. The question was asked of who was the decision maker on when Phase I was complete. Mr. Vidales said he would bring back the information to allow city council to vote on the completion. Also noted was the casing at the Corner Store would need to be upsized at some point, and it could come into play at the Airport. Mayor Santleben said she understood they were looking at just the looping of the water and any additional work could be costly to the city. Public Works Director John Gomez said he was speaking with other developers and they would be buying in to help offset the cost to the city. Mr. Persyn said in summary they would be looking at: updating the pump for the well, increased storage, needing three-phase power and go under Hwy 90 and installing a 21-inch gravity sewer pipe. Mayor Santleben asked if the sewer improvements were going to be paid with funds from the Texas Water Development Board. Mr. Persyn said only the water improvements could be paid with those funds. Mr. Persyn said he would bring back the final documentation of Phase I for a vote at the March 24th council meeting.

XIV. Discussion and appropriate action on scheduling a Special Called Meeting for review of Resolution 139 and city organizational chart. (Phyllis Santleben, Mayor)

Mayor Santleben request this item be placed back on the agenda to set a special called meeting to revisit Resolution 139. Mayor Santleben said she was not against establishing the office of the City Administrator but felt the original resolution was not done properly. Mayor Santleben said in doing research she thought the position was to be done by a petition and wanted to look into it further at a workshop and get a legal opinion. City Attorney Habib Erkan was in attendance and said the current resolution/ordinance was in compliance with the local government codes. Mayor Santleben wanted an ordinance on the position. Mayor Pro Tem Dyer asked about the organizational chart the mayor had listed on the agenda. Mayor Santleben said the city did not have a current one and they needed to have one. Mayor Pro Tem Dyer asked if an ordinance creating the office could be put on the agenda and the resolution with the duties be sufficient. City Attorney Erkan said what he understood from the conversations was Mayor Santleben was speaking to the form of the resolution and Mayor Pro Tem Dyer to the substance. He said he could prepare an ordinance creating the office and they could hold a workshop to discuss duties, if council wished to do that. There was further discussion by the councilmembers on the approved resolution with the duties established and they did not feel they needed to have a second workshop to change anything. Mayor Santleben decided to take her item off until she could speak more in depth with the City Attorney.

XV. Discussion and appropriate action on 4th of July scope of event (Devin Fredrickson, Parks and Recreation Director)

Parks and Recreation Director Devin Fredrickson spoke to the city council on getting direction on what they would like to have for the upcoming 4th of July activities. Mr. Fredrickson said \$5,000.00 had been budgeted and he needed to start the planning process for the event.

Mr. Fredrickson said he was looking at sponsorships to help defray costs. Mr. Fredrickson said he would bring back more information on costs for a fireworks display and activities for the public.

XVI. Staff Updates: (Oral Reports)

Community Development – Breana Soto

- Whataburger
- Donut Shop
- Country Village Phase 1
- Code Enforcement Officer Progress Report

Community Development Coordinator Breana Soto briefed the city council on the proposed opening of Whataburger for March 23rd. Ms. Soto said the current location where the Donut Shop had been demolished on Hwy 90 would now house the Donut Shop plus additional shops once completed. Ms. Soto said the city was waiting on the Engineers for Country Village Phase I to be able to move forward. Ms. Soto reported that she and newly appointed Code Enforcement Officer Kerl Brooks had attended a training and would test in April to be certified. Ms. Soto said they were working with the Police Department on code issues at this time.

Public Works Department – John Gomez

- Tree Trimming RFP

Public Works Director John Gomez briefed the city council on the tree trimming around the city. Mr. Gomez said he had received quotes for the service and found it would be over the \$50,000 threshold and that required the city to advertise for bids. Mr. Gomez said he would be bringing back to council for approval once bidding process was complete.

Street Department – Devin Fredrickson

- Street Program

Parks and Recreation Director Devin Fredrickson briefed the city council on working with several contractors for pricing on street repairs. Once he got the quotes then they could see what the city could afford in this budget year. Mr. Fredrickson said he was working with the county on repairing Alsace Street. The costs for materials was approximately \$130,000 and they were looking to start by the middle of March. The repairs scheduled were from the First Baptist Church to Geneva Street including Alsace Avenue. Mr. Fredrickson said the department had just purchased a striping/paint machine with training provided.

XVII. Update from Mayor:

- **Public Hearing on County Subdivision Rules and Regulations.**

Mayor Santleben announced the Medina County Commissioners would be holding a Public Hearing on changes to the County Subdivision rules and regulations and encouraged everyone to attend.

XVIII. Executive Session:

Pursuant to Texas Local Government Code Section 551.071 (entitled “Consultation with Attorney”) City Council shall convene in Executive Session to consult with the City Attorney, regarding pending or contemplated litigation; or a settlement offer; or a matter in which the City Attorney, under the state bar’s rules of conduct, is required to

disclose confidentially to City Council, related to the contract for the East Side Sanitary Sewer Regional Lift Station Project, and associated performance bond, with RAM II General Contractor and Old Republic Insurance Company.

Opened: 7:55 p.m.

Closed: 8:17 p.m.

XIX. Reconvene in open session

Mayor Santleben reconvened in open session at 8:19 p.m.

XX. Consider possible action or give direction on the captioned items discussed in Executive Session

No action was taken.

Mayor Santleben stated the City Attorney would continue negotiations.

XXI. Reports from Council Board Liaisons on monthly City Boards and Commissions Meetings

Councilmember Martinez said the Planning and Zoning Commission would be meeting the following evening.

Councilmember Carey said the Zoning Board of Adjustments had met on February 10th and the variance had been denied. Another meeting was scheduled for February 24th.

Mayor Pro Tem Dyer said the Library Advisory Board had a meeting scheduled for the following evening.

XXII. Discussion on future agenda items

Councilmember Martinez requested the City Attorney give an update on 2211 Geneva Street.

Councilmember Byars requested an update on the status of building two new hangars at the airport.

Mayor Pro Tem Dyer requested the final report on Phase I of the Alsatian Oaks Development Agreement be placed on the March 24th agenda for council action.

XXIII. ADJOURN

Mayor Santleben adjourned the meeting at 8:23 p.m.

Phyllis Santleben
Mayor

ATTEST:

Debra Howe
City Secretary