



Parks and Recreation Advisory Board Regular Called Meeting Agenda

COUNCIL CHAMBERS - 1209 FIORELLA STREET

Wednesday, January 21, 2026

6:00 PM

The Parks and Recreation Advisory Board of the City of Castroville will meet in the Regular Called Meeting beginning at 6:00 p.m. in the Council Chambers at City Hall on the following items listed on the agenda.

I. Call to Order

II. Roll Call

III. Citizen Comments

The Board will hear comments from any citizen or visitor. Speakers must address their comments to the presiding officer rather than individual board 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 Board is restricted from discussing or taking action on items not listed on the agenda. Action can only be taken at a future meeting.

IV. Approval of Minutes

a. Minutes for December 9, 2025

V. Presentations

a. Review of Medina Valley Soccer Association yearend report & update

b. Recognition of the Friends of Castroville Regional Park founding members' efforts

c. Review 2025 Park Board actions and look at 2026 options by Chairperson

VI. Discussion and Action Items

a. Discuss and take appropriate action on the shower house plans for the Regional Park Pool

b. Discuss and take appropriate action on the Regional Park North restroom remodel

c. Discuss and take appropriate action on the Lions Park splashpad repairs

d. Discuss and take appropriate action on recommending the Friends of the Castroville Regional Park(F.C.R.P) to take over the City Wide Yard Sale in June

VII. General Updates

a. Friends of Castroville Regional Park General Update by FCRP Representative

b. Parks & Recreation Director Report

The following report topics may be discussed and acted upon:

Staff Report(work orders, reservations, operations)

Community Center construction

Swimming pool covers

Splashpad repairs

BMA updated agreement

TPWD Grant update

CIP Projects

Master Plan updates

Parks Special Project Fund Update

c. Next Regular Called Meeting: February 18, 2026

Council Chamber at 6:00 p.m.

VIII. Future Agenda Items

a. Update the Master Plan for the Regional Park Pool including possible programming, additional changing areas, showers, restrooms, and handicap accessibility.

b. Community Center Usage Policy & Ordinances

c. September Square brick refurbishment and installment policy, to include updating the Master Plan for September Square

d. Lions Park shade recommendation at the entrance of the Splashpad pending repair decision

IX. 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.

I hereby certify that the above notice of meeting was posted on the bulletin board of City Hall, Castroville, Texas on January 14, 2026 before 5:45 p.m.

/s/ Debra Howe

City Secretary

December 9, 2025

Wednesday, 6:30 p.m.

I. Call to order TIME: 6:30p

II. Roll Call

Present:

Adriana Arrington- Calk, President
Nicol Schriener, Vice President
Alli Welch, Secretary
Kyle McVay- Member- absent
Stephen Dauphin- Member
Vacant- Alternate
Vacant- Alternate
Jonah Chang, Director of Parks and Recreation
David Merz, District 4 City Council Liaison

OTHERS PRESENT:

Patrick Connor- Friends of the Parks
Marques Fuentes

III. Citizen's comments

IV. Consent Agenda:

- a. Minutes for November 11, 2025
- b. Minutes from workshop on November 19, 2025

Motion: Accept minutes from both November meetings.

Motion By: Nicol **2nd By:** Stephen

Vote: Yes# 4 No# 0 Pass

V. Discussion and Action items

- a. Discuss and take appropriate action on updating the parkland requirements for new developments

Discussion

Adrianna noted that in previous discussions, Councilman Lee recommended that changes be made to Ordinance 100-53. Councilman Merz stated that the board has the authority to make recommendations on any ordinance they believe is appropriate.

Concerns were raised about developers choosing to build outside the city

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limits and instead developing in the ETJ. Additional research on this issue is needed. Councilman Merz commented that building within the city limits offers important advantages—such as police and emergency services—that make development inside the city more desirable.

The board discussed consulting with Breana Soto and others with greater expertise in development processes and procedures to help inform future Parks Board recommendations.

Councilman Merz noted that as additional parkland is acquired and more homes are built, the number of Parks Department employees would naturally increase to meet maintenance needs.

Jonah commented that an expansion of approximately 11 acres—equivalent to the size of Lions Park—would be manageable for the current staff to maintain.

