



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

**COUNCIL CHAMBERS - 1209 FIORELLA STREET**

**Tuesday, October 28, 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.** Closed session pursuant to Sec. 551.072, Tex. Gov't Code, to consider the purchase of approximately 6.65 acres of real property for public right-of-way.

**III. Reconvene in open session**

**IV. Roll Call**

**V. Pledge of Allegiance**

**VI. Invocation**

**VII. Citizen Comments**

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

**VIII. Consent Agenda:**

- a.** Minutes for October 14, 2025 Regular Called Meeting
- b.** Authorize a professional services contract with Brinkley Sargent to conduct a needs assessment for the construction of a new police department facility.
- c.** Approve an Ordinance rescinding Ordinance 2021-009 Amending the Subdivision Ordinance for Platting Procedures

- d. Approve a professional services agreement with Lochner Engineering formerly KFrieese and Associates.
- e. Approval of Quarterly Financial Report #4.
- f. Approval of Quarterly Investment Report #4.

**IX. Public Hearing**

- a. Public Hearing for Zone Change Request – 702 Paris (Moye Center)

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

**XI. Discussion and Action Items**

- a. Discussion and possible action to authorize a professional services contract with P3 & Associates to manage the City's Public Improvement Districts and Tax Reinvestment Zones.
- b. Discussion and possible action on the Country Village Phase II - Final Plat.
- c. Discussion and possible action to adopt a Development Agreement Policy as recommended by the Planning & Zoning Commission of Castroville.
- d. Discussion and possible action on Garcia Creek Drainage Project.
- e. Discussion and appropriate action authorizing staff to issue a Request for Qualifications for engineering and professional services for aviation-related projects.
- f. Discussion and appropriate action to adopt an Ordinance amending Ordinance 2003-019 to have terms of the Historic Landmark Commission members, and alternates, to follow the same terms as the other boards and commissions.
- g. Discussion and appropriate action to prohibit a person from serving on more than one advisory board.
- h. Discussion and appropriate action on the purchase of a 2026 Tahoe with equipment for an amount not to exceed \$90,000.
- i. Discussion and possible action on Parks & Recreation Master Plan Revisions
- j. Discussion and possible action on creating an Ordinance establishing the Capital Improvements Advisory Committee (CIAC) as required by Chapter 395 of the Texas Local Government Code, providing for membership, duties, and procedures.

**XII. Discussion on Future Agenda Items**

**XIII. City Administrator Report**

- a. The following report topics may be discussed and acted upon:
  - a. Drainage Projects
  - b. Highway 90 TxDot Construction
  - c. Streets, Maintenance and Paving Plan
  - d. WWT Plant Ponds
  - e. CPS Energy Dispute
  - f. Community Center Construction
  - g. Lions Park Splash Pad



- h. Nueces River Authority Desalination Project
- i. Council Workshop
- j. Water Rights Purchase / Drought
- j. Tourism & Economic Development
- j. CIP Planning
- h. Community Development
- j. Airport Operations
- k. Library
- l. Code Compliance
- m. Animal Control
- n. Police Department

#### **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 October 22, 2025 before 5:00 p.m.

/s/ Debra Howe  
City Secretary

**CITY OF CASTROVILLE CITY COUNCIL  
REGULAR CALLED COUNCIL MEETING**

**1209 Fiorella**

**City Council Chambers**

**October 14, 2025**

**Tuesday**

**6:00 P.M.**

**MINUTES**

**I. CALL TO ORDER**

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

**II. ROLL CALL**

Present:

Mayor Bruce Alexander

Scott Dixon, City Administrator

Mayor Pro Tem Sheena Martinez

Debra Howe, City Secretary

Councilmember Houston Marchman

Breana Soto, Community Development Director

Councilmember Phil King

Mike Haley, Airport Manager

Councilmember David Merz

Councilmember Robert Lee

Others in attendance:

Daniel Jones, new City Attorney, Denton, Navarro, Rodrigues, Santee, Benal & Zech

**III. PLEDGE OF ALLEIGENCE**

**IV. INVOCATION**

Pastor Matt Guterriez 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.*

No one requested to speak.

**VI. CONSENT AGENDA**

- a. Minutes for September 23, 2025 Regular Called Meeting.
- b. Minutes for September 03, 2025 Special Called Meeting.
- c. Approve cancelling the second meeting in November (25th) and December(23rd) and call a Special Called Meeting for November 18th and December 16th, 2025.
- d. Approve Ordinance appointing Hondo/Castroville Anvil as official newspaper for 2025-2026.

- e. Approve an agreement with the Wildlife Habitat Federation to develop a Conservation Management Plan for the Castroville Regional Park.
- f. Approve the Medina Valley High School Facility Use Agreement.
- g. Approve tasking the Parks and Recreation Advisory Board to review the requirements for parkland dedication for developments and recommend action for the City Council consideration.
- h. Approve tasking the Airport Advisory Board to review Chapter 18, Aviation, Division 3 Rules and Regulations; Section 18-51, through 18-78 and Castroville Municipal Airport Rules and Regulations and provide recommendations on any changes/updates to the City Council for consideration.
- i. Approve tasking the Airport Advisory Board to develop a courtesy vehicle policy for City Council consideration.
- j. Approve a Resolution declaring vehicles & inoperable equipment as surplus and authorizing the City Administrator to dispose of such property in a manner beneficial to the city.

Mayor Alexander requested Item C. be removed. Councilmember King requested Item E. Councilmember Lee requested Item F. to be removed for further discussions.

**A motion was made by Councilmember Martinez and duly seconded by Councilmember Marchman to approve the remaining consent agenda items. A vote was taken (5:0 all ayes) the motion carried by all present.**

Mayor Alexander said under Item C. the meeting date for the November Special Called was noted incorrectly. Originally, at the previous council meeting the City Council discussed changing the first meeting, November 11<sup>th</sup> due to falling on Veterans Day and discussed November 18<sup>th</sup>. The date Mayor Alexander wanted to hold the meeting was Wednesday, November 19<sup>th</sup> and the December meeting Tuesday, December 16<sup>th</sup> due to the Mayor having a conflict. The City Council said they could make both meetings and the Parks and Recreation Meeting would need to be moved in November and the Historic Landmark Commission in December.

**A motion was made by Councilmember King and duly seconded by Councilmember Marchman to approve the cancelation of the second City Council meetings in November (25<sup>th</sup>) and December (23<sup>rd</sup>) and to call a Special Called Meeting for Wednesday, November 19, 2025 and December 16, 2025. A vote was taken (5:0 all ayes) the motion carried by all present.**

Councilmember King said under Item E. in the Wildlife Habitat Federation Cooperative Agreement he would like to have the word “will” changed to “may” to read “the resulting management plan is not a binding contract but is a plan that may be voluntarily carried out by the City of Castroville”.

**A motion was made by Councilmember King and duly seconded by Councilmember Marchman approve the amended agreement with the Wildlife Habitat Federation to develop a Conservation for the Castroville Regional Park. A vote was taken (5:0 all ayes) the motion carried by all present.**

Councilmember Lee said under Item F. on the MVIDS Swim Team use of the pool he questioned the team having exclusive rights to the pool during the times listed in the contract. Mr. Lee also asked about the fees shown as being the same as the previous year and would they cover the cost of operation for heating the pool. Mayor Alexander said the school having exclusive use was the same as someone renting the pool for a private party. City Administrator Dixon said the City had originally made the agreement to have the school come to the city pool to train versus San Antonio and had agreed on a price to help offset the heating of the pool for all. Mr. Dixon was unsure if the City would get cost recovery. Councilmember Merz said the swim team was very active at the pool and had fundraisers to help raise funds for the pool. Councilmember Martinez asked where the fees collected for the swim team were placed.

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Mr. Dixon said they were put in the General Fund not back into the park. Mr. Dixon said the City Council could designate the funds for something they would be earmarked for that purpose.

**A motion was made by Councilmember Lee and duly seconded by Councilmember Marchman to approve the Medina Valley High School Facility Use Agreement as presented. A vote was taken (5:0 all ayes) the motion carried by all present.**

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

- a. Utility Rates**
- b. Comprehensive Fee Schedule**
- c. Open Government**

Mayor Alexander read his report saying the rates for electric and sewer remained unchanged but gas rates had increased and the sewer averaging had changed to help offset the impact of higher sewer rates. Mayor Alexander said comprehensive fee schedule had been approved and his goal was to provide full access to what the city was doing, if permitted by law. Mayor Alexander wanted all boards and commissions to hold all their meetings at the city hall and livestream to allow citizens to view the meetings.

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

- a. Discussion and take appropriate action on assessment of user fees for payment transactions at the payment Kiosk located at the Castroville Library**

City Administrator Dixon briefed the City Council on the payment kiosk and the previous City Council choosing to waive the user fees. Mr. Dixon said the City Council at the time wanted to encourage citizens to use and made that decision. Staff provided information on the amount of fees waived since the kiosk was installed. The documentation provided said since implementation the City had paid approximately \$61,700 in kiosk processing fees on behalf of city customers. Councilmember Lee felt the City should recoup the fees and recommended a 3.5% user fee. Mr. Lee said the City charged a 3% fee if the customer paid online or in person at the City Hall. Mr. Dixon said this would need to be brought back in an ordinance as this fee would be added to the comprehensive fee schedule recently passed.

**A motion was made by Councilmember Lee and duly seconded by Councilmember Marchman to approve a 3.5% user fee for payment transactions at the payment Kiosk located at the Castroville Library. A vote was taken (5:0 all ayes) the motion carried by all present.**

- b. Consider and take appropriate action on application(s) submitted for open position(s) on City Boards and Commissions**

City Secretary Debra Howe stated the applicant had not responded to the invitation to attend the meeting and introduce themselves. Ms. Howe recommended skipping until she was able to confirm they could attend the meeting. City Council agreed.

- c. Consider and take appropriate action on termination of the professional service agreement with McCall, Parkhurst & Horton, Bond Counsel for the City of Castroville**

Mayor Alexander skipped this item as the city received a termination letter from the firm.

- d. Consider and take appropriate action on directing staff to seek requests for qualifications for bond counsel services for the City of Castroville

**A motion was made by Councilmember Martinez and duly seconded by Councilmember King to direct staff to seek requests for qualifications for bond counsel services for the City of Castroville. A vote was taken (5:0 all ayes) the motion carried by all present.**

- e. Consider and take appropriate action on rescinding the Development Agreement Policy adopted August 27, 2024

**A motion was made by Councilmember Lee and duly seconded by Councilmember Marchman to rescind the Development Agreement Policy adopted August 27, 2024.**

Mayor Alexander spoke on the current development agreement policy having references to the voted down Unified Development Ordinance. Mayor Alexander said the Planning and Zoning Commission had been tasked to recommend a new policy more in line with the current ordinances and this policy was not needed. Councilmember Merz said the current policy established expectations and was a useful form from the citizens and planning and zoning. Mr. Merz felt they should have a skeleton document for the public to see. Councilmember King said the current policy set a higher standard than the old one and he felt they should keep the current one until the draft from the Planning and Zoning Commission was approved. Councilmember Martinez said the current policy had been the supporting document during the UDO discussion. Councilmember Merz said there were items in the current policy the Mayor did not agree with, but the current policy did have things in it that the old policy did not address such as block cuts, streets, and zoning. Mr. Merz said the Planning and Zoning Commission had been tasked to review and bring back a revised policy for the City Council to review. Councilmember Lee asked if the City Council rescinded the current policy, would it affect any developments now. City Administrator Dixon said there was one commercial development pending. Mr. Dixon said he would have the proposed policy at the next meeting for the City Council to consider.

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

- f. Consider and take appropriate action to rescind Ordinance 2021-009 Subdivision, Article III. Procedures, Section 100-23 Submission of Preliminary Plat, d. exceptions adopted May 15, 2021

Mayor Alexander read his review of the ordinance and said the ordinance adopted in 2021 showed the City Council did not see the preliminary or final plats with a development agreement in place. Mayor Alexander said for transparency he felt the City Council should always see the final plats and recommended rescinding the ordinance.

**A motion was made by Councilmember King and duly seconded by Councilmember Marchman to rescind Ordinance 2021-009 Subdivision, Article III. Procedures, Section 100-23 Submission of Preliminary Plat, d. exceptions adopted May 15, 2021.**

Discussion followed.

Councilmember Lee agreed the ordinance should be rescinded and the City Council should see all final plats.

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Councilmember Merz said this was approved a few years ago and he would not have been in favor, but he felt city staff should have more knowledge on the information submitted than the City Council and if the plat met all city ordinances the City Council could not deny anyway.

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

**g. Discussion and possible action to adopt revisions to the City of Castroville Personnel Policies**

City Administrator Dixon briefed the City Council on the revisions to the personnel policies. Mr. Dixon said there was a list of changes/additions including longevity pay, certification pay, police holiday pay, and emergency response pay policies. Mr. Dixon said there were no additional financial changes as the above noted pays were included in the approved budget. Councilmember Lee saw where the appeals process was changed to remove the City Council from the appeals process and asked about exit interviews. Councilmember Marchman asked should a plan of action for employees be included in the personnel policy. This was an overall policy for employees and plans of action were not included. City Council directed staff to have the City's HR Attorney to review for any legal conflicts.

Mayor Alexander recessed the meeting for a brief break at 7:29 p.m.

Mayor Alexander reconvened the meeting at 7:36 p.m.

**h. Discussion and possible action on traffic control and traffic calming measures in District 4**

Councilmember Merz briefed the City Council on the traffic issues in his district. Mr. Merz provided a presentation with stats from the City's Stalker radar on traffic in Country Village. Mr. Merz said there were two issues he wished to address. The first was traffic cutting through and going into a cul-de-sac with no outlet at May and Sunnyland Streets and only one stop sign at the Country Lane/Village Path intersection. Mr. Merz said he felt there should be a three way stop to help control the flow, possible painting and curblin ballast to control speeding and place signage alerting drivers to the no outlet at May and Sunnyland intersection. Mr. Merz wanted these measures for the safety of the neighborhood.

**A motion was made by Councilmember Merz and duly seconded by Councilmember King to direct staff to provide wayfinding signage at May and Sunnyland intersection and direct the staff to provide traffic calming measures in the Country Village Subdivision. A vote was taken (5:0 all ayes) the motion carried by all present.**

**i. Consider and possible action amending Ordinance 2003-019 to reduce the number of full board members on the Historic Landmark Commission and set appointment dates for June of each year for two year staggered terms and reestablish the Architectural Design Review Board for Commercial Development in the CH East, CH Central and CH West Commercial Zones**

Mayor Alexander recognized Kyle McVay, 307 Madrid, to speak on this agenda item. Ms. McVay spoke as a member of the Historic Landmark Commission and questioned the need to reduce the number of board members. Ms. McVay said the current board was a well balanced board and worked well together and were on the board to support preservation. Mayor Alexander spoke on reestablishing the Architectural Design Review Board to review the commercial development plans in the CH East, CH Central and CH West Commercial Zones. Councilmember King said the previous city attorney said the City could not dictate appearances on commercial outside of the Historic District and was unsure of having a committee that had no authority. Mr. King recommended sending the request to reduce the membership back to the HLC members to provide an opinion back to City Council.

Councilmember Lee was in favor of keeping the seven member board and the HLC being the board to do commercial, not have two boards with same duties. Councilmember Merz was in favor of keeping the current number of members. Mr. Merz felt the City should have standards on construction and staff could approve. Councilmember Marchman said he wanted to rework the code of noncontributing homes in the historical districts. Mr. Marchman also did not want citizens to serve on two boards at the same time and to reduce the number to 5 members.

No action was taken.

- j. Consider and take appropriate action on identifying areas for the storage of construction materials, spoils and debris associated with staging of infrastructure projects instead of city owned lot(s) in residential areas

Mayor Alexander said he had received calls from citizens on the City lots on London Street and others with debris and other materials causing drainage issues. Mayor Alexander said after cleanup to look for somewhere else to put materials. Councilmember Martinez suggested after cleanup to look at putting in a playground on the London Street lots. Councilmember Marchman asked where the construction materials could be stored if not on city lots. City Administrator Dixon said there were not a lot of places, temporarily at the wastewater treatment plant or out at the airport. Councilmember Merz said the city could not fill in the ponds yet nor was it a good idea to take out to the airport. Mr. Merz felt it was too costly to haul and did not think putting in a playground so close to regional park was a good idea. Councilmember King said if the city would not allow contractors working on city projects to store materials temporarily then it would hamper the city in the future on projects. Mr. King suggested they allow staging just no debris. Councilmember Lee said the neighbors had issues with the noise and sight of materials. No action was taken.

- k. Consider and take appropriate action to authorize the installation of temporary/permanent showers at the Regional Park pool

Councilmember Lee said he had requested this item to look at putting in showers at the park for safety purposes. Councilmember Martinez said the showers had been discussed before. Councilmember Merz said the Parks and Recreation Board was discussing at their November meeting. Councilmember King said the bathrooms had always been planned as a separate project and offered to work with the City Administrator to get an estimate on subcontracting the bathrooms out and refer to the Parks Board to bring to the City Council for a recommendation. No action was taken.

- l. Consider and take appropriate action on a proposal from GoodRoads, Inc. for a citywide pavement and asset assessment, including software access for pavement management planning

City Administrator Dixon said streets had been discussed at the Special Called Meeting and the City had a streets plan previously which needed updated. Mr. Dixon said he had attended a presentation on the product Hondo used on their streets. Mr. Kent Novus, who was present at this meeting, provided a presentation on the material and Mr. Dixon had asked for a 5 year plan from him. Mr. Novus had driven the city streets with Street Superintendent Daniel Silva to get an idea of their condition. Mr. Novus said the Good Roads software would provide data on grades of streets, street signs and an estimator of costs in house. The program used AI to provide this data and was mounted on the front of a vehicle. Mr. Dixon said the city had the GIS System and this would allow for updates at a third of the cost as the last street assessment from 5-6 years ago. The cost for this product was \$11,780.00 was a budgeted item.

**A motion was made by Councilmember King and duly seconded by Councilmember Marchman to select GoodRoads, Inc. as a vendor to perform a comprehensive pavement condition assessment**

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(Cont.)

**and provide related pavement management software and reporting tools. A vote was taken (5:all ayes) the motion carried by all present.** Mr. Dixon said he was trying to make the streets funds (\$250,000) go as far as possible with working with the County on street repairs/maintenance at cost and doing this treatment to keep the streets.

**m. Consider and take appropriate action on selecting a candidate for the Texas Municipal League (TML) Region 7 Director Election**

City Secretary Howe briefed the City Council on the ballot received with two candidates vying for Region 7 Director Board position. Ms. Howe said Mr. Cimic had been involved for many years in local government and TML and would be a good choice for Region 7 representation.

**A motion was made by Councilmember King and duly seconded by Councilmember Marchman to select Ed Cimics as the candidate for the Texas Municipal League Region 7 Director. A vote was taken (5:0 all ayes) the motion carried by all present.**

**IX. CITY ADMINISTRATOR REPORT**

The following report topics may be discussed and acted upon:

- a. Drainage Projects
- b. BMA Trail Access
- c. Streets, Maintenance and Paving Plan
- d. WWTP Ponds
- e. CPS Energy Dispute
- f. Community Center Construction
- g. Lions Park Splash Pad
- h. Facilitated Council Workshop
- i. Tourism/Marketing position

City Administrator Dixon briefed the City Council on the BMA contract and trails with two representatives, Adrinna Calk and Patrick Conner going to the meeting on behalf of the City. Mr. Dixon said he would be requesting to be placed on the BMA agenda at their November meeting to speak to them. Mr. Dixon asked the City Council if they wished to hold a facilitated workshop and the amount they were willing to spend. Councilmember Lee did not want to pay a facilitator but to have it done in-house. Councilmember Merz was in favor of having one and not spend over \$8,000. Councilmember King was in favor and not to spend over \$10,000. Councilmember Marchman was in favor and not to spend over \$6-\$8,000. Councilmember Martinez was in favor and not to spend over \$6,000. Mr. Dixon would start looking and provide dates. Mr. Dixon said the Gas Superintendent had left the City for more money and the Tourism position was also open. Mr. Dixon said after the City Council dissolved the Economic Development Corporation and discussions on what the City wanted he was waiting to advertise for the position. Mr. Dixon suggested waiting until after the workshop and then decide what the position would be. City Council agreed.

**X. DISCUSSION ON FUTURE AGENDA ITEMS**

Councilmember King said he would have a proclamation honoring Carol Romano. Councilmember Lee wanted an update on the soft start pump at the Airport and the Airport land appraisal.



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**XI.     ADJORN**

Mayor Alexander adjourned the meeting at 9:17 p.m.

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Mayor

ATTEST:

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City Secretary



## Agenda Report

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**Agenda of:** October 28, 2025

**Department:** Police

**Subject:** Architectural Facility Needs Assessment/ Police Department

**Recommended Motion:** Accept and approve proposal for the Architectural Facility Needs Assessment.

**Background:** The City Council has been discussing facilities that will be needed in the future to address the growth that has been experienced in the past few years. The Capital Improvement Plan had identified a new police facility in 2025; however, there was no funding source. Last year, I attended the Texas Police Chiefs Conference and met with several architects to discuss a facility needs assessment for our future at Castroville.

It is important to have a professional facility needs assessment to ensure its physical infrastructure aligns with its operational, safety, and community service goals- both now and in the future. A professional needs assessment also shows that the city is proactively addressing its limitations and is planning responsibly. It also provides a tool to communicate with our stakeholders; such as city council, taxpayers, and the general public as to why this investment is necessary. This assessment will review our current facility and its condition and provide us with an operational and functional assessment.

There were several architects that were contacted; however, Brinkley-Sargent-Wiginton firm was the most responsive and they provided an in-depth proposal. This firm is well respected and has designed hundreds of municipal buildings. In this packet it describes the scope of the work and the cost to complete a professional needs assessment.

