



## **City Council Regular Called Meeting Agenda**

**COUNCIL CHAMBERS - 1209 FIORELLA STREET**

**Tuesday, August 12, 2025**

**5:00 PM**

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**The City Council of the City of Castroville will meet in the Regular Called Meeting beginning at 5:00 p.m. or 6:00 p.m. in the Council Chambers at City Hall on the following items listed on the agenda.**

### **I. Call to Order**

### **II. Executive Session**

The City Council will convene in closed session pursuant to the Texas Open Meetings Act, Chapter 551 of the Texas Government Code for one or more of the following authorized reasons:

- a.** The City Council will meet in closed session pursuant to Texas Government Code Section 551.074, Personnel Matters, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the following public officers or employees:

- a. City Administrator R. Scott Dixon
- b. City Secretary Debra Howe
- c. Police Chief James Kohler

The foregoing officers or employees may request the discussion and deliberation be held as a public hearing rather than a closed session.

- b.** and Section 551.072 (Deliberation Regarding Real Property)

- A. Approximately 6.65 acres of land in Medina County for Right-of-Way.

### **III. Reconvene in open session**

### **IV. Roll Call**

### **V. Pledge of Allegiance**

### **VI. Invocation**

### **VII. 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 residential address before speaking. Speakers will be allowed a maximum of 3 minutes for testimony. 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.

**VIII. Consider possible action(s) resulting from items posted and legally discussed in Executive Session.**

**IX. Consent Agenda:**

- [a.](#) Minutes for July 22, 2025 Special Called Meeting
- [b.](#) Minutes for July 22, 2025 Regular Called Council Meeting

**X. Presentations**

- [a.](#) Presentation and discussion of the draft Vision and Goals for the Castroville Active Transportation Plan.
- [b.](#) Presentation on the Castroville Gas Utility distribution system including the results of the recent Railroad Commission audit and system capacity study.

**XI. Mayor's Report**

- [a.](#) Mayor Alexander will speak on the following subjects:
  - Budget Process
  - Customer Service
  - Ordinance Review

**XII. Public Hearing**

- [a.](#) Public Hearing and Presentation on Tax Rate Public Hearing #1.

**XIII. City Council Liaison Report**

**XIV. Discussion and Action Items**

- [a.](#) Discussion and appropriate action regarding the proposed tax rate and related debt issuance.
- [b.](#) Discussion and appropriate action to authorize the placement of decorative sign in the commercial historic district.
- [c.](#) Consider and take appropriate action on approving request from Alternate Board members on the Library and Parks and Recreation Advisory Boards to be considered for an open full board position.
- [d.](#) Discussion and possible action to create a joint Airport Zoning Board.
- [e.](#) Discussion and possible action to create a Building Appeals Review Board.
- [f.](#) Discussion and possible action to assign specific tasks to advisory boards and commissions.
- [g.](#) Discussion and possible action regarding the Geneva Street drainage project and the extension of a public right-of-way to the property located at the rear of 1306 Gentilz.
- [h.](#) Discussion and possible action regarding the use of undeveloped Rights-of-Way ("Paper Streets") for vehicle traffic
- [i.](#) Discussion and appropriate action on city mosquito abatement services.
- [j.](#) Discussion and possible action on hangar rental rate adjustments for the Castroville Municipal Airport.



- k. Discussion and appropriate action on Airport Business Applications protocol.
- l. Discussion and appropriate action to authorize an FAA compliant appraisal of airport land used by the Medina Valley Youth Baseball Association to establish fair market value; payment to airport of that value; require city council to be sole entity representing the airport to include negotiating and approving ground leases.
- m. Discussion and appropriate action on the draft proposed general fund budget.
- n. Discussion and possible action regarding the proposed Enterprise Fund budget for the City of Castroville.

## **XV. City Administrator Report**

- a. General Fund Budget, Drainage Project Progress, Council A/V, CPSE Dispute, Community Center Project, County Emergency Management, County Streets Plan, EDC Dissolution Process, Lion's Park Spalsh Pad, Emergency Generators at Wells #2 and #3, Lion's Park Well update, ETJ Dis-annexation, Streets Planning

## **XVI. Discussion on Future Agenda Items**

## **XVII. Adjourn**

### **Accessibility Statement**

The City Hall is wheelchair accessible. The exit and parking ramps are located at the rear of the building.

### **Non-Discrimination Statement**

The City of Castroville does not discriminate on the basis of race, color, national origin, sex, religion, or disability in the employment or the provision of services.

The City Council of the City of Castroville reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Open Meetings Act.

I hereby certify that the above notice of meeting was posted on the bulletin board of City Hall, Castroville, Texas on August 8, 2025 before 6:00 p.m.

/s/ Debra Howe

City Secretary

**CITY OF CASTROVILLE CITY COUNCIL  
SPECIAL CALLED COUNCIL MEETING  
1209 Fiorella  
City Council Chambers  
July 22, 2025  
Tuesday  
3:30 P.M.  
MINUTES**

**I. CALL TO ORDER**

Mayor Bruce Alexander called the meeting to order at 3:35 p.m.

**II. ROLL CALL**

Present:

Mayor Bruce Alexander	Scott Dixon, City Administrator
Mayor Pro Tem Sheena Martinez	Debra Howe, City Secretary
Councilmember Houston Marchman	Forest Knutson, Detective
Councilmember Phil King	John Gomez, Public Works Director
Councilmember David Merz	Jonah Chang, Parks and Recreation Director
Councilmember Robert Lee	

**Others in attendance:**

Employees of the Public Works Electric, Water, and Wastewater

**II. CITIZENS COMMENTS**

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No one requested to speak.

**III. PRESENTATIONS**

**a. Discussion of proposed, historic, and YTD revenues and expenditures for the City of Castroville Enterprise Fund**

City Administrator Scott Dixon briefed the City Council on the Enterprise Fund including proposed, historic, and year to date (YTD) revenues and expenditures. Mayor Alexander had asked for a copy of administrative costs in the Enterprise Fund. Mr. Dixon said he had sent out a link to the City Council with this information. Mayor Alexander spoke on the utility system and Enterprise Fund saying the utility rates were set by the City Council with no State oversight. Mayor Alexander and the City Council

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wanted to go over the budget line by line for each department. Mr. Dixon asked to do a high level overview on some of the utility fund revenues first. Councilmember Lee asked why the City Council for the last two years passed a deficit budget. Mr. Dixon said the City Council had wished to keep the rates the same. Mr. Dixon spoke on the chart provided showing the revenues YTD for June was down 5% this year and he did have some concerns. Mayor Alexander asked if the information was based on historic revenues. Mr. Dixon said they were based on historic revenues and projections for next year. Five years of historic information was provided. Mayor Alexander asked how much of the 1.4 million went to the General Fund (GF). Mr. Dixon said 7 ½ - 8% went to GF - for direct expenses 4 - 4 ½%, and the city paid 3½% for right of way franchise fees. The Enterprise Fund revenues vs expenditures were discussed. The Gas department was over \$370,981, due to the city having to take the system back over and not enough rate payers to support the cost of operation. The Sewer Department was over \$445,137 due to debt service but the department had made changes and the expenditures had been reduced to 64% at this time vs 75%. The Electric department revenues were up shown at \$248,739. The Water department was over \$59,156. The Refuse department revenues were up shown at \$48,178. Mayor Alexander asked how the city can pay for more debt. Mr. Dixon said with Impact Fees and through utility service agreements. The elevated water tank size was discussed with Mr. Dixon saying it would be a 2 million gallon. The city only needed 600,000, but it was more economical to build larger. Councilmember Lee suggested having discussions with SAWS for an alternate water source and to look at cutting down the city's CCN. Mayor Alexander asked Mr. Dixon about ways to cut the deficit. Mr. Dixon said he would look first at gas, then look at the rates in the surrounding cities before he would recommend changing rates. Councilmember King was not in agreement with Councilmember Lee on reducing the city's CCN. Mr. King felt more development, less deficit. Councilmember Martinez clarified the Gas Department had one full time employee with streets department crossed trained to assist. Ms. Martinez asked if the electric department was fully staffed. Councilmember Marchman said a recent outage had only one person responding with the bucket truck and was concerned with the safety of the employee. Supervisor Tom Miller said they were short staffed then, but were fully staffed now. Mayor Alexander asked about bench stock shown as \$130,000 asking what that included. Public Works Director John Gomez said it was inventory for the gas system and not equipment. Mr. Gomez said they were using Consultant Simon Pena and TRC Engineering with the end goal was to put in the services in-house once the department was staffed better. Councilmember Merz asked about the \$80,000 shown for tree trimming. Public Works Director Gomez said they would trim all that the budgeted amount would do for the electric lines. Councilmember Lee asked if the amount budgeted for bench stock was enough. It was determined the bench stock was in good shape. Mr. Lee spoke on the well pumps and did the city have back up pumps in case of emergency. Mr. Lee asked about generators and if the SCADA System update was included in this proposed budget. City Administrator Dixon said the generators would be funded out of reserves and the SCADA System update was funded from bond monies. A question of if the Community Development Office was being offset out of utility fund. They were not. Mayor Alexander asked if the city had a leak forgiveness policy. Mr. Dixon said the city did and Community Council of South Texas administered the program for the city to help the citizens with high utility bills. Finance Director Vidales briefed the City Council on the Airport Fund saying the department had 2.5 employees budgeted. Council asked for clarification on the Airport Manager being full or part time and answering to the Community Development Director. Councilmember Lee spoke on looking at fuel sales and increase in pricing for a better profit. Mr. Lee saw the airport was asking for a UTV, Storage Unit, and new courtesy cars.

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Mr. Lee felt they did not need to replace the current vehicles with new or purchase a storage unit. Mr. Lee also felt the hangar rents should be set by the City Council.

**Discussion of unfunded operational and capital expenditures in the General Fund**

The City Council did not have time to review the unfunded operational and capital expenditures in the General Fund and Mayor Alexander said they would set another budget work session and look at dates in the regular council meeting coming up after this meeting.

**IV. ADJOURN**

Mayor Alexander adjourned the meeting at 8:35 p.m.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Secretary

**CITY OF CASTROVILLE CITY COUNCIL  
REGULAR CALLED COUNCIL MEETING  
1209 Fiorella  
City Council Chambers  
July 22, 2025  
Tuesday  
6:00 P.M.  
MINUTES**

**I. CALL TO ORDER**

Mayor Bruce Alexander called the meeting to order at 6:02 p.m.

**II. ROLL CALL**

Present:

Mayor Bruce Alexander	Scott Dixon, City Administrator
Mayor Pro Tem Sheena Martinez	Debra Howe, City Secretary
Councilmember Houston Marchman	Breana Soto, Community Development Director
Councilmember Phil King	
Councilmember David Merz	
Councilmember Robert Lee	

Others in attendance:

Natalie Thamm, Attorney, Denton, Navarro, Rodriguez, Benal, Santee & Zech

**III. PLEDGE OF ALLEIGENCE**

**IV. INVOCATION**

Councilmember Phil King 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.*

Karen Fifield, 805 Washington, spoke to the City Council on the city pool not having a handrail at the ramp area for patrons who needed stability in going down the ramp into the water. Ms. Fifield said the ramp was very slick and there needed to be signage denoting a step down. Ms. Fifield complimented the pool staff saying they were very helpful, but she felt the pool was inaccessible for her and others without the improvements.

Amy Ortiz, 1315 Isabella, read a statement from Nicol Schrinier due to Ms. Schrinier being out of state. Ms. Schrinier spoke on the town she was visiting and the good mixed-use of downtown venues and small apartments. Ms. Schrinier hoped if the city moved forward with the UDO it would do the same for the city.

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Tammy Alexander, 516 Vienna, spoke on attending the numerous workshops held during the UDO process and asked the City Council to not pass the proposed document.

Jenny Andermatt, 1201 Alamo, spoke on the UDO being a fly in the face and she was not in favor of the document and felt the city could stop the developments/developers from coming to Castroville. Ms. Andermatt said she was blessed to live in the town and did not want high density housing. Ms. Andermatt said the CZO may need to be amended but she was against the UDO.

Crystal Stutes, 816 Lafayette, spoke to the City Council as the new Library Advisory Chairman and gave kudos to the Librarian Beth Farley for getting the Library's accreditation back. Ms. Stutes said the board was asking for \$25,000 in the proposed budget to go toward improvements to the Library. Ms. Stutes invited the City Council and members of the community to attend the next Library meeting on August 14<sup>th</sup>.

Valarie Solis, 516 Constantinople, spoke on the UDO saying all she heard everyone speak about was the money spent on the document. She wanted to see how the draft UDO was going to help with development aligning with the city's reflection of values.

Kyle McVay, 307 Madrid, spoke to the City Council on the recent sirens going off in town with no one knowing why. Ms. McVay said the city needed to have someone to get the information out to alleviate confusion.

Valerie Jungman, 218 Alvina/512 Paris, spoke on the Code Enforcement summary provided in the packets. Ms. Jungman was pleased with the progress shown on the property next to her own and hoped it continued.

Mickey Holzhaus, 514 Washington, said he supported both Ms. Solis and Ms. Andermatt and concurred with their opinions.

Joe Holzhaus, 602 Berlin, spoke on items 7a. related to the adoption of a Comprehensive Plan and 7b. related to adoption of the UDO. Mr. Holzhaus said he was against both and did not agree with P2.5 allowing civic places, pocket parks, no lot sizes shown, allowing commercial and empty lots should stay residential. He was against P4 allowing small apartments and cottage court apartments. Mr. Holzhaus said it had been said it would not affect the historic areas but the UDO allowed civic spaces and commercial spaces. Mr. Holzhaus hope the City Council kept promise to take care of the historic and residential districts.

Terry Beck, 104 Harvest Moon, spoke on the UDO document and the cost of \$500,000 for a document he felt was incomplete. Mr. Beck felt it was incomplete the way presented with commercial – no types noted and no lot sizes shown. Mr. Beck said the document could be a good product if those areas were distinctively defined. He felt the City Council should not approve.

Councilmember Merz said he had two emails from citizens that could not attend but wanted their comments be heard. Mr. Merz said Patrick Conner, 811 Washington, supported the UDO and felt it was an excellent document. Mr. Conner felt it would help to improve the quality of life in Castroville. Mr. Merz read a statement from Helen Delevan, 1105 Lisbon, stating she had a letter of support on record, saying it made no sense to her if the document that cost \$530,000 and took three years of public meetings was not approved. Ms. Delevan said if the City Council could not approve as presented, then approve and add to the motion to hold a workshop to hash out the parts they did not like within two weeks. She felt pushing it down the road was not in the best interest of the citizens.

## VI. CONSENT AGENDA

- a. Minutes for July 8, 2025 Special Called Meeting
- b. Minutes for July 8, 2025 Regular Called Meeting
- c. Discussion and acceptance of the 2nd Quarter Investment Report

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- d. **Approve 3rd Quarter Investment Report ending June 30, 2025**
- e. **Consider and take appropriate action on setting the date, time, and place for the public hearing on the FY 2026 Annual Operating Budget for August 26 and September 9, 2025**
- f. **Consider and take appropriate action on setting the date, time and place for the public hearing(s) for the proposed tax rate for FY 2026 on August 12 and August 26, 2025**
- g. **Approval of a Resolution authorizing the submission of a Texas Parks and Wildlife Local Park Grant Program Application. (\*This item was added by an amendment to the agenda)**

Mayor Alexander asked for Item G. a Resolution for applying for a Tx Parks and Wildlife Grant be removed for further discussion.

**A motion was made by Councilmember King and duly seconded by Councilmember Merz to approve the Consent Agenda A- F. A vote was taken (5:0 all ayes) the motion carried by all present.**

Mayor Alexander said the resolution stated the city would commit matching funds and he was not in favor of doing this as this was not funded. Mayor Alexander clarified the city was not committing the city to matching funds for the \$750,000 for grant and had the option to not accept the grant, if awarded. The city had the option to reject the grant.

**A motion was made by Councilmember King and duly seconded by Councilmember Martinez to approve Item G. a Resolution authorizing the submission of a Texas Parks and Wildlife Local Park Grant Program Application. A vote was taken (5:0 all ayes) the motion carried by all present.**

## **VII. DISCUSSION AND ACTION ITEMS**

Mayor Alexander read guidelines for citizens to follow during the public commenting on the agenda items they wished to speak on.

- a. **Discussion and appropriate action an ordinance repealing and replacing the City's 2011 Comprehensive Plan, adopted by ordinance no. 2011-008 and amended by ordinance 2017-007 with the Castroville Back to our Future Comprehensive Plan**

Mickey Holzhaus, 514 Washington, said he had attended many of the public workshops and council meetings and saw people both for and against. Mr. Holzhaus felt the talks had been to have high density in the old part of Castroville, not the east side of town. Mr. Holzhaus said it was in complete and over budget and had not been well managed. He was not in favor of adopting the document.

Kyle McVay, 307 Madrid, said she did not agree with other on the current CZO and the Subdivision Ordinance being good documents. Ms. McVay said the Subdivision Ordinance had loopholes in the document that allowed what the citizens were against in the new UDO. Ms. McVay said the UDO would be more restrictive and did not want to see the work/document thrown out. Ms. McVay said the city would have to spend more to have someone come in and merge the updated information into the old.

Terry Beck, 104 Harvest Moon, said in his previous comments that the document could be good for the city, it was just not complete he felt. Mr. Beck felt the City Council was not ready to approve. Mr. Beck said the city did not owe developers anything, once the development was complete the developers were gone. Mr. Beck wanted the document to be right before it was passed.

**\*All the comments above were about the UDO – no comments on the Comprehensive Plan.**

**A motion was made by Councilmember Merz and duly seconded by Councilmember King to adopt an ordinance repealing and replacing the City's 2011 Comprehensive Plan, adopted by ordinance no. 2011-008 and amended by ordinance 2017-007 with the Castroville Back to our Future Comprehensive Plan.**

Discussion followed before a vote was taken.

Councilmember Merz asked for legal clarification on if they had to adopt this proposed Comp Plan Ordinance with the proposed UDO since the city had one already. Attorney Thamm said she had not been involved with the process and was not sure if the proposed UDO was compatible with the current Comprehensive Plan but they had to be in-line with each other. Community Development Director Soto was unsure if the current Comprehensive Plan would be compatible with the UDO. Councilmember Merz felt the city needed to have a plan for Hwy90, even though the city did not own land.

Mr. Merz thought the new Comprehensive Plan was a good document and had drainage, streets and an overview of Hwy 90 and what all could look like. Councilmember Merz felt the city needed to have a plan for Hwy 90, even though the city did not own land because that is what people see going through town. Councilmember Lee said he felt the Comprehensive Plan and the UDO went together and was not in favor of passing one without the other. Mr. Lee more things needed to be fixed and was not in support. Councilmember King said the state had rescinded the requirement to review every five years but the city should continue, as it helped the city to see what the city envisioned for the future. He was in support. Councilmembers Marchman and Martinez had no comments.

**A vote was taken (2 ayes: 3 nays(Martinez, Marchman, Lee) the motion failed.**

**b. Discussion and appropriate action on an ordinance adopting a Unified Development Ordinance that unifies the zoning, subdivision, and sign ordinances and repealing the Comprehensive Zoning Ordinance, Chapter 100 - Subdivision, and Chapter 24 - Signage of the Castroville Code of Ordinances**

**A motion was made by Councilmember Merz and duly seconded by Councilmember King to adopt a Unified Development Ordinance that unifies the zoning, subdivision, and sign ordinances and repealing the Comprehensive Zoning Ordinance, Chapter 100 - Subdivision, and Chapter 24 - Signage of the Castroville Code of Ordinances with modifications of no ADU's in P2.5 zones, remove cash options in lieu of water rights.**

Discussion followed before a vote was taken.

Councilmember Merz briefly went through a short comparison of the proposed UDO and current CZO/Subdivision ordinances. Mr. Merz said UDO – P4 allowed small apartments – the current CZO allowed; the current ordinances allowed high density – P2.5 single family would only allow single family with ADU's. Mr. Merz said the civic places in P5 with examples of schools and parks were not a set size that was why it said to be determined. Councilmember Lee was not in favor of Place Type Zoning and saw in his research only Bastrop adopted in 2019 and Bandera in 2021. Mr. Lee said cities like San Francisco /San Antonio used this type of zoning. Mr. Lee spoke with Boerne and they chose to do their own and he felt Castroville should do the same as the city was unique with having a central business area with residential surrounding. He was not in favor. Councilmember King said everyone was talking about UDO would bring high density to the historic area, but that was not the case. Mr. King said the



document had been changed to protect the existing lots in the historic district. Mr. King said the UDO allowed higher density only in new developments and was in favor of adopting, and going back and change as needed. Councilmember Martinez read off federal parking requirements and felt the city should just go back and plug in modifications to the current CZO then appoint a committee of one Historic Landmark Commission member, 1 Councilmember, and 2 Business Owner representatives to review for comments. Councilmember Merz wished to amend his motion to include Councilmember Martinez's request for federal parking.

**An amended motion was made by Councilmember Merz and seconded by Councilmember King to include the Federal Handicap Parking requirements, if not already included, and establish Councilmember Martinez's recommended committee to create a set of recommendations for future adoption, after the adoption of the proposed UDO. A vote was taken for the amendment to original motion (2ayes:3nays (Martinez, Marchman, Lee) the amendment to the original motion failed.**

Councilmember Merz said the town of Hometown near Dallas had a place type zoning in place and he felt the city already had a lot of what was in the document in place. Mr. Merz said parks-open space was required, mixed use, was laid out by Henry Castro. The city was requiring developments to provide some commercial also street grid with connect ability like Henry Castro laid out. Mr. Merz said the CZO, Subdivision, and Signage Ordinances had been passed and written by others. Mr. Merz said the UDO provided clarity and needed to be adopted. Councilmember Lee said development agreements were a different document with variances from the ordinances. Councilmember King said the current ordinance allowed for smaller lot sizes and if the UDO was voted down the city needed a plan to look over. Mr. King was in favor of the suggestion of a committee. Councilmember Marchman said he had went to numerous meetings and said he felt Matt Lewis of Simple City had been very disrespectful to the citizens. Councilmember Martinez said staff had not alerted the City Council on the overage in a timely manner.

**A vote was taken on the original motion to adopt the Unified Development Ordinance (2 ayes: 3nays (Martinez, Marchman, Lee) the motion failed.**

Mayor Alexander moved to Item d. for discussion and would come back to C. for any action.

**d. Development Agreement Workshop Discussion and Direction**

The City Council and Staff will hold a workshop discussion on the status of current and proposed development agreements. The discussion will include when and how the development agreement was negotiated and approved, the size of the development, the benefits of the development to the city, any cost to the city for the development, any entitlements for the developer not set out in current ordinances and the cost for same, and obligations of the developer under the agreement and status of same. The City Council will also discuss the current review and approval process for development agreements, the applicable city codes for development agreements, and any recommendations for changes to the process to be brought back for consideration and adoption. There will be an opportunity for the public to ask questions when deemed appropriate by the Mayor. Specific Development Agreements that may be discussed include:

- a. Alsatian Oaks
- b. Flat Creek
- c. Heights of Castroville
- d. Wild Ridge

e. Victory Lane

City Administrator Scott Dixon briefed the City Council on the approved and proposed development agreements. Mr. Dixon said Alsatian Oaks, Flat Creek, and Heights of Castroville were all approved and online for review. Mr. Dixon said there had been two others, Victory Lane, a 50 acre tract, east of the car dealership with commercial, had withdrawn their annexation due to TxDOT issues and the Cobblestone Development, (Gutierrez property), fell thorough and the owner of the property withdrew His property from the city's ETJ. Mr. Dixon said currently the city had received a proposal from Wildridge – DR Horton Group for 800+ homes and MI Homes Development (old DeCock property) that could have ½ acre lots. Mr. Dixon said the old Decock property was in the shared CCN with LaCoste.

Mayor Alexander recessed the meeting for a short break at 7:56 p.m.  
 Mayor Alexander reconvened in open session at 8:03 p.m.

Mayor Alexander said when the development agreements are made they should have a timelines set. Mr. Dixon agreed. Mayor Alexander said the DR Horton Development could be next to the Airport and the joint Airport Zoning Board needed to be brought back. Mr. Dixon said he was trying to speaking to the County now on reestablishing the joint zoning board again. Airports were the only zoning the County could participate in. Councilmember Martinez said Alsatian Oaks had provided a presentation when they came to the city and wanted the others to do the same. Councilmember Lee said the Planning and Zoning Commission should be involved along with the City Council on the development agreements. Mr. Dixon said the Alsatian Oaks had many parts to the agreement for staff to deal with. Mr. Dixon addressed the accusations that city staff had went out and made deals without the City Council's knowledge. Mr. Dixon said all requests from the developers were discussed with the City Council and staff took direction from the City Council. Councilmember Merz said he felt the agreement with Heights of Castroville was a good plan and will be a good connection for citizens. Mr. Merz did not think the drainage area in Country Village was a good connection. Councilmember King said he had not been in favor of the agreements but after studying further he felt the city did well in the negotiations on the Heights of Castroville and Flat Creek. City Administrator Dixon addressed drainage and Heights of Castroville saying he had just finished a plan with KFrieese on drainage plan that was unfunded and spoke to the developer on the area. The developer did the improvements on their own. Councilmember Lee asked if a development agreement set aside the Subdivision Ordinance. Mr. Dixon said it took them into account and what developers wanted was clear direction not change ups. Mr. Lee asked if they should throw away the ordinances. Mr. Dixon said no they needed a base, to have negotiations and go by a policy. Councilmember Merz asked if a development agreement could loosen standards from development ordinance. Mr. Dixon said the City Council could waive certain aspects of the ordinances, example the development agreements can prescribe design elements.

c. **Discussion and appropriate action to modify or discontinue the City of Castroville Development Agreement Policy**

City Administrator Scott Dixon said as a previous meeting it was a staff recommendation and council's direction to have development agreements to go to the Planning and Zoning Commission (P&Z).

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Mayor Alexander said all agreements should go to the P & Z first, if not under executive session privilege. Councilmember Merz gave the high points to an agreement – annexation is required, will have connectivity with well-developed street grids, include commercial and residential areas which he felt was a huge benefit, include P & Z holding a public hearing with P & Z recommendation. City Attorney Natalie Thamm cautioned the City Council on putting a mandatory requirement for a recommendation from the P & Z as sometimes the board may not have one and could slow the process down. Ms. Thamm recommended stating an optional recommendation. City Administrator Dixon said that was also his recommendation. Councilmember Lee said he was not against development agreements but he did not want the city to be put in financial stress. Mr. Lee felt staff could work through the information, bring to the City Council, then take to the P & Z. Mayor Alexander said his understanding was, the Uptmore homes did not have a development agreement. Community Development Director Breana Soto said that was correct as they met all of the ordinances and the properties would come before the City Council for plat and re-platting. Ms. Soto said only properties in the ETJ had development agreements.

**A motion was made by Councilmember Merz and duly seconded by Councilmember King to amend the development agreement policy to have the development agreement go to the Planning and Zoning Commission for review with an opportunity to provide a formal recommendation prior to the City Council consideration. A vote was taken (1 aye: 4 nays (Martinez, Marchman, King, Lee) motion failed.**

There was additional discussion.

Councilmember Merz suggested another joint work session if needed with the P & Z. Councilmember Lee had several markups/questions but some could be just an explanation. Councilmember Merz offered to go over with him, Councilmember Marchman the liaison for the board offered, and Mr. Lee declined. Mr. Dixon said he understood he was to take to the P & Z with the changes from this meeting and any from the P & Z and bring back. Councilmember Lee said in his review the policy read a lot like the UDO and since it had not passed some of the requirements were in this document. Mr. Dixon said Councilmember Lee was not wrong and that was something they needed to look at as the policy had been designed as a stop gap until the UDO was adopted. Councilmember Lee asked what did the City Council want the P & Z to look at. Mr. Dixon clarified the process would start with staff review and preliminary discussion, then send to P & Z for review/optional recommendation then to the City Council. Councilmember Marchman called the question. Discussion stopped.

**A motion was made by Councilmember King and duly seconded by Councilmember Merz to direct staff and Planning and Zoning Commission to review the development agreement policy for discussed changes including all agreements to go to Planning and Zoning for review and an optional recommendation and bring back for approval. A vote was taken (5:0 all ayes) the motion carried by all present.**

**e. Discussion and appropriate action to award a contract for service for the design, and construction of the city hall remodel and potential future library expansion**

City Administrator Scott Dixon briefed the City Council on the proposals submitted for the Qualifications for High-Performance Design-Build (HPDB). The committee recommendation was to approve the selection of Pugh Constructors and Ford, Powell & Carson as the City's Design-Build Team.

This item was on the last meeting but the backup information had accidental been left out. Mayor Alexander clarified the awarding of the contract did not commit the city to funding a remodel project. **A motion was made by Councilmember Merz and duly seconded by Councilmember Marchman to approve the selection of Pugh Constructors and Ford, Powell & Carson as the City's Design-Build team for the City Hall project and authorize the Design-Build Selection Committee to negotiate a scope and fee to advance the project to 30% design with an estimate of probable cost. A vote was taken (5:0 all ayes) the motion carried by all present.**

**f. Discussion and appropriate action to award a contract for TPO roof replacement at City Hall**

City Administrator Scott Dixon briefed the City Council on the continued issues the City Hall had with roof leaks. Mr. Dixon said qualified contractors had been contacted for inspections and the city received four quotes. Mr. Dixon said since the City Council approved the contract for the possible remodel he would recommend going back to Pugh Constructors and asking their company to look at for a quote. Mayor Alexander directed staff to go back and have a discussion, with a follow up report to the City Council.

Councilmember Lee left the meeting at 9:25 p.m.

**VIII. CITY ADMINISTRATOR'S REPORT**

**a. WWTP Dam and ponds, Drainage Project Progress, RRC Gas Audit, Council A/V, CPSE Dispute, Community Center Project, Emergency Alert Systems**

City Administrator Scott Dixon provided a brief report on WWTP Dam and ponds- no change, Drainage Project progress on Geneva Channel, Garcia Creek, RRC Gas Audit – no change, Audio/Video issues with continued efforts with the city IT company to locate the audio problem. CPSE dispute this would be discussed at the August 12<sup>th</sup> meeting. Mr. Dixon said CPS had submitted for rate changes and the city litigation was not in the request, which was a good thing. Community Center continuing with good progress and Emergency Alert System had been inspected and was fully functional.

**IX. STAFF REPORTS**

City Council members may request a separate discussion or action on items contained within the submitted reports.

- a. Public Works Gas Distribution System Update: Railroad Audit, Cathodic Protection Survey and Capacity Study Overview**
- b. Airport Monthly Report**
- c. Animal Control / Code Enforcement June 2025 Monthly Report.**
- d. Community Development Monthly Report**
- e. Finance Report - General, Enterprise, Airport Funds and Municipal Court Report (June 2025).**
- f. Parks & Recreation, Facilities, Monthly Report**
- g. Public Works Monthly Report**
- h. Tourism/Business Monthly Report**

Council Meeting  
 Minutes July 22, 2025  
 Page 9  
 (Cont.)

City Administrator Scott Dixon said the Gas Distribution System update had been placed under staff reports due to time constraints and would be brought back for a presentation on the state of the system. Councilmember Martinez asked about the sirens going off randomly and they requested a report. Ms. Martinez said the Moye Center was going to become a school and asked if the police department would have to do an interlocal agreement for an officer. Ms. Martinez asked if there were any rabies cases in the city. Mr. Dixon said animal control had sent out information a few months on precautions and vaccinating. Ms. Martinez asked about the code report on the old Hwy 90 property and what was being done. Ms. Martinez asked about businesses going in on Hwy 90 and appropriate parking. Mr. Dixon said he did not know what businesses were going in but they were following the city codes on the parking. Ms. Martinez asked about Splash Pad repairs and if they were under warranty. Mr. Dixon said they were, but may have to take legal action to get the company to repair correctly. Mr. Dixon said the slab had failed and the design standards were not followed. A question was posed on water rights. Mr. Dixon said he did not have the numbers yet from Flat Creek and Heights of Castroville but they did have their rights and when they platted they would bring to the city. Mayor Alexander asked if the developments paid for water when going online for flushing etc. Mr. Dixon thought they did but would check to make sure. Councilmember Marchman asked about the sirens and what the sirens meant when they go off. Mayor Alexander said the Emergency Management Coordinator may be able to come and give an overview of the system the city owns. Councilmember King commented on the drainage ditch project on Gentilz.

