

**CITY OF CASTROVILLE CITY COUNCIL
REGULAR CALLED COUNCIL MEETING
1209 Fiorella
City Council Chambers
January 13, 2026
Tuesday
6:00 P.M.
MINUTES**

I. CALL TO ORDER

Mayor Bruce Alexander called the meeting to order at 6:00 p.m.

II. ROLL CALL

Present:

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| Mayor Bruce Alexander | Scott Dixon, City Administrator |
| Mayor Pro Tem Sheena Martinez | Debra Howe, City Secretary |
| Councilmember Houston Marchman | James, Kohler, Police Chief |
| Councilmember Phil King | Mike Haley, Airport Manager |
| Councilmember David Merz | |
| Councilmember Robert Lee | |

Others in Attendance:

Daniel Jones, Denton, Navarro, Rodrigues, Santee, Benal & Zach

III. PLEDGE OF ALLEIGENCE

IV. INVOCATION

Pastor Doug Steinert of the Discover 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. 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.

Priscilla Garrett, 702 Florence, spoke in favor of the trees removal in front of city hall item. Ms. Garrett said as one of the former members of the Garden Club that maintained the trees she felt the trees should be removed. Ms. Garrett said the trees had been trimmed back years ago but with the ongoing irrigation system issues and lack of rain the trees were not thriving and needed to be removed. Ms. Garrett felt an alternative could be pavers and benches in the front area for easier maintenance.

Arnie Dollase, 109 River Bluff, announced the GoMedina meeting would be held at the Hillside Hotel on January 27th at 9am with guest speaker from Rowan Data on the misconceptions regarding data centers.

Mr. Dollase said the Chamber of Commerce would be hosting a similar discussion at a later meeting. Mayor Alexander said the meeting was being hosted by the City and hoped other members of the City Council could attend. A possible quorum notice would be posted.

VI. CONSENT AGENDA

- a. Minutes for December 16, 2025 Special Called Meeting
- b. Accept Library Advisory Board Chairman Crystal Stutes resignation; approval of application from Marcia Izaguirre for open full board position #5 (term ending 2026) on the Library Advisory Board and request from P & Z Alternate Bryan Griffin to be moved to open position #2 (term ending 2026) on the Planning and Zoning Commission
- c. Authorize a Resolution Approving Criminal Justice Vehicle Grant
- d. Authorize a Resolution approving Rifle Body Armor Grant
- e. Authorize a Resolution approving Breach tool and shield

A motion was made by Councilmember King and duly seconded by Councilmember Marchman to approve the consent agenda as presented. A vote was taken (5:0 all ayes) the motion carried by all present.

VII. MAYOR'S REPORT:

- a. Employee Recognition
- b. Live Stream Policies and Procedures
- c. Forecast for 2026

Mayor Alexander spoke on a letter he had received from former citizen and City Councilmember Herb Dyer on the excellent service provided by the City Electric crew at his rental property. Mr. Dyer wrote the electrical issues at the home were during the Christmas holidays and he wished to thank City Administrator Scott Dixon and the Public Works Department for their quick response. Mayor Alexander reported on preparing a Livestream Policy and Procedures. Mayor Alexander said there had been an incident with the Livestream recording a conversation between staff members after a Zoning Board of Adjustment Meeting and this was not something the City condoned and he was working with the City Administrator on preparing the policies and procedures for Livestreaming. Mayor Alexander stated he hoped the City Boards not using Livestream would consider meeting at the City Hall to use the service. Mayor Alexander reported on the forecast for 2026 saying the City should follow the established rules and he requested the Boards and Commissions review the ordinances within their purview for updates and work through the City Administration for the City Council to review. Mayor Alexander was looking to work more closely with the Chamber of Commerce to start promoting tourism better. Mayor Alexander said the City Council would be holding a Capital Improvement Projects (CIP) meeting at the end of the month to look at the goals of the City Council and determine what projects would be funded with CO's issued earlier in 2025. Mayor Alexander wanted the citizens to be involved and encouraged their participation to help the City Council make informed decisions on what they felt was the most important.

