



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

**COUNCIL CHAMBERS - 1209 FIORELLA STREET**

**Tuesday, June 24, 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. 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. a. Section 551.072 (Deliberation Regarding Real Property)**

A. Approximately 4.5 acres of land in Medina County for future facilities

B. Approximately 17 acres of land in Medina County for future parkland

**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. Consent Agenda:**

**a.** Minutes for May 27, 2025 Regular Called Meeting

**b.** Minutes for June 10, 2025 Regular Council Meeting

**c.** Authorize the Mayor to sign a contract for solid waste services with South Texas Refuse Disposal (STRD) with a commencement date of October 01, 2025.

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

**X. Discussion and Action Items**

- [a.](#) Consider and take appropriate action on applications submitted for open board and commission positions.
- [b.](#) Discuss and take appropriate action to adopt a resolution authorizing and approving publication and posting of notice of intention to issue combination tax and revenue certificates of obligation and other matters in connection therewith.
- [c.](#) Discuss and take appropriate action regarding the City of Castroville's sewer rate winter averaging methodology.
- [d.](#) Discussion and possible action on entering into an agreement with GRANTWORKS, INC. for preparation and submission of a grant application to the Texas Parks and Wildlife Department (TPWD) for the City of Castroville.

**XI. City Administrator Report**

- [a.](#) The City Administrator will provide updates on the following items: recent flooding, council A/V, WTG gas line inspection, Flat Creek water well project, Annual Employee Appreciation, Castroville Cares Initiative, WWTP Pond Closure, Geneva Drainage Channel, Garcia Creek Drainage Project, Annual Budget Process, Commercial Developments.

**XII. Staff Reports**

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

- [a.](#) Library report June 2025
- [b.](#) Airport – Gas sales and Operations including revenues.
- [c.](#) Community Development – UDO Timeline, March Permits, Board meetings, steps completed on Thoroughfare Plan, and Active Transportation Grant.
- [d.](#) Facilities, Parks & Recreation Monthly Update
- [e.](#) Community Development Staff Report
- [f.](#) Finance Report - General, Enterprise, Airport Funds and Municipal Court Report (May 2025).
- [g.](#) Public Works Monthly Staff Report for May 2025

**XIII. Discussion on Future Agenda Items**

- [a.](#) Set Date for future budget workshop and other matters.

**XIV. 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 June 20, 2025 before 6:30 p.m.

/s/ Debra Howe

City Secretary

**CITY OF CASTROVILLE CITY COUNCIL  
REGULAR CALLED COUNCIL MEETING  
1209 Fiorella  
City Council Chambers  
May 27, 2025  
Tuesday  
5:30 P.M.  
MINUTES**

**I. CALL TO ORDER**

Mayor Bruce Alexander called the meeting to order at 5:30 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	Jim Kohler, Police Chief
Councilmember Phil King	John Gomez, Public Works Director
Councilmember David Merz	
Councilmember Robert Lee	

Others in Attendance:

Dan Santee, City Attorney

**III. PLEDGE OF ALLEIGENCE**

**IV. INVOCATION**

Pastor Allen Deardorff of the Discover Church gave the invocation.

**V. CITIZENS COMMENTS**

*The City Council will hear comments from any citizen or visitor. Speakers must address their comments to the presiding officer rather than individual council members or staff; stand at the podium, speak clearly into the microphone, and state your name and residential address before speaking. Speakers will be allowed a maximum of 3 minutes for testimony. Speakers making personal, impertinent, profane, or slanderous remarks will be given one warning before losing the privilege to speak or may be removed from the room. In accordance with the State Open Meetings Act, the City Council is restricted from discussing or taking action on items not listed on the agenda. Action can only be taken at a future meeting.*

Karen Brunair, 112 River Forrest, spoke on the drought contingency plan item questioning why the city was not suspending new construction during Stage 4/5. Ms. Brunair wanted an update on the Community Center and who authorized the old building to be demolition so early. Ms. Brunair asked for an update on the Simple City contract that expired, was the city still paying. Ms. Brunair said the city needed to look at doing a building moratorium during the extensive drought conditions and look at other sources to help with the city needs.



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Karen Fifield, 805 Washington, agreed with previous speaker on stopping construction, was not in favor of allowing car washes to operate during all stages of drought when citizens could not wash their vehicles at home. Ms. Fifield felt the limitation placed on when citizens could water was unfair and she wanted to water anytime of the day. Ms. Fifield said having to only water by hand was very taxing for her and other older citizens. Ms. Fifield was under the impression the City Administrator implemented the stages of drought and felt the city council should be the decision maker. Ms. Fifield asked if the city needed to have a SCADA update and was confused as to what the program was used for, wanting more information.

Priscilla Garrett, 702 Florence, read a letter from Helen Delevan, 1105 Lisbon, on the Ponds and Dam discussion. Ms. Delevan asked that the city try to look at other options, keeping the ponds by modifying them, increasing the diameter of the 18" pipe between the ponds that helped keep them level. Ms. Delevan also felt the lowering of the spillway and strengthening the upstream side of the dam should be considered and hoped the city would present this to TCEQ for consideration. Ms. Delevan was concerned about irrigating the whole park and the cost of additional equipment estimated at \$250,000. Ms. Delevan wanted more information on what the \$250,000 estimate was based on. In closing Ms. Delevan thanked the City Council for caring for the city.

Arnie Dollase, 109 River Bluff, gave a brief update on the upcoming 4<sup>th</sup> of July celebration saying they were still looking for sponsorships and encouraged anyone who wished to participate in the parade to contact the Chamber of Commerce. Mr. Dollase said all of the activities would be held on Friday the 4<sup>th</sup>.

## VI. CONSENT AGENDA

- a. Minutes for April 22, 2025 Regular Called Meeting
- b. Minutes for May 13, 2025 Regular Called Meeting
- c. Consider and take appropriate action on adopting a Resolution for the Motor Vehicle Crime Prevention Authority, SB224 Catalytic Converter Grant Program.
- d. Consider and take appropriate action on adopting an Ordinance amending the City of Castroville Code of Ordinances Chapter 106, Traffic and Vehicles adding Article VII, Operation of Golf Carts and Off-highway Vehicles on Public Streets.
- e. Consider and take appropriate action on adopting an Ordinance on revisions to Article VI - Drought Contingency Plan.
- f. Approve the purchase of Data Flow System's TAC II SCADA, including installation, a hub at the Public Works building, and the associated electrical requirements. The recommendation is based on the attached SCADA System Decision Matrix Evaluation.

Councilmember Martinez requested 6E be removed for further discussion. Councilmember Lee requested 6F be removed for further discussion.

**A motion was made by Councilmember Martinex and duly seconded by Councilmember Merz to approve Consent Agenda items A,B, C, and D. A vote was taken (5:0 all ayes) the motion carried by all present.**

Councilmember Martinez said under 6E. she was against some of the changes related to allowances during the drought stages. Mayor Alexander wanted to implement a moratorium but the city attorney said there was a process that had to be followed and he could not override. Mayor Alexander had wanted to suspend new

water service during the drought but the past city council had moved away from that option. Mayor Alexander asked if the current car washes were recycling and if they would be charged the surcharge for overage. City Administrator Dixon said they were recycling and were subject to the high usage fees. Councilmember Martinez said pools could not have water added during the drought stages. Ms. Martinez asked how that would be monitored. City Administrator Dixon said staff would be able to see on the billing side. Mayor Alexander said the EAA only enforced the reduction of water and did not tell the city how to meet the reduction. Councilmember Martinez said she was in favor of suspending new services and could the smaller cities make a request for San Antonio be a water source for the city. Ms. Martinez asked if cities could ask for SAWS to be restricted on water usage. It was determined cities could not do this. Councilmember Marchman asked if the staff knew what the current usage and percentage was. Mr. Dixon said he could get the numbers and send to council and the city was at 44% reduction and was doing fine. Mr. Dixon said the city had a study performed by RESPEC a few years previously and they concluded the 1.6 acre feet for new development was adequate. Mr. Dixon said he would update the information in the study and provide. Councilmember Marchman asked if the farmer at the airport was under the same water restrictions. Mr. Dixon said yes depending on when he planted the crops that would determine what stage of restriction he was in. City Council was concerned with not having options during the drought stages. Councilmember King said the City Council did have options. They could either purchase more water rights with the acquisition fund or pay the fine if the city over pumped. Councilmember Merz said the developers must bring enough water for one year for the possible Stage 4 and Stage 5. Mayor Alexander said with the 44% reduction that came out to each citizen using 9,000 gallons in Stage 5. Mr. Merz was still in favor of requiring infill lots bringing water rights to the city. Mr. Merz was good with the Management Plan requirement for exempt facilities/properties. Councilmember Lee was glad the city had the airport water rights for backup, saying they had saved the city in the past from over pumping penalties. Mr. Lee was concerned with the city being in Stage 5 and the new developments using excessive amounts of water prepping the lots for construction. Mr. Lee wanted language in the ordinance amendment stating what the changes were. Councilmember King said the prep work for construction used very little water. Councilmember Lee was in favor of not restricting when watering took place and allowing anytime as long as it met the time restrictions.

**A motion was made by Councilmember Merz and duly seconded by Councilmember King to adopt an ordinance on revisions to Article VI - Drought Contingency Plan. A vote was taken (2 ayes: 3 nays (Martinez, Marchman, Lee)) the motion failed.**

Councilmember Lee said he thought the amendment was to have been minimum, but some of the council members had discussed other changes they wanted in the document. Mr. Lee wanted clarity on the exact proposed changes to the current ordinance brought back for consideration. Councilmember Marchman wanted data on developers and how much water was used and how much city used. There was further discussion on passing the ordinance with only the management plan for exempt properties with a motion made by Councilmember Martinez and seconded by Councilmember Marchman but the motion was withdrawn after it was decided to bring the ordinance back at a later date. Councilmember Lee had requested the SCADA system item be pulled for further discussion because he was not in favor of using a sole source company and had asked for more data including a company he had suggested at the last meeting. Mr. Lee wanted to use someone locally and other local cities were familiar with. Mr. Lee was still concerned with only information provided for DATA Flow and no other options. Public Works Director John Gomez said the city currently had an intergraded system with higher costs to maintain. Mr. Gomez said he and the city administrator had travelled to Kerrville and spent the day learning about the system.

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Mr. Gomez said Kerrville had been using DATA Systems for the past 21 years. Mayor Alexander said the SCADA system was currently used for the wastewater lift stations and hoped to use for the water system in the future. Mayor Alexander said his employer, East Medina Water System, had a SCADA System. Councilmember Merz thanked the staff for providing more information. Councilmember Martinez asked if the city would have administrative rights and would it be in-house. Public Works Director Gomez said the city would have the rights and staff could make changes. Councilmember Marchman asked about the \$20,000 difference shown on electric scope of work. Mr. Gomez said this was due to the system being older and unexpected costs included. Mayor Alexander asked the timeline for installation of the new system. Ramon Maza from DATA Flow System said once the contract was approved there would be a 60-day review period with installment and running time of approximately 200 days, it would be sometime in 2026.

**A motion was made by Councilmember King and duly seconded by Councilmember Marchman to approve the purchase of Data Flow System and installation of the system to include a hub at Public Works and the associated electrical requirements funded by with CIP funds. A vote was taken (4 ayes: 1 nay (Lee)) the motion carried by a majority vote.**

## **VII. MAYOR'S REPORT**

Mayor Alexander reported the city being in Stage 5 with increased pumping restrictions. Mayor Alexander said the city had received a \$300,000 Parks and Wildlife Grant for trails. Mayor Alexander gave out his city contact information, cell number and email address, for citizens to contact him. Mayor Alexander reiterated he wanted all city boards and commissions to meet at City Hall, he wanted no new debt service, and pass a budget on needs not wants. Mayor Alexander said the cities debt had quadrupled since 2021 with practices of issuing debt to do other things and was not in favor of this practice. Mayor Alexander continued with not supporting high density; department head budget meeting; his support of the police department and code enforcement being more aggressive on compliance; supporting historic preservation with updating historic ordinances; conduct review of current ordinances with assignments to boards on reviews with updates approved by council.

## **VIII. DISCUSSION AND ACTION ITEMS**

### **a. Discussion and appropriate action on applications submitted for open board positions**

Mayor Alexander announced he had mistakenly appointed alternate Eduardo Esquivel to the full board position on Planning and Zoning at the last meeting and found he did not have the authority to do this without council consent. Councilmember Merz asked if the alternate wished to still be considered by the city council. Mayor Alexander said he chose not to seek the full board position. City Secretary Debra Howe spoke on the applications the city had received for the open position on the Planning and Zoning from Marques Fuentes and from Beatrice Hurtado for an open position on the Zoning Board of Adjustments. Ms. Howe said Mr. Fuentes had previously been on the ZBOA and Parks Board and Ms. Hurtado had previously served on the ZBOA. Councilmember Merz felt the city council should continue the current two-step process and vote at the next meeting.

**A motion was made by Councilmember Marchman and duly seconded by Councilmember King to appoint Marques Fuentes to the Planning and Zoning Commission full board position (#5) for a term ending in 2026 and appoint Beatrice Hurtado to full board position (#5) with a term ending 2027. A vote was taken (4 ayes: 1 nay (Merz)) the motion carried by all present.**

- b. Discussion and appropriate action to award a contract for solid waste (inclusive of recycling, bulk, and hazardous waste) services

Mayor Alexander said he was in favor of staff's recommendation on the solid waste contract.

**A motion was made by Councilmember King and duly seconded by Councilmember Merz to have discussion with solid waste services vendors present regarding their proposals. A vote was taken (5:0 all ayes) the motion carried by all present.**

Councilmember Martinez asked the total cost for the services were. City Administrator Scott Dixon said there was a pass thru 10% administration fee. Ms. Martinez asked if a new vendor would be doing commercial billing as the current did. Mr. Dixon said he could negotiate with the vendor if the city council did not stay with current vendor Waste Management. Ms. Martinez asked how the city would notify citizens of any change. Mr. Dixon said staff did have a plan to notify if there was a change. Councilmember King said ten years ago the city was allowed 8 yards of bulk and had dropped to 6 yards after negotiations with storm debris having been left on the streets for 3 months by Waste Management. It was noted South Texas Refuse Disposal (STRD) would allow 8 yards. Councilmember Lee said he had reviewed all of the proposals and wished to stay with present provider. Chris Cox, Frontier Waste Solutions, spoke first on his current company. Mr. Cox had previously been the city representative for Waste Management for several years. Mr. Cox said he was still unsure as to how the proposals were graded as the numbers did not add up and said his proposal had 10-year pricing as the others did not and was there for questions. Councilmember Merz asked him if the \$17.00 was same for the 10-year period. Mr. Cox said there was an increase after the first year with pricing increases based on the CPI index. Councilmember Lee said it looked like it was \$17.00 plus \$2.00 from 2 years on with increases thereafter plus CIP index. Councilmember King asked if the commercial included the 10% franchise fee and if Frontier gave a senior discount not shown in his proposal. Mr. Cox said it was and they would give a senior discount to customers. Blake Simpson, STRD of Hondo, spoke on his company's proposal for the city's refuse service. Mr. Blake said they were a local company and they were committed to taking care of the citizens. Mr. Blake said the CPI they proposed is 2% to maximum 5% with the base 2% coving fuel cost and labor. The 5% would protect the city from higher cost increases. Mr. Blake said they were a small company that served several cities in the area including Hondo. Councilmember Lee asked about recycling options shown. Mr. Blake said they provided curbside or had a central location inside the city to take recycling. Mr. Blake said the city would receive the full amount back on all recycling. Mayor Alexander asked if this was an option. Mr. Blake said no it was an either or option. Mr. Blake said all pricing did have the 10% franchise fees included. Mr. Blake said STRD provided a curbside pickup for elderly or handicap citizens, going on the property to pick-up and the proposal included a 10% discount for 65 and older. Councilmember Marchman asked about storm debris cleanup stating it was needed most for the residents. Mr. Blake said they did provide the service and requested limbs be cut to reasonable lengths and the citizens would just call for pickup. Councilmember Martinez asked if commercial businesses would be included in storm cleanup. Mr. Blake said they would be. A question was asked if the vendors were ready to start service when current contract ended. Mr. Blake said he had a standby order placed, if he was awarded the contract it would be 30 days for the new carts to come in. Mr. Cox said his company was ready to go with carts in the yard. Gary Gaucci, with current vendor Waste Management, spoke on the scoring matrix and was unsure of the grading as his company

had higher marks but was 0.7 lower overall, but thanked the team who went through the process as it was a challenge to do this. Mr. Gaucci thanked the city for over 30 years of providing services to the city saying they were the largest trash hauler in north America and the safest. Mr. Gaucci said they now used the one-armed grapppler with safety in mind. Councilmember Marchman asked about the rates shown. Mr. Gaucci said they were good for 12 months with CPI index increase after that. Councilmember King asked about leaves/bulk was included in bulk curbside and bags allowed. Mr. Gaucci said the clear leaf bags were permitted for leaves for safety purposes. Councilmember Lee said he was in favor of keeping the current vendor as the cost savings were very little he felt. Mr. Lee said they had recently picked up his trash following a missed pickup and appreciated the customer service.

**A motion was made by Councilmember Lee and duly seconded by Councilmember Martinez to adopt an ordinance approving an exclusive franchise agreement with Waste Management for the collection, hauling, and disposal of municipal solid waste and recyclable materials in the city of Castroville. A vote was taken (2 ayes: 3 nays (Marchman, King, Merz)) the motion failed.**

**A motion was made by Councilmember King and duly seconded by Councilmember Marchman to adopt an ordinance approving an exclusive franchise agreement with South Texas Refuse Disposal for the collection, hauling, and disposal of municipal solid waste and recyclable materials in the city of Castroville for a five-year period. A vote was taken (4 ayes: 1 nay (Lee)) the motion carried by a majority vote.**

c. Council nomination and election of Mayor Pro-Tempore

Councilmember King nominated Councilmember Merz for the position of Mayor Pro Tem saying it was good to have different members of the council experience the position.

**A motion was made by Councilmember King and duly seconded by Councilmember Merz to appoint Councilmember David Merz to serve as Mayor Pro Tem for a one-year term. A vote was taken (2 ayes: 3 nays (Martinez, Marchman, Lee) the motion failed.**

Councilmember Lee nominated Councilmember Martinez to serve another term as Mayor Pro Tem.

**A motion was made by Councilmember Lee and duly seconded by Councilmember Marchman to reappoint Councilmember Sheena Martinez as Mayor Pro Tem for a one-year term. A vote was taken (5:0 all ayes) the motion carried by all present.**

d. Consider and take appropriate action on adopting a Resolution establishing regular meeting time, date, and place for city council meetings

**A motion was made by Councilmember King and duly seconded by Councilmember Marchman to adopt a resolution amending the city council meetings to begin at 6 p.m. unless an executive session was posted and those meetings would begin at 5 p.m. A vote was taken (5:0 all ayes) the motion carried by all present.**

e. Consider and take appropriate action on approving a form for citizen participation on posted agenda items

Mayor Alexander, at the previous meeting had presented a form used by the County Commissioner's Court for citizen participation on agenda items. Staff was directed to prepare and provide a form for consideration. Councilmember Merz requested language be added that the form was only for agenda

items and citizens were not limited to speaking only at citizen comments. The form was to be turned in before the item was announced.

**A motion was made by Councilmember Lee and duly seconded by Councilmember King to approve the citizen participation form with additional language of not for citizens comments, may speak at listed agenda item. A vote was taken (5:0 all ayes) the motion carried by all present.**

- f. Discuss and take appropriate action regarding the assignment of council liaisons to the city's various advisory boards and commissions

Mayor Alexander asked council members if they wished to continue on the current boards as liaisons. They agreed they would like to stay on the current boards. Councilmember Lee said in the past the members were put on different boards to understand what each board did and suggested changing liaisons every 6 months. **No formal action was taken.**

## IX. CITY ADMINISTRATOR'S REPORT

### a. City Administrator Report Topics:

Gas Operations Update, CPS Wholesale Electric Negotiations, Regional Park Community Center Project, WWTP Dams & Ponds, Regional Park Irrigation, UDO Progress, Hwy 90 Improvements - Utility Relocates, City Hall Remodel RFQ, CDBG Waterline Project, Council Chamber Audio/Video, Athens Area Drainage Project

Mayor Alexander spoke on the dams and ponds giving a history on the ponds from when he was employed with the city. Mayor Alexander said there were old pumps in the back of the ponds and in the past the park was irrigated and had enough pressure then. Councilmember Lee asked if they were irrigating the park now from the ponds. City Administrator Dixon said he thought they were and would be looking at reconfiguration of the distribution and research further on the old pumps that the Mayor had referred to. Helen Delevan, who sent a letter, was concerned with the loss of the ponds and wanted more information. Councilmember Merz asked if the city had recorded data on flow off of the hill and the depth of the ponds needed to retain the flow. City Administrator Dixon said he had a preliminary report and would bring back to council. Council asked what the timeline was on the Hwy 90 Improvements. Mr. Dixon said his meeting with TxDOT had been postponed and he would have more information once they met. Councilmember Lee clarified about the dam issues the city would experience with current conditions. Councilmember King who had been the consulting engineer said there would be a dam breach. Councilmember Marchman asked about any cost and no engineering plans but filling in the ponds now. Mr. Dixon said they were not filling in and was waiting on TCEQ before proceeding. Councilmember Martinez asked on clarification on why the old pool building was removed early and who was involved with that decision. Mr. Dixon said the city had been working under the direction of the USDA, along with Grant Consultant EMC, and contractor. Mr. Dixon said the USDA had a timeline on the city had to spend the funds by 2025 and said the project was ready to proceed. The city council approved the demolition and the USDA changed directions after the building had been demolition. Mr. Dixon said now it had been a year and the project was finally underway. Mr. Dixon was asked about notification of citizens affected by the CDBG waterline replacement project. Mr. Dixon said they would be notified once the notice to proceed was issued. Mr. Dixon asked the city council if they wished to continue the staff reports as an agenda item as the Mayor had requested to take off. Mayor Alexander said the staff answered to the city administrator and Mr. Dixon

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should report on the departments. Councilmember King and Lee liked the written updates provided such as code compliance concerns that some citizens asked them about. Councilmember Lee wanted to continue getting the written staff reports from staff and council agreed. City Administrator Dixon also informed the city council the Mayor had requested the city attorney not attend council meetings unless needed.

**X. DISCUSSION ON FUTURE AGENDA ITEMS**

Councilmember Martinez asked for the date of the next budget work session. City Administrator Dixon would look at schedule and let city council know some dates. Mr. Dixon said there would be an executive session planned for the June 10<sup>th</sup> meeting beginning at 5 p.m. Councilmember Martinez said she would be out for surgery on June 18<sup>th</sup> thru June 20<sup>th</sup>. Councilmember Merz said he would be out June 24<sup>th</sup>. Councilmember Lee wished to apologize to staff and City Council on his comments during the SCADA discussion.

**XI. Adjourn**

Mayor Alexander adjourned the meeting at 8:57 p.m.

\_\_\_\_\_  
 Mayor

ATTEST:

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

**CITY OF CASTROVILLE CITY COUNCIL  
REGULAR CALLED COUNCIL MEETING  
1209 Fiorella  
City Council Chambers  
June 10, 2025  
Tuesday  
5:00 P.M.  
MINUTES**

**I. CALL TO ORDER**

Mayor Bruce Alexander called the meeting to order at 5:00 p.m.

Mayor Alexander recessed the meeting to go into Executive Session at 5:01 p.m.

**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: Section 551.086 (Competitive Utility Matters)

a. Update on negotiations with CPSE related to wholesale power contract

Open: 5:02 p.m.

Closed: 5:58 p.m.

**III. Reconvene in open session**

Mayor Alexander reconvened in open session at 6:01 p.m.

**IV. ROLL CALL**

Present:

Mayor Bruce Alexander

Mayor Pro Tem Sheena Martinez

Councilmember Houston Marchman

Councilmember Phil King

Councilmember David Merz

Councilmember Robert Lee

Scott Dixon, City Administrator

Debra Howe, City Secretary

Jim Kohler, Police Chief

John Gomez, Public Works Director

Breana Soto, Community Development Director

**V. PLEDGE OF ALLEIGENCE**

**VI. INVOCATION**

Pastor Matt Gutierrez of the Discover Church gave the invocation.



## **VII. 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, asked the City Council if they listened to the citizens on what they wanted. Ms. Fifield said at the recent city wide yard sale event there were numerous For Sale signs and she felt the citizens were not happy and leaving the city. Ms. Fifield asked why the City Council was still allowing construction during Stage 4 and 5 water restrictions. Ms. Fifield said she did not see any good movement from the new City Council on change and asked about using the airport water during the restrictions.

Karen Brunair, 112 River Forrest, requested an agenda item for answers to questions posed by the citizens at previous meetings. Ms. Brunair felt the city had deceived the citizens by allowing Alsatian Oaks to allow some type of payment in lieu of water rights for Phase 1. Ms. Brunair asked if they would be bringing water rights to the city for Phase II and allowed to build. Ms. Brunair asked about the city allowing any construction during Stage 4 and Stage 5. Ms. Brunair asked for an agenda item for new sources for water; no more building during any drought stages; posting a plan on Stages 1-5 water restrictions for building; and Stage 1-5 water restrictions for farmers.

Councilmember Merz clarified the city did lease the airport water rights and this gave the city a buffer during the drought restrictions.

Meg Connor, 811 Washington, spoke her support of the proposed UDO and was in favor of the City Council approving the proposed document. Ms. Connor said changes could be made after adoption if needed.

Ms. Connor said it would be a big waste if not finished.

Patrick Connor, 811 Washington, spoke on his support of the proposed UDO.

## **VIII. CONSENT AGENDA**

- a. Minutes for May 27, 2025 Regular Called Meeting
- b. Authorize the Mayor to amend the contract for solid waste services with Waste Management to establish a new termination date of September 30, 2025.
- c. Authorize street closure and use of Houston Square for the "Show Your Ride" Car Show event to be held every other third Friday beginning July 18th, 2025.

Mayor Alexander requested items A. Minutes for May 27<sup>th</sup> and C. Show Your Ride Car Show event be removed for further discussion.

Councilmember Merz also asked for item C. Car show. Councilmember Lee asked for items B. Waste Management amendment and C. Car Show.

Mayor Alexander said he had a few changes to the minutes and would get with the city secretary and they would be brought back at the next meeting. Mayor Alexander said the amendment to the Waste Management Contract was an extension until September 2025 to allow for a smooth transition. Mayor Alexander said the final contract would be brought back with the new vendor for council approval.

**A motion was made by Councilmember Lee and duly seconded by Councilmember King to approve authorizing the Mayor to amend the contract for solid waste services with Waste Management to establish a new termination date of September 30, 2025. A vote was taken (5:0 all ayes) the motion carried by all present.**

Councilmember Lee and Merz requested item C. Show Your Ride Car Show event for further discussion. Councilmember Merz read the conditions recommended by the staff on this event. They were: receive and review street closure plan, and coordinate with the Emergency Service District (ESD), confirmation of outreach to all affected downtown business and churches with documentation of any objections or requests, coordinate with the Police Department on staffing and any additional public safety concerns, confirmation there would be no alcohol sales unless a TABC permitted vendor was engaged and appropriate controls were put in place, and waiver of city fees for barricades and use of public space as requested subject to city council approval. Mr. Jose Colón was requesting the event to be held every other month on the third Friday. Mr. Colón was unable to attend the council meeting to answer questions.

**A motion was made by Councilmember Merz and duly seconded by Councilmember King to approve with conditions as read until the end of the year, including the waiver of fees.**

There was further discussion before a vote was taken. Councilmember Lee said it was a good event years ago until it became too large and started having a negative impact on the area due to visitors to the event. Yvonne Patton, owner of The House of Funky Chunky Jewels and organizer of Fiorella Friday's said she was working with Mr. Colón and she would watch over the activities. Ms. Patton said it would bring in revenue and sales tax to the city and could bring back more information at the next meeting.

Councilmember Merz said he lived the furthest from the activities, noise was not something that would affect him. Mayor Alexander said he was closest and if the noise was managed properly it could be a success. Councilmember King said the handling of the event could learn from past mistakes.

Councilmember Marchman recommended communicating with car show event on what happened in the past and keeping it under control. Councilmember Martinez was in favor of a trial period to see if the event would work and revisit in December. Councilmember Marchman asked if there was going to be something the city council could look at on the sales tax. City Administrator Dixon asked if the City Council wished to waive the fees for the special event (\$100). City Council decided to not waive the fees.

**Councilmember Merz amended his original motion to approve with conditions and allow event until the end of the year with fees not waived. Councilmember King seconded the motion.**

Councilmember Lee recommended revisiting the item and getting responses on conditions at the next meeting. Councilmembers did not agree. **A vote was taken (4ayes: 1nay (Lee)) the motion carried by a majority vote.**

## **IX. PRESENTATIONS**

### **a. Recognition of Officer Dorsey Krause 10 years with the City of Castroville Police Department**

Police Chief Jim Kohler recognized Officer Dorsey Krause for his 10 years of service with the city. Officer Krause received a plaque and engraved knife for his service.

**X. MAYOR'S REPORT**

- \* Boards & Commissions
- \* Ordinance & Policies Review
- \* Budget
- \* Legislative Update

Mayor Alexander started off by thanking everyone for attending and watching online. Mayor Alexander spoke on terms expiring on the city boards and commissions on June 30<sup>th</sup> and encouraged citizens to submit an application for the City Council to consider at the June 24<sup>th</sup> meeting. Mayor Alexander said there were many people out in the community that were qualified for a position on one of the city boards and commissions and asked that interested persons to please submit. Mayor Alexander spoke on his recommendation to the City Council to have a full review of the city ordinances and policies for amendments to meet any changes to the law and for regulatory compliance. Mayor Alexander said after the boards appointments were completed he would be appointing two council member committees to work with the appropriate advisory board associated with the ordinances for changes followed by a legal review and city council review with adoption at a later date. Mayor Alexander encouraged the citizens to review the code of ordinances and provide suggestions to their City Council representative on changes they would like to have considered. Mayor Alexander said the budget process was underway with the city council having received a briefing from each department on their proposed budget with thoughts from the departments on the impact of a possible up to 10% cut in funding, if the budget remained the same, and if their budget could be increased. Mayor Alexander said work was being completed on developing a draft budget to provide the City Council for discussion at a special called meeting. Mayor Alexander said the proposed budget being developed for operations and capital improvements for the city would be to meet the needs of the city without the need to issue additional debt on the citizens, unless necessary, or legally required to do so. Mayor Alexander provided several legislative actions that could have affected the city if they had passed. Mayor Alexander said one bill for Accessory dwelling units (ADU's) allowed anywhere in the city did not pass; an automatic approval after a 45 day submittal for building permits did not pass and restriction on cities from any regulations in the ETJ did not pass. Mayor Alexander provided a few of the bills that did pass affecting the city were delays in increasing impact fees for three years; Homeowner Associations were prohibited from issuing fines to residents for brown grass during water use restrictions; and the legislation increased the bidding threshold for cities from \$50,000 to \$100,000. Mayor Alexander said legislation that would have affected Medina County by removing the exemption that the county had for streamlining expedited release of property from a water or sewer CCN failed. Mayor Alexander gave the history of when the exemption was put into place back in 2011. Mayor Alexander said the city only had limited control over development regulations in the ETJ but did maintain control of the water/sewer in the CCN within the area. Mayor Alexander said the city was entitled to recoup all costs for providing services to the developments within the CCN. Mayor Alexander said the cost for improvements should not be placed on the current water/wastewater customers to meet the needs of new developments.

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

No action was taken.