**Fiscal Impact:** \$24,405

☐ Budgeted   ☒ Requires Budget Amendment

**Source of Funding:** Fund Balance

**Attachments:**

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

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

**Submitted by:** Chief James Kohler



## Agenda Report

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**Agenda of:** October 28, 2025

**Department:** Community Development Department

**Subject:** Rescind Ordinance 2021-009 Amending the Subdivision Ordinance for Platting Procedures

### Recommended Motion:

Motion to adopt an ordinance to rescind ordinance 2021-009 Subdivision, Article III, Procedures, Section 100-23 Submission of Preliminary Plat, d. exceptions adopted May 15, 2021.

### Background:

Prior to the 2021 amendment, all preliminary and final plats were reviewed and approved by both the Planning & Zoning Commission and City Council for compliance with all city ordinances and/or development agreements prior to recording a final plat accepting the development by the city.

The amendment adopted on May 15, 2021, removed oversight of the Planning & Zoning Commission and City Council for Preliminary Plat approval when the development is subject to a development agreement.

In general, the preliminary plat process is approval to proceed with a development, the final plat process ensures that all components of the preliminary plat and development agreements are fully complied with. Oversight is needed of both the P&Z and City Council to ensure everything that has been agreed to has been accomplished prior to recording a final plat.

### Fiscal Impact:

None

☐ Budgeted ☐ Requires Budget Amendment

### Attachments:

- Ordinance Rescinding Ordinance 2021-009

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

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

**Submitted by: Breana Soto**

**ORDINANCE NO. 2026-\_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF CASTROVILLE, TEXAS, RESCINDING ORDINANCE 2021-009 THEREBY AMENDING ARTICLE II (“PROCEDURES”) ALLOWING A PRELIMINARY PLAT TO BE SUBMITTED TO THE CITY COUNCIL FOR APPROVAL; PROVIDING FOR A PROCESS AND REGULATION APPLYING TO THE PRELIMINARY PLATS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Castroville, Texas ("City") is a general law municipal corporation organized under the constitution and the general laws of the State of Texas; and

**WHEREAS**, in the lawful authority, the City may enact ordinances to promote and protect the health, safety, and welfare of the public; and

**WHEREAS**, the City may, pursuant to Chapter 212 of the Texas Local Government Code (“Chapter 212”) after public hearing thereon, establish by ordinance general rules and regulations governing subdivision plats and development of land with its corporate limits and area extraterritorial jurisdiction in order to promote the health, safety, morals or general welfare of the City, and to promote the safe, orderly and healthful development of the City; and

**WHEREAS**, the City has adopted Chapter 100 of its Code of Ordinances regulating subdivisions and development within the City’s jurisdiction; and

**WHEREAS**, the City hereby finds and determines that amending the platting regulations and allowing for a more streamlined process for those plats submitted for review as part of a Development Agreement promotes the health, safety, morals, or general welfare of the City, and promotes the safe, orderly and healthy development of the City; and

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

Section 1. The City of Castroville Subdivision Ordinance, adopted as Ordinance No. 2021-009, is hereby amended as follows, Article II (“Procedures”), Section 100-23 (“Submission of Preliminary Plat”) is hereby amended, and subsection (d) Exceptions is struck from the Ordinance.

Section 2. Severability Clause.

Should any section, subsection, sentence, clause, or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. The City hereby declares that it would have passed this Ordinance, and each section, subsection, sentence, clause or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional or invalid.

Section 3. Savings/Repealing.

All provisions of any ordinance in conflict with this Ordinance are hereby repealed to

the extent they are in conflict; but such repeal shall not abate any pending prosecution for violation of the repealed ordinance, nor shall the repeal prevent a prosecution from being commenced for any violation if occurring prior to the repeal of the ordinance. Any remaining portions of said ordinances shall remain in full force and effect.

Section 4. Code of Ordinances.

It is the intention of the City Council that this Ordinance shall become a part of the Code of Ordinances of the City upon adoption, and this Ordinance may be renumbered and codified accordingly.

Section 5. Effective Date.

This Ordinance shall take effect immediately from and after its passage as provided by law.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF CASTROVILLE, TEXAS, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.**

\_\_\_\_\_  
**SHEENA MARTINEZ, MAYOR PRO TEM**

Attest:

\_\_\_\_\_  
**DEBRA HOWE, CITY SECRETARY**



# Agenda Report

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**Agenda of:** October 28, 2025

**Department:** Public Works

**Subject:** Professional Service Agreement with H.W. Lockner, Inc

**Recommended Motion:** Staff recommends acknowledging the company name change, updated insurance certificate, and revised billing rate schedule as presented and authorizing the execution of the updated service agreement with Lochner to ensure continuity of services and compliance with insurance and billing requirements.

**Background:** Lochner currently provides professional engineering and consulting services for the City of Castroville under an existing services agreement. The firm recently completed a corporate restructuring resulting in a legal **name change**.

To maintain compliance with contract documentation requirements, the City received a **partially executed contract amendment** reflecting the new legal name, along with:

- An **updated certificate of insurance** naming the City as additional insured, and
- A **revised billing rate schedule** reflecting current market conditions and professional labor categories.

## Fiscal Impact:

☒ Budgeted   ☐ Requires Budget Amendment

**Source of Funding:** Account Code:

**Attachments:** Attachment A- Professional Service Agreement City Engineering Service  
Attachment B- Updated Certificate of Insurance  
Attachment C- Revised Billing Rate Schedule

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

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

**Submitted by:** Scott Dixon

CITY OF CASTROVILLE  
PROFESSIONAL SERVICES AGREEMENT  
CITY ENGINEERING SERVICE

THE STATE OF TEXAS   §  
  §  
MEDINA COUNTY       §

This Professional Services Agreement (“Agreement”) is made and entered by and between the City of Castroville, Texas, (“City”) a Texas municipality, and H.W. Lochner, Inc., a professional corporation established in the State of Texas (“Professional”), for the performance of professional engineering services in consideration of the following terms, conditions, and agreements.

**Section 1. Duration.** This Agreement shall become effective upon execution by City and shall remain in effect until November 1, 2028, unless terminated as provided for in this Agreement. This Agreement may be renewed annually, provided that such renewal is approved in writing by City and Professional at least thirty (30) days before its expiration. Notwithstanding the forgoing, City shall have no obligation to continue this Agreement in any subsequent budget year for which City Council did not make provision in the City’s budget for that year.

**Section 2. Scope of Services.**  
Professional shall provide general city engineering services as described in **Exhibit “A”**.

- (A) *Services.* Professional shall perform Basic Services and Additional Services, (“Services”) as may be required by City in according with this Scope of Services.
  - (i) *Basic.* Basic Services shall be defined as those services specifically described and set forth in **Exhibit “A”** part 1.
  - (ii) *Additional.* Additional Services: All work performed by Professional not specifically described in the Proposal shall constitute Additional Services, as referenced in **Exhibit “A”** part 2.
- (B) *Quality.* The Quality of Services provided under this Agreement shall be performed with the professional skill and care ordinarily provided by competent Professionals practicing in the same or similar locality and under the same or similar circumstances and professional license, and as expeditiously as is prudent considering the ordinary professional skill and care of a competent Professional holding the same professional license. Professional shall be responsible for the professional quality, technical accuracy, timely completion, and the coordination of all design, drawings, specifications, reports, and other services furnished by Professional under this Agreement. Professional shall, without additional compensation, correct or revise any errors, omissions or other deficiencies in the designs, drawings, specifications, reports and other services.



(C) *Compliance.* Professional shall perform its Services in compliance with all statutory, regulatory and contractual requirements now or hereafter in effect as may be applicable to the rights and obligations set forth in the Agreement.

(D) *Non-exclusive.* Nothing in this Agreement shall be deemed as an exclusive agreement between City and Professional, and City may seek the performance of Services described herein from other professionals when doing so is in the best interest of City.

(D) *City records.* Professional may rely upon the accuracy of reports and surveys provided to it by City except when defects should have been apparent to a reasonably competent professional or when it has actual notice of any defects in the reports and surveys.

### Section 3. Compensation.

(A) *Hourly fee.* City agrees to pay Professional the hourly fee, as provided in the attached **Exhibit “B”**, for all basic and additional services as follows:

- (i) *Task Order.* Professional shall complete a Task Order for each Work Task that City requests to be performed under this Agreement. Task Orders shall be numbered sequentially starting with number one and must reference this Agreement. The City will either approve or disapprove each Task Order. Once a Task Order is approved it will become a part of this Agreement. The Task Order form to be used is attached hereto and incorporated herein for all purposes as **Exhibit “C”**.
- (ii) Fixed Fee Services will be invoiced on a percent complete basis not to exceed the Fixed Fee amount of each specific Task Order.
- (iii) The Professional shall maintain accurate records of all expenditures with respect to the services performed under the Agreement. The records of expenditures shall be maintained in sufficient detail to serve as a basis for preparation of invoice statements of Professional’s fees and as a basis for the City’s approval of such invoice statement.
- (iv) *Billing Period:* Professional may submit monthly, or less frequently, an invoice for payment based on the estimated completion of the described tasks and approved work schedule. Subject to Chapter 2251, Texas Government Code (the “Prompt Payment Act”), payment is due within thirty (30) days of City’s receipt of Professional’s invoice. Interest on overdue payments shall be calculated in accordance with the Prompt Payment Act.
- (v) *Reimbursable Expenses:* Any and all reimbursable expenses related to the Services

shall be included in **Exhibit “C”**. If these items are not specifically accounted for in **Exhibit “C”** they shall not be considered reimbursable expenses.

- (B) *Hourly Rate Adjustment.* Upon thirty (30) days written notice Professional may request to renegotiate Professional’s hourly rates. No more than one request may be made in any calendar year and such request shall not cause the hourly rates to increase more than three percent (3%) above the then current hourly rates. The then current hourly rates shall continue in effect until any new hourly rate is approved by City Administrator. Should City Administrator not approve the requested rate adjustment within sixty (60) days of receipt of the request Professional may terminate this Agreement as provided in **Section 8**.

#### **Section 4. Time of Completion.**

The prompt completion of the services under the Scope of Work is critical to City. Unnecessary delays in providing services under a Scope of Work shall be grounds for dismissal of Professional and termination of this Agreement without any or further liability to City other than a prorated payment for necessary, timely, and conforming work done by Professional prior to the time of termination.

#### **Section 6. Insurance.**

Before commencing work under this Agreement, Professional shall obtain and maintain the liability insurance provided for in attached **Exhibit “D”** throughout the term of this Agreement and thereafter as required herein.

In addition to the insurance provided for in **Exhibit “D”**, Professional shall maintain the following limits and types of insurance, when applicable:

**Professional Liability Insurance:** professional errors and omissions liability insurance with limits of liability not less than \$1,000,000 per occurrence covering all work performed by Professional, its employees, sub-contractors, or independent contractors. If this coverage can only be obtained on a “claims made” basis, the certificate of insurance must clearly state coverage is on a “claims made” basis and coverage must remain in effect for at least two years after final payment with Professional continuing to furnish City certificates of insurance.

**Workers Compensation Insurance:** Professional shall carry and maintain during the term of this Agreement, workers compensation and employers’ liability insurance meeting the requirements of the State of Texas on all Professional’s employees carrying out the work involved in this Agreement.

**General Liability Insurance:** Professional shall carry and maintain during the term of this Agreement, general liability insurance on a per occurrence basis with limits of liability not less than \$1,000,000 for each occurrence and for fire damage. For Bodily Injury and Property Damage,

coverage shall be no less than \$1,000,000. As a minimum, coverage for Premises, Operations, Products and Completed Operations shall be \$2,000,000. This coverage shall protect the public or any person from injury or property damages sustained by reason of Professional or its employees carrying out the work involved in this Agreement. The general aggregate shall be no less than \$2,000,000.

**Automobile Liability Insurance:** Professional shall carry and maintain during the term of this Agreement, automobile liability insurance with either a combined limit of at least \$1,000,000 per occurrence for bodily injury and property damage or split limits of at least \$1,000,000 for bodily injury per person per occurrence and \$1,000,000 for property damage per occurrence. Coverage shall include all owned, hired, and non-owned motor vehicles used in the performance of this Agreement by Professional or its employees.

**Subcontractor:** In the case of any work sublet, Professional shall require subcontractor and independent contractors working under the direction of either Professional or a subcontractor to carry and maintain the same workers compensation and liability insurance required of Professional.

**Qualifying Insurance:** The insurance required by this Agreement shall be written by non-assessable insurance company licensed to do business in the State of Texas and currently rated "B+" or better by the A.M. Best Companies. All policies shall be written on a "per occurrence basis" and not a "claims made" form.

Evidence of such insurance shall be attached as **Exhibit "E"**.

## **Section 7. Miscellaneous Provisions.**

(A) *Subletting.* Professional shall not sublet or transfer any portion of the work under this Agreement or any Scope of Work issued pursuant to this Agreement unless specifically approved in writing by City, which approval shall not be unreasonably withheld. Subcontractors shall comply with all provisions of this Agreement and the applicable Scope of Work. The approval or acquiescence of City in the subletting of any work shall not relieve Professional of any responsibility for work done by such subcontractor.

(B) *Ownership of Documents.* Upon completion or termination of this Agreement, all documents prepared by Professional or furnished to Professional by City shall be delivered to and become the property of City. All drawings, charts, calculations, plans, specifications and other data, including electronic files and raw data, prepared under or pursuant to this Agreement shall be made available, upon request, to City without restriction or limitation on the further use of such materials PROVIDED, HOWEVER, THAT SUCH MATERIALS ARE NOT INTENDED OR REPRESENTED TO BE SUITABLE FOR REUSE BY THE CITY OR OTHERS. ANY REUSE WITHOUT PRIOR VERIFICATION OR ADAPTATION BY PROFESSIONAL FOR THE SPECIFIC PURPOSE INTENDED WILL BE AT THE CITY'S SOLE RISK AND WITHOUT

**LIABILITY TO PROFESSIONAL.** Where applicable, Professional shall retain all pre-existing proprietary rights in the materials provided to City but shall grant to City a non-exclusive, perpetual, royalty-free license to use such proprietary information solely for the purposes for which the information was provided. Professional may, at Professional's expense, have copies made of the documents or any other data furnished to City under or pursuant to this Agreement.

(C) *Professional's Seal.* To the extent that Professional has a professional seal it shall place on all documents and data furnished by Professional to City. All work and services provided under this Agreement will be performed in a good and workmanlike fashion and shall conform to the accepted standards and practices of Professional's industry. The plans, specifications and data provided by Professional shall be adequate and sufficient to enable those performing the actual work to perform the work as and within the time contemplated by City and Professional. City acknowledges that Professional has no control over the methods or means of work nor the costs of labor, materials or equipment. Unless otherwise agreed in writing, any estimates of costs by Professional are for informational purposes only and are not guarantees.

(D) *Compliance with Laws.* Professional shall comply with all federal, state and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any courts, administrative, or regulatory bodies in any matter affecting the performance of this Agreement, including, without limitation, worker's compensation laws, minimum and maximum salary and wage statutes and regulations, and licensing laws and regulations. When required, Professional shall furnish City with satisfactory proof of compliance.

(E) *Non-Collusion.* Professional represents and warrants that Professional has not given, made, promised or paid, nor offered to give, make, promise or pay any gift, bonus, commission, money or other consideration to any person as an inducement to or in order to obtain the work to be provided to City under this Agreement. Professional further agrees that Professional shall not accept any gift, bonus, commission, money, or other consideration from any person (other than from City pursuant to this Agreement) for any of the services performed by Professional under or related to this Agreement. If any such gift, bonus, commission, money, or other consideration is received by or offered to Professional, Professional shall immediately report that fact to City and, at the sole option of City, City may elect to accept the consideration for itself or to take the value of such consideration as a credit against the compensation otherwise owing to Professional under or pursuant to this Agreement.

(F) *Force Majeure.* If the performance of any covenant or obligation to be performed hereunder by any party is delayed as a result of circumstances which are beyond the reasonable control of such party (which circumstances may include, without limitation, pending litigation, acts of God, war, acts of civil disobedience, fire or other casualty, shortage of materials, adverse weather conditions [such as, by way of illustration and not of limitation, severe rain storms or below freezing temperatures, or tornados] labor action, strikes or similar acts, moratoriums or regulations or actions by governmental authorities), the time for such performance shall be extended by the amount of time of such delay, but no longer than the amount of time reasonably occasioned by the

delay. The party claiming delay of performance as a result of any of the foregoing force majeure events shall deliver written notice of the commencement of any such delay resulting from such force majeure event not later than seven (7) days after the claiming party becomes aware of the same, and if the claiming party fails to so notify the other party of the occurrence of a force majeure event causing such delay and the other party shall not otherwise be aware of such force majeure event, the claiming party shall not be entitled to avail itself of the provisions for the extension of performance contained in this subsection.

(G) *Agreement prevails.* In the case of any conflicts between the terms of this Agreement and wording contained within the Scope of Services, this Agreement shall govern.

## Section 8. Termination

### A. City's right to terminate.

- (i) *For Cause.* If through any cause, the Professional shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or if the Professional shall violate any of the covenants, agreements, or stipulations of this Agreement, City shall thereupon have the right to terminate this Agreement by giving written notice to the Professional of such termination and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. If City terminates this Agreement for cause, Professional shall not be entitled to any fees or reimbursable expenses other than the fees and reimbursable expenses then due and payable as of the time of termination and only then for those services that have been timely and adequately performed by Professional considering the actual costs incurred by Professional in performing work to date of termination, the value of the work that is nonetheless usable to City, the cost to City of employing another Professional to complete the work required and the time required to do so, and other factors that affect the value to City of the work performed at time of termination.
- (ii) *For Convenience.* City may terminate this Agreement at any given time by giving at least thirty (30) days' notice in writing to the Professional. If the Agreement is terminated by City as provided herein, the Professional will be paid for the time provided and expenses incurred up to the termination date.

### B. Professional's right to terminate.

- (i) *For Cause.* If through any cause, City shall fail to timely make payment of compensation earned by Professional under this Agreement, or reimburse expenses owed to Professional under this Agreement, then in such case, Professional shall have the right to terminate this Agreement by giving written notice to City of such termination and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. In such event, City shall promptly pay to

Professional all undisputed delinquent amounts owed.

- (ii) *For Failure to Renegotiate Rates.* Upon sixty (60) days written notice, from the date Professional sent notice of the request for rate adjustment, Professional may terminate this Agreement if City Council did not renegotiate the hour rates to Professional's satisfaction. If the Agreement is terminated by Professional, as provided herein, Professional will be paid for the time provided and expenses incurred up to the termination date.

C. *Documents.* In the event the Agreement is terminated for any reason under Section 4 or this Section 8, and City has made payments of all amounts due to Professional under this Agreement, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by, and under its control of, Professional shall, at City's election, become City's property and upon demand Professional shall promptly deliver same to City.

**Section 9. Indemnification.** Professional agrees to indemnify and hold City of Castroville, Texas and all of its present, future and former agents, employees, officials and representatives harmless in their official, individual and representative capacities from any and all claims, demands, causes of action, judgments, liens and expenses (including attorney's fees, whether contractual or statutory), costs and damages (whether common law or statutory), costs and damages (whether common law or statutory, and whether actual, punitive, consequential or incidental), of any conceivable character, for injuries to persons (including death) or to property (both real and personal) created by, arising from or in any manner relating to the services or goods performed or provided by Professional – expressly including those arising through strict liability or under the constitutions of the United States or Texas – **BUT ONLY TO THE EXTENT ALLOWABLE BY SEC. 271.904(a) OF THE TEXAS LOCAL GOVERNMENT CODE.**

**Section 10. Notices.** Any notice required or desired to be given from one party to the other party to this Agreement shall be in writing and shall be given and shall be deemed to have been served and received (whether actually received or not) if (i) delivered in person to the address set forth below; (ii) deposited in an official depository under the regular care and custody of the United States Postal Service located within the confines of the United States of America and sent by certified mail, return receipt requested, and addressed to such party at the address hereinafter specified; or (iii) delivered to such party by courier receipted delivery. Either party may designate another address within the confines of the continental United States of America for notice, but until written notice of such change is actually received by the other party, the last address of such party designated for notice shall remain such party's address for notice.

If to Professional:

Michael Persyn, PE  
40 NE Loop 410  
Mercantile Building, Suite 545  
San Antonio, TX 78216

If to City:

City of Castroville  
Attn: Scott Dixon, City Administrator  
1209 Fiorella  
Castroville, TX 78009

with a copy to:

City Attorney  
City of Castroville, Texas  
Attn: Dan Jones  
2517 N. Main Avenue  
San Antonio, Texas 78212

**Section 11. No Assignment.** Neither party shall have the right to assign that party's interest in this Agreement without the prior written consent of the other party.

**Section 12. Severability.** If any term or provision of this Agreement is held to be illegal, invalid or unenforceable, the legality, validity or enforceability of the remaining terms or provisions of this Agreement shall not be affected thereby, and in lieu of each such illegal, invalid or unenforceable term or provision, there shall be added automatically to this Agreement a legal, valid or enforceable term or provision as similar as possible to the term or provision declared illegal, invalid or unenforceable.

**Section 13. Waiver.** Either City or Professional shall have the right to waive any requirement contained in this Agreement that is intended for the waiving party's benefit, but, except as otherwise provided herein, such waiver shall be effective only if in writing executed by the party for whose benefit such requirement is intended. No waiver of any breach or violation of any term of this Agreement shall be deemed or construed to constitute a waiver of any other breach or violation, whether concurrent or subsequent, and whether of the same or of a different type of breach or violation.

**Section 14. Governing Law; Venue.** This Agreement and all of the transactions contemplated herein shall be governed by and construed in accordance with the laws of the State of Texas. The provisions and obligations of this Agreement are performable in Medina County, Texas such that exclusive venue for any action arising out of this Agreement shall be in Medina County, Texas.



**Section 15. Paragraph Headings; Construction.** The paragraph headings contained in this Agreement are for convenience only and shall in no way enlarge or limit the scope or meaning of the various and several paragraphs hereof. Both parties have participated in the negotiation and preparation of this Agreement and this Agreement shall not be construed either more or less strongly against or for either party.

**Section 16. Binding Effect.** Except as limited herein, the terms and provisions of this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, devisees, personal and legal representatives, successors and assigns.