The Transportation Master Plan is currently in development. The board discussed potential trail types and their associated maintenance needs. It was noted that greenbelt-style trails require significantly more upkeep than standard sidewalk or asphalt paths.

The board also discussed pocket parks, ideally around a quarter of an acre in size. Members considered offering different amenities at each location—such as playscapes, swings, basketball courts, or pickleball—to create variety throughout the community.

Additionally, the board discussed having Jonah serve as the Parks Board spokesperson during development-related discussions at the city level. Nicol expressed a preference for the Parks Board to be directly involved in park-related negotiations with developers, noting that developers should present to the Parks Board in the same manner they do with the Planning & Zoning Commission and City Council. She commented that if a developer is not willing to attend a Parks Board meeting, they may decide not to move forward with a project in Castroville.

The board expressed interest in developing a Parkland Dedication Manual to guide future decisions and ensure consistency in the review process. It was noted that the City of New Braunfels has a similar manual that could serve as a useful reference.

The board discussed the role of fees in lieu of (FILO) within the parkland dedication process, including whether to leave FILO as an option or recommend eliminating it. Members also noted the importance of clearly

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defining how any FILO funds should be used.

Welch stated she was not in favor of adopting a policy so restrictive that discussions with developers would no longer be possible. Jonah commented that FILO should be considered a last resort, used only when there is no other feasible way to provide parkland.

Welch reiterated her request from the previous meeting for an example of a community where a no-FILO policy has been successfully implemented.

The board expressed that, regardless of the final structure of the ordinance, they would like to have a meaningful role in parkland dedication decisions during the development review process.

Merz noted that the Parks Board provides consultation based on its expertise in parks and recreation, just as zoning and other commissions offer expertise within their respective areas.

The board also discussed that FILO payments do not typically benefit the subdivision from which they originate and may instead be allocated to improvements in existing parks elsewhere in the city.

The board reviewed the dual threshold for Ordinance 100-53-f-2 of "less than 100 residential units or less than five total acres", and Merz recommended removing the "less than 100 residential units" portion. This makes the FILO applicable for subdivisions less than 5 acres.

The board discussed the possibility of requiring parkland dedication for commercial developments as well.

Patrick Connor presented a written handout containing comments from the Friends of Castroville Regional Park.

No action was taken. The board will hold a workshop to review the information provided by the Friends of the Park and continue discussions on these topics.

VI. General Updates

- a. Friends of Castroville Regional Park General Update by FCRP Representative

Patrick provided an update on the TPWD grant application, which includes plans to rehabilitate existing hiking trails in the Regional Park and add new trail segments, as well as renovate the parking lot above the pool. It was

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also noted that recent volunteer workdays have been successful.

b. Parks Special Project Fund- Quarterly Report

The beginning balance as of January 2025 was \$63,870.87. The ending balance as of November 30, 2025 was \$37,021.37. Of this amount, \$31,341.37 is unrestricted. Restricted funds consist of \$5000 for Lions Park and \$5680 for Otters Swim Team.

A quote for the pool cover was received in the amount of \$3,409. It was noted that the board had previously approved an estimated cost of \$2,000. The board continues to support this initiative.

c. General Update by Parks & Recreation Director including: Community Center construction, Lions Park Splashpad, BMA Agreement for walking trails

Community center

Construction has resumed following the government shutdown. The most recent construction schedule, distributed on December 1, projects an owner move-in date of March 25, 2026. However, this timeline does not account for anticipated rain delays, estimated at 26 calendar days, which would shift the projected move-in date to April 30, 2026.

September Square

Arrow 127 Homeschool Co-op completed community service projects, including assisting with mulching at September Square.

Splash Pad

A camera was used to inspect the lines, revealing only minor debris and no obvious breaks. A break in the water supply line was identified; a section was saw-cut for repair. Once the section is fully exposed, further assessment will determine whether a complete line replacement is necessary. Additional camera inspection from the fixture side is still required.

BMA Update

Jonah requested to be on the BMA agenda for December but was not included. He spoke at the BMA meeting during public comment. He is hopeful that he will be able to present at the BMA meeting in January.