VIII. Discussion and Action Items

- a. Discussion and appropriate action to authorize a ground lease with Brask T-4 Ranch, LLC at the Castroville Municipal Airport

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A motion was made by Councilmember Martinez and duly seconded by Councilmember Marchman to authorize a ground lease with the terms and rates as presented with Brask T-4 Ranch at the Castroville Municipal Airport. Discussion followed.

Councilmember Lee briefed the City Council on his review of the new proposed lease agreement. Mr. Lee said the document looked almost the same and was unsure if the Airport Board had any other leases to compare the proposed document. Mr. Lee said he had contacted the New Braunfels Airport and received an example of that entity's hangar agreement. Mr. Lee said he was against the 24 cents per sq. ft. per year for the structure and 14 cents per sq. ft. for ramp space, tie downs and parking. Mr. Lee said other airports in the area charged 25 cents per sq. ft. Mr. Lee said the CPI rates should be per year, not as shown every 5 years with the CPI percentage for the fifth year to be applied to first five years and that percentage would be for the next five. Mr. Lee felt the lease agreement should have a FAA compliant evaluation with airport property appraisal for any extensions after the 40 year term, with yearly CPI increases. Mr. Lee gave an example of the loss of revenue if the CPI was 3% every five years for a 30 year lease on a starting ground lease at \$5000 per year. The difference was approximately \$84,000 between yearly and every five years. Mr. Lee noted the current proposed document did not address inoperable vehicles or parking trailers outside of the hangar; paying a flowage fee if providing own fuel; separate lease agreement if fuel truck or tank was used; should remove real estate taxes clause; add cleanup costs clause of any hazardous spills/storage. Mr. Lee thought there could be a drainage issues on the property and wanted the owner/tenant to be responsibility for costs associated with drainage issues caused by structure placement to be included in the document. Mr. Lee wanted to see more details on what the Brask hangar would look like, the size and location on the designated property, before he would vote. Mr. Lee said he felt the City Council should look at the lease increase terms, the issues he had pointed out and have legal comparison of the proposed lease and the New Braunfels lease to make sure the City was covered. Councilmember Merz agreed on the CPI should be increased yearly, not every five years. Councilmember King thought this was a standard practice for commercial properties of yearly CPI increase. Mr. King agreed he thought there was to be a diagram submitted of the hangar location. Councilmember Martinez said the same and thought it was to come back with FAA review before the City Council was to approve. Mayor Alexander said they were not doing a full scale design without a ground lease agreement with the City first. Mayor Alexander said this lease was similar to the first agreement and the Airport Board recommended approval. Mike Haley, Airport Manager spoke on he and City Administrator Dixon being tasked at the last meeting to meet with Brask management to negotiate an agreement. Mr. Haley said this were the numbers they agreed on, the Airport Board agreed on the five year CPI increase, but requested the arbitration clause be removed. Mr. Haley said the Airport Board approved agreement before the City Council. Mayor Alexander clarified all current ground leases were the same as this proposed with a five year CPI increase. Mr. Haley said the change will be from 30 years to 40 years. Mr. Haley said the City was not set up on a tier system. Councilmember Lee recommended the City prepare a rate structure for the future. Councilmember King asked Mr. Haley if he knew where the hangar would be located. Mr. Haley said he knew it would be on the parcel they wished to lease. Mr. Haley said they also wanted an exclusive ramp area with that being a separate lease agreement. Mayor Alexander said this was the first step with discussion and agreeing on a ground lease with more details and approval of the structure later. There was some confusion on if the agenda item was to approve the document as a whole as presented or to approve the agreement amounts (.24 cents per sq. ft. for structure, .12 cents per sq. ft. ramp space) and details of the CPI increases. Councilmember King clarified this meeting was just to approve the cost per sq. ft. and CPI increases.

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Mr. King felt that would be easier or they could come back with an addendum. He was not comfortable in approving the full agreement presented. Councilmember Lee said the previous presentation had shown some of the City's property being used and was unsure if this was still the case without drawings of location.