## **XII. DISCUSSION AND ACTION ITEMS**

- a. Discussion by SAMCO Capital Markets, the City's Financial Advisor, regarding proceeding with the issuance of Certificates of Obligations for Utility System Improvements (The Water Well Project which was previously authorized by the Council on March 25, 2025) and the possibility of combining that project with potential General Fund Projects and other matters related thereto

Mayor Alexander provided the City Council with his thoughts on not supporting the issuance of the Certificates of Obligation for utility system improvements that the previous City Council authorized at the March 25, 2025 council meeting. Mayor Alexander requested the current City Council to withdraw the authorization until this city council could discuss other potential options for the Water Well Project that was proposed to support growth on the east side of town. Mayor Alexander also stated he was not in favor of any new debt without an approved plan on what the debt would be used for. Mayor Alexander did not agree with the projects identified as immediate needs of the city over other infrastructure needs. Mayor Alexander wanted council support on his position until an agreed plan of action could be determined. Mark McLiney, City Financial Advisory with SAMCO Capital Markets proceeded with information on the issuance of 3.5 million approved by the previous City Council and the notice of intent was that day. Mr. McLiney said he could bring back at the following meeting for the Water Well Project and spoke on the city having some debt service going away and if they wished to keep the same tax rate and do other projects they could borrow 4.5 million for General Fund projects if the city council wished. City Administrator Dixon provided potential projects such as City Hall remodel, new police station, parks improvements, street improvements, library expansion, and vehicles and equipment. Mr. McLiney said he needed direction at this meeting from the City Council as to how to proceed. Councilmember King said the city already had a development agreement with developers in place. City Administrator Dixon said the Flat Creek Development Agreement had been approved and the water well project was in the process of being bid out with plans to award at the next council meeting. Councilmember Merz said he was in favor of paying by issuing debt, not having the citizens pay out of pocket and was in support of issuing debt for the elevated tank now. Councilmember Merz was not in favor of issuing debt for General Fund projects. Councilmember King was in favor of issuing additional debt for projects without increasing the tax rate. Mayor Alexander said it was a flatline as the tax rate went down meant it was a tax increase. Councilmember Lee recommended looking at income on utility income from the developments. Mr. McLiney said he could project out from information provided by the county. Councilmember Lee was not in favor of issuing debt for vehicles/equipment or fixing streets. Councilmember Marchman stated the city could not fix streets but would give water to new developments. Councilmember Merz said streets should be fixed not by issuing debt but out of pocket. Mr. Merz was not in favor of putting on top of budget items through General Fund debt. Councilmember Martinez said the city was legally obligated to provide the elevated tank and she felt the city needed a new police station for the department. Mayor Alexander said this would be brought back at the June 24<sup>th</sup> meeting and to send any questions to Mr. Dixon before the meeting. Mr. McLiney said he would bring the legal documents for 3.5 million for the water well project and for 4.5 million for General Fund projects. Mr. McLiney if the city council wished to do both he could combine into one document.

Mayor Alexander recessed the meeting for a short break at 7:22 p.m.

Mayor Alexander reconvened in open session at 7:31 p.m.  
 Mayor Alexander moved item 12c up for discussion.

- c. Discuss and take appropriate action on the application of the proposed unified development ordinance (UDO), comprehensive zoning ordinance (CZO), and subdivision ordinance where applicable to current or proposed development agreements

Mayor Alexander said the city should start all development agreements with requirements in the CZO and the Subdivision Ordinance. Mayor Alexander said the development agreements should not be designed after a proposed ordinance, not yet adopted. Mayor Alexander said if developers wanted anything else they should submit a proposal for the city to consider. Mayor Alexander said all proposed agreements should be reviewed by the Planning and Zoning Commission first with recommendations to the City Council unless the city attorney determined a portion of the agreement required legal consultation with the City Council.

Patrick Connor, 811 Washington, was recognized to comment on the item. Mr. Connor said he was in support of the City Council adopting the UDO and the document could be amended as needed.

Mickey Holzhaus, 514 Washington, asked the Mayor to restate his comments and thought he heard something different from what he restated. Mr. Holzhaus heard the adopted development policy. Mr. Holzhaus said he felt the city had negotiated the development agreements on the proposed UDO for the water well tank and he thinks the UDO was devised to have high density in the old part of town and future development agreements should be reviewed under the current ordinances. Councilmember Lee said the new developments would use the current services and desired to have City Council and staff to look at using the current ordinances vs. UDO and the cost to the city if the developers did not wish to build under the UDO and opt out of the ETJ. City Administrator Dixon said the city would still provide services in the CCN if the city had the capacity. Mayor Alexander said development agreements should be constructed through current ordinances. Councilmember Merz asked Community Development Director Breana Soto if the current CZO had PUD provisions with flexibility. Ms. Soto said it did and the UDO had four different processes with percentages, which allowed flexibility. Ms. Soto said the UDO did have a mandate for commercial properties, the CZO did not. Mr. Merz said the current ordinances were similar to San Antonio and other cities and may be named differently but will see the same with restrictions. Ms. Soto said developers are aware of the ordinances and have honed their developments. Councilmember Merz said some developers may not come to Castroville, but the ones that wanted to work with the city would. Councilmember King said some developments had PID's and they also were more strenuous than the CZO. Councilmember Martinez said the city should be using the current ordinances and not future UDO that was not approved. Councilmember Merz said the development agreement policy already allowed the Planning and Zoning Commission to have input.

**No action was taken.**

- b. Discussion and possible action on the status of the proposed UDO and Comprehensive Plan

**A motion was made by Councilmember Merz and duly seconded by Councilmember King to amend the draft UDO and remove ADU's from P2.5 zones and place for adoption of the Comprehensive Plan and modified UDO on the agenda for July 8<sup>th</sup> for discussion and appropriate action. Discussion followed.**

Mayor Alexander stated there was no need for a staff report on the proposed UDO and Comp Plan as the City Council had all the information needed to make a decision on how to proceed. Mayor Alexander felt the UDO process had divided the citizens and he wanted the process to end at that council meeting. Mayor Alexander said he was elected Mayor due to development agreements conflicting with current ordinances and changes to current ordinances that would support more dense development of the city. Mayor Alexander said during the process citizens were told the changes would not effect the city as it was known, just new developments. Mayor Alexander felt the citizens were not informed properly of the proposed changes and development agreements were not in line with current ordinances. Mayor Alexander recommended the city council end any further discussion on the proposed UDO and review and amend the current CZO and Subdivision Ordinance as needed.

Patrick Connor, 811 Washington, was recognized and again stated he was in favor of the proposed UDO and the document could be amended as needed. Mr. Connor asked Mayor Alexander if the UDO was stronger or weaker than the current CZO. Mayor Alexander said allowing him to comment on the item did not allow for him to hold a back and forth. **A motion was made by Councilmember King and duly seconded by Councilmember Lee to allow open exchange with Patrick Connor. A vote was taken (4ayes: 1nay (Marchman)) the motion carried by a majority vote.**

Mr. Connor asked the Mayor his opinion on whether the proposed UDO was stronger or weaker than the CZO to the city. Mayor Alexander said he was not in favor of the proposed UDO and felt it allowed for more density. Community Development Director Soto wanted to clarify in the current Subdivision Ordinance there were no minimum lot sizes in a Planned Unit Development (PUD). Councilmember King said the proposed UDO would not affect the infill lots but would affect development to the east. Mr. Connor asked what the status was of the proposed UDO and Comp Plan. Mayor Alexander said his understanding was it had gone through Planning and Zoning and staff recommended to approve. Councilmember Merz read his motion again and said the removal of ADU's from P2.5 would not allow to build anywhere in the current single family zone. Mr. Merz said his neighbors did not want big box stores in the city and under the current CZO the lot sizes allowed them, but in the proposed UDO lot sizes the current Walmart could not be built. Mr. Merz felt the proposed UDO encouraged what Castroville citizens wanted smaller buildings on smaller lots as is in the Fiorella area. Councilmember King questioned the Mayor's comment on the UDO bringing high density and said that was incorrect. Mr. King said the UDO was more restrictive and he felt the citizens should have an open forum on the UDO for questions. Councilmember Lee said he was confused on the wording of status and was unsure of what it meant related to this item. Mr. Lee said he was not willing to let all of the work go. Councilmember Marchman said he felt the citizens had been disrespected during the process with Simple City and asked why the city spent \$556,000. Mr. Marchman felt the city should not have spent that much. Councilmember Martinez said originally the process was to incorporate the CZO and Subdivision and all other ordinances into one document to have a more streamlined process. Ms. Martinez said the renaming of zones, adding zones, and including old and new language had caused much confusion. Ms. Martinez said she was still against alleys shown in the UDO and did not see parking requirements to meet ADA and Federal compliance. Ms. Soto said the requirements to meet ADA and Federal requirements were in the document and alleys were in the current Subdivision Ordinance. Ms. Martinez said she could not support the document and suggested plugging in the changes to the CZO and Subdivision Ordinances. Councilmember Merz asked if historic buildings could be demolished now and under the UDO. Ms. Soto said the provisions were already in the Subdivision Ordinance. Councilmember King said the UDO considered of merging the CZO and Subdivision Ordinance into

one document and said anyone who had a question should contact staff and give the citizens an opportunity to discuss. There was no further discussion.

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

**A motion was made by Councilmember Merz and duly seconded by Councilmember King to table the item. A vote was taken (4ayes: 1nay (Marchman)) the motion carried.**

**d. Discussion and possible action regarding the reservation of water rights with the Nueces River Authority**

Mayor Alexander told the city council he did not agree with paying for the potential future water rights from the proposed desalination project by the Nueces River Authority. Mayor Alexander said the cost to reserve the water rights was comparable to the current cost of purchasing additional Edwards Aquifer Unrestricted Water Rights to meet the needs of the city. Mayor Alexander said both of the largest water utilities in the county and the Medina County Regional Water Alliance had agreed to not participate.

Mayor Alexander asked the city council to support him in saying no to the proposal.

Patrick Connor, 811 Washington, was recognized and said he was in favor of the staff getting all sources of water. Mayor Alexander asked if the reservation of water rights was a one time payment. Travis Pruski with Nueces River Authority (NRA) was present for questions. Mr. Pruski said the cost was broken up into two payments, one this year and the second one in 2026 with plant built in 2029 and online in 2031. Mr. Pruski explained the plant would be built near Port Aransas and the piping costs would be shared with customers plus production fees. Mr. Pruski said Hondo and Lytle had signed on with Benton City Water Supply. Councilmember Marchman asked about where the salt from the desalination of the seawater would go. Mr. Pruski the salt would be returned to the Gulf approximately 2.5 miles out at a depth of 40 feet. Senate Bill 7 was passed and this allowed the company to pipe up Hwy I 37 in the future. Councilmember King said some plants sweetened desalination water with spring water. Mr. Pruski said they would be adding calcium and fluoride. Mr. Pruski said they would have an engineering study completed before the city would make the decision to take or not. Councilmember Merz felt it would be high piping cost but only one source and small amount to reserve now. Mr. Merz was in favor of reserving now for a future option. Councilmember Lee asked if SAWS was involved with the project. Mr. Pruski said no they had discussed the project with them but wanted control to get to the smaller cities. Mr. Pruski was asked the size of the pipeline. He said it would either be a 10 ft. or two 6 ft. depending on how much water was needed. Mr. Pruski said the pipe cost would be included in the cost per gallon, not upfront. Mr. Pruski said the name of the project was Medina/Atascosa Line and he would be coming back to council with a cost in about 12-18months.

Karen Fifield, 805 Washington, was recognized saying she was against both agenda items 12 D and 12 E. related to reserving and purchasing water rights. Ms. Fifield said God was in control and they had the same water as in the past. Ms. Fifield asked if there would be additional costs since it was so far out and find out about any studies on disruptions to the marine life with putting the salt back into the ocean.

**A motion was made by Councilmember King and duly seconded by Councilmember Merz to authorize staff to reserve .5MGD/day= \$13,688.16 funded from the Water Acquisition Fund.**

Further discussion followed. Councilmember Lee said he was not in favor of using the Water Acquisition Fund for reserving/leasing water. Mr. Lee said the fund was for purchasing water rights. Mr. Lee was in favor of using funds out of the Utility Fund and after discussion the city council chose to reserve 1 MGD/day = \$27,376.32.

**A second motion was made by Councilmember King and duly seconded by Councilmember Merz to amend the first motion to change the funding source to Water Utility Fund. Both agreed to change the motion.**

**A third motion was made by Councilmember King and duly seconded by Councilmember Merz to amend the second motion to change the reserve to 1 MGD/day at a cost of \$27,376.32. Both agreed to amend the motion. A vote was taken (5:0 all ayes) the motion carried by all present.**

Mayor Alexander asked if there would be a clause to allow the city to get out of the take or pay. Mr. Pruski said there was language in the contract.

e. Discussion and possible action regarding purchase of Edwards Aquifer Water Rights using the Castroville Water Acquisition Fund

Mayor Alexander started off by saying he was in favor of purchasing all of the Edward Aquifer unrestricted water rights the city could afford at that time. Mayor Alexander gave a history of when and why the water acquisition fund was established to be used for the purchase of water rights. Mayor Alexander said it could be used for water leasing during a drought to meet demand. Mayor Alexander said he was against issuing debt but would be in favor of issuing Certificates of Obligations to purchase unrestricted water rights to be tied to the water acquisition fund. Mayor Alexander said the current acre foot cost was \$12,500 per acre foot this year. Councilmember King asked if the direction from city council to staff was to go out and purchase water rights. City Administrator Dixon said the city was doing fine with the amount of water rights it had but there needed to be a discussion on the future needs. Councilmember Marchman asked if the city had a recent study on the needs of the city. Mr. Dixon said he had the data from RESPEC when they provided the study in 2022 and he would input the new information and provide to the city council. Mr. Dixon said they would do the calculations and see what the city wants or needs. Mr. Dixon said they could bring back at the next meeting how much the city could issue and the amount of water rights that could be purchased. Councilmember Martinez was in favor of purchasing more water rights. Councilmember Lee was in favor purchasing all water rights the city could.

**A motion was made by Councilmember Lee and duly seconded by Councilmember Marchman to bring back the amount of water rights the city could purchase. A vote was taken (5:0 all ayes) the motion carried by all present.**

e. Discussion and possible action regarding Emergency Generator Power for Water Wells and Emergency Preparedness Plan

Mayor Alexander said he was in support of installing fixed base generators at all of the water well sites the city owned. Mayor Alexander felt the city should have taken the opportunity to purchase the generators with the American Rescue Plan Funds. Mayor Alexander said the funds were used instead for budgeted expenses at that time he thought. City Administrator Dixon said the \$750,000 had been put in the city's reserves and could be used. Councilmember Lee said staff said at the last council meeting they could hook up the mobile generator and he wanted them to do that and install transfer switches at the two wells and on the mobile generator. Mr. Lee stated the city had one mobile generator on a trailer



to be able to use as needed. Councilmember Merz was in favor of installing generators at the wells. Mr. Dixon said the city had looked at grants for the generators and he had approached FEMA three years ago. Mr. Dixon was waiting now for a reply but was not sure the city would be awarded any generators. Councilmember Merz asked if the funding would come out of the Utility Fund if approved. Mr. Dixon said the funds were in the General Fund. Mr. Dixon said the purchase of the generators before the FEMA response may cause issues with the grant process but if on order could be in the city's favor due the lag time on delivery. Councilmember Martinez asked about the costs being different in the backup. Public Works Director John Gomez said the costs shown only included generators and transfer switches, not electrical connection costs. Councilmember Lee said he wanted generator hooked up on current wells now and purchase additional generator for Well #2.

**A motion was made by Councilmember King and duly seconded by Councilmember Marchman to authorize staff to purchase generators for Wells #2 and #3, complete transfer switches, and electrical connections with funding to come out of the Utility Fund Balance. A vote was taken (5:0 all ayes) motion carried by all present.**

f. Discussion and possible action regarding the utility rates charged to customers and how the rates are calculated

Mayor Alexander said he had requested this item to discuss how the city calculated the utility rates, specifically, sewer averaging. Mayor Alexander said due to the city calculating sewer rates by winter averaging of the months of October thru January and throwing out the highest month along with the severe drought conditions and citizens watering more to save their landscaping, some had sewer bills triple from the previous year. Mayor Alexander said he understood and supported the method the city used, but felt the city was taking advantage and should, during drought conditions, take that into consideration with the higher consumption when averaging. Councilmember Merz asked the Mayor if he had a solution to consider. Mayor Alexander did not, but wanted to have a discussion to look at possible ways to reduce costs to the citizens. Councilmember Marchman said he understood rates were high but there were costs associated with using the water. Mr. Marchman asked how they could change. Councilmember Merz said one option was to install a second meter for irrigation and he was in favor of summer averaging when citizens were supposed to not be watering as much. City Council determined installing a second meter was very expensive due to being considered a new service with cost up to \$10,000. Councilmember Lee asked if the city council would consider winter averaging with two months instead of four.

**A motion was made by Councilmember King to revise the utility policy from the lowest 3 month averaging to lowest of 2 month averaging and revisiting in March.** After further discussion Councilmember King rescinded his motion and staff was directed to bring back options including his recommendation for city council to consider to give relief to citizens for above average sewer rates.

g. Consider and take appropriate action on adopting an Ordinance on revisions to Article VI - Drought Contingency Plan

Mayor Alexander said this was brought back and discussion would be centered on changes identified in the staff report related to entities exempt from drought surcharges. City Administration Dixon said there

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had been a lot of discussion at the las meeting with no clear direction as to what all the City Council wanted. Councilmember Lee had requested clarification on language for the ordinance itself not only in the exhibit. City Administration Dixon said due to the lateness of the meeting City Council could send changes and it would be brought back. Councilmember Lee provided language from the exhibit to be included in the body of the ordinance, identifying which entities would be exempt, and providing requirements for the exemption.

**A motion was made by Councilmember Martinez and duly seconded by Councilmember Marchman to adopt an ordinance amending Chapter 110, Utilities. Article VI. Drought Contingency Plan, 110-151 (f.) amending and updating the Drought Contingency Plan to exclude from drought surcharges the following entities: healthcare facilities, emergency services facilities, and accounts held by the city of Castroville with the stipulations of each will be required to submit practices, regular maintenance of plumbing systems, and promotes water usage awareness among staff and residence while ensuring safe and potable water for residents. If no plan is submitted then consideration will be given to removing the exclusion from the individual account. A vote was taken (5:0 all ayes) the motion carried by all present.**

## **IX. CITY ADMINISTRATOR'S REPORT**

### **a. City Administrator Report Topics:**

Gas Operations Update, CPS Wholesale Electric Negotiations, Regional Park Community Center Project, WWTP Dams & Ponds, Regional Park Irrigation, UDO Progress, Hwy 90 Improvements - Utility Relocates, City Hall Remodel RFQ, CDBG Waterline Project, Council Chamber Audio/Video, Athens Area Drainage Project

City Administrator Dixon briefed the City Council on his CA report. Mr. Dixon said the mayor had requested he provide a report each meeting and he had not been prepared to do this, so it was brief this meeting. City Administrator Dixon said after the feedback from City Council the staff reports would be placed back on the agenda under his report, just not separately as in the past. Mr. Dixon verified with Mayor Alexander that was what he wanted, which he agreed. Councilmember King stated the City Council needed to get any questions they had to send to Mr. Dixon by the Monday before the meeting to allow staff to respond. City Administrator Dixon continued with his briefing on his and Parks and Recreation Director Jonah Chang meeting with the Texas Parks and Wildlife Game Warden on the riverbed project. Mr. Dixon said it was complete and he and Mr. Chang had received two citations each for not following state law when doing work in the riverbeds. Councilmember King said you could not use machinery in a riverbed, had to be by hand. Mayor Alexander asked for a copy of the approval issued by the state for the work completed in the riverbeds be provided to the City Council. The gas audit was complete and the draft report was being reviewed with third party – Simon Pena. Mr. Dixon said the gas system was in good shape with a few maintenance requirements noted. Mr. Dixon said the system looping would be discussed during the CIP planning. Mayor Alexander asked for a copy of the Railroad Commissions inspection be provided to City Council. Under the Regional Park irrigation Mayor Alexander said he had met with two councilmembers (Merz and Marchman), Helen Delevan, and Patick Connor to discuss the WWTP dams and ponds and the irrigation system at the park. Mayor Alexander said the ponds and irrigating the park were part of the TCEQ violations but with a discharge permit in place were removed from the wastewater plant, the system did not need the ponds. Mr. Dixon said that was incorrect as the violations were against the wastewater treatment

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plant, not the city. Mayor Alexander said in his opinion the city did not need the ponds and could remove but in the future the city could consider a smaller detention type pond to contain runoff upstream during a rainfall event and use for irrigation of the park. City Administrator Dixon said the city could look at selling effluent if there was a pond. Mr. Dixon said staff had been testing the generators and found some minor electrical issues and were working with Future Electric to resolve. Mayor Alexander asked for a report on testing, but there was not one. Mr. Dixon said the city was working with the county on possible street projects and a map of the proposed project was included with his report. Mayor Alexander asked if the city had an interlocal agreement with the county and requested a copy be provided to City Council. Mr. Dixon said the city did but these projects would be individual agreements. Mr. Dixon said staff were still working on the audio/video issues and hoped to have it resolved soon. Mr. Dixon said he had installed Teams and would be working with VC3 and Mr. Peterson in looking at software issue. Mayor Alexander wanted it fixed as soon as possible. Councilmember Lee spoke about a TML Planning training he had received saying it was a good training to attend. Mayor Alexander said he had spoken with the city attorney and he said not to use Blind Copy (BC) and he said the city council and current staff using (BC) on emails could be construed as a violation of the open meetings act. Mr. Dixon said the city attorney did not say using BC was wrong and only if three members of council responds would be a violation, but using BC prevented others from hitting reply to all. Mr. Dixon will stop using this feature as requested by the Mayor and carbon copy all of the recipients. He will have a statement on emails cautioning Do Not Reply to All.

## **X. DISCUSSION ON FUTURE AGENDA ITEMS**

Councilmember Martinez asked the date of the next budget workshop. Mayor Alexander said to send out dates to set one. City Administrator Dixon said he would review with the Mayor and determine a date. Councilmember Merz wished to bring back a discussion item on tree preservation, providing notification to property owners on 811 calls for digging, and possibly revisit the city attorney attending council meetings to obtain legal opinions during the meetings. Councilmember Merz said he would be absent from the June 24<sup>th</sup> meeting. Mayor Alexander said he would be out the rest of the week.

## **XI. Adjourn**

Mayor Alexander adjourned the meeting at 10:37 p.m.

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Mayor

ATTEST:

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City Secretary



# Agenda Report

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**Agenda of:** June 24, 2025

**Department:** Administration

**Subject:** Authorize the Mayor to sign a contract for solid waste services with South Texas Refuse Disposal (STRD) with a commencement date of October 01, 2025.

**Recommended Motion:** I authorize the Mayor to sign the contract with STRD as proposed.

**Background:** At the conclusion of the existing contract with Waste Management on September 30, 2025, the City will transition to STRD for solid waste services, following Council's selection of STRD as the preferred vendor earlier this year.

Key steps already completed:

- Council approved STRD as the selected provider during a prior regular meeting.
- Staff successfully negotiated a delayed transition to align with the City's fiscal year.
- The proposed contract has been updated as of June 16, 2025, to reflect all negotiated service terms and responsibilities.

## KEY TERMS OF THE CONTRACT:

- **Start Date:** October 1, 2025
- **Term:** Five (5) years with optional extensions
- **Services Included:**
  - Weekly residential solid waste collection
  - Bulk waste pickup service
  - Commercial collection services
- **Transition Period:** Coordination activities are underway to ensure a smooth transition for customers and minimize disruption.
- **Customer Communication:** STRD will support outreach and educational materials ahead of service rollout.

## Staff Recommendation

Staff recommends approval of the contract as presented and requests that Council authorize the Mayor to sign the agreement with STRD

**Fiscal Impact:** Potential modest increase in revenue for the solid waste utility. Final rate setting will be handled during the upcoming FY 2025-2026 budget process.

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

**Source of Funding:** N/A

**Attachments:** City-STRD Contract

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

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

**Submitted by:** R. Scott Dixon

STATE OF TEXAS           §  
   §  
 COUNTY OF MEDINA       §

**EXCLUSIVE FRANCHISE AGREEMENT  
 FOR THE COLLECTION, HAULING, RECYCLING AND DISPOSAL OF  
 MUNICIPAL SOLID WASTE AND RECYCLABLE MATERIALS**

This Solid Waste Collection and Disposal Services Contract and Municipal Franchise Agreement (the "Contract") is made by and between the City of Castroville, Texas (the "City") and South Texas Refuse Disposal, Inc. (the "Contractor"), sometimes collectively referred to as the Parties, acting by and through their respective authorized officers.

**RECITALS**

**WHEREAS**, the City Council of the City of Castroville ("City Council") has determined that it would be in the best interest of the citizens and businesses of the City and would promote the health, safety, and general welfare of the inhabitants of said City to execute a Contract with South Texas Refuse Disposal, Inc. to provide for the collection, removal, and disposal of solid waste in the City; and

**WHEREAS**, the City Council of the City of Castroville has determined that this Contract is necessary to preserve and protect the public health of the citizens of the City.

**NOW, THEREFORE**, in consideration of the foregoing and on the terms and conditions hereinafter set forth and for other good and valuable mutual consideration, the receipt and sufficiency of which is hereby acknowledged, the City and Contractor agree as follows:

## **I.** **TERM**

Term of Contract. The initial term of this contract will be five (5) years beginning October 1, 2025 and terminating on September 30, 2030; provided, however, this Contract shall be automatically extended for successive five (5) year terms unless either party gives the other party written notice of termination at least one hundred and twenty (120) days prior to the end of the then active five (5) year term.

The Schedule of Rates, attached hereto as "Exhibit A" and referenced hereafter, shall not be amended or subject to Consumer Price Index adjustments for a period of twelve (12) months from the effective date of this Contract. Thereafter, the Schedule of Rates shall be subject to such adjustments referenced within Section Thirteen (XIII) of this Contract.

## **II.** **GRANT OF AUTHORITY**

The City hereby grants to the Service Provider, in accordance with the City's ordinances and regulations governing the collection, hauling, recycling and disposal of Municipal Solid Waste and Recyclable Materials, the exclusive franchise, license and privilege to collect, haul and recycle or dispose of Municipal Solid Waste and Recyclable Materials over, upon, along and across the City's present and future streets, alleys, bridges and public properties, within the City's corporate limits.

## **III.** **COMPLIANCE WITH LAWS AND ORDINANCES**

The Contractor shall, at all times during the terms of this Contract, be subject to all such reasonable regulations as the City may hereafter prescribe. In addition, Contractor shall observe all State and Federal laws, rules, and regulations relevant to the collection, removal, and disposal of solid waste.

#### IV. DEFINITIONS

The following definitions shall apply with respect to this Contract:

- a. Bag: Plastic sack with sufficient strength to maintain physical integrity when lifted by the top of the bag and designed to transport solid waste. Total weight of a bag shall not exceed thirty-five pounds (35 lbs.) when filled.
- b. Brush Items: Solid waste comprised of undergrowth, small trees, and shrubs personally cut/ trimmed by the owner of the same parcel and placed curbside for regularly scheduled brush item pickup. Brush items cut / trimmed by a commercial or private contractor shall be removed from the parcel by the commercial or private contractor and will not be picked up by the solid waste Contractor during brush item pickup.
- c. Bulky Items and White Goods: Solid waste comprised of large household items, including, but not limited to, stoves, refrigerators, water tanks, washing machines, discarded bathroom fixtures, furniture, mattresses, television sets, and other household items that cannot be handled by normal solid waste processing, collection, or disposal methods. The terms do not include construction or remodeling debris in excess of fifty pounds (50 lbs.), plant materials, rocks, dirt, dead animals, brush items, hazardous, special, or infectious waste, tires, car batteries, or stable matter.
- d. Bundle: Plant trimmings and newspaper, and magazine stacks securely tied together forming an easily handled package not exceeding four feet (4') in length and weighing no more than thirty-five pounds (35 lbs.) per bundle.
- e. Commercial: A third-party entity that is of, connected with, or engaged in commerce and in the business of or contracted to perform services for or sell goods to a separate and distinct individual or business.
- f. Commercial and Industrial Units: A commercial or industrial structure or parcel being used for commercial purposes within the corporate limits of the City. A commercial or industrial unit shall be deemed to be occupied and require solid waste collection and disposal services when the unit or occupant is engaging in commercial activity and domestic water, or electric services are being supplied thereto.



- g. Commercial Container: A ninety-six (96) gallon plastic receptacle or metal container with a capacity of two (2), three (3), four (4), six (6), or eight (8) cubic yards designed for use by commercial and industrial units that is to be lifted and emptied mechanically for use by commercial and industrial units. A roll-off container is considered a commercial container that is loaded onto a winch truck and not exceeding forty (40) cubic yards in volume. Although primarily used by commercial and industrial units, a roll-off container may be used by a residential unit, as well, to enable the removal of construction debris, brush, et cetera.
- h. Commercial Hand-Load Customer: A hand-load service provided to less intensive commercial and industrial units or customers that consists of the same curbside services supplied to residential units by the Contractor.
- i. Construction and Remodeling Debris: Waste building materials, including, but not limited to, rocks, fencing, concrete or cinder blocks, bricks, and lumber resulting from construction, remodeling, repair, or demolition operations.
- j. Container: A receptacle with a capacity of greater than twenty gallons (20 gal.) but less than thirty-five gallons (35 gal.) constructed of plastic, metal, or fiberglass having handles of adequate strength for lifting and having a tight-fitting lid. The mouth of a container shall have a diameter greater than or equal to that of the base. The weight of the container, including its contents, shall not exceed thirty-five pounds (35 lbs.).
- k. Curbside: That portion of the public right-of-way adjacent to paved or traveled municipal roadways, with or without curbing, and extending to the front property line.
- l. Dead Animals: An animal, or portion thereof, that has expired from any cause.
- m. Disposal Site: Any facility or area of land receiving Municipal and Solid Waste and operating under the regulation and authority of the Texas Commission on Environmental Quality ("TCEQ") within the State of Texas, or the appropriate governing agency for landfills located outside the State of Texas. Includes Sanitary landfills permitted or approved by all jurisdiction and requiring such licensed, franchises, permits or approvals to receive for processing or final disposal municipal solid waste and dead animals.
- n. Garbage: Every accumulation of waste (animal, vegetable, and/ or other matter) that results from packing, canning, storage, transportation, decay, or

decomposition of meats, fish, fowl, birds, fruits, grains, or other animal or vegetable matter, including, but not limited to, used tins, cans, and other food containers and all putrescible or easily decomposable waste and animal or vegetable matter which is likely to attract flies or rodents.

- o. Hazardous Waste : Hazardous Waste means waste defined as, or of a character or in sufficient quantity to be defined as, a Hazardous Waste by the Resource Conservation and Recovery Act, as amended, or by Texas law with respect thereto, or a “toxic substance” as defined in the Toxic Substance Control Act, as amended, or any regulations with respect thereto, or any reportable quantity of a “hazardous substance” as defined by the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended, or any regulations with respect thereto. The term “Hazardous Waste” also includes any waste whose storage, treatment, incineration, or disposal requires a special license or permit from a Federal or Texas entity, body or agency.
- p. Infectious Waste: Hazardous waste with infectious characteristics, including, but not limited to, contaminated animal waste, human blood and blood products, isolation waste, pathological waste, and discarded sharps/ needles.
- q. Out-Of-Cycle Service: Brush item, bulky item, and white good collection and disposal services requested by a residential, commercial, or industrial unit and collected by the Contractor out of the ordinary schedule and within five (5) business days of payment by the unit to the Contractor.
- r. Producer: An occupant of a residential, commercial, or industrial unit that generates solid waste.
- s. Recyclable Material: The following constitutes recyclable materials within the City:
  - i. Paper: Goods made of paper, such as circulars, catalogs, carbonless paper, dry goods packaging without liners, envelopes, file folders, flattened cardboard, junk mail, magazines, newspapers, office paper, paperback books, paper bags, paper towel / toilet paper cores, and non-metallic gift wrap. Phone books and wet or yellowed paper are not included in the definition of paper goods.
  - ii. Glass Bottles and Jars: Beverage bottles, food and condiment bottles, and jars made of glass with lids removed and bottles and jars rinsed clean. Mirrors, windows, ceramics, or other glass or glazed materials are not included in the definition of glass

bottles and jars. iii. Metal Cans: Aluminum, steel, and tin beverage and food cans rinsed clean, rinsed baking tins, and empty aerosol cans with nozzles removed. iv. Plastics: Goods made of plastic and labeled No. 1 through No. 7 with all lids removed and bottles rinsed. Examples include beverage bottles, shampoo and lotion bottles, meat trays, condiment bottles, prescription and medicine bottles with labels removed, and bundled plastic grocery bags.

During the term of this Contract, the City reserves the right to add or delete items approved for recycling.

- t. Recycling Container: A container made of rigid plastic and having a minimum capacity of eighteen gallons (18 gal.) that is provided to residential, commercial, or industrial units by the Contractor. Total weight should not exceed thirty-five (35) pounds when full.
- u. Refuse: Cans, bottles, rags, dry waste, paper, kitchen and household waste, food containers, lawn trimmings, leaves, and other materials typically generated by a residential, commercial, or industrial unit.
- v. Residential Refuse Toter - A container made of rigid plastic and having a maximum capacity of not more than ninety-six (96) gallons that is provided to residential, commercial, or industrial units by the Contractor. Total weight should not exceed seventy-five (75) pounds when full. The toters furnished by the contractor hereunder shall remain the property of the contractor, and the customer will have no interest in carts. The carts shall remain at the location of the residential unit where delivered by contractor. The customer shall be responsible for all loss or damage to toters, except for normal wear and tear or for loss or damage resulting from the contractors' handling of equipment. Any cart removed from a resident shall be deemed lost and the contractor shall be entitled to compensation by the city therefore. The customer shall not overload (by weight or volume) a toter and shall use the toter only for its proper and intended purpose. Additional carts are available for residential customers at an additional charge to be paid by customer.
- w. Residential Unit: A dwelling within the corporate limits of the City occupied by a person or group of people comprising not more than two families. A residential unit shall be deemed occupied when domestic water or electric services are being supplied thereto, with the exception that an unoccupied

home placed on the market for sale shall not be deemed occupied. A condominium or townhome dwelling, whether single or multi-level construction, consisting of four or less contiguous or separate single-family dwelling units, shall be treated as a residential unit; however, each single family dwelling within any such residential unit shall be provided a container and separately billed a pro rata share of the standard residential unit fee located on the Schedule of Rates approved by the City.