Riparian Restoration

Jonah walked the site with Texas A&M representative Mary Michael and reviewed a map showing proposed changes for riparian restoration.

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Community Center / Park Bathroom Addition:

A rough cost estimate for a bathroom addition ranges from \$90,000 to \$150,000.

- d. Next Regular Called Meeting: January 21, 2026 Council Chamber at 6:00 p.m.

VII. Future Agenda Items

- a. Community Center Usage Policy & Updating Ordinances
- b. Park Board/City policy for managing Castroville City Wide Yard Sale (CWYS) June event & associated funds
- c. Phase II of Pool additions including additional changing areas, showers, restrooms, accessibility, and additional programming
- d. Regional Park north restroom remodeling
- e. September Square brick refurbishment and brick installment policy

VIII. Adjourn TIME 8:04p

IX.

Motion: To Adjourn

Motion By: **Alli** **2nd** **By:** **Nicol**

Vote: Yes# 4 No# 0 Pass

Prepared By _____

Approved By _____

Medina Valley Soccer Club (MVSC)

Financial Statement – YTD 2025

1. Revenue Summary

- Spring PDL Registration: \$62,655
- Fall PDL Registration: \$62,285
- Sponsorships & Donations Total: \$1,000.00

2. Expense Summary

- Total Expenses: \$122,699.60

3. Net Income Summary

- Total Revenue: \$125,940.00
- Total Expenses: \$122,699.60
- Net Income: \$3,240.40

4. Current Balances

- Checking Account Balance: \$2,678.67
- Savings Account Balance: \$2,814.54
- Outstanding Payables: (-) \$2,453.27

5. Annual Improvements to Castroville Regional Park

- -Volunteer Labor: \$15,375.00
- -Soccer Goals: ~ \$7,500.00
- -Field Lining Equipment: \$6,000.00
- -Lighting Upgrades: \$4,941.12
- -Paint Purchases: \$4,507.55
- -Benches, Tents, & Equipment: \$2,466.84

6. Current MVSC Board & Contacts

- Cody Price – CEO & CFO
- Todd Seay – Director of Coaching & Referee Assignor
- Jaime Garza – Field Operations Director
- Lia Price – Marketing, Sponsorship, and Registrar
- Secretary – Vacant

7. Volunteers & Participation Numbers

- 7 Volunteers
- Spring: 793 Players
- Fall: 788 Players

Primary Contact for City Communication:

- Name: Cody Price
- Phone: 210-660-9516
- Email: cprice.mvsoccer@gmail.com



CERTIFICATE OF LIABILITY INSURANCE

Section V, Item a.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER LIC #40558248 Player's Health Cover USA Inc. Lifetime Work Edina 200 Southdale Center Edina MN 55435		CONTACT NAME: PHONE (A/C No. Ext): 612-345-9683 FAX (A/C No.): E-MAIL ADDRESS: certificates@playershealth.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Everest National Insurance Company	NAIC # 10120
		INSURER B: HDI Global Specialty SE	16131
		INSURER C: Great American Insurance Company	16691
		INSURER D:	
		INSURER E:	
		INSURER F:	
INSURED South Texas Youth Soccer Association 2851 Joe DiMaggio Blvd. #23 Round Rock TX 78665			

COVERAGES

CERTIFICATE NUMBER: 228434

REVISION NUMBER: 1

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: PER EVENT			GCN0012721-251	9/1/2025	9/1/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ EXCLUDED PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG PARTICIPANT LEGAL LIAB \$ 1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			GCN0012721-251	9/1/2025	9/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB DED <input type="checkbox"/> RETENTION \$ 0			25QS1250	9/1/2025	9/1/2026	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
C	Accident Medical			BSR-E758907-04	9/1/2025	9/1/2026	PER INJURY LIMIT \$ 100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate issued for sanctioned activities of the state soccer association.
Certificate Holder is Additional Insured as required by written agreement per policy endorsement ECG 20 600 05 09. This certificate is issued on behalf of:
Medina Valley SC

CERTIFICATE HOLDER

CANCELLATION

Proof of Insurance.	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Don Pullen</i>