**Section 17. Gender.** Within this Agreement, words of any gender shall be held and construed to include any other gender, and words in the singular number shall be held and construed to include the plural, unless the context otherwise requires.

**Section 18. Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, and all of which shall constitute but one and the same instrument.

**Section 19. Exhibits.** All exhibits to this Agreement are incorporated herein by reference for all purposes wherever reference is made to the same. Exhibits to this Agreement include the following:

- **Exhibit “A”** Scope of Services
- **Exhibit “B”** Compensation
- **Exhibit “C”** Task Order
- **Exhibit “D”** Insurance Requirements
- **Exhibit “E”** Evidence of Insurance

**Section 20. Entire Agreement.** It is understood and agreed that this Agreement contains the entire agreement between the parties and supersedes any and all prior agreements, arrangements or understandings between the parties relating to the subject matter. No oral understandings, statements, promises or inducements contrary to the terms of this Agreement exist. This Agreement cannot be changed or terminated orally.

**Section 21. Relationship of Parties.** Nothing contained in this Agreement shall be deemed or construed by the parties hereto or by any third party to create the relationship of principal and agent or of partnership or of joint venture or of any association whatsoever between the parties, it being expressly understood and agreed that no provision contained in this Agreement nor any act or acts of the parties hereto shall be deemed to create any relationship between the parties other than the relationship of independent parties contracting with each other solely for the purpose of effecting the provisions of this Agreement.



**Section 22. Right To Audit.** City shall have the right to examine and audit the books and records of Professional with regards to the work described in Exhibit A, or any subsequent changes, at any reasonable time. Such books and records will be maintained in accordance with generally accepted principles of accounting and will be adequate to enable determination of: (1) the substantiation and accuracy of any payments required to be made under this Agreement; and (2) compliance with the provisions of this Agreement.

**Section 23. Dispute Resolution.** In accordance with the provisions of Subchapter I, Chapter 271, TEX. LOCAL GOV'T CODE, the parties agree that, prior to instituting any lawsuit or other proceeding arising from a dispute under this agreement, the parties will first attempt to resolve the dispute by taking the following steps: (1) A written notice substantially describing the nature of the dispute shall be delivered by the dissatisfied party to the other party, which notice shall request a written response to be delivered to the dissatisfied party not less than 5 days after receipt of the notice of dispute. (2) If the response does not reasonably resolve the dispute, in the opinion of the dissatisfied party, the dissatisfied party shall give notice to that effect to the other party whereupon each party shall appoint a person having authority over the activities of the respective parties who shall promptly meet, in person, in an effort to resolve the dispute. (3) If those persons cannot or do not resolve the dispute, then the parties shall each appoint a person from the highest tier of managerial responsibility within each respective party, who shall then promptly meet, in person, in an effort to resolve the dispute.

**Section 24. Disclosure of Business Relationships/Affiliations; Conflict of Interest Questionnaire.** Professional 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 and Chapter 2252 of the Texas Government Code, Form 1295 Certificate of interested Parties online filing with the Texas Ethics Commission.

*The remainder of this page is intentionally blank and signature page follows:*

**EXECUTED**, by City and Professional on this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**CITY:**

CITY OF CASTROVILLE

By: \_\_\_\_\_  
Scott Dixon , City Administrator

ATTEST:

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

**PROFESSIONAL:**

H.W. LOCHNER, INC.

By: \_\_\_\_\_  
Michael Persyn, PE,  
Vice President

**Exhibit “A”  
Scope of Services**

*Section VIII, Item d.*

## Part 1

## Scope of Basic Services

No minimum work is guaranteed and the relationship shall be non-exclusive so as to allow the City to use other firms as the City deems necessary or appropriate. The Professional shall provide a full range of professional services to assist in successful completion of a variety of municipal public works and land development type projects. The Professional may be reimbursed for those expenses incurred for the exclusive benefit of the City. Other expenses, including, but not limited to, professional license fees, membership fees, and mileage, are not reimbursable.

Basic services are those that are generally provided by a City Engineer on a routine basis. Such services include the following:

- A. Plan Review Services: Professional shall provide technical review of development applications for compliance with the city's regulatory codes and applicable state law or administrative rules. Such development applications include site plans, subdivision plans, improvement plans, land disturbance plans, construction plans, traffic impact plans, drainage plans, and escrows relating to development projects proposed by applicants.
- B. City Project Design Service: Design a full array of public works type projects including transportation infrastructure systems, water and sanitary sewer systems, and stormwater management systems, in a manner that the infrastructure is functional and cost effective and provide structural/engineering guidance for municipal structures.
- C. Surveying, Easements and Related Services: Professional shall perform boundary surveys, topographic surveys, construction staking, prepare easement plats and easement documents, and assist in easement acquisition.
- D. Environmental Services and Regulatory Agency Interactions: The City Engineer shall assist City in regulatory compliance and permitting with regulatory agencies including but not limited to the following: Texas Department of Transportation, Texas Department of Agriculture, Texas Water Development Board, Texas Commission on Environmental Quality, Edwards Aquifer Authority, U.S. Army Corps of Engineers, Federal Emergency Management Agency, Federal Highway Administration, United States Environmental Protection Agency.

## Part 2

## Scope of Additional Services

Additional Services are those that are not routinely needed; but rather arise as a result of a specific need of City. City may request additional services from Professional on an as needed basis. The request for additional services shall include a scope of services addressing the additional services requested. If Professional accepts the request for additional terms the delivery of same shall be subject to the terms and conditions of this Professional Services Agreement as same may be amended by the scope of services for the additional services. Additional services include:

- A. Design, and supervision, of a public works projects including transportation infrastructure systems, water distribution systems, and storm-water management systems.
- B. Technical assistance in the drafting or amending municipal ordinances, development guidelines, rules and regulations.
- C. Field verification of infrastructure improvements and drainage facilities during and post construction related to new subdivisions. Consultation related to materials testing and inspection of streets and drainage improvements.
- D. Site plans of concept plans for municipal projects. Grant Assistance: As requested, complete or assist in the completion of grant or loan applications for City projects.

### Part 3 Scope of Basic and Additional Services (matters applicable to both)

In providing Basic or Additional Services Professional agrees to the following:

- A. CAD and GIS Capabilities: Professional shall have computer-aided drafting and geographical information system capabilities.
- B. Meeting Attendance and Participation: Professional shall, upon request, attend a variety of City meetings, including, but not limited to, planning and zoning meetings, council meetings, meetings of affected property owners, and meetings with city staff and developers.
- C. Work Product: Professional shall provide City with copies of all work products without limitation, which shall include reports, analyses, correspondence, plans, proposals, submittals, schematics, exhibits, drawings and any other documents produced in connection with the consulting relationship with City in printed form, as well as in electronic form to include portable document format and the root file(s).
- D. Assignment of Professional Engineer: Professional shall assign to City a minimum of one (1) staff person who is a Professional Engineer licensed to practice in the State of Texas.

**Exhibit “B”  
Compensation**

*Section VIII, Item d.*

**Exhibit “C”  
Task Order**

*Section VIII, Item d.*

**Task Order [Insert number]**  
**City of Castroville – Professional Services Agreement Number [Insert]**  
 Task Order Service Agreement for Professional Services

**[Date]**

[Service Provider]

[Address]

This Task Order, when fully executed in counterparts, authorizes you to provide the professional services described below. Services are to be performed in accordance with the Professional Services Agreement No. <Agreement #> dated <date Professional Services Agreement signed by parties>, for City Engineering Services.

**Project Number:**

**Project Name:**

**Project Location:**

**Scope of Work:**

Provide [insert]

**Schedule:**

Start work [insert salient dates]

**Deliverables:**

Provide [insert]

**Compensation:**

Compensation for this Task Order shall be: [lump sum or hourly not to exceed] \$\_\_\_\_\_

Reimbursable charges paid in addition to this amount in accordance with the Professional Services Agreement.

**Approval Signatures:**

*This Task Order may be executed in counterparts, all of which together shall constitute a completely executed Task Order. A copy of a signed Task Order in PDF or facsimile format shall be considered as valid and binding as an original.*

Requested by:

By: \_\_\_\_\_

<Signature>

Date: \_\_\_\_\_

\_\_\_\_\_  
 <Printed name and title of authorized signatory>

Accepted by <Service Provider >:

By: \_\_\_\_\_

<Signature>

Date: \_\_\_\_\_

\_\_\_\_\_  
 <Printed name and title of authorized signatory>



**Exhibit “D”**  
**Insurance Requirements**

*Section VIII, Item d.*

Professional shall comply with each and every condition contained herein. Professional shall provide and maintain the minimum insurance coverage set forth below during the term of its agreement with City. Any Subcontractor(s) hired by Professional shall maintain insurance coverage equal to that required of Professional. It is the responsibility of Professional to assure compliance with this provision. The City of Castroville accepts no responsibility arising from the conduct, or lack of conduct, of the Subcontractor.

INSTRUCTIONS FOR COMPLETION OF INSURANCE DOCUMENT

With reference to the foregoing insurance requirements, Professional shall specifically endorse applicable insurance policies as follows:

1. The City of Castroville shall be named as an additional insured with respect to General Liability and Automobile Liability **on a separate endorsement.**
2. A waiver of subrogation in favor of The City of Castroville shall be contained in the Workers Compensation and all liability policies and must be provided **on a separate endorsement.**
3. All insurance policies shall be endorsed to the effect that The City of Castroville will receive at least thirty (30) days written notice prior to cancellation or non-renewal of the insurance.
4. All insurance policies, which name The City of Castroville as an additional insured, must be endorsed to read as primary and non-contributory coverage regardless of the application of other insurance.
5. **Chapter 1811 of the Texas Insurance Code, Senate Bill 425 82(R) of 2011, states that the above endorsements cannot be on the certificate of insurance. Separate endorsements must be provided for each of the above.**
6. All insurance policies shall be endorsed to require the insurer to immediately notify The City of Castroville of any material change in the insurance coverage.
7. All liability policies shall contain no cross liability exclusions or insured versus insured restrictions.
8. Required limits may be satisfied by any combination of primary and umbrella liability insurances.
9. Professional may maintain reasonable and customary deductibles, subject to approval by The City of Castroville.
10. Insurance must be purchased from insurers having a minimum AmBest rating of B+.
11. All insurance must be written on forms filed with and approved by the Texas Department of Insurance. (ACORD 25 2010/05). Coverage must be written on an occurrence form.
12. Contractual Liability must be maintained covering Professionals obligations contained in the contract. Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent and shall contain provisions representing and warranting all endorsements and insurance coverages according to requirements and instructions contained herein.
13. Upon request, Professional shall furnish The City of Castroville with certified copies of all insurance policies.
14. A valid certificate of insurance verifying each of the coverages required above shall be issued directly to the City of Castroville within ten (10) business days after contract award and prior to starting any work by the successful Professional's insurance agent of record or insurance company. Also, prior to the start of any work and at the same time that the Certificate of Insurance is issued and sent to the City of Castroville, all required endorsements identified in sections A, B, C and D, above shall be sent to the City of Castroville. The certificate of insurance and endorsements shall be sent to:

City of Castroville  
City of Castroville

1209 Fiorella  
Castroville, TX 78009  
Scott.Dixon@castrovilletx.gov

*Section VIII, Item d.*

**Exhibit “E”**  
**Evidence of Insurance**

*Section VIII, Item d.*



# CERTIFICATE OF LIABILITY INSURANCE

Section VIII, Item d.

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).


<b>PRODUCER</b> Edgewood Partners Ins Center 3780 Mansell Rd. Suite 370 Alpharetta GA 30022		<b>CONTACT</b> <b>NAME:</b> Greyling COI Specialist <b>PHONE</b> (A/C, No, Ext): 770.670.5324 <b>FAX</b> (A/C, No): 770.670.5324 <b>E-MAIL</b> ADDRESS: greylingcerts@greyling.com		
<b>INSURED</b> H. W. Lochner Inc. 225 W Washington St. Floor 12 Chicago IL 60606		<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
		<b>INSURER A:</b> The Continental Insurance Company		35289
		<b>INSURER B:</b> National Fire Insurance Co of Hartford		20478
		<b>INSURER C:</b> American Casualty Co of Reading, PA		20427
		<b>INSURER D:</b> Lloyd's of London		85202
		<b>INSURER E:</b>		
<b>INSURER F:</b>				

**COVERAGES** **CERTIFICATE NUMBER:** 1855055479 **REVISION NUMBER:**

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
B	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b>  <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER:			7092014905	5/1/2025	5/1/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			7091863062	5/1/2025	5/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			7092036547	5/1/2025	5/1/2026	EACH OCCURRENCE \$ 15,000,000 AGGREGATE \$ 15,000,000 \$
C A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N N	N / A	7092004665 (AOS) 7092009168 (CA)	5/1/2025 5/1/2025	5/1/2026 5/1/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional Liability incl. Pollution Liability			B0572MR25ACUZ	5/1/2025	5/1/2026	Per Claim Aggregate \$10,000,000 \$10,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES** (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
RE: KFA #0523-City of Castroville General Engineering Services - Master Contract #RFQ 17-001. Should any of the above described policies be cancelled before the expiration date thereof, the policy provisions will govern how notice of cancellation may be delivered to certificate holders in accordance with the policy provisions of each policy. A Waiver of Subrogation is granted in favor of The City of Castroville in accordance with the policy provisions of the General Liability policy. City of Castroville is included as Additional Insured in accordance with the policy provisions of the General Liability policy. General Liability policy evidenced herein is Primary and Non-Contributory to other insurance available to an Additional Insured, but only in accordance with the policy's provisions. The claims made professional liability coverage is the total aggregate limit for all claims presented within the policy period and is subject to a deductible.

<b>CERTIFICATE HOLDER</b>  City of Castroville 1209 Fiorella Street Castroville TX 78009	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  <b>AUTHORIZED REPRESENTATIVE</b> 
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## H.W. LOCHNER, INC

### 2025-2026 BILLING RATE SCHEDULE CITY OF CASTROVILLE – CITY ENGINEERING SERVICES

#### Billing Rates

Personnel labor is billed at the following hourly rates:

#### Rate Category

Senior Project Manager	\$ 250.00 - \$ 300.00
Project Manager	\$ 185.00 - \$ 245.00
Senior Engineer III	\$ 250.00 - \$ 335.00
Senior Engineer II	\$ 210.00 - \$ 245.00
Senior Engineer I	\$ 180.00 - \$ 210.00
Engineer II	\$ 150.00 - \$ 175.00
Engineer I	\$ 125.00 - \$ 145.00
Engineer in Training	\$ 105.00 - \$ 125.00
Senior GIS Analyst	\$ 140.00 - \$ 170.00
GIS Analyst	\$ 120.00 - \$ 135.00
Senior CADD Designer	\$ 140.00 - \$ 170.00
CADD Designer	\$ 120.00 - \$ 140.00
Senior CADD Technician	\$ 115.00 - \$ 130.00
CADD Technician	\$ 95.00 - \$ 115.00
Administrative Assistant	\$ 65.00 - \$ 90.00
Contract Specialist	\$ 90.00 - \$ 110.00

#### Sub-Consultants

Sub-consultants are billed at cost with no mark-up applied.

#### Travel and Subsistence

Mileage will not be charged per the terms of the contract.

#### Reimbursable Costs

Reimbursable costs include “out of pocket” expenses, the cost of which shall be charged at actual costs plus any administrative charge, as described in the contract, and shall be itemized and included in the invoice.

Typical out-of-pocket expenses shall include, but not be limited to, travel expenses (lodging, meals, etc.), long distance telephone calls, courier, and printing and reproduction costs. In the event the requested service involves the use of electronic measuring equipment, computers, plotters, and other special equipment such as boats, etc., an additional direct charge shall be made for the use of this equipment.

*Note: Billing Rates are subject to adjustments annually in the contract option year.*



# CITY COUNCIL AGENDA REPORT

DATE: October 24, 2025

**AGENDA OF:** October 28, 2025

**DEPARTMENT:** Finance

**SUBJECT:** Quarterly Financial Report for the Period Ending September 30, 2025

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**RECOMMENDATION:**

Accept FY 2025 Fourth Quarter Financial Reports

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**BACKGROUND:**

In accordance with the City's financial reporting requirements and fiscal management policies, the Finance Department has prepared the 4<sup>th</sup> Quarterly Financial Report, which represents the financial position of the City through the end of the fourth quarter for fiscal year 2024-2025 (ending September 30, 2025).

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**DISCUSSION:**

This report provides an overview of revenues and expenditures for the General Fund, Enterprise (Utility) Fund, and Airport Fund, as well as key performance comparisons against the adopted budget and prior year actuals.

Highlights include:

- **General Fund:** Sales tax collections for September 2025 totaled \$176,748, an 11% increase from September 2024. Property tax collections remain strong at 102.61% of the original budget. Year-to-date collections total \$1,970,519 compared to the original budget of \$1,733,299.
- **Enterprise (Utility) Fund:** Year-to-date collections reached \$8,579,205 (113%) of budget, reflecting a 7.99% increase over FY 2023-2024. All departments are operating within budget except Gas (102.7%)
- **Airport Fund:** Year-to-date revenues total \$1,077,551, an 8.69% decrease from FY 2024, primarily due to lower fuel sales.

All financial data presented in this report are unaudited and subject to change upon the completion of the annual audit scheduled for January 2026.

This quarter's presentation supports fiscal transparency and helps the City Council monitor budget performance and operational trends ahead of the year-end close.

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**FISCAL IMPACT/SOURCE OF FUNDING:**

N/A

Submitted and approved by:

Leroy Vidales Finance Director

**ATTACHMENTS/ADDITIONAL INFORMATION:**

FY 2025 4<sup>th</sup> Quarter Financial Report

# City of Castroville

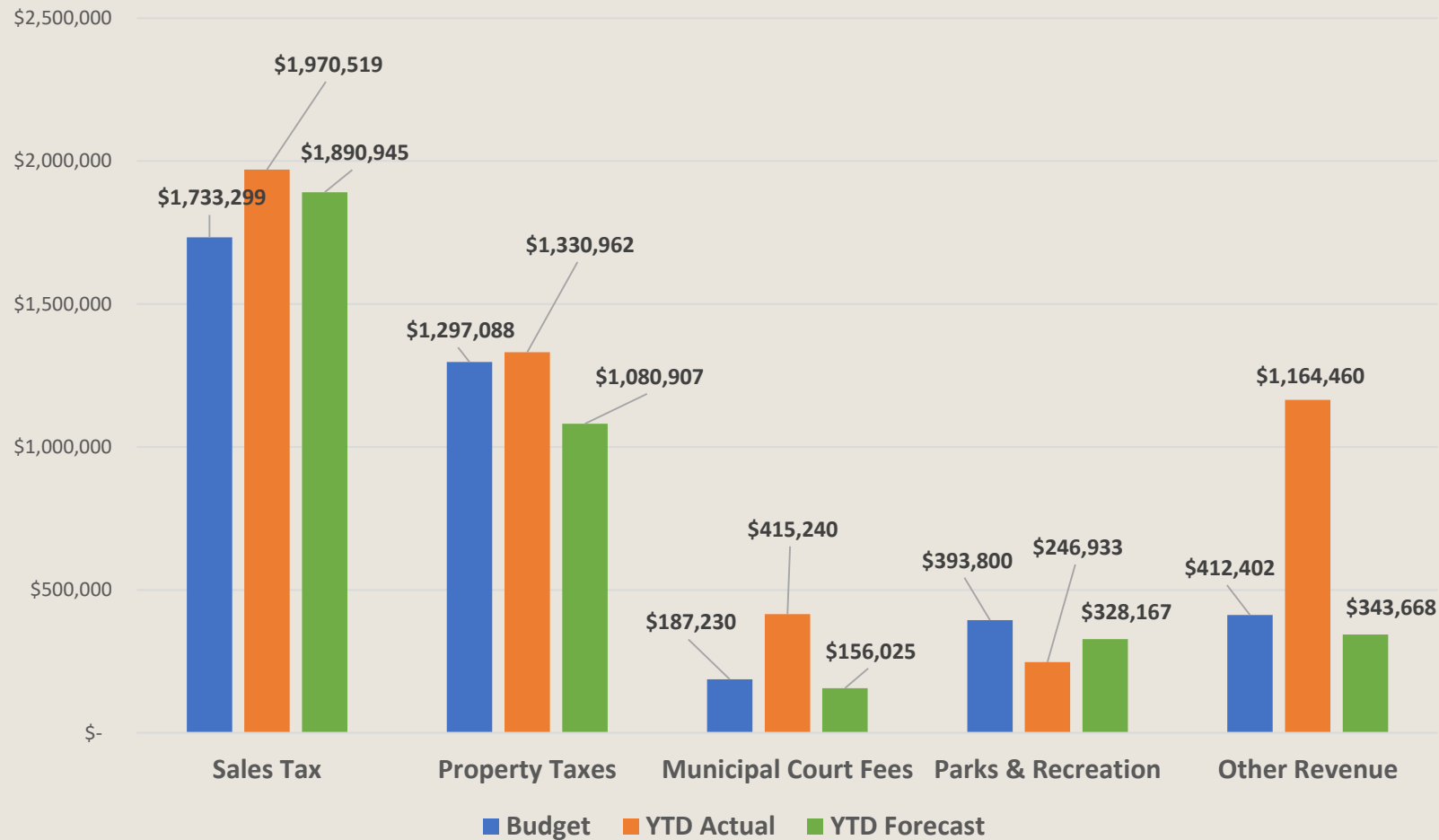
- **QUARTERLY FINANCIAL REPORT #4**
- **(ENDING SEPTEMBER 30, 2025)**
  
- **General Fund**
- **Enterprise Fund**
- **Airport Fund**



# General Fund

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Budget to Actual Revenues - September 2025