- x. Residential Unit Solid Waste: Residential unit solid waste shall be considered, for purposes of this Contract, a collective term comprised of garbage, refuse, stable matter, rubbish, and dead animals. Additionally, commercial hand-load customers shall be considered a part of residential unit solid waste service defined in this Contract.
- y. Roll-Off Containers: See "commercial container".
- z. Rubbish: All other waste materials not included in the definitions of bulky items, white goods, construction and remodeling debris, dead animals, garbage, hazardous waste, refuse, brush items, or stable matter. Rubbish excludes tires and car batteries.
- aa. Solid Waste: As defined by the EPA under 40 C.F.R. 261.2 (a)(1), or by the State of Texas under the Texas Health and Safety Code Chapter 363 Municipal Solid Waste Section 363.004 (19) whether such waste is mixed with or constitutes Recyclable Materials.
- bb. Special Waste: Solid waste that poses particular management and / or disposal problems and requires special care, such as used oil, tires, end-of life vehicles, batteries, and some electronic goods.
- cc. Stable Matter: All manure and other fecal waste matter and stable bedding normally accumulated in or about a stable, or any animal, livestock or poultry enclosure, and resulting from the keeping of animals, poultry or livestock.
- dd. TCEQ: Texas Commission on Environmental Quality.
- ee. Units: Unless explicitly specified differently in the Contract, the term shall collectively include residential, commercial, and industrial units; occupants; or users.
- ff. Unusual Accumulations: As to Residential units, any waste placed curbside for collection in excess of the volumes permitted by this agreement and as to commercial or industrial units, any waste located outside the dumpster, roll off box or compactor regularly used for such collection service.

**V.**  
**PARTICIPATION IN SERVICE**

Except as provided for elsewhere in this Contract, each residential, commercial, or industrial unit shall utilize the solid waste disposal services provided by the Contractor. Failure to utilize such disposal services does not negate the charges for the services, nor does it relieve the unit of the responsibility to pay said charges. Units producing a volume of construction debris which requires a City Permit shall utilize the disposal services provided by the Contractor.

**VI.**  
**INDEMNIFICATION AND LIABILITY**

**THE CONTRACTOR SHALL FULLY INDEMNIFY AND HOLD HARMLESS THE CITY AND ITS ELECTED OFFICIALS, EMPLOYEES, OFFICERS, DIRECTORS, AGENTS, AND SERVANTS, INDIVIDUALLY OR COLLECTIVELY, FROM AND AGAINST ANY AND ALL COSTS, CLAIMS, LIENS, DAMAGES, LOSSES, EXPENSES, FEES, FINES, PENALTIES, PROCEEDINGS, ACTIONS, CAUSES OF ACTION, LIABILITIES, AND SUITS OF ANY KIND AND NATURE, INCLUDING, BUT NOT LIMITED TO, PERSONAL OR BODILY INJURY OR DEATH AND PROPERTY DAMAGE MADE UPON THE CITY DIRECTLY OR INDIRECTLY ARISING OUT OF, RESULTING FROM, OR RELATED TO THE CONTRACTOR'S ACTIVITIES UNDER THIS CONTRACT, INCLUDING ANY ACTS OR OMISSIONS OF THE CONTRACTOR, ANY AGENT, OFFICER, DIRECTOR, REPRESENTATIVE, EMPLOYEE, CONSULTANT, OR SUBCONTRACTOR OF THE CONTRACTOR, AND THEIR RESPECTIVE OFFICERS, AGENTS, EMPLOYEES, DIRECTORS, AND REPRESENTATIVES WHILE IN THE EXERCISE OR PERFORMANCE OF THE RIGHTS AND DUTIES UNDER THIS CONTRACT, ALL WITHOUT, HOWEVER, WAIVING GOVERNMENTAL IMMUNITY AVAILABLE TO THE CITY UNDER STATE LAW AND WITHOUT WAIVING ANY DEFENSE OF THE PARTIES UNDER STATE LAW. IT IS FURTHER COVENANTED AND AGREED THAT SUCH INDEMNITY SHALL APPLY EVEN WHEN SUCH COSTS, CLAIMS,**

**LIENS, DAMAGES, LOSSES, EXPENSES, FEES, FINES, PENALTIES, ACTIONS, DEMANDS, CAUSES OF ACTION, LIABILITIES, AND / OR SUITS ARISE IN PART FROM THE NEGLIGENCE OF THE CITY AND ITS ELECTED OFFICIALS, EMPLOYEES, OFFICERS, DIRECTORS, AND REPRESENTATIVES UNDER THIS CONTRACT. THE PROVISIONS OF THIS INDEMNITY ARE SOLELY FOR THE BENEFIT OF THE PARTIES HERETO AND NOT INTENDED TO CREATE OR GRANT ANY RIGHTS, CONTRACTED OR OTHERWISE, TO ANY PERSON OR ENTITY. CONTRACTOR SHALL PROMPTLY ADVISE THE CITY IN WRITING OF ANY CLAIM OR DEMAND AGAINST THE CITY OR THE CONTRACTOR KNOWN TO THE CONTRACTOR RELATED TO OR ARISING OUT OF THE CONTRACTOR'S ACTIVITIES UNDER THIS CONTRACT AND SHALL SEE TO THE INVESTIGATION AND DEFENSE OF SUCH CLAIM OR DEMAND AT THE CONTRACTOR'S COST. THE CITY SHALL HAVE THE RIGHT, AT ITS OPTION AND AT ITS OWN EXPENSE, TO PARTICIPATE IN SUCH DEFENSE WITHOUT RELIEVING THE CONTRACTOR OF ANY OF ITS OBLIGATIONS UNDER THIS CONTRACT OR PARAGRAPH.**

**IT IS THE EXPRESS INTENT OF THE PARTIES TO THIS CONTRACT THAT THE INDEMNITY PROVIDED FOR IN THIS SECTION IS AN INDEMNITY EXTENDED BY THE CONTRACTOR TO INDEMNIFY, PROTECT, AND HOLD HARMLESS THE CITY FROM THE CONSEQUENCES OF THE CITY'S OWN NEGLIGENCE. PROVIDED HOWEVER THAT SUCH INDEMNITY SHALL NOT APPLY WHERE THE LIABILITY IS THE RESULT OF THE CITY'S WILFUL, INTENTIONAL, OR GROSSLY NEGLIGENT CONDUCT.**

**CONTRACTOR FURTHER AGREES TO DEFEND, AT ITS OWN COST AND EXPENSE ON BEHALF OF AND IN THE NAME OF THE CITY, ANY CLAIMS OR LITIGATION BROUGHT AGAINST THE CITY AND ITS ELECTED OFFICIALS, EMPLOYEES, OFFICERS, DIRECTORS, VOLUNTEERS, AND REPRESENTATIVES IN CONNECTION WITH ANY SUCH INJURY, DEATH, OR DAMAGE FOR WHICH THIS INDEMNITY SHALL APPLY AS SET FORTH ABOVE.**

**CONTRACTOR ASSUMES THE RESPONSIBILITY AND LIABILITY AND HEREBY AGREES TO INDEMNIFY THE CITY FROM ANY LIABILITY CAUSED BY THE CONTRACTOR'S FAILURE TO COMPLY WITH APPLICABLE FEDERAL, STATE, OR LOCAL LAWS, REGULATIONS, AND INDUSTRY STANDARDS.**

**VII.**  
**INSURANCE AND LETTER OF CREDIT**

The Contractor shall, at all times during the Contract term, maintain in full force and effect Employer's Liability, Worker's Compensation, Public Liability, and Property Damage insurances, as provided for herein. All insurances shall be made by insurers and for policy limits acceptable to the City and before the commencement of work hereunder. The Contractor agrees to furnish the City certificates of insurance or other evidence satisfactory to the City to the effect that such insurances have been procured and in force. The certificates shall contain the following express obligation:

"This is to certify that the policies of insurance described herein have been issued to the insured for whom this certificate is executed and are in full force for the contract term. In the event of cancellation or material change in a policy affecting the certificate holder, thirty (30) days prior written notice shall be given to the certificate holder."

For the purpose of the Contract, the Contractor or its parent corporation shall carry the following types of insurance in at least the limits specified below:

<u>Coverage</u>	<u>Limits of Liability</u>
Worker's Compensation Employer's Liability	Statutory Amount \$1,000,000.00 each occurrence
Commercial General Liability	\$1,000,000.00 each occurrence \$2,000,000.00 aggregate
Bodily Injury Liability (except Automobile)	\$1,000,000.00 each occurrence \$1,000,000.00 aggregate
Property Damage Liability (except Automobile)	\$1,000,000.00 each person \$1,000,000.00 each occurrence
Comprehensive Business Automobile Bodily Injury Liability	\$1,000,000.00 each occurrence \$1,000,000.00 aggregate
Business Auto Property Automobile Damage Liability	\$1,000,000.00 each occurrence
Personal & Advertising Injury Excess	\$1,000,000.00 each occurrence \$3,000,000.00 aggregate

The City shall be named as additional insured on all insurance coverages required to be maintained by the Contractor hereunder.

Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent, and shall contain the following provisions and warranties:



- a. The company is licensed and admitted to do business in the State of Texas.
- b. The insurance policies provided by the insurance company are underwritten on forms that have been provided by the Texas State Board of Insurance or Insurance Services Organization.
- c. All endorsements and insurance coverages shall contain the requirements and instructions contained herein.
- d. The form of the notice of cancellation, termination, or change in coverage provisions shall be provided to the City of Castroville.
- e. Original endorsements affecting coverage requirements by this section shall be furnished with the certificates of insurance.
- f. City shall be provided with blanket waivers of subrogation on all required insurance policies.

Letter of Credit: Contractor must provide to the City an Irrevocable Standby Letter of Credit (“LOC”) in the amount of \$25,000.00 (“LOC”) no later than 90 days after the effective date of this contract. This LOC will guarantee completion of the contract in the event of a Contractor default. The LOC must have an expiration date of no less than 30 days beyond the end of the contract term. In the event that the bank will only issue the LOC for one-year terms, the Contractor must deliver to the City a replacement LOC at least 30 days prior to the expiration date of each and every LOC. The final LOC’s expiration date must be at least 30 days beyond the final end of the Contract term; failure to timely deliver any replacement LOC will be an event of default under this contract. The LOC: (i) must be issued by a bank acceptable to the City; (ii) must allow partial and multiple draws; (iii) must not require anything more than a written statement signed by the City Manager, acknowledged by a Texas notary public, that a condition of default exist under the contract for a draw and (iv) each form of which, must be approved by the City’s legal counsel. Failure of Contractor to comply with any provision of this section shall constitute a default by Contractor.

## **VIII.**

### **LICENSES**

The Contractor is required to obtain all Federal and State licenses and permits necessary to perform the services contained herein.

## IX. EQUIPMENT

- a. The Contractor shall maintain and operate the solid waste disposal system and its equipment in a manner that renders competent and efficient service, subject to the terms of this Contract. All equipment, including motor vehicles and trucks necessary for the performance of this Contract, shall, throughout the term of this Contract, be in good condition and repair. The trucks used in the collection of residential solid waste shall be constructed of metal, with completely enclosed “packer” type bodies that are designed and manufactured for the collection of residential solid waste. All vehicles shall be painted, numbered, and have the Contractor’s name and telephone number on each side of the vehicle in a size and type so as to be easily readable from a distance of a minimum of fifty feet (50’).
- b. Notwithstanding anything to the contrary contained herein, it is expressly understood and agreed that all equipment, including, but not limited to, Containers, provided by the Contractor in connection with the Services, shall at all times remain the property of the Contractor. Contractor shall be responsible for maintaining all equipment in serviceable condition and will repair or replace its equipment as may be required for the performance of this agreement. If the Contractor experiences recurring problems of damage or destruction to or theft of the Containers provided by the Contractor pursuant to this Agreement, the Contractor may, prior to replacing or repairing such Containers, require security deposits from the Commercial, Industrial or Residential Units utilizing such Containers.

## X. SERVICES REQUIRED OF THE CONTRACTOR

*Scope of Work.* The work under this Contract shall consist of all solid waste collection and disposal services for residential, commercial, industrial, small business, and professional shop customers within the corporate limits of the City,

including supervision, materials, equipment, labor and all other items necessary to complete said work in accordance with laws.

*General Performance Standards.* The Contractor shall provide, at a minimum, the following performance standards within the corporate limits of the Castroville, Texas:

- a. Toters shall be replaced within four (4) feet of customers' placement without obstructing traffic or damaging landscaping. Lids will be closed after servicing.
- b. Residential collection areas shall be free of litter larger than three (3) inches within a 10-foot radius of the toter. The Contractor will make every reasonable effort to leave behind no loose trash, which may fall in the streets or into customer's property. The Contractor will make every reasonable effort to keep neighborhoods free of litter from toters.
- c. The Contractor will make all reasonable efforts to collect waste regardless of barriers. (i.e. blocked streets) except when the safety and health of the Contractor employees or the public is placed in danger.
- d. The Contractor will make every effort to maintain a consistent route schedule.
- e. Unless personal or public safety concerns warrant, Contractor drivers are expressly forbidden to use their emergency brake to stop a moving Contractor vehicle.
- f. The Contractor shall not provide solid waste collection service on streets directly adjacent to school campuses one-half (1/2) hour before the beginning of, or one hour after dismissal on a scheduled school date.
- g. The Contractor will make every reasonable effort to use vehicles that do not leak oil, hydraulic fluid or other substances, or present an unhygienic or unsafe appearance. If there should be a leak from a truck, the Contractor will comply with all regulations to lawfully clean up the spill within 48 hours of notification.
- h. In the event of Contractor equipment breakdowns, Contractor will make every effort to notify the city and customers by telephone or door hangers if the service will be delayed or rescheduled for another pick-up day.

*Residential Services.* The Contractor shall provide, at a minimum, the following residential unit services within the corporate limits of the City of Castroville, Texas:

- a. Solid Waste: Contractor shall provide one (1) curbside/alley residential unit solid waste collection and disposal services per week for each residential unit located within the City of Castroville. Contractor shall provide one ninety-six (96) gallon waste Toter to each household at no cost to the resident.
- b. Grass & Leaves: Contractor will furnish solid waste pickup of grass, leaves, tree trimmings and other similar residential yard-grown refuse on regular pickup days, provided the yard-grown refuse is bundled or placed in plastic bags. No more than a combination of five (5) bags in addition to the 96 gallon Toter will be collected.
- c. Brush & Bulk: *Brush* – Contractor shall collect curbside brush within 72 business hours of contact. Contractor agrees to collect up to but not exceeding eight (8) yards of Brush per unit. *Bulk* – Contractor agrees to collect up to, but not to exceed eight (8) yards of Bulky Waste once per month within 72 business hours of contact. Bulky/Brush Waste in excess of the above volumes, or any Construction Debris produced by a Commercial Service provider hired by a customer and generated and located at the residential unit may be billed separately.
- d. Hours of Operation: Solid waste collection and disposal services shall be provided between the hours of 6:00 AM. And 7:00 P.M. for curbside/alley residential unit solid waste collection and disposal services. All containers for curbside residential solid waste collection must be on the curbside by 6:00 AM. On the day scheduled for pickup.
- e. Collection Hours Near Schools: Contractor shall not provide solid waste collection service on streets directly adjacent to school campuses on half (1/2) hour before the beginning of school on a scheduled school date. Contractor shall also not provide solid waste collection on streets directly adjacent to school campuses one (1) hour after dismissal of school on a scheduled school date.
- f. Public Notification: On the initial term of this Contract, before Contract is effective, Contractor is responsible for at least a sixty (60) day advanced

public notification of the proposed service provider change out, any proposed route or schedule changes and other appropriate operational information.

***Commercial And Industrial Services.*** The Contractor shall provide, at a minimum, the following commercial and industrial unit services within the corporate limits of the Castroville, Texas:

- a. The Contractor shall collect and dispose of municipal solid waste from commercial and industrial units that falls within the regulatory definition of municipal solid waste and is placed in requisite containers, as determined by the Contractor.
- b. The Contractor shall provide pricing for all commercial roll-off within the city limits of Castroville, Texas to be used for the collection and disposal of, including, but not limited to, construction and remodeling debris.
- c. Collection containers shall be provided by Contractor to Commercial and Industrial Units and/or multiple family dwellings requesting such containers. Contractor shall repair or replace damaged containers as needed. The customer is responsible for routine cleanliness of the containers.
- d. In the event Contractor cannot timely meet or fulfill the service requirements of a Commercial or Industrial user, the customer shall have the right to secure those services from another properly licensed refuse provider and contact the City and register a service performance complaint.

In the event that a residential, commercial, or industrial unit requires the collection and disposal of excessive or unusual items or requests services not contemplated by this Contract, such unit shall make arrangements with the Contractor for the collection and disposal of said items that are independent from those regular or routine services contemplated under this Contract. The Contractor shall have no obligation whatsoever to collect Hazardous, Infectious, or Special Wastes.

Unless specified elsewhere in this Contract, construction and remodeling debris and other debris originating from commercial lot clearing and/or construction operations shall not be removed by the Contractor as a part of the regular solid waste, brush item, and white good / bulky item collection and disposal services, but rather, units shall make delivery and payment arrangements with the Contractor for the collection and disposal of said items utilizing a commercial container(s) in accordance with the Schedule of Rates attached hereto.

**XI.**  
**MUNICIPAL SERVICES REQUIRED OF THE CONTRACTOR**

Regular scheduled solid waste collection and disposal services shall be provided to all municipal buildings, parks (excluding the transfer station), and facilities located in Castroville, Texas at no cost to the City (see Schedule of Rates in Exhibit A). Contractor shall provide City with four (4) 30-yard Roll-off Containers per year for City's use.

**XII.**  
**MISCELLANEOUS PROVISIONS**

The following holidays may be observed by the Contractor, resulting in the discontinuance of solid waste collection and disposal services on said dates:

New Year's Day (January 1), Memorial Day (Last Monday in May), Independence Day (July 4), Labor Day (First Monday in September), Thanksgiving Day (Last Thursday in November), Christmas Day (December 25).

Contractor may decide to observe any or all of the above holidays by suspension of collection service on the holiday, but such decision in no manner relieves Contractor of his obligation to still provide collection service at least once per week, even if such adjustment requires an early weekday or Saturday pick-up. Contractor shall notify the City of any proposed changes to solid waste collection routes and schedules during the holidays listed above within sixty (60) days from the proposed suspension date of service, which will be subject to the City's written approval.

The number of residential, commercial, or industrial units to be served by the Contractor may be increased or decreased by the City at any time.

In the event the Contractor, for any reason after being notified by the City by telephone or email, shall fail to respond, within three (3) business days, to any solid waste collection of qualified solid waste, the City, without further notice, may cause the same to be collected and disposed of and shall bill the Contractor for any charges incurred by the City; said charges shall not exceed the Schedule of Rates.

The Contractor shall submit to the City the proposed solid waste collection routes and schedules within sixty (60) days from the effective date of this Contract for the City's written approval. In the event the Contractor desires to change any routes or schedules, the Contractor shall give a minimum of sixty (60) days written notice to the City and to the units affected by such changes and which will subject to the City's written approval.

The Contractor shall notify the City a minimum of ten (10) business days before any scheduled delay in the regular solid waste collection schedule. Such notice shall include the Contractor's proposal for completing the delayed collection within a reasonable timeframe. Contractor shall adhere to the required notification and approval requirements regarding suspension of service during holidays referenced in this Section.

The Contractor shall maintain a website and an office or such other facilities by which it may be contacted Monday through Friday, excluding holidays, from 8:00 A.M. to 5:00 P.M.

### **XIII.**

### **BILLING AND COLLECTION**

Except as provided in Section XXI, City will pay the Contractor for solid waste collection services rendered and billed by the City at the rates set forth in Exhibit "A,". City shall be responsible for all billing and collection matters. The City shall collect and remit all sales tax in accordance with applicable State Law.

Units shall be billed in accordance with the Schedule of Rates, attached hereto as Exhibit "A", plus applicable sales tax. The refuse collection charges provided in Schedule A shall include all collection, disposal, semi-annual bulky waste pickup, and related costs.

City shall remit payment to the Contractor by the twentieth (20th) day of the month. If the City becomes delinquent in the payment of undisputed services rendered for more than sixty (60) days, then such amounts incur a three percent (3%) late fee on the outstanding amount owed. Contractor will notify City in writing and request immediate and full payment, plus the three (3%) percent late fee.

Regularly scheduled garbage collection sufficient to avoid unhealthy or unsightly accumulation shall be provided to City facilities free of charge as outlined in Schedule B. Modifications to the Schedule B shall be agreed to in writing between the Contractor and the City.

Rates to be paid to the Contractor by the City shall be those in Schedule A attached hereto.

Appropriate sales tax will be added to the listed rates.

The scheduled rates on Schedule A will remain in effect for the first year of this Contract term. Thereafter, for any year of this Contract, a cost-of-living adjustment will be effective as follows:

The fees which may be charged by the Contractor for subsequent years after the initial one-year term Contract shall be adjusted upward to reflect changes in the cost of operations, as reflected by fluctuations in the Consumer Price Index (U) for Urban Consumers, All U.S. City Average, All Items, as published by the U.S. Department of Labor Bureau of Labor Statistics. The Monthly Customer Service charge shall be subject to annual adjustment proportionate to any increases in the "CPI " as defined below) for Water, Sewer, and Trash Collection Services. Said increase each new Contract Year, beginning on January 1, is calculated by the yearly average CPI for the previous twelve (12) months as reported by the U.S. Department of Labor Bureau



of Labor Statistics in October prior to the new Contract Year. Such yearly increases shall be limited to no less than 2% and no more than 5%.

- a. In the event the monthly average wholesale cost per gallon of fuel in Medina County, Texas exceeds \$5.25/gal. for thirty (30) consecutive days, then contractor may charge city an additional fuel cost for its actual costs in excess of the \$5.25/gal. average as a pass-through charge. Contractor shall cease its pass-through fuel charge after its monthly average cost per gallon in Medina County, Texas falls below the monthly average wholesale price of \$5.25/gal. for thirty (30) consecutive days. The additional fuel charge will not result in additional profits to Company, but rather allow Contractor to recover the additional cost of fuel not contemplated in the rates in Exhibit "A." Contractor agrees to use commercially reasonable efforts to enter wholesale and/or commercial fleet fuel agreements for vehicles used to provide the services under this Contract. Contractor agrees to provide City such documentation as may reasonably requested by City to support Contractor's requests for additional fuel costs.
- b. In addition to the above, the Contractor may adjust the Schedule of Rates at any time after giving sixty (60) days written notice to the City on the basis of unusual changes in the cost of operations. The Contractor shall also be entitled to "pass through" any actual taxes, fees, or other impositions made upon the Contractor by any governmental or regulatory entity by billing, on a pro-rata basis, all units directly for such costs to the extent the Contractor is affected or liable for them. During the term of this Contract, the City may cancel the Contract by giving the Contractor thirty (30) days written notice should the abovementioned increase(s) in rates be considered by the City, at its sole discretion, to be unreasonable.

#### **XIV.**

#### **DISPOSAL OF SOLID WASTE**

Contractor shall have the responsibility of the disposal of all solid waste collected under this Contract and all of said materials shall be disposed of in compliance with the laws of the Federal Government and State of Texas and/or the rules, regulations

and standards established by the Federal Government and the Texas Commission on Environmental Quality (TCEQ).

The Contractor shall be responsible for disposing of solid waste at a properly permitted landfill selected by the Contractor. The Contractor shall pay all landfill fees for solid waste hauled by the Contractor.

### **XV.** **RESPONSIBILITIES OF THE CITY**

City will bill and collect from the Units as described in Section XIII.

City shall have the responsibility of notifying the Contractor within two (2) business days of any complaints received by the City regarding the Contractor's failure to collect solid waste or alleviate other concerns.

City shall notify Contractor on a weekly basis of any additions or deletions to the list of Units from whom collections are to be made.

### **XVI.** **RESPONSIBILITIES OF THE UNIT**

Each container, bag, bundle, or other solid waste container must be placed at a curbside/alley location for collection on a scheduled collection day by 6:00 A.M. Containers, bags, and bundles shall be placed as close to the roadway as practicable without interfering with or endangering the movement of vehicles or pedestrians. When construction work is being performed in the right-of-way, containers, bags, and bundles shall be placed as close as practicable to a vehicular access point for the solid waste collection vehicle to enter and exit. The Contractor may decline to collect any container, bag, or bundle that is not placed correctly along the curbside, or any solid waste containerized incorrectly.

**XVII.**  
**{SECTION RESERVED}**

**XVIII.**  
**LEGAL PROVISIONS**

In the event the collection and disposal of solid waste is interrupted for any reason for more than forty-eight (48) hours as a sole result of a willful or negligent act of the Contractor, the City shall have the right to make alternate arrangements for the collection and disposal of municipal solid waste in order to provide for and protect the public health and safety. The Contractor shall reimburse the City within seven (7) business days of municipal payment for services for all costs associated with the City providing alternate solid waste collection and disposal services. If the service interruption is the result of the occurrence of hazardous conditions, as reasonably determined by the Contractor, an exception to this Section will be made by the City. In such instances, a report will be made to the City, and service shall resume when the hazardous condition is rectified.

**XIX.**  
**RECORDS AND REPORTS**

The City shall have access during regular business hours and, upon reasonable advance notice, to all of the Contractor's records, customer service cards, and all papers relating to the operation of the Contractor within the City of Castroville. Upon request, the Contractor shall furnish to the City, reports of the results of all complaints and investigations received from the public and actions taken by the Contractor.

The Contractor shall maintain books and financial records in accordance with generally accepted accounting principles. The City shall have the authority to audit, examine, and make excerpts or transcripts from the books and records during the Contractor's regular business hours.

The Contractor shall keep complete and accurate books of accounts and records of its operations from which municipal gross receipts may be determined.

**XX.**  
**COMPLAINTS AND INTERRUPTION OF SERVICES**

The Contractor shall respond to all units' complaints pertaining to customer service, property damage, or personal injury from the solid waste collection and disposal service. Any unit complaints received by the City shall be forwarded to the Contractor. The Contractor shall notify the City of the action(s) taken in response to forwarded complaints within two (2) business days of the complaint. Failure of the Contractor to timely respond to complaints shall be considered a failure to perform under this Contract.

In the event the collection of solid waste shall be interrupted for more than forty eight (48) due solely to the willful or negligent act(s) of Contractor and not a Force Majeure event contemplated under Section XXXI, then City shall have the right to engage with a third-party contractor to temporarily provide solid waste collection services so as to help ensure the public health and safety of the public. Contractor further agrees to pay to City costs for retaining such temporary, third party contractor. City may deduct such costs from any payments owed by City to Contractor for serviced provided under this Contract.

The interruption of solid waste collection services in excess of for more than forty-eight (48) hours due solely to the willful or negligent act(s) of Contractor and not a Force Majeure event contemplated under Section XXXI, constitutes a material breach of this Contract. City will have the right to exercise the remedies described in Section XXII.

**XXI.**  
**DELINQUENT CUSTOMER PAYMENTS**

The City is responsible for billing each unit for services rendered under this Contract and the collection thereof. Each unit is responsible for making timely payments upon receipt of an invoice or statement. The city may impose and collect a reinstatement fee on all delinquent units' accounts. Such fees and penalties imposed by the City will not be considered part of the City's compensation to the Contractor and so fully retained by the City.

**XXII.**  
**FORFEITURE AND TERMINATION OF FRANCHISE**

The City reserves the right to declare this Contract and its franchise forfeited and to terminate the same and all rights and privileges of the Contractor hereunder in the event of a material breach of the terms, covenants, or conditions herein set forth. A material breach by the Contractor shall include, but not be limited to, the following:

- a. Failure of the Contractor to provide, as solely determined by the City, the services provided for in this Contract within five (5) business days of the receipt of a written demand for performance by the City;
- b. Failure of the Contractor to repair or replace defective equipment, goods, or products within fifteen (15) calendar days of receipt of written demand for performance by the City;
- c. Failure of the Contractor to cure urgent health or sanitation conditions or risks, as determined by the City Administrator, within two (2) business days of receipt of written or oral demand for performance by the City;
- d. Material misrepresentation(s) of fact in the application for or negotiations of this Contract;
- e. Conviction of any director, officer, employee, or agent of the Contractor of the offense of bribery or fraud connected with or resulting from the awarding of this Contract;
- f. Material misrepresentations of fact knowingly made to the City with respect to or regarding the Contractor's operations, management, revenues, services, or reports required pursuant to this Contract; and
- g. The revocation or denial of solid waste collection and disposal permit(s) through Federal and State Laws and regulations which would prohibit or interfere with the ability to fulfill the requirements of this Contract.
- h. If the Contractor intends to terminate this Contract or any portion thereof, the Contractor shall notify the City not less than one hundred twenty (120) calendar days prior to termination.
- i. The City shall have the right to cancel this Contract one hundred twenty (120) calendar days after the appointment of a receiver or trustee who is directed to take over and conduct the business of the Contractor, whether in receivership,

reorganization, bankruptcy, or other action or proceeding, whether voluntary or involuntary.

### **XXIII.**

### **MEDIATION**

If a dispute arises out of or relates to this Agreement or the breach thereof, the Parties shall first in good faith seek to resolve the dispute through negotiation between the upper management of each respective Party. If such dispute cannot be settled through negotiation, the Parties agree to try in good faith to settle the dispute by mediation under the Commercial Mediation Rules of the American Arbitration Association, San Antonio, Texas, before resorting to litigation, or some other dispute resolution procedure; provided that a Party may not invoke mediation unless it has provided the other Party with written notice of the dispute and has attempted in good faith to resolve such dispute through negotiation. Notwithstanding the foregoing, any Party may seek immediate equitable relief, without attempting to settle a dispute through mediation, in any case where such Party is entitled to equitable relief by law, the terms of the Agreement, or otherwise. All costs of negotiation, mediation, and arbitration collectively known as alternate dispute resolution ("ADR") shall be assessed equally between the City and Contractor with each party bearing their own costs for attorneys fees, experts, and other costs of ADR and any ensuing litigation.

### **XXIV COMPLIANCE WITH APPLICABLE LAW**

This Contract shall be governed in accordance with the laws of the State of Texas, and the legal venue for all legal proceedings shall be located in the District Court, Medina County, Texas. Notwithstanding any other provision in this Contract to the contrary, the Contractor shall, at all times, comply with all laws, rules, and regulations of the State and Federal government and any administrative agencies thereof with respect to the subject matter of this Contract.

**XXV.**  
**ASSIGNMENT**

The Contractor may not assign this Contract and/ or any/ all the rights and obligations contained herein without the specific prior written approval of the City, which may be withheld for any reason. Nothing contained herein shall be construed to give any rights or benefits to anyone other than the City and Contractor.

**XXVI.**  
**SAFETY**

The Contractor agrees that all prudent and reasonable safety precautions associated with the performance of work set forth or defined in this Contract are a part of the solid waste collection and disposal techniques for which the Contractor is solely responsible. In its execution of the obligations under this Contract, the Contractor shall use all proper skills and care, as are typical in the industry, and the Contractor shall exercise all due and proper precautions to prevent injury to any property or person.

**XXVII.**  
**NOTICES AND PAYMENTS**

All notices and payments required to be given by either party to the other party under the terms of this Contract shall be in writing and, unless written notice of a change of address is given, shall be sent to the parties at the following addresses:

South Texas Refuse Disposal, Inc.  
P.O. Box 188  
Hondo, Texas 78861

City of Castroville  
1209 Fiorella Street  
Castroville, TX 78009

All notices shall be deemed to have been properly served if sent by First Class, postage prepaid mail through the U.S. Postal Service to the person(s) at the addresses designated above or to such other persons and/or addresses that either party

subsequently designates for notice. Such designation amendments shall be made by providing thirty (30) days' advance written notice to the other party.

### **XXVIII.** **AMENDMENTS**

It is hereby understood and agreed by the parties to this Contract that no alterations or variations to the terms of this Contract, including all addendums hereto, shall be effective unless made in writing, approved, and signed by both parties.