THIS ENDORSEMENT CHANGES THE COVERAGE PART. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – AUTOMATIC STATUS WHEN REQUIRED IN A WRITTEN AGREEMENT WITH YOU

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

- A. Section II – Who Is An Insured** is amended to include as an additional insured any person or organization with whom you have a written agreement that such person or organization be added as an additional insured on your Coverage Part. Such person or organization is an additional insured only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" but only to the extent caused, in whole or in part, by:
 1. Your acts or omissions; or
 2. The acts or omissions of those acting on your behalf;
 in the performance of your operations for an additional insured.
- B.** The insurance afforded to an additional insured shall only include the insurance required by the terms of the written agreement and shall not be broader than the coverage provided within the terms of the Coverage Part.
- C.** The Limits of Insurance afforded to an additional insured shall be the lesser of the following:
 1. The Limits of Insurance required by the written agreement between the parties; or
 2. The Limits of Insurance provided by this Coverage Part.
- D.** With respect to the insurance afforded to an additional insured, this insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of any act or omission of an additional insured or any of its employees.

POLICY NUMBER: GCN0012721-251

COMMERCIAL GENERAL LIABILITY
ECG 24 522 04 02

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name of Person or Organization:

ANY PERSON OR ORGANIZATION FOR WHOM THE NAMED INSURED HAS
AGREED BY WRITTEN CONTRACT TO FURNISH THIS WAIVER.

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

The TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US Condition (Section **IV** – COMMERCIAL GENERAL LIABILITY CONDITIONS) is amended by the addition of the following:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your operations or "your work" done under a written agreement that requires you to waive your rights of recovery. The written agreement must be made prior to the date of the "occurrence". This waiver applies only to the person or organization shown in the Schedule above.

POLICY NUMBER: GCN0012721-251

COMMERCIAL GENERAL LIABILITY
ECG 24 520 04 02

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

AMENDMENT – OTHER INSURANCE (PRIMARY NONCONTRIBUTORY)

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. Paragraph a. Primary Insurance of 4. Other Insurance of **SECTION IV COMMERCIAL GENERAL LIABILITY CONDITIONS** is replaced by the following:

a. Primary Insurance

This insurance is primary except when **b.** below applies. If this insurance is primary, our obligations are not affected unless any of the other insurance is also primary. Then, we will share with all that other insurance by the method described in **c.** below, except that we will not seek contribution from any party with whom you have agreed in a written contract or agreement that this insurance will be primary and noncontributory, if the written contract or agreement was made prior to the subject "occurrence" or offense.

Castroville Parks and Rec Board

2025 Year-In-Review

1. Recommended refurbishment of Regional Park ponds
2. Recommended repairs to the Regional Park irrigation
3. Created Special Project Fund policy
4. Updated Park Rules
5. Created comprehensive and prioritized project list for staff and council
6. Completed Lions Park Master Plan update with survey data including major amenities, softball field updates, playground and shade and the CSE donated to help with shade
7. Received \$5000 donation from Castroville Special Events for Lions Park shade feature. This will be used as soon as the splashpad repair decision is made.
8. Applied for the TPWD grant for the Lions Park playground and swings using the Lions Park Master Plan update, the survey results and recommendations from residents
9. Created plan for 134 Village Path to become a pocket park
10. Helped restart partnership with BMA for the Canal Trail
11. Funded pool covers from the Special Project Fund

Castroville Parks and Rec Board

2026 Tasks for Consideration

1. Need a commitment from Council on what they want to fund/support for the splashpad
2. Get approval for the Lions Park Master Plan update with Council
3. Create Regional Park Pool Master Plan update
4. Spec the new Regional Park Pool Shower House (add to master plan)
5. Help finalize the Active Transportation Plan especially to include updates to September Square and 134 Village Path
6. Complete initial recommendations for parkland dedication ordinance updates
7. Help with Community Center opening and policy
8. Refurbish north restroom in Regional Park
9. Is there another grant opportunity with TPWD for 2027? We would need survey data, plans, and feedback from the current grant.
10. Update the Park Board project list depending on what gets funded this year
11. Help partner with Medina Valley Soccer Club for maintaining the Regional Park
12. Identify land for another city park about the size of Lions Park on the east side of Medina River