A motion was made by Councilmember Martinez and duly seconded by Councilmember Marchman to amend the original motion. A vote was taken (3 ayes: 2 nays (Lee, Merz) the motion carried by all majority vote.

A motion was made by Councilmember Martinez and duly seconded by Councilmember Marchman to approve .24 cents per square foot for the structure per year and .12 cents per square foot for ramp, parking, and tie-down space per year with a five year CPI increase on a 40 year term. A vote was taken (3 ayes: 2 nays (Lee, Merz) the motion carried by a majority vote.

- b. Discussion and appropriate action to authorize staff to enter into a contract for professional services for aviation engineering

Mayor Alexander briefed the City Council on the City receiving three proposals for professional services for aviation engineering. Airport Manager Mike Haley said a committee was formed and the recommendation after evaluation was Pape-Dawson. City Administrator Dixon said if the City Council approved the recommendation the first task would be to review the Master Plan for the Airport.

A motion was made by Councilmember Marchman and duly seconded by Councilmember King to authorize staff to enter into a contract with Pape-Dawson for professional services for aviation engineering. Discussion followed.

Councilmember Lee asked about the criteria the committee used to grade the proposals. Mr. Lee said the City Council had not been given the information used. Mr. Lee said the City had many projects in the past and had used local vendors to complete. Mr. Lee said the City had never kept an aviation engineer on contract. Councilmember Merz had reservations on hiring Pape-Dawson due to having commercial dealings with developers and the City. Mr. Merz was unsure if they would provide good advice on the Airport and surrounding development. Councilmember King was in favor of Pape-Dawson and said they were very professional and saw no issues with working with the City. Councilmember Marchman asked Airport Manager Haley what his recommendation was. Mr. Haley said he had spoken with the Airport's TxDOT Advisor, who had no issues and the Airport Board approved the committee recommendation. Councilmember Martinez pointed out they would be on a project by project basis. Mayor Alexander said they would not be on retainer, but as needed.

A vote was taken (3 ayes: 2 nays (Merz, Lee) the motion carried by a majority vote.

- c. Discuss and take appropriate action to authorize the use of boxed culverts in the Geneva Street drainage channel

Mayor Alexander spoke briefly on this project coming before the City Council and was approved and he was requesting staff and the City Engineers to provide a review on the project. Mayor Alexander recognized property owner Megan Dybowski to speak on the item. Megan Dybowski, 1306 Gentilz, spoke on them having one lot with a home and one undeveloped lot which they needed access to. Ms. Dybowski said during the planning phase there was to be a 12-14 ft. street to be able to have access to their property, but this had not been done.