**X. DISCUSSION ON FUTURE AGENDA ITEMS**

Budget Workshop 11am to 5pm August 1, 2025  
 Emergency Management Sirens  
 Water Rights  
 Mosquitoes spraying

**XI. ADJOURN**

Mayor Alexander adjourned the meeting at 9:48 p.m.

\_\_\_\_\_  
 Mayor

ATTEST:

\_\_\_\_\_  
 City Secretary



# Agenda Report

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<b>Agenda of:</b>	August 12, 2025
<b>Department:</b>	Community Development Department
<b>Subject:</b>	Presentation and discussion of the draft Vision and Goals for the Castroville Active Transportation Plan.

## Recommended Motion:

No motion recommended.

## Background:

The City of Castroville, through an approved grant with the Texas Department of Transportation (TxDOT) and Toole Design, is developing the Castroville Active Transportation Plan (ATP). This plan will provide a framework for creating a safer, more connected, and community-oriented transportation network that supports walking, biking, and local micromobility.

Key priorities and sensitivities identified include:

- Emphasizing safe crossings along Highway 90 and key local corridors.
- Supporting realistic, fundable projects.
- Respecting community identity.
- Engaging City Council as active contributors to the vision and goal-setting process.

Scope of Work Highlights:

- Existing Conditions Analysis: Mapping current infrastructure, policy review, and needs assessment.
- Public Engagement: Stakeholder committee, pop-up events, and an online project story map with surveys (determined by City Council).
- Recommendations: Policy, programmatic strategies, and a prioritized network plan.
- Implementation: Project phasing, cost estimates, funding strategies, and final plan adoption by resolution.

Staff recommends City Council:

1. Receive the presentation on the Castroville Active Transportation Plan, including vision, goals, and scope of work.
2. Provide feedback on the draft vision and goals.

3. Provide feedback on the proposed public process and formation of the Stakeholder Advisory Committee.
4. Designate a City Council member to serve as the liaison to the committee.

**Fiscal Impact:**

☒ **Budgeted**   ☐ **Requires Budget Amendment**

**Attachments:**

- Draft Vision and Goals Presentation – Castroville Active Transportation Plan

**Urgency (0-5 = Low Urgency to High Urgency): 3**

**Impact (0-5 = Low Impact to High Impact): 3**

**Submitted by: Breana Soto**

Reconnecting Castroville

# **Vision and Goals**

August 12, 2025

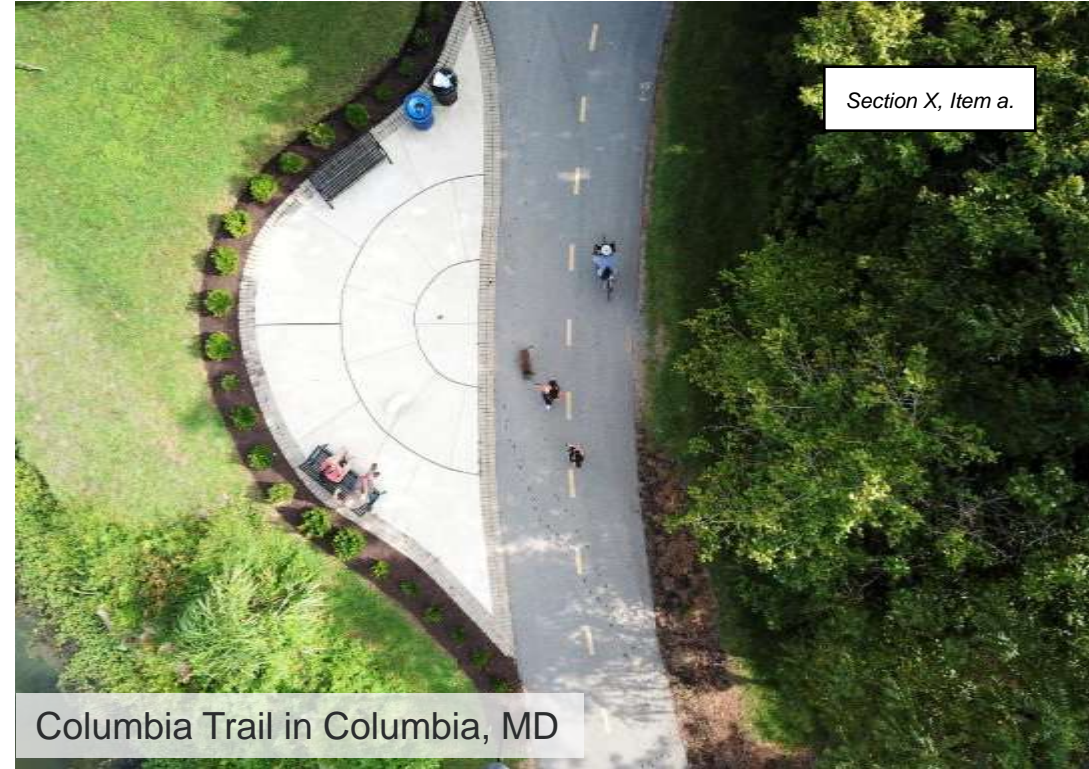
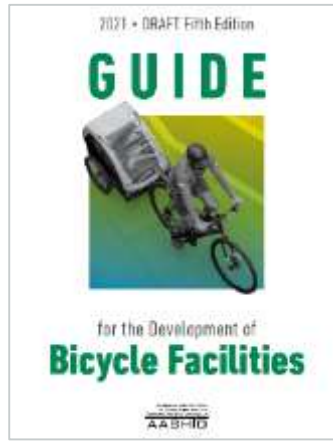
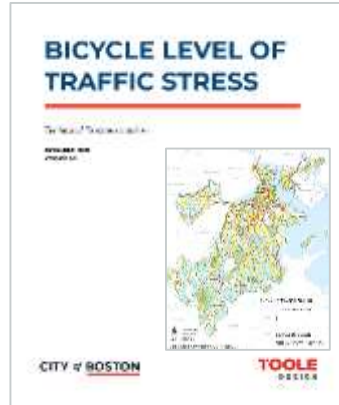




1. Previously applied for a grant to build a pedestrian bridge near the Landmark Inn
2. TxDOT feedback: develop a plan first
3. Grant awarded in 2023 to develop an Active Transportation Plan
4. Active Transportation Plan contracted in May 2025
  - TxDOT selected Toole Design as a consultant to develop the plan

## About Toole Design

- Planning
- Policy
- Guidelines
- Design and Engineering
- Streets and Trails
- Engagement
- Consensus Building

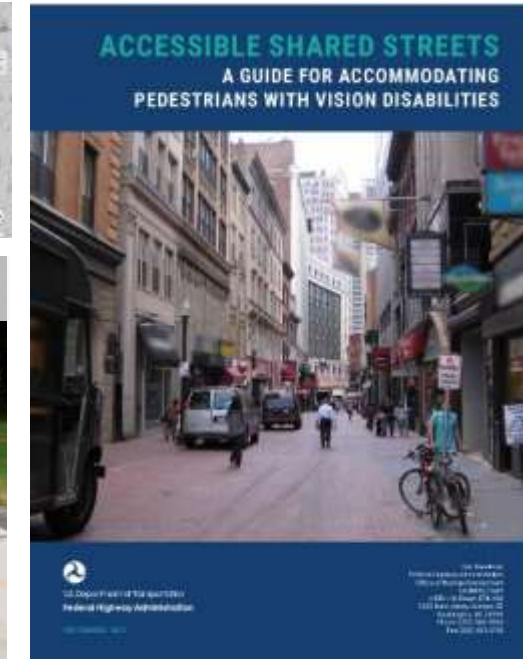


Section X, Item a.

Columbia Trail in Columbia, MD



Custis Trail in Rosslyn, VA







Kaylyn Levine, PhD



Project Manager



Adam Wood, AICP



Principal in Charge



Quinn Molloy, PhD



Planner



Nina Ndichu, AIA



Community Engagement



Joanna Wang, RSP1



Data Analyst

Goal: Develop an **active transportation plan** to provide guidance for the development of future walking and biking infrastructure.

- Contract length: June 2025 – May 2026
- Contract budget: \$207,430
  - 10% complete

	TASKS	2025							2026				
		Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
PM	Work Plan and Kickoff Meeting												
	Ongoing Project Management			C		C					C		
Phase 1	Existing Conditions Analysis												
	Vision and Goals												
	Plan and Policy Review												
	Practice Review												
	Inventory of the System												
	Needs Identification												
	Stakeholder Outreach												
	Public Participation Plan												
	Stakeholder Committee				S		S*		S		S		S
	Stakeholder Outreach												
Phase 2	In-Person Engagement												
	Online Engagement												
	Recommendations												
	Policy and Programmatic Recommendations												
	Network Plan												
	Implementation Concepts												
	Prioritization, Schedule, and Funding												
	Recommendations												
Phase 3	Draft Plan												
	Final Plan												

C - City Council Meeting  
S - Stakeholder Committee Meeting

Scope of Work

- Existing Conditions Analysis
  - Vision, Goals, Plan and Policy Review, Practice Review, Needs
- Stakeholder Engagement
  - Stakeholder Committee, Online Engagement, In-Person Engagement, at least one public meeting
  - Regular Council Updates
    - Fall 2025, Winter 2025, and Spring 2026
    - Contract spending and work completed
- Recommendations

Overview of Stakeholder Engagement

Phase	Dates	Purpose					
			Education Campaign	Stakeholder Committee	Group Walk	Online Site & Survey	Community Events
1	Fall 2025	Raising awareness of the project, assessing community values, identifying needs, and visioning.	✓	✓		✓	✓
2	Winter 2025	Presenting the proposed active transportation plan for feedback.		✓	✓	✓	✓
3	Spring 2026	Presenting the draft Plan for review.		✓		✓	

**Castroville will be a cohesive, community-oriented, city where people of all ages and abilities can choose to walk and bike to anywhere in the city without encountering barriers to safe, comfortable travel.**

Safety

Connectivity and  
Access

Community

# Safety

- **Increase safety for everyone traveling in Castroville – especially pedestrians, bicyclists, and other vulnerable road users.**
  - » Reduce vehicle speeds, which increases safety for everyone.
  - » Reduce conflicts and improve visibility between road users.
  - » Eliminate pedestrian and bicyclist traffic collisions with motor vehicles.
  - » Create a street system that users of all ages and abilities can use safely.





## Connectivity and Access

- Mitigate physical barriers to active transportation and build a cohesive sense of place (e.g., Highway 90, Medina River).
  - » Provide safe and comfortable places to cross busy streets and highways.
  - » Enhance north-south connections in town.
  - » Enhance east-west connections in town.
  - » Develop a network of shared streets and protected facilities between new and historic development.
  - » Establish high-quality routes between businesses, schools, parks, recreation areas, and neighborhoods.





# Community

- **Develop a plan that incorporates and is responsive to the current and future needs of the residents of Castroville.**
  - » Communicate project progress, outcomes, and implementation effectively, while allowing space for response to public comment and reorientation.
  - » Support Castroville festivals and events.
  - » Create holistic policies that support current and future needs.
  - » Evaluate implementation progress at regular intervals.



## Possible Members

- ☐ 1 City Council Member (liaison)
- ☐ 1 Planning & Zoning Member
- ☐ 1 Parks Board Member
- ☐ 1 business representative
- ☐ 1 school district representative
- ☐ 2 community residents
- ☐ 1 TxDOT representative (advisory)

## ■ Community Events

- ☐ Community Meeting
- ☐ Pop-Up Event

## ■ Online Site and Survey

- ☐ Are these useful?
- ☐ Type of information?

## ■ Regular Council Updates

- ☐ How often?
- ☐ Type of information?

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# Thank you

Kaylyn Levine

klevine@tooledesign.com



## Agenda Report

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**Agenda of:** July 22, 2025

**Department:** Public Works

**Subject:** City Natural Gas System Update, Railroad Audit, Cathodic Protection Survey and Capacity Study Overview.

**Recommended Motion:** Public Works Gas Distribution System Update. No council action is required.

**Background:** Gas System Operations Update, Railroad Commission Audit, Cathodic Protection Study and Capacity Analysis with recommendations.

- Introduce Javier Jaquez, Natural Gas Supervisor
  - Javier to discuss the status of gas system
  - Railroad Commission Audit
- Jeff Rogers with Engineered Utility Solutions, Inc., to discuss gas capacity analysis and recommendations.

**Fiscal Impact:**

☐ Budgeted ☐ Requires Budget Amendment

**Source of Funding:** Account Code: N/A

**Attachments:**

Attachment A -Chapman Engineering-City of Castroville Gas Distribution Survey Report

Attachment B- Report\_Baseline Gas Capacity Model\_Castroville\_05-27-2025

Attachment C- Gas Work Timeline Summary March to June 2025

Attachment D- Report Results-Gas Capacity Recommendation Details\_07-15-2025

**Urgency (0-5 = Low Urgency to High Urgency):** 3

**Impact (0-5 = Low Impact to High Impact):** 3

**Submitted by:** John Gomez

## Natural Gas Capacity Study Results

- Objective: purpose to model existing City system and assess system capacity for growth
- Findings:
  - Normal load is ~ 2-5 Mcfh
  - Peak winter demand is 30 Mcfh (Jan 2024 & Feb 2021)
  - Modeled system at peak + 25% (37.5 Mcfh)
  - System operates at acceptable levels in peak conditions
- New Customer Assessments:
  - Town East Crossing
  - Flat Creek Subdivision
  - Both can be supported by the existing system without compromising typical operations
  - During peak load, pressures drop in immediate area of the new customers
- Recommendations (System Master Plan):
  - Support for growth to the east
    - Increase Pear Tree outlet pressure to support anticipated continued growth to the east of the City.
    - Add a DRS on the north side of US 90
  - Update model with meter coordinates to refine model accuracy
  - Update and maintain GIS mapping for natural gas system to mirror model
  - Field verify high-pressure system location, material and high-pressure services
  - Field verify locations where maps and actual field appurtenances do not match
  - Review compliance procedures to ensure latest regulations and best practices are implemented.
  - Apply for grant assistance for replacing older facilities, training and possibly for adding a new supply station
  - Research potential for second supply station to support system resiliency

## APPENDIX F: SUMMARY OF ASSUMPTIONS AND RECOMMENDATIONS

- All pipe from the block map is assumed as steel with the following pipe specifications:

Pipe Diameter	Wall Thickness	Note	Outside Diameter	Inside Diameter	Weight Per Foot	Weight Per mile	Transverse Area	Pipe Volume/Foot Cubic	Surface Area/Foot		Metal Cross Section	Equivalent 3 in.
(in)	(in)		(in)	(in)	(lbs)	(tons)	(sq. in)	Feet	I.D. (sq. ft.)	O.D. (sq. ft.)	(sq. in.)	factor
0.50	0.109	STD - 40	0.840	0.622	0.85	2.2	0.30	0.002	0.16	0.22	0.25	0.203
0.75	0.113	STD - 40	1.050	0.824	1.13	3.0	0.53	0.004	0.22	0.27	0.33	0.269
1.00	0.133	STD - 40	1.315	1.049	1.68	4.4	0.86	0.006	0.27	0.34	0.49	0.342
1.25	0.140	STD - 40	1.660	1.380	2.27	6.0	1.50	0.010	0.36	0.43	0.67	0.450
2.00	0.154	STD - 40	2.375	2.067	3.65	9.6	3.36	0.023	0.54	0.62	1.07	0.674
3.00	0.156		3.500	3.188	5.57	14.7	7.98	0.055	0.83	0.92	1.64	1.039
4.00	0.156		4.500	4.188	7.24	19.1	13.77	0.096	1.10	1.18	2.13	1.365

- Mains that were added in the color map (i.e., not in the block map but present in the color map), are assumed as polyethylene except in the downtown Castroville area where all mains are assumed as steel.

For polyethylene pipe specifications, see the following table:

Nominal Size	SDR	Weight	Min Wall	Average OD
(in)		(lb/100 ft)	(in)	(in)
½" CTS	7.0	6.4	0.09	0.625
1	11.0	19	0.12	1.315
2	11.0	63	0.216	2.375
3	11.0	137	0.318	3.5
4	11.5	217	0.391	4.5

- Assumed pipe sizes are detailed in Appendix B, but also summarized in the following table:

Location	Assumed Size	Report Page Number
Athens St South of Gentilz St	2" steel	43
Lisbon St from West of Jackson St to Athens St	2" steel	43
System from Berlin St at Constantinople St to North and West Limits	2" poly	43
Amelia St and Houston St	2" steel	44
System off of FM 471 North of Provident Ave	2" poly	44
Lorenzo St South of Houston St	2" steel	45
LaFayette St East of Alamo St	2" poly	47

- All added mains are assumed as 2" diameter, with mains in the downtown Castroville area assumed as steel and all other locations assumed as polyethylene.
- All service tap locations are assumed. Service lines are assumed to not cross lot lines.
- Recommend updating model with georeferenced meter data, if available, to increase confidence in added mains. Then field verify all mains needed to supply gas to all known customer locations.
- Field verify all map/GIS discrepancies listed in this report.
- Field verify high pressure line route as we suspect it is possible the line does not run along CR 483 but cuts through the cornfield as noted in Figure 103 on report page 70. A key suggestion is to locate pipeline markers 19 through 23 in addition to locating and toning the lines in and out of the stations.
- Field verify all stations and update/create reports as needed to ensure RRC compliance.

- Research all map and documents provided by CPS Energy; consider discussing location concerns with CPS field personnel.
- Increase outlet pressure at Pear Tree DRS if the two new loads evaluated by our team are added.
- Monitor system end points for model refinement.
- Add a monitoring system for all stations.
- Update GIS with our team's findings.
- Develop and maintain a system of routinely updating the GIS and model so that both represent the real-world system.
- Continue to rely on the model for new loads and system improvements to ensure system performance is properly anticipated during system peaks.
- Develop a system master plan for both capital improvement projects as well as maintenance projects.
- Evaluate DIMP processes and incorporate findings in a master plan.



# City of Castroville

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1<sup>st</sup> Tax Rate Public Hearing

August 12, 2025

# Residence Homestead Exemptions

Exemption	Tax Code Section	Taxing Unit	Total or Partial	Mandatory or Local	Amount
General Residence Homestead	11.13(b)	School Districts	Partial	Mandatory	\$ 100,000
General Residence Homestead	11.13(n)	Cities, Counties, School Districts or Special Districts	Partial	Local Option	An amount up to 20% of the property value, but not less than \$ 5,000
Farm-to-Market Roads or Flood Control (if collected)	11.13(a)	Counties	Partial	Mandatory (if collected)	\$ 3,000
Age 65 or Older or Disabled	11.13(c)	School Districts	Partial	Mandatory	\$ 10,000
Age 65 or Older or Disabled	11.13(d)	Cities, Counties, School Districts or Special Districts	Partial	Local Option	An amount adopted by the taxing unit, but no less than \$ 3,000
Disabled Veterans	11.22	Cities, Counties, School Districts & Special Districts	Partial	Mandatory	An amount determined by the percentage of service-connected disability
Disabled Veterans with Homes Donated by Charitable Organizations	11.132	Cities, Counties, School Districts & Special Districts	Partial	Mandatory	An amount determined by the percentage of service-connected disability
100% Disabled Veterans	11.131	Cities, Counties, School Districts & Special Districts	Total	Mandatory	100% of the property value
Surviving Spouse of U.S. Armed Services Member Killed in Action	11.133	Cities, Counties, School Districts & Special Districts	Total	Mandatory	100% of the property value
Surviving Spouse of First Responder Killed or Fatally Injured in the Line of Duty	11.134	Cities, Counties, School Districts & Special Districts	Total	Mandatory	100% of the property value

# Medina County 2024

## Partial Exemption Totals

Taxing Unit	OA: Over 65	DP: Disabled Person	HS: Homestead Exemption
City of Castroville	\$ 10,000 (Freeze)	\$ 10,000	
City of Devine	\$ 15,000	\$ 15,000	
City of Hondo	\$ 15,000		
City of Lytle	\$ 10,000		
Medina County	\$ 15,000		
Devine ISD	\$ 10,000	\$ 10,000	\$ 100,000
D'Hanis ISD	\$ 10,000	\$ 10,000	\$ 100,000
Hondo ISD	\$ 10,000	\$ 10,000	\$ 100,000
Lytle ISD	\$ 10,000	\$ 10,000	\$ 100,000
Medina Valley ISD	\$ 10,000	\$ 10,000	\$ 100,000
Natalia ISD	\$ 10,000	\$ 10,000	\$ 100,000
Northside ISD	\$ 23,330	\$ 23,330	\$ 100,000
Utopia ISD	\$ 10,000	\$ 10,000	\$ 100,000



# Medina County 2024 Partial Exemption Totals

## Disabled Veteran Exemptions

Disabled Veteran Exemption	Disability Rating	Exemption Amount Up To
DV1	10 – 29%	\$ 5,000 off the value of the property
DV2	30 – 49%	\$ 7,500 off the value of the property
DV3	50 – 69%	\$ 10,000 off the value of the property
DV4	70 – 100%	\$ 12,000 off the value of the property
DVHS	100% unemployable	100%

# Medina County Appraisal District

## Taxable Value – Average Home Value

City	2020	2021	2022	2023	2024
City of Castroville	\$ 203,192	\$ 222,940	\$ 247,717	\$ 276,064	\$ 300,405
City of Devine	\$ 108,733	\$ 120,618	\$ 136,650	\$ 153,942	\$ 170,364
City of Hondo	\$ 114,065	\$ 127,681	\$ 143,944	\$ 162,139	\$ 178,551
City of La Coste	\$ 89,938	\$ 101,263	\$ 111,218	\$ 120,831	\$ 135,806
City of Natalia	\$ 63,582	\$ 70,878	\$ 83,714	\$ 102,641	\$ 117,153

# 2024 Tax Rates

Taxing Entity	M&O	I&S	Total
Medina Valley ISD	0.6669	0.5000	1.1669
City of Castroville	0.3487	0.1746	0.5233
City of La Coste	0.5800	0.00	0.5800
Hondo ISD	0.6669	0.2600	.9269
City of Hondo	0.3170	0.1630	0.4800
Devine ISD	0.6969	0.2400	.9369
City of Devine	0.4864	0.1036	0.5900
D'Hanis ISD	0.8019	0.1196	.9215
Natalia ISD	0.7552	0.3995	1.1547
City of Natalia	0.4777	0.00	0.4777
Northside ISD	0.6694	0.3355	1.0049
Lytle ISD	0.7552	0.4347	1.1899
City of Lytle	0.3268	0.0714	0.3983

# City of Castroville Tax Rate History

Tax Year	M&O	I&S	Total Rate
2024	\$ 0.3487	\$ 0.1746	\$ 0.5233
2023	\$ 0.3680	\$ 0.1553	\$ 0.5233
2022	\$ 0.3970	\$ 0.1263	\$ 0.5233
2021	\$ 0.4385	\$ 0.0848	\$ 0.5233
2020	\$ 0.463333	\$ 0.031845	\$ 0.495178



# Calculation Tax Rates

No-New-Revenue Tax Rate (Effective Tax Rate)	\$ .5286
Voter-Approval Tax Rate (Rollback Rate)	\$ .5982
De Minimis Rate	\$ .6289
* Source: 2025 Tax Rate Calculation Worksheet	

The No-New Revenue Tax Rate (NNR) enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The Voter-Approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into separate rates: Maintenance and Operations Tax Rate and Debt Rate

The de minimis rate is the rate equal to the sum of the no-new revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit.



# Proposed Tax Rate

	Current Tax Rate (24/25)	Proposed Tax Rate (25/26) MIN	Voter Approval Rate (25/26)MAX
Maintenance & Operations	\$ 0.3487	\$ .4015	\$ .4764
Interest & Sinking (Debt Service)	<u>\$ 0.1746</u>	<u>\$ .1218</u>	<u>\$ .1218</u>
<b>Total Tax Rate</b>	<b>\$ 0.5233</b>	<b>\$ 0.5233</b>	<b>\$ 0.5982</b>

# Tax Rate Options

	No New GF Debt	\$3.5 Million Debt Issue	Voter Approval Rate (25/26)MAX
Maintenance & Operations	\$ 0.4015	\$ .4015	\$ .4764
Interest & Sinking (Debt Service)	<u>\$ 0.1218</u>	<u>\$ .1900</u>	<u>\$ .1218</u>
<b>Total Tax Rate</b>	<b>\$ 0.5233</b>	<b>\$ 0.5915</b>	<b>\$ 0.5982</b>

# Calculating Your Tax Rate

$$\text{Taxable Value} \times \text{Tax Rate} / 100 = \text{Property Tax Due}$$

	Average Taxable Value	Tax Rate	City Property Tax Due
Option 1	\$ 300,405	\$ .5233	\$ 1,572.01
Option 2 New Debt	\$ 300,405	\$ .5915	\$ 1,776.89
Option 3 (VAR)	\$ 300,405	\$ .5982	\$ 1,797.02

The Taxable Value does not include any exemptions.

# Upcoming Important Dates

- August 26<sup>th</sup> – City Council Meeting
  - Tax Rate Public Hearing #2
  - Budget Public Hearing #1

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- Council to approve **proposed** tax rate as an action item and submit to Melissa Lutz (Tax Collector)
- September 9<sup>th</sup> – City Council Meeting & Budget Public Hearing #2
  - Budget Adoption
  - Tax Rate Adoption
  - Ratify Tax Rate
- September 23<sup>rd</sup> – City Council Meeting
  - Adopt Comprehensive Fee Schedule
  - Adopt Investment Policy
  - Adopt Financial Policy





## Agenda Report

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**Agenda of:** August 12, 2025

**Department:** Administration

**Subject:** Discussion and appropriate action regarding the proposed tax rate and related debt issuance.

**Recommended Motion:** N/A – staff will seek council consensus on both the proposed tax rate and potential debt issue amounts. Official council action will be taken at subsequent meetings.

**Background:**

The City’s financial advisor has provided updated projections based on certified “after-freeze” property values, which came in significantly lower than anticipated. Final taxable value is **\$345,103,772**, compared to the preliminary estimate of **\$375,552,838**, representing an increase of only **\$5 million** over last year—far below the **\$30 million** originally projected.

This valuation shortfall impacts the City’s capacity to fund new debt while maintaining the current tax rate. Staff has outlined the following **scenarios** for consideration:

1. **Issue Only Utility Fund Debt**
  - Issue Certificates of Obligation (COs) for Utility Fund projects only; exclude the General Fund portion.
  - Maintain current tax rate of \$0.5233
2. **Issue General Fund Debt but Use I&S Fund Reserves**
  - Apply existing **Interest & Sinking (I&S) Fund reserves** (approximately **\$571,000** as of 9/30/25) to cover initial debt service on new COs.
  - Annual debt payment: approximately **\$225,000**.
  - Tax Rate remains the same at \$0.5233
3. **Raise the tax rate**
  - Issue the planned amount of \$3.5 million and raise the total tax rate to \$0.5915.

**Staff Recommendation:**

Given the lower-than-expected taxable values and the resulting pressure on the tax rate, staff recommends **deferring the issuance of new General Fund debt until next year**. This will allow time to reassess property valuations, monitor market conditions, and maintain greater stability in the City’s tax rate. This is essentially what we have been doing for the past two years.

**Fiscal Impact:** TBD.

☐ Budgeted   ☐ Requires Budget Amendment

**Source of Funding:** N/A

**Attachments:** None.

**Urgency (0-5 = Low Urgency to High Urgency):** 5

**Impact (0-5 = Low Impact to High Impact):** 3

**Submitted by:** R. Scott Dixon



## Agenda Report

---

**Agenda of:** August 12, 2025

**Department:**

**Subject:** Discussion and Action on Historic Downtown Sign

**Recommended Motion:** Place one test sign on Fiorella Street.

**Background:** Based on previous discussion design changes for one circle sign to help lead travelers into our historic downtown. I have presented designs to Downtown Business Group and these are the two final concepts. Placement was approved by John Gomez with Public works two years ago before this process began.

**Fiscal Impact:** \$165

☒ Budgeted   ☐ Requires Budget Amendment

**Source of Funding:** Account Code:

**Attachments:**

**Urgency (0-5 = Low Urgency to High Urgency):**

**Impact (0-5 = Low Impact to High Impact):**

**Submitted by:**



# Quote

Page 1

Section XIV, Item b.

Centerline Supply, Inc.  
9484 Corporate Dr.  
Selma, TX 78154  
United States  
P: (210) 224-4600

**Quote Number:** QTE0045667

**Quote Date:** 05/28/25

**Prepared By:** acollier

**Sales Rep:** ACOLLIER

**BILL TO:**

CASTROVILLE, CITY OF  
1209 FIORELLA ST  
CASTROVILLE TX 78009

**SHIP TO:**

CASTROVILLE, CITY OF  
1209 FIORELLA ST  
CASTROVILLE TX 78009

**Notes:**

Customer P.O.	Ship VIA	Terms	Shipping Terms	
	CPU	NET30	CPU	
Item Number	Ordered	Unit	Price	Extended Price
90900-QUOTE	1	EA	\$165.00	\$165.00
36" CIRCLE SIGN DOUBLE SIDED				

Quotations are valid for 30 days from the date of quotation.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Net Order:	\$165.00
Discount %	0%
Less Discount:	\$0.00
Freight:	\$35.00
Sales Tax:	\$0.00
Order Total:	\$200.00

**WE NOW OFFER CUSTOM VINYL DECALS, FLEET GRAPHICS, WINDOW PRINT FILMS, AND MORE!**

**1.5% FINANCE CHARGE FOR INVOICES OVER 30 DAYS. Terms & Conditions Apply.**

**CENTERLINE SUPPLY, INC. - PHONE (210) 224-4600 - SASALES@CLSUSA.COM**









# CITY COUNCIL AGENDA REPORT

**DATE:** August 7, 2025A

**AGENDA OF:** August 12, 2025

**DEPARTMENT:** City Secretary

**SUBJECT:** Applications submitted for open position on City Boards and Commissions

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**RECOMMENDATION:** Consider and take appropriate action on appointing Steven Dauphin to fill the Parks and Recreation Advisory Board full board position # 5 with a term ending June 2027.

Consider and take appropriate action on appointing Dr. Julieanna Renner-Ramirez to fill the Library Advisory Board full board position # \_\_\_\_ for a term ending June 2027.

---

## BACKGROUND:

The City Boards and Commissions with the exception of the Historic Landmark Commission has terms ending June 30<sup>th</sup> of each year. The city has received two requests from current alternate members on the Library and Parks and Recreation Advisory Boards to be considered for an open Full Board position.

**Parks and Recreation Board** – Alternate #2 Steven Dauphin – Full Board position open - #5(2027)

**Library Board** – Alternate #2 Dr. Julieanna Renner-Ramirez – Full Board positions open - #3 (2027) & #4 (2027)

## FISCAL IMPACT/SOURCE OF FUNDING:

None.

Submitted by:

## ATTACHMENTS/ADDITIONAL INFORMATION:

Submitted email request

Boards and Commission Rosters

List of board positions open at this time

**Debra Howe**

---

**From:** stephen dauphin <daupilar@yahoo.com>  
**Sent:** Friday, July 11, 2025 3:24 PM  
**To:** Debra Howe  
**Subject:** Re: Parks Board position

**Caution:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I wish to be considered as a full time board member.

Thanks,  
Steve Dauphin

Yahoo Mail: Search, Organize, Conquer

On Thu, Jul 10, 2025 at 5:20 PM, Debra Howe  
<debra.howe@castrovilletx.gov> wrote:

Good evening, I wanted to reach out and see if you would like to be considered for the full board position by city council. I heard rumors you did but have not received an email from you stating as such.

Please send me a request to be considered for the full board position. If you do not that is fine to as you will be a voting member until the position is filled.