DATE SIGNED

11/21/2025

Per Alamo Restoration policy, Payment to be made as follows: \$ due at acceptance; remaining balance will be do upon completion

Workmanship warranty: 5 Years This Warranty is Non-Transferable

X _____

X Jonathan Clark

North Restroom Renovations			
	Unit Cost	Quantity	Totals
Enclosure Cost	\$ 2,300.00	1	\$ 2,300.00
<u>Doors</u>	\$ 239.00	2	\$ 478.00
<u>Toilets</u>	\$ 109.00	3	\$ 327.00
<u>Urinal</u>	\$ 209.00	1	\$ 209.00
<u>Sink</u>	\$ 61.99	2	\$ 123.98
<u>Sink Fixtures</u>	\$ 79.37	2	\$ 158.74
<u>Light Fixtures</u>	\$ 94.47	4	\$ 377.88
<u>Ventilation system</u>	\$ 76.64	2	\$ 153.28
Stall Doors		4	\$ -
<u>Soap Dispenser</u>	\$ 30.00	2	\$ 60.00
<u>Paper Towel Dispenser</u>	\$ 105.00	2	\$ 210.00
Estimated Grand Total			<u>\$ 4,397.88</u>

What is our goal with the splashpad for Lions Park? How can we take care of the community responsibly?

Number	Splashpad Option	Water Use Option	Comments	System Complexity Rating (1 = min; 4 = max)	Initial Cost	Annual Maintenance Cost
1	Remove	None	Install a shade pavilion	1		
2	Repair	Flow through with fresh water	Reduced usage during drought	2		
3	Repair	Collection tank for used water to use for irrigation	Reduced usage during drought	4		
4	Repair	Water recycle system	More like a pool and can be used regardless of drought conditions	4		

City of Castroville Parks & Recreation Department

Monthly Report: December 2025 & Year to Date 2025

Submitted by: Jonah Chang, Director of Parks & Recreation

1. Department Overview & Updates

- Community Center Construction:
 - Construction is back underway, windows have been installed and roofing install has begun.
 - The last construction schedule was sent out December 1, projecting Owner move-in March 25th, 2026. **However**, this does not account for the rain delays which are projected to be 26 Calendar days, moving owner move-in to April 30th, 2026
- Swimming Pool Covers:
 - Order has been placed and measurements have been triple confirmed with Recreonics.(Attachment #1)
- Splash Pad:
 - Excavation & repairs are currently underway. There was substantial damage to the center drain & the underground components(Attachment #2, #3, & #4.) The water supply line and sewer line are completely severed, and the center drain is sitting approximately 1 inch above the pad. The plan is to lower the center drain to keep the slope necessary and then repair all plumbing & sewer components. Once the plumbing has been repaired, a pressure test will be conducted to ensure no other leaks are hidden further down the lines. After a successful pressure test, the backfill process will begin. Since there is such a large void, we will most likely need to repair other areas of the pad with flowable fill or leveling foam.
- BMA Agreement:
 - I am pleased to inform you that the BMA Board of Directors were open and willing to discuss a new/updated Interlocal Agreement. They authorized their staff & attorney to begin reviewing the updated interlocal agreement and to work together to come up with an implementation plan. There are a few items that they would like to see in the updated agreement:
 - Gate installation by professionals to include key pads vs remotes.
 - Keep a shorter term length of 1 year that is automatically renewed unless 60 days written notice is given to either organization for termination.
 - Notify BMA Staff/Board about any repairs/maintenance being done on the canal with city equipment & vehicles. Routine maintenance/observation may not require a notice to BMA.
 - Add pictures & examples: Trail barrier signage, Interpretive panels, Map outlining City trail & BMA canal

- TPWD Grant Update:
 - We received work from Jessica Acosta at Grant Works & Dan Reece with TPWD that our Local Park application will be recommended for funding at the Texas Parks and Wildlife Commission meeting held on January 22nd!
- CIP Projects:
 - I am working on updating the CIP for Parks & Recreation and will use the most recent prioritized projects list that the Board discussed and approved.
- Master Plan Updates:
 - I plan to present to City Council at their January 27th meeting some updates to the Master Plan, which include the Lions Park Update & other miscellaneous updates i.e. updated city seal, add Council resolution, etc.
- Parks Special Project Fund:
 - The Parks & Recreation Advisory Board authorized the use of funds to purchase the pool covers from Recreonics. We have not received the final bill and therefore no change to this fund has been made.
- Parks & Recreation Advisory Board Meeting Time:
 - Would the Parks & Recreation Advisory Board like to change the regularly called meeting time from 6:00 pm to 6:30 pm?

