

**CITY OF CASTROVILLE CITY COUNCIL
REGULAR CALLED COUNCIL MEETING
1209 Fiorella
City Council Chambers
March 28, 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
Mayor Pro Tem Phil King
Councilmember Sheena Martinez
Councilmember Paul Carey
Councilmember Harold Stein

Scott Dixon, City Administrator
Debra Howe, City Secretary
David Kirkpatrick, Airport Manager
Devin Fredrickson, Community Services Director

Absent:

Councilmember Herb Dyer

Others in attendance:

Cynthia Trevino, City Attorney

III. PLEDGE OF ALLEGIANCE

IV. INVOCATION

Pastor Matt Cobb with Calvary Friendship Church gave the invocation.

Mayor Schroeder requested Item 13. Executive Session, be moved up on the agenda. Councilmembers agreed with the request.

Mayor Schroeder recessed the meeting to go into Executive Session at 5:34 p.m.

XIII. 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 Texas Government Code Section 551.085 (entitled "Deliberation regarding Economic Development Negotiations") the City Council may convene in Executive to receive advice from the City Attorney regarding the following:

a. NP Homes Development Agreement.

Open: 5:36 p.m.

Closed: 5:51 p.m.

XIV. Reconvene in open session

Mayor Schroeder reconvened the meeting in open session at 5:54 p.m.

XV. 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 a Development Agreement with Lynn Tschirhart, Beverly Tschirhart, Charles Haby, Marilyn Haby, and NP Homes LLC; Establishing a Program of Economic Development; and ordaining other matters in connection therewith.

A motion was made by Councilmember Martinez and duly seconded by Councilmember Carey to approve an Ordinance authorizing the City to enter into a Development Agreement with Lynn Tschirhart, Beverly Tschirhart, Charles Haby, Marilyn Haby, and NP Homes LLC; Establishing a Program of Economic Development; and ordaining other matters in connection therewith. A vote was taken (4:0 all ayes) the motion carried by all present.

Mayor Schroeder reverted back to the regular order of the agenda.

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.

No one requested to speak.

VI. CONSENT AGENDA

- a. Minutes for March 14, 2023 Regular Called City Council Meeting
- b. Approve Resolution for support in expanding access to high-speed internet access and broadband.
- c. Approve Resolution authorizing submittal of application for CDBG Program.
- d. Approve Resolution authorizing a city representative for participation in the CBDG Program.
- e. Approval Resolution on the city joining the State and political subdivisions in the Texas Opioid settlement agreements.

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

VII. MAYOR'S REPORT

- a. TxDOT Grant submission.

- b. UDO Scope.
- c. Downtown Master Plan.
- d. Storm Water Drainage.

Mayor Schroeder briefed the city council on working with State Representatives closely on the TxDOT Grant submission for the Hwy 90 Bridge. Mayor Schroeder said he was wanting to put a pedestrian bridge back close to the original bridge and had been working with Landmark Inn on coordinating with the plan. City Administrator Scott Dixon provided a briefing on the engineering for the second phase and would be setting up a meeting with the Landmark Inn. Mayor Schroeder spoke on the transportation alternative planning with stats showing 60% of trips being 5 miles or less and there was a planning grant being looked at for crosswalks and bike lanes. Mayor Schroeder spoke on the UDO, Downtown Master Plan, and Storm Water drainage as one and said the thoroughfare plan needed more work to update. Mayor Schroeder said the Storm Water Drainage Plan needed tweaking along with the IT Policy and Emergency Plan. City Administrator Dixon was working on a draft RFP for the UDO and would bring back for council approval at an April meeting.

VIII. Council Board Liaison Reports:

- a. Airport – Stein
- b. Library – Martinez
- c. Historic Landmark Commission – King
- d. Parks and Recreation – Dyer

Councilmember Stein was unable to attend. City Administrator Dixon announced Airport Manager David Kirkpatrick had resigned with two-week notice and would be going to work for TxDOT Aviation as a planner and pilot. Council was sad to see him go and wished him well.

Councilmember Martinez was unable to attend the Library meeting due to surgery.

Councilmember King attended the HLC and briefed the council on the board working on a flyer to be provided to new owners responsibilities on owning a historic property. Mr. King said the HLC board, Breana Soto, and Darin Hamm were all working together on the historic plaques to be brought back to council at a later date.

Councilmember Dyer was unable to attend the Parks and Rec. Board meeting but Councilmember King attended and gave a brief update. Mr. King said the board had discussions on the existing restrooms and the recommendations by council to keep and make a determination on repurposing or demolishing at a later date. Mr. King said they also discussed road signage and improving park signage on Hwy 90.