### **XXIX.** **SEVERABILITY**

If any section, sentence, clause, or paragraph of this Contract shall be held to be invalid, illegal, or unenforceable by a court of competent jurisdiction, the validity, legality, and enforceability of the remaining provisions shall not in any way be affected or impaired thereby. The parties shall use their best efforts to replace the invalid, illegal, or unenforceable provision(s) of this Contract with valid legal terms and conditions approximating the original intent of the parties.

### **XXX.** **CONTRACTOR'S DILIGENCE AND CARE & EMERGENCY** **MANAGEMENT**

The Contractor shall use reasonable care and diligence in executing this Contract. The Contractor shall provide the City with an emergency telephone number available for response on a 24-hour x 7 days per week x 365 days per year basis.

### **XXXI.** **FORCE MAJEURE**

If either of the Parties are unable to provide the services or perform the requirements of Agreement due to circumstances beyond their control and without their fault, whether such occurrence or circumstance be an act of God or the common enemy or the result of war, riot, civil commotion, sovereign conduct, or



the unforeseeable act or conduct of any person or persons not party or privy hereto, then the Parties shall be excused from such performance for such period of time as is reasonably necessary after such occurrence to remedy the effects thereof, and neither shall be liable for the breach of this Agreement.

**XXXII.**  
**NO ADDITIONAL WAIVER IMPLIED**

The failure of any party hereto to insist in any one or more instances upon performance of any of the terms, covenants, or conditions of this agreement shall not be construed as waiver or relinquishment of the future performance of any term, covenant, or condition by the other parties hereto, but the obligation of such other parties with respect to such future performance shall continue in full force and effect.

**XXXIII.**  
**ENTIRE CONTRACT**

It is understood by the parties that this Contract constitutes the entire agreement between the parties. Notwithstanding any other provisions in this Contract, the City, acting by and through the City Council of the City of Castroville, Texas, shall be the final arbiter, authority, and decision maker on all matters related to this Contract, the solid waste collection and disposal services within the corporate municipal limits of the City, and the municipal solid waste collection and disposal services franchise agreement.

## **DISCLOSURES, CONFLICTS AND DISPUTE RESOLUTION**

Contractor represents that it is in compliance with the applicable filing and disclosure requirements of Chapter 176 of the Texas Local government Code, Conflicts of Interest Questionnaire, Chapter 2252, Texas Government Code, and Form 1295, Certificate of Interested Parties, online filing with the Texas Ethics Commission.

This Contract will be governed by the provisions of Subchapter I, Chapter 271, Texas Local Government Code, regarding the obligations of the parties for any disputes arising hereunder.

## **MANDATORY CONDITIONS FOR GOVERNMENT CONTRACTS**

When applicable, the City may not enter into a contract with a company for goods and services unless the contract contains a written verification from the company that it; (i) does not boycott Israel; (ii) will not boycott Israel during the term of the contract; (iii) does not boycott energy companies; (iv) will not boycott energy companies during the term of the contract; (v) does not have a practice, policy, guidance or directive that discriminates against a firearm entity or firearm trade association (Texas Government Code, Chapter 2271.002; 2274.002)

Contractor hereby verifies that it does not boycott Israel, and agrees that, during the term of this agreement, will not boycott Israel as this term is defined in the Texas Government Code, Section 808.001, as amended. Contractor hereby verifies that it does not boycott energy companies, and agrees that, during the term of this agreement, will not boycott energy companies as this term is defined in Texas Government Code, Section 809.001, as amended. Contractor hereby verifies that it does not have a practice, policy, guidance or directive that discriminates against a firearm entity or firearm trade association as those terms are identified in Texas Government Code, Section 2274.001, as amended.

Further, Contractor hereby certifies that it is not a company identified under Texas Government Code, Section 2252.152 as a company engaged in business with Iran, Sudan, or Foreign Terrorist Organizations.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

CITY OF CASTROVILLE

\_\_\_\_\_  
Bruce Alexander, Mayor

SOUTH TEXAS REFUSE DISPOSAL, INC

\_\_\_\_\_  
Felimon Cuellar, President

ATTEST:

\_\_\_\_\_  
Debra Howe, City Secretary

**Exhibit “A”****Schedule of Rates For****City of Castroville - South Texas Refuse Disposal, Inc. Contract****Solid Waste Collection and Disposal Services for October 1, 2025-September 30, 2030**

Type.of.Service	Frequency.of.Collection	Rate.to.STRD
1 Toter Garbage	1x Weekly	\$23.63
With Recycling Cart Included		
Additional Toter		\$5.18
Additional Recycling Container		\$5.18
Household Hazardous Waste	Unlimited	Included
Collection At Your Door		
Bulky Waste Curbside 8 CY Allowance		Included
Brush Waste Curbside 8 CY Allowance		Included

\*All citizens must participate if recycling option is chosen.

**Commercial Containers**

2 Yard	1x Weekly	\$73.56
2 Yard	2x Weekly	\$116.88
3 Yard	1x Weekly	\$96.80
3 Yard	2x Weekly	\$124.30
4 Yard	1x Weekly	\$111.32
4 Yard	2x Weekly	\$194.84
6 Yard	1x Weekly	\$127.94
6 Yard	2x Weekly	\$219.04
8 Yard	1x Weekly	\$184.06
8 Yard	2x Weekly	\$330.56
10 Yard	1x Weekly	\$258.50
10 Yard	2x Weekly	\$395.22

<b>Ancillary Charges</b>	<b>Frequency</b>	<b>Rate</b>
Lockbar (Per Container)	Monthly	\$10.80
Castors (Per Container)	Monthly	\$10.80

# **Industrial Roll Off Collection Rates**

20 Yard	\$398.37
30 Yard	\$423.26
40 Yard	\$457.58
Roll Off Delivery (One Time)	\$136.89
Roll Off Fee (Per Day)	\$7.20
Compactor	\$788.25

**Compactor includes 6 tons, each additional ton will be charged at a rate of \$75.00 per ton.**

20 Yard Sludge Containers-Wastewater treatment sludge.	\$694.13
--	----------

Roll off Containers Include 4 tons, each additional ton will be charged at a rate of \$75.00 per ton.

**\*\*The above stated rates do not include a 10% Franchise Fee to the City**

Attachment “E”  
 “No Charge” Container Requirements for City Facilities

Department	Address	Size	Service
City Hall	1209 Fiorella	1 4yd/lock 2- Recycle Toter	1/ Weekly
City of Castroville	703 Paris Street	1-4yd	1/ Weekly
City of Castroville	10500 Airport Rd	1-8 yd	2/Weekly
City of Castroville	Vienna/Athens	2-Toters	1/Weekly
Police Department	411 London	2-Toters	1/Weekly
Public Library	802 London	1- 2yd	1/Weekly
Little League	8000 Airport Rd	1-6yd/lock 1-8yd/lock	2/Weekly
Castroville Regional Park	812 Alsace	1-Toter 3-8yd/Tall/Side Doors	1/Weekly 2/Weekly
Castroville Regional Park	139 N Drive	2-Recycle Toter	1/Weekly
Municipal Airport	10501 Airport Rd	1-Toter 3-Recycle Toter	1/Weekly
Castroville Lyons Park	1101 Houston Street	1-4yd	1/Weekly
City of Castroville Dead Animals	818 Alsace	2 yd	1/Weekly
Park		35-Toter	As Needed
Public Works		20 yd Roll-Off	As Needed
Public Works		40 yd Roll-Off	As Needed

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Additional Toter		\$5.18
Additional Recycling Container		\$5.18
Household Hazardous Waste	Unlimited	Included
Collection At Your Door		
Bulky Waste Curbside 8 CY Allowance		Included
Brush Waste Curbside 8 CY Allowance		Included

\*All citizens must participate if recycling option is chosen.

**Commercial Containers**

2 Yard	1x Weekly	\$73.56
2 Yard	2x Weekly	\$116.88
3 Yard	1x Weekly	\$96.80
3 Yard	2x Weekly	\$124.30
4 Yard	1x Weekly	\$111.32
4 Yard	2x Weekly	\$194.84
6 Yard	1x Weekly	\$127.94
6 Yard	2x Weekly	\$219.04
8 Yard	1x Weekly	\$184.06
8 Yard	2x Weekly	\$330.56
10 Yard	1x Weekly	\$258.50
10 Yard	2x Weekly	\$395.22

<b>Ancillary Charges</b>	<b>Frequency</b>	<b>Rate</b>
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Casters (Per Container)	Monthly	\$10.80

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20 Yard Sludge Containers-Wastewater treatment sludge.	\$694.13
--	----------

Roll off Containers Include 4 tons, each additional ton will be charged at a rate of \$75.00 per ton.

\*\*The above stated rates do not include a 10% Franchise Fee to the City





# CITY COUNCIL AGENDA REPORT

**DATE:** June 19, 2025

**AGENDA OF:** June 24, 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 applications submitted for open positions on the city board and commissions.

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## 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 applications for the city council to review from the following:

Airport Board - Kim and Michael Torres (new applicants). There are three full board positions (#1, #3, #5 – 2 yr. terms - 2027 ) and both alternate positions open (#1 (2026) and #2 (2027)).

Parks and Recreation Board – Alli Welch (reappointment request). There are two full board positions (#1 and #5 – 2 yr. terms (2027)) and one alternate position (#1 – 2 yr. term).

Planning and Zoning Commission – Jim Welch (reappointment request) and Kyle McVay (reappointment request). There are two full board positions open (#3 and #4 – 2yr. terms (2027))

Zoning Board of Adjustment – Milton Theis Jr. (reappointment request). There is one full board position open (#4 – 2yr. term (2027)) and both alternate positions (#1 (2026) and #2 (2027))

## FISCAL IMPACT/SOURCE OF FUNDING:

None.

Submitted by:

## ATTACHMENTS/ADDITIONAL INFORMATION:

Submitted Applications

Boards and Commission Rosters

List of board positions open at this time

RECEIVED  
MAY 23, 2025  
Mh...

## PUBLIC SERVICE APPLICATION FORM

City government depends on residents who volunteer their time and expertise to participate as members of boards, commissions and committees. The citizen involvement is important in setting the direction for Castroville's future.

In compliance with the Open Records Act information provided on this form may be available to the public. Public Service opportunities are offered by the City of Castroville without regard to race, color, national origin, religion, sex, or disability.

Name: Kim Torres Email: kimtorrespilot@gmail.com  
Home Address: 359 Baver Ln. Mailing Address: 359 Baver Ln.  
City: Castroville Zip: 78009 City: Castroville Zip: 78009  
Home Telephone: 360-908-8881 Cell/Business Telephone: 360-908-8881  
Resident of Castroville for 2 years Voter District: \_\_\_\_\_ Resident of Texas for 2 years  
Reside within the city limits of City of Castroville: Yes \_\_\_\_\_ No X  
Reside in Medina County: Yes X No \_\_\_\_\_ Other: \_\_\_\_\_

**\*Please note some boards and commissions require the members to reside in the corporate city limits.**

Please indicate Board, Commission or Committee preference:

1<sup>st</sup> Choice: CAAB (Airport Board) 2<sup>nd</sup> Choice: \_\_\_\_\_

If you have prior service on a board, please provide the name of the board and the date of service.

Are you currently holding any public office or board appointment? No If so, what? \_\_\_\_\_

Please list any special knowledge, education or experience that you feel qualifies you to serve in the areas you have indicated as a preference. Also, list any business or personal relationship with the City of Castroville that might create a conflict of interest or that would affect your ability to serve.

Masters Degree in Aviation Safety, Active general aviation  
pilot; Airline pilot (Captain)



RECEIVED

C. 23/2015  
A. H. H.

## PUBLIC SERVICE APPLICATION FORM

City government depends on residents who volunteer their time and expertise to participate as members of boards, commissions and committees. The citizen involvement is important in setting the direction for Castroville's future.

In compliance with the Open Records Act information provided on this form may be available to the public. Public Service opportunities are offered by the City of Castroville without regard to race, color, national origin, religion, sex, or disability.

Name: Michael Torres Email: MICHAEL.L.TORRES.MT@GMAIL.COM

Home Address: 359 Bauer Ln Mailing Address: Same as Home

City: Castroville Zip: 78009 City: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Telephone: 360-731-9920 Cell/Business Telephone: Same as Home

Resident of Castroville for 2 years Voter District: \_\_\_\_\_ Resident of Texas for 2 years

Reside within the city limits of City of Castroville: Yes \_\_\_\_\_ No ☒

Reside in Medina County: Yes ☒ No \_\_\_\_\_ Other: \_\_\_\_\_

**\*Please note some boards and commissions require the members to reside in the corporate city limits.**

Please indicate Board, Commission or Committee preference:

1<sup>st</sup> Choice: Castroville Airport Advisory Board 2<sup>nd</sup> Choice: N/A  
(CAAB)

If you have prior service on a board, please provide the name of the board and the date of service.

None

Are you currently holding any public office or board appointment? No If so, what? \_\_\_\_\_

Please list any special knowledge, education or experience that you feel qualifies you to serve in the areas you have indicated as a preference. Also, list any business or personal relationship with the City of Castroville that might create a conflict of interest or that would affect your ability to serve.

Private Pilot w/ Aircraft (flying often), Boeing Flight Test Engineer  
(Test Operations, works with various airport logistics/operations)

# AIRPORT ADVISORY BOARD

## JULY 2025-2026

Position #	Member/Address	Appointed	Phone #	Email Address	Term Expiration Date
1.	Stephen Burke 413 PR 4662 Castroville, Texas 78009	June 2023 <u>Mailing Address:</u>	(c) 210-542-6699 P.O. Box 415 Castroville, Texas 78009	<a href="mailto:drsteveburke@yahoo.com">drsteveburke@yahoo.com</a> <b>NOT REAPPLYING</b>	<b>2025</b>
2.	Kirby Turner 6 Ashford Glen San Antonio, Texas 78232	July 2024	(c) 210-843-1424	<a href="mailto:spankyk0703@aol.com">spankyk0703@aol.com</a>	2026
3.	Brian Ganousis 14003 Machete Park San Antonio, Texas 78252	June 2023	(c) 303-859-2957	<a href="mailto:br.ganousis@gmail.com">br.ganousis@gmail.com</a>	<b>2025</b>
4.	Kenneth Lange 1200 CR 5711 LaCoste, Texas 78039	January 2024	(c) 210-218-9415	<a href="mailto:klange16@gmail.com">klange16@gmail.com</a>	2026
5.	John Klaerner 1243 Earlston Dr. San Antonio, Texas 78253	July 2023	(c) 830-998-2471	<a href="mailto:johnklaerner@gmail.com">johnklaerner@gmail.com</a>	<b>2025</b>

### Alternates:

- |    |             |             |
|----|-------------|-------------|
| 1. | <b>OPEN</b> | 2026        |
| 2. | <b>OPEN</b> | <b>2025</b> |

Council Liaison: Councilmember Sheena Martinez

Updated: 10-17-2024





PUBLIC SERVICE APPLICATION FORM

City government depends on residents who volunteer their time and expertise to participate as members of boards, commissions and committees. The citizen involvement is important in setting the direction for Castroville’s future.

In compliance with the Open Records Act information provided on this form may be available to the public. Public Service opportunities are offered by the City of Castroville without regard to race, color, national origin, religion, sex, or disability.

Name: Alli Welch Email: alliclarewelch@gmail.com

Home Address: 704 Lisbon St Mailing Address: same

City: Castroville Zip: 78009 City: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ Cell/Business Telephone: 512-497-3626

Resident of Castroville for 30 years Voter District: \_\_\_\_\_ Resident of Texas for 43 years

Reside within the city limits of City of Castroville: Yes X No \_\_\_\_\_

Reside in Medina County: Yes X No \_\_\_\_\_ Other: \_\_\_\_\_

**\*Please note some boards and commissions require the members to reside in the corporate city limits.**

Please indicate Board, Commission or Committee preference:

1<sup>st</sup> Choice: Parks & Rec 2<sup>nd</sup> Choice: \_\_\_\_\_

If you have prior service on a board, please provide the name of the board and the date of service.

Parks & Rec for the past 2 years

Are you currently holding any public office or board appointment? yes If so, what? Parks & Rec advisory Board

Please list any special knowledge, education or experience that you feel qualifies you to serve in the areas you have indicated as a preference. Also, list any business or personal relationship with the City of Castroville that might create a conflict of interest or that would affect your ability to serve.

\_\_\_\_\_  
\_\_\_\_\_

# PARKS & RECREATION BOARD

Created October 2011

July 2025-2026

Position #	Member	Appointed	Phone #	Email Address	Term Expiration
1.	Allison (Ali) Welch 704 Lisbon Street Castroville, Texas 78009	June 2023	(c) 512-497-3626	<a href="mailto:aliclarewelch@gmail.com">aliclarewelch@gmail.com</a>	2025
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.	Kelly Hoog 274 PR Rd. 4731 Castroville, Texas 78009	July 2023 (Mailing: P.O. Box 38) Castroville, Tx. 78009	(h) 830-931-4649  NOT REAPPLYING	<a href="mailto:justri@gmail.com">justri@gmail.com</a>	2025

## Alternates:

1.	Benjamin Jean 126 Village Path Castroville, Texas 78009	Feb.2025	(c) 210-269-3680	<a href="mailto:mebengud@hotmail.com">mebengud@hotmail.com</a>	2025
			NOT REAPPLYING		

2. Steven Dauphin Sept. 2024  
978 Vigil Way  
Castroville, Texas 78003

(c) 210-237-9679

[daupilar@yahoo.com](mailto:daupilar@yahoo.com)

2026

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

Updated: 06-09-2025



## PUBLIC SERVICE APPLICATION FORM

City government depends on residents who volunteer their time and expertise to participate as members of boards, commissions and committees. The citizen involvement is important in setting the direction for Castroville's future.

In compliance with the Open Records Act information provided on this form may be available to the public. Public Service opportunities are offered by the City of Castroville without regard to race, color, national origin, religion, sex, or disability.

Name: JIM WELCH Email: jimcodywelch@gmail.com

Home Address: 704 LISBON ST. Mailing Address: <SAME>

City: CASTROVILLE, TX Zip: 78009 City: <SAME> Zip: <SAME>

Home Telephone: 210-260-2844 (CELL) Cell/Business Telephone: 210-260-2844

Resident of Castroville for 10 years Voter District: 3 Resident of Texas for 44 years

Reside within the city limits of City of Castroville: Yes ☒ No ☐

Reside in Medina County: Yes ☒ No ☐ Other:

**\*Please note some boards and commissions require the members to reside in the corporate city limits.**

Please indicate Board, Commission or Committee preference:

1<sup>st</sup> Choice: PLANNING AND ZONING COMMISSION 2<sup>nd</sup> Choice:

If you have prior service on a board, please provide the name of the board and the date of service.

PLANNING AND ZONING COMMISSION 2016-PRESENT

Are you currently holding any public office or board appointment? YES If so, what?

PLANNING AND ZONING COMMISSION

Please list any special knowledge, education or experience that you feel qualifies you to serve in the areas you have indicated as a preference. Also, list any business or personal relationship with the City of Castroville that might create a conflict of interest or that would affect your ability to serve.

LICENSED PROFESSIONAL ENGINEER (CIVIL ENGINEERING), 21 YEARS OF EXPERIENCE IN LAND DEVELOPMENT

WHILE WORKING AT PAPE-DAWSON ENGINEERS





## PUBLIC SERVICE APPLICATION FORM

City government depends on residents who volunteer their time and expertise to participate as members of boards, commissions and committees. The citizen involvement is important in setting the direction for Castroville's future.

In compliance with the Open Records Act information provided on this form may be available to the public. Public Service opportunities are offered by the City of Castroville without regard to race, color, national origin, religion, sex or disability.

Name: Kyle McVay Email: klmcvay@hotmail.com  
Home Address: 307 Madrid Mailing Address: 307 Madrid  
City: CASTROVILLE Zip: 78009 City: — Zip: —  
Home Telephone: 830 538 2630 Cell/Business Telephone: 830 931 2525

Resident of Castroville for 55+ years. Resident of Texas for 80 years.

Qualified Registered Voter within the City of Castroville: Yes ☒ No ☐ Voter District: 2

Please indicate Board, Commission or Committee preference:

1<sup>st</sup> Choice: P&Z 2<sup>nd</sup> Choice: HLC

If you have prior service on a board, please provide the name of the board and the date of service.

P&Z, HLC, PARKS — sorry don't remember the dates

Are you currently holding any public office or board appointment? Yes If so, what? Secretary of HLC and FCRP board

Please list any special knowledge, education or experience that you feel qualifies you to serve in the areas you have indicated as a preference. Also, list any business or personal relationship with the City of Castroville that might create a conflict of interest or that would affect your ability to serve.

Restored 2 Alsatian historic homes — part of design review, planning/zoning. Believe; love Castroville

Members of each board will be appointed on an equitable basis so as to represent all segments and geographical areas of the city. All applicants will be notified of appointments by phone, mail or email. Applicants not appointed will be reconsidered as vacancies occur. Applications will be maintained on file for one year.

A brief resume and letters of recommendations are welcomed when submitting an application. Please submit this form to the City Secretary's Office, 1209 Fiorella, Castroville, Texas 78009. Or Email to [debra.howe@castrovilletx.gov](mailto:debra.howe@castrovilletx.gov) or by fax to 830-931-63

# PLANNING AND ZONING COMMISSION

## July 2025 - 2026

Position #	Member/Address	Appointed	Phone #	Email Address	Term Expiration
1.	Priscilla Garrett 702 Florence Castroville, Texas 78009	July 2022	(h) 830-931-2262	<a href="mailto:prismon@aol.com">prismon@aol.com</a>	2026
2.	Melanie Knous 2202 Geneva Street Castroville, Texas 78009	March 2025	(c) 541-207-6077	<a href="mailto:melknous@gmail.com">melknous@gmail.com</a>	2026
3.	Jim Welch 704 Lisbon Street Castroville, Texas 78009	June 2023	(c) 210-260-2844	<a href="mailto:jimcodywelch@gmail.com">jimcodywelch@gmail.com</a>	2025
4.	Kyle McVay 307 Madrid Castroville, Texas 78009	June 2023	(h) 830-538-2630 (c) 830-931-2525	<a href="mailto:klmcvay@hotmail.com">klmcvay@hotmail.com</a>	2025
5.	Marques Fuentes 1311 Houston Street Castroville, Texas 78009	May 2025	(H) 830-931-1369	<a href="mailto:778stretch@sbcglobal.net">778stretch@sbcglobal.net</a>	2026

### Alternates:

1.	Brian Griffin 716 Lafayette Castroville, Texas 78009	April 2025	(c) 210-422-1452	<a href="mailto:pd185@sbcglobal.net">pd185@sbcglobal.net</a>	2027
2.	Eduardo Esquivel Jr. 201 Paris Castroville, Texas 78009	April 2024	(c) 210-983-3885	<a href="mailto:sector40@protonmail.com">sector40@protonmail.com</a>	2026

Council Liaison: Councilmember Marchman

Updated 06-09-2025



## PUBLIC SERVICE APPLICATION FORM

City government depends on residents who volunteer their time and expertise to participate as members of boards, commissions and committees. The citizen involvement is important in setting the direction for Castroville's future.

In compliance with the Open Records Act information provided on this form may be available to the public. Public Service opportunities are offered by the City of Castroville without regard to race, color, national origin, religion, sex or disability.

Name: M. How Thies Jr. Email: m.howthies@gmail.com

Home Address: 115 MADRID Mailing Address: \_\_\_\_\_

City: CASTROVILLE Zip: 78009 City: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ Cell/Business Telephone: 210-422-7495

Resident of Castroville for 55 years. Resident of Texas for 79 years.

Qualified Registered Voter within the City of Castroville: Yes ☒ No \_\_\_\_\_ Voter District: 5

Please indicate Board, Commission or Committee preference:

1<sup>st</sup> Choice: Zoning Board of Adjustment<sup>nd</sup> Choice: \_\_\_\_\_

If you have prior service on a board, please provide the name of the board and the date of service.

City Council + Mayor Pro Tem  
April 1977-1979 Oct. 1978- April 1979  
1979-1981

Are you currently holding any public office or board appointment? Yes If so, what? ZBOA

Please list any special knowledge, education or experience that you feel qualifies you to serve in the areas you have indicated as a preference. Also, list any business or personal relationship with the City of Castroville that might create a conflict of interest or that would affect your ability to serve.

No Business or personal Relationship w/ the city of Castroville  
or

Members of each board will be appointed on an equitable basis so as to represent all segments and geographical areas of the city. All applicants will be notified of appointments by phone, mail or email. Applicants not appointed will be reconsidered as vacancies occur. Applications will be maintained on file for one year.

A brief resume and letters of recommendations are welcomed when submitting an application. Please submit this form to the City Secretary's Office, 1209 Fiorella, Castroville, Texas 78009. Or Email to [debra.howe@castrovilletx.gov](mailto:debra.howe@castrovilletx.gov) or by fax to 830-931-637



# ZONING BOARD OF ADJUSTMENTS

## July 2025-2026

Position #	Member/Address	Appointed	Phone #	Email Address	Term Expiration
1.	Joe Holzhaus 602 Berlin Street Castroville, Texas 78009	May 2025	(c) 830-538-9262	<a href="mailto:joeh40287@gmail.com">joeh40287@gmail.com</a>	2026
2.	Wayne Whitaker 1406 Gentilz Castroville, Texas 78009	May 2025	(c) 830-534-7673	<a href="mailto:cowboy.doug@yahoo.com">cowboy.doug@yahoo.com</a>	2026
3.	Robbie Klekar 114 Country Lane Castroville, Texas 78009	June 2024	(h) 210-872-4884 (c) 210-349-7300	<a href="mailto:robbie@ericstad.com">robbie@ericstad.com</a>	2026
4.	Milton Theis Jr. 115 Madrid Castroville, Texas 78009	June 2023	(c) 210-422-7495	<a href="mailto:milonthies@gmail.com">milonthies@gmail.com</a>	2025
5.	Beatrice (BeBe) Hurtado 916 Vienna Castroville, Texas 78009	May 2025	(c) 830-931-4381	<a href="mailto:bshurtado@yahoo.com">bshurtado@yahoo.com</a>	2027

### Alternates:

1.	OPEN	2026
2.	OPEN	2025

### Council Liaison:

Updates 06-09-2025

(All Boards have two-year terms, staggered ending June 30<sup>th</sup> of each year, with the exception of

Landmark Commission terms end October 31<sup>st</sup>)

Here are the current opening on each board:

### AIRPORT BOARD

Full Board positions (3) – Stephen Burke, Brian Ganouis, John Klaerner

Alternate positions (2) – #1 and #2 Open

I have received 2 new applications for a position.

I received an email from Stephen Burke that he is not reapplying.

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

Full Board positions – Full

Alternate positions – Full

### LIBRARY BOARD

Full Board positions (2) – Lauren Cortez, Isabella Cortez (neither are reapplying) Open

Alternate positions – Full

### PLANNING & ZONING COMMISSION \*

Full Board positions (2) – Jim Welch, Kyle McVay

Alternate position –full

I have received an application from Jim Welch for reappointment.

I have received an application from Kyle McVay for reappointment.

### 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 (2)– Ali Welch, Kelly Hoog

Alternate position (1)– #1 Benjamin Jean

I received an email from both Kelly Hoog and Benjamin Jean they are not reapplying

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

Full Board positions(1) – Jr. Theis

Alternate position (2)– #1 and #2 Open

I have received an application from Jr. Theis for reappointment.

**\*\*If a board cannot meet a quorum then members who go off the board must stay on until their positions are filled.**

As of 06/16/2025

Last printed 6/20/2025 5:25:00 PM





# Agenda Report

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**Agenda of:** June 24, 2025

**Department:** Administration

**Subject:** Discuss and take appropriate action to adopt a resolution authorizing and approving publication and posting of notice of intention to issue combination tax and revenue certificates of obligation and other matters in connection therewith.

**Recommended Motion:** I move to approve the City's Notice of Intention Resolution.

## Background:

This item includes a presentation and discussion by SAMCO Capital Markets regarding the City's consideration of multiple potential debt issuances to fund critical infrastructure and capital improvement projects. The presentation will outline financing strategies, timelines, and the financial impact of issuing Certificates of Obligation (COs) or other forms of debt.

There are three primary components under consideration for potential debt issuance:

### 1. Water Utility Project – Flat Creek Water Well

- **Estimated Cost: ~\$3.5 million**
- Scope: Construction of a new water well to enhance water supply capacity and reliability for the City.

### 2. General Fund Projects

- **Estimated Costs: ~\$3.5 million - \$4.5 million**
- Potential Projects Include:
  - Library Expansion
  - New Police Department Building
  - Park Improvements
  - Street Rehabilitation Projects
  - City Hall Remodel
  - Downtown Revitalization Efforts

### 3. Future Water Rights Acquisition

- **Estimated Cost: ~\$1.2 million**
- Scope: Purchase of additional water rights to support long-term water supply planning.
- Proposed Funding Source: Revenues from the Water Acquisition Fund used for debt service.

The City is evaluating whether to **combine these projects into a single debt issuance** to achieve **cost savings on issuance and professional fees**.

**Fiscal Summary:**

Exact fiscal impact will be determined following final project selection, debt structuring, and market analysis by the City’s financial advisor. Future debt service would be structured to align with available revenues (e.g., Water Acquisition Fund, General Fund, Utility Revenues).

**Next Steps:**

**Fiscal Impact: N/A**

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

**Source of Funding:**

- Attachments: Resolution Notice of Intention (\$8M Option)**  
**Resolution Notice of Intention (\$3.5M Option)**  
**Historical Tax Rate and Tax Revenue Allocation (2020 – 2024)**

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

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

**Submitted by: Scott Dixon**



RESOLUTION NO. \_\_\_\_\_

**AUTHORIZING AND APPROVING PUBLICATION AND POSTING OF  
NOTICE OF INTENTION TO ISSUE CITY OF CASTROVILLE, TEXAS  
COMBINATION TAX AND REVENUE CERTIFICATES OF  
OBLIGATION IN A MAXIMUM AGGREGATE PRINCIPAL AMOUNT  
NOT TO EXCEED \$8,000,000 AND PROVIDING AN EFFECTIVE DATE**

\* \* \* \* \*

**WHEREAS**, the City Council (the *Governing Body*) of the City of Castroville, Texas (the *City*) has determined that it is advisable and necessary to issue and sell one or more series of certificates of obligation (the *Certificates*), the interest on which may or may not be included in the gross income of the holders thereof for purposes of federal income taxation, in an aggregate amount not to exceed \$8,000,000 as provided pursuant to the provisions of the Certificate of Obligation Act of 1971, as amended, Texas Local Government Code, Section 271.041 through 271.064, for the purpose of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to-wit: (1) designing, constructing, acquiring, purchasing, renovating, enlarging, and improving the City’s water and sewer system, (2) designing, constructing, renovating, expanding, equipping, and improving (a) public safety facilities (police station), (b) City parks and recreation facilities that are generally accessible to the public and are a part of the City’s park system, and (c) the City-owned library, (3) designing, acquiring, constructing, renovating, improving, and equipping various City streets, drainage, and sidewalk improvements, including necessary capital maintenance, utilities relocation, landscaping, wayfinding, and monumentation necessary or incidental thereto, (4) designing, constructing, renovating, improving, and equipping an administrative office building housing the governmental functions of the City, (5) purchasing real property, materials, supplies, equipment, vehicles, information technology, machinery, landscaping, land, and rights of way for authorized needs and purposes related to the aforementioned capital improvements, and (6) the payment of professional services related to the acquisition, design, construction, project management, and financing of the aforementioned projects; and

**WHEREAS**, prior to the issuance of the Certificates, the Governing Body is required to publish notice of its intention to issue the Certificates in a newspaper of general circulation and, if the City maintains an Internet website, post such notice of intention on the City’s Internet website, such notice stating: (i) the time and place the City Council tentatively proposes to pass the resolution authorizing the issuance of the Certificates; (ii) the purposes for which the Certificates are to be issued; (iii) the manner in which the City Council proposes to pay the Certificates; (iv) the then-current principal amount of all outstanding ad valorem debt obligations of the City; (v) the then-current combined principal and interest required to pay all outstanding ad valorem debt obligations of the City on time and in full, which may be based on the City’s expectations relative to the interest due on any variable rate ad valorem debt obligations; (vi) the maximum principal amount of the Certificates to be authorized; (vii) the estimated interest rate for the Certificates to be authorized or that the maximum interest rate for the Certificates may not

exceed the maximum legal interest rate; and (viii) the maximum maturity date of the Certificates to be authorized; and

**WHEREAS**, the Governing Body hereby finds and determines that such documents pertaining to the sale of the Certificates should be approved, and the City should proceed with the giving of notice of intention to issue the Certificates in the time, form, and manner provided by law; and

**WHEREAS**, the Governing Body hereby finds and determines that the adoption of this Resolution is in the best interests of the residents of the City; **NOW, THEREFORE**,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CASTROVILLE, TEXAS:**

**SECTION 1.** The City Secretary is hereby authorized to cause to be published notice of the Governing Body's intention to issue the Certificates in one or more series (the interest on which on which may or may not be included in the gross income of the holders thereof for purposes of federal income taxation) and in aggregate amount not to exceed \$8,000,000 for the purpose of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to-wit: (1) designing, constructing, acquiring, purchasing, renovating, enlarging, and improving the City's water and sewer system, (2) designing, constructing, renovating, expanding, equipping, and improving (a) public safety facilities (police station), (b) City parks and recreation facilities that are generally accessible to the public and are a part of the City's park system, and (c) the City-owned library, (3) designing, acquiring, constructing, renovating, improving, and equipping various City streets, drainage, and sidewalk improvements, including necessary capital maintenance, utilities relocation, landscaping, wayfinding, and monumentation necessary or incidental thereto, (4) designing, constructing, renovating, improving, and equipping an administrative office building housing the governmental functions of the City, (5) purchasing real property, materials, supplies, equipment, vehicles, information technology, machinery, landscaping, land, and rights of way for authorized needs and purposes related to the aforementioned capital improvements, and (6) the payment of professional services related to the acquisition, design, construction, project management, and financing of the aforementioned projects. The Certificates will be payable from the levy of an annual ad valorem tax, within the limitations prescribed by law, upon all taxable property within the City and additionally from a pledge of and lien on certain revenues derived from the operation of the City's municipally owned combined utility system. The notice hereby approved and authorized to be published shall read substantially in the form and content of Exhibit A attached hereto, which notice is incorporated herein by reference as a part of this Resolution for all purposes.