2. Programs & Events

- Old Fashion Christmas

3. Staffing

Type:	Status:
Full-time Staff:	5 positions filled
Part-time Staff:	1 position filled(Facilities)
Pool Staff:	6 positions filled

4. Upcoming Priorities & Projects

- Tree Replacement (Garden of Roots & Lions Park)
- Garden of Roots Tree Sign Installation
- Continued monitoring of the Community Center construction
- Upcoming Event Prep: Easter Weekend & Tour De Castroville

5. Reservation Report December 2025

Facility	Bookings
Regional Park- Volleyball Courts	0
Regional Park- Soccer Fields	10
Regional Park- Amphitheater	0
Regional Park- Area Rentals	2
Regional Park- Pavilion Rentals	5
Regional Park Table Rentals	6
City Pool- Parties	0
RV Park Bookings	40
Regional Park- Tent Camping	3

6. Reservation Report YTD 2025

Facility	Bookings
Regional Park- Volleyball Courts	17
Regional Park- Soccer Fields	10
Lion’s Park- Athletic Field	1
Lion’s Park- Softball Field	40
Regional Park- Amphitheater	2
Regional Park- Area Rentals	75
Regional Park- Pavilion Rentals	106
Regional Park Table Rentals	286
City Pool- Parties	80
RV Park Bookings	585
Regional Park- Tent Camping	18

7. Work Orders & Repairs December 2025

Department	Problem Code	# of Work Orders
Parks: 102 Total	007: City Parks Maintenance	1
	500: City Parks Maintenance	17
	501: City bldg. Maintenance	2
	505: Equipment Repairs & Maintenance	0
	510: Regional Park Maintenance	29
	515: RV Park Maintenance	1
	520: Swimming Pool Maintenance	1
	530: Lions Park Maintenance	8
	535: Splash Pad Maintenance	0
	599: Misc. Facilities & Parks	24
	801: Weeds/Overgrown Brush	0
	802: Mowing & Weed Eating	15
	806: Tree Issue (Trim & Clear)	1
	819: Misc Streets	0
	978: Vehicle & Equipment Maintenance	3
Facilities: 17 Total	500: City Parks Maintenance	0
	501: City Bldg. Maintenance	11
	506: Flags	0
	515: RV Park Maintenance	0
	520: Swimming Pool Maintenance	4
	599: Misc. Facilities & Parks	2
TOTAL: 119 Work Orders		

