

**CITY OF CASTROVILLE CITY COUNCIL
REGULAR CALLED COUNCIL MEETING
1209 Fiorella
City Council Chambers
April 11, 2023
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

LeRoy Vidales, Finance Director

Mayor Pro Tem Phil King

Debra Howe, City Secretary

Councilmember Sheena Martinez

John Gomez, Public Works Director

Councilmember Paul Carey

Councilmember Harold Stein

Councilmember Herb Dyer

Absent:

Scott Dixon, City Administrator

Others in attendance:

Cynthia Trevino, City Attorney

III. PLEDGE OF ALLEGIANCE

IV. INVOCATION

Pastor Matt Gutierrez with Discovery 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.

Arnie Dollase, 109 River Bluff, briefed the city council on the annual Tour de Castroville. Mr. Dollase said they had 302 participants of cyclist and runners. Mr. Dollase said they had several rest stops manned by volunteers. Mr. Dollase said there was a Thank You Ad coming out in the paper that week to the sponsors

and many volunteers who helped make the event possible. Mr. Dollase said the Volkman walkers had a good participation at 79 participants. Mr. Dollase said \$10,000 would be put into the Special Account for the Parks.

VI. CONSENT AGENDA

- a. Minutes for March 28, 2023 Regular Called City Council Meeting.
- b. Approve Ordinance amending FY2022-23 Budget General and Enterprise Funds.
- c. Approve KFriese Task Order for professional services for engineering and design for streets and utility improvements.
- d. FY23-24 Budget Calendar.

Mayor Schroeder spoke briefly on the city council being proactive on identified projects and they would be spending money on the upcoming projects.

Councilmember Dyer requested 6a. Minutes be removed for administrative correction.

Councilmember King requested 6c. Task Order be removed for further discussion.

A motion was made by Councilmember Carey and duly seconded by Councilmember Martinez to approve the remaining items listed as B. Ordinance amending the budget and D. Budget Calendar.

A vote was taken (5:0 all ayes) the motion carried by all present.

Councilmember Dyer requested the minutes reflect under board liaisons that he did attend the Parks and Recreation Board meeting but did not report on the board due to being absent from the city council meeting.

A motion was made by Councilmember Martinez and duly seconded by Councilmember Carey to approve Consent Item A. Minutes for March 28, 2023 with corrections. A vote was taken (5:0 all ayes) the motion carried by all present.

Mayor Schroeder provided a map of the street projects. City Engineer Michael Persyn was in attendance for questions. Councilmember King asked if the proposed streets be constructed like Berlin. Mr. Persyn said they were looking at different ways of paving and materials with the proposed projects. Mr. King ask about the number of inspections shown in the Task Order (one and a half per month). Mr. Persyn said they would be supplemental and work with the city staff on the projects. Mr. King ask if geo testing was needed. Mr. Persyn said they would do a brief oversite at the beginning on density on concrete material. Mr. King ask if Terracon would do the testing. Mr. Persyn said some for the stability factor. Mr. King said Berlin Street was doing well with some dusting. Mr. Persyn said they were looking at doing chip seal as it was better, but that would mean closing the streets to let set. Councilmember Martinez asked about River Bluff streets being shown in the projects. Ms. Martinez said she thought those streets were delayed due to the electric upgrade starting. Ms. Martinez said she was told by the electric foreman and contractor they would be using the three streets shown, Geneva, Rancho, and Chateau as staging areas for supplies. Ms. Martinez said she understood that the contractor would be at the next meeting discussing the project. Ms. Martinez also asked about the Garcia Bridge area. Mr. Persyn said they were skipping the Garcia area due to it being included in a drainage project. Public Works Director John Gomez said the staging areas were not

confirmed yet. Mayor Schroeder said he wanted good communication on the project and felt Community Services Director Devin Fredrickson should be involved with planning the communication to the citizens. **A motion was made by Councilmember King and duly seconded by Councilmember Carey to approve Consent Item C. KFriese Task Order for professional services for engineering and design for streets and utility improvements. A vote was taken (5:0 all ayes) the motion carried by all present.**