L. Bracy

**Debra Howe**

**From:** TAILLY <1946jgr872@gmail.com>  
**Sent:** Monday, August 4, 2025 5:59 PM  
**To:** Debra Howe  
**Subject:** Re: Alternate position on Library

**Caution:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Deborah,

I would very much like to be considered for that position. I'm sorry I haven't been available but summer as you know it gets busy and there have been weddings. My niece had a bad breast, cancer scare, and summer travel, but I'm home now and ready to hit the ground running whatever you need. I'll be happy to help you. I'm good with children. I love to read to them.

Whatever you need, whatever it takes to make our library the place that I believe it can be.

Julieanna

On Mon, Aug 4, 2025 at 5:17 PM Debra Howe <[debra.howe@castrovilletx.gov](mailto:debra.howe@castrovilletx.gov)> wrote:

Good evening, I wanted to reach out and see if you wished to be considered for a full board position on the library advisory board.

As you know two of our members did not reapply so there are two open positons. Please let me know so I can place on the agenda for approval.

## PARKS & RECREATION BOARD

Created October 2011

**July 2026-2027**

Position #	Member	Appointed	Phone #	Email Address	Term Expiration
1.	Allison (Ali) Welch 704 Lisbon Street Castroville, Texas 78009	June 2025	(c) 512-497-3626	<a href="mailto:aliclarewelch@gmail.com">aliclarewelch@gmail.com</a>	2027
2.	Adriana Arrington- Calk 1114 Gentilz Street Castroville, Texas 78009	July 2024 (Chairman)	(c) 512-971-4022	<a href="mailto:adrianaca28@gmail.com">adrianaca28@gmail.com</a>	2026
3.	Kyle McVay 307 Madrid Castroville, Texas 78009	July 2024	(h) 830-538-2630 (c) 830-931-2525	<a href="mailto:klmcvay@hotmail.com">klmcvay@hotmail.com</a>	2026
4.	Nicole Schrinier 118 Karm Street Castroville, Texas 78009	Feb. 2024	(c) 210-665-1807	<a href="mailto:nicolschriner@gmail.com">nicolschriner@gmail.com</a>	2026
5.	OPEN				2027
Alternates:					
1.	OPEN				2027
2.	Steven Dauphin 978 Vigil Way Castroville, Texas 78003	Sept. 2024	(c) 210-237-9679	<a href="mailto:daupilar@yahoo.com">daupilar@yahoo.com</a>	2026

Council Liaison: Councilmember David Merz  
City Staff: Jonah Chang, Parks and Rec Manager

Updated: 07-10-2025

## LIBRARY BOARD

**July 2026 - 2027**

Position #	Member/Address	Appointed	Phone #	Email Address	Term Expiration
1.	Michelle M. Estrada 211 Geneva Ct. Castroville, Texas 78009	March 2025	(c) 210-722-8156	<a href="mailto:yellehs52@gmail.com">yellehs52@gmail.com</a>	2026
2.	Bertha Benedetti 4176 CR 271 Mico, Texas 78056	March 2025	830-931-3868 (c) 210-459-3269	<a href="mailto:benedettibertha@gmail.com">benedettibertha@gmail.com</a>	2026
3.	OPEN				2027
4.	OPEN				2027
5.	Crystal Stutes 816 Lafayette Castroville, Texas 78009	October 2023	(c) 210-378-2966	<a href="mailto:crystal.stutes@gmail.com">crystal.stutes@gmail.com</a>	2026
<u>Alternates:</u>					
1.	Kelly Hoog 274 Private Rd. 4731 Castroville, Texas 78009	July 2024	830-931-4649	<a href="mailto:justri@ymail.com">justri@ymail.com</a>	2026

2.	Julieanna Renner-Ramirez 321 CR 4614 (P.O. Box 1626) Castroville, Texas 78009	April 2025	(406) 270-6516	<a href="mailto:1946JGR872@gmail.com">1946JGR872@gmail.com</a>	2027
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**Student Rep: Open**

Council Liaison: Councilmember Robert Lee

Updated 08-07-2025



Here are the current opening on each board:

### AIRPORT BOARD

Full Board positions– Full

Alternate positions – Full

### HISTORIC LANDMARK COMMISSION (memberships expire 10/25) \*

Full Board positions – Full

Alternate positions – Full

### LIBRARY BOARD

Full Board positions (2) – Open

Alternate positions – Full

### PLANNING & ZONING COMMISSION

Full Board positions - Full

Alternate position –Full

### IMPACT FEE COMMITTEE

Board positions – Open due to legislative changes 2025

ETJ Representative – Open (must live in the ETJ)

### PARKS AND RECREATION ADVISORY BOARD

Full Board positions – (1) Open position

Alternate position – (1) Open position

### ZONING BOARD OF ADJUSTMENTS (only meets as needed)

Full Board positions – Full

Alternate position – (2) Open positions

As of 08/07/2025



## Agenda Report

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**Agenda of:** August 12, 2025

**Department:** Administration

**Subject:** Discussion and possible action to create a joint Airport Zoning Board.

**Recommended Motion:** I move to create the Joint Airport Zoning Board, authorizing staff to draft the necessary ordinance or resolution and initiate engagement with County officials.

**Background:**

As highlighted in the January council report, staff has continued efforts to coordinate with the County on proposed airport zoning regulations and to convene a public meeting. We seek Council's approval to establish a Joint Airport Zoning Board, enabling us to proceed with drafting an ordinance or resolution and then present it to the County for their participation.

**Legal Context:**

Under Texas Local Government Code § 241.014, a political subdivision may form a Joint Airport Zoning Board with another subdivision sharing airport hazard or compatible land-use areas. The board would wield authority to adopt, administer, and enforce appropriate zoning regulations, and is structured per statute (two members per subdivision, with a chairman elected by the board, and potentially two additional state agency members if applicable)

**Attachments:** None.

**Urgency (0-5 = Low Urgency to High Urgency):** 2

**Impact (0-5 = Low Impact to High Impact):** 3

**Submitted by:** Bruce Alexander, Mayor



## Agenda Report

**Agenda of:** August 12, 2025

**Department:** Administration

**Subject:** Discussion and possible action to create a Building Appeals Review Board.

**Recommended Motion:** I move to direct staff and the City Attorney to draft an ordinance establishing the Building Appeals Review Board—defining its composition, scope, appeal process, and integration with existing permit enforcement.

**Background:**

I recommend that Council establish a Building Appeals Review Board to adjudicate appeals of decisions made by building inspectors or officials. This mirrors variance procedures but specifically addresses building code enforcement.

**Statutory and Practical Authority:**

While no state statute explicitly mandates such a board, many Texas municipalities—e.g., La Porte and Grapevine—have implemented Building Code or Appeals Boards to hear disputes regarding building code interpretations or permit decisions [laportetx.gov](http://laportetx.gov). These boards serve an essential administrative function, providing due process and clarity in code administration.

**Attachments:** None.

**Urgency (0-5 = Low Urgency to High Urgency):** 2

**Impact (0-5 = Low Impact to High Impact):** 3

**Submitted by:** Bruce Alexander, Mayor



# Agenda Report

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**Agenda of:** August 12, 2025

**Department:** Administration

**Subject:** Discussion and possible action to assign specific tasks to advisory boards and commissions.

**Recommended Motion:** TBD.

**Background:**  
The City of Castroville maintains several advisory boards and commissions that provide recommendations to City Council on policy matters, program development, and community priorities. These bodies include:

- **Airport Advisory Board** – Advises on airport planning, operations, and capital improvements, including noise compatibility and land use around the airport.
- **Historic Landmark Commission (HLC)** – Reviews preservation guidelines, historic district boundaries, and design review for historic properties.
- **Library Advisory Board** – Provides input on library services, programming priorities, and long-range facility planning.
- **Parks & Recreation Advisory Board** – Advises on park development, recreational programming, and long-term parks and trail planning.
- **Planning & Zoning Commission** – Reviews and recommends updates to zoning regulations, subdivision policies, and the City’s Comprehensive Plan.
- **Zoning Board of Adjustment (ZBA)** – Considers special exceptions and variances to the City’s zoning ordinance.
- **Impact Fees Advisory Committee** – Reviews and advises on the adoption, implementation, and revision of impact fees.
- **Tax Increment Reinvestment Zone (TIRZ) Boards** – Oversees the use of TIRZ funds and recommends projects and priorities within the designated reinvestment zones.

Several of these boards currently have vacancies that will need to be filled to ensure quorum and effectiveness. My intent is for Council to assign specific tasks to each board based on their scope of responsibility and to set timelines for reports or recommendations to be presented back to Council.

**Council Action Requested:**  
Council to review and approve task assignments for relevant advisory boards, with direction that each board deliver structured reports or proposals at designated future meetings. Also, authorize Council to fill current board vacancies to maintain institutional continuity.

**Attachments:** None.

**Urgency (0-5 = Low Urgency to High Urgency): 2**

**Impact (0-5 = Low Impact to High Impact): 3**

**Submitted by: Bruce Alexander, Mayor**



# Agenda Report

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**Agenda of:** August 12, 2025

**Department:** Administration

**Subject:** Discussion and possible action regarding the Geneva Street drainage project and the extension of a public right-of-way to the property located at the rear of 1306 Gentilz.

**Recommended Motion:** TBD.

**Background:**

In March 2020, the City's engineering consultant, K Friese + Associates (KFA), reviewed the revised preliminary plat for the Dybowski property replat. The review letter confirmed that at the time of the replat, there was no intent to extend Geneva Street and that water and sewer service would be provided from Gentilz Street.

Earlier this year, the City began a low-cost drainage improvement project along the platted but unimproved Geneva Street right-of-way. The project is located entirely within City-owned property and has been staked and measured to maintain an estimated 12–14 feet of space on the west side of the channel for potential future access. This was communicated to the adjacent property owner, and staff has offered to place millings in that area after construction as a goodwill gesture.

Subsequent concerns were raised by the property owner and communicated to members of the City Council, suggesting that the project might prevent construction of a road or driveway along the west side of the property. Staff maintains that adequate space exists for such an improvement; however, due to the steep slope into the drainage channel, there could be a potential safety hazard without protective measures.

In response to concerns from the Mayor and Council, staff evaluated an alternative alignment for the drainage channel. The alternative would shift the channel to the eastern edge of the City's property. This option would require:

- Removal of a chain-link fence installed approximately 1.5 feet inside the City's property by the eastern neighbor.
- Clearing of large-growth but low-value ash trees.
- Extension of the project timeline and potential increase in cost.

The benefit of this option would be to maximize the available space on the west side for a future road or driveway, reducing the need for significant protective measures along a steep drop-off.

**It is important to note that construction of any future roadway within the Geneva Street right-of-way will be the responsibility of a future developer or homebuilder, not the City.**

If Council elects to retain the current alignment, safety could be enhanced through installation of bollards (repurposed telephone poles cut to size) with safety cables strung between them for approximately 200 feet along the channel edge adjacent to the proposed access area.

**Staff Recommendation:**

Out of an abundance of caution and to address expressed concerns, staff recommends shifting the drainage channel to the eastern property line, contingent upon Council approval. This would provide the greatest flexibility for future access improvements on the west side while maintaining drainage functionality.

**Fiscal Impact:**

- Potential increase in project cost due to fence removal, tree clearing, and additional construction time.
- Final cost impacts will be determined upon Council direction.

☐ Budgeted    ☒ Requires Budget Amendment

**Source of Funding:** Drainage Utility Reserves

**Attachments:** None.

**Urgency (0-5 = Low Urgency to High Urgency): 4**

**Impact (0-5 = Low Impact to High Impact): 2**

**Submitted by:** R. Scott Dixon



Document # \_\_\_\_\_

# Vacate and Re-Plat of Castroville, Texas

Vacating Lot 1 and Lot 2, Block 6, Range 1,  
Castroville, Texas as recorded in Volume 1 on page  
124 of the Plat Records of Medina County, Texas  
and establishing  
Lot 1A and Lot 1B, Block 6, Range 1, Castroville,  
Texas.

STATE OF TEXAS  
COUNTY OF MEDINA

I HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECT AND WAS  
PREPARED FROM AN ACTUAL SURVEY MADE OF THE PROPERTY ON THE  
GROUND UNDER MY SUPERVISION ON DECEMBER 5, 2019.

PAUL T. CAREY, RPLS 4454

SWORN AND SUBSCRIBED BEFORE ME THIS THE \_\_\_\_\_ DAY  
OF \_\_\_\_\_, 20\_\_\_\_.

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

**Medina Valley Surveys, Inc.**  
**Paul T. Carey, RPLS, LSLS**  
**P.O. Box 1189, Castroville, Texas 78009**  
**830.931.9783 tx.830.538.9783**

**Project Number 12108**

STATE OF TEXAS  
COUNTY OF MEDINA

THE OWNER OF THE PROPERTY SHOWN ON THIS PLAT AND WHOSE NAME  
IS SUBSCRIBED HERETO AND IN PERSON OR THROUGH A DULY AUTHORIZED  
AGENT DEDICATES TO THE USE OF THE PUBLIC FOREVER ALL STREETS,  
ALLEYS, PARKS, WATER COURSES, DRAINS, EASEMENTS AND PUBLIC  
PLACES HEREON SHOWN FOR THE PURPOSE AND CONSIDERATION HEREON  
EXPRESSED.

ANTHONY AND MEGAN DYBOWSKI: OWNERS  
1306 GENTILZ STREET  
CASTROVILLE, TX 78009

STATE OF TEXAS  
COUNTY OF MEDINA

BEFORE ME, THE UNDERSIGNED AUTHORITY, PERSONALLY APPEARED  
**ANTHONY AND MEGAN DYBOWSKI**  
KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE  
FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE OR SHE  
HAS EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS  
THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED. GIVEN  
UNDER MY HAND AND SEAL OF OFFICE THIS THE \_\_\_\_\_ DAY OF  
\_\_\_\_\_, 20\_\_\_\_.

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

THIS VACATE AND RE-PLAT OF  
**Castroville, Texas**  
HAS BEEN SUBMITTED TO AND CONSIDERED BY THE CITY ADMINISTRATOR,  
AND IS HEREBY APPROVED.

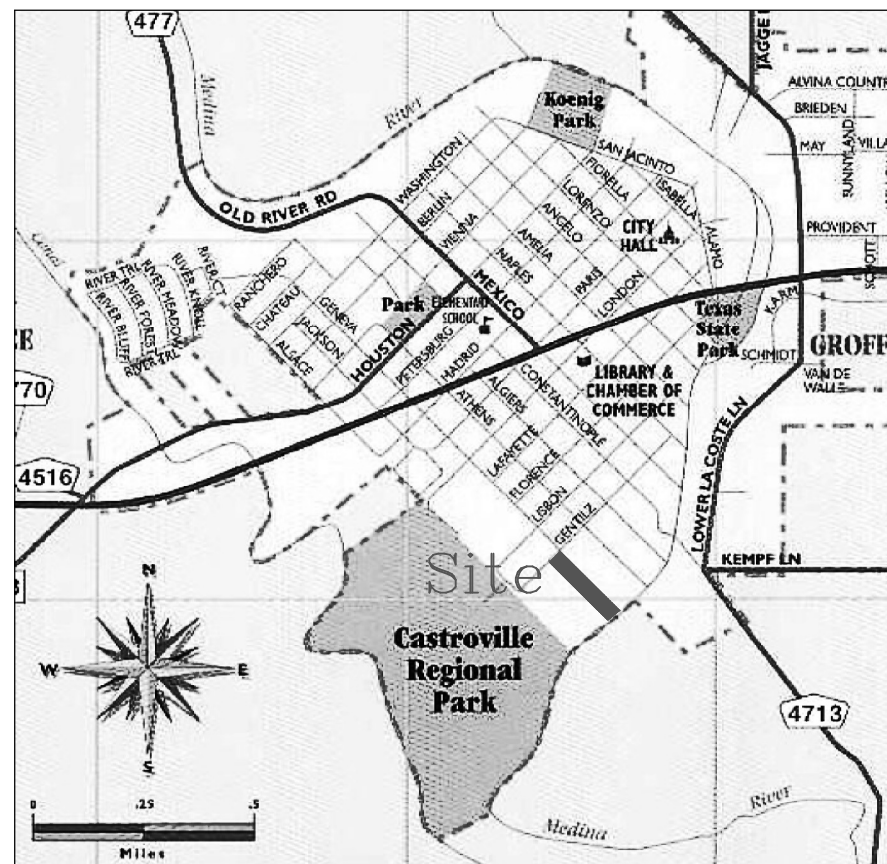
DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

BY: \_\_\_\_\_  
CITY ADMINISTRATOR

I, GINA CHAMPION, COUNTY CLERK OF MEDINA COUNTY DO HEREBY  
CERTIFY THAT THIS PLAT WAS FILED FOR RECORD IN MY OFFICE ON THE  
\_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, A.D. AT  
\_\_\_\_ M. IN THE PLAT RECORDS OF MEDINA COUNTY  
IN BOOK VOLUME \_\_\_\_\_ ON PAGE(S) \_\_\_\_\_;  
IN TESTIMONY WHEREOF, WITNESS MY HAND AND SEAL THIS \_\_\_\_\_  
DAY OF \_\_\_\_\_, 20\_\_\_\_.

GINA CHAMPION, COUNTY CLERK, MEDINA COUNTY, TEXAS.

Deputy Clerk



LOCATION MAP 1"=2000'

#### DRAINAGE EASEMENT:

Drainage, water diversion, and sanitary control, including without limitation, walls, beds,  
embankments, spillways, appurtenances, and other engineered devices (the "Drainage System")

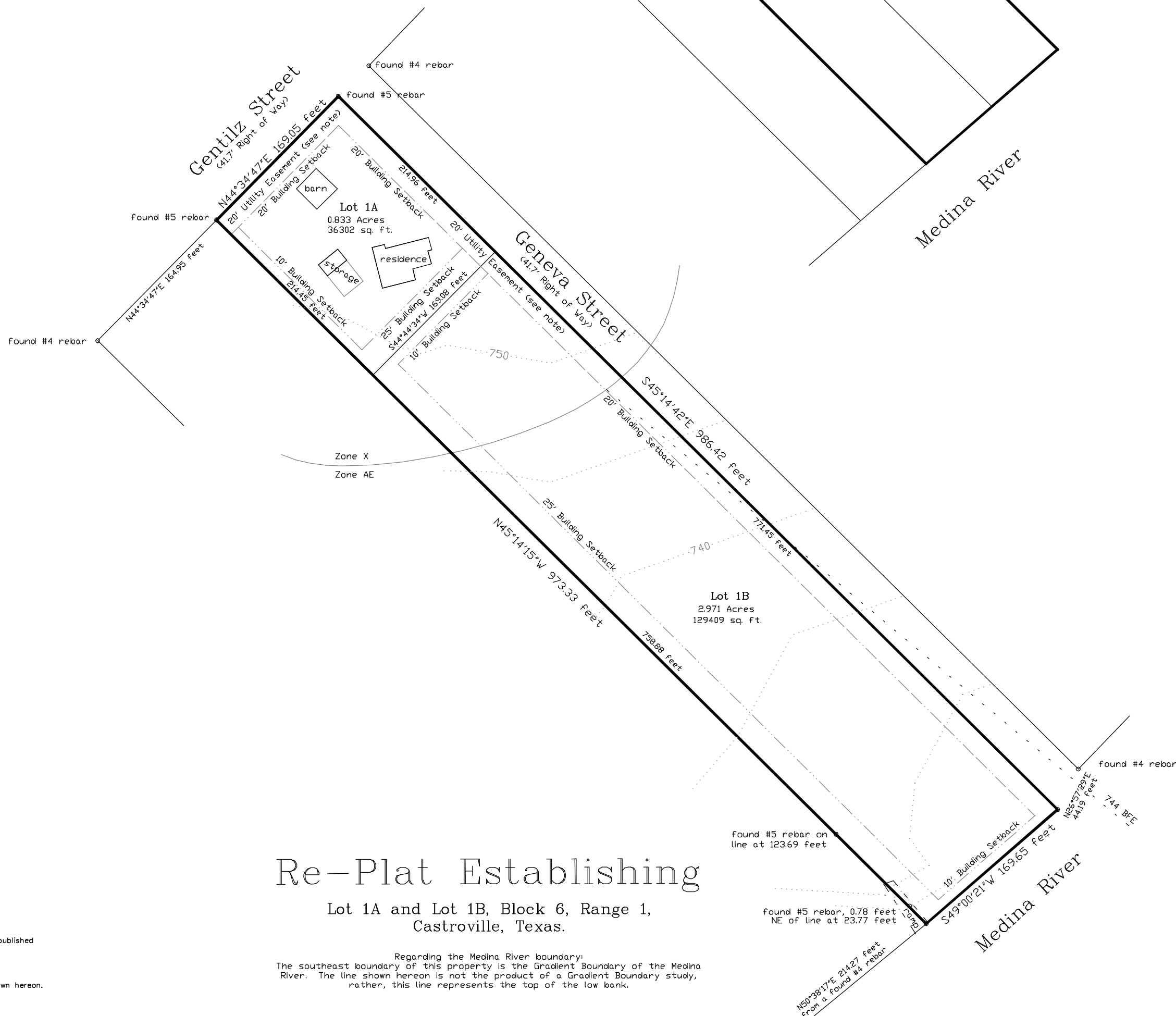
Together with the right of ingress and egress over the adjacent land to or from the Easement for the purpose of  
constructing, reconstructing, inspecting, patrolling, operating, maintaining, repairing, and removing the Drainage  
System; the right to change the size thereof; the right to relocate along the same general direction of the Drainage  
System; the right to create and/or dredge a stream course, refill, or dig out such stream course, establish or change  
stream embankments within the Easement, install storm sewer systems, culverts, water gaps, and protecting rails, the  
right to remove from the Easement all trees and parts thereof, or other obstructions, which reasonably endanger or  
may reasonably interfere with the efficiency of the Drainage System; and the right to place temporary structures for  
use in constructing or repairing the Drainage System.  
With respect to the Drainage System, it is expressly agreed and understood by all parties hereto, that the intention is  
to improve conditions of sanitation and water drainage control on the Property for the benefit of the Property,  
adjacent property, and the community, but the City does not guarantee or warrant that such control work will be  
effective, nor does the City assume any additional liability whatsoever for the effects of flood, standing water, or  
drainage on or to the Property, or any other property or persons that might be affected by said stream, wash, or  
gully in its natural state or as changed by the City.

#### UTILITY EASEMENT:

Utilities, including, without limitation, sewer, water, gas, electricity, telephone, and cable television,  
with all necessary and/or desirable lines, laterals and/or appurtenances thereto (the "Utilities")

Together with the right of ingress and egress over the adjacent land to or from the Easement for the purpose of  
constructing, reconstructing, inspecting, patrolling, operating, maintaining, repairing, and removing the Utilities; the  
right to place new or additional Utilities in the Easement and to change the size thereof; the right to relocate along  
the same general direction of the Utilities; the right to remove from the Easement all trees and parts thereof, or  
other obstructions, which reasonably endanger or may reasonably interfere with the efficiency or operation of the  
Utilities; and the right to place temporary structures for use in constructing or repairing the Utilities.

- The property owner retains the right to use all or any part of the Easement for any purpose which  
does not damage, destroy, injure, and/or unreasonably interfere with the use of the Easement.  
However, the easement shall be kept clear of all structures or other improvements.
- The City shall make commercially reasonable efforts to ensure that damage to the Property is  
minimized and the City will at all times, after doing any work in connection with the System,  
restore the Property to the condition in which the Property was found before such work was  
undertaken to the extent that such restoration is reasonable in accordance with the City's usual  
and customary practices.



## Re-Plat Establishing

Lot 1A and Lot 1B, Block 6, Range 1,  
Castroville, Texas.

Regarding the Medina River boundary:  
The southeast boundary of this property is the Gradient Boundary of the Medina  
River. The line shown hereon is not the product of a Gradient Boundary study,  
rather, this line represents the top of the low bank.

Double swing gates shall be installed wherever fences cross Utility Easements.

Adequate structures shall be provided to allow the unhindered passage of all storm and  
drainage flows wherever fences cross Drainage Easements.

Assessment and collection of the City of Castroville Water and Wastewater Utilities' capital  
recovery fees shall be the amount per lot as set forth in City Ordinance No. 239.

A #4 rebar is set at each corner except as noted.

Elevations datum is NAVD '88 related to NGS CORS station TXAN.

Bearings based on Grid North according to the Texas Coordinates System, South Central Zone, NAD'83.

According to the F. E. M. A., Flood Insurance rate map 48325C 0510C, this property is in Zone AE with a published  
Base Flood Elevation, and Zone X, an "Area of Minimal Flooding."

PROPOSED USE: Two Residential Lots

A 20' All Purpose Telephone, Gas, Postal and Utility Easement is dedicated along all street frontage as shown hereon.

March 23, 2020

Ms. Breana Soto  
Community Development Director  
City of Castroville  
1209 Fiorella  
Castroville, TX 78009

Re: Dybrowski Residential Replat

Sent Via: Email

Dear Ms. Soto:

As requested, K Friese + Associates (KFA) reviewed the revised preliminary plat for the Dybrowski Replat prepared by Medina Valley Surveys, Inc. received on March 16, 2020. Please note this review was conducted for the revised preliminary plat of the subdivision. A final plat submittal is required adhering to all sections of 100-25 "Submission of Final Plat" of the City of Castroville's Code of Ordinances.

### **Comments**

#### **Plat**

1. Per phone conversation with Mr. Paul Carey on 3/23/20, it was confirmed that with the replat, there is not intent to get Geneva Street extended. The water distribution and sewer service will be off of Gentilz, so public infrastructure would not be extended along Geneva Street. Comment cleared.
2. Cleared.
3. Comment clarified: Per Medina County Appraisal District online records, there's no subdivision for this area, where re-plat is located.
4. Cleared.
5. Cleared.
6. Cleared.
7. Cleared.
8. Cleared.
9. Cleared.

Should you have any questions about this, please don't hesitate to contact me at (210) 491-2391 or ngonzalez@kfriese.com.

Sincerely,



Nallely Gonzalez, PE  
Project Manager

**From:** [Scott Dixon](#)  
**To:** [Megan Daughtry Dybowski](#); [Ricardo Carrasco](#)  
**Cc:** [John Gomez](#); [Daniel Silva](#)  
**Subject:** RE: Drainage project concern  
**Date:** Tuesday, July 22, 2025 3:16:00 PM  
**Attachments:** [image001.png](#)

---

Mrs. Dybowski,

First and foremost, please accept my sincere condolences on your recent loss.

Thank you for continuing to engage with us regarding the drainage project near your property. I've reviewed your recent correspondence and met with our engineering staff to ensure we are aligned with the approved plans. I can confirm that the project remains consistent with the layout that was shared with you and your husband.

As previously noted, the City is completing this drainage improvement project within the existing right-of-way. While we understand the desire to preserve rear access to the property, there is no legal requirement for the City to provide or maintain that access during or after construction. That said, in a spirit of partnership, we do plan to place millings along the west side of the channel upon completion of the drainage work. This is not a formal road, nor is it required by the City to construct one, but we are offering this improvement as a gesture of goodwill to help facilitate continued access.

If you have not already received a copy of the survey completed for this project, we would be happy to provide it upon request. We believe this will help clarify property boundaries and the placement of the drainage channel in relation to your property.

I understand that construction activity can be disruptive, and I appreciate your patience as we work to complete these needed improvements. Please don't hesitate to reach out if you have additional questions or if you would like to coordinate a site visit once the project is further along.

Respectfully,

R. Scott Dixon, MPA  
City Administrator  
Castroville, Texas  
W.830-931-4070  
C. 817-320-1712

"Transformation or change isn't a future event, it is a current activity"

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**From:** Megan Daughtry Dybowski <megan@pmitx.com>  
**Sent:** Monday, July 21, 2025 4:37 PM  
**To:** Ricardo Carrasco <rcarrasco@castrovilletx.gov>  
**Cc:** John Gomez <john.gomez@castrovilletx.gov>; Scott Dixon <Scott.Dixon@castrovilletx.gov>; Daniel Silva <Daniel.Silva@castrovilletx.gov>

**Subject:** Re: Drainage project concern

**Caution:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thank you Ricky. I'm attending a mass and a burial in the morning in the hwy 90 near general McMullin area at 8 am. I'm guessing I should be back to Castroville by about 10:30 am and I will be available in Castroville until about 2 pm.

Megan Dybowski  
Vice President  
Trusted Self Storage Professionals  
210.294.2517

On Mon, Jul 21, 2025 at 4:33 PM Ricardo Carrasco <[rcarrasco@castrovilletx.gov](mailto:rcarrasco@castrovilletx.gov)> wrote:

I do have some availability but not much, please shoot me a text or email when know what time you will be visiting and I will do my best to meet you out at the location.

Thank You  
Ricky Carrasco REM

---

**From:** Megan Daughtry Dybowski <[megan@pmitx.com](mailto:megan@pmitx.com)>

**Sent:** Monday, July 21, 2025 3:58:41 PM

**To:** Ricardo Carrasco <[rcarrasco@castrovilletx.gov](mailto:rcarrasco@castrovilletx.gov)>

**Cc:** John Gomez <[john.gomez@castrovilletx.gov](mailto:john.gomez@castrovilletx.gov)>; Scott Dixon <[Scott.Dixon@castrovilletx.gov](mailto:Scott.Dixon@castrovilletx.gov)>; Daniel Silva <[Daniel.Silva@castrovilletx.gov](mailto:Daniel.Silva@castrovilletx.gov)>

**Subject:** Re: Drainage project concern

**Caution:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thank you for your reply. Were you able to find out from the city attorney what the legal width limit for a street is? My apologies, I may have been mistaken about signing something. The pin we located was 7 feet from the edge of the drainage ditch near the front and at the narrowest point we measured from the pin was 4 feet wide. Are there maybe 2 different survey pins? We will be there most of tomorrow with our survey, metal detector and a big measuring tape so we can double check this. Once we get all of our measurements done if we still come up with something different would you be able to meet us at the site tomorrow?

Megan Dybowski  
Vice President  
Trusted Self Storage Professionals  
210.294.2517



On Mon, Jul 21, 2025 at 2:23 PM Ricardo Carrasco <[rcarrasco@castrovilletx.gov](mailto:rcarrasco@castrovilletx.gov)> wrote:

Mrs. Dybowski,

I reviewed your concerns this morning and would like to share our findings and conclusions.

At this time, I am not aware of any signed documents related to this project. If you have access to such documentation, could you please share the contents with me for review?

Upon inspecting the site this morning, I confirmed that the work remains within the boundaries of the project. The shortest distance from the right-of-way (ROW) to the edge of the channel is approximately 11 feet. I also met with Daniel, who explained that he intentionally maintained a 1-foot offset from the channel scope due to the limitations of the heavy equipment. He plans to bring in smaller equipment at a later date to complete the channel work more precisely.

Regarding the orange stakes you mentioned, they are located approximately 3 feet within our ROW. Additionally, the silt fence is positioned about 1 foot inside the city ROW.

Please let me know if you have any further questions or need clarification on any aspect of the project. I have attached my conversation with our engineers on the discussion of staking 3 ft within the right away with a marked up pic as an example (not scale), i also attached the scope of work for survey and construction staking.

Thank you

Ricky Carrasco REM  
City of Castroville  
Asst. Public Works Director  
(830) 384-0989



---

**From:** Megan Daughtry Dybowski <[megan@pmitx.com](mailto:megan@pmitx.com)>

**Sent:** Saturday, July 19, 2025 10:45 AM

**To:** Ricardo Carrasco <[rcarrasco@castrovilletx.gov](mailto:rcarrasco@castrovilletx.gov)>

**Cc:** John Gomez <[john.gomez@castrovilletx.gov](mailto:john.gomez@castrovilletx.gov)>; Scott Dixon <[Scott.Dixon@castrovilletx.gov](mailto:Scott.Dixon@castrovilletx.gov)>; Daniel Silva <[Daniel.Silva@castrovilletx.gov](mailto:Daniel.Silva@castrovilletx.gov)>

**Subject:** Re: Drainage project concern

**Caution:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Can I get a copy of what we signed several months back please?