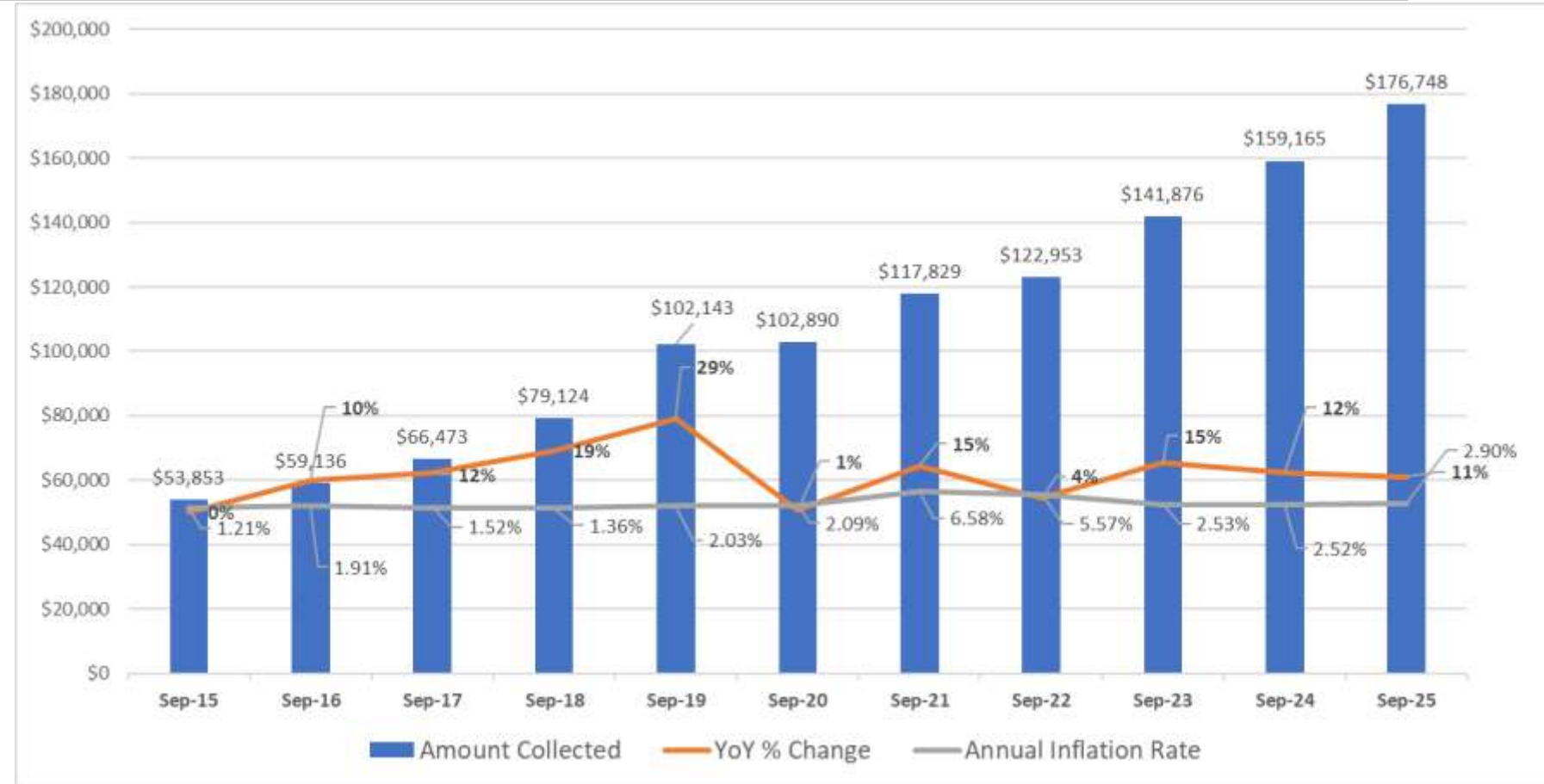


## General Fund YTD Comparison

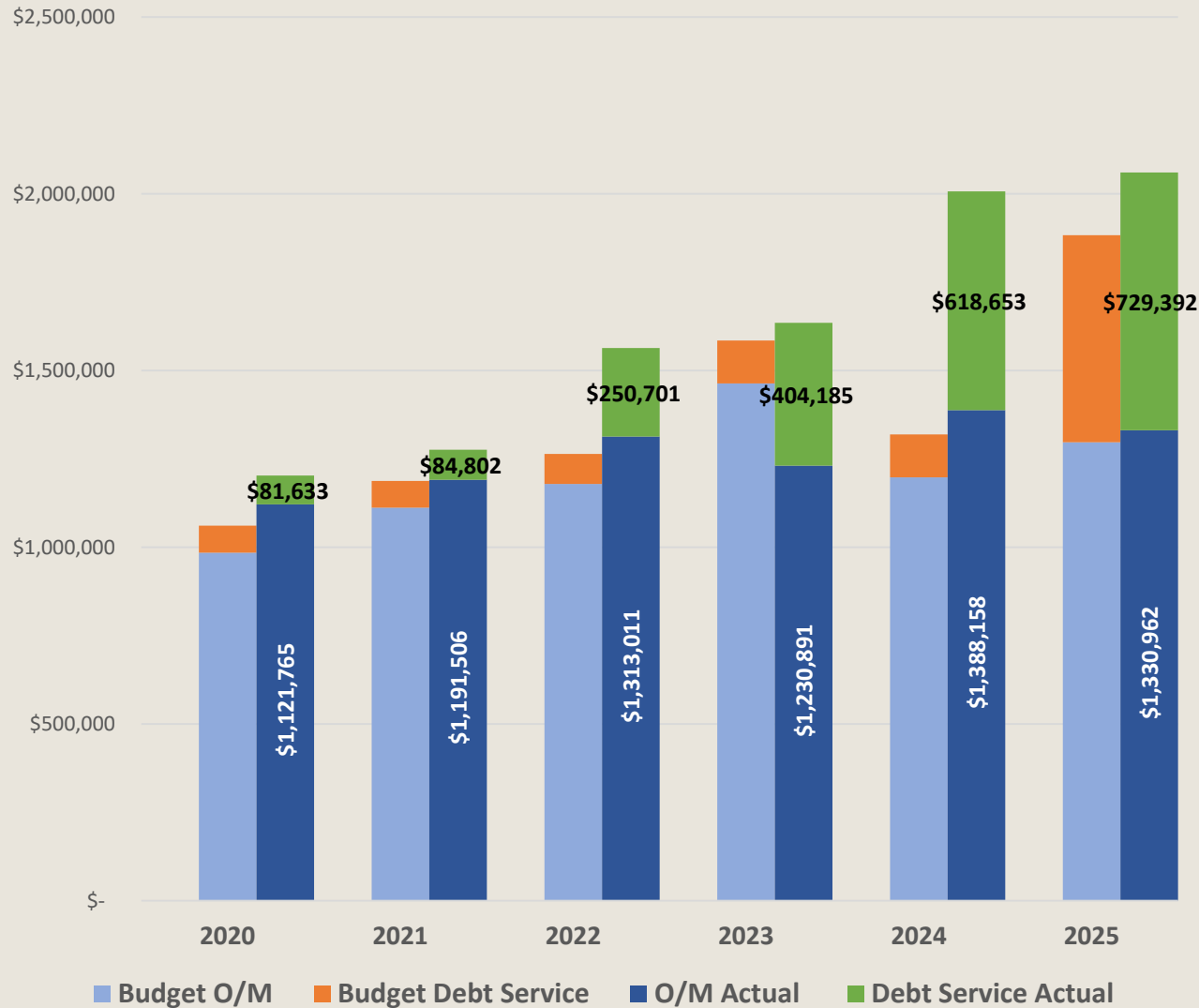
- Sales tax collections for the month of September totaled \$183,467 (includes sales and liquor tax) compared to last year, total collected for the month of September 2024 was \$194,430, a decrease of 5.64%
- Property tax collections for the month of September totaled \$644 compared to last September 2024, total collected was \$451.
- Other Revenue includes municipal court, parks and recreation and other misc. revenue. Court Collection Fees for the month of September totaled \$28,289 compared to last September 2024, total collected was \$14,368.

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

- Sales tax collection for the month of September totaled \$176,748. This represents an increase of 11%, or \$17,583 compared to last year.
- Collections for this month represent sales that took place in July.



# Property Tax Collections

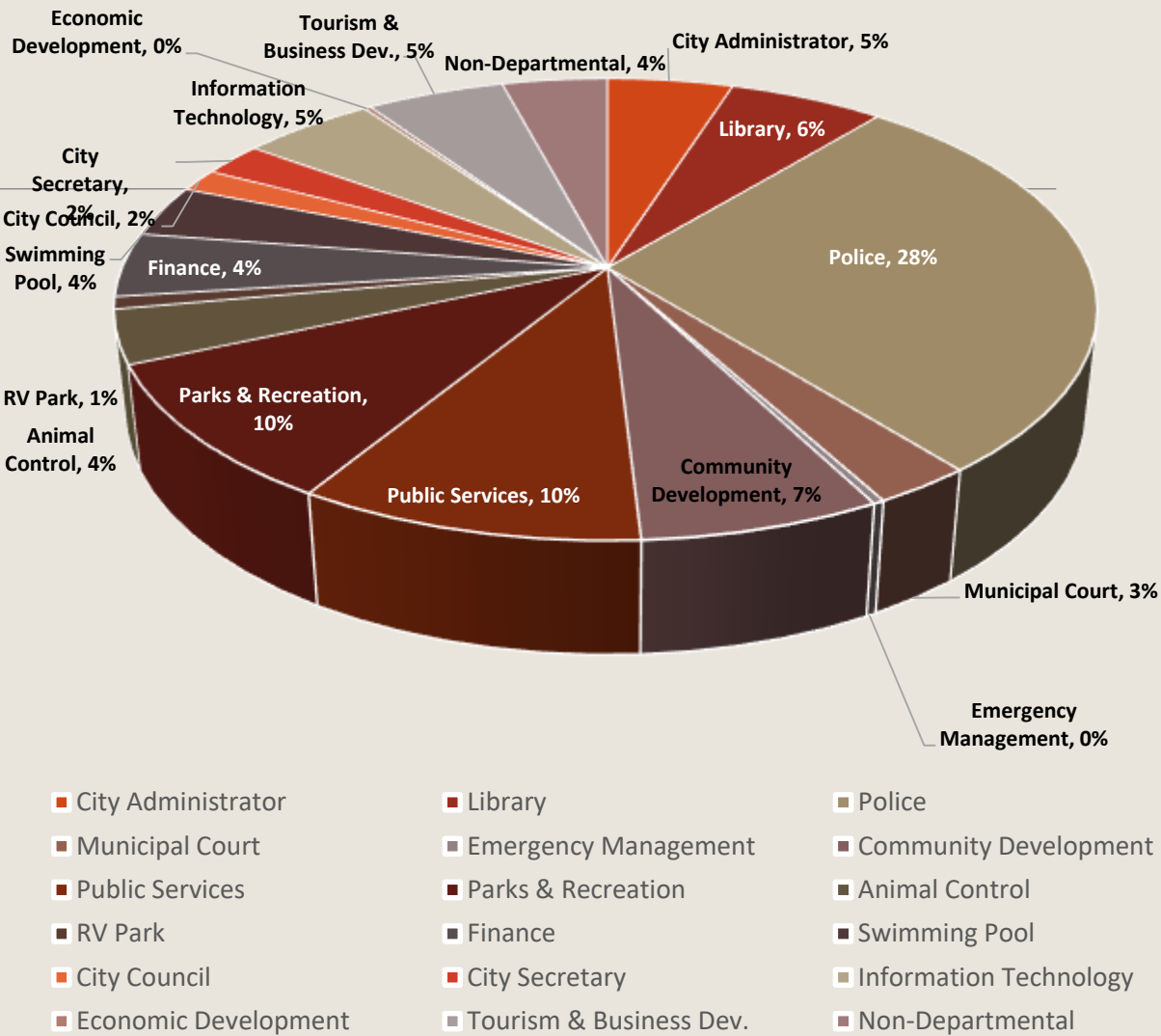


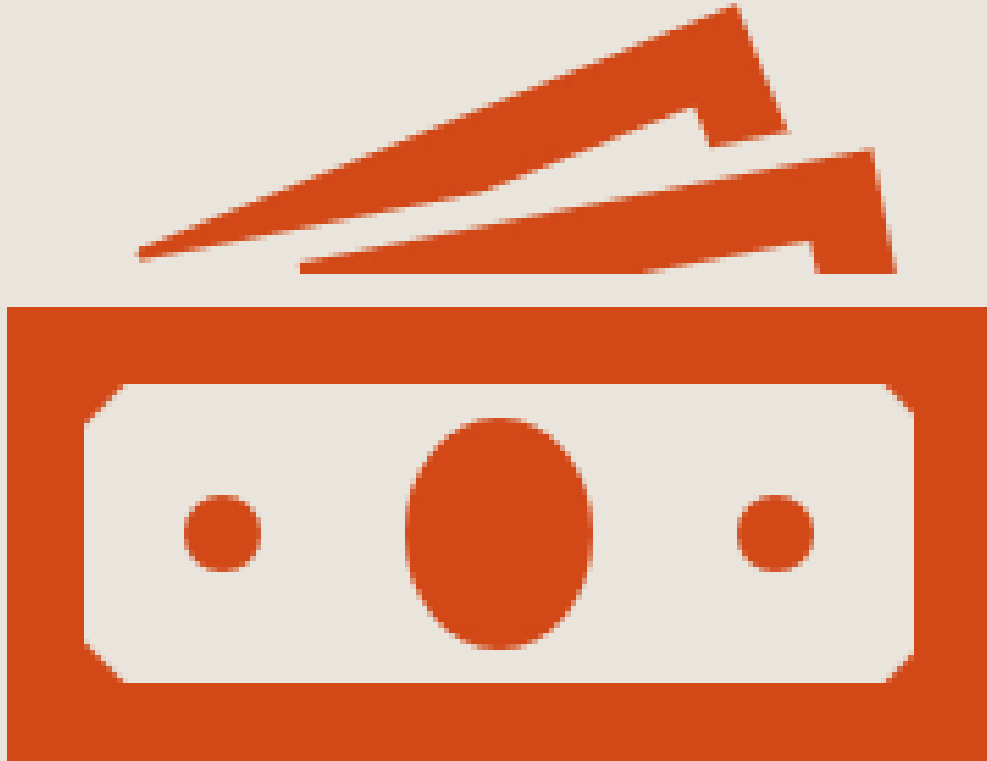
- Current property tax collections are 102.61% of the original budget at this point of the fiscal year. This includes ad valorem, delinquent and penalties and interest. We have collected 99.06% of the total tax levy.
- Taxes become delinquent on February 1<sup>st</sup>. January is the last month to pay 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 September are \$1,330,962

# General Fund by Department

Section VIII, Item e.

Department	% of Budget	Adopted	Actual YTD
City Administrator	4%	\$ 232,418	\$ 189,620
Library	5%	\$ 289,897	\$ 238,795
Police	27%	\$ 1,591,322	\$ 1,570,398
Municipal Court	4%	\$ 260,979	\$ 270,643
Emergency Management	0%	\$ 14,700	\$ 11,109
Community Development	9%	\$ 507,767	\$ 456,287
Public Services	8%	\$ 494,851	\$ 473,616
Parks & Recreation	13%	\$ 780,653	\$ 767,117
Animal Control	4%	\$ 246,632	\$ 227,623
RV Park	1%	\$ 40,900	\$ 40,392
Finance	4%	\$ 235,885	\$ 226,492
Swimming Pool	3%	\$ 193,508	\$ 188,330
City Council	1%	\$ 76,606	\$ 48,925
City Secretary	2%	\$ 111,998	\$ 97,990
Information Technology	5%	\$ 276,000	\$ 241,386
Economic Development	0%	\$ 13,700	\$ 12,678
Tourism & Business Dev.	4%	\$ 261,286	\$ 250,224
Non-Departmental	5%	\$ 291,000	\$ 282,294
	100%	\$ 5,920,102	\$ 5,593,919





# Utility Fund

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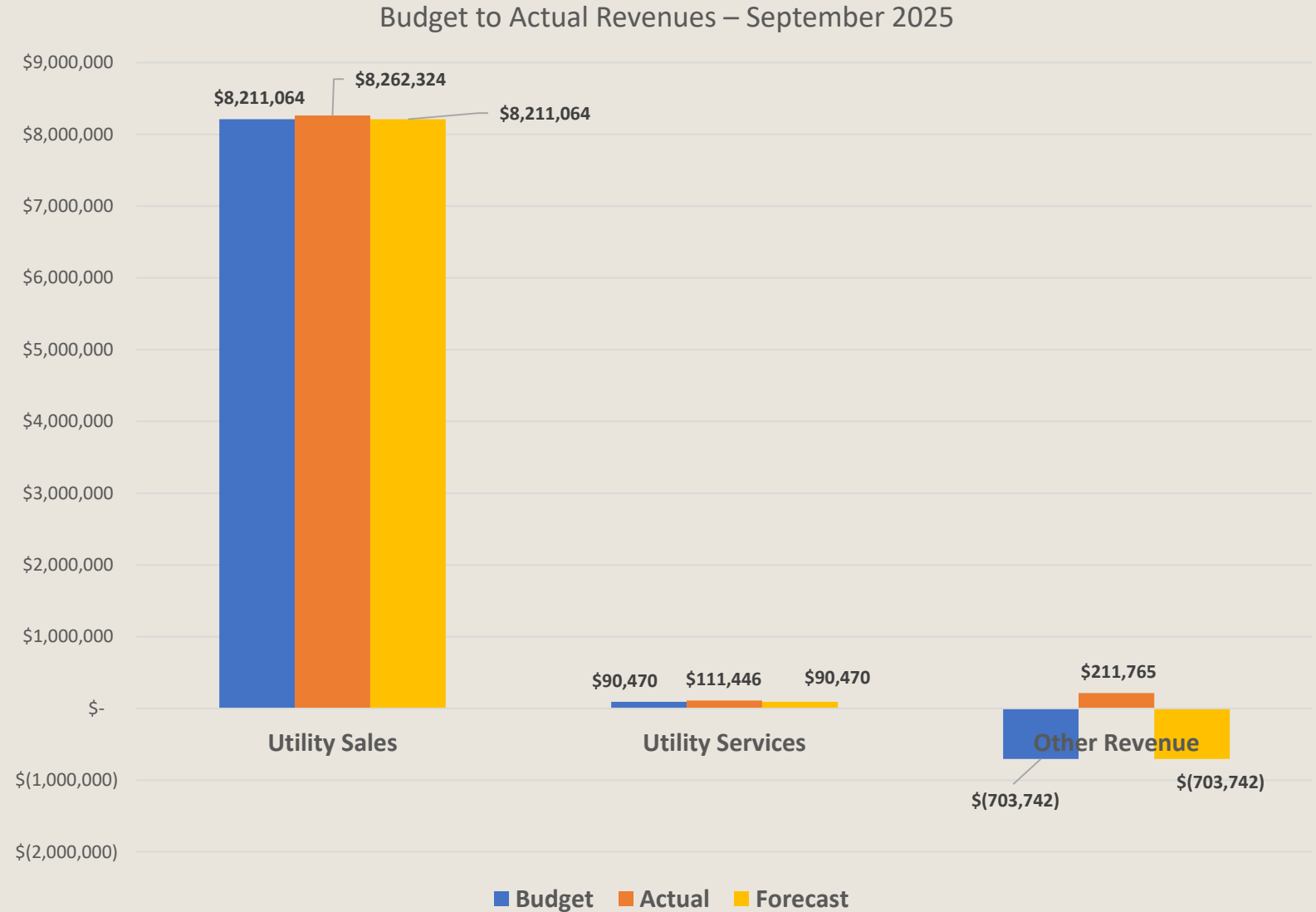
# YTD Utility Fund Revenues

	Budget Forecast	ACTUAL	% Change	Over/Under	Forecast (FLAT)	Forecast (-2%)	Forecast (+9%)
<b>October</b>	7.55% \$ 629,005.97	\$ 681,045	8%	\$ 681,045	\$ 681,045	\$ 681,045	\$ 681,045
<b>November</b>	7.29% \$ 606,691.59	\$ 669,731	10%	\$ 669,731	\$ 669,731	\$ 669,731	\$ 669,731
<b>December</b>	7.42% \$ 617,510.61	\$ 631,699	2%	\$ 631,699	\$ 631,699	\$ 631,699	\$ 631,699
<b>January</b>	8.22% \$ 684,552.45	\$ 811,652	19%	\$ 811,652	\$ 811,652	\$ 811,652	\$ 811,652
<b>February</b>	8.22% \$ 684,740.90	\$ 719,801	5%	\$ 719,801	\$ 719,801	\$ 719,801	\$ 719,801
<b>March</b>	7.05% \$ 586,889.22	\$ 633,952	8%	\$ 633,952	\$ 633,952	\$ 633,952	\$ 633,952
<b>April</b>	7.31% \$ 608,923.47	\$ 667,658	10%	\$ 667,658	\$ 667,658	\$ 667,658	\$ 667,658
<b>May</b>	8.48% \$ 706,147.45	\$ 740,942	5%	\$ 740,942	\$ 740,942	\$ 740,942	\$ 740,942
<b>June</b>	8.89% \$ 740,367.46	\$ 703,274	-5%	\$ 703,274	\$ 703,274	\$ 703,274	\$ 703,274
<b>July</b>	8.89% \$ 740,367.46	\$ 697,618	-6%	\$ 697,618	\$ 697,618	\$ 697,618	\$ 697,618
<b>August</b>	10.01% \$ 833,167.65	\$ 821,983	-1%	\$ 821,983	\$ 821,983	\$ 805,543	\$ 895,961
<b>September</b>	10.15% \$ 845,381.51	\$ 799,850	-5%	\$ 799,850	\$ 799,850	\$ 783,853	\$ 871,837
	<b>99.49% \$ 8,283,746</b>	<b>\$ 8,579,205</b>	<b>4%</b>	<b>\$ 8,579,205</b>	<b>\$ 8,579,205</b>	<b>\$ 8,547,218</b>	<b>\$ 8,725,620</b>

- YTD Actuals collected \$8,579,205 compared to last year in September 2024, total collected was \$7,944,806 or an 7.99% increase.
- Percentage of budget collected is 113%

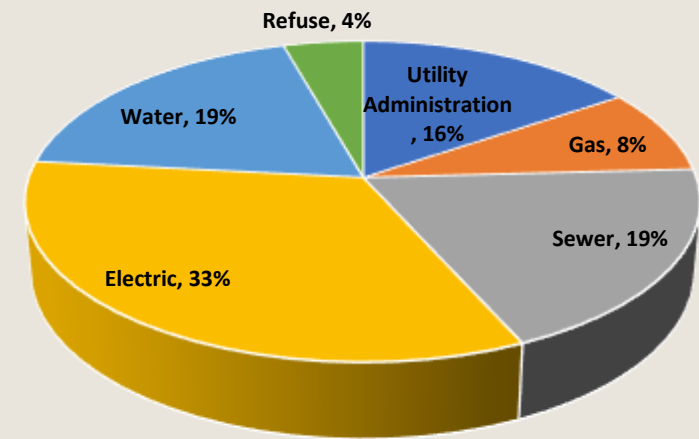
# Utility Fund Revenues (September 2025)

- Currently collected \$799,850 in utility revenues for the month of September 2025.
- Total YTD Collections are \$8,585,534. This includes utility sales, utility services and other misc. revenue.
- Last year (2024) total collections during the month of September was \$787,506. This is a 1.57% increase compared to last year.