**SECTION 2.** The City Secretary shall cause the notice described in Section 1 to be published in a newspaper of general circulation in the City, once a week for two (2) consecutive weeks, the date of the first publication shall be at least forty-seven (47) days prior to the date stated therein for passage of the Resolution authorizing the issuance of the Certificates. Additionally, the City Secretary shall cause the notice described in Section 1 to be posted continuously on the City's website for at least forty-five (45) days prior to the date stated therein for passage of the Resolution authorizing the issuance of the Certificates.

**SECTION 3.** The City Secretary is directed to maintain a copy of this Resolution in the City's official records in a manner that will allow any member of the general public to review this Resolution during the normal business hours of the City during the period beginning thirty (30) days after the adoption hereof and ending on the date of issuance of the Certificates.

**SECTION 4.** All ordinances and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

**SECTION 5.** This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

**SECTION 6.** If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

**SECTION 7.** It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

**SECTION 8.** The City Council hereby finds that the statements set forth in the recitals of this Resolution are true and correct, and the City Council hereby incorporates such recitals as a part of this Resolution.

**SECTION 9.** This Resolution shall become effective immediately upon passage.

\* \* \*

PASSED AND ADOPTED on the 24th day of June, 2025.

CITY OF CASTROVILLE, TEXAS

\_\_\_\_\_  
Mayor

ATTEST:

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

*[The remainder of this page intentionally left blank.]*

EXHIBIT A

CITY OF CASTROVILLE, TEXAS NOTICE OF INTENTION TO ISSUE  
COMBINATION TAX AND REVENUE  
CERTIFICATES OF OBLIGATION

NOTICE IS HEREBY GIVEN that the City Council of the City of Castroville, Texas will convene at its regular meeting place in the Council Chambers at City Hall, 1209 Fiorella Street, Castroville, Texas 78009 at 5:00 P.M., Castroville, Texas time, on August 26, 2025 (in the event the City Council will be unable to meet at City Hall, the City will post information on its website for attending the meeting by telephone, teleconference, or other electronic means as well as any additional information regarding the meeting should the time, date, or location change), and during such meeting, the City Council will consider the passage of a Resolution and take such actions as may be deemed necessary to authorize the issuance of one or more series of certificates of obligation (the interest on which may or may not be included in the gross income of the holders thereof for purposes of federal income taxation) in an aggregate principal amount not to exceed \$8,000,000 for the purpose or purposes of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to wit: (1) designing, constructing, acquiring, purchasing, renovating, enlarging, and improving the City’s water and sewer system, (2) designing, constructing, renovating, expanding, equipping, and improving (a) public safety facilities (police station), (b) City parks and recreation facilities that are generally accessible to the public and are a part of the City’s park system, and (c) the City-owned library, (3) designing, acquiring, constructing, renovating, improving, and equipping various City streets, drainage, and sidewalk improvements, including necessary capital maintenance, utilities relocation, landscaping, wayfinding, and monumentation necessary or incidental thereto, (4) designing, constructing, renovating, improving, and equipping an administrative office building housing the governmental functions of the City, (5) purchasing real property, materials, supplies, equipment, vehicles, information technology, machinery, landscaping, land, and rights of way for authorized needs and purposes related to the aforementioned capital improvements, and (6) the payment of professional services related to the acquisition, design, construction, project management, and financing of the aforementioned projects (collectively, the “Projects”), and for paying all or a portion of the legal, financial and engineering fees in connection with the Projects and the costs of issuance related to such hereinafter defined Certificates. Each series of certificates (together, the “Certificates”) will be payable from the levy of an annual ad valorem tax, within the limitations prescribed by law, upon all taxable property within the City and, additionally, from a pledge of and lien on certain revenues derived from the operation of the City’s municipally owned combined utility system. In accordance with Section 271.049, as amended, Texas Local Government Code, (i) the current principal amount of all of the City’s outstanding public securities secured by and payable from ad valorem taxes is \$15,220,000.00; (ii) the current combined principal and interest required to pay all of the City’s outstanding public securities secured by and payable from ad valorem taxes on time and in full is \$20,487,906.23; (iii) the estimated combined principal and interest required to pay the Certificates to be authorized on time and in full is \$12,385,650.00; (iv) the maximum interest rate for the Certificates may not exceed the maximum legal interest rate; and (v) the maximum maturity date of the Certificates to be authorized is August 1, 2050. The Certificates are to be issued, and this notice is given, under and pursuant to the provisions of the Certificate of Obligation Act of 1971, as amended, Texas Local Government Code Section 271.041 through Section 271.064, and Chapter 1502, Texas Government Code, as amended.

/s/ Debra Howe  
\_\_\_\_\_  
City Secretary  
City of Castroville, Texas

RESOLUTION NO. \_\_\_\_\_

**AUTHORIZING AND APPROVING PUBLICATION AND POSTING OF  
NOTICE OF INTENTION TO ISSUE CITY OF CASTROVILLE, TEXAS  
COMBINATION TAX AND REVENUE CERTIFICATES OF  
OBLIGATION IN A MAXIMUM AGGREGATE PRINCIPAL AMOUNT  
NOT TO EXCEED \$3,500,000 AND PROVIDING AN EFFECTIVE DATE**

\* \* \* \* \*

**WHEREAS**, the City Council (the *Governing Body*) of the City of Castroville, Texas (the *City*) has determined that it is advisable and necessary to issue and sell one or more series of certificates of obligation (the *Certificates*), the interest on which may or may not be included in the gross income of the holders thereof for purposes of federal income taxation, in an aggregate amount not to exceed \$3,500,000 as provided pursuant to the provisions of the Certificate of Obligation Act of 1971, as amended, Texas Local Government Code, Section 271.041 through 271.064, for the purpose of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to-wit: (1) designing, constructing, acquiring, purchasing, renovating, enlarging, and improving the City’s water and sewer system, (2) purchasing real property, materials, supplies, equipment, information technology, machinery, landscaping, land, and rights of way for authorized needs and purposes related to the aforementioned capital improvements, and (3) the payment of professional services related to the acquisition, design, construction, project management, and financing of the aforementioned projects; and

**WHEREAS**, prior to the issuance of the Certificates, the Governing Body is required to publish notice of its intention to issue the Certificates in a newspaper of general circulation and, if the City maintains an Internet website, post such notice of intention on the City’s Internet website, such notice stating: (i) the time and place the City Council tentatively proposes to pass the resolution authorizing the issuance of the Certificates; (ii) the purposes for which the Certificates are to be issued; (iii) the manner in which the City Council proposes to pay the Certificates; (iv) the then-current principal amount of all outstanding ad valorem debt obligations of the City; (v) the then-current combined principal and interest required to pay all outstanding ad valorem debt obligations of the City on time and in full, which may be based on the City’s expectations relative to the interest due on any variable rate ad valorem debt obligations; (vi) the maximum principal amount of the Certificates to be authorized; (vii) the estimated interest rate for the Certificates to be authorized or that the maximum interest rate for the Certificates may not exceed the maximum legal interest rate; and (viii) the maximum maturity date of the Certificates to be authorized; and

**WHEREAS**, the Governing Body hereby finds and determines that such documents pertaining to the sale of the Certificates should be approved, and the City should proceed with the giving of notice of intention to issue the Certificates in the time, form, and manner provided by law; and

**WHEREAS**, the Governing Body hereby finds and determines that the adoption of this Resolution is in the best interests of the residents of the City; **NOW, THEREFORE**,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CASTROVILLE, TEXAS:**

**SECTION 1.** The City Secretary is hereby authorized to cause to be published notice of the Governing Body's intention to issue the Certificates in one or more series (the interest on which on which may or may not be included in the gross income of the holders thereof for purposes of federal income taxation) and in aggregate amount not to exceed \$3,500,000 for the purpose of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to-wit: (1) designing, constructing, acquiring, purchasing, renovating, enlarging, and improving the City's water and sewer system, (2) purchasing real property, materials, supplies, equipment, information technology, machinery, landscaping, land, and rights of way for authorized needs and purposes related to the aforementioned capital improvements, and (3) the payment of professional services related to the acquisition, design, construction, project management, and financing of the aforementioned projects. The Certificates will be payable from the levy of an annual ad valorem tax, within the limitations prescribed by law, upon all taxable property within the City and additionally from a pledge of and lien on certain revenues derived from the operation of the City's municipally owned combined utility system. The notice hereby approved and authorized to be published shall read substantially in the form and content of Exhibit A attached hereto, which notice is incorporated herein by reference as a part of this Resolution for all purposes.

**SECTION 2.** The City Secretary shall cause the notice described in Section 1 to be published in a newspaper of general circulation in the City, once a week for two (2) consecutive weeks, the date of the first publication shall be at least forty-seven (47) days prior to the date stated therein for passage of the Resolution authorizing the issuance of the Certificates. Additionally, the City Secretary shall cause the notice described in Section 1 to be posted continuously on the City's website for at least forty-five (45) days prior to the date stated therein for passage of the Resolution authorizing the issuance of the Certificates.

**SECTION 3.** The City Secretary is directed to maintain a copy of this Resolution in the City's official records in a manner that will allow any member of the general public to review this Resolution during the normal business hours of the City during the period beginning thirty (30) days after the adoption hereof and ending on the date of issuance of the Certificates.

**SECTION 4.** All ordinances and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

**SECTION 5.** This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

**SECTION 6.** If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application

of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

**SECTION 7.** It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

**SECTION 8.** The City Council hereby finds that the statements set forth in the recitals of this Resolution are true and correct, and the City Council hereby incorporates such recitals as a part of this Resolution.

**SECTION 9.** This Resolution shall become effective immediately upon passage.

\* \* \*



PASSED AND ADOPTED on the 24th day of June, 2025.

CITY OF CASTROVILLE, TEXAS

\_\_\_\_\_  
Mayor

ATTEST:

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

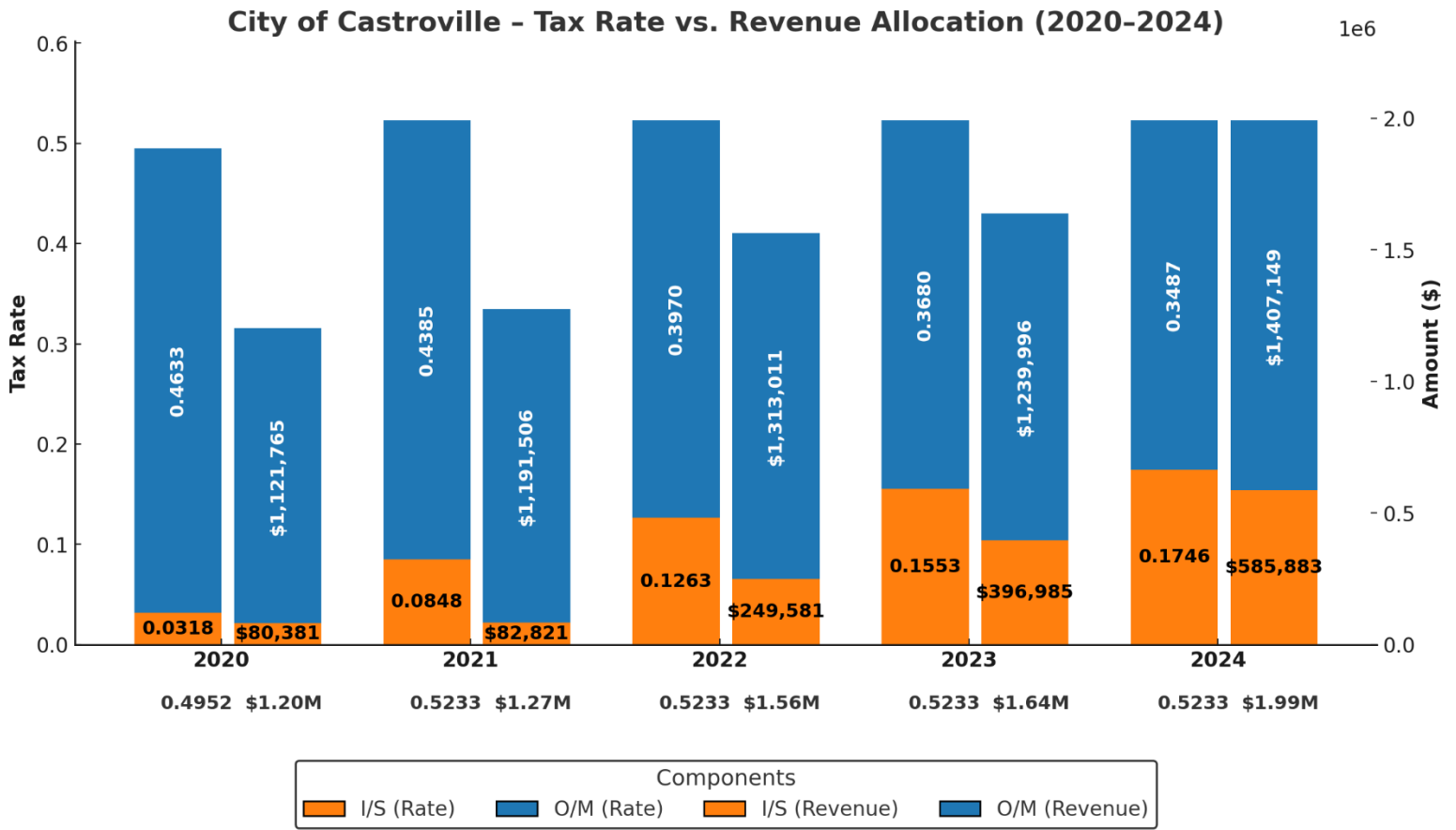
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EXHIBIT A

CITY OF CASTROVILLE, TEXAS NOTICE OF INTENTION TO ISSUE  
COMBINATION TAX AND REVENUE  
CERTIFICATES OF OBLIGATION

NOTICE IS HEREBY GIVEN that the City Council of the City of Castroville, Texas will convene at its regular meeting place in the Council Chambers at City Hall, 1209 Fiorella Street, Castroville, Texas 78009 at 5:00 P.M., Castroville, Texas time, on August 26, 2025 (in the event the City Council will be unable to meet at City Hall, the City will post information on its website for attending the meeting by telephone, teleconference, or other electronic means as well as any additional information regarding the meeting should the time, date, or location change), and during such meeting, the City Council will consider the passage of a Resolution and take such actions as may be deemed necessary to authorize the issuance of one or more series of certificates of obligation (the interest on which may or may not be included in the gross income of the holders thereof for purposes of federal income taxation) in an aggregate principal amount not to exceed \$3,500,000 for the purpose or purposes of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to wit: (1) designing, constructing, acquiring, purchasing, renovating, enlarging, and improving the City’s water and sewer system, (2) purchasing real property, materials, supplies, equipment, information technology, machinery, landscaping, land, and rights of way for authorized needs and purposes related to the aforementioned capital improvements, and (3) the payment of professional services related to the acquisition, design, construction, project management, and financing of the aforementioned projects (collectively, the “Projects”), and for paying all or a portion of the legal, financial and engineering fees in connection with the Projects and the costs of issuance related to such hereinafter defined Certificates. Each series of certificates (together, the “Certificates”) will be payable from the levy of an annual ad valorem tax, within the limitations prescribed by law, upon all taxable property within the City and, additionally, from a pledge of and lien on certain revenues derived from the operation of the City’s municipally owned combined utility system. In accordance with Section 271.049, as amended, Texas Local Government Code, (i) the current principal amount of all of the City’s outstanding public securities secured by and payable from ad valorem taxes is \$15,220,000.00; (ii) the current combined principal and interest required to pay all of the City’s outstanding public securities secured by and payable from ad valorem taxes on time and in full is \$20,487,906.23; (iii) the estimated combined principal and interest required to pay the Certificates to be authorized on time and in full is \$5,434,950.00; (iv) the maximum interest rate for the Certificates may not exceed the maximum legal interest rate; and (v) the maximum maturity date of the Certificates to be authorized is August 1, 2050. The Certificates are to be issued, and this notice is given, under and pursuant to the provisions of the Certificate of Obligation Act of 1971, as amended, Texas Local Government Code Section 271.041 through Section 271.064, and Chapter 1502, Texas Government Code, as amended.

/s/ Debra Howe  
\_\_\_\_\_  
City Secretary  
City of Castroville, Texas





# Agenda Report

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Agenda of:	June 24, 2025
Department:	Administration
Subject:	Discuss and take appropriate action regarding the City of Castroville’s sewer rate winter averaging methodology.

**Recommended Motion:** N/A Staff seeks City Council direction regarding potential modifications to the City’s winter sewer averaging policy in order to ensure a more equitable rate structure for customers.

**Background:** At the June 10, 2025 City Council meeting, staff was directed to evaluate alternatives to the City’s current **winter averaging** methodology for residential sewer billing. The primary concern was that unusually dry weather during the most recent averaging period led many residents to irrigate their lawns, resulting in inflated water usage and disproportionately high sewer charges.

Under **Ordinance No. 2024-003**, the City calculates sewer charges based on a customer's average water consumption during the months of **November through February**. This method assumes that most water usage during this period reflects indoor use, which discharges into the sanitary sewer system. However, customers who irrigate during the averaging period may be charged for water that never enters the sewer system, leading to inequities.

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## OPTIONS UNDER CONSIDERATION:

### Option 1: Modify Averaging Method to Use Lowest Two of Four Months

Instead of averaging all four winter months, calculate the average based on the **two lowest months of water usage**.

- **Pros:**
  - Mitigates effects of temporary spikes due to irrigation or leaks.
  - Reduces customer frustration by reflecting more conservative usage patterns.
- **Cons:**
  - May increase administrative complexity in billing software.
  - Reduces predictability for utility revenue projections.

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### Option 2: Allow Reversion to Prior Year Average Upon Request

Permit customers to revert to their **previous year's winter average** if they experienced unusual water usage during the averaging period (e.g., leaks or excessive irrigation).

- **Pros:**
  - Offers targeted relief to impacted customers.
  - Maintains broader structure of existing policy.
- **Cons:**
  - Requires manual review and verification, increasing staff workload.
  - May lead to inconsistent treatment if not applied uniformly.

### Option 3: Establish a Maximum Monthly Sewer Charge (Cap)

Set a cap on monthly sewer charges to limit the financial impact of unusually high winter water usage.

- **Pros:**
  - Provides a clear upper limit for customer bills.
  - Easy to implement and communicate.
- **Cons:**
  - May disproportionately benefit higher-use customers.
  - Could result in revenue shortfalls unless offset elsewhere.

### Option 4: Promote or Require Separate Irrigation Meters

Encourage or require customers to install separate irrigation meters to segregate outdoor use from sewer billing.

- **Pros:**
  - Most accurate method for separating sewer and non-sewer water use.
  - Encourages responsible water usage.
- **Cons:**
  - Regulatory complications: The **Public Utility Commission** and **TCEQ** consider each meter a separate connection, which could affect reporting, classifications, and compliance.
  - Installation costs could be burdensome for customers.

### Staff Recommendation

Staff requests direction from Council regarding preferred modifications to the winter averaging policy.

**Fiscal Impact:** Changes to the averaging methodology are not expected to affect overall revenue but will reallocate costs among customers. Individual bills may increase or decrease depending on usage patterns.

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

**Source of Funding:** N/A

**Attachments:** None.

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

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

**Submitted by:** R. Scott Dixon



## Agenda Report

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**Agenda of:** June 24, 2025

**Department:** Parks & Recreation

**Subject:** Grant application partnership with GRANTWORKS, INC. for Texas Parks and Wildlife Department(TPWD)

**Recommended Motion:**

I move to authorize staff to work with GRANTWORKS, INC., to prepare and submit a 50/50 matching grant(up \$750,000) to the Texas Parks and Wildlife Department for park improvements at Lions Parks.

**Background:**

The City of Castroville's Parks & Recreation Department intends to apply for a Local Parks Non-Urban Outdoor Recreation Grant through the Texas Parks and Wildlife Department (TPWD). This competitive grant program provides a 50/50 matching opportunity of up to \$750,000, supporting outdoor recreation projects that benefit the public and align with local park planning efforts.

To ensure a competitive and professionally developed application, the department proposes entering into an agreement with GrantWorks, Inc., a firm with proven expertise in state and federal grant preparation. GrantWorks will assist with the full development and submission of the TPWD grant application. The cost of this service is \$7,000, payable upon submission of the application.

At the meeting on June 18, 2025, the Parks & Recreation Advisory Board unanimously voted in favor of moving forward with this partnership and pursuing the grant opportunity.

The funds requested will support the design and installation of a fully inclusive playground structure, including inclusive swing sets, at Lions Park on the west side of the property. This project is designed to provide a safe, accessible, and engaging recreational environment for children of all abilities. Based on preliminary estimates, the total project cost is approximately \$700,000, with a \$350,000 grant request and a \$350,000 local match.

This project aligns with multiple community priorities:

- It is identified in the Castroville Parks & Recreation Master Plan.
- It directly responds to feedback collected through the 2024 Parks & Recreation Community Survey, which showed strong support for inclusive play features.
- It addresses a critical service gap, as the nearest inclusive playground is located 28 miles away in San Antonio (Dan Markson Park).

- Its proximity to Castroville Elementary School and surrounding neighborhoods makes it easily accessible to a large number of local families and children.

This project represents an important step forward in enhancing recreational equity and inclusion for Castroville residents. The department respectfully requests the City Council's support to proceed with this opportunity.

**Fiscal Impact:**

☐ Budgeted ☒ Requires Budget Amendment

**Source of Funding:**

Account Code: 10-50904-413

**Attachments:**

Application Preparation Agreement

Lions Park Site Plan

Lions Park Master Plan Update

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

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

**Submitted by:** Jonah Chang, Director of Parks & Recreation



**STATE OF TEXAS** **§**

CITY OF CASTROVILLE §

**KNOW ALL MEN BY THESE PRESENTS:**

## APPLICATION PREPARATION AGREEMENT

This agreement is made by and between GRANTWORKS, INC. (herein called CONSULTANT) of Travis County, Texas, and the CITY OF CASTROVILLE, (herein called CLIENT), of Medina County, Texas, for the purpose of retaining Consultant to render services in connection with the preparation and submission of an application(s). to the Texas Parks and Wildlife Department (TPWD) for the City of Castroville.

SECTION 1: Consultant shall prepare and submit the Client's application(s) for the Texas Parks and Wildlife Department - Local Park Grant Program – Non-Urban Outdoor Recreation in accordance with the guidelines and procedures established by the TPWD.

SECTION 2: For and in consideration of the foregoing, Client agrees to pay Consultant a fee of \$7,000.00 due upon submission of the application to TPWD.

SECTION 3: Client agrees to provide its timely cooperation in completing actions, making decisions, and providing information requested by Consultant as needed to complete the application.

SECTION 4: This agreement shall be in effect as of the date it is executed and shall remain in effect until the proposed application is submitted to Texas Parks and Wildlife Department, unless terminated in accordance with Section 5.

SECTION 5: This agreement may be terminated by either party with or without cause by giving the other seven (7) days written notice.

SECTION 6: This agreement is solely for the preparation and submission of the grant application. GRANTWORKS, INC. does not provide grant management services after the award.

SECTION 7: This document embodies the entire agreement of the parties hereto and no amendment, addition, or deletion will be valid except be in writing and executed by the parties.

GRANTWORKS, INC  
2201 NORTHLAND DRIVE  
AUSTIN, TX 78756

CITY OF CASTROVILLE  
1209 FIORELLA ST.  
CASTROVILLE, TX 78009

Ernst Haeckel

BY: Bruce J. Spitzengel, President

Bruce Alexander, Mayor

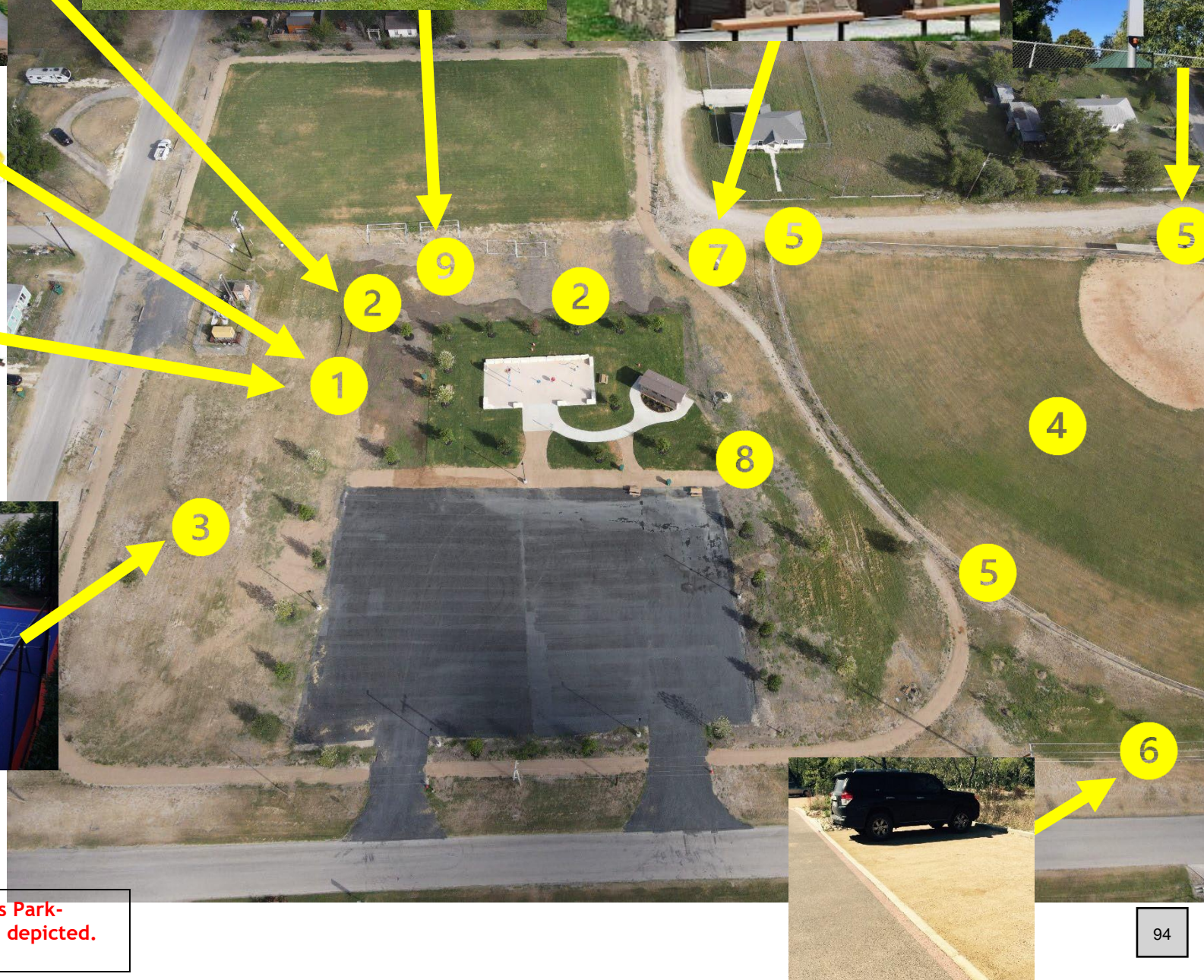
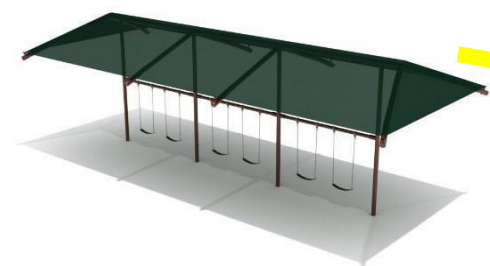
ATTEST:

DATE:





Section X, Item d.



Conceptual Map & Equipment @ Lions Park-  
Final products may be different than depicted.  
MAP NOT TO SCALE



## Lions Sports Complex - Master Plan Update Page 55 and 56 - May 2025

### B. ii. Lions Sports Complex

The Castroville Lion's Club donated two and a half city blocks to the City of Castroville in 1957. The Lion's Sports Complex was previously used as a football field for the St. Louis Catholic High School. The land was given to the city with the stipulation it be used in perpetuity for sporting activities and events.

This "L"-shaped 11.4-acre park is 2.5 city blocks located at the intersections of Houston St., Vienna St., Constantinople St., and Athens St. Parking for the park is along these streets consisting of gravel surfacing without curbs or parking control striping.

Castroville Elementary School is adjacent to this park, just across Houston St. to the south. The school has several playscapes and play areas, but they are not available to the public.

This is the only sports park north of US Highway 90 in the original part of the city. US Highway 90 is the major thoroughfare which splits Castroville and is difficult to cross due to the limited number of lighted pedestrian crossings. This limits safe foot and bike traffic to Castroville Regional Park from the north-side of the highway.

The only mobile home housing development inside the Castroville limits is adjacent to the west of this park on Athens St. Within three blocks of this park, there is an apartment complex that participates in the Texas Department of Housing and Community Affairs (TDHCA) "Low Income Housing Tax Credit Program" as listed by the [hellosection8.com](https://hellosection8.com) website. From personal observation many children live in this area.

<https://hellosection8.com/narrow-down-section-8-rental-castroville-tx-1.html>

The 4-acre baseball/softball field complex on the east side of the park is enclosed with a fence with bleachers in one corner. This baseball field provides a venue for city adult softball league play and youth baseball practice, mostly on weekends and some weeknights. Other sports groups use the outfield for practice and bring their own rented lights.

In 2023, irrigation, a sports field, splashpad, trees, stone benches, parking, some lighting, and a new restroom were added. In 2024, new lights over the sports field to the north side of the complex were installed. The sports field is mainly used by a very active youth soccer club.



Lions Park in 2023 facing west with parking on the left, splashpad and bathroom in the center, and sports field on the right. (The softball field is partially shown.)

### **Lion's Sports Complex Recommendations**

There is still ample space to give this neighborhood an excellent place to be active. The Parks and Recreation Advisory Board along with the Parks Director ran a survey about the park 2024 to provide maximum community impact.

### **Lions Park Mission Statement**

To provide our community with well-maintained, multi-purpose sports fields and playscapes where residents of all ages and abilities can participate in recreational activities, develop athletic skills, and build lasting community connections, honoring our donor's commitment to accessible and inclusive neighborhood sports and play.

### **Equity in Park Distribution**

This neighborhood park meets this standard. It is in a prime geographic location based on the demographics of the surrounding area.

### Equity in Accessibility

This park does not meet this standard. The new splashpad and restroom are ADA compliant and inclusive, but there is still a noticeable lack of universally accessible park features, for children especially.

### Equity in Functions

The recent additions have improved this aspect of the park bringing more balance among organized sports, passive and unstructured play. But the splashpad cannot operate the whole summer due to occasional droughts and is closed during the winter season. There is still room for improvement!