Megan Dybowski  
Vice President  
Trusted Self Storage Professionals  
210.294.2517

On Tue, Jul 15, 2025 at 8:40 AM Megan Daughtry Dybowski <[megan@pmitx.com](mailto:megan@pmitx.com)> wrote:

Thank you Ricky. We have gotten 9 inches over the last 24 hours. It is a blessing but we are praying our neighbors down the hill in Leakey stay safe and you guys as well. As soon as we are safely able to come and look we will and we will take some measurements but I do appreciate the team going to just check in as well. I know it isn't finished yet but we also had concern over the way it is at the back and potential for flooding onto our property. But I will go put eyes and make more specific notes once we are there in person. Appreciate your responsiveness.

On Tue, Jul 15, 2025 at 8:34 AM Ricardo Carrasco <[rcarrasco@castrovilletx.gov](mailto:rcarrasco@castrovilletx.gov)> wrote:

Good Morning Megan,

Wow i hope you are all safe, although this rain was needed we could have done without the flash floods.

We are continuing to build the project in accordance with the approved plans and have not deviated from the provided specifications. City engineers are scheduled to visit next week to verify that City of Castroville personnel are adhering to the defined project scope.

Thank you

Ricky Carrasco REM  
City of Castroville  
Asst. Public Works Director  
(830) 384-0989



June 2026

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**From:** Ricardo Carrasco <[rcarrasco@castrovilletx.gov](mailto:rcarrasco@castrovilletx.gov)>  
**Sent:** Monday, July 14, 2025 1:56 PM  
**To:** Megan Daughtry Dybowski <[megan@pmitx.com](mailto:megan@pmitx.com)>  
**Cc:** John Gomez <[john.gomez@castrovilletx.gov](mailto:john.gomez@castrovilletx.gov)>; Scott Dixon <[Scott.Dixon@castrovilletx.gov](mailto:Scott.Dixon@castrovilletx.gov)>; Daniel Silva <[Daniel.Silva@castrovilletx.gov](mailto:Daniel.Silva@castrovilletx.gov)>  
**Subject:** Re: Drainage project concern

Hello Megan,

Thank you for your patience, and I apologize for the delay in getting back to you.

I'd appreciate it if you could share a bit more detail about the concerns or potential issues you're seeing with the drainage channel. We want to make sure we fully understand and address any valid points.

Please rest assured that the channel is located entirely within city property. We've carefully followed the survey markers laid out by the city's engineering team to ensure everything is in line with the approved plans.

I've also brought your concerns to the attention of our City Manager and will be following his guidance moving forward. That said, we've already secured heavy equipment for this project, and any delays at this stage would unfortunately lead to increased costs. In the interest of being good stewards of taxpayer resources, we've made the decision to proceed with construction as planned.

We truly value your input and are committed to maintaining open communication. If there's anything further you'd like to discuss, I'm more than happy to connect.

Warm regards,

Ricky Carrasco REM  
City of Castroville  
Asst. Public Works Director  
(830) 384-0989



---

**From:** Megan Daughtry Dybowski <[megan@pmitx.com](mailto:megan@pmitx.com)>

**Sent:** Saturday, July 12, 2025 5:22 PM

**To:** Ricardo Carrasco <[rcarrasco@castrovilletx.gov](mailto:rcarrasco@castrovilletx.gov)>

**Subject:** Drainage project concern

**Caution:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Ricky,

My husband will be out there tomorrow to mow the property but we have been getting concerned neighbors (3 to be exact) that sent videos and photos of the progress. I'm not there in person but all we are concerned this will actually cause more damage if a major flood occurs. Maybe not as urgent of a concern but a concern still is how this will affect the look of our property and resale value. But from what I've seen it's too far over to the right and concerned there will not be adequate space for a roadway in the future. wondering why it isn't closer to the other property line? I think we need to press pause and take a look before more is done and we go past the point of no return.

Megan Dybowski  
Vice President  
Trusted Self Storage Professionals  
210.294.2517

--  
Megan Dybowski  
Vice President  
210-294-2517





## EXCERPT from CA Report Jan, 2025

### Athens Area Drainage Project

KFrieese is working on the final design for the drainage ditch that will be constructed at the intersection of Gentilz and Geneva, it should be complete within the next two weeks. The next step will be to meet with the homeowners to review the design and address any remaining concerns. I have included the information that was provided to council in late October below:

1. Clean out existing culverts –  
This project will commence once the drainage ditch mentioned below has been established.  
(December – January)
2. Establish new drainage ditch in the ROW of the paper street at the end of Geneva  
This project has begun. The homeowners had a number of concerns which staff is working to address. The primary issue is that they plan to build on the back of the property and will need the paper street to function as a roadway. This is not a major issue but it has required us to re-engineer the project to move the drainage ditch to the eastern edge of the paper street. Our crews will begin the work again once we get the new set of plans and have communicated with the residents. We anticipate this work to take 2 -3 weeks. (End of November/Early December)
3. Cut in valleys and lower manholes and intersections of Gentilz & Algiers and Gentilz & Athens  
This is currently 50% complete, the manhole has been lowered and can be adjusted if needed. Valleys will be completed once drainage culverts and bar ditches are completed to match grade.
4. Establish shallow bar ditches on the north/south streets (Athens, Algiers, and Constantinople)  
This work will commence once the existing drainage ditches have been cleaned out. (Late January to February)
5. Re-grade the functional alley between Athens and Algiers (between Lisbon and Florence)  
Kfrieese will need to determine if the proposed grade can be met. This work should be completed along with #4 above (February)
6. Establish shallow bar ditches and berms along Florence St.

This will be the last project and may require utility and/or driveway alterations. It will be completed next Spring.

The total timeline for these projects is anticipated to take between 4 – 6 months depending on weather, availability of equipment, and other unforeseen issues.



## Agenda Report

**Agenda of:** August 12, 2025

**Department:** Administration

**Subject:** Discussion and possible action regarding the use of undeveloped Rights-of-Way ("Paper Streets") for vehicle traffic

**Recommended Motion:** I move to direct City staff and legal counsel to review any existing ordinances or common-law authority related to vehicle access on undeveloped rights-of-way and propose ordinance language to regulate such access—specifically to limit motor vehicles beyond city-maintained sections of paper streets, preserving public walk-in access unless formally closed.

**Background:**

My understanding is that the City may already regulate motor vehicle access on undeveloped or paper streets, limiting usage past the point of maintenance. Pedestrian access remains generally permitted unless public access has been formally closed for security reasons. I request clarification from legal staff on the City's current ordinance and authority in this context.

**Local Ordinance Status:**

The City's Code of Ordinances (Chapters 1–110, last fully codified March 2010, etc.) does not appear to explicitly address undeveloped streets or vehicular access limits; search of Municode suggests no specific ordinance on "paper streets" as yet.

**Council Action Requested:**

TBD

**Attachments:** None.

**Urgency (0-5 = Low Urgency to High Urgency):** 2

**Impact (0-5 = Low Impact to High Impact):** 3

**Submitted by:** Bruce Alexander, Mayor



# Agenda Report

**Agenda of:** August 12, 2025

**Department:** Administration

**Subject:** Discussion and appropriate action on city mosquito abatement services.

**Recommended Motion:** TBD.

**Background:**  
Several years ago, the City of Castroville invested in a truck-mounted mosquito fogger to perform treatments in-house when there was a licensed staff member to operate it. Due to staff turnover, there is currently no one on staff with the required pesticide applicator license. As a result, the equipment has sat idle for several seasons. Staff is now arranging for a local contractor to inspect the machine to determine if it can be salvaged and is also researching licensing requirements to identify potential candidates among current staff who could obtain the necessary certification.

In response to increased mosquito activity and citizen concerns, staff contacted three pest control companies to obtain quotes for citywide mosquito fogging services:

1. **BugCo Pest Control** – \$300 per trip + \$175/hour for truck-mounted GPS-tracked fogging; optional backpack fogging at \$75/trip; larvicide treatment for inlets on rain-affected days.
2. **Century Pest Control** – Unable to provide services this season due to equipment failure; timeline for repair unknown.
3. **Texas Pest RX (formerly Pinnacle Pest)** – Provided a citywide treatment route map; quoted \$29.50 per mile for a 20.3-mile route, totaling approximately \$620 per application.

Historically, mosquito control programs in the region have applied treatments every two weeks from May through July, for a total of ten treatments during peak mosquito season.

## FOGGING EFFICACY:

Research indicates that truck-mounted fogging can temporarily reduce adult mosquito populations but is most effective when:

- Conducted during peak adult activity (dusk to early evening).
- Repeated on a regular schedule during the peak breeding season.
- Combined with community source reduction measures.

Fogging alone does not eliminate mosquitoes and has **limited residual impact**. Fogging only kills adult mosquitos, the effects last two to three days if no additional measures are taken. The removal of standing water remains the most effective long-term control measure.

---

**CURRENT PLAN:**

Staff has scheduled an **initial fogging application by Texas Pest RX at a cost of approximately \$700** to be completed within the next two weeks.

In addition, staff is:

- Arranging for inspection of the city’s existing fogger to determine operability.
  - Reviewing licensing requirements and evaluating which current employees might qualify to obtain the necessary certification.
  - Preparing an **educational campaign** encouraging residents to eliminate standing water in containers, gutters, and low areas to prevent mosquito breeding.
  - Coordinating with Council to encourage public participation in these efforts.
- 

**STAFF RECOMMENDATION:**

- Implement mosquito treatments during the most effective period (May–July) based on historical activity patterns.
- Begin community education immediately to promote resident participation in mosquito control.
- Proceed with the initial contracted fogging while evaluating city-owned equipment for possible reactivation.

**Fiscal Impact:**

- Initial fogging: ~\$700 from Texas Pest RX (General Fund – Public Works Operations).
- Potential future costs dependent on treatment frequency, vendor selection, and equipment repair needs.

**COUNCIL ACTION REQUESTED:**

- Provide direction on desired treatment schedule for the 2026 mosquito season.
- Support staff in promoting community participation in mosquito control.
- Provide input on repair, licensing, and use of the city’s existing fogging equipment.

☐ **Budgeted**   ☐ **Requires Budget Amendment**

**Source of Funding:** Streets Budget

**Attachments:** None.

**Urgency (0-5 = Low Urgency to High Urgency): 3**

**Impact (0-5 = Low Impact to High Impact): 1**

**Submitted by: R. Scott Dixon**



# Agenda Report

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Agenda of:	August 12, 2025
Department:	Airport
Subject:	Discussion and possible action on hangar rental rate adjustments for the Castroville Municipal Airport.

**Recommended Motion:**

I move to approve a 2.7% increase to the Castroville Municipal Airport hangar rental rates, effective October 1, 2025, in alignment with the June 2025 Consumer Price Index (CPI-U) and to support the Airport’s anticipated operational and capital needs.

**Background:**

Each year, the Airport conducts a review to determine whether hangar rental rates should be adjusted or remain unchanged. This determination is based on two primary factors:

1. Consumer Price Index (CPI) – used as a benchmark for inflation.
2. Projected Operational and Capital Needs – to ensure adequate funding for upcoming maintenance and improvement projects.

At present, the Airport is in a strong financial position; however, several significant projects are planned for the near future that will require careful financial planning.

**Discussion**

To ensure the Airport remains sustainable and competitive, staff is requesting City Council’s input on whether hangar rates should be increased and, if so, by what amount.

As a reference point, the CPI-U for June 2025 reflects a 12-month increase of 2.7%. This figure can serve as a benchmark for potential rate adjustments. Council may wish to:

- Maintain current hangar rates with no increase.
- Adjust rates in line with the 2.7% CPI-U increase.
- Adjust rates by a different percentage.

Any change will directly impact the Airport’s ability to fund upcoming projects, maintain existing infrastructure, and remain competitive with other regional airports.

**Fiscal Impact:** N/A

☐ **Budgeted**   ☐ **Requires Budget Amendment**

**Source of Funding:** Account Code: N/A

**Attachments:**

**Urgency (0-5 = Low Urgency to High Urgency):** 5

**Impact (0-5 = Low Impact to High Impact):** 4

**Submitted by:** Breana Soto

CITY OF CASTROVILLE – AIRPORT FUND

FY 2025 ADOPTED Annual Operating & Capital Budget

Revenues - Airport (Continued)

GL CODE	BUDGET DESCRIPTION	ACTUAL FY 2019	ACTUAL FY 2020	ACTUAL FY 2021	ACTUAL FY 2022	ACTUAL FY 2023	5 Year Historical Avg	ADOPTED FY 2024	ADOPTED FY 2025
REVENUES									
FACILITY RENTALS									
4007-508	TERMINAL BLDG LEASES	\$9,059	\$9,260	\$9,415	\$6,497	\$6,084	\$8,063	\$5,600	\$7,416
4007-511	UNIT 'A' HANGARS	24,593	24,593	24,410	24,630	25,461	24,737	25,972	26,749
4007-516	UNIT 'B' HANGARS	24,334	24,441	24,658	24,900	25,331	24,733	25,972	26,749
4007-517	UNIT 'C' HANGARS	37,531	38,695	38,095	39,179	40,061	38,712	40,864	42,090
4007-518	UNIT 'D' HANGARS	38,695	39,765	40,015	41,005	41,427	40,181	40,864	42,090
4007-519	OPEN 'T' HANGARS (HS 1 - 10)	14,507	14,719	15,958	16,058	16,166	15,482	16,759	17,262
4007-521	SKYDIVE LANDING AREA	-	-	3,025	2,580	2,580	1,637	2,580	2,657
4007-522	BOX HANGARS 1 - 8	34,540	34,540	34,904	35,340	35,006	34,866	36,858	37,964
4007-523	DKL Leisure Land Lease	-	-	-	-	673	135	686	707
4007-526	COMMERCIAL HANGAR 2	8,166	10,752	4,936	3,400	3,400	6,131	3,420	3,523
4007-527	LASHER HANGAR	6,263	6,263	6,263	6,341	6,484	6,323	6,613	6,811
4007-528	ALMOND HANGAR	2,874	2,874	2,874	2,910	2,480	2,802	-	3,126
4007-529	COMMERCIAL HANGAR 1	22,936	22,936	19,549	19,956	19,296	20,935	19,296	19,875
4007-530	RAMP TIE DOWN FEES	30	70	245	604	1,189	428	840	824
4007-531	COMMERCIAL HANGAR 4	4,423	4,423	4,422	(17,691)	4,422	-	4,423	4,556
4007-544	DRYLAND FARMLAND	2,729	8,186	33,276	3,840	3,840	10,374	3,840	3,955
4007-545	IRRIGATED FARMLAND	21,358	64,073	3,840	33,276	33,276	31,165	33,276	34,274
4007-552	MV YOUTH BASEBALL	8,156	8,156	8,156	10,195	8,156	8,564	8,156	-
4007-553	COMMERCIAL HANGAR 3	3,436	20,100	21,600	21,600	22,032	17,754	22,466	23,140
4007-554	EXECUTIVE HANGAR 1	-	-	960	960	960	576	960	989
4007-555	EXECUTIVE HANGAR 2	-	-	960	960	960	576	960	989
4007-556	EXECUTIVE HANGAR 3	-	-	960	960	960	576	960	989
4007-558	EXECUTIVE HANGAR 5	-	-	960	960	960	576	960	989
4007-559	EXECUTIVE HANGAR 6	-	-	960	960	960	576	960	989
4007-560	UNIT 'E' HANGAR (USDA)	-	-	-	-	54,586	10,917	57,000	57,363
4007-600	LEASE REVENUE - CONTRA	-	-	-	-	(90,635)	(18,127)	-	-
4007-650	AMORT OF DEFERRED INFLOW LEASE	-	-	-	-	79,509	15,902	-	-
TOTAL FACILITY RENTALS		\$263,630	\$333,846	\$300,441	\$279,420	\$345,624	\$304,592	\$360,285	\$366,076
FUEL SALES									
4008-615	FUEL SALES - AVGAS	\$148,940	\$145,464	\$200,273	\$250,573	\$225,205	\$194,091	\$262,000	\$207,000
4008-616	FUEL SALES - JET 'A'	22,699	31,933	35,960	107,826	129,628	65,609	202,000	144,000
TOTAL FUEL SALES		\$171,639	\$177,397	\$236,233	\$358,399	\$354,833	\$259,700	\$464,000	\$351,000

Upcoming projects:  
Runway Lighting Design  
Runway Lighting Construction  
Runway Re-construction

Rate Increase:  
FY21 to FY22 - 1%  
FY22 to FY23 - 2%  
FY23 to FY24 - 2%  
FY24 to FY25 - 3%  
Average: 2%

Approximate Revenue  
Increase: \$5,500





# CITY COUNCIL AGENDA REPORT

**DATE: August 6, 2025**

**AGENDA OF: August 12, 2025**

**DEPARTMENT: City Council**

**SUBJECT: Application for Business Activities at the Castroville Municipal Airport**

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## **RECOMMENDED MOTION:**

**All business wishing to locate on Castroville Municipal Airport shall submit a full background/financial application for review and approval, including lease, by City Council.**

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## **BACKGROUND**

A number of years ago Castroville airport begin attracting more businesses. There were no review or background check requirements to determine if these potential tenants were good choices for the airport. As it turned out many were not and the airport suffered significant rent and facility damage losses and had its reputation sullied by association with these businesses. Additionally, many aircraft were left unrepaired after payment of maintenance costs even to the point of one initially airworthy aircraft having to be donated for scrap.

As a result, the Airport Advisory Board developed a background check document that included financials, references, licenses, insurance, hangar requirements, etc. That document is attached. Once that requirement was instituted the potential problem tenants were refused. After seeing the background requirements, several decided not to apply.

At some point in the last 4 or 5 years that application requirement was dropped or airport management at the time was unaware of it. To the best of my knowledge, the skydivers were the last ones to accomplish the application. I was back on the AAB during their review process and based on their demonstration of running the same business at two other airports and their background checks, AAB recommended to council they be approved.

Recently there was a business at the airport that caused numerous aircraft owners long delays in getting their aircraft repaired after having given the business significant sums to do the repairs. I believe it we had this application process in place when that business applied to be a tenant business we would have had a thorough understanding as to their ability to conduct their business in a professional and sound financial manner.

I recommend council reinstitute the full background and financial investigation sheet for any potential commercial tenants that want to do business on airport property and that council approve all business/commercial leases.

**FISCAL IMPACT/SOURCE OF FUNDING:** N/A

Budgeted ☐ Requires Budget Amendment

**Urgency (0-5 = Low Urgency to High Urgency):** 5

**Impact (0-5 = Low Impact to High Impact):** 5

**ATTACHMENTS:**

Application for Business Activities at The Castroville Municipal Airport

Submitted by: Councilmember Lee

APPLICATION FOR BUSINESS ACTIVITIES AT  
THE CASTROVILLE MUNICIPAL AIRPORT

Please fill in the appropriate information below to be considered by the City of Castroville for doing business as a commercial operation at the Castroville Municipal Airport. All information provided should be accurate to the best of your knowledge. If more space is needed please attach additional documents.

1. The name, address, phone number, and email address of the applicant and all other persons, officers, or partners involved with the proposed activity. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. The specific type of activity to be initiated, including a detailed description of the proposed operation and the proposed hours of operation. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. The requested or proposed date for the commencement of the activity. \_\_\_\_\_
4. A description of the amount and type of jobs to be created. \_\_\_\_\_  
\_\_\_\_\_
5. A description of the land, hangar, or office space needed for the operation. \_\_\_\_\_  
\_\_\_\_\_
6. If improvements are planned, a detailed description of the improvements and the anticipated completion date of said improvements. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. The names and qualification of the personnel to be involved in conducting the activity. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. The number and type of aircraft and large equipment to be located at the Airport. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. Any other additional information determined by the City of Castroville necessary to evaluate the proposal. \_\_\_\_\_  
\_\_\_\_\_
10. Proof of adequate liability insurance. (Please attach)

# APPLICATION FOR BUSINESS ACTIVITIES AT THE CASTROVILLE MUNICIPAL AIRPORT (Cont.)

In order to evaluate the financial condition of the applicant, the City, at its discretion, may require the following information: Please provide information below for any items with a check mark.

- ☐ 1. A current financial statement certified by a certified public accountant.
- ☐ 2. Financial statements from applicant's financial institution for the previous twelve (12) months.
- ☐ 3. Proof of the applicant has, or has access to, the finances necessary to conduct the proposed operation for a minimum period of six (6) months.
- ☐ 4. A credit report that indicates satisfactory business responsibility and reputation.
- ☐ 5. A written listing of the assets owned or being purchase which will be used in the activity to be conducted at the Airport.
- ☐ 6. A list of any lawsuits, claims, or judgments filed or entered against Applicant, or any of the proposed personnel involved with the proposed activity, including management, owners and operators. This list should include all pending, threatened or resolved lawsuits or claims. Applicant may provide any explanation Applicant deems appropriate. If a judgment has been entered against Applicant or any of Applicant's owners or directors, please include a copy of the judgment.
- ☐ 7. Proof of applicant's ability to post a performance bond equal to six (6) months of rental fees.
- ☐ 8. Criminal background information. Please read and sign this form in the space provided below. Your written authorization is necessary for completion of the application process.

I, \_\_\_\_\_, hereby authorize the City of Castroville to investigate my background and qualifications for purposes of evaluating whether I am qualified for the position for which I am applying. I understand that the City of Castroville will utilize an outside firm or firms to assist it in checking such information, and I specifically authorize such an investigation by information services and outside entities of the company's choice. I also understand that I may withhold my permission and that in such a case, no investigation will be done, and my application for doing business will not be processed/further.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's Name - Printed

Please read carefully the "Minimum Application Standards for Business Activities at the Castroville Municipal Airport". At the City's discretion, additional information may be needed before application can be considered and/or approved.

Return this notarized application to the Airport Manager or City Administrator.

ACKNOWLEDGMENT

Before me, the undersigned authority, on this day personally appeared \_\_\_\_\_ known to me to be the person whose name is subscribed on the foregoing instrument and acknowledged to me that they executed the same for the purposes and consideration therein expressed, in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL of the office this the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ A.D.

Notary Public in and for the State of Texas

\_\_\_\_\_

RESOLUTION NO. R2010-006**A RESOLUTION ESTABLISHING MINIMUM APPLICATION STANDARDS  
FOR COMMERCIAL ACTIVITIES AT THE CASTROVILLE MUNICIPAL  
AIRPORT**

WHEREAS, the City of Castroville owns and operates the Castroville Municipal Airport;  
and

WHEREAS, Texas Transportation Code 22.014 permits local governments authority to  
adopt ordinances, resolutions, rules, and order necessary to manage, govern and use an  
airport under its control; and

WHEREAS, the City of Castroville contracts with various private entities and individuals  
for the operation of business and commercial enterprises at the Castroville Municipal  
Airport, including the operations of businesses in the terminal and hangars; and

WHEREAS, it would be advantageous to both the City of Castroville and those  
applicants seeking to operate a business at the airport to have clearly identified minimum  
application standards;

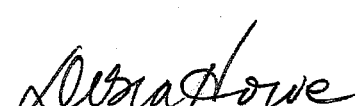
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY  
OF CASTROVILLE AS FOLLOWS:

The City of Castroville hereby adopts the Castroville Municipal Airport Minimum  
Application Standards for Commercial Activities, a copy of which is attached hereto  
and incorporated herein as if fully set forth.

PASSED THIS THE 8 DAY OF March, 2010.

  
ROBERT LEE, Mayor

Attest:

  
DEBRA HOWE, City Secretary

## MINIMUM APPLICATION STANDARDS FOR BUSINESS ACTIVITIES AT THE CASTROVILLE MUNICIPAL AIRPORT

**Statement of Policy.** The City of Castroville recognizes the necessity of protecting the public health, safety and interest of the Castroville Municipal Airport (“the Airport”), and hereby promulgates and adopts the following procedures and guidelines for the commercial use of any land or facility located at the Airport. These standards shall be administered on fair and reasonable terms, and applied uniformly to all applicants seeking to conduct commercial or business activities at the Castroville Municipal Airport.

### I. Applicability

These standards and guidelines are intended to apply to individuals and entities seeking to locate and operate a business or commercial endeavor at the Castroville Municipal Airport. This policy does not apply to individuals or entities that merely seek to lease hangar space or tie-down privileges at the Airport.

### II. Contents of Application.

Until an applicant has submitted a proposal that complies with the requirements set forth herein, the City Administrator, or his designee, shall not take action on a request to: (1) lease land and/or an existing facility or building for business or commercial purposes, (2) initiate any commercial activity on airport premises; or (3) amend the scope of an approved commercial or business activity.

An application should be on a form promulgated by the City and should clearly state:

1. The name, address, phone number, and email address of the applicant and all other persons, officers, or partners involved with the proposed activity.
2. The specific type of activity to be initiated, including a detailed description of the proposed operation and the proposed hours of operation.
3. The requested or proposed date for the commencement of the activity.
4. A description of the amount and type of jobs to be created.
5. A description of the land, hangar, or office space needed for the operation.
6. If improvements are planned, a detailed description of the improvements and the anticipated completion date of said improvements.
7. The names and qualification of the personnel to be involved in conducting the activity.
8. The number and type of aircraft and large equipment to be located at the Airport.
9. Any other additional information determined by the City of Castroville necessary to evaluate the proposal.
10. Proof of adequate liability insurance.

In order to evaluate the financial condition of the applicant, the City, at its discretion, may require the following information:

1. A current financial statement certified by a certified public accountant.
2. Financial statements from applicant's financial institution.
3. Proof of the applicant has, or has access to, the finances necessary to conduct the proposed operation for a minimum period of six (6) months.
4. A credit report that indicates satisfactory business responsibility and reputation.
5. A written listing of the assets owned or being purchase which will be used in the activity to be conducted at the Airport.
6. A list of any lawsuits, claims, or judgments filed or entered against any of the proposed personnel involved with the proposed activity, including management, owners and operators.
7. Proof of applicant's ability to post a performance bond equal to six (6) months of rental fees.
8. Criminal background information.

### **III. DISCRETION OF THE CITY**

The City of Castroville, acting through its City Council, retains final authority over whether to grant permission to engage in any activity at the Airport.

In considering an application, the City may consider, among any other relevant factors, the following:

1. Applicant's ability to provide requested documentation.
2. Whether approval would create an airport safety hazard.
3. Whether approval would create a financial obligation or hardship on the City or the Airport.
4. Availability of facilities.
5. Whether proposal is compatible with the Airport Master Plan.
6. Whether proposal interferes with other operations of the Airport.
7. Whether the City determines that the applicant has misrepresented any relevant information.
8. Whether applicant's financial stability, history of litigation, or criminal background make him an unfit tenant.
9. Applicant's inability or unwillingness to provide required insurance coverage.

### **IV. APPLICATION PROCEDURE**

After receiving an application to conduct business activity at the Airport, the City Administrator or his designee will determine whether the application as submitted contains the necessary information to continue the application process. If the application is deemed sufficient, the City Administrator will have a permit or lease prepared. The application, along with the City Administrator's comments and proposed lease, will be presented to City Council for consideration of the permit. The City Council's decision whether to approve the lease, disapprove the lease, or require reasonable modifications or concessions will be final.

Approved 03-08-2010





# CITY COUNCIL AGENDA REPORT

DATE: August 6, 2025

AGENDA OF:  
August 12, 2025

DEPARTMENT: City Council

SUBJECT: FAA Compliance Inspection Concerning Ownership of Municipal Water System at Airport and Airport Receiving Full Market Value for Little League Fields

---

**RECOMMENDED MOTION:**

City immediately get the FAA required official appraisal of the acreage used by MVYBA and submit that to the FAA along with identifying how the airport will be compensated at FMV for the lease of the land. Move responsibility for all airport ground leases back to City Council.

---

**BACKGROUND**

The purpose of this agenda item is to clear up ownership of the municipal water system at the airport, correct FAA response to April 2024 Airport Compliance Inspection and to ensure the airport receives fair market value (FMV) for any land leased at the airport and return responsibility for all airport land leases back to City Council.

Castroville airport was signed over to the city from the US government in 1949 with a deed of trust which included certain compliance requirements. All property and mineral rights are the property of the airport and any income derived from airport operations must go to support the airport. This includes income from airport owned water rights. This does not include sales tax or property tax from privately owned airport facilities or commercial businesses or commercial aircraft based at the airport. Those taxes go to the city and state.

The municipal water system at the airport begins once the water leaves the airport owned well and includes all water treatment and distribution systems. What brought this up was an FAA Compliance Inspection in April 2024 where the FAA found several violations and concerns. Violation 2. was **Revenue Use Policy (Less than Fair Market Value for Non Aeronautical Use)**. In this case, the issue is the acreage used by the local little league organization, Medina Valley Youth Baseball Association (MVYBA).

The FAA found that the airport was receiving far under FMV for the land used for ballfields. The City responded with figures that were titled PW Well Maintenance but were actually the municipal water system at the airport. It was assumed by the City that the municipal water system was the sole responsibility of the airport and furnished estimated cost to maintain and do daily service of the system by PW employees at somewhere between \$24,124 and \$44,945 for an average of \$34,534. The ownership of the actual well is the

airports and its responsibility ends there. This assignment of the municipal water system to the airport has never been brought up before and as far as I know there is no documentation to back that up.

These figures were submitted to the FAA as a cost absorbed by the City and not the airport thus saving the airport this expense which was presented as an in-kind exchange assumed to be as if the airport received FMV for the ballfield land.

When I returned to council in March and became aware of the FAA inspection and response, I made the staff aware that this was not correct as the city water system was sole owner of the municipal water system at the airport and services and charges customers for that water just like the entire city municipal water system. I have had 25 years of close association with the airport and this was a complete surprise that I attribute to frequent staff turnover through the years and no corporate knowledge in staff of the airport water system. I would call it an honest mistake by staff.

When Mayor Alexander came on board, he also confirmed that the City, not the airport, was owner of the treated water system at the airport. Since Mayor Alexander had 25 years with the Castroville Public Works and retired as Director, his historical knowledge is not in question. That meant that the response to the FAA and assumption of the airport receiving FMV through in-kind exchange was not correct and needed to be corrected.

All municipal water customers at the airport are billed by the city. The city leases about 237 acre feet of the unrestricted water rights from the airport for municipal purposes and resells it at a very substantial profit. None of that profit goes back to the airport. The city does not pay for well maintenance as far as I know for the water pumped for servicing their airport customers. The airport pays for well maintenance and at one time the farmland irrigator paid the majority of well maintenance costs. However, the city should have some well maintenance financial responsibility since it services its airport customers from that well.

One of the main issues the FAA has had with Castroville for many years is that the airport was not getting fair market value for the use of the little league fields. Up until 2006-7, the airport received between \$700 and \$1200 a year for lease of the ball fields as reflected in city financial documents. In 2006-7 the City reduced the lease amount to \$1 year to avoid it being a political issue at an upcoming election. At some point after 2006-7, the City gave the little league organization up to 12-acre feet of municipal water per year at no cost. The value several years ago of that water was approximately \$28,000 a year at commercial rates. In approximately 2012 the city had an unofficial real estate lease appraisal done of the airport land used by the little league organization. The estimated value was \$17,000. In essence the little league organization was receiving free water and \$1 land use at an expense/loss of revenue to the city and airport of approximately \$45,000 or more.

For two years, the City charged the airport \$60,000 a year for administrative support. That figure was reduced to between \$6000 and \$8000 with a new administrator and the airport was paid approximately the same amount from the General Fund to compensate for lack of ground lease monies from the MVYBA.

In the most recent MVYBA contract, the airport is not listed as getting any value for use of the land possibly because of the rationale given to the FAA. When you consider all the years since 2006 that the airport has not received FMV for the land, it would easily amount to over \$200,000.

Additionally, the City has aligned the airport ball fields with the city park system for ballfield lease purposes. In my opinion that should not happen as the ball fields at the airport have absolutely nothing to do with the city public park system, and they are not open to anyone but those paid members of the little league association. All lease agreements for leased airport property need to be conducted solely with City Council

as they have historically been.

The current farmland lease evidently does not have well maintenance costs in it as it did at one time. It should be included when it comes up for lease later this year. The current percentage of water pumped from the airport well for irrigation is 90 percent.

The FAA has some fairly straightforward requirements for use of airport property for aviation and non-aviation related purposes. The following FAA document gives the **required process** for getting an official appraisal which is required for lease of airport property for non-aviation uses. This appraisal will establish FMV for the land.

FAA Memorandum August 27, 2018  
Compliance Guidance Letter  
2018=3, Appraisal Standards for the Sale and Disposition of Federally Obligated Airport Property.