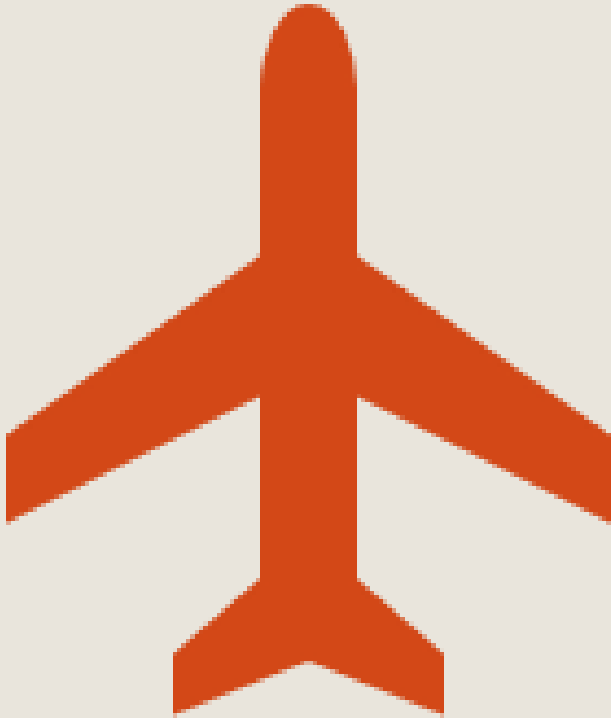


# Utility Fund Expenditures by Department

Department	% of Budget	Adopted	Actual YTD	Difference
Utility Administration	16%	\$ 1,534,663	\$ 1,501,248	\$ 33,415
Gas	8%	\$ 833,352	\$ 893,370	\$ (60,018)
Sewer	19%	\$ 1,873,406	\$ 1,640,886	\$ 232,520
Electric	33%	\$ 3,276,083	\$ 3,186,315	\$ 89,768
Water	19%	\$ 1,858,137	\$ 1,699,628	\$ 158,509
Refuse	4%	\$ 432,152	\$ 404,600	\$ 27,553
	<b>100%</b>	<b>\$ 9,807,793</b>	<b>\$ 9,326,047</b>	



- The above graph represents YTD actual expenditures by department.
- The Utility Fund is performing as expected – all departments are currently under budget with the exception of Gas.
- Gas expenditures are at 102.70%

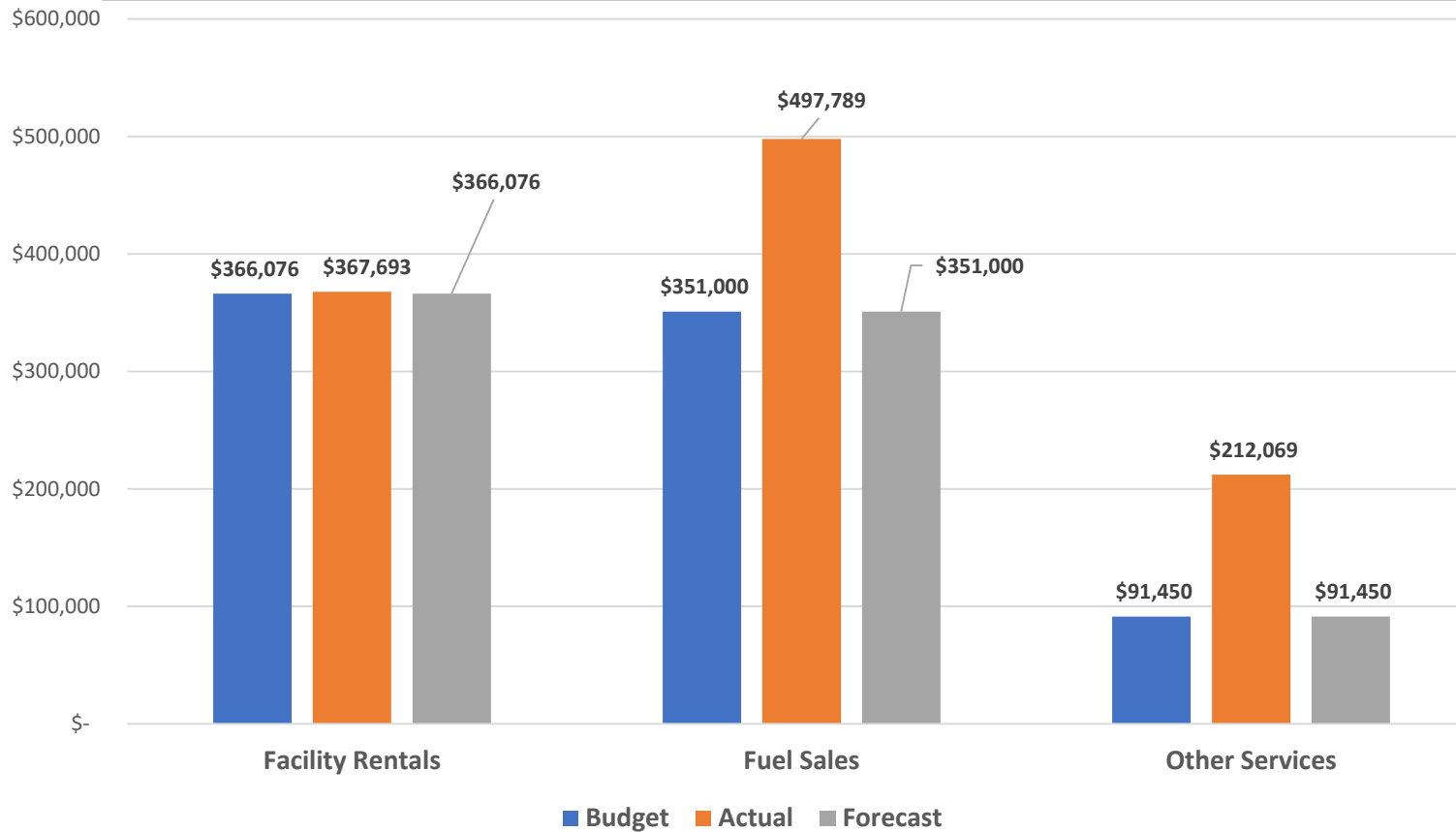


# Airport Fund

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## Airport Fund YTD Comparison

Budget to Actual Revenues - September 2025



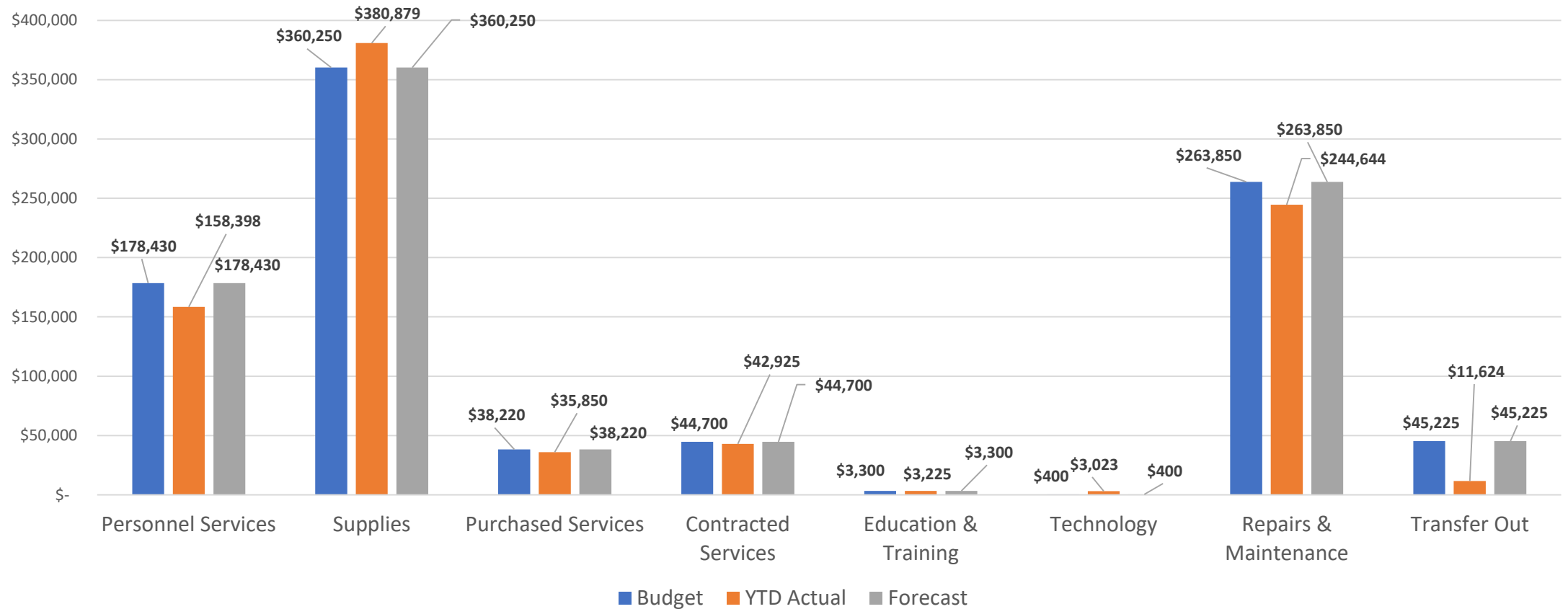
- Currently collected \$72,939 in airport revenues for the month of September 2025.
- Total YTD Collections are \$1,077,551. This includes facility rentals, fuel sales and other misc. revenue.
- Last year (2024) total collections during the month of September was \$81,256. This is a 10.24% decrease compared to last year.

# Airport Fund Expenditures

## Budget vs. Actual

### September 2025

Section VIII, Item e.





# CITY COUNCIL AGENDA REPORT

DATE: October 24, 2025

**AGENDA OF:** October 28, 2025

**DEPARTMENT:** Finance

**SUBJECT:**  
Quarterly Investment Report for the period ending September 30, 2025

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**RECOMMENDATION:**  
Accept FY 2025 4<sup>th</sup> Quarter Investment Report.

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**BACKGROUND:**  
The Public Funds Investment Act requires the Investment Officer to prepare and submit to City Council a report on investment transactions for all funds on a quarterly basis

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**DISCUSSION:**  
As reflected on the Schedule of Investments, the Texas Water Development Funds are invested in Money Market funds. These funds were disbursed to the City of Castroville and invested in money market funds with BOK. Staff will continue monitoring interest rate activity and act accordingly when opportunities arise and in keeping with our investment policy requirements of safety, liquidity yield, and diversity.

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

☐ Budgeted    ☐ Requires Budget Amendment

**ATTACHMENTS:**

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

Submitted and Approved by:

Leroy Vidales      Finance Director

**ATTACHMENTS/ADDITIONAL INFORMATION:**  
Investment Report

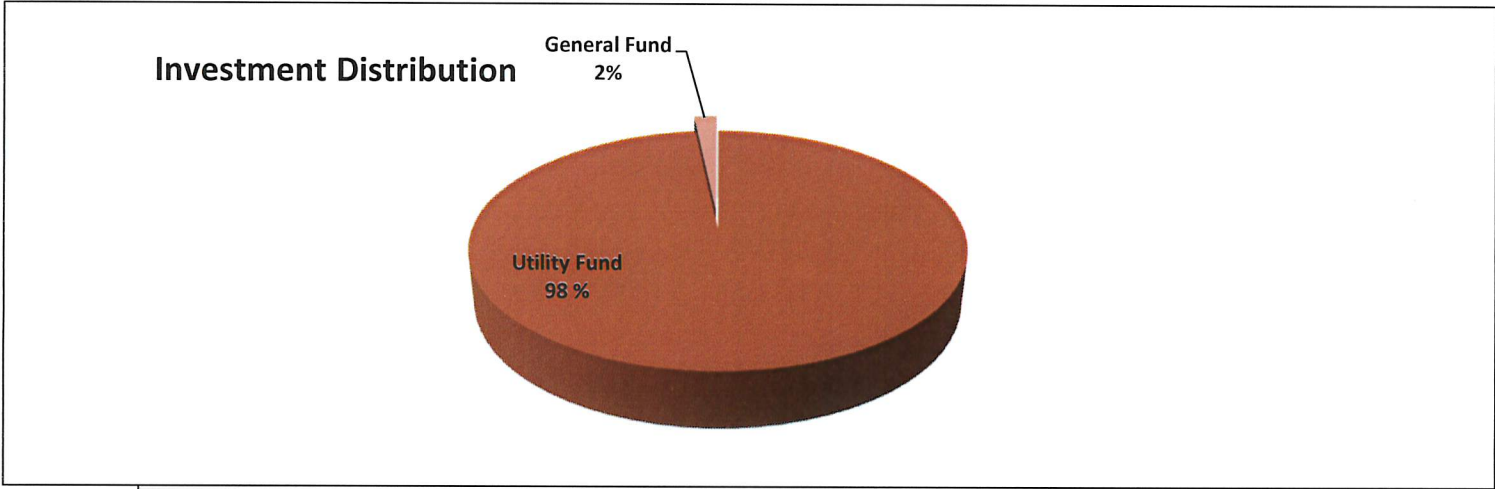
Schedule of Investment Activity - By Fund  
For the quarter ending September 30, 2025

**\*Money Market-Dollar Value Distribution**

FUND	Financial Institution	Maturity Date	Book Value 9/30/2025	Value	Additions/ Deletions	Current Period Income	Book Value 9/30/2025	% of Total Investments
CWSRF Ser 2015 Escrow	BOK *013	n/a	840,920.33	-	-	8,513.08	849,433.41	83.57%
DWSRF Ser 2015A Escrow	BOK *021	n/a	109,432.40	-	-	1,107.89	110,540.29	10.88%
DWSRF Ser 2013 Escrow	BOK *017	n/a	55,840.10	-	-	565.35	56,405.45	5.55%
<b>Yearly Weighted avg interest rate</b>		<b>0.41%</b>	1,006,192.83	-	-	10,186.32	1,016,379.15	100.0%
<b>Total Investments-All Types</b>			<b>\$ 1,006,192.83</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,186.32</b>	<b>\$ 1,016,379.15</b>	<b>\$ 1.00</b>

CWSRF - Clean Water State Revolving Fund  
DWSRF - Drinking Water State Revolving Fund

\*These instruments are short-term cash equivalents: book value and market value are equal unless otherwise noted.



This quarterly investment report complies with the investment strategy as enumerated in the City of Castroville Investment Policy and all provisions of the Public Funds Investment Act (GC § 2256.023).  
We hereby certify, the above Investment Report is a true and correct representation of the investment position of the City of Castroville, Texas as of September 30, 2025.

Signed this 23 day of October 2025

*Leroy Vidales* 10/23/25  
\_\_\_\_\_  
Leroy Vidales  
Investment Officer  
Finance Director

*Scott Dixon* 10/23/25  
\_\_\_\_\_  
Scott Dixon  
Investment Officer  
City Administrator





# Agenda Report

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**Agenda of:** October 28, 2025

**Department:** Community Development Department

**Subject:** Public Hearing for Zone Change Request – 702 Paris (Moye Center)

## Recommended Motion:

No motion. This is NOT the official public hearing. The official public hearing will be held on November 19<sup>th</sup>.

## Background:

The applicants are requesting to rezone their property from HE (Historic Residential District) to either CH-C (Central Commercial District) or CG (Historic Commercial District).

Historic Oversight:

- CG (Historic Commercial District): Exterior modifications require review and approval by the Historic Landmark Commission.
- CH (Central Commercial District): No historic review required.

Permitted Uses:

- CG: Allows general retail, offices, schools, restaurants, and small-scale services—uses that align with historic preservation and walkable, community-oriented development.
- CH: Allows a broader range of high-intensity commercial uses, including auto sales, body shops, warehouses, contractor storage yards, welding/machine shops, and other heavy commercial/industrial activities.

Protective Nature:

- CG zoning is more restrictive, preserving historic character and offering additional protection for surrounding neighborhoods.
- CH zoning is less restrictive, enabling more intensive and auto-oriented development.

Planning and Zoning Commission recommended approval of the zone change to the CG – Commercial Historic District

## Attachments:

- Board Action
- Zone Change Ordinance
- Presentation

**Submitted by: Breana Soto**

# 702 PARIS ZONE CHANGE REQUEST

**Discussion and action on a request for zoning change for approximately 2.318 acres located north of Highway 90, east of Naples, and south of Paris St., at 702 Paris St. Castroville, TX 78009. The current zoning of the property is HE, Historic District (Residential). The proposed zoning for the property is C-G, Historic Central Business District or CH-C, Central Commercial District.**

Applicant: Lance Rothe

Property Owner: Castroville Catholic Middle and High School

Legal Description: CASTROVILLE RANGE 6 BLOCK 7 LOT 1-8

Current Zoning: HE, Historic District (Residential)

Proposed Zoning: CG: Historic Business District or CH-C, Central Commercial





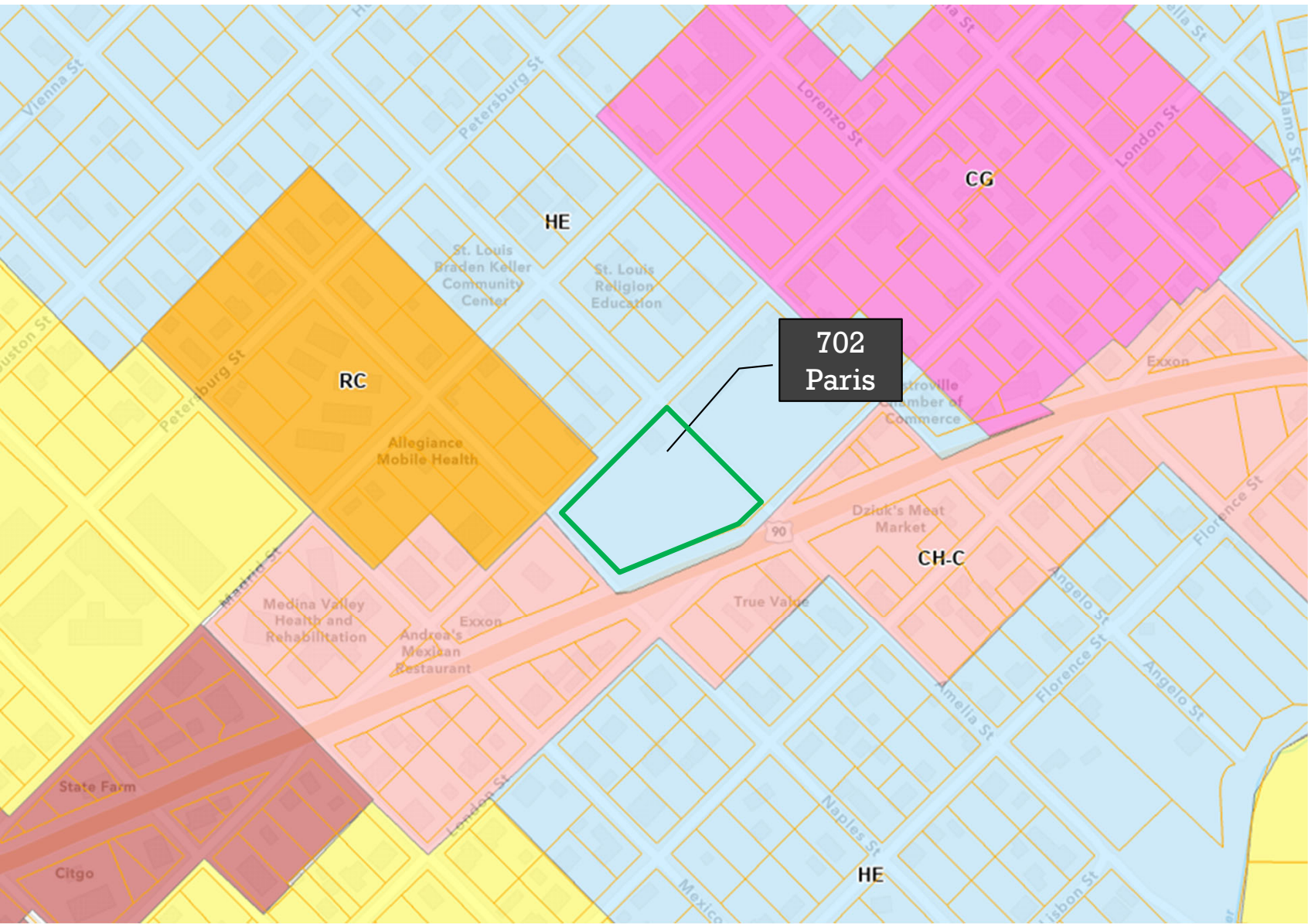






# CURRENT ZONING

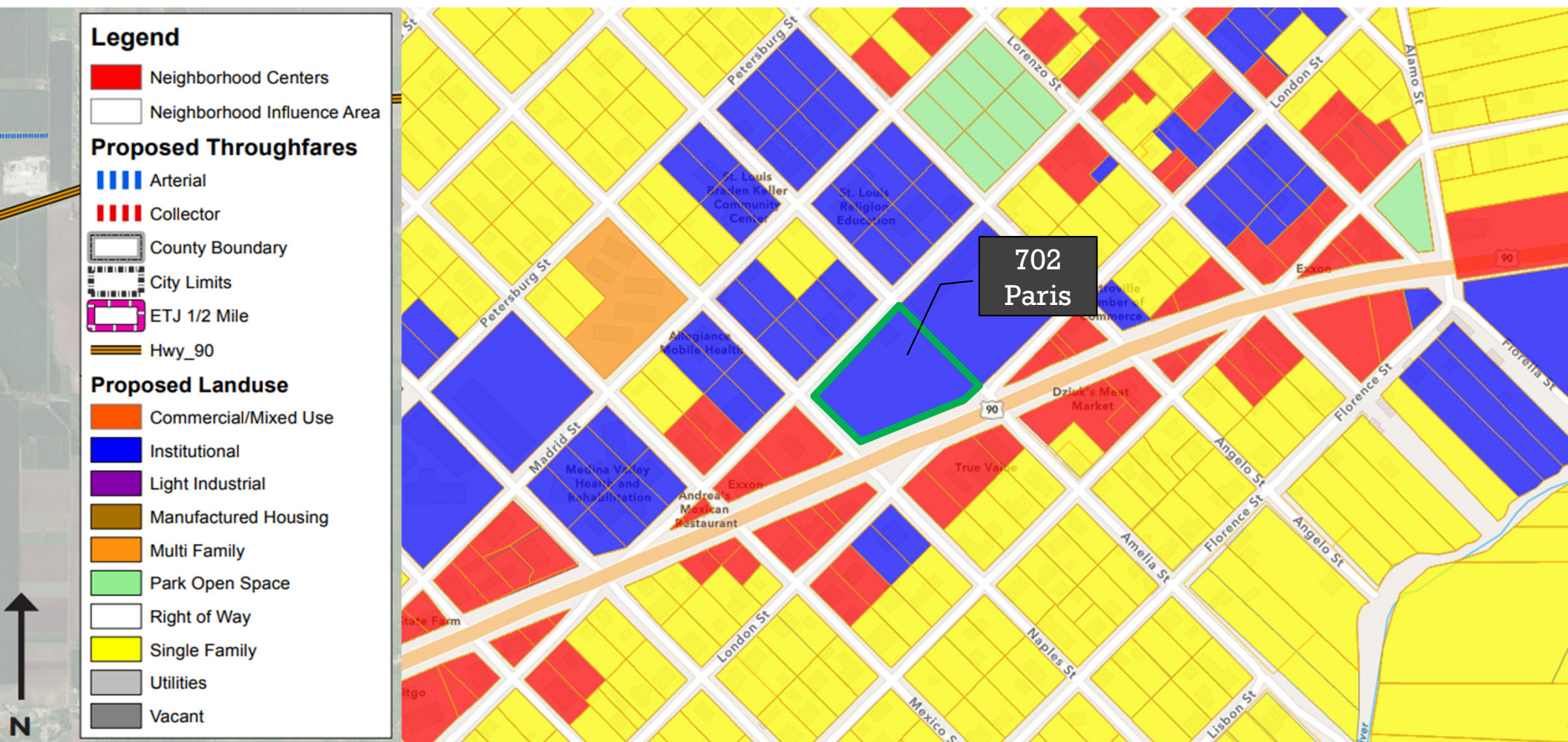
HE: Historic District (Residential)