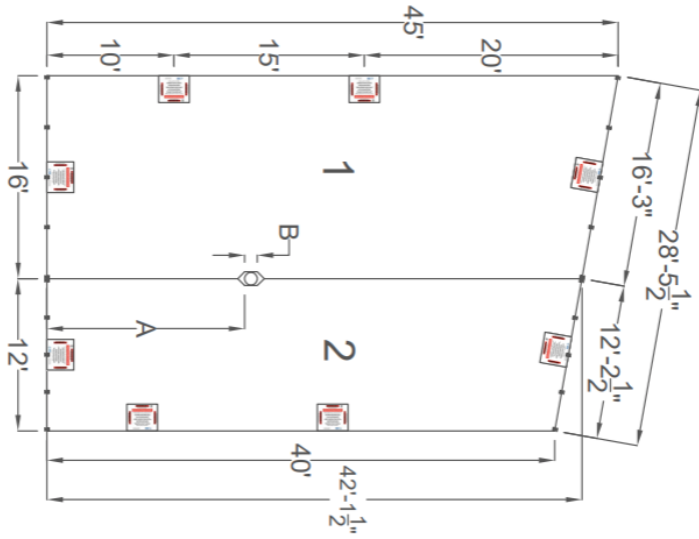
8. Work Orders & Repairs YTD 2025

Department	Problem Code	# of Work Orders
Parks: 1,323 Total	007: City Parks Maintenance	1
	500: City Parks Maintenance	130
	501: City bldg. Maintenance	15
	505: Equipment Repairs & Maintenance	19
	510: Regional Park Maintenance	425
	515: RV Park Maintenance	25
	520: Swimming Pool Maintenance	23
	530: Lions Park Maintenance	123
	535: Splash Pad Maintenance	6
	599: Misc. Facilities & Parks	212
	801: Weeds/Overgrown Brush	9
	802: Mowing & Weed Eating	43
	806: Tree Issue (Trim & Clear)	21
	819: Misc Streets	3
	978: Vehicle & Equipment Maintenance	10
Facilities: 258 Total	500: City Parks Maintenance	7
	501: City Bldg. Maintenance	157
	506: Flags	2
	515: RV Park Maintenance	8
	520: Swimming Pool Maintenance	47
	599: Misc. Facilities & Parks	37
TOTAL: 1,581 Work Orders		

Customer Signature



ATTACHMENT #1



THIS DRAWING AND ALL INFORMATION CONTAINED HEREIN ARE PROPERTY OF UNIVERSAL FILTRATION, INC. USED WITH WRITTEN PERMISSION ONLY

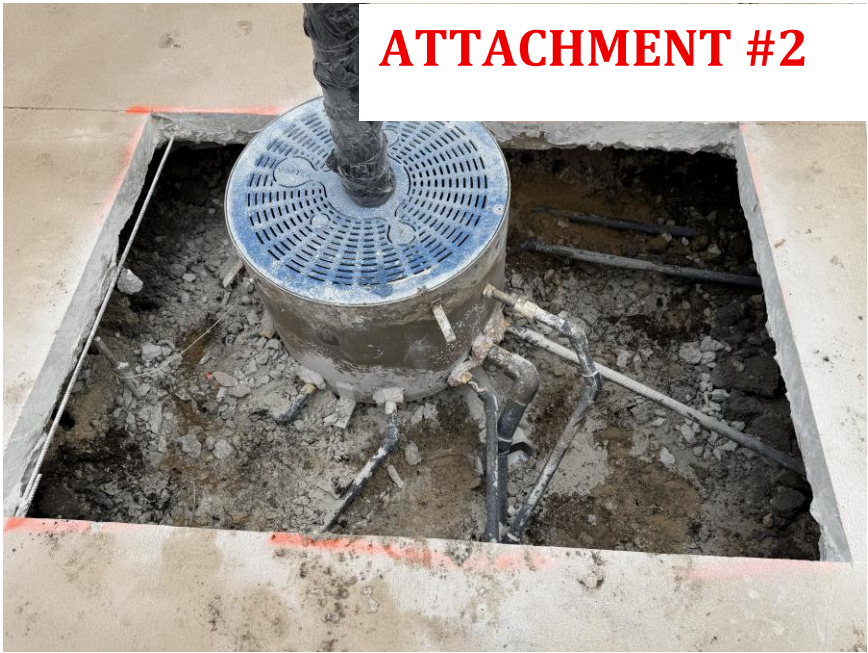
- ThermGuard Insulated Swimming Pool Covers**
- Style**
- 1010 STD
 - 1014 RS
 - 1212 DLX
 - 1214 XL
 - ULTRA
- Grommets**
- #2 Edge
 - #4 End w/ Dowel Fasteners \$ Per end
- Edging**
- Hemmed
 - Weighted
- Accessories**
- Long Panel
 - Wide Panel
 - RPE Option
 - Hinge
- No Grommets
- Warning Label
- Cut-Outs Indicate A & B**

Location	PO#	Date	Drawing #
Castorville	8609271	011326	1 of 1
Distributor Recreonics		Revised - 1 Drawn by SEG	

P.O. Box 400 • 401 N. First Street
 400-263-2855 • Fax 400-263-2866
 www.thermoguard.com • sales@tgc.com

ATTACHMENT #2

Section VII, Item b.



ATTACHMENT #3



ATTACHMENT #4