Recommendation: The city needs to correct the compliance inspection response with the FAA by getting an official appraisal of the ball field land as outlined in FAA guidance, compensate the airport for FMV of the land and submit corrected documentation to the FAA.. The City Council must handle all airport land leases.

**FISCAL IMPACT/SOURCE OF FUNDING:** N/A  
Budgeted   ☐ Requires Budget Amendment

**Urgency (0-5 = Low Urgency to High Urgency):** \_\_\_\_  
**Impact (0-5 = Low Impact to High Impact):** \_\_\_\_

**ATTACHMENTS:**  
April 2024 FAA Compliance Inspection  
City Response to FAA

Submitted by:      Councilmember Lee

# FAA Compliance Guidance Letter (CG-2), *Appraisal Standards for the Sale and Disposal of Federally Obligated Airport Property*

Section XIV, Item I.

**Presented to:** 2018 Recurrent Compliance  
Torrance, CA

**By:** Rick Etter, APP 400

**Date:** September 11, 2018



**Federal Aviation  
Administration**

# Appraisal Standards CGL

Section XIV, Item I.

- **Describes the appraisal process and report documentation standards for establishing Fair Market Value for the sale, exchange or leasing of federally obligated property.**
- **Supports FAA Order 5190.6B, Airport Compliance Manual in determining Fair Market Value.**
- **Developed to address a DOT OIG requirement that the ARP establish standards regarding appraisals.**
- **To inform and assist FAA field offices, airport sponsors, and commercial appraisers about the FAA accepted appraisal process regarding the sale and leasing of federally obligated property.**



# Learning Objectives

Section XIV, Item I.

- **When an Airport Needs an Appraisal?**
- **What is Fair Market Value (FMV)?**
- **Sponsor Solicitation of Qualified Appraisers**
- **Overview of Sample Appraisal Scope of Work**



# When an Airport needs an Appraisal?

Section XIV, Item I.

**FAA's *Revenue Use Policy* self-sustaining principle requires that the airport receive Fair Market Value for the sale and lease of airport property and facilities for non-aeronautical use.**

**The FAA uses an appraisal to document the Fair Market Value (FMV) of airport real property to be leased or sold.**

# When Does an Airport Need an FMV Appraisal

Section XIV, Item I.

**FMV is to be appraised for any obligated land to be leased, sold, conveyed for non-aeronautical uses, such as to:**

- Private developers, non-aviation commercial interests
- Other municipal purposes
- Non-aviation public development
- Friends and Family

**FMV is **Not** the Standard for Setting Aeronautical Rates and Charges**



# What is Fair Market Value (FMV)?

Section XIV, Item I.

**DEFINITION OF MARKET VALUE:** the most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller, each acting prudently, knowledgeably and assuming the price is not affected by undue stimulus. The conditions of the sale include:

- **Buyer and seller are typically motivated;**
- **Both parties are well informed, and each acts in his or her own best interest;**
- **A reasonable time is allowed for exposure in the open market;**
- **Payment is made in terms of cash in U. S. dollars or in terms of financial arrangements comparable thereto; and**
- **The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions.**

# Appraiser Qualifications

Section XIV, Item I.

- **Must be licensed by a state appraisal licensing board. Each state adopted the Uniform Standards of Professional Appraisal Practice as the governing appraiser education and experience qualification.**
- **Airport properties are typically considered complex and normally must be appraised by a state “Certified General Appraiser”. The appraiser must have competency with the property type, relevant real estate markets, the intended use of the appraisal report, and appraisal methods needed to develop a credible fair market value of the property.**
- **The sponsor should seek to hire the best-qualified appraiser for the type of property, the complexity of the property, the appraiser’s familiarity and expertise in the relevant real estate market.**



# Sponsor Solicitation of Qualified Appraiser

## How many appraisals are needed?

- **Property Under \$1,000,000 – 1 appraisal is required. If complex, it is recommended that the sponsor also retain a review appraiser.**
- **Property worth more than \$1 million - 2 independent appraisers and a review appraiser.**
- **Uncomplicated Property with FMV under \$25,000 – If the sponsor can establish by reference to other valuations that the FMV of the property is less than \$25,000 and the property lease or disposal is uncomplicated; then the sponsor is not required to secure an professional appraisal report.**

# Appraisal Scope of Work for FAA Acceptance

## *Sample Scope of Work*

# Guidance and Sample Templates

Section XIV, Item I.

## In this CGL, you will find the information regarding:

- Governing Real Property Appraisal standards and authorities for FAA
- Discussion of the basic FMV appraisal process
- Airport sponsor's solicitation of a "qualified" appraiser
- Acceptable "scope of work" for an appraisal of airport real property
- Features of an acceptable appraisal report
- Sponsor Guidance Letter Template
- Glossary of Real Property Appraisal Terms



# Questions???

*Section XIV, Item I.*



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## 1 Public Works Well Maintenance

Low End High end

Average

Our minimum daily operations of the Airport water system include chlorine residuals, meter readings, ensuring water levels, pressures are adequate,

- 2 pumps/air compressor/chlorination equipment/valves are operational. This \$16,060.00 \$27,375.00 takes one employee roughly an hour to complete at a rate of \$44-75/ hr. depending on the employee.

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4 Once a month one employee will spend approximately two hours pulling a Bac-T sample and deliver to the lab. (Lab fee for analysis is \$30 per sample)

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6 Once a month one employee will spend one hour flushing dead-end water mains.

\$528.00 \$900.00

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8 Once a year we have a contractor perform tank inspections at a cost of \$500.

\$500.00 \$500.00

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10 Chlorine cylinder changeouts at least once a year- minimum two employees for two hours.

\$176.00 \$300.00

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12 Yearly meter verification at \$190 plus one employee for 1-2 hours.

\$278.00 \$340.00

of the ac  
pays the

13  
14 As far as amount for cost for other repairs, this can vary depending on the repair:

said that  
the land.

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16 Meter/radio leak/replacement- 1-2 employees at \$ 44-75/ hr for 1-2 hours

\$176.00 \$300.00

17  
18 Service leak repair 2-3 employees for 1-3 hours

\$88.00 \$675.00

19  
20 Water main repair 3-6 employees 3-4 hours for repair and additional 3-4 hours for backfill and cleanup

\$792.00 \$3,150.00

21  
22 Emptying tank of heavily chlorinated water and flushing system 2-3 employees for 3-4 hours

\$264.00 \$900.00

23  
24 Chlorination equipment maintenance/replacement 2-3 employees 2-3 hours

\$176.00 \$675.00

25  
26 Hourly rate for backhoe is \$100/hr and service vehicle is \$15/hr

\$4,000.00 \$8,000.00

27  
There are many variables and things that can go wrong including

< > ≡ Land lease rates MVBA at other lease rates In-kind +

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Reveune Generated if Land was Developed as Hangars per the Master Plan - As
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Average (without any significant repairs) - \$34,534

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Reveune Generated if Land was Developed as Hangars per the Master Plan - As depicted in the recently approved FAA Master Plan for the Castroville Airport, the Airport Layout Plan (ALP) has at least six future hangars in the 18 acres leased to the City Parks department. There is continuing demand to lease ground space for building 80'x60' box hangars at the airport. Each ground lease could produce 80' x 60' = 4800 sf, plus corresponding ramp space of equal amount (4800 sf) say 10,000 sf x \$0.24 per sf = \$2400 per month, or \$28,800 per tenant annually. The 18 acres could easily accommodate at least 4-5 of these tenants with very little utility infrastructure cost to the City, but would have a large cost to move the existing road and to construct those hangars, which the Airport does not have the funds for. Another option is a ground lease, which all of our executive hangars are at this point, and they pay \$980.00 a year. For 12 potential hangars on that site at \$980.00 a year, the City would be seeing \$11,760 in revenue a year. Thus a strong case can be made that Parks should reimburse the Airport at least \$11,760 per year for the continued use of the acreage for non-aviation purposes. BUT because the lease is between the Parks (City - who pays the annual fee) and the Airport and the City does the work on the Airport well, it could be said that it could an in kind fee with the well maintenance and the fair market value for leasing the land.



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	A	B	C	D
10	Chlorine cylinder changeouts at least once a year- minimum two employees for two hours.	\$176.00	\$300.00	be made
11				of the ac
12	Yearly meter verification at \$190 plus one employee for 1-2 hours.	\$278.00	\$340.00	pays the
13				said that
14	As far as amount for cost for other repairs, this can vary depending on the repair:			the land
15				
16	Meter/radio leak/replacement- 1-2 employees at \$ 44-75/ hr for 1-2 hours	\$176.00	\$300.00	
17				
18	Service leak repair 2-3 employees for 1-3 hours	\$88.00	\$675.00	
19				
20	Water main repair 3-6 employees 3-4 hours for repair and additional 3-4 hours for backfill and cleanup	\$792.00	\$3,150.00	
21				
22	Emptying tank of heavily chlorinated water and flushing system 2-3 employees for 3-4 hours	\$264.00	\$900.00	
23				
24	Chlorination equipment maintenance/replacement 2-3 employees 2-3 hours	\$176.00	\$675.00	
25				
26	Hourly rate for backhoe is \$100/hr and service vehicle is \$15/hr	\$4,000.00	\$8,000.00	
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28	There are many variables and things that can go wrong including electrical/controls issues that require hiring a contractor.	\$24,124.00	\$44,945.00	
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Land lease rates MVBA at other lease rates In-kind

Workbook Statistics

Give Feedback to Microsoft

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U.S. Department  
of Transportation  
**Federal Aviation  
Administration**

Federal Aviation Administration  
Airports Division, Southwest Region Safety and  
Standards Branch

10101 Hillwood Parkway  
Fort Worth, Texas 76177

July 16, 2024

**ELECTRONIC MAIL-RETURN RECEIPT REQUESTED**

Breana Soto  
Airport Manager  
10500 Airport Blvd  
Castroville, TX 78009

**Subject: Airport Compliance Land Use Inspection**

Dear Breana Soto:

Castroville Municipal Airport (CVB)  
Land Use Compliance Inspection – April 16-18, 2024

A representative of the Federal Aviation Administration conducted a land use inspection of the Castroville Municipal Airport on April 16-18, 2024. The purpose of the inspection was to ensure that the airport is in compliance with the terms of its federal obligations dealing specifically with the use of airport property and grant assurance compliance.

The inspection included a site tour of the movement areas and paved aprons of the airport, an inspection of a few airport-owned hangars and the review of the Exhibit A/Property Map, a comprehensive review of Airport Minimum Standards, Rules and Regulations, financial information, property deeds and all aeronautical and non-aeronautical leases.

The inspection revealed a good hangar leasing policy with a consistent rate structure. The competitive agricultural lease enabled the airport to utilize buffer land for revenue from low-growing crop production. However, I found farm equipment stored in the runway object free area. The non-aeronautical ballfields complex is lacking fair market value compensation to the airport. Additionally, the airport's leasing of their well and corresponding water rights needs further investigation. During my visit, we were not able to review the lease terms for the water well and the ballfields lease to the city.

I appreciate your cooperation during the inspection. Please review the findings at the end of the report for the required actions to bring the airport into compliance with its federal obligations. If you have any questions or concerns please call Gary at (817) 222-5671 or Katie at (817) 222-4101.

Sincerely,

**SARA K  
FIELDS-PACK**

Digitally signed by  
SARA K FIELDS-PACK  
Date: 2024.07.16  
16:10:25 -05'00'

S. Katie Fields-Pack  
Airports Compliance Specialist  
FAA Southwest Region

cc: Scott Dixon  
City Manager City of Castroville  
1209 Fiorella Street  
Castroville, TX 78009  
Email: Scott.Dixon@castrovilletx.gov

ACO-100  
ASW-650  
TXDOT

Attachments:

- 1) Post Inspection Report

CASTROVILLE MUNICIPAL AIRPORT





Prepared by:	S. Katie Fields-Pack Airports Compliance Specialist Airports Division, FAA Southwest Region 10101 Hillwood Parkway Fort Worth, TX 76137
Date of Inspection:	April 16-18, 2024
Inspection Site Location:	Castroville, TX
Airport Owner	City of Castroville, TX
FAA Representatives	Katie Fields-Pack, ASW Airports Compliance Specialist
City / Sponsor Contacts:	Breana Soto, Airport Manager Scott Dixon, City Manager

- Based aircraft – 77 (68 single-engine)  
(7 multi-engine)  
(1 jet)  
(1 helicopter)
- Operations – 71,000 (12 months ending 6/01/2023)

**II. Castroville Municipal Airport Land Background**

The Castroville Municipal Airport is a surplus property airport transferred by a Deed Without Warranty from the United States of America through the General Services Administrator to the City of Castroville, Texas on July 26, 1949. The transfer deed was for approximately 458.88 acres to be used for public airport purposes.

The following is based on records and files kept by the Federal Aviation Administration (FAA) Southwest Region:

**A. Federal Land Transferred to the City**

July 26, 1949      Deed Without Warranty      458.88 acres

**B. FAA Releases of Property**

None

**C. Land Releases by City Without FAA Release**

<u>Release Date</u>	<u>Property ID</u>	<u>Amount</u>	<u>Revenue</u>	<u>Record Location</u>
Unknown	Ballfields	18 acres	N/A	N/A

**D. Grant Acquired Land**

None

**E. Airport Improvement Program-Noise Compatibility Land**

None

**F. Sponsor Donated Land**

None

**G. Federal Commitment and Investment**

- a. Total Airport Improvement Program (and legacy Acts) and Other Funding: \$9,260,214.
- b. Funding was used for aviation easements, runway reconstruction and extension, apron expansion, pavement maintenance, navigation aid acquisition, aviation easement acquisition, hangar construction, airport planning, airport design, terminal building construction, taxiway construction, airfield lighting, and runway and taxiway repair and rehabilitation.

**c. Funding Snapshot**

**Castroville Municipal Airport  
Castroville, TX (NPIAS N/ P/ Y)**

FAA Site #: 23574.1\*A

**Funding/Grant History**

<b>FYR</b>	<b>Agency</b>	<b>Local(\$)</b>	<b>State(\$)</b>	<b>Federal(\$)</b>	<b>Project Description</b>
1975	TAC	0	7,000	0	Install lighting
1978	TAC	0	3,420	0	Non-directional beacon (NDB)
1996	FAA	2,289	2,289	41,205	Acquire avigation easements RPZ RW 33 (4.668 ac) & RW 15 (8.941 ac)
1996	TAC/FAA	102,023	83,172	1,497,114	Reconstruct RW 15-33 (4600 x 75), recon/realign parallel TW (5080 x 35), apron (10,200 sy), stub TW (420 x 35), hangar access TW (800 x 35); replace LIRLs w/MIRLs (4600 lf), segmented circle; replace rotating beacon; improve drainage & grading; install fencing (8300 lf)
2003	TXDOT	14,566	14,566	0	RAMP: Fog seal ramp, repair lighting, herbicide, drainage work, restroom repair, hangar lighting, renovate terminal building
2004	TXDOT	0	177,188	0	Design and construction services to construct a terminal building and aircraft ramp parking area
2004	TXDOT	3,983	35,848	0	prepare an airport layout plan
2004	TXDOT	0	278,748	0	Loan
2004	TXDOT	30,000	30,000	0	RAMP: Ramp paving, crack-seal and fog seal existing ramp pavement, taxiway and runway, herbicide, hangar taxiway drainage improvements, repair hangar roof, airport fencing, lighting and NDB maintenance, purchase GCO
2005	TXDOT	21,285	0	63,854	Install AWOS NPE 2005 \$63,854
2005	TXDOT	15,255	15,255	0	RAMP: City to contract for pavement renovation in hangar, pave ramp at commercial hangar, seal coat existing ramp and hangar paving, installation of electric service for PLASI, replacement of roll-up doors on hangars, fencing along airport road to terminal building, professional services to prepare 7460, purchase lighting supplies, herbicide
2006	TXDOT	4,994	4,994	0	RAMP: Sponsor to contract for reconstruction/repave airport road to hangars, existing drainage ditch maintenance, services to replace airport hangar roof and doors, maintenance and supplies for NDB, lighting and approach aids, installation of fencing, professional services for SPCC, construction of fuel containment area, tree trimming part 77 surfaces, AWOS NADIN fees, purchase herbicide
2006	TXDOT	9,001	0	81,007	design and construction services to pave aircraft ramp area around commercial hangar #3
2006	TXDOT	28,288	254,597	0	design to extend Runway 15 end; rehabilitate and mark Runway 15-33; rehabilitate and mark stub taxiways; rehabilitate and mark hangar access taxiways; rehabilitate and mark parallel taxiway Runway 15-33; reconstruct hangar access taxiways; rehabilitate apron; extend and mark parallel taxiway to Runway 15 end; extend medium intensity runway lights Runway 15 end; install precision approach path indicators- 2 Runway 15-33; relocate county road; install fence; prepare a traffic engineering study; and survey and appraisal services
2008	TXDOT	0	0	0	RAMP: TxDOT to contract for AWOS Maintenance, Sponsor to contract for NADIN, AWOS repairs, crack seal on airport pavements
2009	TXDOT	5,591	5,591	0	RAMP: TxDOT for AWOS maintenance; Spon. Avi-Met, AWOS repairs/parts replacement; water pump repairs; airfield lighting repairs/maintenance; and beacon repairs/maintenance

2009	TXDOT	38,310	689,587	38,310	Install PAPI-2 RW 33; Mark RW 15-33 (25,600 sf); Contingency, mobilization, RPR, etc.; Run-up Area pad at RW 15; Install PAPI-2 RW 15; Rehab & mark parallel TW RW 15-33 (4,785 x 35); Rehab & mark hangar access TWs (25,500 sy); Rehab & mark stub TWs (1,130x35); Rehab apron (10,990 sy); Construct hangar access taxilanes; Rehab RW 15-33 (4,600 x 75) SBGP-2009-57 38,310
2010	TXDOT	7,214	7,214	0	RAMP: MISCELLANEOUS-TxDOT to contract for AWOS maintenance, Sponsor to contract for AWOS AviMet Data Link, AWOS repairs/parts replacement
2011	TXDOT	15,278	15,278	0	RAMP: TxDOT Contract for AWOS Maintenance, Sponsor to perform airport general maintenance
2012	TXDOT	78,479	0	706,307	Engineering and design for Box Hangars and access pavement; Contingency, administration, RPR, etc. for Box Hangar project; Construct access pavement for Box Hangars (30x380); Construct 8 unit Box Hangars (NPE '10 & '11) SBGP-085-2013 \$599,435.51; SBGP-057-2009 \$49,366.56; SBGP-067-2010 \$9,582.52; SBGP-72-2011 \$8,509.92; PLANNING GRANT 2011-08 \$39,412.80
2012	TXDOT	23,641	23,641	0	RAMP: TxDOT to contract for AWOS Maintenance, Sponsor to contract for airport general maintenance projects
2013	TXDOT	45,988	45,988	0	RAMP: TxDOT Contract for AWOS Maintenance, Sponsor to perform airport general maintenance
2013	TXDOT	120,168	0	1,081,512	Survey, Appraisal and Environmental Studies; Acquire land for runway extension and county road relocation (31 ac) SBGP-80-2012 \$62,959; SBGP-75-2011 \$1,015,356; SBGP-87-2014 \$3,197
2014	TXDOT	260,738	2,346,641	0	Extend and mark RW 15 end (400 x75); Contingency for RW Extension; Construct Hangar Apron Pavement to new 8-unit T-hangar (32 x 320) ; Extend MRL RW 15 end (400 lf); Reconstruct South Apron; Construction Administration, Testing, RPR, etc; Relocate PAPI RW 15 end; Install signage; Extend & mark parallel TW to RW 15 end (590x35); Relocate County Road 4711; Install fencing and gate – new boundary; Construct Permanent Run-up Area
2014	TXDOT	14,368	14,368	0	RAMP: TxDOT Contract for AWOS Maintenance, Sponsor to perform airport general maintenance
2015	TXDOT	15,352	15,352	0	RAMP: Sponsor to perform airport general maintenance
2016	TXDOT	28,919	28,919	0	RAMP: Sponsor to perform airport general maintenance
2017	TXDOT	90,190	0	270,569	Design and Install Jet A Fuel System - 2015 and 2016 NPE SBGP-096-2016 \$150,000; SBGP-097-2016 \$120,569.34
2017	TXDOT	23,696	23,696	0	RAMP: Sponsor to perform airport general maintenance
2018	TXDOT	32,139	32,139	0	RAMP: Sponsor to perform airport general maintenance
2019	TXDOT	46,595	46,595	0	RAMP: Sponsor to perform airport general maintenance
2020	TXDOT	50,000	50,000	0	RAMP: Sponsor to perform airport general maintenance
2021	TXDOT	49,950	49,950	0	RAMP: Sponsor to perform airport general maintenance

LOCAL and/or STATE \$ 5,480,336

FEDERAL \$ 3,779,878

**GRAND TOTAL ALL FUNDING SOURCES: \$ 9,260,214**



### III. Findings

#### 1. Violation: Grant Assurance 19 (Obstacles in ROFA)

Farm equipment is being stored in the Runway Object Free Area (ROFA) near the end of Runway 16. The ROFA standards are outlined in AC 150/5300-13B. The width of the ROFA is listed on the Airport Layout Drawing in the Airport Layout Plan set.

**Recommendation:** Ask the agricultural lessee to relocate the farm equipment to a location at least 1 foot from the boundary of the ROFA (500 ft, 250 ft from the runway centerline.)

**Target Completion Date:** Complete relocation of equipment in 30 days of receipt of this report.

#### 2. Violation: Revenue Use Policy (Less than Fair Market Value for Nonaeronautical Use)

A lease between the City and Medina Valley Youth Baseball (MVYB) league was provided for my review. The lease covers the exclusive use of the land for MVYB to operate a baseball league according to specific city rules. It covers 18 acres and 12 foot-acre of water from the airport well for \$8,156/year. This equates to a ground lease of \$0.01/SF/year – a rate that is a fraction of the aeronautical ground lease rate.

Additionally, I asked for but did not receive a real estate agreement between the city and the airport that transfers the right to sublease airport property and addresses the airport's federal obligations.

**Recommendation:** Implement a lease/agreement between the city and the airport for the fair market value of this non-aeronautical use. If the lease is for longer than a 3-year period, include an escalation clause to ensure fair market value increases over time.

**Target Completion Date:** Provide a corrective action plan within 30 days of receipt of this report.

#### 3. Concern: Water Rights Lease

Mr. Dixon informed me that a water rights lease was signed between the airport and the city. This lease would enable the city to maintain the water well on the airport for the airport's use. After the airport's water needs and those of the agricultural lease for airport property have been met, there is a surplus of acre-feet that can be sold to outside entities. The leasing of the water rights enables the city to compensate the airport for the monetary value of the water rights that go with the land.

During the site visit I asked for a copy of this water rights lease to ensure that the airport was fairly compensated, but I have not received a copy.

**Recommendation:** Provide a copy of the water lease, the costs incurred for the city to maintain and operate the well, and the annual revenue generated by the water well. If the lease

is for longer than a 3-year period, include an escalation clause to ensure fair market value increases over time.

**Target Completion Date:** Please provide the documentation and a plan of corrective actions to this office within 30 days of receipt of this report.

Grant Assurances can be found at: [https://www.faa.gov/airports/aip/grant\\_assurances](https://www.faa.gov/airports/aip/grant_assurances)

Sincerely,

**Katie Fields-Pack**

Airports Compliance Program Specialist  
FAA Southwest Region (ASW-620)  
10101 Hillwood Parkway  
Fort Worth, TX 76177  
Office: (817) 222-4101

cc: ACO-100



# Agenda Report

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**Agenda of:** August 12, 2025

**Department:** Administration

**Subject:** Discussion and appropriate action on the draft proposed general fund budget.

## Recommended Motion:

### Background:

Based on the previous discussion with the City Council during the budget workshop held on August 1, 2025, the Draft Proposed General Fund Budget has been delivered to the City Secretary.

Following Council's direction during the workshop, staff made several adjustments to the draft budget:

- Funding was added for a full-time detective position.
- The list of one-time expenditures identified during the meeting has been incorporated. These include:
  - Various improvements to the public library
  - Body cameras for code enforcement officers
  - A new SCAG mower
  - Safety equipment for the Streets Department
- An allocation of \$250,000 from General Fund reserves has been designated for street improvements.

The draft proposed budget is balanced; that is, proposed expenditures do not exceed projected revenues. Staff will present the updated budget and request the Council's feedback and action to proceed with finalization.

### Next Steps:

### Fiscal Impact:

This item represents the City's primary operating budget. Proposed expenditures are fully supported by projected revenues, with an additional \$250,000 allocation from General Fund reserves for one-time street improvements.

☐ Budgeted   ☐ Requires Budget Amendment

**Source of Funding:** General Fund

**Attachments:** General Fund Summary Sheet

**Urgency (0-5 = Low Urgency to High Urgency):** 3

**Impact (0-5 = Low Impact to High Impact):** 3

**Submitted by:** Leroy Vidales

# General Fund Summary

Section XIV, Item m.

BUDGET DISCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	ACTUAL FY 2022	ACTUAL FY 2023	ACTUAL FY 2024	ADOPTED FY 2025	PROPOSED FY 2026
CITY COUNCIL	\$37,610	\$31,681	\$41,577	\$5,224	\$70,048	\$76,606	\$66,646
CITY ADMINISTRATOR	217,971	336,581	177,649	312,808	256,407	232,418	183,323
CITY SECRETARY	122,698	122,874	83,119	93,225	101,911	111,998	115,767
FINANCE	300,199	362,189	180,986	227,003	231,487	213,385	227,574
LIBRARY	165,130	209,454	241,520	282,918	307,003	289,897	287,200
POLICE	818,354	911,126	1,060,508	1,291,599	1,346,345	1,341,322	1,609,351
EMERGENCY MANAGEMENT	-	-	3,856	6,207	6,000	14,700	14,700
MUNICIPAL COURT	98,311	99,865	100,650	116,785	133,212	133,979	305,472
COMMUNITY DEVELOPMENT	175,375	249,185	301,692	352,992	380,300	320,703	385,391
STREETS	371,538	499,973	407,005	639,503	442,118	456,851	645,388
PARKS & RECREATION	256,563	306,840	378,769	455,402	748,142	459,654	495,440
RV PARK	34,666	52,000	96,329	110,410	32,711	40,900	43,400
SWIMMING POOL	77,532	130,194	141,971	183,208	179,365	173,008	167,708
ANIMAL SERVICES & CODE ENFORCEMENT	62,149	66,527	75,273	68,872	184,794	177,632	238,475
HUMAN RESOURCES	10,485	11,258	117	-	-	-	-
TOURISM	43,828	28,239	75,481	152,975	184,199	189,285	179,489
ECONOMIC DEVELOPMENT	-	-	-	-	1,637	12,100	-
INFORMATION TECHNOLOGY	99,736	142,103	131,147	177,177	291,645	246,000	249,500
NON-DEPARTMENTAL	58,077	54,409	162,093	161,766	1,231,593	195,200	194,200
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$2,950,222</b>	<b>\$3,614,498</b>	<b>\$3,659,742</b>	<b>\$4,638,074</b>	<b>\$6,128,916</b>	<b>\$4,685,636</b>	<b>\$5,409,025</b>
<b>TRANSFER OUT</b>	<b>21,223</b>	<b>21,223</b>	<b>21,223</b>	<b>426,223</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$2,971,445</b>	<b>\$3,635,721</b>	<b>\$3,680,965</b>	<b>\$5,064,297</b>	<b>\$6,128,916</b>	<b>\$4,685,636</b>	<b>\$5,409,025</b>

## Revenues

Sales Taxes	\$ 1,273,812	\$ 1,449,019	\$ 1,552,585	\$ 1,781,796	\$ 1,904,998	\$ 1,733,299	\$ 1,982,794
Property Taxes	\$ 1,121,765	\$ 1,191,506	\$ 1,313,011	\$ 1,239,996	\$ 1,388,158	\$ 1,296,088	\$ 1,395,825
Municipal Court Fees	\$ 186,758	\$ 197,781	\$ 141,623	\$ 153,669	\$ 168,699	\$ 187,230	\$ 437,230
Parks & Recreation Fees	\$ 130,454	\$ 291,985	\$ 351,410	\$ 348,922	\$ 291,986	\$ 393,800	\$ 333,550
Other Revenue	\$ 219,701	\$ 371,970	\$ 621,802	\$ 593,787	\$ 905,698	\$ 412,402	\$ 808,626
<b>Total Revenues</b>	<b>\$ 2,932,490</b>	<b>\$ 3,502,261</b>	<b>\$ 3,980,431</b>	<b>\$ 4,118,170</b>	<b>\$ 4,659,539</b>	<b>\$ 4,022,819</b>	<b>\$ 4,958,025</b>
<b>Total Transfers</b>	<b>\$ 853,747</b>	<b>\$ 853,747</b>	<b>\$ 344,545</b>	<b>\$ 374,776</b>	<b>\$ 6,000</b>	<b>\$ 694,786</b>	<b>\$ 451,000</b>
<b>Total Revenue/Transfers</b>	<b>\$ 3,786,237</b>	<b>\$ 4,356,008</b>	<b>\$ 4,324,976</b>	<b>\$ 4,492,946</b>	<b>\$ 4,665,539</b>	<b>\$ 4,717,605</b>	<b>\$ 5,409,025</b>



## Agenda Report

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**Agenda of:** August 12, 2025

**Department:** Administration

**Subject:** Discussion and possible action regarding the proposed Enterprise Fund budget for the City of Castroville.

### Recommended Motion:

### Background:

Staff is presenting the Proposed Enterprise Budget for Council discussion and possible action. The draft budget reflects the City's commitment to maintaining service levels while addressing operational needs and strategic priorities within the enterprise funds (Water, Wastewater, Electric, Gas, Refuse and Airport).

Key highlights of the proposed budget include:

- Use of Fund Balance: Strategic use of available fund balance is proposed to support key capital and operational needs.
- Gas Department Staffing: The budget includes funding for one new full-time gas utility employee to enhance delivery service, improve safety response, and support ongoing infrastructure maintenance.
- Proposed Gas Rate Adjustment: A modest gas rate increase is proposed to support operational cost recovery, address inflationary pressures, and ensure the long-term sustainability of the gas utility. Detailed rate information will be presented during the meeting.
- Airport Budget Revisions: The Airport Fund has been revised to:
  - Add a new personnel position to support airport operations and maintenance.
  - Remove previously proposed Capital Improvement Projects (CIP) from the FY 2025-2026 budget cycle to better align with current funding capacity and priorities.