- RA: Single Family Dwelling District
- RC: General Residence District
- HE: Historical District
- MH: Manufactured Home Park
- CG: Central Business District
- CH-C: Central Commercial District
- CH-W: West Commercial District
- CH-E: East Commercial District
- I-I: Industrial District



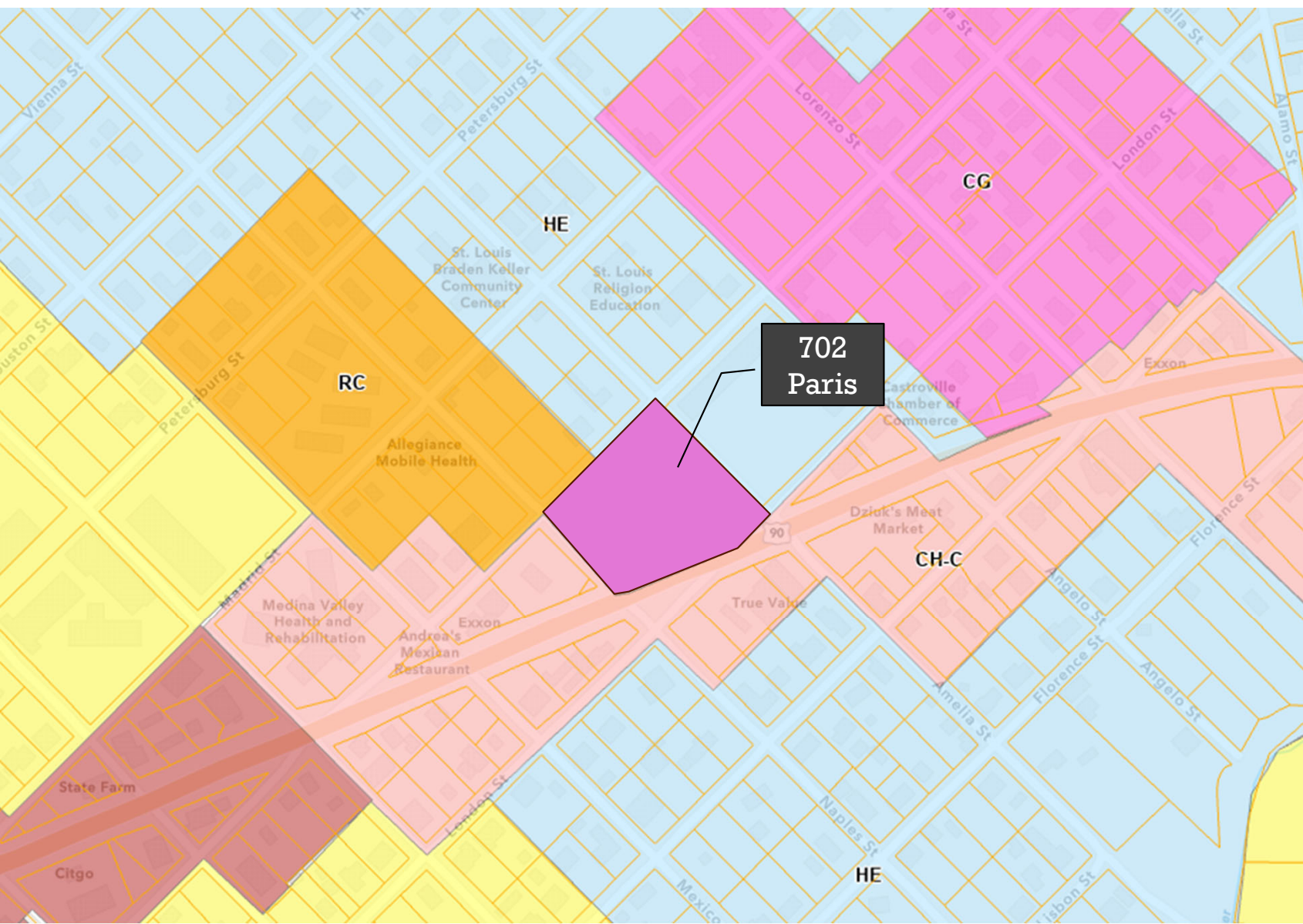




# FUTURE LAND USE MAP







# PROPOSED ZONING

**CG: Historic Central Business District**

- RA: Single Family Dwelling District
- RC: General Residence District
- HE: Historical District
- MH: Manufactured Home Park
- CG: Historic Central Business District
- CH-C: Central Commercial District
- CH-W: West Commercial District
- CH-E: East Commercial District
- I-I: Industrial District



# LAND USE FOR PROPERTY

Schedule of Uses	R-A One-Family Dwelling District	R-C General Residential District	H-E Historical District	C-F Neighborhood Business District	C-G Central Business District	C-H Commercial District	I-I Industrial District	P-D Planned Development District	M-H Mobile Home Parks
Public Administration Office									
Residence Home for Aged (22)		S							
Private School, Collage, or University (23)		S					S		
Public School (24)									
Tennis Club (25)		S					S		





# KEY DIFFERENCES

- **Historic Oversight:**

- **CG (Historic Commercial)** – Properties fall under Historic Landmark Commission review for exterior changes or alterations.
- **CH (Central Commercial)** – No historic review requirement.

- **Permitted Uses:**

- **CG** allows **general retail, offices, restaurants, and small-scale services**—uses consistent with historic preservation and walkable, community-focused development.
- **CH** allows a **broader range of high-intensity commercial uses**, including auto sales, body shops, warehouses, contractor storage yards, welding/machine shops, and other heavier commercial/industrial activities.

- **Protective Nature:**

- **CG** is more restrictive, limiting uses to protect historic character and adjacent neighborhoods.
- **CH** is less restrictive, enabling more intensive and auto-oriented commercial activity.



**CITY OF CASTROVILLE**  
**PLANNING AND ZONING COMMISSION ACTION**

**October 8, 2025**

The City of Castroville Planning and Zoning Commission is considering the following:

Discussion and action on A request for zoning change for approximately 2.318 acres located north of Highway 90, east of Naples, and south of Paris St., at 702 Paris St. Castroville, TX 78009. The current zoning of the property is HE, Historic District (Residential). The proposed zoning for the property is C-G, Historic Central Business District or CH-C, Central Commercial District.

**RECOMMENDATION:**

*Approved.*

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*J. Webb*  
 \_\_\_\_\_  
 Chairperson  
 Planning and Zoning Commission

*10/8/25*  
 \_\_\_\_\_  
 Date

**ORDINANCE NO. 2026-\_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF CASTROVILLE, TEXAS, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CASTROVILLE TO REZONE CERTAIN PROPERTY LOCATED AT 702 PARIS STREET FROM HE - HISTORIC DISTRICT TO CG - HISTORIC BUSINESS DISTRICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE; AND ORDAINING OTHER MATTERS RELATING TO THE SUBJECT.**

**WHEREAS**, Tex. Loc. Gov't Code Chapter 211 authorizes the City of Castroville to adopt rules and regulations regarding zoning of land within the City limits of the City of Castroville for the purpose of promoting the safe, orderly, and healthful development of the City of Castroville; and

**WHEREAS**, Tex. Loc. Gov't Code Chapter 211 empowers the City to provide for the administration, enforcement, and amendment of those zoning rules and regulations; and

**WHEREAS**, the herein described as approximately 2.318 acres of land located at 702 Paris Street, Castroville, Texas 78009, legally described as CASTROVILLE RANGE 6 BLOCK 7 LOT 1-8 (the "Property"), from HE - Historic District to CG - Historic Commercial District; and

**WHEREAS**, on October 8, 2025, the Planning and Zoning Commission conducted a public hearing on the proposed zoning, after which the Planning and Zoning Commission considered the merits of the proposed zoning and made its final report on the proposed zoning; and

**WHEREAS**, the City Council of the City of Castroville held the required public hearing concerning the zoning request on November 19, 2025; and

**WHEREAS**, the City Council of the City of Castroville has determined it to be in the public interest to amend the City's Comprehensive Zoning Regulations and Zoning Map, which in its best judgment promotes the health, safety morals, and general welfare and protects the use and enjoyment of property throughout the City.

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

**Section one.** The official zoning map of the City of Castroville is hereby amended to change the zoning classification of the Property located at Paris St. Street, Castroville, Texas 78009, more particularly described as CASTROVILLE RANGE 6 BLOCK 7 LOT 1-8 (the "Property"), from HE - Historic District to CG - Historic Commercial District.

**Section two.** All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict only.

**Section three.** If any section, paragraph, clause, or provision of this Ordinance shall be found to be invalid or unenforceable for any reason, the remaining provisions shall continue in full force and

effect.

**Section four.** This Ordinance shall take effect immediately upon its passage and publication as provided by law.

PASSED AND APPROVED this the \_\_\_\_ day of November, 2025.

\_\_\_\_\_  
Bruce Alexander, Mayor  
City of Castroville

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Debra Howe, City Secretary  
City of Castroville

\_\_\_\_\_  
DNRBH&Z P.C., City Attorney  
City of Castroville



# Agenda Report

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**Agenda of:** October 28, 2025

**Department:** Mayor

**Subject:** Item XI a. Professional Service Agreement with P3 & Associates

## Recommended Motion:

Motion to approve a professional services agreement contract between the City of Castroville and P3 & Associates for management of City Public Improvement Districts and Tax Reinvestment Zones and provide guidance and assistance in the preparation and review of current and future development agreements.

## Background:

As advised by the City Attorney's office, the City needs professional services to aid in the preparation and review of development agreements as well as management and oversight of the public improvement districts and tax reinvestment zones to ensure both the interests of the city are protected and the terms of each agreement are adhered to by all parties subject to each development agreement.

This firm was recommended to the city by the city attorney's office. This proposed professional services agreement was prepared at the request of the Mayor and City Administrator after meeting and P3 & Associates and the City Attorney on the needs of the city.

## Fiscal Impact:

Professional Service

☐ Budgeted ☐ Requires Budget Amendment

## Source of Funding:

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

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

**Submitted by: Mayor Alexander**

**MASTER SERVICES AGREEMENT PROJECT AGREEMENT FORM**

This Project Agreement Number 1, together with the Master Services Agreement between P3Works, LLC (“PID/TIRZ Administrator”) and The City of Castroville (“City”) as executed on \_\_\_\_\_, contain the full and complete understanding of the Parties and supersede all prior agreements and understandings between the Parties with respect to the entire subject of this Project Agreement. Only a written instrument signed by an authorized representative of each Party may amend this Project Agreement.

Services to be Performed.

P3Works, LLC will perform the tasks and responsibilities as indicated below and outlined in the Master Services Agreement:

  X   Public Improvement District (PID) Services (See Exhibit A)

       Tax Increment Reinvestment Zone (TIRZ) Services (See Exhibit B)

       Public Improvement District (PID) Services combined with Tax Increment Reinvestment Zone Services (See both Exhibits A and B)

PID Name: Flat Creek

TIRZ Name: \_\_\_\_\_

The Effective Date of this Task Order is     , 20     .

CITY:

By: \_\_\_\_\_

Name: Scott Dixon

Title: City Administrator

Date:

CONSULTANT:

By: \_\_\_\_\_

Name: Mary V. Petty

Title: President

Date:

**MASTER SERVICES AGREEMENT PROJECT AGREEMENT FORM**

This Project Agreement Number 2, together with the Master Services Agreement between P3Works, LLC (“PID/TIRZ Administrator”) and The City of Castroville (“City”) as executed on \_\_\_\_\_, contain the full and complete understanding of the Parties and supersede all prior agreements and understandings between the Parties with respect to the entire subject of this Project Agreement. Only a written instrument signed by an authorized representative of each Party may amend this Project Agreement.

Services to be Performed.

P3Works, LLC will perform the tasks and responsibilities as indicated below and outlined in the Master Services Agreement:

  X   Public Improvement District (PID) Services (See Exhibit A)

       Tax Increment Reinvestment Zone (TIRZ) Services (See Exhibit B)

       Public Improvement District (PID) Services combined with Tax Increment Reinvestment Zone Services (See both Exhibits A and B)

PID Name: Heights of Castroville

TIRZ Name: \_\_\_\_\_

The Effective Date of this Task Order is      , 20      .

CITY:

By: \_\_\_\_\_

Name: Scott Dixon

Title: City Administrator

Date:

CONSULTANT:

By: \_\_\_\_\_

Name: Mary V. Petty

Title: President

Date:

**MASTER AGREEMENT FOR PUBLIC IMPROVEMENT DISTRICT (PID) AND TAX  
INCREMENT REINVESTMENT ZONE (TIRZ) CREATION AND  
ADMINISTRATION SERVICES**

This Agreement for Public Improvement District (“PID”) and Tax increment Reinvestment Zone (“TIRZ”) Creation and Administration Services (“Agreement”) is entered into this \_\_\_\_ day of \_\_\_\_, 2025, by and between P3Works, LLC (“P3Works”), and the City of Castroville, Texas (“City”).

**RECITALS**

WHEREAS, the City Council contemplates approving and authorizing the creation of one or more Public Improvement Districts (“PIDs” or “Districts”), to finance the costs of certain public improvements for the benefit of properties within the Districts; and

WHEREAS, the City may consider issuing bonds to fund certain improvements in the PID as authorized by the Public Improvement District Assessment Act, Texas Local Government Code, Chapter 372, as amended; and

WHEREAS, the City may consider creating a Tax Increment Reinvestment Zone (“TIRZ” or “Zone”), in which the boundary will include the boundary of the District, to fund certain improvements as authorized by the Tax Increment Financing Act, of the Texas Tax Code, Chapter 311, as amended; and

WHEREAS, the City requires specialized services related to the creation, revision and updating of the Service and Assessment Plan (“Service and Assessment Plan”), bond issuance, and the administration of the District; the creation, revision and updating of the Final Project and Finance Plan (“Final Plan”) and the Annual Reporting of the PID/TIRZ as more fully set forth in this Agreement; and

WHEREAS, P3Works has the expertise to properly establish and administer the District/Zone and ensure compliance with Texas Local Government Code Chapter 372, and Texas Tax Code Chapter 311; and

WHEREAS, the City desires to retain P3Works to provide District and Zone creation and administration services;

NOW THEREFORE, in consideration of the mutual promises and covenants contained in this Agreement, and for good and valuable consideration, P3Works and the City agree as follows:

**ARTICLE I**

**TERM OF AGREEMENT**

- 1.0 The Agreement shall be effective as of its approval by all parties, shall be for a period of three (3) years, and shall automatically continue each year on a year-to-year basis until terminated pursuant to Article IV of this Agreement.



## **ARTICLE II**

### **SERVICES TO BE PROVIDED BY P3WORKS**

2.0 The scope and timing of services to be performed by P3Works are set forth in Exhibits “A” and “B”, which are attached hereto and incorporated into this Agreement by this reference.

2.1 P3Works agrees its services pursuant to this Agreement shall at all times be subject to the control and supervision of the City and nothing in this Agreement shall constitute an assignment of any right or obligation of the City under any applicable contract, agreement, or law. P3Works shall not represent to any property owner or any other person that it or any of its employees, agents or representatives are acting as the City or employees of the City.

2.2 No substantial changes in the scope of services shall be made without the prior written approval of P3Works and the City.

2.3 P3Works shall supply all tools and means necessary to perform the services and production of the work product described in Exhibits “A” and “B”.

## **ARTICLE III**

### **PAYMENT TERMS AND CONDITIONS**

3.0 In consideration for the services to be performed by P3Works, the City agrees to pay P3Works the fees for all services and related costs and expenses set forth in Exhibits “A” and “B”. Once assessments have been levied the Monthly Collection Fees will begin, and then the February 1 following the levy of assessments, and each February 1 thereafter, the fees shall increase by 2%.

3.1 Monthly invoices shall be submitted to the City for work completed under the rates provided in Exhibits “A” and “B”. City agrees to pay the amount due to P3Works upon receipt of each invoice.

3.2 Copies of all invoices to P3Works for expenses, materials, or services provided to P3Works will accompany the invoice to the City. P3Works will pass any third-party cost through to the City without markup and will not incur any expense in excess of \$200 without written consent of the City.

3.3 P3Works agrees the only source of payment for P3Works’ fees and services shall be the District/Zone or funds advanced by the developer. It is expressly agreed and understood the City general fund shall never be used to pay for any expenses relating to P3Works’ administration of the District/Zone. The City has entered into a Professional Services Reimbursement Agreement with the developer or landowner to fund an escrow, from which the City will pay for services until District/Zone funds shall be used. In the event there is insufficient District/Zone funds in a given year to pay P3Works’ fees and expenses, P3Works agrees to defer the fees and expenses until such time as there are sufficient District/Zone funds or funds advanced by the developer. However, if the developer or landowner does not fund or replenish the funds under the Professional Services Reimbursement Agreement, then at P3Works’ discretion and in accordance with such Agreement, work will cease until such time as the escrow is funded and past due invoices are paid.

## **ARTICLE IV**

### **TERMINATION OF THIS AGREEMENT**

4.0 Notwithstanding any other provisions of this Agreement, either party may terminate this Agreement at any time by giving sixty (60) days written notice to the other party without penalty and without limitation of its right to seek damages. City shall pay P3Works, within 30 days of such termination, all of P3Works' fees and expenses actually accrued or incurred to and including the date of termination, including any amount incurred or accrued in connection with work in progress.

## **ARTICLE V**

### **INDEMNIFICATION**

5.0 GENERAL INDEMNIFICATION – P3WORKS HEREBY COVENANTS AND AGREES TO INDEMNIFY, HOLD HARMLESS AND DEFEND THE CITY, ITS OFFICERS, AGENTS, SERVANTS AND EMPLOYEES FROM AND AGAINST ANY AND ALL CLAIMS OR LAWSUITS OF ANY KIND OR CHARACTER, WHETHER REAL OR ASSERTED, FOR EITHER PROPERTY DAMAGE OR LOSS (INCLUDING ALLEGED DAMAGE OR LOSS TO P3WORKS' BUSINESS AND ANY RESULTING LOST PROFITS) AND/OR PERSONAL INJURY, INCLUDING DEATH, TO ANY AND ALL PERSONS ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT, TO THE EXTENT CAUSED BY THE NEGLIGENT ACTS OR OMISSIONS OR MALFEASANCE OF P3WORKS, ITS OFFICERS, AGENTS, SERVANTS OR EMPLOYEES.

## **ARTICLE VI**

### **GENERAL PROVISIONS**

6.0 This Agreement supersedes any and all agreements, including any Original PID/TIRZ Administration Agreement, either oral or written, between the parties hereto with respect to rendering of services by P3Works for the City and contains all of the covenants and agreements between the parties with respect to the rendering of such services in any manner whatsoever. Each party of this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party which are not embodied herein and that no other agreement, statement, or promise not contained in this Agreement shall be valid or binding.