IX. Review and acceptance of the annual Audit Report with Kim Roach, CPA of Armstrong and Associates

Kim Roach, CPA with Armstrong and Associates briefed the city council on the FY 2022 annual audit report. Ms. Roach provided a brief slide presentation on GASS 87 regarding new accounting policy effecting airport Ground Leases (no change to the city); gave a recommendation on the city going to pooled cash option with less accounts, transfers, and bank reconciliations being the objective. Ms. Roach had high praise for the city finance department staff and felt they could handle the transition and detailed accounting practice, if the city council chose to change. Ms. Roach said the firm had completed a single audit this year due to the unspent American Rescue Relief funds the city received and the USDA Grant funds.

Ms. Roach said the city was in a very good financial position and this included the Airport. The city received an unqualified opinion.

X. Consider and take appropriate action on designating Animal Control Officer Joshua Davidson as the Local Rabies Control Authority

City Administrator Scott Dixon introduced the new Animal Control Officer Josh Davidson to the city council. Mr. Dixon said also in attendance was Code Enforcement Officer Kerl Brooks. Community Service Director Devin Fredrickson said Josh had just completed his basic training for local rabies control authority and if the city council chose to appoint him the local rabies authority it would help take the burden off Medina County. Medina County was currently the designated authority. Mr. Fredrickson said Mr. Davidson was continuing his certification training and both he and Ms. Brooks were in the process of cross training as backup for each other in animal control and code enforcement. Councilmember Martinez asked about additional funds for recertification in the next years' budget. Mr. Fredrickson said there would be an increase for training for both Mr. Davidson and Ms. Brooks.

A motion was made by Councilmember Carey and duly seconded by Councilmember Martinez to designate Animal Control Officer Joshua Davidson as the Local Rabies Control Authority. A vote was taken (4:0 all ayes) the motion carried by all present.

XI. Discussion and appropriate action on adopting a policy authorizing the City Administrator to contract for appropriate commercial janitorial services for all operational Park and Recreation restrooms facilities to supplement park staff members as needed for extraordinary park patron usage/events and to appropriately raise rental fees as shown in the FY23 Comprehensive Fee Schedule to recover the additional maintenance costs for the public facilities (Skipped)

Councilmember Dyer had requested this item for discussion and due to being unable to attend item would be brought back at the next meeting.

Mayor Schroeder read a letter from Helen Delevan on her being against increasing park fees to pay for cleaning, and against contracting out, but she was in favor of the park staff being responsible for cleaning and had some suggestions for improvements.

XII. STAFF REPORTS

- a. Airport – Activity Report
- b. Community Development – Activity Report
- c. Community Services – including Streets, Parks, Animal Control, and Code Enforcement Activity Reports
- d. Finance – Sales Tax and financial activities
- e. Library – Monthly Statistics and activities
- f. Police Department – Activity Report
- g. Public Works – Activity Report

City Administrator Scott Dixon briefed the city council on the increase in permits shown and lots of construction going on. Public Works had provided a list of projects and were very busy with the aging infrastructure

and new projects going on. The AMI Project was ready for meter installation. The River Bluff Electric Project was coming soon and they were waiting on a start date. Councilmember Martinez asked about a town hall meeting date, possibly for the next month. Mr. Dixon said he would need to coordinate with the contractor and let council know. Ms. Martinez asked about the recent water outage due to possible fiber optic construction work. Mr. Dixon said it had been caused by improper locate from the city. The city had incorrect information for the line locate and marked wrong side causing the issue. Mr. Dixon said they were looking at a grant for improving broadband within the city, but may not help the River Bluff area. Mr. Dixon said on code enforcement issues he felt the city was a complaint driven city. Mr. Dixon said most of the cases at that time were citizens putting out brush too early for pickup. Mr. Dixon said council needed to look at how the offenses needed to be address. Mayor Schroeder said they should look at the severity of the offenses first.

XVI. Discussion on future agenda items

a. Scheduling options for City Council Strategic Planning Workshop.

City Administrator Scott Dixon said he had placed on the agenda to get feedback on dates for the annual strategic planning workshop for city council. Mr. Dixon said the week of May 15th was open for the facilitator. City Council tentatively planned for afternoons on May 16th and 17th.

City Administrator Dixon briefed the city council on the question on annexation of the road known as Tondre Parkway from the last meeting. Mr. Dixon said the city attorney had found that the roadway was considered annexed and the city would need to accept the road once inspected and an ordinance would also be brought back for no parking allowed along the road.

XVII. ADJOURN

Mayor Schroeder adjourned the meeting at 7:17p.m.

Darrin Schroeder
Mayor

ATTEST:

Debra Howe
City Secretary