### Top Priority Features to Be Considered for CIP

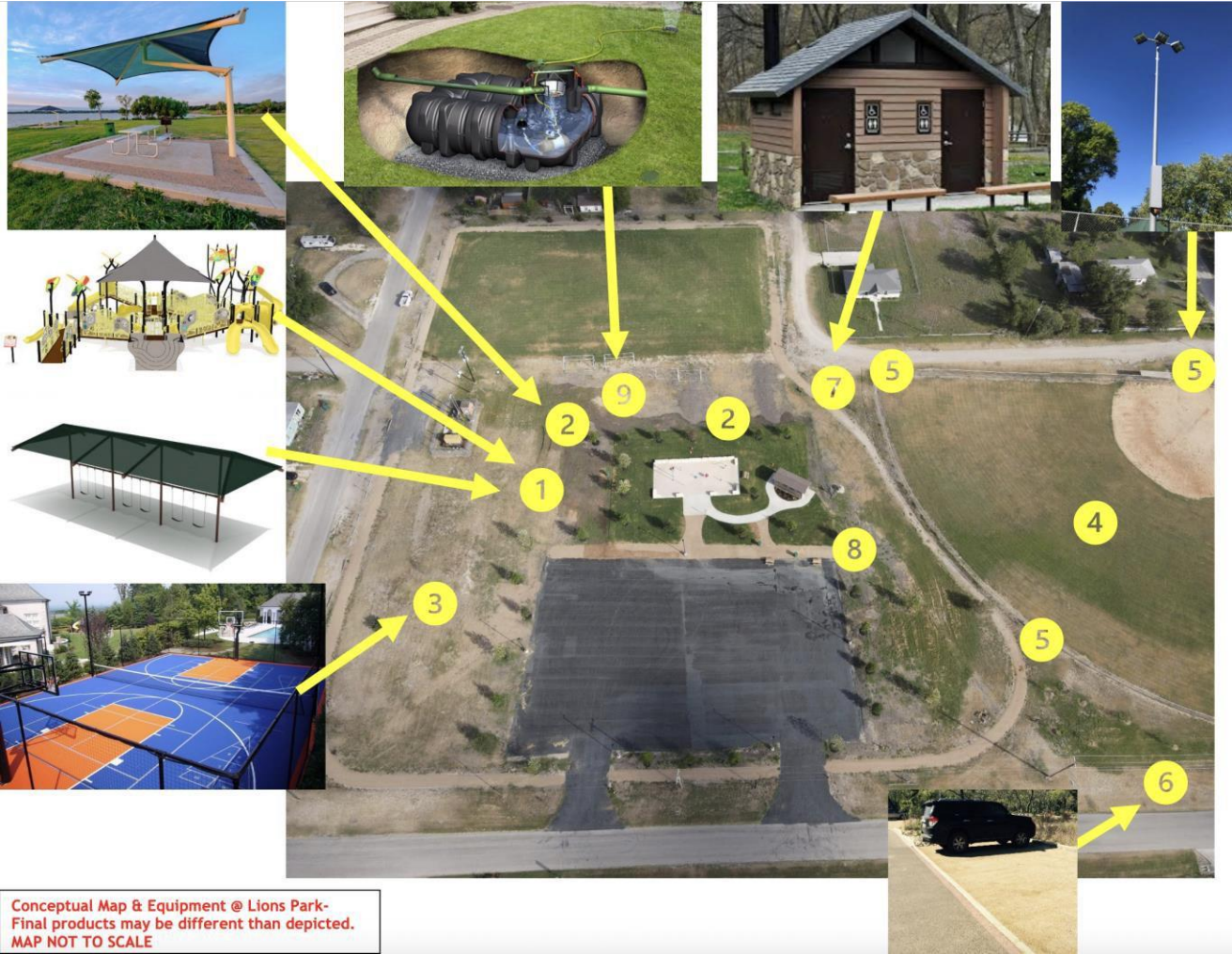
Parks Staff and the Parks and Recreation Advisory Board ran a survey in August 2024 (see appendix) to help determine that the inclusive playground and shade were top priorities for citizens at Lions Sport Complex: 171 out of 369 surveyed prioritized the playground which is 46% of the participants.

To be good stewards of our water usage, City Staff recommend installing a water reuse system connected to the splashpad. The water reuse system, which includes underground tanks, will take the water from the splashpad and use it for irrigation in the park. This will help offset the fresh water used in the splashpad, especially when the area experiences drought conditions.

### Overall Recommendations

The list below refers to features in the following two diagrams.

1. Inclusive playground including climbing structure and swings
2. Multiple shade pavilions
3. Multi-sport hard surface court including basketball, pickleball, four-square, etc.
4. Updated sports field and softball field with irrigation and fencing
5. Sports field lighting
6. Parking along perimeter of property
7. Additional bathroom
8. Seating (stone benches), picnic tables, walking trails, landscaping
9. Water reuse system for the splashpad





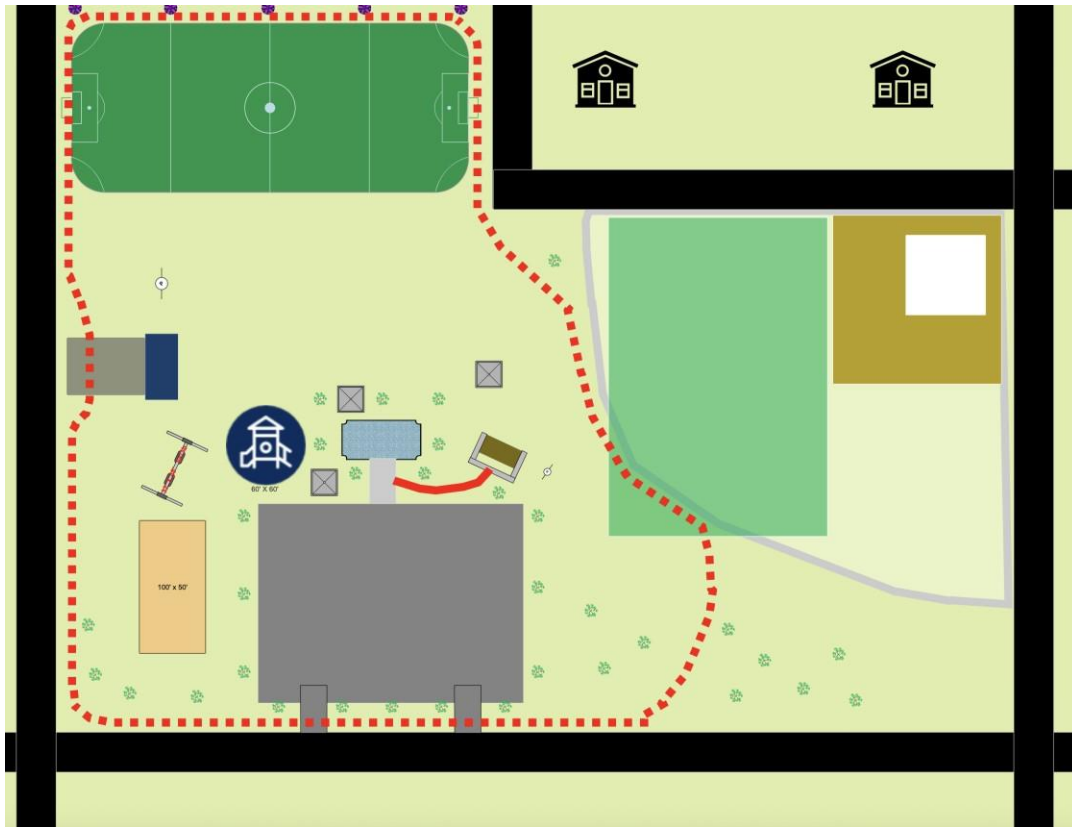


Table 5 – Specific Recommendations

<b>Lions Sports Complex Park</b>		BE = Bond Election, OB = Operating Budget, GR = Grant		
<b>Overall Park</b>	Cost	Funding Source	Department Lead	Year FY
Inclusive playscape including swings and climbing structure	\$365,000	Grant	Parks	
Shade cover – Install one a year for 3 years	\$13,000	OB	Parks	2025
Pavilion	\$50,000	BE	Parks	2025
Water reuse system at splashpad		OB	Contractor	
Benches	\$4,000	OB	Parks	
Head-in parking surrounding property (500 sq ft section)	\$2,000	OB	Parks& PW	
<b>Softball Field</b>	Cost	Funding Source	Department Lead	Year FY
Integrate sports field in the outfield; install grass		OB	Contractor	
Refurbish backstop fencing		OB	Contractor	
Move outfield fence to encompass sports field	\$60,000	OB	Contractor	
Install irrigation	\$40,000	OB	Contractor	

Install lighting	\$85,000	GR	Contractor	
Move walking trail to match outfield fence	\$4,000	OB	Parks& PW	
<b>Multi-sport hard surface court</b>	Cost	Funding Source	Department Lead	Year FY
Install court	\$40,000	BE	Parks	
Fencing	\$15,000	BE	Parks	
Lights	\$10,000	BE	Parks	
Trails	\$3,000	OB	Parks	
<b>Annual Maintenance Items</b>	Annual Cost	Funding Source	Department Lead	
Walking trail resurfacing	\$5,000	OB	Parks& PW	
Softball field – Fertilizer, weed control	\$7,000	OB	Parks	
Irrigation	\$5,000	OB	Contractor	
Landscaping – Plant trees and shrubs	\$2,000	OB	Parks	
Picnic tables	\$3,000	OB	Parks	
Drinking fountains – On walking trail, bottle fill at restrooms	\$2,000	OB	Parks	



# City Administrator's Report



**To:** Mayor Alexander & City Council  
**CC:** Staff  
**From:** R. Scott Dixon, City Administrator  
**Date:** June 19, 2025  
**Re:** City Administrator's Report

---

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.

## June 11<sup>th</sup> Flooding

During the week of June 10<sup>th</sup>, 2025, Medina County received significant rainfall, with totals ranging from 3 to 8 inches. This rainfall contributed to widespread flash flooding during the early morning hours of Thursday, June 12<sup>th</sup>. Water partially filled the east WWTP pond and the river left its banks flooding the soccer fields and covering picnic tables. The Regional Park and Constantinople river crossing remained closed the following day. Staff received several reports of water entering garages and threatening homes. Pictures from the event have been shared with the regional flood planning group that is currently seeking State funding for flood mitigation projects. Despite all of the rain, the historic drought persists, the EAA is currently under Stage 3 drought restrictions. As of June 19<sup>th</sup>, the J-17 reading was 637.8 feet.

## RRC Gas Utility Audit

As reported in the June 10<sup>th</sup> City Administrator report, the Railroad Commission (RRC) performed the gas utility annual audit last week. As expected, there were several deficiencies identified. Most of these can be categorized as record-keeping issues that already have been or shortly will be, resolved. As previously requested by council, staff is preparing to provide a report on the city's gas distribution system at a regular council meeting in July.

## Council A/V Update

Good news on the audio/video front. With Councilman Marchman and Bob Peterson (Castroville Computers) help, staff was able to troubleshoot the audio video system and has

identified the potential cause of the sound and video loss issues which appear to have been tied to a Microsoft Edge Browser compatibility issue. Since last week, staff has conducted four tests including live streaming both the recent HLC and Parks & Recreation Advisory meetings. No further sound or video quality issues were experienced during these tests. If all goes well at the June 24<sup>th</sup> council meeting then staff is going to continue to work with Councilman Marchman to identify future system improvements including the replacement of the current video camera with multiple mounted cameras for better video capture of the council, speakers, and staff.

#### Geneva Drainage Channel

As previously reported, the roadwork on Gentilz at the Geneva intersection has been completed. An estimated timeline of the remaining work that will be completed has been included with this report.

#### WTG Gas Line Inspection

On Monday, June 16<sup>th</sup>, the gas line that feeds the City's gas distribution system was temporarily shut off in order to conduct routine safety and reliability inspections. A notice of the planned inspection was shared via I-info. During this inspection period the City maintained gas service by utilizing a portable gas supply. This process was completed successfully, with normal operations resuming by the afternoon of June 18<sup>th</sup>.

#### Flat Creek Water Well Project

Four bids for the Flat Creek water well project were received on June 19<sup>th</sup>, all of them were within the projected budget rang. Respec will review and qualify the bids and provide a recommendation at the July 8<sup>th</sup> regular council meeting.

#### Employee Appreciation Event

Staff held the city-wide employee appreciation event on Friday, June 13<sup>th</sup>. The event began with a breakfast at Mi Familia that was attended by more than fifty employees and their families. During the breakfast the following employees were recognized for having completed five years with the City of Castroville: Kerl Brooks, John Gomez, Christopher Henry, April Killhorn, Joseph Kotara, Breana Soto, Leroy Vidales and, (last but not least!) Michael Villareal. The cutoff for tenure with the City is December of each year. There are several more employees who have also had their five year anniversaries since December who will be recognized at next year's event. This longevity is one indication of a healthy organization. Our employees are very grateful for the many ways the City council has continued to support them and say, "Thank you" for their public service.

### Castroville CARES Initiative

In addition to recognizing service achievements at the recent employee appreciation event, the leadership team unveiled the “Castroville CARES” initiative which is aimed at strengthening the city’s work culture by focusing on five core values: Compassion, Accountability, Respect, Ethical Behavior, and Service. Posters, Business Cards, and wallet cards have been ordered and will be distributed to all facilities and employees as visual reminders of why we choose public service.

### WWTP Pond Closure

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.

### Garcia Creek Drainage Project

Staff is in the process of contacting the property owners along Garcia Creek to obtain easements that will allow for the proposed channel improvements to be made. Engineers from KFrieese/Lochner will provide an update on the project and seek council direction on several proposed bank stabilization methods at the July 8<sup>th</sup> council meeting.

### Annual Budget Process

Staff has prepared a proposed budget for all departments and funds. The City Administrator and Director of Finance will be working with Mayor Alexander to refine the proposed budget and prepare a council presentation. A date for the budget workshop will be set at the June 24<sup>th</sup> council meeting.

### Commercial Developments Update

Interest in both commercial and residential development has increased significantly over the past several months. NP Homes (Heights of Castroville), Alsatian Oaks, Endura (Victory Lane), and Flat Creek have all indicated that they are preparing to move forward with their respective developments in the very near future. As discussed on social media, and news outlets, Alsatian Oaks has identified several of their retail partners and is starting the platting process for their commercial development. Flat Creek has also been busy clearing land and doing dirt work. NP Homes is in the final steps of their review process and anticipates seeking final plat approval in July or August. Endura is moving forward on several of their properties including both the one east of the car dealership and a triangular parcel off of Hwy 471 near the airport – both of these may entail development agreements to address needed improvements to both utility and street infrastructure.

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".

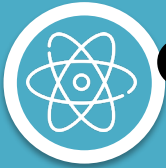
R. Scott Dixon, MPA

City Administrator, Castroville, TX



CASTROVILLE  
*The Little Alsace of Texas*

Section XI, Item a.



## Geneva Street Drainage Project

**Due Date (all components):** June 30<sup>th</sup> to August 25<sup>th</sup>

1. Tree Removal

2. Rough Cut Drain

3. Final grade drain

4. Flex mat

5. Rip Rap

6. Finish project

**Complete by**

Each **BOLD** word represents a page in your Research Report and Board.



June 30-  
July 8<sup>th</sup>

1. Tree removal along the entire project



July 9-  
August 1

2. Rough cut of over burden along the project. The motor grader will arrive July 7<sup>th</sup>



August 4-  
August 22

3. cutting the final grade along the entire project



August 25-  
?

4 The instillation of the flex mat along the project



?

5. Construction of the concrete Rip Rap



\*\*\*\*\*All dates are subject to change due to inclement Weather\*\*\*\*\*



# CASTROVILLE

*Section XI, Item a.*



# CARES

106

# C A R E S

## Compassion

We show genuine cared concern for our customers, systems, and community. We listen, help, and

*Section XI, Item a.*

## Accountability

We take ownership of our responsibilities, honor our commitments, and strive to deliver high-quality work every time.

## Respect

We treat everyone with dignity, fairness, and professionalism – creating a positive inclusive workplace for all.

## Ethics

We act with honesty, integrity, and transparency, even when no one is watching. We do what is right, not just what is

## Service

We Take pride in being public servants. We go the extra mile to meet the needs of our community and support one another.

## March 13, 2025, LAB Report

### Library Director Report

**Programs:** We are currently facilitating the following programs:

- 1) 2 book groups- averaging 10-15 weekly
- 2) Senior Events-averaging 15 a week-AACOG-8 week virtual class that I set up here for those who do not know how to download an app and hook up to a screen.
- 3) Stitch Group-averaging 5 a week
- 4) Art Group-averaging 10-12 a week
- 5) Writers Group-averaging 10-15 a week
- 6) Interactive Murder Mystery Group-Hold off until the Fall
- 7) After School Art Group-averaging 5 each month
- 8) Toddler Story Time-Averaging 20-25 kids each week
- 9) Saturday Story Time (will be starting in Feb) not very successful
- 10) Teen programs-not very successful-will end in April
- 11) Spring Break Activities – 12 for Leggo Day

### Upcoming events:

- 1) Bingosize – this is through \*AACOG and we will start this every Tuesday and Thursday from 10:00-11:00 after the Balance class ends. We have a few already showing interest.
- 2) Chair Yoga –This Fall 2025. Saturday's (will set up the children's library and there will be a waiver drawn up and \$10.00/person). I will find out from the TX Library Commission if I can charge for this class. If not, I have a budget for special events.

\*AACOG = Alamo Area Council of Governments

Programs are going well, no issues thus far.

### New Outreach:

- 1) I was invited to do a story time at the Baptist Day Care in Feb: **completed**
- 2) I was invited to attend a career day at Silos Elementary in March. I have book markers that Maggie made, with our Summer Camp kick off on the back. I will also be reading to the kids.
- 3) I had a meeting with the local Home Instead Senior Care, David Stuart. He would like to supply cookies or snack something for our Senior events. He did.



- 4) I had a virtual meeting with Kimberly Beasley from AACOG – Alamo Area Council of Governments. I am partnering with her to bring her virtual events to the library for seniors. Her first series is in March 2025 and runs for 9 weeks. This program is, A Matter of Balance...she teaches flexibility, talks about the fear of falling, nutritional programs and some Q&A's. She is sending the packet plus emailing me the waiver and Hippa Forms. I would say we can accommodate 5 – move the table and line up the wooden chairs to see the TV. My computer would be hooked up. Already in full force and going well.
- 5) I have reached out to two Independent Living Centers to talk about Senior Events
- 6) I am facilitating 2 senior events in Feb. (Senior Trivia and bingo) and many more to come.
- 7) I reached out to Little School House of Castroville to connect with story time this summer and bringing their kiddos for camps. She will touch base with me in May.
- 8) Castroville State Bank will be reaching out to me, per Kelly FOL President to see how the library can partner with them for finance classes.
- 9) Local Honey Store – will come this Summer to visit during Bug Week
- 10) Airport manager will be coming out to visit with the kids during the Travel week.
- 11) Enlisting others to pop in, Police, Fire Dept, EMT, etc.

### **Grants: Attached spread sheet**

### **Reports:**

- 1) Accreditation – We are now Accredited for fiscal year 2026. That begins in Oct 2025.
- 2) Finalized and submitted all the reports that were not completed by the previous Director.

### **History Project:**

Andrea comes in from time to time to help us out.

**3D Printer:** Both have been sold with all of the filaments.

### **Summer Camps:**

We are using everything from the craft closet and believe we will only need to purchase minimal items.

The staff and I have put the whole 9 weeks together. In April, we will be having our staff meeting on a Saturday for 3 hours after we close to finish up all of our craft projects with step-by-step instructions. We are still hashing out how we want to handle sign up's. It will be In person, each family picking 4 out of 9 camps that their child will want to attend. This will help us gauge how to staff and make sure all have a chance. We will be able to accommodate at least 30-40 kids now that we have made room.

On the 7<sup>th</sup> of June Mr. Ballon Guy will be coming in to kick off the Summer Reading Camps. FOL has offered to pay for this if a grant does not come though.

On the 12<sup>th</sup> of June, Hondo gifted me with a prize of a free performer that does a magic show. (this will cost us nothing)

Summer Reading Logs will be bookmarkers. We have designed every book marker to have 10 slots on the back for the kiddos to jot down what books they've read and their name. We will hold onto the book markers and at the end of the Summer, they will be able to use Library Bucks to purchase items from our end of the summer store.

We will also close out our camps with a piñata, some games and maybe a hot dog roast.

### **Going forward with LAB:**

For next meeting, I would like to look at the Library's Master Plan from 2024. I am going to start digging into that and make my recommendations. I would love feedback from LAB. This is a huge undertaking, and I believe within 2-3 years, we will be outgrowing our current space, which is a good problem to have. 😊

I would like to increase our hours of operation by June 1<sup>st</sup>, 2025, to the following  
M/Tu/Wed/Fri 9:30-5:30

Thursday: 9:30-8:00 pm was 9:30-6:30

Saturday: 9:30-3:00pm was 9:30-1:30

I would like to do this to be open during the "hot" times of the day so that people can come in and cool off. We do have some elderly that stay here all day in the Summer because they don't have AC.

Currently we operate 44 hours per week

This would be an increase of 4 hours per week

# The Numbers at the Airport

665,796

REVENUE IN DOLLARS

82%

Percentage of Budget

\$49,623

MONTHLY FUEL SALES IN DOLLARS



10%

From Last Month



50%

From Last Year

16,885

AIRCRAFT OPERATION Y-T-D



19%

From Last Month



42%

From Last Year

0/67

SPACE AVAILABILITY

54

Number on Waitlist

Two RAMP projects completed (ramp fence & surveillance upgrade). Two additions to the waitlist. Fuel sales remain brisk.









**VirTower LLC**  
 13721 Jetport Commerce Pkwy, Suite 2  
 Fort Myers FL 33913  
 Phone +1 888 31 70 747  
 virtower.com | info@virtower.com

Creation 04/11/2025 14:06  
 User Michael\_Haley  
 Customer ID KCVB

#### Airport Operations

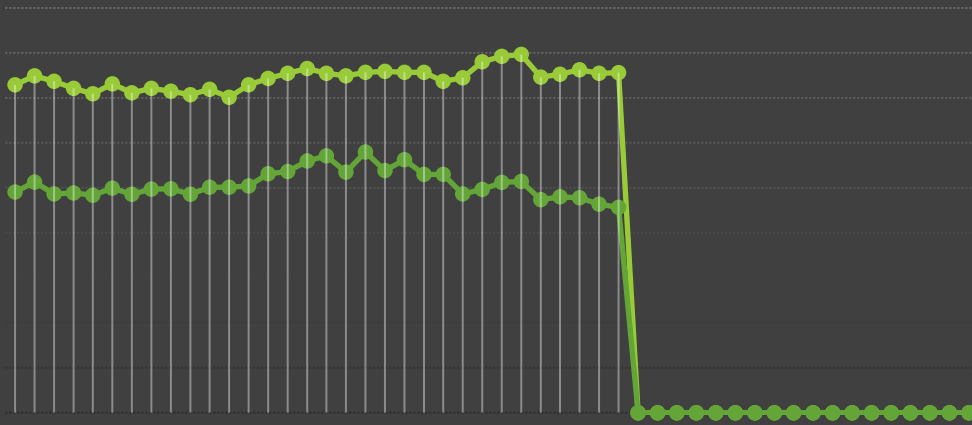
##### Snapshot Local Time

Start Date 03/01/2025 00:00 LT  
 End Date 03/31/2025 23:59 LT

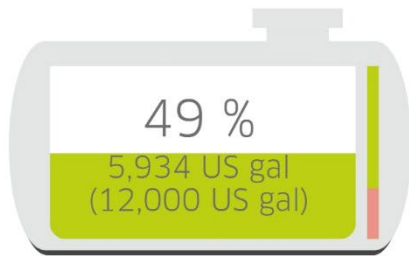
#### Summary

Landings		Take-Offs		Totals	
Single Engine	985	Single Engine	1004	Single Engine	1989
Single Engine Turbine	25	Single Engine Turbine	27	Single Engine Turbine	52
Multi Engine	76	Multi Engine	72	Multi Engine	148
Multi Engine Turbine	4	Multi Engine Turbine	4	Multi Engine Turbine	8
Business Jet	14	Business Jet	15	Business Jet	29
Helicopter	1	Helicopter	3	Helicopter	4
Military	62	Military	54	Military	116
Light Sport Aircraft	4	Light Sport Aircraft	4	Light Sport Aircraft	8
Other	1	Other	1	Other	2
<b>TOTAL</b>	<b>1172</b>	<b>TOTAL</b>	<b>1184</b>	<b>TOTAL</b>	<b>2356</b>

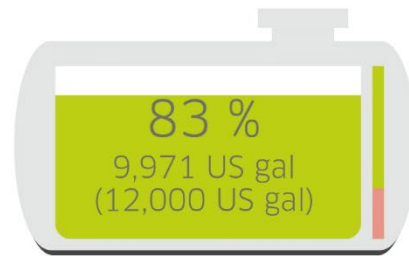
#### Supplier Fuel Price Trends



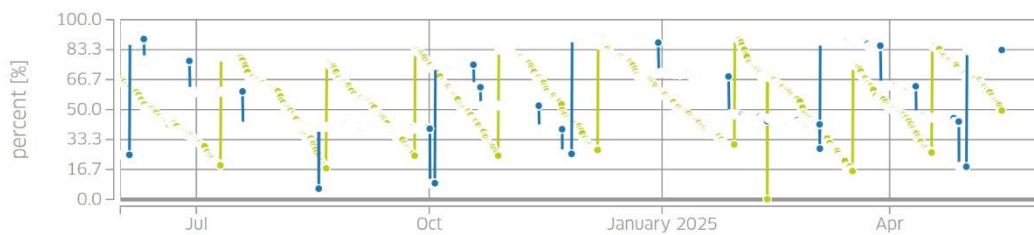
Avgas, Gasoline



JetA, Diesel



Fuel tank levels of the last twelve months



Avgas, Gasoline  
JetA, Diesel

Avgas, Gasoline



JetA, Diesel



## Sales Summarized by Date

Site: **Castroville  
Municipal Airport**

Created on (UTC):

Terminal:

M4000- 4000764

Start Date:

4/1/2025 End Date: 4/30/2025

Date	Total Amount	Total Units	Total Count
2025-04-01	\$669.17	134.100	4
2025-04-02	\$483.39	99.140	5
2025-04-03	\$195.46	39.410	4
2025-04-04	\$565.22	113.270	4
2025-04-05	\$331.92	68.100	4
2025-04-06	\$1250.90	254.140	8
2025-04-07	\$954.20	192.960	5
2025-04-08	\$1335.80	269.290	9
2025-04-09	\$1531.62	309.330	8
2025-04-10	\$988.29	200.550	8
2025-04-11	\$1695.56	342.800	12
2025-04-12	\$1271.09	255.470	9
2025-04-13	\$1756.76	359.850	12
2025-04-14	\$1423.02	286.740	10
2025-04-15	\$990.82	199.670	8
2025-04-16	\$410.05	82.970	4
2025-04-17	\$332.48	66.630	3
2025-04-18	\$883.21	179.030	5
2025-04-19	\$117.36	24.000	1
2025-04-20	\$1842.85	374.000	11
2025-04-21	\$1047.24	211.610	10
2025-04-22	\$1068.93	215.370	10
2025-04-23	\$211.73	43.490	2
2025-04-24	\$740.07	148.310	6
2025-04-25	\$572.38	118.690	4

(UTC) Sales Summary by Date 1 of 2

**Units Total: 5332.500**

**Sale Total: \$26354.43**

**Running Totals**

**Number of Sales: 191**

M4000-4000764

2025-04-26	\$143.21	28.700	1
2025-04-27	\$1753.19	355.290	12
2025-04-28	\$470.04	95.370	5
2025-04-29	\$677.25	135.720	4
2025-04-30	\$641.22	128.500	3





Castroville Brass Band, circa 1915. (MS 362: 081-0640)



Just a reminder that we have online permitting. You can apply, pay fees, and check status! Here is the link. [Citizen Portal \(iworq.net\)](http://CitizenPortal(iworq.net))

## Monthly Community Development Report



April 2025



Breana Soto

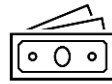
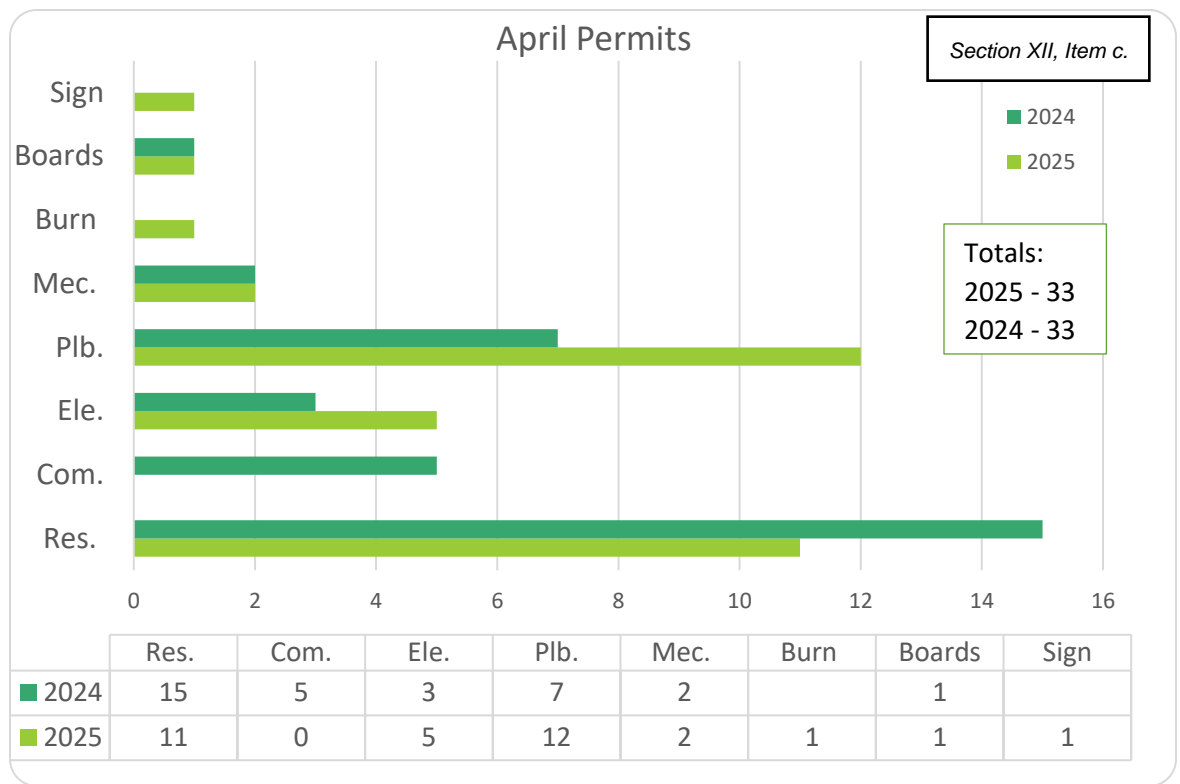


NEW  
BUILDS  
2025

Pending  
Plan  
Review:

Approved  
and  
Issued: 10

Completed  
and  
Closed:



Permit Fees

2025

\$32,312

2024


\$47,060

## Boards and Commissions

	HLC	P&Z	ZBOA
Next Meeting Date	May 20th	May 14th	TBD
April Meeting Date and Items	APRIL 15 <sup>th</sup> 1616 Fiorella St. – Denied 1303 Lorenzo St.- Denied 713 Washington St. – Denied 1410 Gentilz St.- Approved 406 Paris St- Approved	<ul style="list-style-type: none"><li>Comprehensive Plan</li><li>Downtown Master Plan Discussion</li><li>UDO Discussion</li></ul>	No Meeting

# UDO TIMELINE

- May 20, 2023: Release RFQ **COMPLETED**
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- October 2024 – May 2025: Development Ordinances Update
- May - June 2025: Development Ordinances Adoption



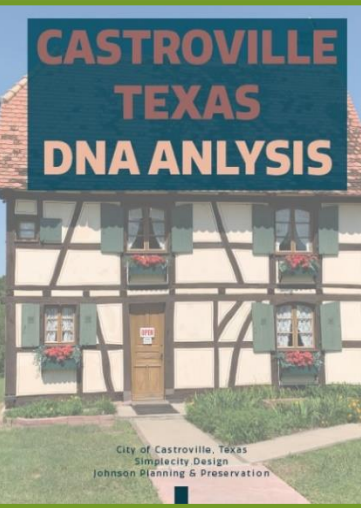
**REQUEST FOR PROPOSALS**  
**Unified Development Ordinance**

ISSUED BY:  
City of Castroville  
1209 Fiorella  
Castroville, TX 78009

Issuance date: May 30, 2023

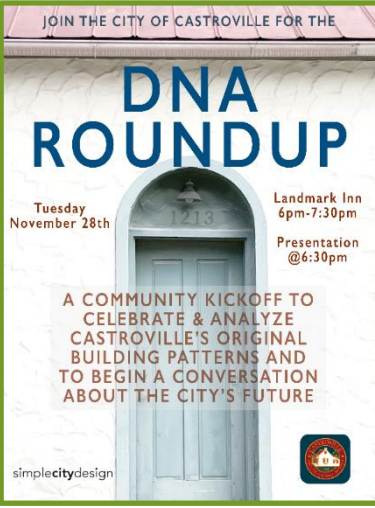
Responses due no later than 4:00pm CST on July 17, 2023

**SUBMIT PROPOSAL'S PACKET TO:**  
Breana Soto  
Community Development Director  
City of Castroville  
1209 Fiorella  
Castroville, TX 78009



**CASTROVILLE TEXAS DNA ANALYSIS**

City of Castroville, Texas  
Simplicity Design  
Johnson Planning & Preservation



JOIN THE CITY OF CASTROVILLE FOR THE

# DNA ROUNDUP

Tuesday  
November 28<sup>th</sup>

Landmark Inn  
6pm-7:30pm

Presentation  
@6:30pm

A COMMUNITY KICKOFF TO CELEBRATE & ANALYZE CASTROVILLE'S ORIGINAL BUILDING PATTERNS AND TO BEGIN A CONVERSATION ABOUT THE CITY'S FUTURE

simplicitydesign



THE CITY OF CASTROVILLE INVITES YOU TO

# Castroville Dreamin'

FRIENDS AND NEIGHBORS, KIDS AND ADULTS, ITS TIME TO GET TOGETHER. IT'S TIME TO GET TOGETHER FOR A COMMUNITY CONVERSATION, AN INTERACTIVE GATHERING WHERE THE FUTURE OF THE COMMUNITY IS SHAPED BY YOU.