### Next Steps:

**Fiscal Impact:**

☐ Budgeted   ☐ Requires Budget Amendment

**Source of Funding:**

**Attachments: Budget Workshop #4 PowerPoint Continuation**

**Urgency (0-5 = Low Urgency to High Urgency): 3**

**Impact (0-5 = Low Impact to High Impact): 3**

**Submitted by: Leroy Vidales**

# City of Castroville

Budget Workshop #4  
(Continuation)  
August 8, 2025



# Enterprise Fund Proposed Expenditures

Expenditures	Actual 2024	Approved 2025	Forecast Fy 2025	Proposed 2026	% Change
Utility Administration	*\$1,037,610	\$1,010,506	\$ 1,428,109	**1,043,345	
General Fund Admin.	359,704	378,657		**\$390,016	
Gas Department	528,814	539,852	674,859	1,131,481	110%
Sewer Department	1,037,885	1,665,406	1,487,989	1,969,638	18%
Electric Department	3,047,026	3,246,083	3,011,093	3,879,761	20%
Water Department	1,051,759	1,485,137	1,470,927	1,822,156	23%
Refuse Department	401,089	377,152	438,385	505,822	34%
<b>TOTAL EXPENDITURES</b>	<b>\$7,463,887</b>	<b>\$8,702,793</b>	<b>\$ 8,511,362</b>	<b>\$ 9,298,858</b>	<b>7%</b>

\*This amount does not include depreciation cost of \$856,011 (Audit adjusting Entry)

\*\*This is shown for illustration purposes. Administrative Expenses are now embedded within the Enterprise Budget by percentage (see next slide)

# Enterprise Fund DRAFT Proposed Expenditures 2025-2026 (UNFUNDED)

Expenditures	Actual 2024	Approved 2025	Proposed 2026	% Change	Amount Change	Unfunded Requests
Gas	\$ 528,814	\$ 539,852	\$ 1,333,231		\$ 793,379	- Increase City Public Service Contract \$20,000 - Increase to repairs to existing service \$25,000 - Increase in locating services \$10,000 - Increase in Repairs/Maintenance Equipment Purchase \$146,750
Sewer	\$ 1,037,885	\$ 1,665,406	\$ 2,464,543	50%	\$ 799,137	- Increase in Chemicals \$5,000 - Increase in Utility Mapping \$15,000 - Increase in Sludge Disposal \$20,000 - Increase in equipment repairs and maintenance \$9,905 - Increase in equipment purchases, Combo Vac Truck \$95,000 which will be split between other departments, sludge fermenter \$150,000, Aerobic Digester \$200,000
Electric	\$ 3,047,026	\$ 3,246,083	\$ 4,314,761	33%	\$ 1,068,678	- Increase in Electricity (CPS) \$55,000 - Increase in LCRA \$200,000 - Increase in Utility Mapping \$15,000 - Increase in Contracted Services - Tree Trimming \$20,000 - Increase in Equipment Purchases - Small Bucket Truck \$50,000, Combo Vac Truck \$95,000 which will be split between other departments
Water	\$ 1,051,759	\$ 1,485,137	\$ 2,457,156	65%	\$ 972,019	- Increase in Benchstock Supplies \$30,000 - Increase in Utility Mapping \$15,000 - Increase in Equipment Purchases - Replace retired F150 \$65,000, Combo Vac Truck \$95,000 which will be split between other departments - Increase in Utilities System Maintenance - Replace Well 1, Electric upgrades/generators wells 2 & 3 \$430,000
Refuse	\$ 401,089	\$ 377,152	\$ 505,822	34%	\$ 128,670	No Increase
<b>Total Operating Expenditures</b>	<b>\$6,066,573</b>	<b>\$ 7,313,630</b>	<b>\$ 11,075,513</b>	<b>51%</b>	<b>\$ 3,761,883</b>	

## ENTERPRISE FUND DISCUSSION

# Questions?

# RATE DISCUSSION

- Presentation by Senergy

# CITY OF CASTROVILLE

## GAS UTILITY RATE DESIGN

WE GIVE YOU THE **POWER TO PERFORM**

**SENERGY**

POWERED BY SCHNEIDER ENGINEERING

# BACKGROUND

- CPS Gas O&M contract terminating
- This is resulting in need for hiring new staff, purchase of equipment, additional expenses
- Historical expenses reported as follows:

Historical Expenses	Expenses FY2023	Expenses FY2024
Gas Utility	\$463,644	\$527,267

# CURRENT GAS UTILITY RATES

Gas	Customer Charge	Volume Charge
Residential Inside	\$16.00	\$0.01060
Residential Outside	\$21.00	\$0.01290
Commercial Inside	\$21.00	\$0.01060
Commercial Outside	\$26.00	\$0.01290

Budget/ Revenue Requirement	Adopted Budget FY2025	Proposed Budget FY2026
Gas Utility	\$756,352	\$1,131,481

# PROPOSED RATE ADJUSTMENT

## • Option 1:

Gas	Customer Charge	Volume Charge
Residential Inside	\$45.00	\$0.01166
Residential Outside	\$50.00	\$0.01419
Commercial Inside	\$55.00	\$0.01166
Commercial Outside	\$65.00	\$0.01419

## • Option 2:

Gas	Customer Charge	Volume Charge
Residential Inside	\$25.60	\$0.0170
Residential Outside	\$33.60	\$0.0206
Commercial Inside	\$33.60	\$0.0170
Commercial Outside	\$41.60	\$0.0206



# RATE COMPARISON

Name	Customer Charge	Volume Charge	Total Bill (100 CCF)
Castroville - Current Rates	\$16.00	\$12.35	\$28.35
Castroville Proposed - Option 2	\$25.60	\$3.45	\$29.05
Castroville Proposed - Option 1	\$45.00	\$2.92	\$47.92
CPS	\$10.36	\$87.94	\$98.30
Boerne	\$15.53	\$125.43	\$140.96
Grey Forest	\$9.50	\$135.66	\$145.16



# Airport Fund Proposed Expenditures

Expenditures	Actual 2024	Approved 2025	Proposed 2026
<b>Total Operating Expenditures</b>	* \$ 342,414	\$ 414,850	\$ 427,489
<b>Fuel Sales</b>	312,150	296,300	300,000
<b>Debt Service</b> (Bond Series 2021)	43,673	45,225	44,779
<b>Transfers Out</b>	6,000	6,000	6,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 704,237</b>	<b>\$ 762,375</b>	<b>\$ 778,268</b>

\*This amount does not include depreciation cost of \$281,454 – Auditors Adjusting Entry

## AIRPORT FUND DISCUSSION

# Questions?

# CIP EXPENDITURE REQUESTS

<u>Department</u>	<u>Unfunded Items</u>	<u>Amount</u>
<b>Facilities</b>	Library Expansion	\$ 400,000
	New PD Facility	\$ 3,500,000
	City Hall Remodel	\$ 2,500,000
	New PW Facility	\$ 3,500,000
	Animal Services Facility	\$ 400,000
	<b>Total</b>	<b>\$ 10,300,000</b>
<b>Wastewater</b>	WWTP Ponds and Dam	\$ 50,000
	WWTP Improvements	\$ 2,070,000
	Regional Park Lift Station	\$ 800,000
	Regional Park LS WW Line	\$ 4,982,404
	SCADA @ WWTP	\$ 250,000
	<b>Total</b>	<b>\$ 8,152,404</b>
<b>Water</b>	Misc. Waterlines	\$ 250,000
	Elevated Storage Tank	\$ 21,000,000
	<b>Total</b>	<b>\$ 21,250,000</b>
<b>Electric</b>	Country Village Underground	\$ 2,000,000
	<b>Total</b>	<b>\$ 2,000,000</b>
<b>Gas</b>	Annual Dimp	\$ 150,000
	<b>Total</b>	<b>\$ 150,000</b>
<b>Parks</b>	September Square	\$ 50,000
	Houston Square	\$ 250,000
	<b>Total</b>	<b>\$ 300,000</b>

<u>Department</u>	<u>Unfunded Items</u>	<u>Amount</u>
<b>Streets</b>	Downtown Sidewalks	\$ 300,000
	Downtown Lighting	\$ 85,000
	County Rehab	\$ 400,000
	Park Road	\$ 125,000
	Street Overlay	\$ 500,000
	<b>Total</b>	<b>\$ 1,410,000</b>
<b>Airport</b>	Courtesy Vehicle	\$ 30,000
	Hangar Door Upgrades (Either A or B)	\$ 250,000
	Storage Unit	\$ 32,000
	Covered parking for fuel truck	\$ 15,000
	Taxi way repaving Hangar Access Road	\$ 50,000
	New T Hangars	\$ 250,000
	<b>Total</b>	<b>\$ 627,000</b>
<b>Drainage</b>	Lorenzo Street North Drainage Improvements	\$ 11,647,488
	Athens Street South Drainage Improvements - Phase I	\$ 15,510,706
	Athens Street South Drainage Improvements - Phase 2	\$ 3,510,108
	Naples Street North Drainage Improvements - Phase I	\$ 14,489,165
	Naples Street North Drainage Improvements - Phase 2	\$ 4,708,398
	Naples Street North Drainage Improvements - Phase 3	\$ 3,506,113
	Valley Mobile Home Park Flooding	\$ 5,638,674
	Lower LaCoste Road Drainage Improvements	\$ 632,169
	Castroville Airport Erosion Hazard	\$ 84,188
	River Valley Drainage Improvements	\$ 507,652
	<b>Total</b>	<b>\$ 60,234,661</b>
	<b>Grand Total</b>	<b>\$ 104,424,065</b>

# City Administrator's Report



**To:** Mayor Alexander & City Council  
**CC:** Staff  
**From:** R. Scott Dixon, City Administrator  
**Date:** August 06, 2025  
**Re:** City Administrator's Report

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Mayor and Council,

The following items are listed in no particular order. If there is anything that you would like an update on that you do not see listed or you have any additional questions or concerns, please contact me.

## DRAFT Proposed General Fund Budget

The DRAFT Proposed General Fund Budget has been delivered to the City Secretary. Following the direction received during the budget workshop with council, staff added funding for a full-time detective position. The draft proposed budget is balanced e.g. proposed expenditures do not exceed proposed revenues. Staff also authorized purchase of the list of one-time expenditures that were identified during the meeting, these include: various improvements to the public library, body cameras for code compliance officers, a new mower, and safety equipment for the streets department. \$250,000 has also been allocated from the general fund reserves for streets improvements.

## WWTP Pond Closure

**No Change.** The final approval that the City was waiting on from TCEQ in order to move forward with the closure of the east pond was granted in an email from the TCEQ on June 18<sup>th</sup>. Staff will work with Councilman King to develop the project scope, details, and timeframe. Staff anticipates this work to begin in late summer, early Fall once the Geneva Drainage project has been completed.

## Geneva Drainage Channel

This item will be discussed in greater detail during our council meeting. The main channel has been cut. However, staff will seek council direction on moving the channel further east so that a roadway can be constructed on the western edge of the Geneva Street ROW.

### Garcia/Garza Creek Drainage Project

Staff has distributed notices to the owners along the creek and is in the process of setting up appointments to meet with each of them to discuss the drainage easements that are needed to proceed with “alternative 1” that was chosen by the City council.

### RRC Gas Utility Audit

A report on the gas system capacity, future projects, and results of the recent RRC audit will be discussed with council at the August 12<sup>th</sup> council meeting.

### Council A/V Update

The computer that was being used to host the city streaming services has been replaced by Castroville Computers. The setup was used during the recent budget workshop with no reported issues. This broadcast was viewed by over 100 participants. Staff will continue to monitor the setup and cross our fingers and toes that it keeps working. Thank you to Councilman Marchman and Bob Peterson for their efforts to resolve these issues.

### CPSE Dispute

I met with the City’s outside counsel – Tom Anson of Clark Hill during the TPPA (Texas Public Power Association) conference on July 15<sup>th</sup>. Mr. Anson confirmed that he communicated the council’s concerns and that CPSE’s counsel had followed up with representatives at CPSE but that he had nothing to report at this time. We have also been monitoring CPSE’s recent rate filing. Nothing included in that filing appears to impact our ongoing dispute which means the City of Castroville will not need to pursue involvement in that matter. However, the outside counsel that we have been working with is also representing CPSE in the rate case so this may delay any resolution that we are seeking. Mr. Anson is planning to provide council with an update in executive session on September 9<sup>th</sup> if he has anything to report.

### Community Center at Regional Park

The community center project continues to make progress. The walls and roof are up, dry-in should take place in the next few weeks. The project is on schedule to be completed by mid January.

### County Emergency Management

The malfunctioning outdoor warning siren has been repaired. All sirens are active and in working condition. County Emergency Manager, Mark Chadwick will be present at the August 26<sup>th</sup> meeting to provide a brief update on the County’s emergency management activities.

### Lion's Park Splash Pad

Unfortunately, the Lion's Park Splash pad is out of commission until further notice. Staff has provided a brief report of the timeline and identified issues related to the splash pad. Although the installation was completed per the manufacturer's (Vortex) specifications, the ongoing drought has proven to be too much and caused catastrophic failure. The entire installation will need to be removed and replaced. Staff is working with councilman King to review the warranty and proposed repair work.

### EDC Dissolution

Following council's discussion at the recent budget workshop, staff has confirmed the dissolution process for the Castroville EDC with the City Attorney. A brief outline of that process is included with this report. Staff will work with the Mayor and City Attorney to provide the appropriate documents and process at the August 26<sup>th</sup> meeting.

### Update on Water Well Emergency Generators

The generators for well sites #2 and #3 that were authorized by council action on June 10<sup>th</sup> have been placed on order. Delivery is anticipated in August or September of 2026. Electrical upgrades are currently in-progress at both locations to accommodate the new equipment. Staff is still waiting on the final determination of the FEMA generator grant that was applied for in 2022 and then re-applied for last year.

### County Streets Plan

A copy of the chip seal overlay projects that have been proposed to Medina County has been included with this report. Staff has discussed these projects with Judge Lutz and Commissioner Sittre. The next step will be to draft an Interlocal agreement for approval by both the city council and county commission.

### ETJ Dis-annexation (Fireworks Stand location)

A copy of a recent petition to dis-annex from the city ETJ has been included with this report for council's reference. Since State law does not provide the city an opportunity to reject these petitions, the city's legal counsel has recommended that they not be placed on council agendas for action. The property in question is on the west end of town across from the Hillside Hotel, it is the site of the fireworks stand.

### Streets Improvement Plan

Staff is in the process of developing a street improvement and maintenance plan. This plan will be shared at a future meeting for council's input and direction.

There is a lot going on in the City of Castroville! If I have left anything out of this report, it was not intentional. **If there is anything else that is of particular concern to you, please let me know so that I can include it on a future report.** As always, my door is open should you have need to speak with me. It is my pleasure to serve the people of Castroville.

Thank you,

A handwritten signature in blue ink, appearing to read "R. Scott Dixon".

R. Scott Dixon, MPA

City Administrator, Castroville, TX



## General Fund Summary

Section XV, Item a.

## Expenditures

BUDGET DISCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	ACTUAL FY 2022	ACTUAL FY 2023	ACTUAL FY 2024	ADOPTED FY 2025	PROPOSED FY 2026
CITY COUNCIL	\$37,610	\$31,681	\$41,577	\$5,224	\$70,048	\$76,606	\$66,646
CITY ADMINISTRATOR	217,971	336,581	177,649	312,808	256,407	232,418	183,323
CITY SECRETARY	122,698	122,874	83,119	93,225	101,911	111,998	115,767
FINANCE	300,199	362,189	180,986	227,003	231,487	213,385	227,574
LIBRARY	165,130	209,454	241,520	282,918	307,003	289,897	287,200
POLICE	818,354	911,126	1,060,508	1,291,599	1,346,345	1,341,322	1,609,351
EMERGENCY MANAGEMENT	-	-	3,856	6,207	6,000	14,700	14,700
MUNICIPAL COURT	98,311	99,865	100,650	116,785	133,212	133,979	305,472
COMMUNITY DEVELOPMENT	175,375	249,185	301,692	352,992	380,300	320,703	385,391
STREETS	371,538	499,973	407,005	639,503	442,118	456,851	645,388
PARKS & RECREATION	256,563	306,840	378,769	455,402	748,142	459,654	495,440
RV PARK	34,666	52,000	96,329	110,410	32,711	40,900	43,400
SWIMMING POOL	77,532	130,194	141,971	183,208	179,365	173,008	167,708
ANIMAL SERVICES & CODE ENFORCEMENT	62,149	66,527	75,273	68,872	184,794	177,632	238,475
HUMAN RESOURCES	10,485	11,258	117	-	-	-	-
TOURISM	43,828	28,239	75,481	152,975	184,199	189,285	179,489
ECONOMIC DEVELOPMENT	-	-	-	-	1,637	12,100	-
INFORMATION TECHNOLOGY	99,736	142,103	131,147	177,177	291,645	246,000	249,500
NON-DEPARTMENTAL	58,077	54,409	162,093	161,766	1,231,593	195,200	194,200
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$2,950,222</b>	<b>\$3,614,498</b>	<b>\$3,659,742</b>	<b>\$4,638,074</b>	<b>\$6,128,916</b>	<b>\$4,685,636</b>	<b>\$5,409,025</b>
<b>TRANSFER OUT</b>	21,223	21,223	21,223	426,223	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$2,971,445</b>	<b>\$3,635,721</b>	<b>\$3,680,965</b>	<b>\$5,064,297</b>	<b>\$6,128,916</b>	<b>\$4,685,636</b>	<b>\$5,409,025</b>

## Revenues

Sales Taxes	\$ 1,273,812	\$ 1,449,019	\$ 1,552,585	\$ 1,781,796	\$ 1,904,998	\$ 1,733,299	\$ 1,982,794
Property Taxes	\$ 1,121,765	\$ 1,191,506	\$ 1,313,011	\$ 1,239,996	\$ 1,388,158	\$ 1,296,088	\$ 1,395,825
Municipal Court Fees	\$ 186,758	\$ 197,781	\$ 141,623	\$ 153,669	\$ 168,699	\$ 187,230	\$ 437,230
Parks & Recreation Fees	\$ 130,454	\$ 291,985	\$ 351,410	\$ 348,922	\$ 291,986	\$ 393,800	\$ 333,550
Other Revenue	\$ 219,701	\$ 371,970	\$ 621,802	\$ 593,787	\$ 905,698	\$ 412,402	\$ 808,626
<b>Total Revenues</b>	<b>\$ 2,932,490</b>	<b>\$ 3,502,261</b>	<b>\$ 3,980,431</b>	<b>\$ 4,118,170</b>	<b>\$ 4,659,539</b>	<b>\$ 4,022,819</b>	<b>\$ 4,958,025</b>
<b>Total Transfers</b>	\$ 853,747	\$ 853,747	\$ 344,545	\$ 374,776	\$ 6,000	\$ 694,786	\$ 451,000
<b>Total Revenue/Transfers</b>	<b>\$ 3,786,237</b>	<b>\$ 4,356,008</b>	<b>\$ 4,324,976</b>	<b>\$ 4,492,946</b>	<b>\$ 4,665,539</b>	<b>\$ 4,717,605</b>	<b>\$ 5,409,025</b>

**Total Project cost:**

- Total Estimated Project Cost: \$125,000

**Timeline:**

- May 4, 2022
  - Splash pad equipment ordered.
- August 8, 2022
  - Pre-Construction Conference.
- August 29, 2024
  - Splash Pad Contract sent & signed.
- January-February, 2023
  - Concrete pad installed & fixtures erected.
- April 27, 2023
  - Cracks beginning to form & bonded with Ardex by MWF.
- May 24, 2023
  - Street Bond applied to Splash Pad.
- June 10<sup>th</sup>, 2023
  - Splash pad Grand Opening.
- May 27, 2024
  - Pad showing issues.
- June 13, 2024
  - Some fixtures were removed & troubleshot.
    - Debris was unclogged but didn't fix the issue.
- August 8, 2024
  - Lines inspected & confirmed plugged with roots/dirt/debris.
- Summer 2025
  - Spoke & re-inspected lines with Scott & Advanced Aquatics. Was only able to leave half of the splash pad operational.
- July 31, 2025
  - Meeting with Advanced Aquatics, MWF, & City staff to figure out a repair plan.
  - MWF confirmed that the sub-soil & severe drought conditions played a major role in the excessive movement & cracking of the concrete leading to damaging the underground plumbing.





A young boy with dark hair is shown from the chest up, smiling and looking down as water splashes around him. He is wearing a red and white striped wristband on his left wrist. In the background, a blue slide is visible, and the scene is filled with water droplets and splashes, suggesting a water fountain or pool setting.

# Water moves us



**We understand how every drop, stream, and splash shapes the world around us. By harnessing the transformative power of water, Vortex creates play experiences for children to develop, communities to flourish, and businesses to thrive. We exist to leave an impact—one that lasts long after families are dried off.**

8,000

Projects  
worldwide

50

Countries  
served

100+

Awards  
& honors

# Why choose Vortex?

## Our diverse expertise

To foster a rich understanding of your unique needs, our design team draws its talent from many disciplines. Engineers, creative designers, childhood development specialists, and water choreography experts tackle new projects from all exciting angles. Our multidisciplinary approach oversees countless variables including water management, accessibility, and (most importantly) play.

## Our superior quality

Every Vortex project is engineered on-site to ensure the highest quality and safety standards. We use stainless and galvanized steel sourced from North America and are vertically integrated for maximum quality control. Manufactured and tested in our Montreal headquarters, products are designed to last and require little maintenance.

## Our boots on the ground

We put a lot of stock into local representation. Every collaboration begins by getting to know the families you’re servicing and thinking creatively about how we can help them grow. We ensure that no matter where you’re situated, our customer service and expert guidance come equipped with an intuitive understanding of what sets your facility apart.





All 3D renders shown are for illustration purposes only. Actual colors, textures and finishes may differ from renders.





All 3D renders shown are for illustration purposes only. Actual colors, textures and finishes may differ from renders.



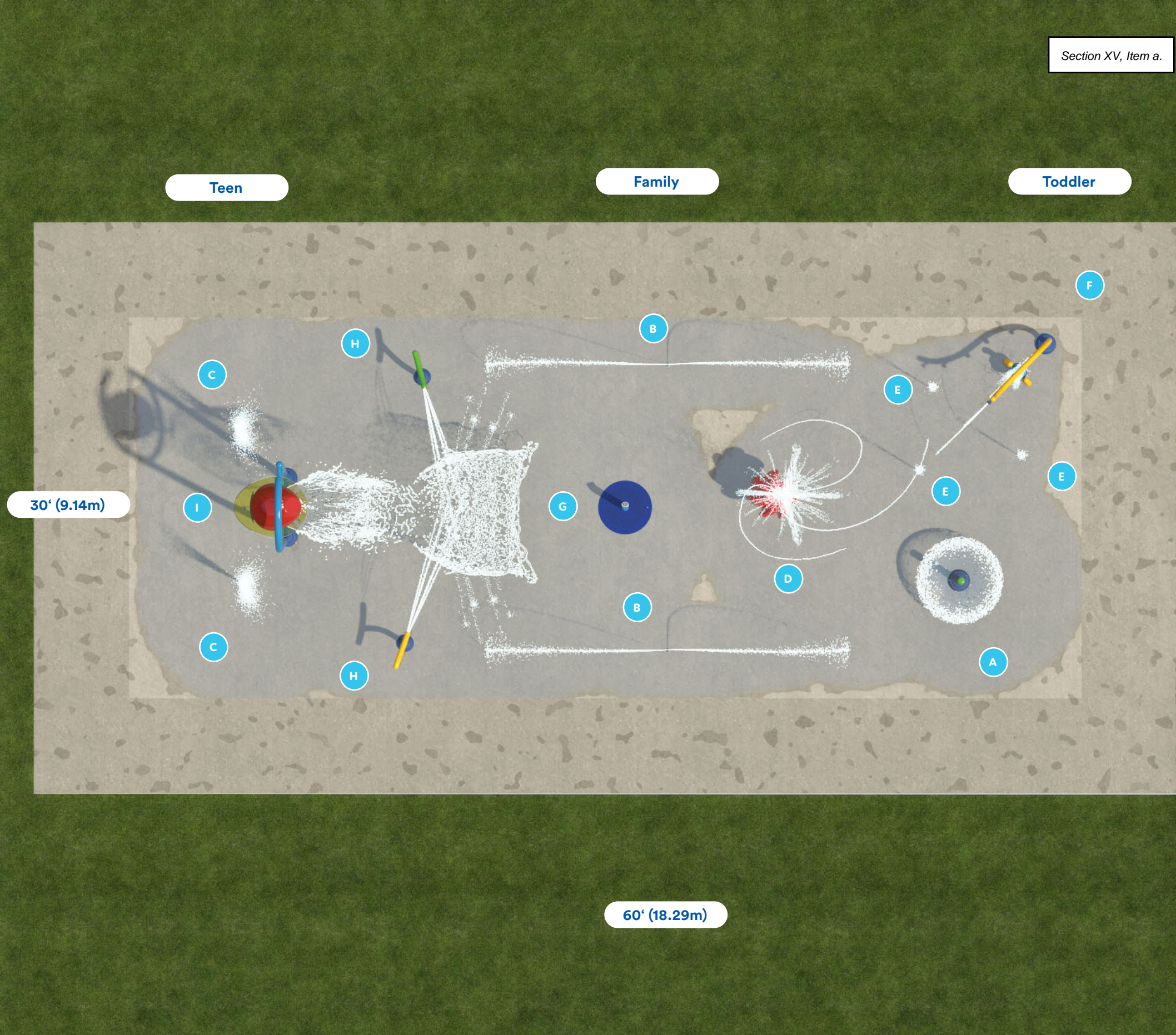




Total area:	1800ft <sup>2</sup>	(167m <sup>2</sup> )
Total sprayzone area:	1000ft <sup>2</sup>	(93m <sup>2</sup> )

REF	PRODUCT	QTY	GPM	LPM
A	Aqua Dome N°1 VOR 0555	1	14	53
B*	Directional Jet N°2 VOR 0321	2	3	11.4
C	Fountain Spray N°2 VOR 7676	2	6	22.7
D	Helio N°3 VOR 7238	1	3	11.4
E	Jet Stream N°1 VOR 7512	3	7.5	28.4
F	Luna N°3 VOR 7234	1	6.5	24.6
G	Smartpoint N°1 Post VOR-1910	1		
H*	Tube N°1 VOR 0220	2	8	30.3
I	Twinsplash VOR 7242	1	12	45.4
TOTAL WATER FLOW		QTY	GPM	LPM
		14	60.0	227.2

All 3D renders shown are for illustration purposes only. Actual colors, textures and finishes may differ from renders.





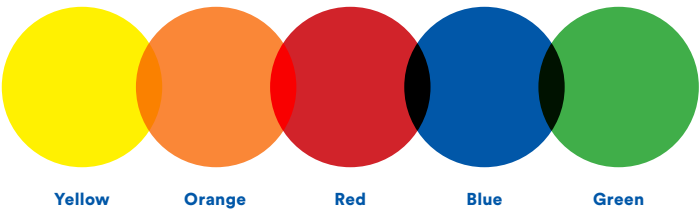
Vortex Colors

Steel and Fiberglass



\* Polished stainless steel is only available on select products. An additional fee will apply.  
\*\* An additional fee may apply on fiberglass applications.

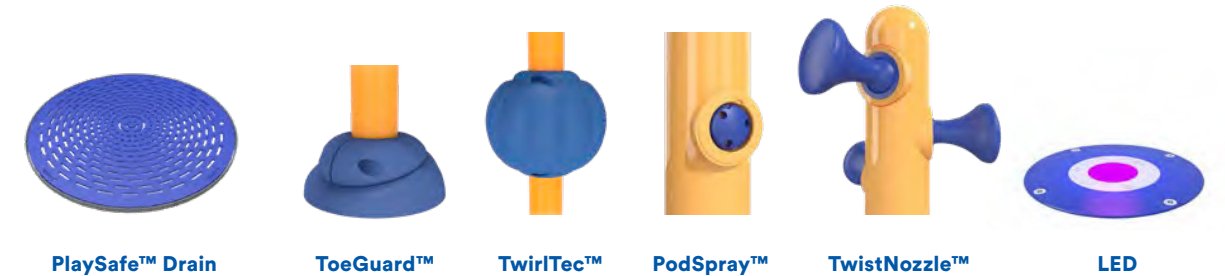
SeeFlow™



Orbs

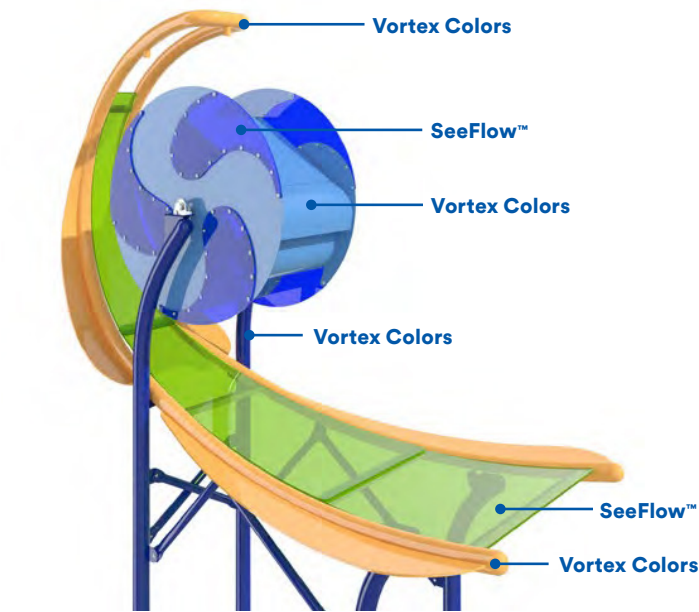


Accessories



Available in Vortex Blue (as shown)

Superwave



Supersplash



Twinsplash





**vortex-intl.com**

**Vortex Aquatic Structures International**  
info@vortex-intl.com

1.877.586.7839 (USA & Canada)  
+1.514.694.3868 (International)

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SPLASHPAD DIMENSION

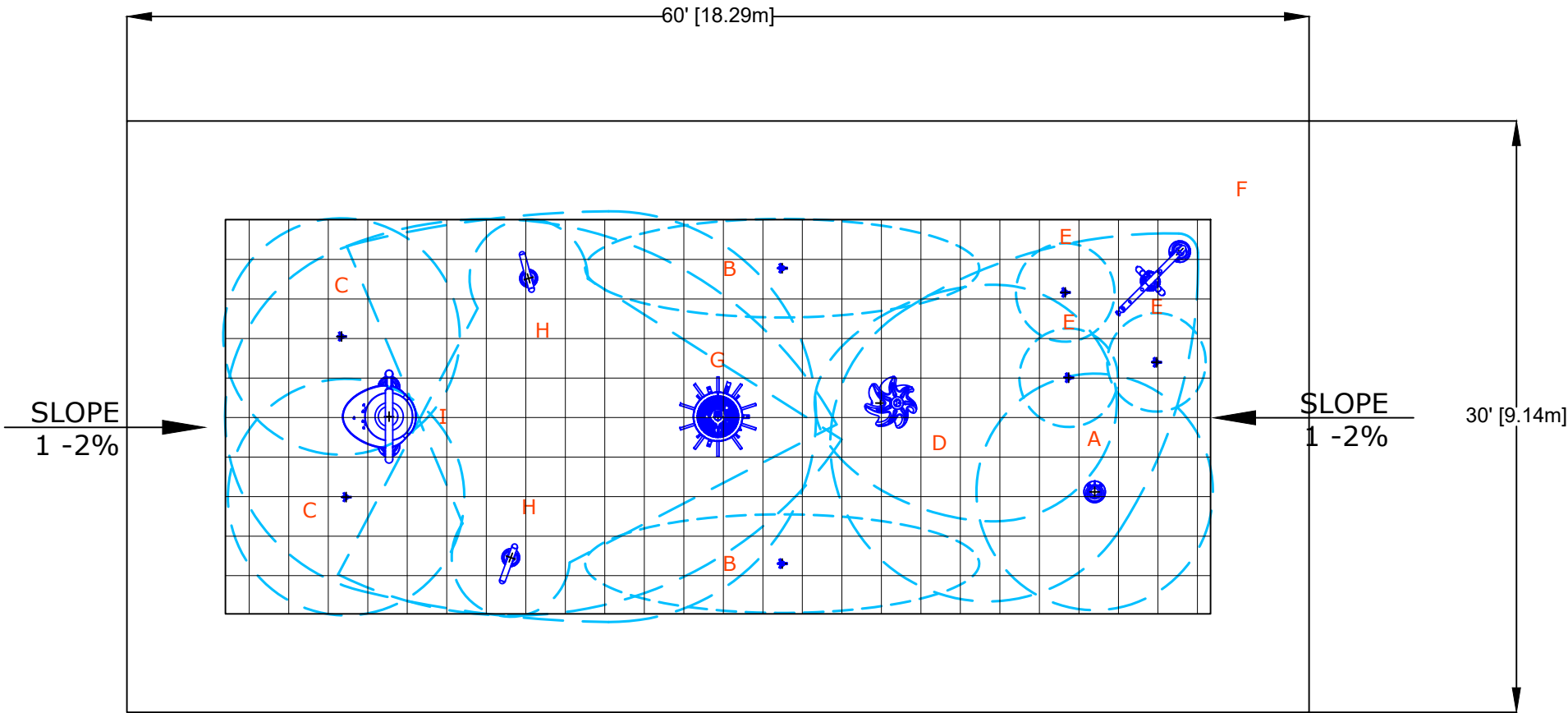
TOTAL AREA : 1800 ft² 167m²

SPRAY AREA : 1000 ft² 93m²

GRID SIZE : 2 x 2 ft 0.6 x 0.6m

PRODUCT LEGEND

REF	PRODUCT	QTY	GPM	LPM
A	Aqua Dome N°1 VOR 0555	1	14	53
B	Directional Jet N°2 VOR 0321	2	3	11.4
C	Fountain Spray N°2 VOR 7676	2	6	22.7
D	Helio N°3 VOR 7238	1	3	11.4
E	Jet Stream N°1 VOR 7512	3	7.5	28.4
F	Luna N°3 VOR 7234	1	6.5	24.6
G	Smartpoint N°1 Post VOR-1910	1		
H	Tube N°1 VOR 0220	2	8	30.3
I	Twinsplash VOR 7242	1	12	45.4
TOTAL		14	60	227.2



5'[1.5m] SPRAY FREE CONCRETE AREA ALL AROUND THE SPLASHPAD



## SPECIFICATIONS FOR CONSTRUCTION

### 1 GENERAL NOTES

- 1.1 THESE DESIGN DOCUMENTS WERE PREPARED BY 'VORTEX AQUATIC STRUCTURES INTERNATIONAL' FOR THE USE OF THEIR CLIENT ONLY. THE MATERIAL USED AND IDENTIFIED IN THEM REFLECTS VORTEX AQUATIC STRUCTURES INTERNATIONAL'S BEST JUDGMENT IN LIGHT OF THE INFORMATION AVAILABLE AT THE TIME OF PREPARATION. FOR THE PURPOSE OF THESE DESIGN DOCUMENTS, 'VORTEX AQUATIC STRUCTURES INTERNATIONAL' IS SYNONYMOUS WITH 'VORTEX'.
- 1.2 VORTEX ACCEPTS NO RESPONSIBILITY FOR DAMAGES, IF ANY, SUFFERED BY ANY THIRD PARTY AS A RESULT OF DECISIONS MADE OR ACTIONS BASED ON THESE DESIGN DOCUMENTS WITHOUT THE PREVIOUS CONSULTATION TO VORTEX.
- 1.3 ALL WORK, MATERIALS AND THEIR ASSEMBLIES SHALL CONFORM TO THE STANDARDS, REGULATIONS AND CODES CURRENTLY IN FORCE FOR ALL TRADES, AISC, ACNOR, EN, OR IBC.
- 1.4 THESE DESIGN DOCUMENTS DO NOT INDICATE THE METHOD OR MEANS OF CONSTRUCTION. WHEN APPLICABLE, THE CONTRACTORS SHALL SUPERVISE AND DIRECT ALL THE WORK AND SHALL BE SOLELY RESPONSIBLE FOR ALL CONSTRUCTION MEANS, METHODS, PROCEDURES AND SEQUENCES AS PER STANDARD BEST PRACTICES.
- 1.5 DO NOT SCALE DRAWINGS.
- 1.6 USE ONLY THOSE MARKED "ISSUED FOR CONSTRUCTION".
- 1.7 THE CONTRACTOR SHALL REVIEW THESE DESIGN DOCUMENTS AND REPORT ANY CONFLICTS OR OMISSIONS TO THE VORTEX IMMEDIATELY.
- 1.8 TEMPORARY SUPPORTS, WHICH WILL BE REQUIRED DURING CONSTRUCTION, SUCH AS FORMWORK, BRACING, SHORING, ETC. ARE NOT SHOWN ON THESE DRAWINGS AND ARE THE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR IS RESPONSIBLE TO ENSURE THAT ALL SAFE CONSTRUCTION PROCEDURES ARE FOLLOWED.
- 1.9 THE FOLLOWING SPECIFICATIONS ARE VORTEX'S MINIMUM RECOMMENDATIONS TO OBTAIN A QUALITY PRODUCT. THE CONTRACTOR SHALL FOLLOW THE LOCAL CODES IF MORE RESTRICTIVE.
- 1.10 ALL SEEFLOW COMPONENTS TO BE SNUG-TIGHT ONLY. USING POWER TOOLS OR TIGHTEN HARDWARE FULLY-TENSIONED CAN PRODUCE CRACKING ON THE PLASTIC.