6.1 Forum Selection and Severability - This Agreement shall be administered and interpreted under the laws of the State of Texas. Venue for any dispute brought for this Agreement shall be in Tarrant County, Texas. This Agreement shall not be construed for or against any party by reason of who drafted the provisions set forth herein. If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of this Agreement shall remain in full force and effect.

6.2 Neither this Agreement nor any duties or obligations under this Agreement may be assigned by P3Works without the prior written consent of the City, which shall not be unreasonably withheld.

6.3 P3Works is a PID/TIRZ Administration firm, does not provide financial advice, and is not an Independent Registered Municipal Advisor under the SEC and MSRB Rules. Therefore, P3Works will request an IRMA Exemption Letter if not already provided on the City's website, and then will

provide to the City an IRMA Exemption Acceptance Letter in the general form attached as Exhibit “C” upon execution of the Agreement.

6.4 Independent contractor. It is expressly understood and agreed that P3Works shall operate as an independent consultant as to all rights and privileges granted herein, and not as agent, representative, or employee of the City. Subject to and in accordance with the conditions and provisions of this Agreement, P3Works shall have the exclusive right to control the details of its operations and activities and be solely responsible for the acts and omissions of its officers, agents, servants, employees, consultants and subcontractors. P3Works acknowledges that the doctrine of respondeat superior shall not apply as between the City, its officers, agents, servants and employees, and P3Works, its officers, agents, employees, servants, consultants and subcontractors. P3Works further agrees that nothing herein shall be construed as the creation of a partnership or joint enterprise between the City and P3Works. Neither P3Works nor any of P3Works’ employees or agents, shall be entitled to any benefits accorded to City’s employees, including without limitation, worker’s compensation, disability insurance, vacation, or sick pay.

6.5 The waiver by either party of a breach or violation of any provision of this Agreement will not operate as or be construed to be a waiver of any subsequent breach thereof.

6.6 Upon acceptance or approval by City, all deliverables prepared or assembled by P3Works under this Agreement, and any other related documents or items shall be delivered to City, in hard copy and digital format for City use only. All digital data which contains algorithms, formulas, methodologies, and related content provided to the City by P3Works shall remain the property of P3Works, and is provided as backup documentation to the deliverables, but shall not be released in digital format to any third-parties due to the proprietary nature of the intellectual data.

6.7 The City acknowledges P3Works’ ownership of its software, programs, inventions, know-how, trade secrets, confidential knowledge, source code, or other proprietary information relating to products, processes, services, software, formulas, developmental or experimental work, business plans, financial information, or other subject matter (“Confidential Information”) pertaining to the business of P3Works. This Agreement shall not in any way give rise to any requirement or obligation for P3Works to disclose or release any Confidential Information. “Confidential Information” means all information that meets one or more of the following three conditions: (i) it has not been made available generally to the public either by P3Works, or by a third party with P3Works’ consent, (ii) it is useful or of value to the P3Works’s current or anticipated business or research and development activities, or those of a customer or supplier of P3Works, or (iii) it either has been identified as confidential to the City by P3Works (orally or in writing) or it has been maintained as confidential from outside parties and is recognized as intended for internal disclosure only. Confidential Information may include without limitation, technical, engineering, scientific, financial and commercial information, designs, inventions, copyright material, know-how, ideas, studies, findings, conclusions, data, samples, drawings, plans, charts, graphs, financial models, photographs, reports, letters, specifications, manuals, tables, formulae, formulations, spreadsheets, processes, operating and testing procedures, customer lists and pricing information. All records, reports, and other documents prepared by P3Works for the purposes of providing the services described in this Agreement shall be the property of the City. All such documents shall be made available to the City during the course of performance of this Agreement. Any reports, studies, photographs, negatives, or other documents or drawings prepared by P3Works in the performance of its obligations under this Agreement shall be the exclusive property of the City and all such materials shall be remitted to the City by P3Works upon completion, termination, or cancellation of this Agreement.

6.8 No deliverables or other information (including information given by City to P3Works to assist P3Works' performance under this Agreement) developed by, given to, prepared by or assembled under this Agreement shall be disclosed or made available to any third-party individual or organization that is not engaged to work on this project on behalf of the City by P3Works without the express prior written approval of the City.

6.9 The headings and article titles of this Agreement are not a part of this Agreement and shall have no effect upon the construction or interpretation of any part hereof.

6.10 Should either party commence any legal action or proceeding against the other based upon this Agreement, the prevailing party shall be entitled to an award of reasonable attorney's fees and costs.

6.11 All notices, requests, demands, and other communications which are required to be given under this Agreement shall be in writing and shall be deemed to have been duly given upon the delivery by registered or certified mail, return receipt requested, postage prepaid thereon, as follows:

To P3Works:

Mary V. Petty  
President and Founder  
P3Works, LLC  
9284 Huntington Square  
North Richland Hills, Texas 76182

To City:

Scott Dixon  
City Administrator  
City of Castroville  
1209 Fiorella Street  
Castroville, Texas 78009

6.12 The parties hereby warrant that the persons executing this Agreement are authorized to execute this Agreement and are authorized to obligate the respective parties to perform this Agreement. A facsimile signature on this Agreement shall be treated for all purposes as an original signature.

6.13 By executing this Agreement, P3Works verifies it (i) does not boycott Israel (in accordance with Chapter 2272 of the Texas Government Code) and will not during the term of this Agreement, (ii) does not engage in business with Iran, Sudan or any company on the list referenced in Section 2252.152 of the Texas Government Code; (iii) does not boycott energy companies and will not during the term of this Agreement per Section 2274.002 of the Texas Government Code; and (iv) does not have a practice, policy, guidance or directive in this Agreement against a firearm entity or firearm trade association and will not during the term of this Agreement.

6.14 Counterparts. This Contract may be executed in two or more counterparts (including fax, email or electronic PDF counterparts), each of which shall be deemed an original and all of which together shall constitute one instrument.

6.15 Sovereign Immunity. The Parties agree neither the execution of this Agreement by the City nor another conduct, action or inaction of any City representative relating to the Agreement constitutes a waiver of sovereign immunity by the City.

Executed on this \_\_\_\_\_ day of \_\_\_\_\_, 2025:

P3Works, LLC

BY: \_\_\_\_\_  
Mary V. Petty  
President and Founder

City of Castroville

BY: \_\_\_\_\_  
Scott Dixon  
City Administrator

[Remainder of page intentionally left blank]

**EXHIBIT A**  
**PUBLIC IMPROVEMENT DISTRICT SERVICES TO BE PROVIDED**

**PID FORMATION, SERVICE AND ASSESSMENT PLAN PREPARATION, AND BOND ISSUANCE SUPPORT SERVICES**

*Billed at P3Works' prevailing hourly rates, which are currently as follows:*

<b>Title</b>	<b>Hourly Rate</b>
<i>President</i>	<i>\$350</i>
<i>Vice President</i>	<i>\$325</i>
<i>Director, Regional Director</i>	<i>\$300</i>
<i>Senior Manager, Senior Project Manager</i>	<i>\$250</i>
<i>Manager, Project Manager</i>	<i>\$225</i>
<i>Senior Analyst</i>	<i>\$200</i>
<i>Analyst II</i>	<i>\$175</i>
<i>Analyst I</i>	<i>\$150</i>
<i>Administrative</i>	<i>\$125</i>

*\*P3Works' hourly rates may be adjusted from time to time to reflect increased costs of labor and/or adding/reclassifying titles. Travel times will be billed at hourly rates.*

**District Due Diligence and Preparation of PID Plan of Finance**

1. P3Works will review project information and in conjunction with the City's Financial Advisor review a plan of finance for the proposed transaction, including:
2. Assessed value schedules, value to lien analysis, and overall structuring to achieve City goals and objectives,
3. Identify areas of risk and with the City's Financial Advisor and solutions to mitigate the risks,
4. Bond sizing and bond phasing by improvement area,
5. Sources and uses of funds by improvement area,
6. Debt service schedules, and,
7. Assessment allocation and associated estimated annual installment by lot type for each improvement area.

**Preparation of Service and Assessment Plan**

1. P3Works will prepare a complete and final Service and Assessment Plan to be adopted by City Council and included in the Official Statement for the Bonds based on the Plan of Finance.
2. P3Works will present the Service and Assessment Plan to City Council and request approval of the Assessment Roll.

**Bond Issuance Support**

1. P3Works will ensure bond documents, including the PID financing agreement, bond indenture, and official statement are all consistent with the Service and Assessment Plan.
2. P3Works will provide ad-hoc analysis as requested by the underwriter in preparation of the

preliminary official statement.

Participation in Presentations to City Council or other Public Forums

1. P3Works will prepare and present information as requested to the City Council or any other public forum.

**BASIC DISTRICT ADMINISTRATION SERVICES**

MONTHLY COLLECTION FEES WILL BEGIN ONCE ASSESSMENTS ARE LEVIED

*If no bonds are sold:*

*Monthly Fee = \$1,500 beginning the first of the month following levy of assessments for the District for the first improvement area; and \$1,000 per month for each improvement area thereafter. (Proration will occur for any partial month if not begun on the 1<sup>st</sup> day of the month.)*

*If bonds are sold:*

*Monthly Fee amounts will be \$2,500 for the first improvement area beginning the first month following the issuance of bonds; and \$1,250 per month for each improvement area thereafter.*

*For PIDs that P3Works did not create: Monthly Collection Fees will not begin until the first Annual SAP Update is drafted by P3Works and approved by Council, therefore all work completed to that point will be billed hourly.*

*See Section below related to “Consulting Services Relating to Future Improvement Areas and related Bond Issuance” for hourly fees if bonds are contemplated.*

Prepare Annual Service and Assessment Plan Update

1. If possible, obtain updated construction cost estimates (or actual costs for completed facilities) for District improvements, and update Service and Assessment Plan text and tables.
2. Update service and assessment plan text and tables as necessary to account for any changes in development plan or land uses.
3. Update annual District assessment roll.
4. Identify parcel subdivisions, conveyance to owners’ associations, changes in land use, and any other information relevant to the levy of special assessments.
5. Review maps of tax parcels to compile/audit list of parcels that are within the District for the upcoming bond year. Classify each parcel pursuant to the approved Service and Assessment Plan.
6. Identify any parcels dedicated to any property types classified as exempt by the service and assessment plan.
7. Update District database with newly subdivided parcels and property type classifications.
8. Calculate annual special assessment for each parcel. Verify the sum of annual installments for all parcels in the District is sufficient to meet the annual debt service requirement, administration expenses, and any provisions for delinquency or prepayment reserves.
9. Calculate other funds available, such as reserve fund income, capitalized interest, and interest income. Reduce annual assessment based on findings according to approved service and assessment plan.

10. Present preliminary annual assessment roll to City. Upon approval by City, submit final annual assessment roll to County Tax Collector.

#### Administration of Bond Funds (if bonds are sold)

1. Review and summarize the account statements for the funds maintained by the trustee. Ensure annual special assessment calculation is compliant with Indenture as it relates to each fund.
2. Provide annual summary of all District accounts maintained by Trustee at the time the annual service and assessment plan update is performed.

#### Provide Public Information Request Support

1. If requested, P3Works will respond to any calls and or emails relating to the District. P3Works will only provide technical answers relating to the annual assessments or the District generally. P3Works will not provide any commentary on City policy relating to PIDs.
2. If the City receives a notice from a property owner alleging an error in the calculation of any matters related to the annual assessment roll for the District, P3Works will review and provide a written response to the City. If a calculation error occurred, P3Works will take corrective action as required to correct the error.

#### Delinquency Management

1. After the end of the annual assessment installment collection period, P3Works will prepare a delinquent special assessment report, which details which parcels are delinquent and the amount of delinquency.
2. P3Works will notify the City what action must be taken relating to delinquent parcels, if any, to remain in compliance with the District bond documents.

#### Website Setup

1. Prepare website database searchable by property tax ID for use by property owners, title companies, mortgage companies, or other interested parties. The search results will provide assessment information, including outstanding principal, annual installment amount, payment information, and a breakdown of the assessment installment by use (principal, interest, reserve fund accounts, administrations, etc.)
2. Prepare "District Information" page for website. Information will include a background of the District formation and bond issuance process, District boundary map, and description of improvements. In addition, P3Works will provide a link to District documents.

### **DISTRICT ADMINISTRATION SETUP SERVICES (Required for any existing PID not created by P3Works.)**

*\$10,000 One Time Lump Sum Fee*

1. P3Works will review the full bond transcript and identify all requirements of the City relating to District administration and/or disclosure requirements.
2. Prepare written summary of all City administration and disclosure requirements.



3. Prepare calendar of all relevant dates and deadlines for District administration and disclosure requirements.
4. Meet with County Assessor's office to establish procedure for obtaining parcel information for assessment roll.
5. Meet with County Tax Office to establish procedure to include District assessment roll on property tax bill.
6. Meet with City representatives to finalize policies and procedures relating to District Administration.

### **ADDITIONAL DISTRICT ADMINISTRATION SERVICES**

*Billed at P3Works' prevailing hourly rates, which are currently as follows:*

<b>Title</b>	<b>Hourly Rate</b>
<i>President</i>	<i>\$350</i>
<i>Vice President</i>	<i>\$325</i>
<i>Director, Regional Director</i>	<i>\$300</i>
<i>Senior Manager, Senior Project Manager</i>	<i>\$250</i>
<i>Manager, Project Manager</i>	<i>\$225</i>
<i>Senior Analyst</i>	<i>\$200</i>
<i>Analyst II</i>	<i>\$175</i>
<i>Analyst I</i>	<i>\$150</i>
<i>Administrative</i>	<i>\$125</i>

*\*P3Works' hourly rates may be adjusted from time to time to reflect increased costs of labor and/or adding/reclassifying titles. Travel will be billed at the hourly rates.*

### Continuing Disclosure Services

1. P3Works will prepare the form of the annual report as required by the continuing disclosure agreements and work with the City and the Developer to complete.
2. P3Works will request from developer the reports due pursuant to the developer disclosure agreement and disseminate these reports pursuant to the disclosure agreement, including Seller's Disclosures.
3. Upon notification by any responsible party, or if P3Works independently becomes aware of such knowledge, P3Works will prepare notices of material events covering the events enumerated in the disclosure agreements.
4. P3Works will coordinate with the Trustee or the City's dissemination agent to disseminate the annual reports, quarterly reports from the developer, and notice of significant events to the Municipal Securities Rulemaking Board (MSRB) and any other parties required in the continuing disclosure agreement.

### Developer Payment Request Administration

1. P3Works will review all developer payment requests to ensure the request complies with the PID Financing Agreement, the District service and assessment plan, and any other relevant provisions contained in the District documents.

2. P3Works will audit the developer payment request to ensure there is proper backup documentation and that the accounting is accurate.
3. P3Works will coordinate with the City's designated representative to ensure the improvements were built to the standards of the accepting governing body.
4. P3Works will ensure improvements to be dedicated are free and clear of all liens and encumbrances.

Consulting Services Relating to Future Improvement Areas and related Bond Issuance (to be paid from Developer funds advanced to City)

1. P3Works will update the Service and Assessment Plan to comply with Bond documents.
2. P3Works will prepare an updated Assessment Roll including the future Improvement Area.
3. P3Works will coordinate with City's bond counsel, financial advisor, and the bond underwriter to ensure the Bonds and all related documents are in compliance with State Law.
4. P3Works will prepare any additional reports or analyses as needed to successfully issue the Bonds.

Development Agreement Review Specific to the PID/TIRZ Boundary

1. Participate in meetings or calls at City Manager's, or his/her designee's, direction.
2. Review and comment on Development Agreement drafts.
3. Prepare Ad hoc analysis as requested.

[Remainder of page intentionally left blank]

**EXHIBIT B**  
**TAX INCREMENT REINVESTMENT ZONE SERVICES TO BE PROVIDED**  
**TIRZ FORMATION, PRELIMINARY AND FINAL PROJECT AND FINANCE PLAN**  
**PREPARATION SERVICES**

*Billed at P3Works' prevailing hourly rates, which are currently as follows:*

<b>Title</b>	<b>Hourly Rate</b>
<i>President</i>	<i>\$350</i>
<i>Vice President</i>	<i>\$325</i>
<i>Director, Regional Director</i>	<i>\$300</i>
<i>Senior Manager, Senior Project Manager</i>	<i>\$250</i>
<i>Manager, Project Manager</i>	<i>\$225</i>
<i>Senior Analyst</i>	<i>\$200</i>
<i>Analyst II</i>	<i>\$175</i>
<i>Analyst I</i>	<i>\$150</i>
<i>Administrative</i>	<i>\$125</i>

*\*P3Works' hourly rates may be adjusted from time to time to reflect increased costs of labor and/or adding/reclassifying titles. Travel times will be billed at hourly rates.*

**Zone Due Diligence and Preparation of TIRZ Project and Finance Plan**

1. P3Works will review project information and prepare a Preliminary Plan for the proposed creation, including:
  - a) Assessed value schedules and overall structuring to achieve City goals and objectives.
  - b) Drafting the TIRZ Agreement.
  - c) At the direction of Staff, facilitate presentations to the Council and the TIRZ Board.
2. Evaluate annual TIRZ Credit by lot type for each improvement area.

**Preparation of Preliminary and Final Project Plan**

1. P3Works will prepare a Preliminary Project and Finance Plan ("PPFP") and a Final Project and Finance Plan ("FPFP") to be adopted by the TIRZ Board and the City Council and included in the Official Statement for the PID Bonds based on the Plan of Finance.
2. P3Works will prepare a draft TIRZ Agreement to be adopted by the TIRZ Board
3. P3Works will present the PPFP to the Council at the creation of the TIRZ and request approval of TIRZ Creation Ordinance.
4. P3Works will present the FPFP to the Council after conducting all necessary steps for public hearings and notifications and request approval of TIRZ FPFP.
5. P3Works will file the necessary creation forms with the Secretary of the State of Texas after the creation of the TIRZ.

**Bond Issuance Support**

1. P3Works will ensure bond documents, including the bond indenture and official statement are all consistent with the TIRZ Final Plan.

2. P3Works will provide ad-hoc analysis as requested by the underwriter in preparation of the preliminary official statement.

**Participation in Presentations to City Council or other Public Forums**

1. P3Works will prepare and present information as requested to the City Council or any other public forum.
2. If requested by the City, P3Works will respond to any calls and or emails relating to the TIRZ.
3. P3Works will only provide technical answers relating to the annual TIRZ Credit or the TIRZ generally.
4. P3Works will not provide any commentary on City policy relating to TIRZs.

**BASIC DISTRICT/ZONE ADMINISTRATION SERVICES**

*Billed at P3Works' prevailing hourly rates, which are currently as follows:*

<b>Title</b>	<b>Hourly Rate</b>
<i>President</i>	<i>\$350</i>
<i>Vice President</i>	<i>\$325</i>
<i>Director, Regional Director</i>	<i>\$300</i>
<i>Senior Manager, Senior Project Manager</i>	<i>\$250</i>
<i>Manager, Project Manager</i>	<i>\$225</i>
<i>Senior Analyst</i>	<i>\$200</i>
<i>Analyst II</i>	<i>\$175</i>
<i>Analyst I</i>	<i>\$150</i>
<i>Administrative</i>	<i>\$125</i>

*Preparation of the Annual Report to be filed with the Secretary of State and then presented to the PID/TIRZ Board and City Council for approval.*

*See Section below related to "Consulting Services Relating to Future Improvement Areas and related Bond Issuance" for hourly fees if future PID/TIRZ changes are contemplated.*

**Consulting Services Relating to Future Improvement Areas and related Bond Issuance (to be paid from Developer funds advanced to City)**

1. P3Works will coordinate with City's bond counsel, financial advisor, and the bond underwriter to ensure the Bonds and all related documents are in compliance with State Law.
2. P3Works will prepare any additional reports or analyses as needed to successfully issue the Bonds.

**Prepare Annual Report**

1. If possible, obtain updated construction cost estimates (or actual costs for completed facilities) for PID/TIRZ improvements.
2. Update Annual Report as necessary to account for any changes in development plan or land uses.

3. Identify parcel subdivisions, conveyance to owners' associations, changes in land use, and any other information relevant to anticipated estimate of Tax Increment to be generated.
4. Calculate annual PID/TIRZ Credit for each parcel.
5. Present preliminary Annual Report to PID/TIRZ Board. Upon approval by PID/TIRZ Board, submit final Annual Report to the Texas Secretary of State.

**EXHIBIT C**  
**IRMA EXEMPTION LETTER**



P3Works, LLC.  
9284 Huntington Sq.  
North Richland Hills,  
Texas 76182

Mary V. Petty  
President and Founder  
817.393.0353 Phone  
[Contracts@P3-Works.com](mailto:Contracts@P3-Works.com)

[Date]

City Administrator: Scott Dixon  
1209 Fiorella Street  
Castroville, Texas 78009

RE: IRMA Exemption/Acceptance Letter

To Whom It May Concern:

We have received your written representation, dated \_\_\_\_\_, 20\_\_, that the City of \_\_\_\_\_ (the "City") has engaged and is represented by \_\_\_\_\_, an independent registered Municipal Advisor ("IRMA"). In accordance with Section 15Ba1-1(d)(3)(vi) of the Securities Exchange Act of 1934 ("Securities Exchange Act"), we understand and intend for the City to rely on IRMA's advice in evaluating recommendations brought forward by P3Works, LLC that constitute "advice" as defined in the Securities Exchange Act ("IRMA Exemption").

Furthermore, P3Works, LLC has conducted reasonable due diligence and is confirming that to the best of our knowledge, the IRMA is independent from P3Works, LLC, that P3Works, LLC is not a municipal advisor and is not subject to the fiduciary duty to municipal entities that the Security and Exchange Act imposes on municipal advisors, and that P3Works, LLC has a reasonable basis for relying on the IRMA Exemption. We will advise you, in writing, if we become aware of any changes.

P3Works, LLC provides PID Administration as consult services to Cities and Counties.

As required by the relevant sections of the Securities Exchange Act regarding Municipal Advisors, we are informing your identified IRMA of these facts.