LET'S CELEBRATE CASTROVILLE'S ORIGINAL SETTLEMENT PATTERNS AND DISCUSS THE FUTURE OF OUR COMMUNITY. SHARE WHAT YOU LOVE AND HELP DETERMINE THE WAY CASTROVILLE WILL LOOK, FEEL, AND FUNCTION IN THE FUTURE.

**ELSASS HALL, 1201 FIORELLA ST**

**TUESDAY, JANUARY 16<sup>TH</sup>**  
10-11AM, 1-2PM, OR 6-7PM: **OPEN STUDIO & TABLE TALKS:**  
HELP DREAM UP WHAT CASTROVILLE WILL CARRY FROM THE PAST, WHAT IS MOST IMPORTANT TO THE COMMUNITY, AND WHAT WILL DEFINE ITS FUTURE.

**WEDNESDAY, JANUARY 17<sup>TH</sup>**  
10-11AM, 1-2PM, OR 6-7PM: **DOWNTOWN DREAMIN':**  
HELP DESIGN AND IMAGINE WHAT A DOWNTOWN FOR CASTROVILLE COULD BE BY DRAWING AND SHARING YOUR IDEAS.

**7-8PM: CLOSING PRESENTATION**

MORE INFORMATION AT [castroville.mysocialpinpoint.com](http://castroville.mysocialpinpoint.com)

simplicitydesign



**Plan Castroville's Future!**

The Castroville Building Block Project includes an update to the Comprehensive Plan, Downtown Plan, and Unified Development Ordinance.

**DESIGN RODEO**

At Legion Hall

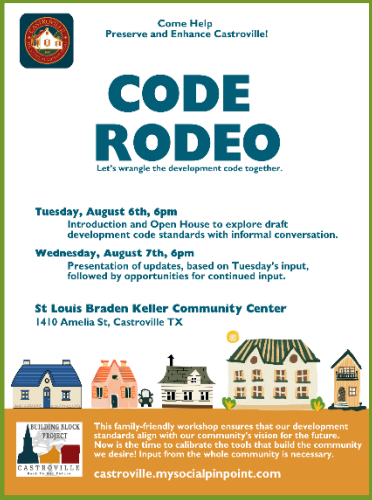
A family-friendly workshop to facilitate community conversations about the streets, buildings, and future infrastructure of Castroville.

**WEDNESDAY MARCH 27<sup>TH</sup>**  
1:00pm-4:00pm: Open Studio Chat  
6:00pm: Design Workshop  
Give Input on Existing Codes, & Where Future Growth will Locate

**THURSDAY, MARCH 28<sup>TH</sup>**  
1:00pm-4:00pm: Open Studio Chat  
6:00pm-7:00pm: Summary  
Community Input Heard, Next Steps

Join the journey to shape Castroville's future. Castroville's comprehensive plan and downtown plan will set the stage to align the vision of the community to the development standards that oversee their implementation. Creating this alignment allows for the city's budget priorities to be brought to life.

[castroville.mysocialpinpoint.com](http://castroville.mysocialpinpoint.com)



Come Help Preserve and Enhance Castroville!

# CODE RODEO

Let's wrangle the development code together.

**Tuesday, August 6<sup>th</sup>, 6pm**  
Introduction and Open House to explore draft development code standards with informal conversation.

**Wednesday, August 7<sup>th</sup>, 6pm**  
Presentation of updates, based on Tuesday's input, followed by opportunities for continued input.

**St Louis Braden Keller Community Center**  
1410 Amelia St, Castroville TX

This family-friendly workshop ensures that our development standards align with our community's vision for the future. Now is the time to calibrate the tools that build the community we desire! Input from the whole community is necessary.

[castroville.mysocialpinpoint.com](http://castroville.mysocialpinpoint.com)



**Zoning Categories are Changing**

# Community Roundup

**Monday, September 23<sup>rd</sup>**  
**3:30pm-7:30pm**

Landmark Inn @ 402 Florence St, Castroville

Come find your property on the new zoning map and discuss how the Unified Development Ordinance will preserve and enhance Castroville.

Continuing online through October

[castroville.mysocialpinpoint.com](http://castroville.mysocialpinpoint.com)

The Castroville Building Block Project ensures that our development standards align with our community's vision for the future. Input from the whole community is necessary. Now is the time to calibrate the tools that build the community we desire!



# CODE CREATION BEGINS, MORE MEETINGS TO FOLLOW!





## Castroville's Active Transportation Grant

- ☒ Enroll in Local Government Project Procedures Qualification for TxDOT
- ☒ Submit Qualifications Statement and Risk Assessment
- ☒ ~~Create RFQ~~ – TxDOT provided another route since such a small project. (PTN)
- ☒ Meet consultant about scope of work.
- ☒ PTN signs Oversight Special Approval (SPA) form.
- ☒ Advanced Funding Agreement Resolution approval by City.
- ☒ TxDOT approves contract.
- ☐ Move forward with planning effort.

Estimated  
Start Date,  
June 1<sup>st</sup>.

## Thoroughfare Plan

- ☒ Meet with County about alignment with County plans.
- ☒ Meet with TxDOT about alignment/ discrepancies with TxDOT plans.
- ☒ Meet with County engineer about suggestions from TxDOT. TxDOT had a lot of great suggestions.
- ☐ Directed to move forward with adoption of thoroughfare plan. Waiting on engineer to send revised plan for Council to review.
- ☐ Bring to City Council for review.
- ☐ Make changes to plan per Council recommendation.
- ☐ Send out required public notifications.
- ☐ Bring to City Council for approval.

Setting up meeting with County to discuss.

## Garcia Creek Report

### Target Date of Comp. – 1/25

- ☒ Obtain & review data: Right of Entry, Records Search
- ☒ Field Survey: Field Data Collection, Digital Data Entry
- ☒ Engineer Site Visit
- ☒ Hydraulic Modeling
- ☐ Channel/Slope Stability Analysis: Field Investigations, Lab Tests, Draft Eng. Reports

PRESENT TO  
COUNCIL, June  
10<sup>th</sup>.

## Airport Zoning

- ☒ Update zoning and regs
- ☒ Create GIS Portal for public review
- ☒ Present to Council for review
- ☒ Reach out to County for input – No movement or input from County
- ☐ Create Joint Airport Zoning Board
- ☐ Review of zoning regulations by JAZB
- ☐ Public hearing for public input
- ☐ Adoption by City and County

Setting up  
meeting with  
County to discuss.

# City of Castroville Parks & Recreation Department

---

## Monthly Report to City Council May 1, 2025- May 31, 2025

Submitted by: Jonah Chang, Director of Parks & Recreation

### 1. Department Overview & Updates

- Community Center Construction:
  - Plumbing rough-in complete and storm water system complete.
  - The contractor is currently working on concrete foundation.
- Pool staffing, sitting at ten (10) lifeguards for this season.
- Event prep begins for July 4<sup>th</sup> at Regional Park.
- Replaced Interpretive Panels throughout Regional Park.
  - Will still need to replace the four (4) “Be Advised” panels.

### 2. Programs & Events

- Event Preparation & Participation:
- July 4<sup>th</sup> Celebration at Regional Park

### 3. Reservation Report

Facility	Bookings
Regional Park- Volleyball Courts	0
Lion’s Park- Athletic Field	1
Lion’s Park- Softball Field	5
Regional Park- Amphitheater	0
Regional Park- Area Rentals	3
Regional Park- Pavilion Rentals	15
Regional Park Table Rentals	24
City Pool- Parties	13
RV Park Bookings	52
Regional Park- Tent Camping	1
Steinbach Hus- Visitor	246

4. Work Orders & Repairs

Department	Problem Code	# of Work Orders
Parks: 120 Total	500: City Parks Maintenance	13
	501: City bldg. Maintenance	0
	505: Equipment Repairs & Maintenance	1
	510: Regional Park Maintenance	32
	515: RV Park Maintenance	2
	520: Swimming Pool Maintenance	4
	530: Lions Park Maintenance	12
	535: Splash Pad Maintenance	0
	599: Misc. Facilities & Parks	19
	801: Weeds/Overgrown Brush	1
	802: Mowing & Weed Eating	31
	806: Tree Issue (Trim & Clear)	5
Facilities: 33 Total	500: City Parks Maintenance	0
	501: City Bldg. Maintenance	19
	520: Swimming Pool Maintenance	5
	599: Misc. Facilities & Parks	9
History:	May 2024: 82 Total April 2025: 119 Total May 2025: 153 Total	118/month average

5. Staffing

Type:	Status:
Full-time Staff:	4 positions filled
Part-time Staff:	1 position filled
Temporary Staff:	1 position filled
Pool Staff:	6 hired & 4 in progress

6. Upcoming Priorities

- Garden of Roots:
  - Tree Placement x3
  - Tree Sign Installation
- Splash Pad Repair Plan
  - Emailed pictures to Vortex to get their insight on what may have caused the foundation to shift.
  - Advanced Aquatics video inspected some of the fixtures/lines and noticed some lines were clear & others had material inside of them. This could be due to a break in the line.
  - Once a report has been compiled, that report and update will be shared.
- Finalize lifeguard onboarding & training.
- Finalize budget planning for FY 2025-2026
- Continued monitoring of Community Center construction progress & park access



**View of East pond after rain event on June 11-12, 2025.**







**Castroville Otters swim meet held on Saturday, June 7, 2025!**







Installation of new Interpretive panels throughout Regional Park.



Comparison of “good” Be Advised Interpretive panel and one that is needing replacement.







































*Tondre Saloon, early 1900s. (MS 362: 077-0046)*



Just a reminder that we have online permitting. You can apply, pay fees, and check status! Here is the link. [Citizen Portal \(iworq.net\)](http://CitizenPortal(iworq.net))

## Monthly Community Development Report



May 2025



Breana Soto

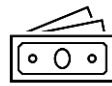
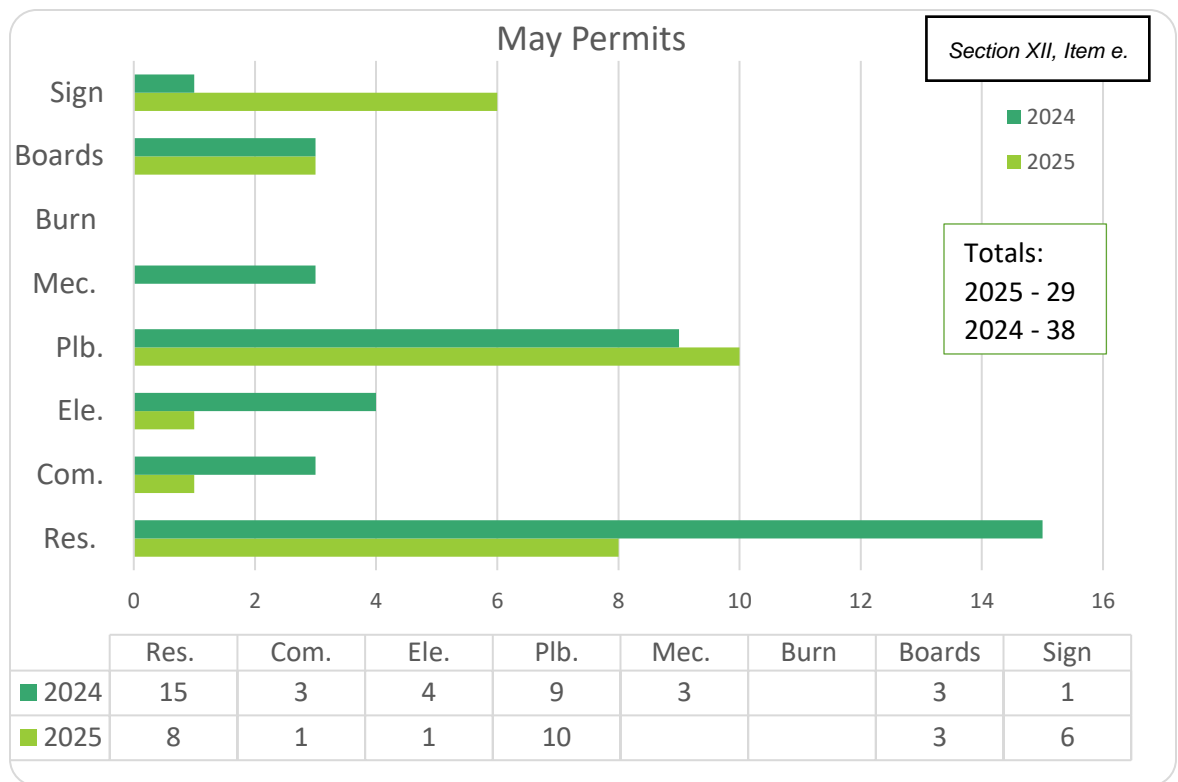


NEW  
BUILDS  
2025

Pending  
Plan  
Review: 0

Approved  
and  
Issued: 45

Completed  
and  
Closed: 1



Permit Fees

2025

\$21,281

2024

\$36,265

## Boards and Commissions

	HLC	P&Z	ZBOA
Next Meeting Date	June 18th	June 10th	TBD
May Meeting Date and Items	MAY 20 <sup>th</sup> 1109 Fiorella St. – Approved 1005 Alamo St.- Approved 1605 San Jacinto – Approved	MAY 14 <sup>th</sup> <ul style="list-style-type: none"><li>Comprehensive Plan</li><li>UDO Discussion</li></ul>	No Meeting

If you live in one of our 96 Historic Structures and need a plaque or would like to replace your existing one, please contact

[Breana.soto@castrovilletx.gov](mailto:Breana.soto@castrovilletx.gov)



# UDO TIMELINE

- May 20, 2023: Release RFQ **COMPLETED**
- July 17, 2023: Deadline for Submissions **COMPLETED**
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**REQUEST FOR PROPOSALS**

**Unified Development Ordinance**

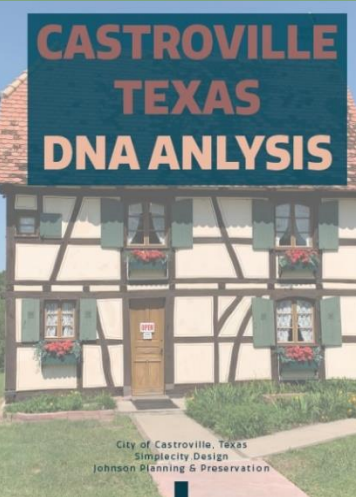
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Community Development Director  
City of Castroville  
1209 Fiorella  
Castroville, TX 78009

**CASTROVILLE TEXAS DNA ANALYSIS**



City of Castroville, Texas  
Simplicity Design  
Johnson Planning & Preservation

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THE CITY OF CASTROVILLE INVITES YOU TO

**Castroville Dreamin’**

FRIENDS AND NEIGHBORS, KIDS AND ADULTS, ITS TIME TO GET TOGETHER. IT'S TIME TO GET TOGETHER FOR A COMMUNITY CONVERSATION, AN INTERACTIVE GATHERING WHERE THE FUTURE OF THE COMMUNITY IS SHAPED BY YOU.

LET'S CELEBRATE CASTROVILLE'S ORIGINAL SETTLEMENT PATTERNS AND DISCUSS THE FUTURE OF OUR COMMUNITY. SHARE WHAT YOU LOVE AND HELP DETERMINE THE WAY CASTROVILLE WILL LOOK, FEEL, AND FUNCTION IN THE FUTURE.

ELSASS HALL, 1201 FIORELLA ST

**TUESDAY, JANUARY 16TH**  
10-11AM, 1-2PM, OR 6-7PM: OPEN STUDIO & TABLE TALKS:  
HELP DREAM UP WHAT CASTROVILLE WILL CARRY FROM THE PAST, WHAT IS MOST IMPORTANT TO THE COMMUNITY, AND WHAT WILL DEFINE ITS FUTURE.

**WEDNESDAY, JANUARY 17TH**  
10-11AM, 1-2PM, OR 6-7PM: DOWNTOWN DREAMIN':  
HELP DESIGN AND IMAGINE WHAT A DOWNTOWN FOR CASTROVILLE COULD BE BY DRAWING AND SHARING YOUR IDEAS.

7-8PM: CLOSING PRESENTATION

MORE INFORMATION AT [castroville.mysocialpinpoint.com](http://castroville.mysocialpinpoint.com) simplicitydesign

**BUILDING BLOCK PROJECT**

**Plan Castroville's Future!**

The Castroville Building Block Project includes an update to the Comprehensive Plan, Downtown Plan, and Unified Development Ordinance.

**DESIGN RODEO**

At Legion Hall

A family-friendly workshop to facilitate community conversations about the streets, buildings, and future infrastructure of Castroville.


**WEDNESDAY MARCH 27TH**  
1:00pm-4:00pm: Open Studio Chat  
6:00pm: Design Workshop  
Give Input on Existing Codes, & Where Future Growth will Locate

**THURSDAY, MARCH 28TH**  
1:00pm-4:00pm: Open Studio Chat  
6:00pm-7:00pm: Summary  
Community Input Heard, Next Steps

Join the journey to shape Castroville's future. Castroville's comprehensive plan and downtown plan will set the stage to align the vision of the community to the development standards that oversee their implementation. Creating this alignment allows for the city's budget priorities to be brought to life.

[castroville.mysocialpinpoint.com](http://castroville.mysocialpinpoint.com)





Come Help Preserve and Enhance Castroville!

**CODE RODEO**

Let's wrangle the development code together.

**Tuesday, August 6th, 6pm**  
Introduction and Open House to explore draft development code standards with informal conversation.

**Wednesday, August 7th, 6pm**  
Presentation of updates, based on Tuesday's input, followed by opportunities for continued input.

**St Louis Braden Keller Community Center**  
1410 Amelia St, Castroville TX

**BUILDING BLOCK PROJECT**

This family-friendly workshop ensures that our development standards align with our community's vision for the future. Now is the time to calibrate the tools that build the community we desire! Input from the whole community is necessary.

[castroville.mysocialpinpoint.com](http://castroville.mysocialpinpoint.com)

**Zoning Categories are Changing**

**Community Roundup**

**Monday, September 23rd**  
**3:30pm-7:30pm**  
Landmark Inn @ 402 Florence St, Castroville

Come find your property on the new zoning map and discuss how the Unified Development Ordinance will preserve and enhance Castroville.

Continuing online through October

[castroville.mysocialpinpoint.com](http://castroville.mysocialpinpoint.com)

The Castroville Building Block Project ensures that our development standards align with our community's vision for the future. Input from the whole community is necessary. Now is the time to calibrate the tools that build the community we desire!

**CODE CREATION BEGINS, MORE MEETINGS TO FOLLOW!**

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## Castroville's Active Transportation Grant

- ☒ Enroll in Local Government Project Procedures Qualification for TxDOT
- ☒ Submit Qualifications Statement and Risk Assessment
- ☒ ~~Create RFQ~~ – TxDOT provided another route since such a small project. (PTN)
- ☒ Meet consultant about scope of work.
- ☒ PTN signs Oversight Special Approval (SPA) form.
- ☒ Advanced Funding Agreement Resolution approval by City.
- ☒ TxDOT approves contract.
- ☒ Kick off meeting
- ☐ Bring to Council for input on how to move forward
- ☐ Public engagement meetings
- ☐ Bring initial findings to Planning and Zoning and City Council
- ☐ Receive feedback, create draft plan
- ☐ Open public comment period
- ☐ Bring findings to City Council
- ☐ Receive feedback, create final draft
- ☐ Bring to P&Z for adoption
- ☐ Bring to City Council for adoption

## Garcia Creek Report

- ☒ Obtain & review data: Right of Entry, Records Search
- ☒ Field Survey: Field Data Collection, Digital Data Entry
- ☒ Engineer Site Visit
- ☒ Hydraulic Modeling
- ☒ Channel/Slope Stability Analysis: Field Investigations, Lab Tests, Draft Eng. Reports
- ☐ Presentations to City Council – Either of the June 24<sup>th</sup> or July 8<sup>th</sup> Meeting
- ☐ City Council will decide how to move forward with project
- ☐ Start engineering for whichever plan they choose

## Airport Zoning

- ☒ Update zoning and regs
- ☒ Create GIS Portal for public review
- ☒ Present to Council for review
- ☒ Reach out to County for input – No movement or input from County
- ☐ Create Joint Airport Zoning Board
- ☐ Review of zoning regulations by JAZB
- ☐ Public hearing for public input
- ☐ Adoption by City and County

## Throughfare Plan

Section XII, Item e.

- ☒ Meet with County about alignment with County plans.
- ☒ Meet with TXDOT about alignment/ discrepancies with TxDOT plans.
- ☒ Meet with County engineer about suggestions from TxDOT. TxDOT had a lot of great suggestions.
- ☐ Directed to move forward with adoption of thoroughfare plan. Waiting on engineer to send revised plan for Council to review.
- ☐ Bring to City Council for review.
- ☐ Make changes to plan per Council recommendation.
- ☐ Send out required public notifications.
- ☐ Bring to City Council for approval.

## Development Projects



Town East Crossing

1726 Hwy 90 E, Next to Security State Bank

Pumphouse Carwash

601 Hwy 90 E, Next to current Pumphouse Carwash



808 Hwy 90 E, Next to El Portal

# City of Castroville

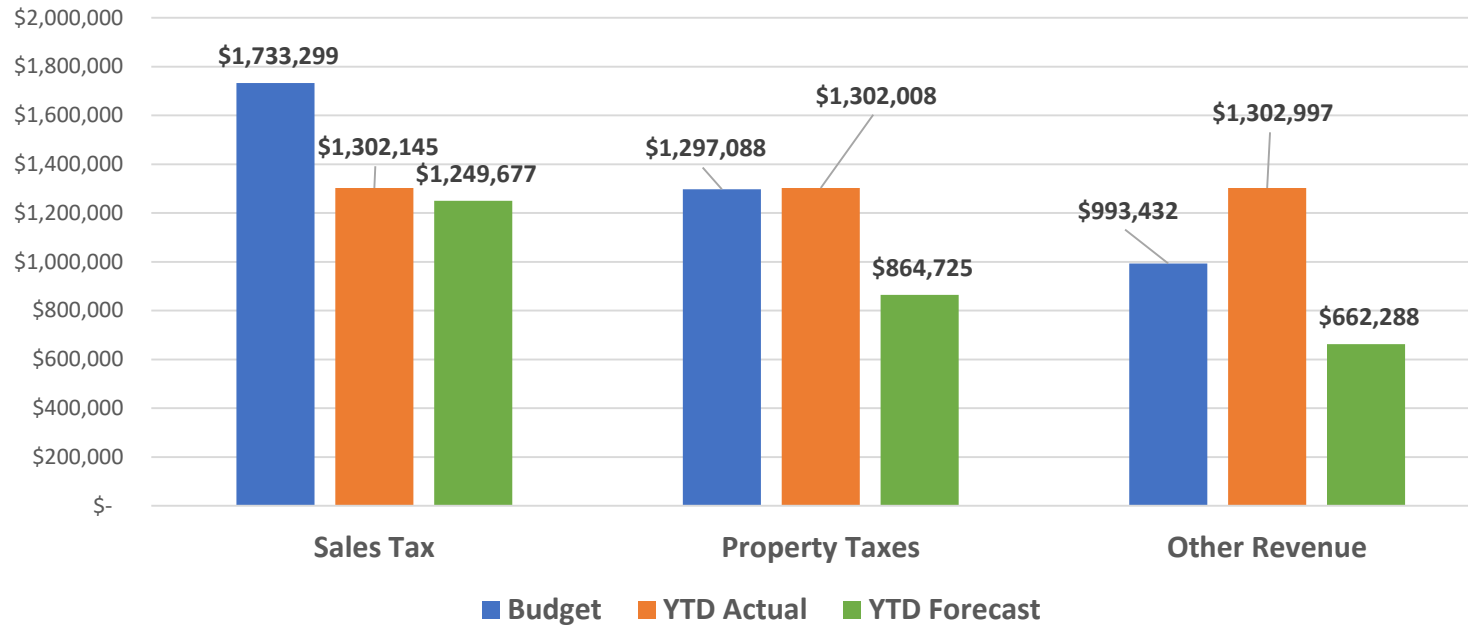
## MONTHLY FINANCE REPORT (ENDING MAY 31, 2025)

- General Fund
- Enterprise Fund
- Airport Fund
- Municipal Court Report



## General Fund

Budget to Actual Revenues - May 2025



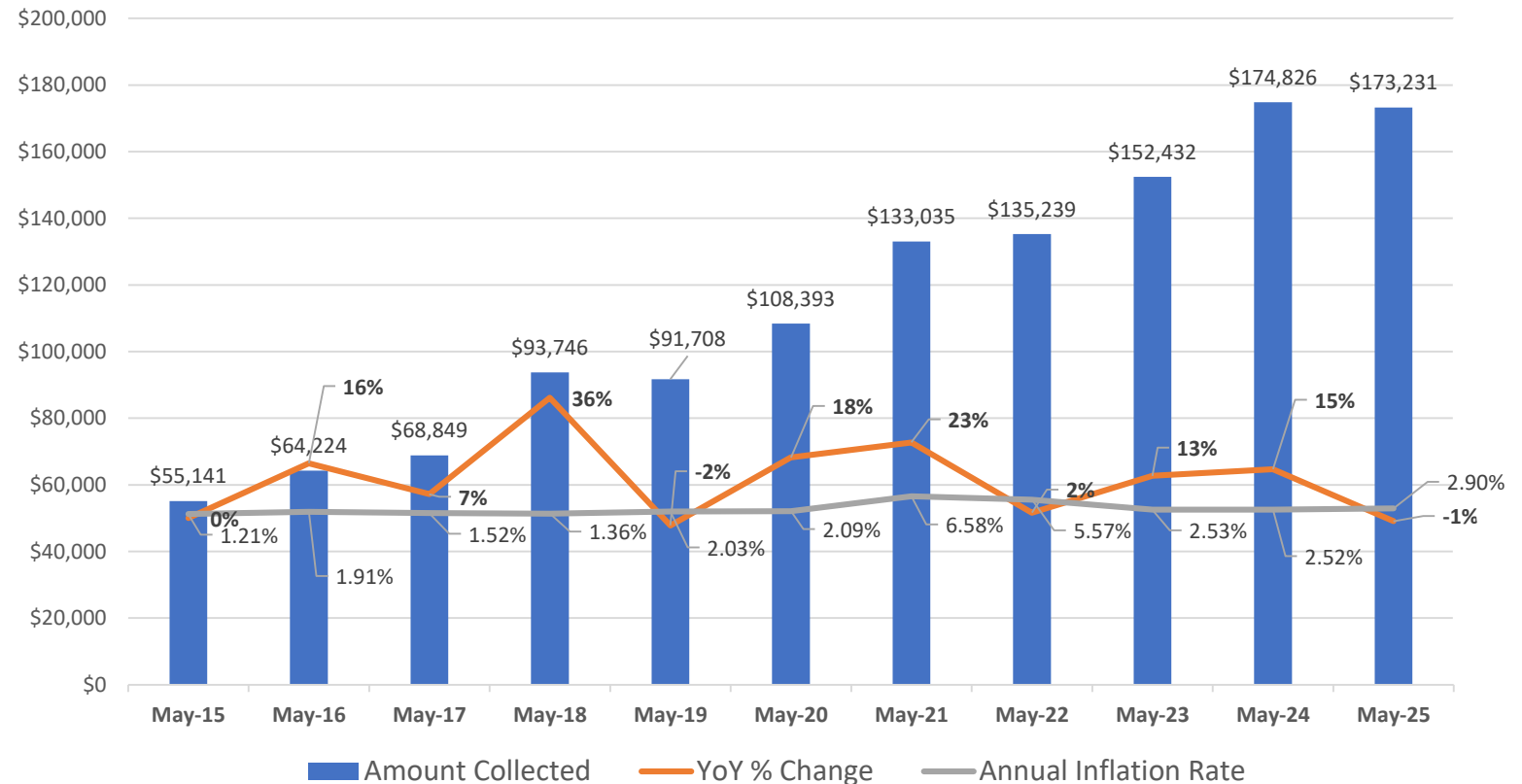
## General Fund YTD Comparison

- **Blue** = Total amount budgeted for the year
  - **Orange** = YTD amount received
  - **Green** = Amount anticipated YTD
- Sales tax collections for the month of May totaled \$179,916.21 (includes sales and liquor tax) compared to last year, total collected for the month of May 2024 was \$180,813.82
  - Property tax collections for the month of May totaled \$1,076.87 compared to last May 2024, total collected was \$9,433.83
  - Other Revenue includes municipal court, parks and recreation and other misc. revenue. Court Collection Fees for the month of May totaled \$55,936.07 compared to last May 2024, total collected was \$110,894.79

## Comparison of Annual Collections for the Month of May.

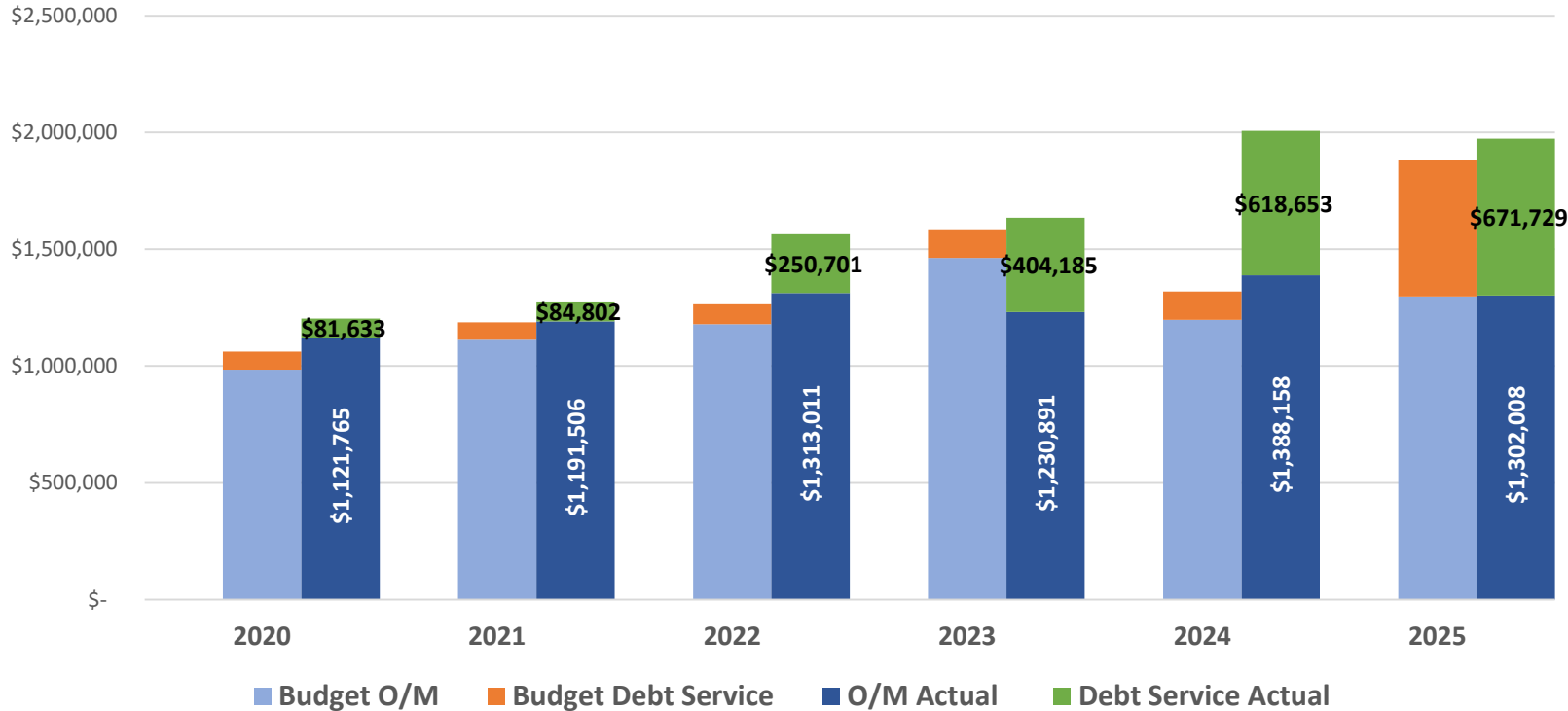
Sales taxes relatively flat in May.