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Ms. Dybowski said the road at the narrowest point was 6-8 ft. wide and this would not allow them to access their back lot. Ms. Dybowski said citizens were driving on to their private property to turn around due to no access. Ms. Dybowski said they had a survey with an access shown and without this it devalued their property. Ms. Dybowski urged the City Council to put in culverts and fill in the ditch for safety purposes. Councilmember Lee provided photos of the ditch project with the depth and width of the road. Mr. Lee provided photos of similar ditches but this ditch appeared to be 4 ft. deep with a 6 ft. slope and this was a safety issue. Mr. Lee was concerned with two vehicles trying to pass on the roadway. Mr. Lee provided photos of a drainage ditch on his property he maintained for last 25 years saying it had started out 3 ft. by 6 ft. deep and had widened with erosion over time but had not flooded his property. Mr. Lee asked for staff to get an estimate for a box culvert and fill in the ditch. Mr. Lee said with a culvert it would provide an area for utilities for the back lot. Councilmember Merz asked if the area on Geneva Street was drivable. City Administrator Dixon said no this portion of the street was a paper street only. Mr. Merz asked who requested the road. Mr. Dixon said the property owners had. The Dybowski said they had had 42 ft. before and were going to asphalt their access. Mayor Alexander asked after the property was divided and the drainage was ok then, why the project was being done. Councilmember King suggested looking at getting an easement or purchase 20 ft. from the owners to make a road and flatten one side. City Administrator Dixon said the City Council had spoken on paper street access in past meetings and the owner could navigate the drive currently but he would have staff look at the width again. Mr. Dixon said the City was to provide a 14 ft. wide surface and they would honor that. Mr. Dixon said the project had started before Councilmember Lee was back on the City Council after Mr. Lee had voiced concerns with drainage to area. Mr. Dixon said the project was engineered and the project was being paid from drainage funds not spent for Garcia Creek project. Mr. Dixon said after speaking with legal counsel once the project had started the City should have looked at vacating the street and making it a dedicated drainage ditch. Mr. Dixon said this was to have helped with some of the flooding on Athens Street. Mayor Alexander said the waters coming down this area were from Cross Hill not Athens Street. Mayor Alexander said the City allowed the re-plat then the City changed the drainage pattern and had to force the flow down that road. Mayor Alexander said he was not sure that the City knew how much this would be involved when the project started. Mr. Dixon said staff would look at a box culvert narrow the ditch or fill in. Councilmember King said the cost would be cost prohibited. Councilmember Merz said he had walked the area and it did narrow at the end. Mr. Dixon said the City had made an agreement and would go back and fix area. Mr. Dixon said there was signage option the City could install for "no outlet/no turn around". Councilmember King said wider channel less erosion and box culvert was too costly. Ms. Dybowski said the City had agreed to allow access for their property originally and their plat showed access with a Geneva Street address. The Dybowski's said they were going to sell the front house/property and would be on the back lot. Councilmember Lee said there were other areas where river lots fronted a paper street as on San Jacinto and other properties that were subdivided into lots facing paper street extensions. Councilmember King suggested creating a flag lot and asked what Ms. Dybowski suggestion would be to fix the problem. Ms. Dybowski said to fill back in and leave alone as she had concerns with the depth of the ditch.

A motion was made by Councilmember Merz and duly seconded by Councilmember King to continue with the open drainage ditch plan, waive the fees for possible replat and work with staff for a replat for access. A vote was taken (5:0 all eyes) the motion carried by all present.

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- d. Discuss and take appropriate action to authorize the planning and design of a new city hall building at 703 Paris Street (current Public Works site)

Mayor Alexander spoke briefly on this item saying this had come to the City Council a few months back for remodeling project and the expenses so far was being paid out of interest on reserves. Councilmember Merz said this item had been discussed and the City Council had agreed to look at remodeling the building. Councilmember Lee wanted to have staff bring back what they felt were the needs to see if the current building would meet those needs. Mr. Lee felt the building would not meet the growth and wanted a cost estimate for a new building. Mr. Lee wanted this project to be discussed at the CIP workshop. City Council felt they had given direction on this item.

A motion was made by Councilmember King and duly seconded by Councilmember Martinez to bring to the CIP Meeting for discussion on a new city hall building. A vote was taken (2ayes: 3 nays (Marchman, Martinez, Merz) the motion failed.

- e. Discuss and take appropriate action to authorize the installation of a soft start pump at the airport well

City Administrator Dixon briefed the City Council on the Airport Well and whether or not to look at installing a soft start pump as suggested by Councilmember Lee. Mr. Dixon said this well needed other repairs and the soft start pump was not a good option. Mr. Dixon said the long term idea was to tie into the water system in the future. Mr. Dixon said the pump was not economically viable. Councilmember Martinez suggested they discuss at the CIP meeting if the well needed extensive work. Councilmember King said he had spoken with the City Engineers and they felt it was not needed at this time. **No action was taken.**

- f. Discuss and take appropriate action to authorize the removal of the trees in front of City Hall at 1209 Fiorella Street

Mayor Alexander thanked Priscilla Garrett for her comments on the removal of the trees. Mayor Alexander said they had looked good when smaller but now they were not healthy. Mayor Alexander felt the building would be enhanced with xeriscape areas. Councilmember Lee provided pictures of examples of before and after tree removal and he was in favor of removal.