### 2 EXCAVATION

- 2.1 ANY SHORING OR TEMPORARY SHORING NOT SHOWN ON DRAWINGS WILL BE EXECUTED, IN A SAFE MANNER, BY THE GENERAL CONTRACTOR.
- 2.2 IT IS THE RESPONSIBILITY OF OTHERS TO VERIFY THE EXISTENCE OF ANY UNDERGROUND SERVICES ETC.
- 2.3 IF AVAILABLE, REFER TO SOIL REPORT FOR BACKFILL REQUIREMENTS. ALL BACKFILL (FOR SLAB ON GRADE, ETC.) MUST BE DONE IN ACCORDANCE WITH THE RECOMMENDATIONS OF A QUALIFIED PROFESSIONAL. USE ONLY FREE DRAINING, GRANULAR, MINERAL, INERT AND NON- REACTIVE FILL.

### 3 FOUNDATIONS

- 3.1 REFER TO SOIL REPORT FOR RECOMMENDATIONS.
- 3.2 ALL FOOTINGS SHALL REST ON A HOMOGENEOUS LAYER OF UNDISTURBED SOIL OR ENGINEERED BACKFILL WITH A MINIMUM ALLOWABLE BEARING CAPACITY OF 100KPA

(2000 PSF) AND MAXIMUM DIFFERENTIAL SETTLEMENT OF 19 MM (0.75"). ALL ORGANIC MATERIAL SHALL BE REMOVED.

3.3 IT IS THE CONTRACTOR'S RESPONSIBILITY TO ENSURE THAT THE SOIL AT ALL FOOTING LOCATIONS BE VERIFIED BY A QUALIFIED SOILS EXPERT BEFORE POURING FOOTINGS TO ENSURE FOOTINGS REST ON APPROPRIATE STRATA.

3.4 WHEN APPLICABLE, FOLLOW GEOTECHNICAL EXPERT RECOMMENDATIONS FOR ALL EXTERIOR FOOTINGS TO ENSURE FROST PROTECTION.

#### 4 CONCRETE

4.1 ALL CONCRETE MATERIALS, PROCEDURES, TOLERANCES & WORKMANSHIP SHALL CONFORM TO THE LATEST ISSUES OF ACI-318 AND ACI 317 OR ACNOR CAN3-A23.1 & A23.2, DEPENDING ON PROJECT LOCATION.

4.2 CONCRETE THAT HAS BEEN IN THE TRUCKS LONGER THAN 2 HOURS SHALL BE REJECTED. DO NOT ADD WATER TO THE CONCRETE IN THE TRUCKS OR ON THE SITE UNDER ANY CIRCUMSTANCES.

4.3 USE MAXIMUM 76mm (3") SLUMP, 19mm (3/4") AGGREGATE, UNLESS OTHERWISE-NOTED. USE 5-7% AIR ENTRAINMENT FOR CONCRETE EXPOSED TO WEATHER ONLY.

4.4 ALL GROUT SHALL BE NON-SHRINK TYPE WITH A MINIMUM 28 DAYS STRENGTH OF 35.0 MPA (5000 PSI). USE 25 MM (1") GROUT UNDER ALL STEEL COLUMN BASE PLATES.

4.5 CONCRETE STRENGTH @ 28 DAYS TO BE:

4.5.1 FOUNDATIONS (FOOTINGS): 25.0 MPA (3500 PSI), UNLESS OTHERWISE NOTED.

4.5.2 INTERIOR SLAB ON GRADE: 25.0 MPa (3500 PSI), UNLESS OTHERWISE NOTED.

4.5.3 EXTERIOR SLAB ON GRADE: 32.0 MPa (4500 PSI), UNLESS OTHERWISE NOTED.

4.6 MINIMAL RE-BAR COVER:

4.6.1 CONCRETE POURED ON-GRADE = 76mm (3") COVER

4.6.2 CONCRETE POURED INTO FORMWORK BUT EXPOSED TO SOIL AND WEATHER FOR REBAR 15m (#4) AND UNDER = 50mm (2") COVER

#### 5 REINFORCING STEEL

5.1 DEPENDING ON PROJECT LOCATION, ALL REINFORCING STEEL SHALL CONFORM TO ASTM A615 (BARS 15m (#4) TO BE GRADE 60 WITH SUPPLEMENTARY REQUIREMENTS ON S1.

BARS SMALLER THAN 15m (#4), TO BE GRADE 40); OR TO ACNOR GRADE G30.12 [FY = 400MPa (60,000 PSI), UNLESS OTHERWISE NOTED].

5.2 USE CONCRETE, PLASTIC OR STEEL SUPPORT BARS, AS PER ACI (MANUAL OF STANDARD PRACTICE FOR DETAILING CONCRETE STRUCTURES). THE RE-BAR PLACER MUST REMAIN ON-SITE DURING POURS TO VERIFY CORRECT POSITIONING OF RE-BARS. SLANT UPPER REINFORCING STEEL IN LINE WITH THE SLOPE OF THE SLAB, IF APPLICABLE.

5.3 BARS SHALL BE SECURELY WIRED PER LATEST EDITION OF CRSI (RECOMMENDED PRACTICE FOR PLACING REINFORCING BARS).

5.4 ALL REINFORCING STEEL IS TO BE KEPT CLEAN AND FREE OF MUD, SNOW, ICE, AND ANY CONTAMINANTS.

5.5 VERTICAL AND CONTINUOUS REBAR SHALL BE LAPPED TO DEVELOP FULL TENSILE CAPACITY OF THE BAR. FOR 15M (#4) BARS MINIMUM LAP OF 610mm (24").

#### 6 EXTERIOR / INTERIOR SLAB ON GRADE

6.1 FOLLOW THE GEOTECHNICAL EXPERT RECOMMENDATIONS FOR PREPARATION OF SOIL BEFORE POURING THE CONCRETE. ALL GRANULAR MATERIAL SHALL BE MOISTENED

IMMEDIATELY BEFORE POURING THE CONCRETE. WATER AS NEEDED. DO NOT USE A VAPOR BARRIER.

6.2 NO TRUCKS ARE PERMITTED ON THE CONSTRUCTION SITE (OF THE SLAB) AFTER THE FINAL COMPACTION, EITHER BEFORE OR DURING, THE POUR.

6.3 SLAB TO BE MINIMUM 6" THICK, REINFORCED WITH 10m (#3) @ 300mm (12") C/C REBAR PLACED IN BOTH DIRECTIONS AT MID-HEIGHT OF THE SLAB, UNLESS OTHERWISE NOTED ON PLANS. FOR ELEVATION/PLAYNUK REQUIREMENT OF THICKENED SLAB/MANIFOLD LOCATION, REFER TO ELEVATION INSTALLATION PACKAGE FOR DETAILS.

6.4 REFER TO CONCRETE SECTION FOR MINIMUM COMPRESSIVE STRENGTH AND AIR-ENTRAINMENT REQUIREMENTS.

6.5 FINISHING WILL BE MEDIUM BROOM.

6.6 CONTROL JOINTS (SAW-CUTS) TO BE LOCATED IN EACH DIRECTION, AT REGULAR INTERVALS, WITH A MAXIMUM DISTANCE OF 3 METERS (10 FEET). SHALL BE MINIMUM 3 MM (1/8") WIDE AND SHALL PENETRATE THE SLAB TO A MINIMUM DEPTH OF 1/3 OF THE THICKNESS OF THE SLAB. CONTROL JOINTS SHOULD BE DONE AS SOON AS POSSIBLE WITHOUT DAMAGING THE CONCRETE, BUT NO LATER THAN 18 HOURS AFTER POURING.

6.7 WHEN POSSIBLE AND TO AVOID SHRINKAGE CRACKING, HUMIDITY SHALL BE MAINTAINED FOR 7 DAYS DURING THE CURING PERIOD OF THE SLAB. WATER AND USE POLYETHYLENE CLOTH OR BAG. THE CONCRETE MUST DRY UNIFORMLY.

7 CONCRETE WORK IN COLD OR HOT WEATHER (MINIMUM REQUIREMENTS)

7.1 COLD WEATHER REQUIREMENTS APPLY WHEN THE MEAN AIR IS LESS THAN 5 DEGREES CELSIUS (40 DEGREES FAHRENHEIT).

7.2 GENERAL REQUIREMENTS FOR COLD WEATHER CONCRETE WORK SHALL BE AS PER ACI 306R-88; OR AS PER THE NBC'S LATEST REQUIREMENTS INCLUDING THE LATEST ISSUE OF CSA STANDARD CAN3-A23.1.

7.3 ALL SNOW AND ICE SHALL BE REMOVED FROM FORMS AND REBAR WITH STEAM AND COMPRESSED AIR BEFORE POURING. DO NOT USE DE-ICING SALT (CALCIUM CHLORIDE) OR ANY OTHER SALTS UNDER ANY CIRCUMSTANCES.

7.4 CONCRETE SHALL HAVE A MINIMUM TEMPERATURE OF 20 DEGREES CELSIUS AND A MAXIMUM TEMPERATURE OF 25 DEGREES CELSIUS WHILE POURING. IT IS THE CONTRACTOR'S RESPONSIBILITY TO ENSURE THAT THESE REQUIREMENTS ARE SATISFIED. ANY CONCRETE THAT DOES NOT CONFORM MUST BE REJECTED.

7.5 THE SURFACE OF POURED CONCRETE SHALL BE PROTECTED BY MEANS OF SUITABLE COVERINGS AND INSULATION (TO BE DETERMINED BY TEMPERATURE) DURING THE CURING PROCESS.

7.6 GENERAL REQUIREMENTS FOR HOT WEATHER CONCRETE WORK SHALL BE AS PER ACI 305R-99; OR AS PER LOCAL CODE REQUIREMENTS.

8 PIPING

8.1 WDS CONFIGURATION ARE SCHEMATIC AND MAY BE MOVED OR ADJUSTED ON SITE BY VORTEX CERTIFIED INSTALLER TO ADJUST FOR SITE CONDITIONS

8.2 ANY REQUIRED BACKFLOW PREVENTER AND WATER METER ON THE CITY WATER MAIN SHALL BE PROVIDED BY OTHER.

8.3 ALL PIPE LINES TO FEATURES TO HAVE A 1% MINIMUM RECOMMENDED SLOPE FOR PROPER WINTERIZATION.

8.4 ALL LINE SIZING (FEATURE CONNECTION TABLE) ASSUMES A MAXIMUM DISTANCE OF 100 FEET BETWEEN THE WATER DISTRIBUTION MANIFOLD AND THE FURTHEST PLAY PRODUCT. DISTANCES ABOVE 100 FEET MAY REQUIRE AN INCREASE IN LINE SIZING. PLEASE CONTACT VORTEX.

8.5 QUANTITY AND LOCATION OF DRAINS BASED ON MAXIMUM FLOW FOR THE INDICATED PIPE DIAMETER AT 1% SLOPE. MODIFICATIONS MAY BE REQUIRED DUE TO SPECIFIC SITE CONDITIONS AND LOCAL CODE.

8.6 PRESSURE LINES ARE RECOMMENDED TO BE SCHEDULE 80 PVC OR PEX, AND NON-PRESSURE LINES TO BE SCHEDULE 40, UNLESS OTHERWISE REQUESTED BY LOCAL CODE.

8.7 DRAINAGE LINES ARE RECOMMENDED TO BE SDR 35, UNLESS OTHERWISE REQUESTED BY LOCAL CODE.

8.8 PIPING SHOULD BE INSPECTED AFTER TRANSPORTATION FOR CUTS, SCRATCHES, GOUGES OR SPLITS; DAMAGED SECTIONS MUST BE DISCARDED OR CUT OUT.

8.9 PIPE SHALL BE INSTALLED BELOW THE FROST LEVEL NOT LESS THAN 12" (ASTM F-645) UNLESS OTHERWISE REQUESTED BY LOCAL CODE.

8.10 PIPE INSTALLATION MINIMUM COVER SHOULD BE EVALUATED ACCORDING TO ASTM D-2774, UNLESS OTHERWISE REQUESTED BY LOCAL CODE.

8.11 SPECIAL CONSIDERATIONS SHOULD BE TAKEN FOR THERMAL CONDITIONS, EXPANSION AND CONTRACTIONS DUE TO TEMPERATURE SHOULD BE EVALUATED BEFORE THE INSTALLATION BY THE CONTRACTOR.

8.12 VALVE NUMBER 1 IS LOCATED TO THE LEFT OF THE MANIFOLD FACING THE SOLENOID.

8.13 MINIMUM 50 PSI REQUIRED AT THE INLET OF THE BACKFLOW PREVENTER AND PRESSURE REGULATING DEVICE.

8.14 MAXIMUM FLOW CAPACITY OF MANIFOLD IS 159 GPM.

8.15 TOTAL FLOW OF FEATURE IS 113 GPM.

8.16 FACTORY MAXIMUM SEQUENCING FLOW IS 79 GPM ACTUAL FLOW MAY VARY DUE TO SITE CONDITIONS.

## 9 ELECTRICAL

9.1 EQUIPMENT BONDING; FEATURES SHALL BE CONNECTED TO AN EQUIPOTENTIAL BONDING GRID WITH A SOLID RIGID COPPER CONDUCTOR, THE MINIMUM SIZE OF BONDING CONDUCTORS NOT BE SMALLER THAN #6 AMERICAN WIRE GAUGE (AWG) (16mm<sup>2</sup>) COPPER. BOND TO ALL METALLIC PARTS LOCATED IN THE SPLASHPAD/POOL AND TO THE REBAR, TO RUN CONTINUOUS TO THE WATER PUMP AND ELECTRICAL SUPPLY PANELS. SEE ELEVATION INSTALLATION DRAWING FOR BONDING DETAILS (BY OTHERS). SPRAYLINKS FEATURE DO NOT REQUIRE BONDING.

9.2 GRID STRUCTURE; THE EQUIPOTENTIAL BONDING GRID SHALL COVER THE CONTOUR OF THE WATER BODY AREA AND ANY DECK EXTENDING 3FT (1m). HORIZONTALLY FROM THE INSIDE WALLS OF THE SPLASHPAD/WATER BODY. THE EQUIPOTENTIAL BONDING GRID SHALL BE ARRANGED IN A 12 IN (300mm). BY 12 IN (300mm). NETWORK OF CONDUCTORS IN A UNIFORMLY SPACED PERPENDICULAR GRID PATTERN WITH TOLERANCE OF 4 IN (100mm). A J-JUNCTION BOND CLAMP (DIRECT BURIAL CERTIFIED) CLAMPED TO A REBAR WITH WIRE LOOPED THROUGH CONNECTOR AND CLAMPED TO STEEL AND TO THE SPLASHPAD/POOL PUMP WATER

9.3 ALL ELECTRICAL EQUIPMENT SHALL BE GROUNDED; THE FOLLOWING EQUIPMENT SHALL BE GROUNDED. ALL ELECTRICAL EQUIPMENT LOCATED WITHIN 5FT (1.5 m) OF THE INSIDE WALL OF THE SPECIFIED BODY OF WATER." THIS EQUIPMENT ALSO INCLUDES (BUT NOT LIMITED TO): FEATURES, ELEVATIONS, DRAIN, REBAR, WATER INLET, SKIMMER, LADDER, SLIDES, DIVING STRUCTURE, UNDERWATER LIGHTING, JUNCTION BOXES, AND WATER CIRCULATING/HEATING EQUIPMENT.

ALL BONDING AND GROUNDING MUST COMPLY WITH NEC, CEC, AND LOCAL CODES.

9.4 ALTERNATE MEANS; WHERE STRUCTURAL REINFORCING STEEL IS NOT AVAILABLE OR IS ENCAPSULATED IN A NONCONDUCTIVE COMPOUND, A COPPER CONDUCTOR(S) SHALL BE UTILIZED WHERE THE FOLLOWING REQUIREMENTS ARE MET: (1) AT LEAST ONE MINIMUM 6 AWG BARE SOLID COPPER CONDUCTOR SHALL BE PROVIDED. (2) THE CONDUCTORS SHALL FOLLOW THE CONTOUR OF THE PERIMETER SURFACE. (3) ONLY LISTED SPLICES SHALL BE PERMITTED. (4) THE REQUIRED CONDUCTOR SHALL BE 450 TO 18 TO 24 IN (600mm) FROM THE INSIDE WALLS OF THE POOL. (5) THE REQUIRED CONDUCTOR SHALL BE SECURED WITHIN OR UNDER THE PERIMETER SURFACE (4 IN TO 6 IN (100mm TO 150mm). BELOW THE SUBGRADE.

9.5 SPLASHPAD/POOL WATER; WHERE NONE OF THE BONDED PARTS IS IN DIRECT CONNECTION WITH THE POOL WATER, THE POOL WATER SHALL BE IN DIRECT CONTACT WITH AN APPROVED CORROSION-RESISTANT CONDUCTIVE SURFACE THAT EXPOSED NOT LESS THAN 9 IN.2 (5800mm<sup>2</sup>) OF SURFACE AREA TO THE POOL WATER AT ALL TIMES. THE CONDUCTIVE SURFACE SHALL BE LOCATED WHERE IT IS NOT EXPOSED TO PHYSICAL DAMAGE OR DISLODGE MENT DURING USUAL POOL ACTIVITIES, AND IT SHALL BE BONDED IN ACCORDANCE WITH NEC, CEC, AND LOCAL CODES.

9.6 WIRING FROM THE CONTROLLER TO EACH ACTIVATOR SHALL BE #22 AWG. A TOTAL OF TWO (2) CONDUCTORS PER ACTIVATOR.CABLE LENGTH UP TO 300' (100m), PROVIDED BY OTHERS.

9.7 ALL CONNECTIONS TO THE CONTROLLER AND OTHER VORTEX ELECTRICAL PANEL SHALL BE PERFORMED USING AN APPROVED NEMA 4X CONNECTOR.

9.8 WIRE FROM MAIN POWER TO VORTEX PANEL TO BE DETERMINED BY OTHERS RESPECTING THE LOCAL CODE.

9.9 MAINTAIN A MINIMUM CLEARANCE ZONE OF 36" IN FRONT OF ELECTRICAL PANEL, UNLESS OTHERWISE REQUESTED BY LOCAL CODE.

9.10 AS PER ELECTRICAL CONSTRUCTION AND SAFETY CODES: CONTROLLER AND ANY OTHER ELECTRICAL ENCLOSURES MUST BE HARD-WIRED TO A GROUND FAULT CIRCUIT INTERRUPTER (GFCI) FROM THE INPUT POWER SOURCE.

9.11 ALL ELECTRICAL WORK SHOULD BE PERFORMED BY A LICENCE ELECTRICIAN IN ACCORDANCE TO LOCAL ELECTRICAL CONSTRUCTION AND SAFETY CODES.

9.12 THE MAESTROPRO CONTROL PANEL IS POWERED THROUGH A MAESTROPRO POWER BOX.

9.13 THE POWER CABLE TO MAESTROPRO POWER BOX IS SUPPLIED BY OTHERS.

9.14 THE MAESTROPRO CONTROL PANEL INTEGRATES 24 DIGITAL OUTPUTS WITH 24 VAC AND 12 DIGITAL INPUTS.

9.15 FOR REMOTE ACCESS ABILITY, A HARD CONNECTION TO AN EXISTING NETWORK IS REQUIRED USING A CAT 5 CABLE OR A CELLULAR NANO-SIM CARD WITH DATA-PLAN.



# Advanced Aquatics of Texas LLC

City of Castroville/Vortex  
Lions Park Splash Pad  
Castroville, Texas



**American Red Cross**  
Licensed Training Provider





## **PROPOSAL**

**Bid Date:** 11/11/2021

**Revision Date:**

**Submitted By:** Alan Walker

**Phone:** 281-229-3871

**Email:** [alan@advancedaquaticstx.com](mailto:alan@advancedaquaticstx.com)

**Proposal based on the following plans and specifications:**

**Vortex plan dated 5/31/21**

### **SPLASHPAD PACKAGE TO INCLUDE**

**City Fees:** Includes any permitting and inspection fees associated with the project.

**Plumbing Work:** Includes installing plumbing per engineer-specified plans including schedule 80 PVC above ground and schedule 40 below ground.

**Utilities:** Includes 10 LF of water line, 10 LF of sanitary sewer, and 10 LF of electrical service.

**Electrical Work:** Includes grounding and bonding of toys and wiring of bollard activator.

**Equipment:** Splashpad is a flow-through system so no mechanical equipment is required.

**Splash Pad Toys:** By Vortex – Includes all designated features in proposal.

**\*\*City will be installing the concrete prep, forms and pad including texture and color\*\***

### **PRICING DETAILS**

**Splashpad Installation Price:**

**\$50,000.00**

50% Deposit Due Prior to Project Start Date

50% Due at Completion

**STANDARD EXCLUSIONS**

**Included?**

Water Meter: No  
Impact Fees: No  
Mass Grading: No  
Soil Mitigation (if required): No  
911 Call Box and Knox Box: No  
Deck Drainage: No  
RPZ Valve: No  
Equipment Housekeeping Pads: No  
Landscape and Irrigation: No  
Haul off Spoils from Site: Yes  
Site Furnishings: No  
Staking: No  
Payment or Performance Bonds: No

**Advanced Aquatics Commits to Providing the Following for Your Project:**

**Closeout Procedures-** At the close of the project, all warranties will be submitted, and the workplace will be left clean and free of any debris.

**Operation and Maintenance Manuals-** Manuals will be provided at the close of the project for the complete operation and maintenance of all systems included in the project.

**As-Built Plans-** In the event that changes to the construction plans were made during the project, a set of red-lined as-bult drawings will be prepared and submitted.

**Training-** Training sessions will be provided to teach desired individuals the operation and maintenance of all applicable systems.

**PROPOSAL ACCEPTANCE:**

**Approval and notice to proceed.** Your Signature below will serve as our indication that you understand and agree to the proposal agreement as stated above. In addition, your signature will serve as our formal notice to proceed with engineering design. If you have any questions, please don't hesitate to call. We are ready to proceed with your authorization.

**Alan Walker**

\_\_\_\_\_  
**President**  
**Advanced Aquatics of Texas, LLC**



*Section XV, Item a.*

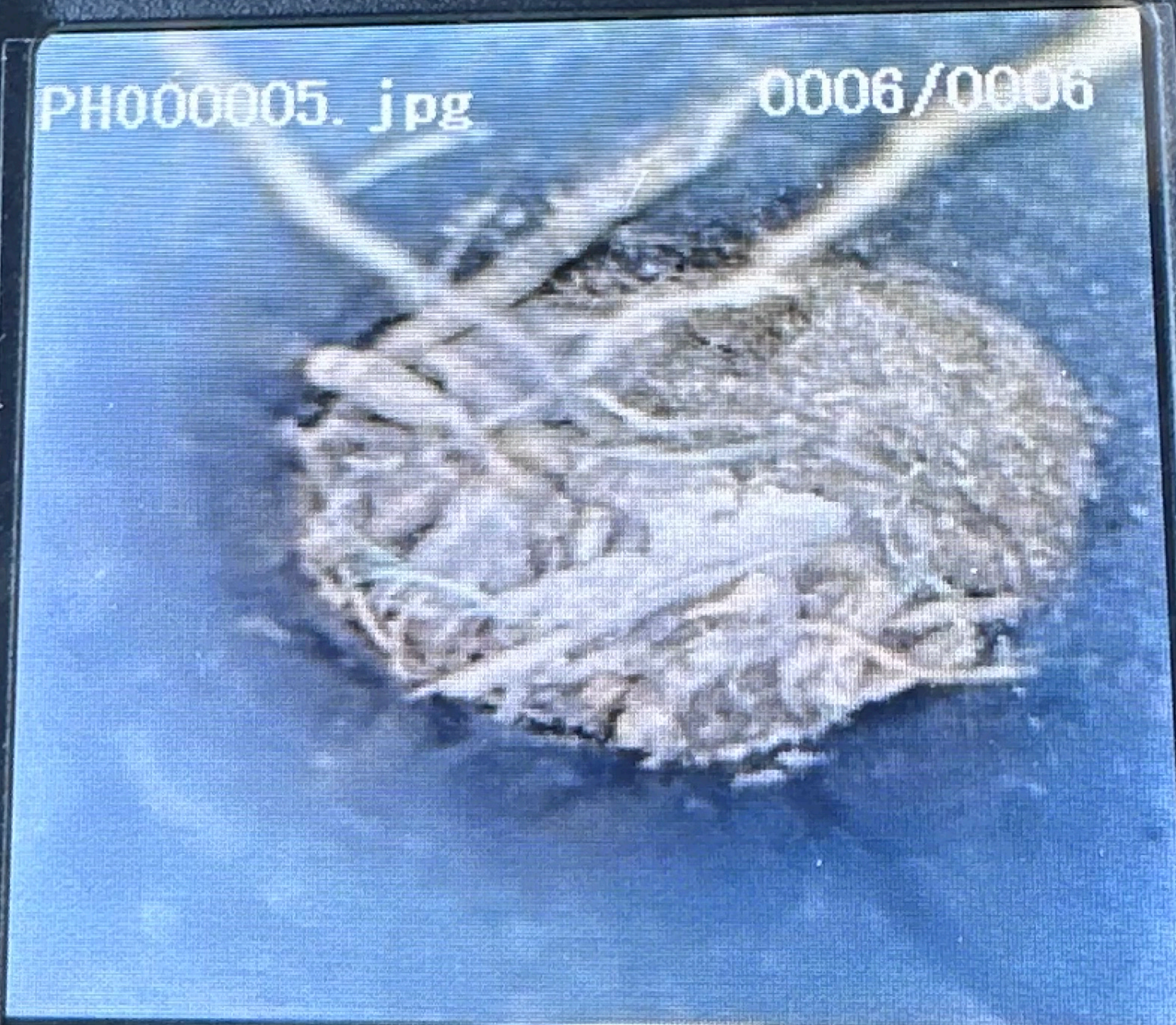




Oiiwak®

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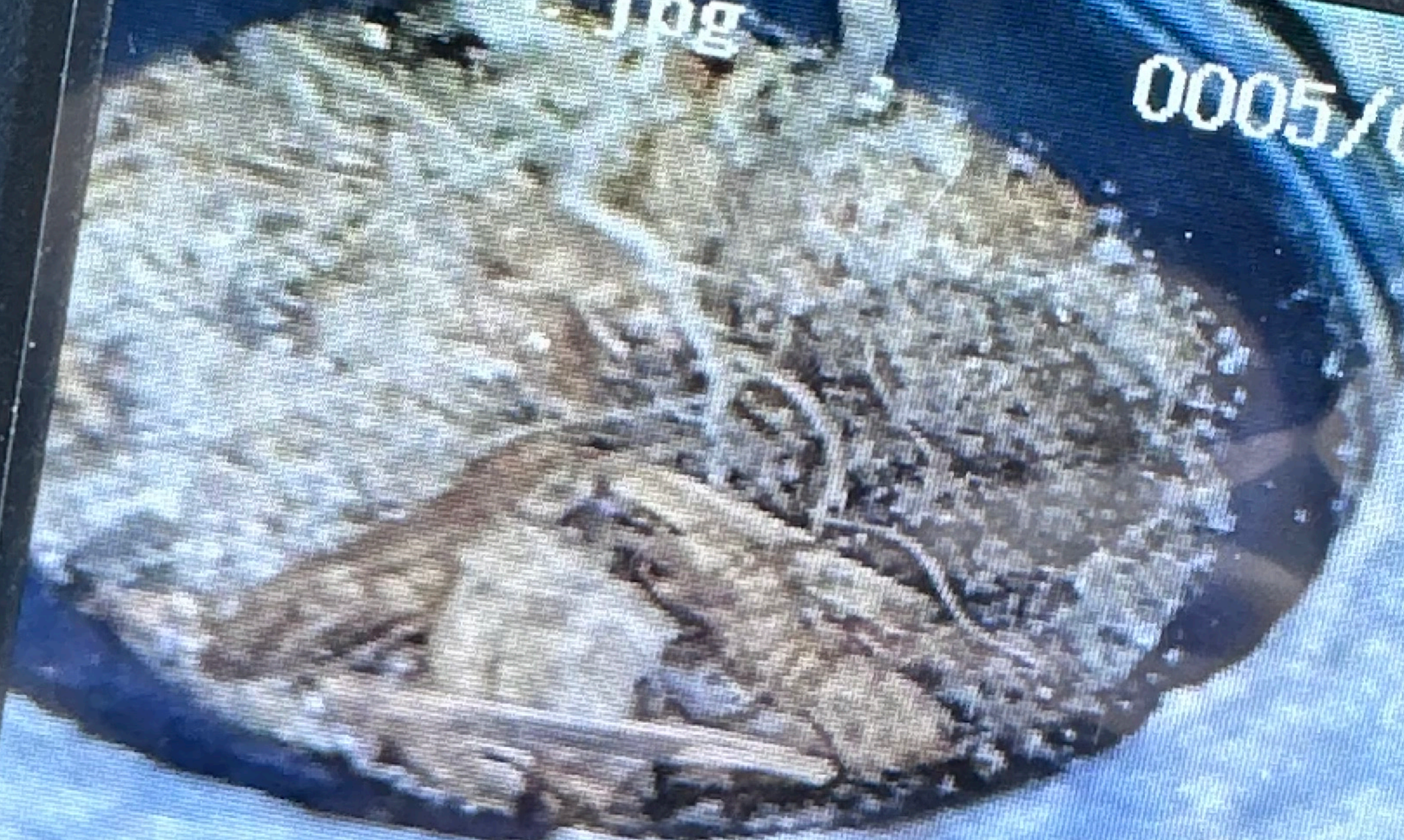




**Oiiwak®**

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**Jonah Chang  
City of Castroville  
1209 Fiorella St.  
Castroville, Tx 78009**

**Good afternoon,**

**The following information is being provided my me regarding the excessive cracking and movement causing damage to the underground plumbing in the Concrete Water Splash Pad located at the Lions Club Park.**

**The concrete pad was installed with 6" 3,000 PSI concrete and a 12"X12" perimeter beam. The reinforcing used is 3/8" rebar at 16" on center both ways. Four, 5/8" rebar were placed in the perimeter beam.**

**A 4" cushion of sand was placed prior to rebar being placed.**

**All of the above-mentioned process is the industry standard for exterior concrete with little or no downward pressure such as a building with weight bearing interior walls.**

**In my opinion based on over 40 years of experience and working closely with multiple structural engineers is as follows:**

**Nothing could have prepared for the extensive drought that has continued to bear down on the project's location. These weather conditions have caused excessive drying of the sub soil downward over an excess of 12 feet. When this occurs, the different stratus of clay shrinks at different rates which can lead to uneven expanding and contracting of the subsoil.**

**When rain does fall on this area, it will soak down to varying depths. The before-mentioned strati of clay will expand at varying rates causing similar issues as when the conditions are dry.**

**A concrete slab of this size cannot be expected to survive through a shrink/swell pattern of this severity without significant damage.**

**In my opinion, the proper manner in which to correct these issues requires complete demolition of the existing damaged concrete structure, followed up with excavation and removal of 24" of the native soil and replacement with 24" of compacted crushed limestone fill.**

**A 6" concrete pad should be placed on this building pad and be reinforced with ½" rebar placed at 12" on center. A perimeter beam and crossed beams shall be placed in no more than 20' intervals. All grade beams should be 12" wide and 24" deep reinforced with four 5/8" rebar.**

**The surface should be hard-troweled to insure a proper cap. This necessary process produces a slippery surface when it becomes wet. A cool-deck like product should be placed on the surface to provide a slip-resistance to circumvent this issue.**

**Thank you for taking the time to read and consider these opinions.**

**Mike Farris  
MWF Concrete Services, LLC**

ESTIMATE

MWF Concrete Services, LLC  
PO Box 43  
La Coste, TX 78039-0043

mwfservices@yahoo.com  
+1 (830) 538-4814



**Bill to**  
City of Castroville  
1209 Fiorella Street  
Castroville, TX 78009

**Ship to**  
City of Castroville  
Splash Pad  
1101 Houston  
Castroville, TX 78009

Estimate details

Estimate no.: 1003  
Estimate date: 07/31/2025  
Expiration date: 08/15/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Services	Demolish existing slab, excavate up to 24" of existing soil and remove from site to place supplied by city.	1	\$14,235.00	\$14,235.00

Total \$14,235.00

Note to customer

MWF will saw cut existing around plumbing features, but the features will be removed by others.  
Concrete and up to 24" of existing soil will be excavated and removed to area supplied by city.,  
Crushed limestone sub-base will be purchased and installed by Concrete Contractor.