- Sales tax collection for the month of May totaled \$173,231. This represents a decrease of 0.91%, or \$1,596, compared to last year.
- Through May, sales tax collections are up \$65,085, or 5.48%, from the prior year.
- Collections for this month represent sales that took place in March.





# Property Tax Collections

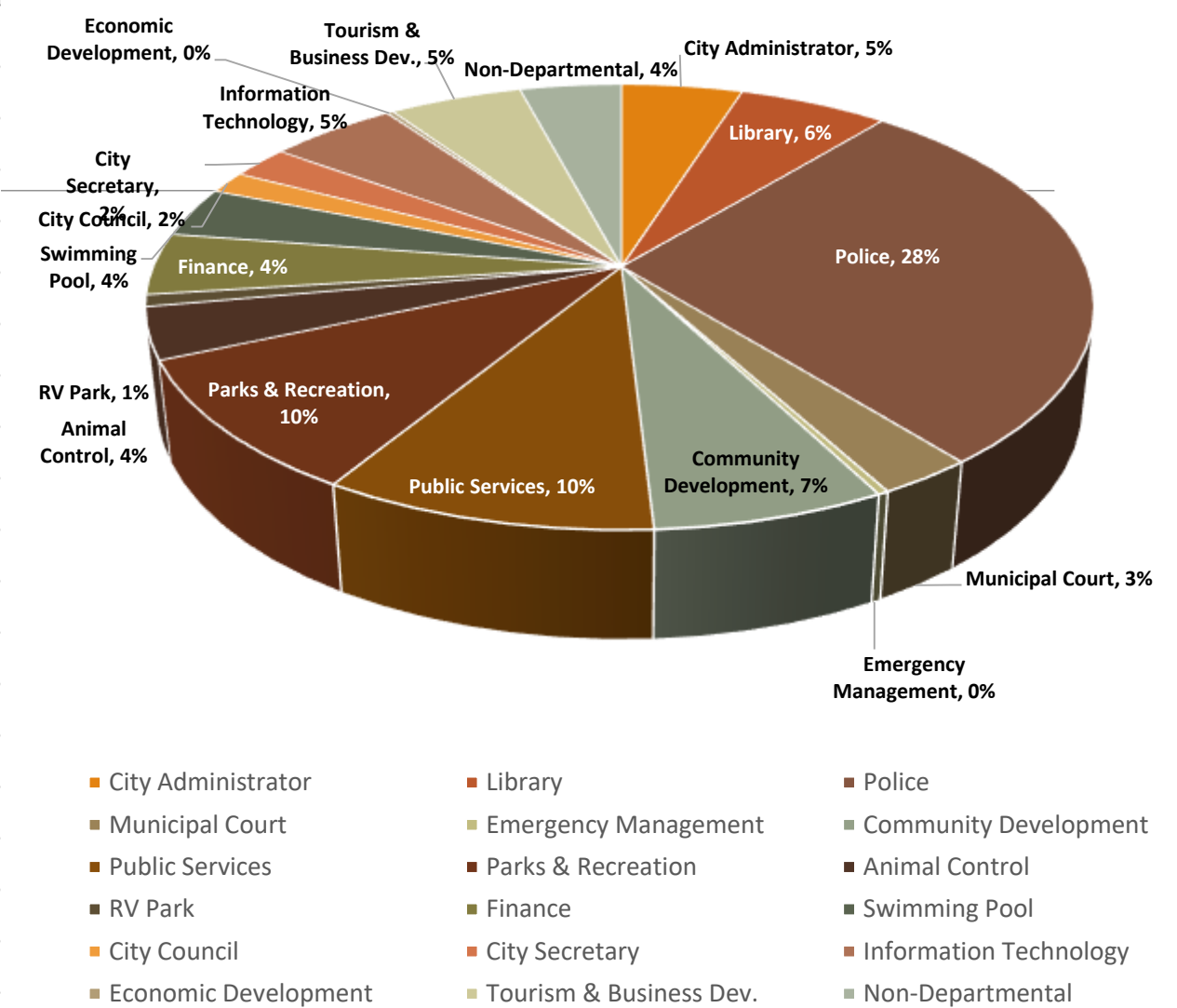


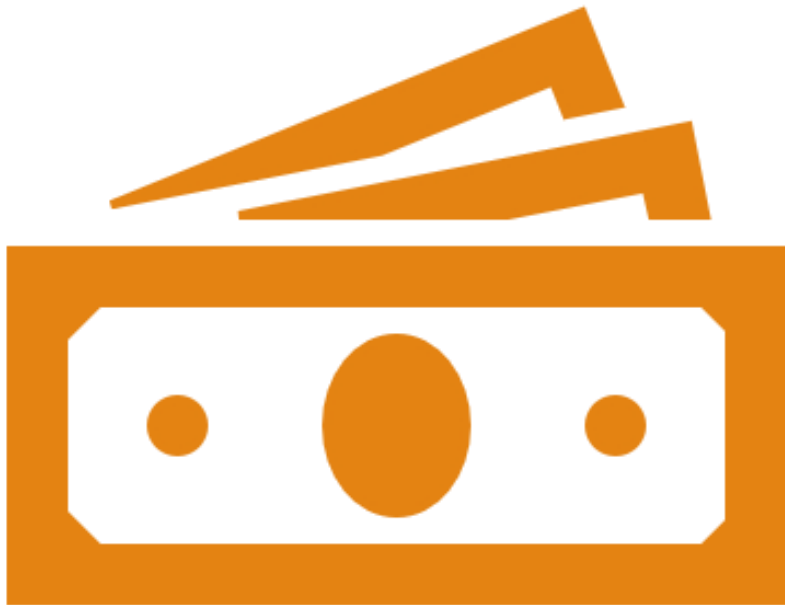
- Current property tax collections are 100.38% of the original budget at this point of the fiscal year. This includes ad valorem, delinquent and penalties and interest. We have collected 97.63% of the total tax levy.
- Taxes become delinquent on February 1<sup>st</sup>. January is the last month to pay without penalties.
- Delinquent property taxes represent collections on prior year levies. Penalty and interest are being collected on prior year taxes.
- Total property tax collections year to date including prior year collections, as well as penalties and interest for May are \$1,302,008

# General Fund by Department

Section XII, Item f.

Department	% of Budget	Adopted	Actual YTD	Difference
City Administrator	5%	\$ 232,418	\$ 135,837	\$ 96,581
Library	6%	\$ 289,897	\$ 138,543	\$ 151,354
Police	28%	\$ 1,341,322	\$ 1,050,814	\$ 290,508
Municipal Court	3%	\$ 133,979	\$ 132,685	\$ 1,294
Emergency Management	0%	\$ 14,700	\$ 3,326	\$ 11,374
Community Development	7%	\$ 320,767	\$ 311,399	\$ 9,368
Public Services	10%	\$ 456,851	\$ 266,762	\$ 190,089
Parks & Recreation	10%	\$ 459,653	\$ 578,336	\$ (118,683)
Animal Control	4%	\$ 177,632	\$ 137,942	\$ 39,690
RV Park	1%	\$ 40,900	\$ 24,498	\$ 16,402
*Finance	4%	\$ 213,385	\$ 198,883	\$ 14,502
Swimming Pool	4%	\$ 173,008	\$ 88,274	\$ 84,734
City Council	2%	\$ 76,606	\$ 32,577	\$ 44,029
City Secretary	2%	\$ 111,998	\$ 76,357	\$ 35,641
Information Technology	5%	\$ 246,000	\$ 160,963	\$ 85,037
Economic Development	0%	\$ 12,100	\$ 10,618	\$ 1,482
Tourism & Business Dev.	5%	\$ 256,286	\$ 164,687	\$ 91,599
Non-Departmental	4%	\$ 195,200	\$ 217,243	\$ (22,043)
	100%	\$ 4,752,702	\$ 3,729,744	





# Utility Fund

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# YTD Utility Fund Revenues

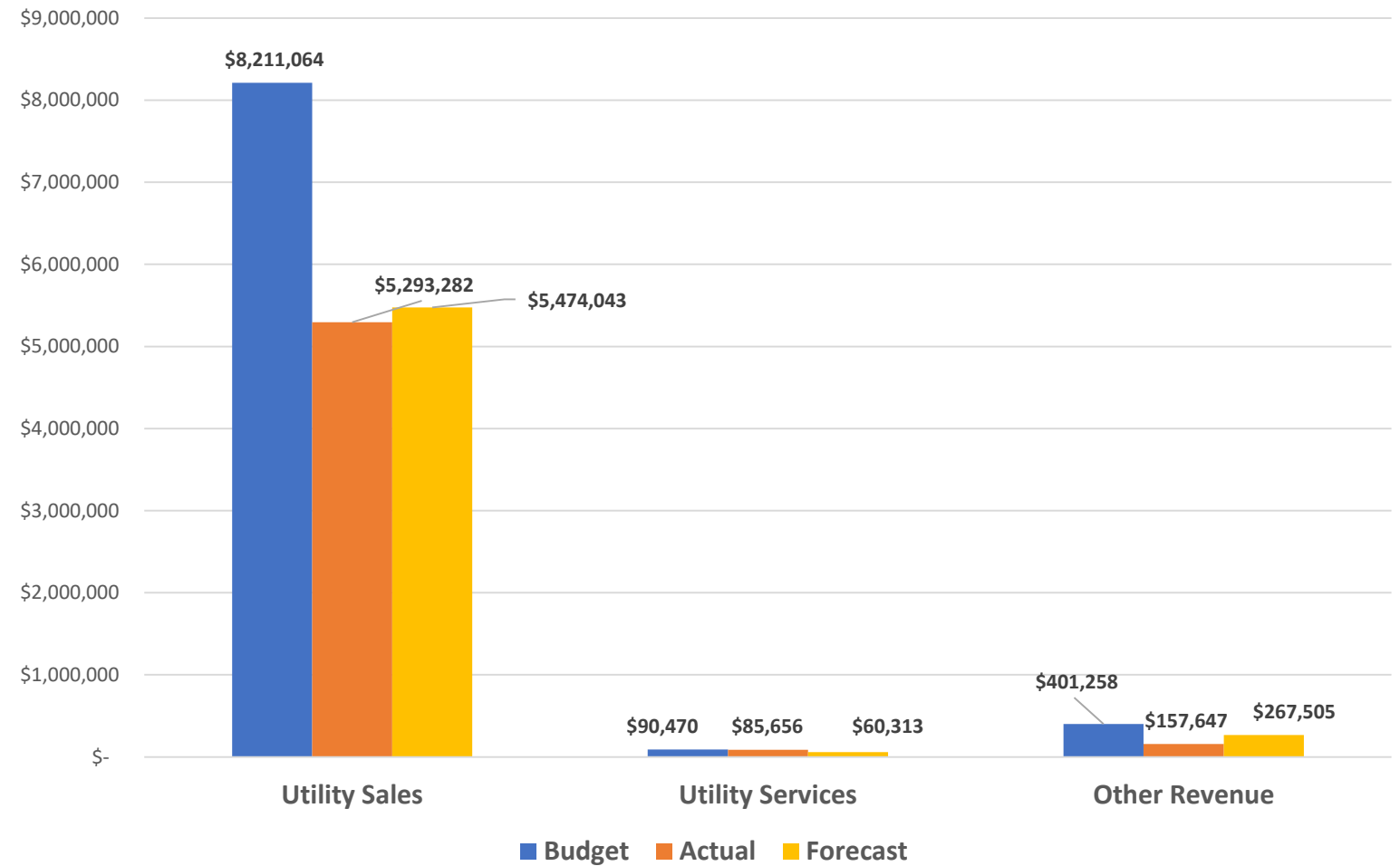
		Budget Forecast	ACTUAL	% Change	Over/Under	Forecast (FLAT)	Forecast (-2%)	Forecast (+9%)
<b>October</b>	7.55%	\$ 629,005.97	\$ 681,046	8%	\$ 52,039.58	\$ 681,046	\$ 681,046	\$ 681,046
<b>November</b>	7.29%	\$ 606,691.59	\$ 693,685	14%	\$ 86,993.77	\$ 693,685	\$ 693,685	\$ 693,685
<b>December</b>	7.42%	\$ 617,510.61	\$ 649,728	5%	\$ 32,217.06	\$ 649,728	\$ 649,728	\$ 649,728
<b>January</b>	8.22%	\$ 684,552.45	\$ 827,004	21%	\$ 142,452.01	\$ 827,004	\$ 827,004	\$ 827,004
<b>February</b>	8.22%	\$ 684,740.90	\$ 740,152	8%	\$ 55,410.72	\$ 740,152	\$ 740,152	\$ 740,152
<b>March</b>	7.05%	\$ 586,889.22	\$ 618,637	5%	\$ 31,747.59	\$ 618,637	\$ 618,637	\$ 618,637
<b>April</b>	7.31%	\$ 608,923.47	\$ 667,771	10%	\$ 58,847.94	\$ 667,771	\$ 667,771	\$ 667,771
<b>May</b>	8.48%	\$ 706,147.45	\$ 720,878	2%	\$ 14,730.36	\$ 720,878	\$ 720,878	\$ 720,878
<b>June</b>	8.89%	\$ 740,367.46	\$ -	0%	\$ -	\$ -	\$ -	\$ -
<b>July</b>	9.41%	\$ 783,225.70	\$ -	0%	\$ -	\$ -	\$ -	\$ -
<b>August</b>	10.01%	\$ 833,167.65	\$ -	0%	\$ -	\$ -	\$ -	\$ -
<b>September</b>	10.15%	\$ 845,381.51	\$ -	0%	\$ -	\$ -	\$ -	\$ -
	100.00%	\$ 8,326,604	\$ 5,598,901	67%	\$ 474,439	\$ 5,598,901	\$ 5,598,901	\$ 5,598,901

- YTD Actuals collected \$5,536,585 compared to last year in May 2024, total collected was \$4,819,487. That is a 14.88% increase
- Percentage of budget collected is 63.62%

# Utility Fund Revenues (May 2025)

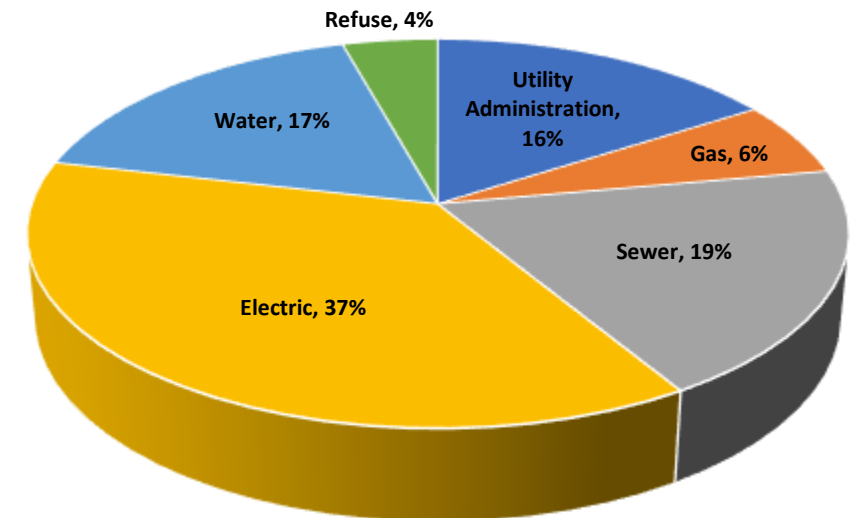
- Currently collected \$720,878 in utility revenues for the month of May 2025.
- Total YTD Collections are \$5,536,585. This includes utility sales, utility services and other misc. revenue.
- Last year (2024) total collections during the month of May was \$699,561. This is a 3.05% increase compared to last year.

Budget to Actual Revenues - May 2025



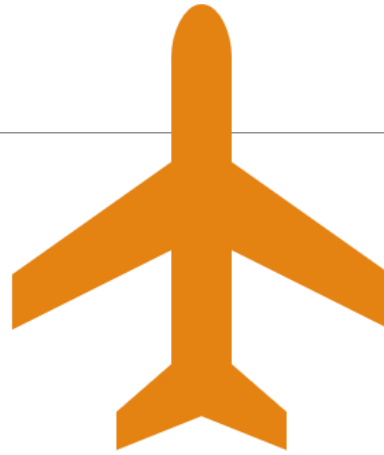
# Utility Fund Expenditures by Department

Department	% of Budget	Adopted	Actual YTD	Difference
Utility Administration	16%	\$ 1,389,163	\$ 902,760	\$ 486,403
Gas	6%	\$ 539,852	\$ 473,087	\$ 66,765
Sewer	19%	\$ 1,665,406	\$ 570,672	\$ 1,094,734
Electric	37%	\$ 3,246,083	\$ 1,755,226	\$ 1,490,857
Water	17%	\$ 1,485,137	\$ 867,930	\$ 617,207
Refuse	4%	\$ 377,152	\$ 286,127	\$ 91,025
	<b>100%</b>	<b>\$ 8,702,793</b>	<b>\$ 4,855,802</b>	



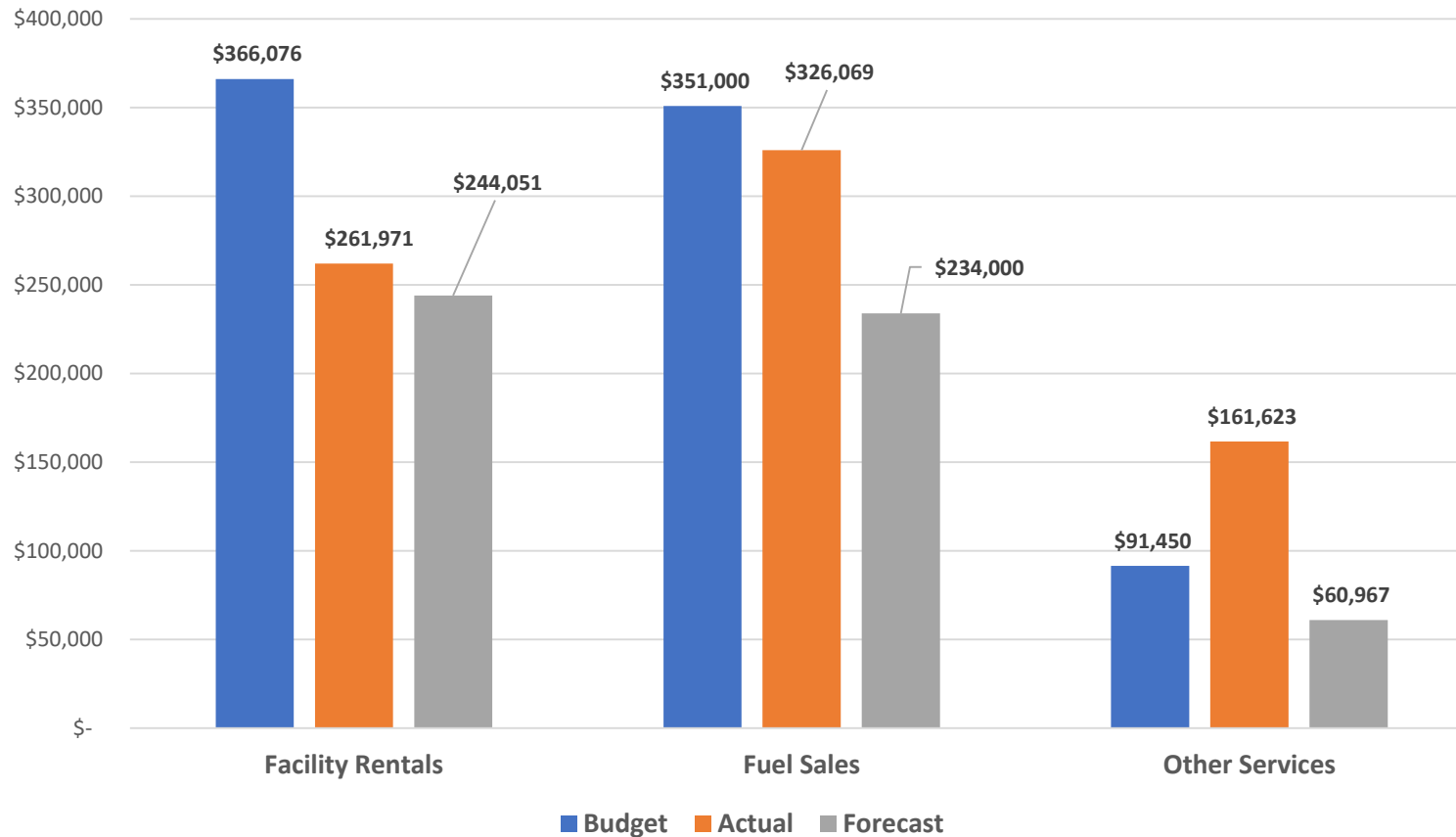
- The above grillh represents YTD actual expenditures by department.
- The Utility Fund is performing as expected – all departments are currently under budget.
- Largest savings are in Electric and Sewer Funds – driven primarily by project timing.





# Airport Fund

Budget to Actual Revenues - May 2025



## Airport Fund YTD Comparison

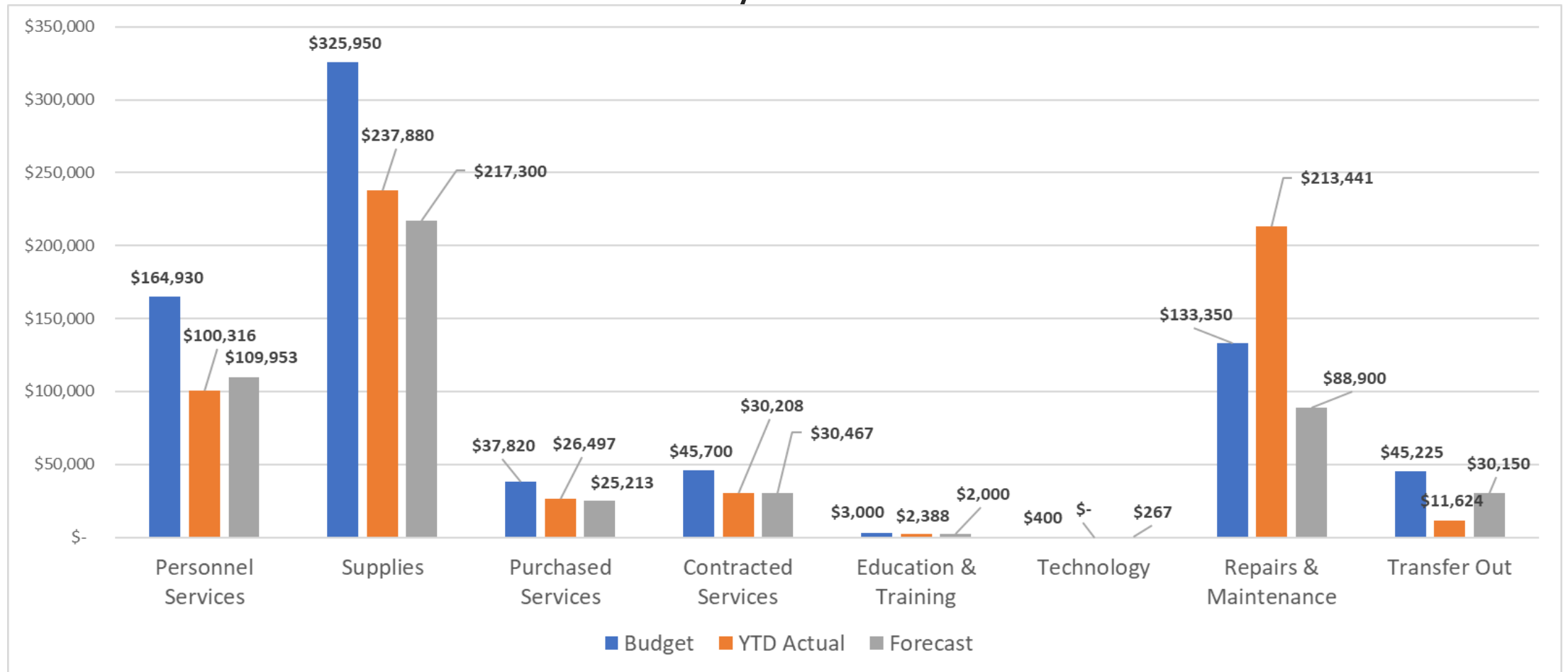
- Currently collected \$83,691 in airport revenues for the month of May 2025.
- Total YTD Collections are \$749,663. This includes facility rentals, fuel sales and other misc. revenue.
- Last year (2024) total collections during the month of May was \$535,299. This is a 40.05% increase compared to last year.

# Airport Fund Expenditures

## Budget vs. Actual

### May 2025

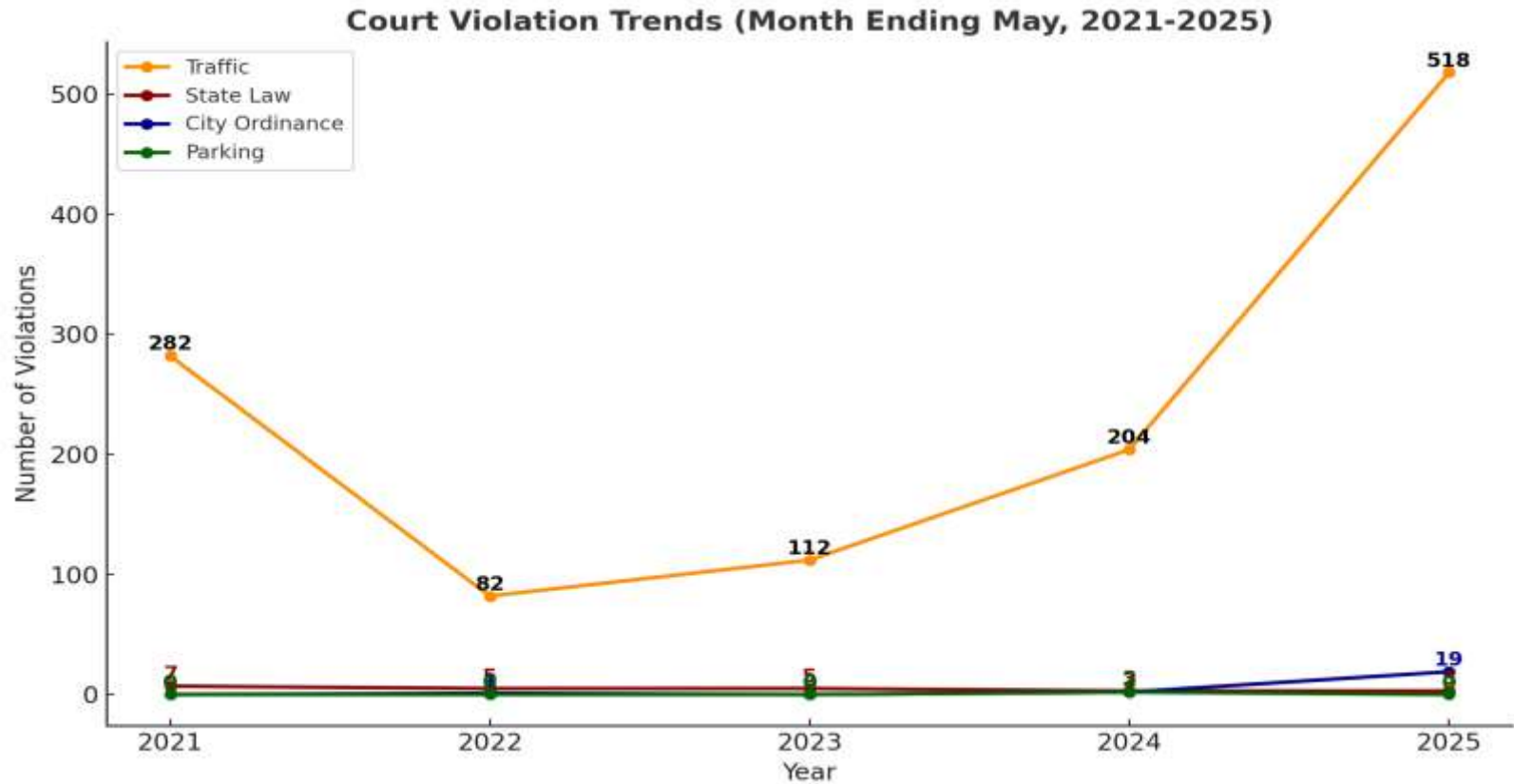
Section XII, Item f.





# Municipal Court Report

MAY 2025

**Key Findings:**

- The above data represents the number of ticket violations for the month of May 2021-2025.
- Major increase for Traffic Violations. Increased from 204 in 2024 to 518 in 2025 – a 154% increase in just one year.
- 5-year high: 2025 marks the highest total in the five-year span
- City Ordinance Violations spiked from 2 in 2024 to 19 in 2025 – nearly a 10x increase.
- Ordinance violations were almost nonexistent prior in 2024.
- State Law Violations were low and stable – which ranged between 3 and 7 violations annually over the five years.
- No Parking Violations issued in 2025



# memo

**To:** Scott Dixon  
**From:** John Gomez  
**Date:** 06/19/2025  
**Re:** Public Works Monthly Staff Report – May 2025

**Department monthly highlights/accomplishments:**

- **Work Order Response:** Staff responded to a total of **112 work requests** across all departments.
- **Gas Department Audit Preparation:** Conducted a pre-audit with Simon Pena, Pipeline Safety Compliance Consultant, in preparation for the upcoming Railroad Commission audit scheduled in June.
- **Customer Service Initiative:** Public Works administrative staff began making daily courtesy calls to residents with high water usage. Most cases were due to leaky toilets. Residents expressed appreciation for the proactive outreach and assistance.
- **Social Media Engagement:** The Public Works Facebook page saw an increase in followers, reflecting improved community engagement.

Work Orders

Department	Issued	Closed	Open (at month end)
Electric	26	26	0
Water	27	27	0
Sewer	1	1	0
Streets	50	48	2
Gas	8	8	0
TOTAL	112	110	2

**Project Updates:**

**AMI Meter Project**

- Received **169 STRATUS IQ+2S 200A electric meters**.
- Final shipment of 7 meters expected in the second week of July.
- Tentative completion date for remaining electric and water meter installations: **July 14, 2025**.



### Waste Water Plant

- Staff is filling ponds with select materials
- Regional pumps are in use due to a backup being offline
- Backup pump is being worked on to replace impeller.

### SCADA Project

- Project awarded at the June 10, 2025, council meeting.
- Purchase order issued; contractor has ordered the automatic transfer switch and parts for Water Wells 2 & 3.

### Gas System

- Ongoing efforts to locate and verify gas line specifications
- Received and currently reviewing the gas capacity analysis
- Continued preparation for the Railroad Commission audit

### CDBG Water Line Replacement Project

- Contract awarded to **Aetos Construction** on March 17, 2025
- AETOS Construction has submitted materials list for approval
- Survey has been scheduled

### Castroville Community Building

- The utility crew is nearly finished installing the sewer lines.
- Plumbers have been on site, have laid out their plans, and are currently working on the interior plumbing of the building.





### Flat Creek Subdivision

- Trencher on-site navigating rocky terrain.
- Crews actively installing manholes and piping.
- Foam fill added to manholes and retaining wall construction underway.
- Mud slabs poured for storm drain inlets and additional materials delivered.



### Geneva Drainage Channel- Streets Project

- The streets crew removed 10 inches of existing roadway at the intersection of Geneva and Gentilz.
- Adjusted manholes and water valve to match new street grade.
- Upcoming work: base material installation and asphalt paving





**Country Village Lift Station**

- Gas riser installed by Mears for future generator connection.
- Site visit scheduled with Keeley Construction and Big State Electric to plan old generator removal.

**Pumphouse No. 5**

- Interior plumbing for car wash installed.
- Precast oil and water separator successfully installed.







### Town East Crossing Retail

- Exterior wall sheathing installation in progress.
- Final 10–15 feet of sewer line being hand-excavated due to communication wiring.
- Welders installing structural bracing; retaining wall and metal stud installation ongoing.
- Dirt crew working on roadway along the bank side.



### Challenges

- **Staffing Shortages:** Three vacancies in the Electric Department.
- **Recruitment Efforts:** Positions are currently being advertised.
- **Contractor Support:** Outside contractors engaged as needed to maintain service levels.