A motion was made by Councilmember King and duly seconded by Councilmember Lee to authorize the removal of the trees in front of City Hall at 1209 Fiorella Street. Discussion followed. Councilmember Merz was not in favor of removing the trees saying they provided shade and he liked the trees. Councilmember Marchman liked the idea of xeriscape and using granite. Councilmember Martinez said she was in favor of xeriscape and possibly putting up canopies for shade during events. **A vote was taken (4ayes: 1nay (Merz) the motion carried by a majority vote.**

- g. Consider and take appropriate action on adopting an ordinance for a Municipal Election for Saturday, May 2, 2026, for the City of Castroville, establishing the procedure for the General Municipal Election, for the purpose of electing the positions of councilmembers for District 3, District 4, and District 5 for two-year terms; designating the location of the polling place; making provisions for the conduct of the election tract

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City Secretary Howe briefed the City Council on the upcoming election and adopting an Ordinance calling the General Election for District 3, 4 and 5. Ms. Howe said the County Contract would be on the next meeting for approval.

A motion was made by Councilmember Martinez and duly seconded by Councilmember Marchman to adopt an ordinance for a Municipal Election for Saturday, May 2, 2026, for the City of Castroville, establishing the procedure for the General Municipal Election, for the purpose of electing the positions of councilmembers for District 3, District 4, and District 5 for two-year terms; designating the location of the polling place; making provisions for the conduct of the election tract. A vote was taken (5:0 all ayes) the motion carried by all present.

IX. CITY ADMINISTRATOR'S REPORT

The following report topics may be discussed and acted upon:

- a. Drainage Projects
- b. BMA Trail Access
- c. Streets, Maintenance and Paving Plan
- d. WWTP Ponds
- e. CPS Energy Dispute
- f. Community Center Construction
- g. Lions Park Splash Pad
- h. Facilitated Council Workshop
- i. Hwy 90 TxDOT Construction Project
- j. County Streets Plan
- k. Flat Creek Water Plan
- l. Update on PID and Development Agreement Amendments and P3 Collaboration
- m. CIP Workshop
- n. Multimodal Planning Effort
- o. Medina County Public Utility Agency
- p. Five year milestone - looking back at accomplishments

City Administrator Dixon reported Garcia Creek Drainage Project would be brought back to approve construction. Mr. Dixon said the BMA contract had a few changes, one being for the City to pay their attorney fees. Mr. Dixon said the agenda and packets would need to be completed early the following week due to he and City Secretary Howe being out of town. The Community Center finish date had changed to first week in May. Mr. Dixon said it was confirmed the Splash Pad had a leak under the pad which caused the concrete pad to fail but should be back up and usable by summer. Mr. Dixon was coordinating with facilitator to hold the meeting on two consecutive days starting at 11 to 4 p.m. and 10 a.m. to 1p.m. on Saturday. Mr. Dixon said the Flat Creek Water Plan/Elevated Water Tank was the best options for that area and he was looking at funding options due to higher cost to that area with the possibility of a PID, TIRZ, or Tax payment. The CIP work session was scheduled for January 27th from 10a.m. to 4p.m. Light up Castroville was completed; a warrant roundup was coming in February; the City was closed on January 19th for Martin Luther King Day, the City Cowboy Breakfast was on Friday, January 23rd with the City Council invited. Mr. Dixon finished by congratulating Councilmember Merz for the new addition to his family. Mayor Alexander spoke briefly on being contacted by CPS to meet and discuss a resolution.

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Mayor Alexander reminded the City Council the GoMedina Meeting hosted by the City was January 27th at 9a.m. and recommended a possible quorum notice be posted.

X. DISCUSSION ON FUTURE AGENDA ITEMS

Mayor Alexander requested presentations on Code Enforcement Procedures and Missions and Procedures for Building Permits for the next meeting.

XI. ADJOURN

Mayor Alexander adjourned the meeting at 8:32 p.m.

Bruce Alexander
Mayor

ATTEST:

Debra Howe
City Secretary