VII. Presentation on AMI Smart Meter Project with Ameresco

Mayor Schroeder said the presentation would be done by zoom as Zackery Grindley with Ameresco could not attend the council meeting. Mayor Schroeder was very pleased with the steps of communications and said there was a copy provided of commonly asked questions for council to review at their seats. Project Manager briefed the city council on the location of the two gateways, one at Medina Valley High School and the other at Cross Hill. Mr. Grindley said they had been installed, tested, and working as of March 22. Mr. Grindley said the object was to have customer one stop portal available. Mr. Grindley said they like to get the majority of the project completed before going full launch. Mr. Grindley said they complete 75% of the project and then chose random customers to check the meters. Some members of the city council were chosen to receive the meters. A project meeting was scheduled for the next week and installation beginning on April 17th. The installation of water and sewer meters was 8-9 weeks and electric - 4 weeks with a later start date of June, completion August. Notification of the project was being placed in the city newsletter in English and Spanish. Councilmember Martinez asked about issues with any of the pressure valves installed in River Bluff. Ms. Martinez said due to the water pressure changes they had several in her area and wanted them to be aware of the valves. Mr. Grindley said they would work with the city staff on any issues. There would be weekly meetings with staff. Councilmember King said this was a wonderful improvement to the system and was excited to get the new metering system. Mayor Schroeder said the question of utilities increasing would only be due to more accurate readings.

VIII. Discussion and appropriate action on approving Quiddity Task Order #3 for TxDOT TA Bridge Project

Mayor Schroeder provided a brief presentation on the history of the bridge that crossed Hwy 90. Mayor Schroeder said the city had an opportunity to apply for a TxDOT grant to have a pedestrian bridge built across the river where the original bridge was built. Linda Bela, with Quiddity was present and spoke on the grant application and how it would connect to Landmark Inn, and they were also looking at bike lanes and sidewalks on Lower LaCoste Rd. at a later time. The first phase was to submit application with second phase estimated costs. Ms. Bela said TxDOT was excited about this proposed project, and it was favorable that the city could receive the grant. Ms. Bela said once the grant was awarded the timeline for completion was three years. Ms. Bela said they would be looking at prefab materials or some old bridge material could be available. This task order was for bridge and active transportation plan. Councilmember Dyer asked about project not in budget. City Finance Director LeRoy Vidales said it would be taken from General Fund Reserves. Mr. Dyer was in support of the project but was concerned with high costs and wanted to discuss with staff adding an additional amount to the basic percentage of contingency funds when doing the project.

Mayor Schroeder said the project would be brought back with a cost for a decision from council on whether to proceed with the project. Councilmember King said city could spend the money now for planning and project would be built at some point by grant or private funding he felt.

A motion was made by Councilmember Carey and duly seconded by Councilmember King to approve Quiddity Task Order #3 for TxDOT TA Bridge Project not to exceed \$150,000. A vote was taken (5:0 all ayes) the motion carried by all present.

IX. Discussion and appropriate action on Simple City Task Order for UDO Preparatory analysis

Matt Lewis with Simple City Designs briefed the city council on providing a DNA Analysis to look at the city's patterns for future developments. Mr. Lewis said the city did not have a lot of zoning districts and at this time the city was writing conventional development agreements. Mr. Lewis said they would look fully at the city for development standards. Mayor Schroeder said the previous councils just passed agreements willie-Neely and wanted a standard policy for future guidance. Mayor Schroeder said this analysis would tie into the UDO standards and that would be a discussion item on the next agenda. Councilmember Dyer disagreed on the statement of past councils just passing agreements with nothing to go by. Mr. Dyer said the past council had reviewed thoroughly the development agreement with Alsatian Oaks. Mr. Dyer said he would like to see budget for this process on the UDO. Mayor Schroeder said there had been confusion on the discussion on the next agreement and this would help developers know what the city was requiring. Councilmember Martinez asked about funding and was it funded through the CIP. Mayor Schroeder said there had been \$150,000 originally approved to have been used for a Hwy 90 traffic relief proposal to TxDOT but TxDOT had rejected the proposal and only \$15,000 had been spent. The Task Order for the analysis would be funded out of the remaining funds. Council felt this should have been stated in the agenda report to alleviate the confusion.