Expiry date 08/15/2025

Accepted date

Accepted by

ESTIMATE

MWF Concrete Services, LLC  
PO Box 43  
La Coste, TX 78039-0043

mwfservices@yahoo.com  
+1 (830) 538-4814



**Bill to**  
City of Castroville  
1209 Fiorella Street  
Castroville, TX 78009

**Ship to**  
City of Castroville  
Splash Pad  
1101 Houston  
Castroville, TX 78009

**Estimate details**  
Estimate no.: 1002  
Estimate date: 07/31/2025  
Expiration date: 08/15/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Concrete Construction	5" concrete Pad as per Plan.	1	\$26,500.00	\$26,500.00

**Total** **\$26,500.00**

**Note to customer**

Price includes all materials including Crushed Limestone sub-base up to 24" and compacted.

Expiry date 08/15/2025

Accepted date Accepted by

## **Summary of Process to Terminate the Castroville Economic Development Corporation**

Under Texas Local Government Code, Chapter 501, Subchapter I, the City Council (as the EDC's authorizing unit) has the authority to terminate the corporation at any time, subject only to state laws protecting existing contracts.

### **1. Council Action**

- Termination requires adoption of a written resolution by the City Council formally ending the corporation's existence.

### **2. Certificate of Termination**

- The certificate must be signed either:
  - By the EDC's president (or vice president) and secretary (or assistant secretary),  
**or**
  - By the Mayor and the City Secretary/Clerk.

### **3. Filing with the State**

- Three originals of the certificate of termination must be submitted to the Texas Secretary of State with a \$25 filing fee.
- If approved, the Secretary of State will file one copy, issue two certificates of filing, and return one certificate and original to both the City and the EDC representative.

### **4. Effective Date**

- The EDC's corporate existence ends upon issuance of the certificate of filing by the Secretary of State, except for purposes of winding up lawsuits or other proceedings and completing necessary corporate actions.

### **5. Disposition of Assets**

- Upon termination, all funds and property owned by the EDC automatically transfer to the City of Castroville.

STATE OF TEXAS §  
COUNTY OF MEDINA §

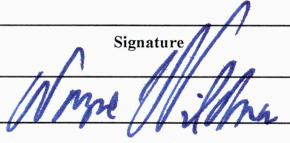
## LAND OWNER PETITION FOR RELEASE FROM EXTRATERRITORIAL JURISDICTION

Name of Circulator Christian Ibarra Page 1 of 1

To the Mayor and City Council of the City of Castroville, Texas ("City"): We, the undersigned, constituting a majority in value of the holders of title of land in the area described by this petition, as indicated by the tax rolls of the Medina County Appraisal District, pursuant to Local Government Code §42.102(a) and in accord with Election Code §227, hereby petition the City to be released from the extraterritorial jurisdiction of the City. A map of the land to be released is attached to this petition, along with a description by metes and bounds, or lot and block number, in compliance with Texas Local Government Code §42.104(d).

**LEGAL DESCRIPTION: A1887 N. FLORES SURVEY 178; 2.15 ACRES, PROPERTY ID: 12954 SITUS ADDRESS: 132 CR 4516 CASTROVILLE, TX 78009**

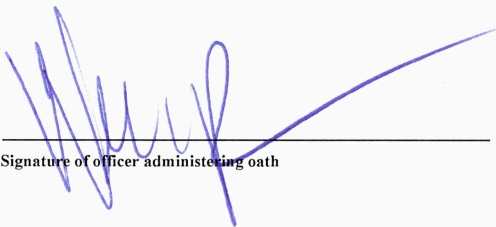
**ONLY HOLDERS OF TITLE OF LAND IN THE AREA DESCRIBED BY THIS PETITION, AS INDICATED BY THE TAX ROLLS OF THE MEDINA COUNTY APPRAISAL DISTRICT, MAY SIGN THIS PETITION. PLEASE FILL IN ALL BLANKS THAT ARE NOT OPTIONAL.**

Date Signed	Signature	Printed Name	Residence Address	City/State/Zip	Voter Registration Number or DOB	Email (optional)
7-14-2025		Wayne Wildman, Authorized representative of Mr. W Fireworks, Inc	12221 FM 476	Somerset , TX, 78069	1-19-54	

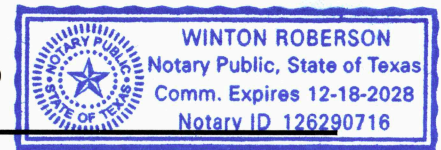
## AFFIDAVIT OF CIRCULATOR

STATE OF TEXAS, COUNTY OF MEDINA, BEFORE ME, the undersigned, on this 7/14/25 (date) personally appeared Christian Ibarra, (name of person who circulated petition,) who being duly sworn, deposes and says: "I circulated this petition. I called each signer's attention to the full text of the proposed city charter amendment printed on the back of this petition before the signer affixed their signature to the petition. I witnessed the affixing of each signature. Each signer freely provided all in formation required on this petition . The correct date of signing is shown on the petition. I verified each signer's registration status and believe that each signature is the genuine signature of the person whose name is signed and that the corresponding information for each signer is true and correct." SWORN TO AND SUBSCRIBED BEFORE ME THIS DATE

X   
Signature of circulator

X   
Signature of officer administering oath

(SEAL)



Title of officer administering oath



**NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.**

**GENERAL WARRANTY DEED**

**Date:** March 31, 2025

**Grantor:** Jaime Burvato; Dominic Johnson, by Jaime Burvato, Agent under Power of Attorney; Jasmine Araka, by Jaime Burvato, Agent under Power of Attorney

**Grantor's Mailing Address:** 132 County Road 4516, Castroville, Texas 78009

**Grantee:** Mr. W Fireworks, Inc., a Texas corporation

**Grantee's Mailing Address:** P.O. Box 114, Somerset, Texas 78069

**Consideration:** Ten Dollars (\$10.00) and other good and valuable consideration.

**Property (including any improvements):**

Being 0.500 acres of land, more or less, situated in the N. Flores Survey No. 178, Abstract 1887, Medina County, Texas, and consisting of a portion of that called 2.99 acres known as Tract I and all of that 0.162 acres known as Tract II, both being described in the Warranty Deed with Vendor's Lien recorded in Volume 36, Page 710, Official Public Records, Medina County, Texas; said 0.500 acres being more particularly described by metes and bounds on Exhibit "A" attached hereto and made a part hereof for all purposes.

**Reservations from Conveyance:** None.

**Exceptions to Conveyance and Warranty:**

1. 20' underground telephone right-of-way easement granted to Southwestern Bell Telephone Company recorded in Volume 88, Page 674, Official Public Records of Medina County, Texas.
2. Right-of-way easement granted to San Antonio Public Service Company, recorded in Volume 108, Page 389, Deed Records of Medina County, Texas.
3. Right-of-way easement granted to City of San Antonio, Texas, Electric and Gas System, recorded in Volume 135, Page 263, Deed Records of Medina County, Texas.
4. Right-of-way easement granted to Southwestern Bell Telephone Company, recorded in Volume 177, Page 243, Deed Records of Medina County, Texas.

5. Right-of-way deeds to the State of Texas in Volume 130, Page 10, Volume 134, Page 210, and Volume 337, Page 773, Medina County Deed Records.
6. The following reflected on survey plat dated December 11, 2024, prepared by Rudolf J. Pata, Jr. RPLS #5388:
  - 1) Chain link fence outsets
  - 2) Chain link fence traversing the property
  - 3) One story building extending 1.2 feet into the CR 4516 right-of-way.

Grantor, for the Consideration and subject to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty, grants, sells, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in any way belonging, to have and to hold it to Grantee and Grantee's heirs, successors, and assigns forever. Grantor binds Grantor and Grantor's heirs and successors to warrant and forever defend all and singular the Property to Grantee and Grantee's heirs, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty.

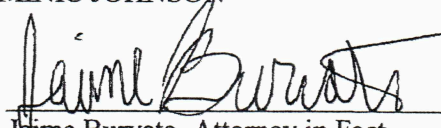
When the context requires, singular nouns and pronouns include the plural.

GRANTOR:

  
Jaime Burvato

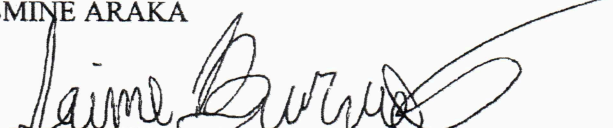
DOMINIC JOHNSON

By:

  
Jaime Burvato, Attorney in Fact

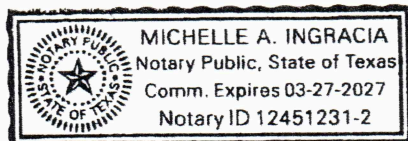
JASMINE ARAKA

By:

  
Jaime Burvato, Attorney in Fact

STATE OF TEXAS §  
 COUNTY OF MEDINA §

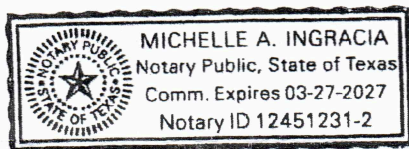
This instrument was acknowledged before me on the 31<sup>st</sup> day of March 2025 by **Jaime Burvato**.



*Michelle A. Ingracia*  
 Notary Public, State of Texas

STATE OF TEXAS §  
 COUNTY OF MEDINA §

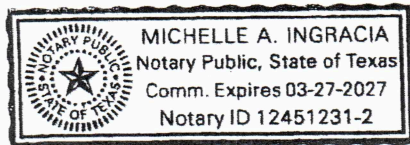
This instrument was acknowledged before me on the 31<sup>st</sup> day of March 2025 by **Jaime Burvato**, Attorney in Fact for Dominic Johnson under Limited Power of Attorney.



*Michelle A. Ingracia*  
 Notary Public, State of Texas

STATE OF TEXAS §  
 COUNTY OF MEDINA §

This instrument was acknowledged before me on the 31<sup>st</sup> day of March 2025 by **Jaime Burvato**, Attorney in Fact for Jasmine Araka under Limited Power of Attorney.



*Michelle A. Ingracia*  
 Notary Public, State of Texas

Prepared By:

Branscomb Law  
 4630 N. Loop 1604 W., Suite 206  
 San Antonio, Texas 78249

**ATTORNEYS FOR GRANTEE**

After Recording, Return To:

Mr. W Fireworks, Inc.  
 P.O. Box 114  
 Somerset, Texas 78069



**EXHIBT "A"**  
**METES AND BOUNDS**

Being 0.500 acres of land, more or less, situated in the N. Flores Survey No. 178, Abstract 1887, Medina County, Texas, and consisting of a portion of that called 2.99 acres known as Tract I and all of that 0.162 acres known as Tract II, both being described in the Warranty Deed with Vendor's Lien recorded in Volume 36, Page 710, Official Public Records, Medina County, Texas; said 0.500 acres being more particularly described by metes and bounds as follows:

**COMMENCING** at a 2-inch metal fence post found for the North corner of said 2.99 acres, same being the northeast corner of the David Tunnell, 0.893 acres (Document No. 2024000475) and on the southwest Right-of-Way of C.R. 4516, same also being the **POINT OF COMMENCEMENT**;

**THENCE** with the southwest Right-of-Way of said C.R. 4516, South 67 degrees 19 minutes 42 seconds East (called South 67 degrees 28 minutes 58 seconds East - record per Document No. 2024000475), a distance of 148.00 feet to a point inside a large hackberry tree for the North corner of this 0.500 acres, same being on the northeast line of said 2.99 acres and the **POINT OF BEGINNING**;

**THENCE** continuing with the southwest Right-of-Way of said C.R. 4516, South 67 degrees 19 minutes 42 seconds East (called South 67 degrees 28 minutes 58 seconds East - record per 2024000475), at a distance of 10.00 feet pass a 1/2-inch iron rod capped WALS set for witness, continuing for a total distance of 247.25 feet to a Mag with washer stamped WALS set for the East corner of this 0.500 acres, same being the East corner of said 0.162 acres and the intersection of the southwest Right-of-Way of said C.R. 4516 with the North Right-of-Way of U.S. Highway 90;

**THENCE** with the North Right-of-Way of said U.S. Highway 90, the following courses and distances:

South 53 degrees 54 minutes 02 seconds West, a distance of 96.46 feet to a 1/2-inch iron rod set for the southeast corner of this 0.500 acres;

North 87 degrees 35 minutes 45 seconds West (called North 87 degrees 59 minutes West), a distance of 265.78 feet to a 1/2-inch iron rod capped WALS set for the lower southwest corner of this 0.500 acres, same being on the South line of said 2.99 acres;

**THENCE** departing the South line of and severing said 2.99 acres, the following courses and distances:

North 06 degrees 22 minutes 32 seconds East, a distance of 24.34 feet to a 1/2-inch iron rod capped WALS set for the upper southwest corner of this 0.500 acres;

South 87 degrees 35 minutes 45 seconds East, a distance of 87.02 feet to a 1/2-inch iron rod capped WALS set for a reentrant corner of this 0.500 acres;

North 21 degrees 00 minutes 05 seconds East, at a distance of 95.33 feet pass a 1/2-inch iron rod capped WALS set for witness, continuing for a total distance of 105.33 feet to the **POINT OF BEGINNING** and containing 0.500 acres of land, more or less.

File Information

**eFILED IN THE OFFICIAL PUBLIC eRECORDS OF BEXAR COUNTY  
LUCY ADAME-CLARK, BEXAR COUNTY CLERK**

Document Number: 20250056884  
Recorded Date: April 01, 2025  
Recorded Time: 8:27 AM  
Total Pages: 5  
Total Fees: \$37.00

**\*\* THIS PAGE IS PART OF THE DOCUMENT \*\***

**\*\* Do Not Remove \*\***

Any provision herein which restricts the sale or use of the described real property because of race is invalid and unenforceable under Federal law

STATE OF TEXAS, COUNTY OF BEXAR

I hereby Certify that this instrument was eFILED in File Number Sequence on this date and at the time stamped hereon by me and was duly eRECORDED in the Official Public Record of Bexar County, Texas on: 4/1/2025 8:27 AM

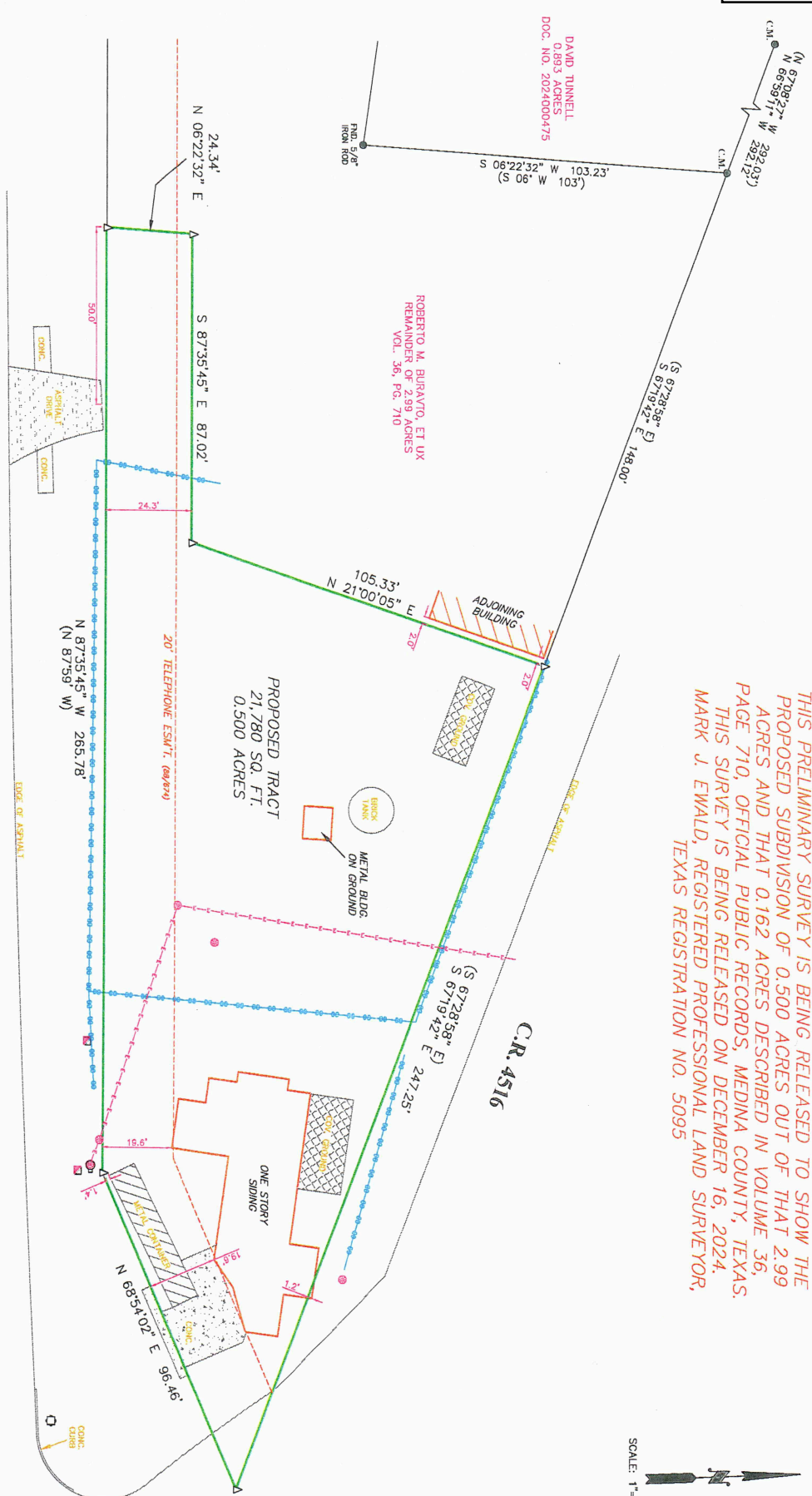


*Lucy Adame-Clark*  
Lucy Adame-Clark  
Bexar County Clerk

THIS PRELIMINARY SURVEY IS BEING RELEASED TO SHOW THE PROPOSED SUBDIVISION OF 0.500 ACRES OUT OF THAT 2.99 ACRES AND THAT 0.162 ACRES DESCRIBED IN VOLUME 36, PAGE 710, OFFICIAL PUBLIC RECORDS, MEDINA COUNTY, TEXAS. THIS SURVEY IS BEING RELEASED ON DECEMBER 16, 2024. MARK J. EWALD, REGISTERED PROFESSIONAL LAND SURVEYOR, TEXAS REGISTRATION NO. 5095

THIS PRELIMINARY SURVEY IS BEING RELEASED TO SHOW THE PROPOSED SUBDIVISION OF 0.500 ACRES OUT OF THAT 2.99 ACRES AND THAT 0.162 ACRES DESCRIBED IN VOLUME 36, PAGE 710, OFFICIAL PUBLIC RECORDS, MEDINA COUNTY, TEXAS. THIS SURVEY IS BEING RELEASED ON DECEMBER 16, 2024. MARK J. EWALD, REGISTERED PROFESSIONAL LAND SURVEYOR, TEXAS REGISTRATION NO. 5095

SCALE: 1"=20'



U.S. HIGHWAY 90  
(VARIABLE WIDTH R.O.W.)

SURVEYOR'S NOTES:  
BEARING SPOON SURVEY ARE BASED ON ACTUAL OR PROXIMATE, TEXAS STATE PLANE COORDINATES, SOUTH CENTRAL ZONE, GRID.  
THE SPACING SURVEY WAS NOT PROVIDED A CURRENT TITLE COMMITMENT AND THERE MAY BE EASEMENTS, RIGHTS OF WAY OR OTHER ENCUMBRANCES OF RECORD WHICH MAY AFFECT THIS PROPERTY.  
THIS PROPERTY IS SUBJECT TO EXISTING EASEMENTS, ENCUMBRANCES, AGREEMENTS, AND/OR SETBACK LINES (IF ANY) AS FOLLOWS:  
VOLUME 13A, PAGE 263, DEED RECORDS, VOLUME 8A, PAGE 674, OFFICIAL PUBLIC RECORDS, MEDINA COUNTY, TEXAS.

**PRELIMINARY**  
This document should be recorded for any purpose and shall not be used or relied on for any other purpose or as a final survey document.

**LEGEND**  
A - EXISTING ROAD  
B - EXISTING ROAD  
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ACCEPTED BY:

**PRELIMINARY**  
This document should be recorded for any purpose and shall not be used or relied on for any other purpose or as a final survey document.

ET NO. N/A

JOB NO. 12664 TITLE: CONVEYANCE N/A

DATE: 12/17/2023



Medina County  
Gina Champion  
Medina County  
Clerk

CASTROVILLE

Instrument Number: 2025003146

eRecording - Real Property

WARRANTY DEED

Recorded On: April 08, 2025 11:33 AM

Number of Pages: 6

" Examined and Charged as Follows: "

Total Recording: \$41.00

\*\*\*\*\* THIS PAGE IS PART OF THE INSTRUMENT \*\*\*\*\*

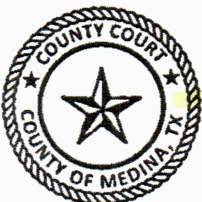
Any provision herein which restricts the Sale, Rental or use of the described REAL PROPERTY  
because of color or race is invalid and unenforceable under federal law.

File Information:

Document Number: 2025003146  
Receipt Number: 20250408000025  
Recorded Date/Time: April 08, 2025 11:33 AM  
User: Vanessa W  
Station: ccscan3.medinacounty.local

Record and Return To:

EPN  
400 Second Avenue South  
Minneapolis MN 55401



STATE OF TEXAS  
MEDINA COUNTY

I hereby certify that this Instrument was FILED In the File Number sequence on the date/time  
printed hereon, and was duly RECORDED in the Official Records of Medina County, Texas.

Gina Champion  
Medina County Clerk  
Medina County, TX

*Gina Champion*

**MR. W FIREWORKS, INC.**  
**CONSENT OF BOARD OF DIRECTORS**  
**IN LIEU OF ANNUAL MEETING**

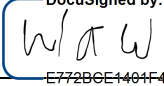
The undersigned, being the entire Board of Directors of Mr. W Fireworks, Inc., a Texas corporation (the “Corporation”), consents to the following:

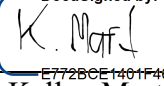
RESOLVED, that the Board of Directors, in accordance with its Bylaws, elects Wayne Wildman as President of the Corporation, Kelley Martinez as Vice President of the Corporation, and Dianna Wildman as the Secretary and Treasurer of the Corporation, to serve in and conduct the business of the Corporation in such roles as the officers of the Corporation.

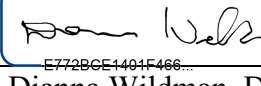
RESOLVED FURTHER, that Wayne Wildman, as the President of the Corporation, is authorized and directed to execute all documents, in the name and on behalf of the Corporation, in order to fully carry out the intent and accomplish the purposes of the resolutions adopted hereby (such determination to be evidenced conclusively by the taking of such actions, and the execution of any such documents), and that all such actions heretofore taken by him be, and hereby are, ratified.

Dated as of January 1, 2025.

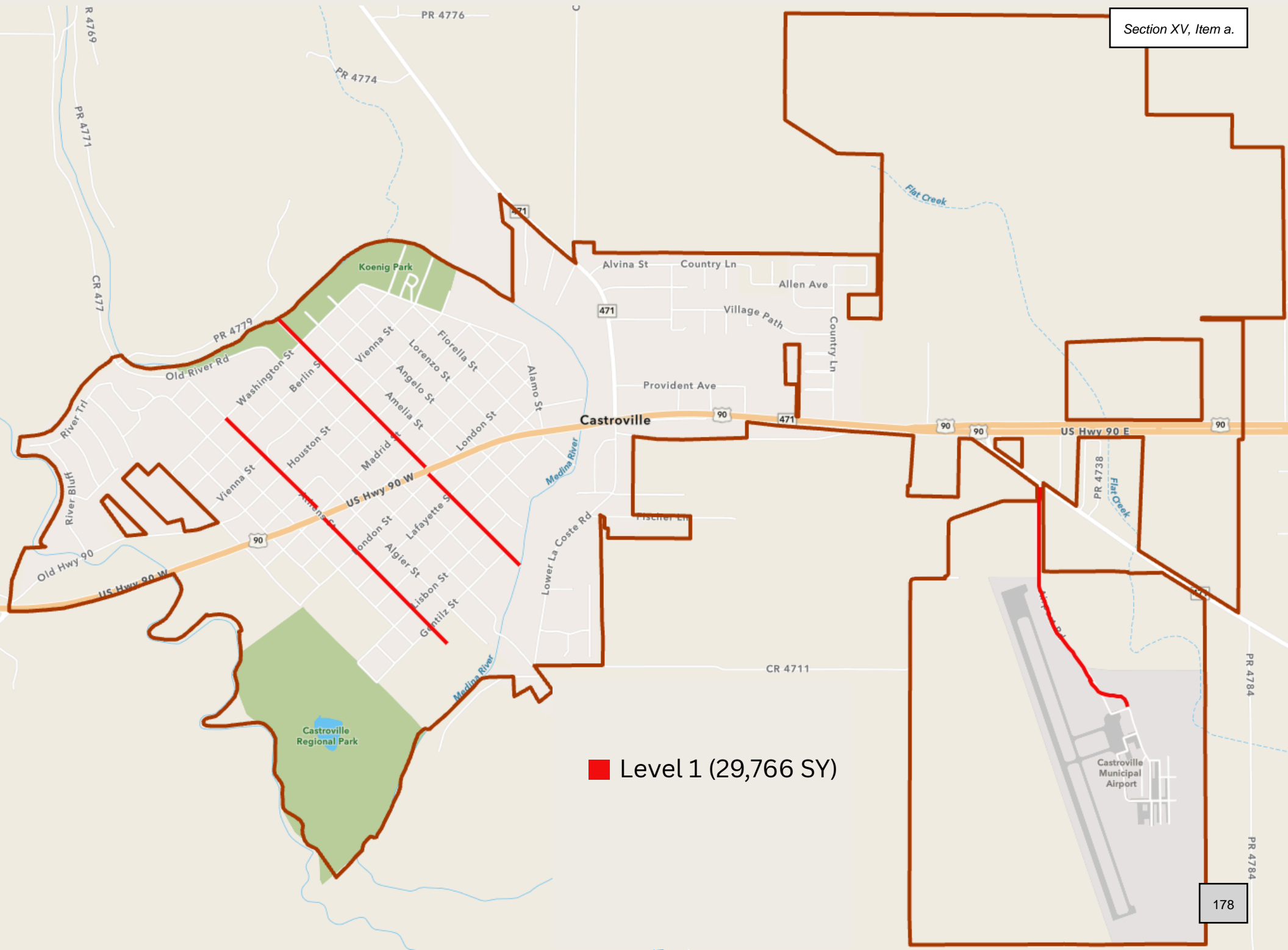
**BOARD OF DIRECTORS:**

By:  DocuSigned by:  
E772BCE1401F466...  
Wayne Wildman, Director

By:  DocuSigned by:  
E772BCE1401F466...  
Kelley Martinez, Director

By:  DocuSigned by:  
E772BCE1401F466...  
Dianna Wildman, Director







# CASTROVILLE

*the little Alsace of Texas*

					Single Chip Seal		Double Chip Seal	
	Road Name	Width	Length	Square Yards	Emulsion Oil	Rock	Emulsion Oil	Rock
Naples	From Hwy 90 to Washington/Dead End	17'	2,830'	5,346 SY	1,820 Gals	60 CY	3,640 Gals	120 CY
	Hwy 90 to Gentilz	20'	1,560'	3,467 SY	1,178 Gals	35 CY	2,356 Gals	70 CY
Athens	From Washington to Hwy 90	24'	1,962'	2,566 SY	1,778 Gals	55 CY	3,556 Gals	110 CY
	From Hwy 90 to Gentilz and Dead End	21'	2,280'	5,320 SY	1,809 Gals	55 CY	3,618 Gals	110 CY
Airport Road	Airport Road	21'	5,600'	13,067 SY	4,423 Gals	130 CY	8,846 Gals	260 CY
Total:				29,766 SY	11,008 Gals	335 CY	22,016 Gals	670 CY