A motion was made by Councilmember Martinez and duly seconded by Councilmember Carey to approve a Simple City Task Orders #1and #2 for UDO Preparatory analysis to be funded out of remaining funds of a contract approved by council at a previous meeting. A vote was taken (5:0 all ayes) the motion carried by all present.

X. Discussion and appropriate action on setting a date for a Development Agreement Policy workshop

Mayor Schroeder briefed the city council on the discussions he and staff had with a recent developer and the need to have a workshop to discuss what the city council wanted to see in a development policy. Mayor Schroeder said he wanted to look at all of the agreements and determine what would be best for the city. The Council looked at different dates and times to hold the workshop and decided on the first council meeting date of May 9th at noon.

A motion was made by Councilmember Martinez and duly seconded by Councilmember Carey to approve the workshop date of Tuesday, May 9, 2023 beginning at noon for a Development Agreement Policy workshop. A vote was taken (5:0 all ayes) the motion carried by all present.

XI. Discussion and appropriate action on authorizing the City Administrator to reimburse Bradford Boehme for pivot cost in the amount of \$61,410.00 as per contract dated January 25, 2013

Mayor Schroeder said this item was discussed at the last meeting and the city staff working with the city attorney was to look at the information to help determine if, a reimbursement for repair work was warranted. City Attorney Cynthia Trevino said after legal review of correspondence and the contract she felt both parties, the city and farmer, had not followed the contract at the time related to the pivot project and costs associated with it. Ms. Trevino felt the reimbursement was due. The City Council asked where the funds would taken from. Finance Director LeRoy Vidales said the payment would come out of Utility Fund Reserves.

A motion was made by Councilmember Stein and duly seconded by Councilmember Carey to authorizing the City Administrator to reimburse Bradford Boehme for pivot cost in the amount of \$61,410.00 as per contract dated January 25, 2013. A vote was taken (5:0 all ayes) the motion carried by all present.

XII. 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

Councilmember Dyer briefed the council members on why he had placed this item on the agenda. Mr. Dyer said he felt, as the city council, they had an obligation to give staff what they needed to do their jobs. Mr. Dyer said currently the city did not have enough park staff to cover large events cleaning needs and he wanted to give the city administrator the authority to hire as needed a commercial janitorial service to supplement staff. Mr. Dyer said the city needed a policy addressing this and would make a motion to prepare a policy to follow.

A motion was made by Councilmember Dyer and duly seconded by Councilmember Martinez to adopt 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.

Councilmember King asked for more discussion and wanted to clarify Councilmember Dyer was looking at city staff reverses commercial cleaning. Councilmember Dyer said there was 18 restrooms in parks and he wanted to authorize the City Administrator to have the option to hire now, if he felt necessary. Councilmember King said budget workshops were coming shortly and they should look at it then. Mayor Schroeder said he agreed the city did not have restroom cleanliness standards and needed this policy. Mayor Schroeder felt he, Councilmember Dyer and City Administrator Scott Dixon should have a meeting and look at what that would entail. Mayor Schroeder felt city council should not tell staff how to do the job but to provide standards to follow. Councilmember Dyer said he was just giving the City Administrator the tools to do this. Mayor Schroeder said the City Administrator already had hiring authority. Mr. Dyer said there was no job description stating cleaning of restrooms. He just wanted a policy at this meeting, Mayor Schroeder was not in favor but if the City Administrator brought back a plan/policy he would support. Councilmember King wanted to leave open and have Mr. Dixon bring back his plan on cleaning standards.

A vote was taken (4 ayes: 1 nay(King)) the motion carried by a majority vote.

XIII. Discussion on future agenda items

Mayor Schroeder said in his next report would have an update on TxDOT, recent legislative trip to Austin and his upcoming Washington DC trip. Mayor Schroeder wanted to start highlighting citizens, UDO discussion on scope and water rights in the next few meetings.

Update/Kick-off meeting with Electric Contractor on River Bluff at the next meeting and Code Compliance.

XIV. ADJOURN

Mayor Schroeder adjourned the meeting at 7:20 p.m.

Darrin Schroeder
Mayor

ATTEST:

Debra Howe
City Secretary