Mary V. Petty  
President and Founder  
P3Works, LLC



# CITY COUNCIL AGENDA REPORT

**AGENDA OF:** October 28, 2025  
**DEPARTMENT:** Community Development Department  
**SUBJECT:** Final Plat – Country Village Estates, Phase II

## RECOMMENDATION:

I motion to approve the final plat for Country Village Estates, Phase II.

## BACKGROUND:

**Engineer/Surveyor:** BGE, INC. – Omar Rodriguez  
**Property Owner:** CV Country Lane, LLC – Jack Uptmore  
**Description:** Approximately 11.978 acres, Part of Magnolia Subdivision, Lot 1  
**Location:** Immediately North and East of the existing Castroville's Country Village Subdivision  
**Current Zoning:** R-A (One-Family Dwelling District)  
**Future Land Use Plan:** Single Family

The attached application is a request for approval of the final plat for Country Village Estates, Phase II, consisting of approximately 11.978 acres. This phase is a replat of a portion of the existing Magnolia Subdivision and proposes the platting of land located immediately north and east of the current Country Village Subdivision within the City of Castroville. The plat will create 32 new single-family residential lots.

To satisfy the City's parkland dedication requirements under Chapter 100: Subdivision, the applicant elected to provide a fee in lieu of parkland dedication, which has already been remitted to the City.

In accordance with subdivision regulations, the applicant has submitted a signed letter confirming that required water rights will be provided prior to the recording of the plat. Additionally, a letter of credit from the applicant's financial institution and a detailed engineer's cost estimate for all public improvements have been included in the submittal package for review.

## DISCUSSION:

A review of the submitted plat and plans has been conducted by the City Engineer, and it has been determined that the submittal does meet the requirements of City Code Chapter 100 (Subdivision).

## ATTACHMENTS/ADDITIONAL INFORMATION:

- Planning and Zoning Board Action
- Planning and Zoning Commission Presentation Slides
- Final Plat of Country Village Estates, Phase II

**CITY OF CASTROVILLE**  
**PLANNING AND ZONING COMMISSION ACTION**

**October 8, 2025**

The City of Castroville Planning and Zoning Commission is considering the following:

Discussion and action on a request for approval of the final plat of Castroville's Country Village, Phase II, located immediately North and East of the existing Castroville's Country Village Subdivision. The proposed zoning for the property is R-A (One-Family Dwelling District).

**RECOMMENDATION:**

*Approved.*

*[Signature]*

Chairperson  
 Planning and Zoning Commission

*10/8/25*

Date



# COUNTRY VILLAGE ESTATES — PHASE II FINAL PLAT

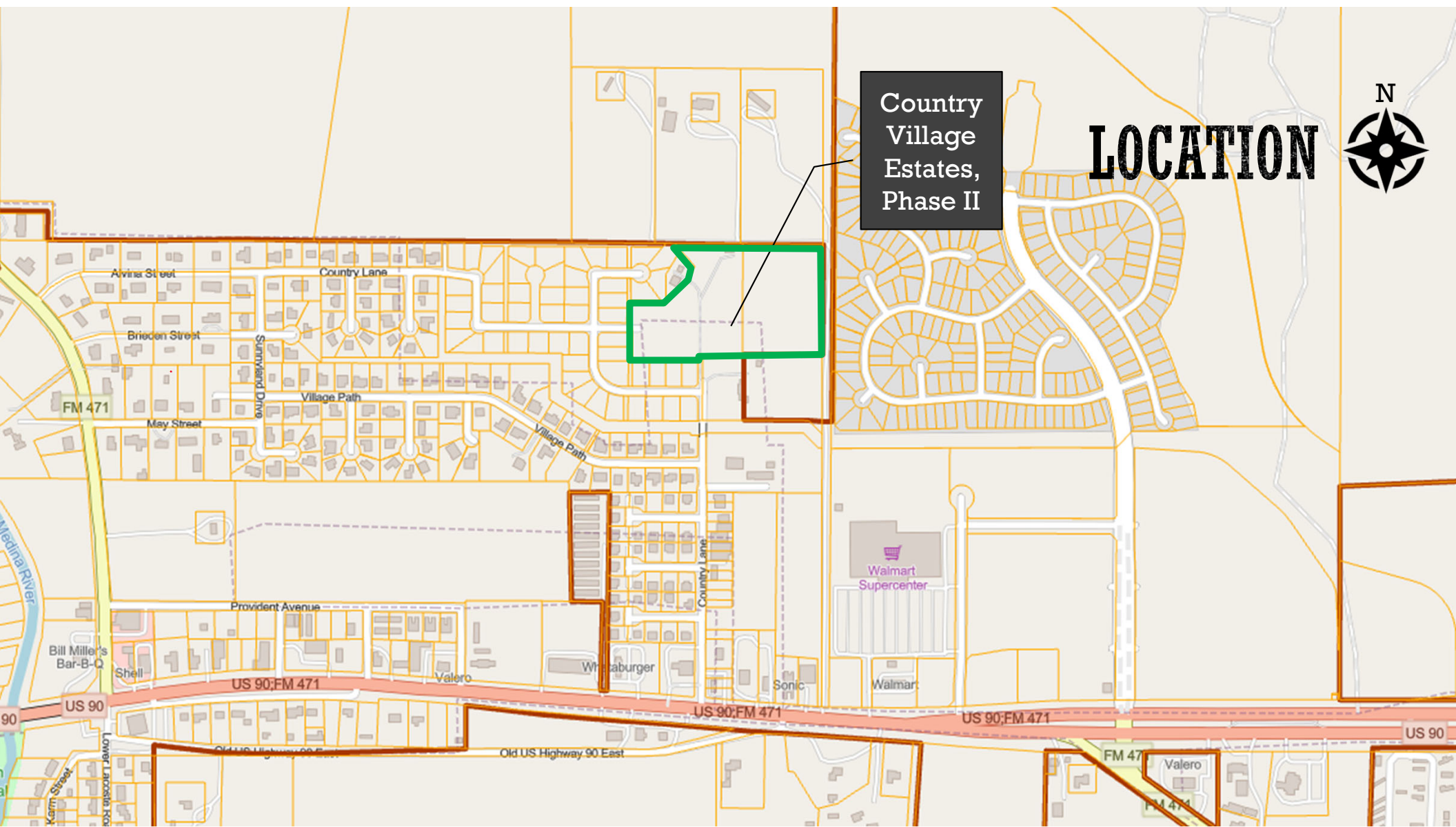
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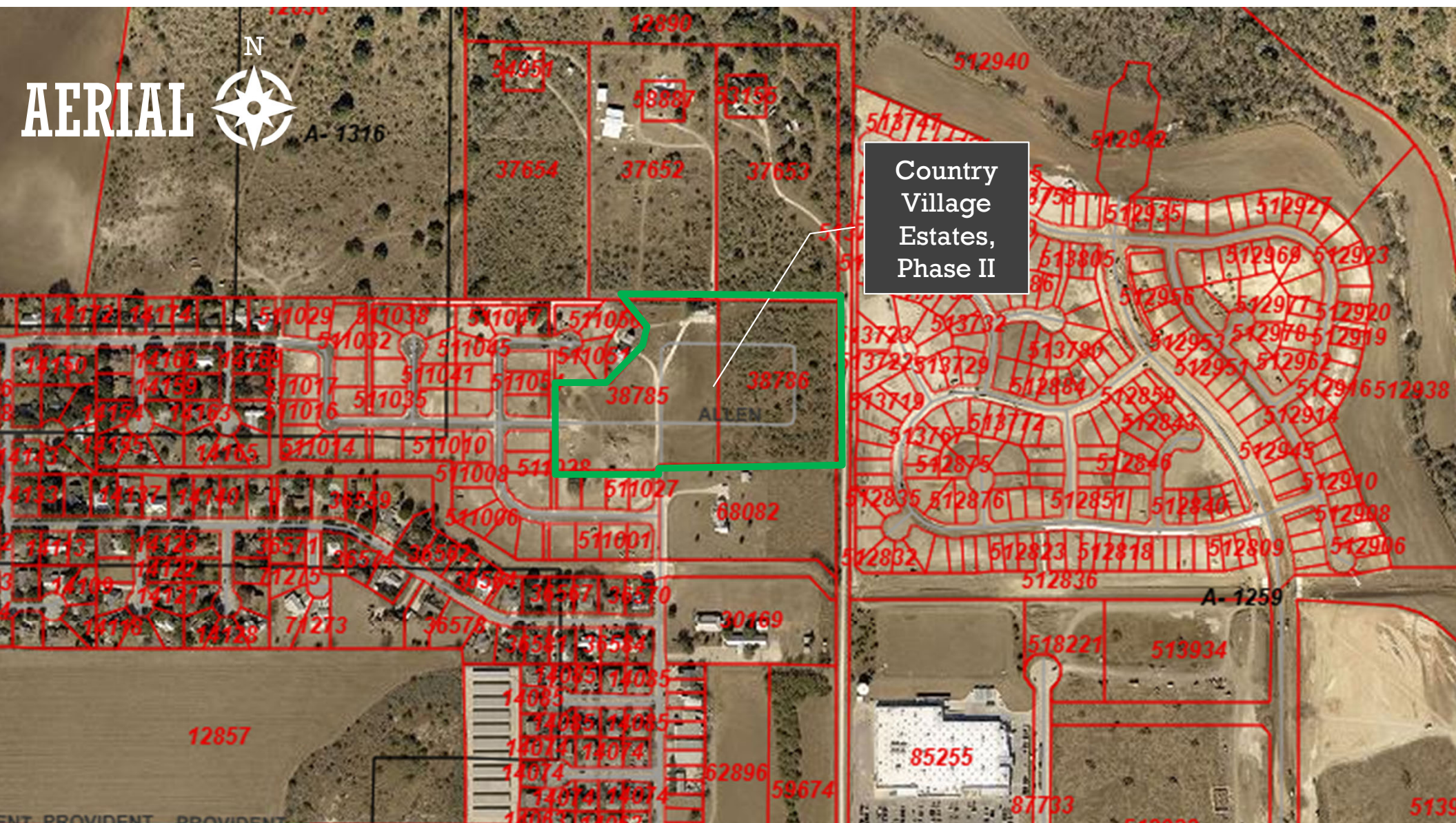
**Discussion and possible action on the Country Village Phase II - Final Plat.**

Engineer/Surveyor: BGE, INC. – Omar Rodriguez  
Property Owner: CV Country Lane, LLC – Jack Uptmore  
Description: Approximately 11.978 acres, Part of Magnolia Subdivision, Lot 1  
Location: Immediately North and East of the existing Castroville Country Village Subdivision  
Current Zoning: R-A (One-Family Dwelling District)  
Future Land Use Plan: Single Family

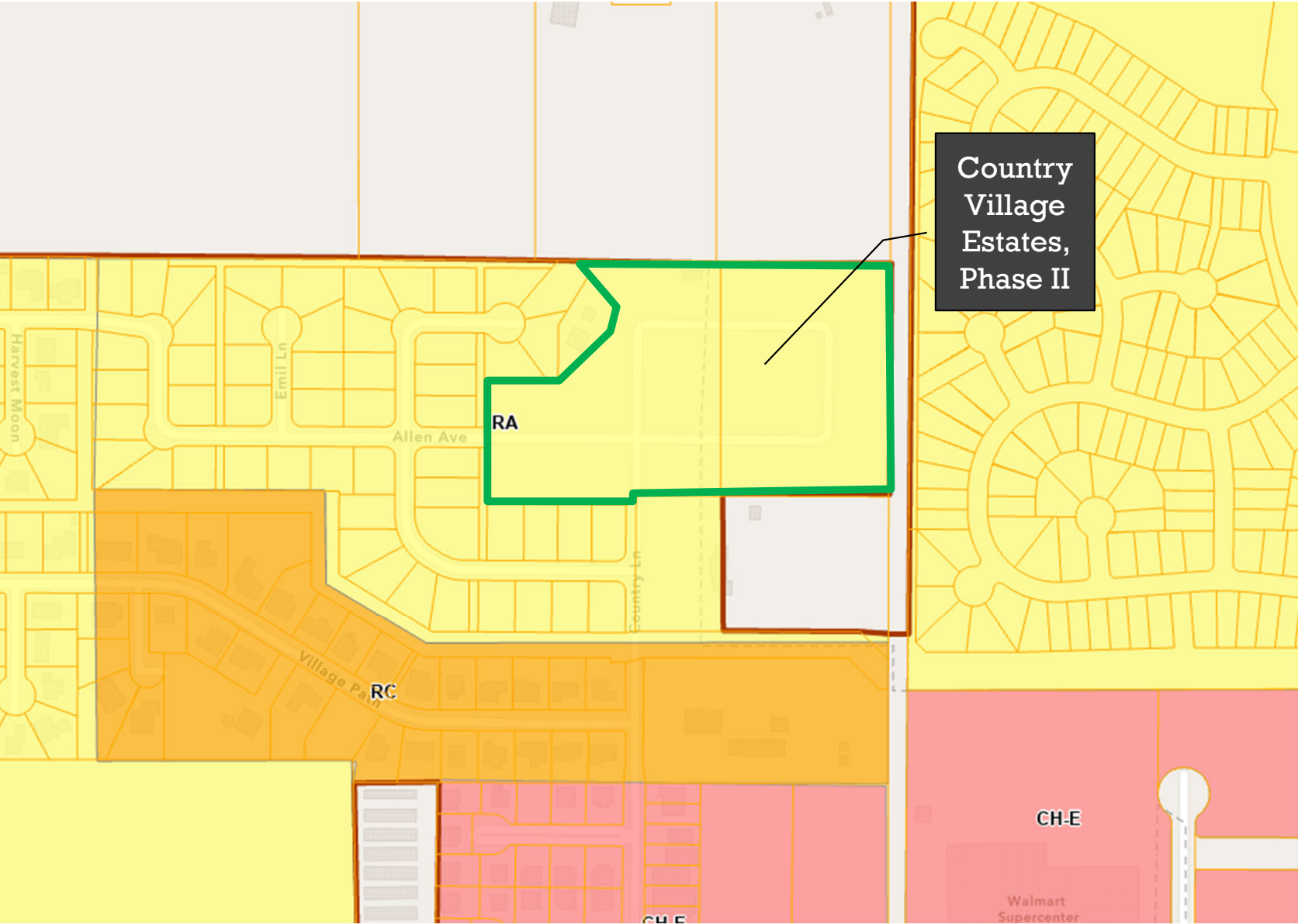










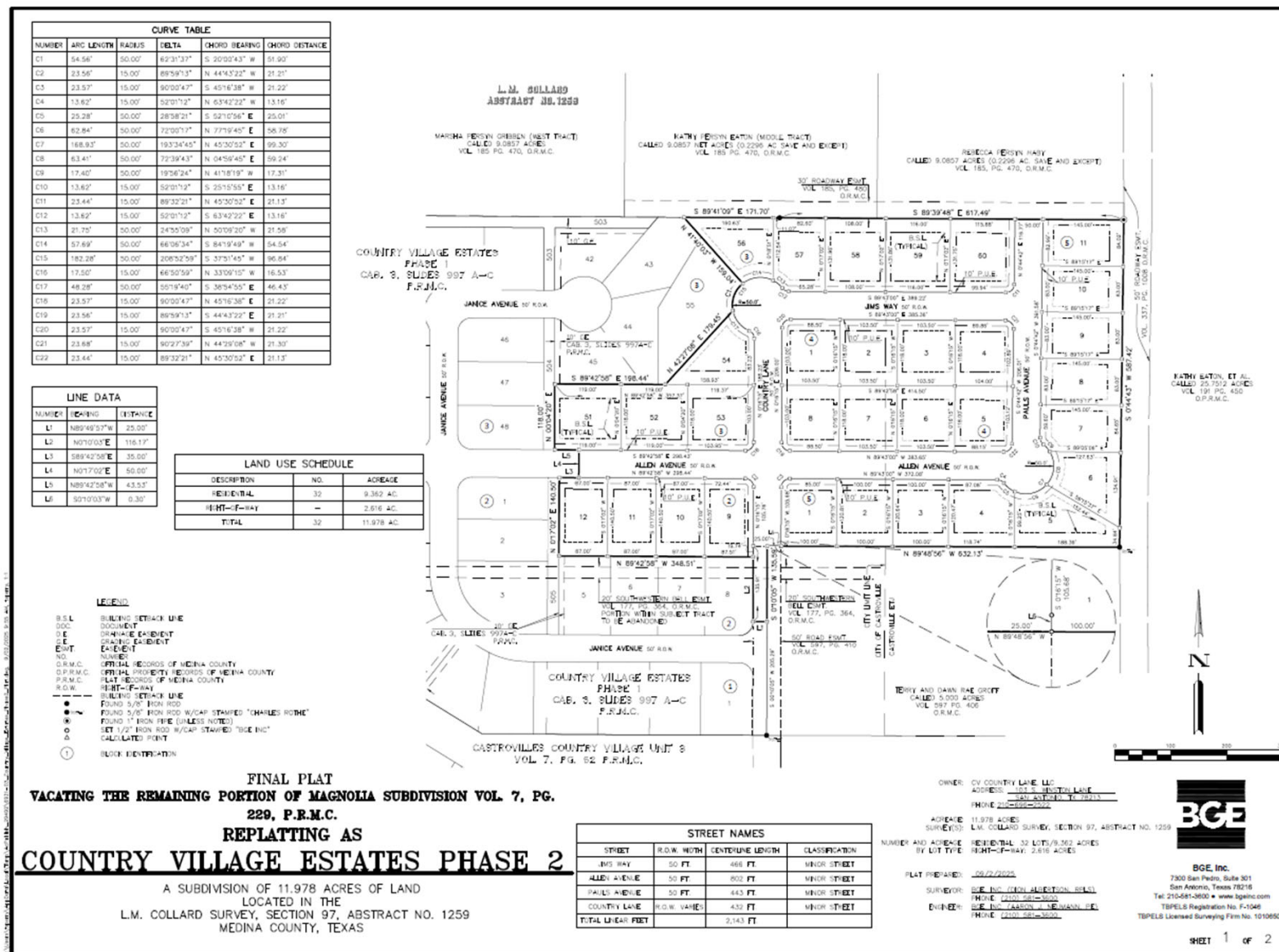


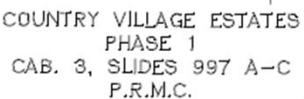
# CURRENT ZONING

RA: Single Family Dwelling District

- RA: Single Family Dwelling District
- RC: General Residence District
- HE: Historical District
- MH: Manufactured Home Park
- CG: Central Business District
- CH-C: Central Commercial District
- CH-W: West Commercial District
- CH-E: East Commercial District
- I-I: Industrial District







ACREAGE
9.362 AC.
2.616 AC.
11.978 AC.

KATHY EATON, ET AL.  
CALLED 25.7512 ACRES  
VOL. 191 PG. 450  
O.P.R.M.C.



A horizontal scale bar with markings at 0, 100, 200, and 300 meters. The bar is divided into segments of alternating black and white colors.

# PARKLAND DEDICATION



- Fee in lieu of parkland dedication
- 5% of Appraised Value
- $(\$158,320 + \$83,990) \times 0.05 = \$12,115.50$
- Paid on September 24, 2025.

Year	Improvements	Land Market	Ag Valuation	Appraised	HS Cap Loss	Assessed
2025	\$76,090	\$82,230	\$0	\$158,320	\$0	\$118,411

Year	Improvements	Land Market	Ag Valuation	Appraised	HS Cap Loss	Assessed
2025	\$0	\$83,990	\$0	\$83,990	\$0	\$83,990







# WATER RIGHTS

- A total of 19.584 acre-feet of water rights must be provided at the time of final platting. At this stage, only a signed letter is required, which has been provided.



September 22, 2025

City of Castroville  
Community Development Department  
703 Paris St.  
Castroville, TX 78009

RE: Water Rights Transfer/Country Village, Phase II

Dear Breana Soto,

In accordance with City Code Chapter 100, Section 100-25(c), we shall transfer water rights to the City of Castroville prior to Final Plat recordation. The amount for the water rights acquisition is 19.584 acre feet.

- .612 x 32 lots= 19.584 acre feet

Respectfully,

A blue ink signature of Jack Uptmore.  
Jack Uptmore

# FINANCIAL GUARANTEE



October 9, 2025

Re: Castroville's Country Village, Phase II

To the City of Castroville Community Development Department,

Please allow this letter to serve as evidence that IBC Bank is committed to providing financing to CV Country Lane, LLC (Jack Uptmore) for the streets, utilities, and erosion control in the amount of \$1,110,035 related to the above referenced project. IBC Bank is prepared to offer this letter of credit to Mr. Uptmore for up to 24 months, effective immediately, with extensions available as required. Mr. Uptmore and his family have had a banking relationship with IBC Bank for over 30 years. He keeps substantial deposits and has always paid as agreed. Should you have any questions or concerns please do not hesitate to contact me directly, thank you!

Philip Nanney  
Assistant Vice President  
Commercial Lending  
[philipnanney@ibc.com](mailto:philipnanney@ibc.com)  
Cell: 210-284-5188  
Office: 210-518-2513

## COUNTRY VILLAGE ESTATES COST ESTIMATE

SECTION 1 - PAVING IMPROVEMENTS					
BID ITEM	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
1-01	MOISTURE CONDITIONED SUBGRADE PREPARATION (5/4), PER SQUARE YARD, CIP	10.059	SY	\$ 3.00	\$ 30,177.00
1-02	CRUSHED LAMINATED BASE 11-INCH THICKNESS, PER SQUARE YARD, CIP	10.059	SY	\$ 13.00	\$ 130,767.00
1-03	PRIME 2-INCH THICKNESS TYPE D, PER SQUARE YARD, CIP	8.191	SY	\$ 15.50	\$ 126,960.50
1-04	MACHINE LAID 7" CURB, PER LINEAR FOOT, CIP	4.500	LF	\$ 19.50	\$ 87,750.00
1-05	CONCRETE VALLEY GUTTER, PER EACH, CIP	3	EA	\$ 7,650.00	\$ 22,950.00
1-06	PC CONCRETE SIDEWALKS, 4-INCH THICKNESS, 5-FT WIDE, PER LINEAR FOOT, CIP	.204	LF	\$ 71.40	\$ 14,565.60
1-07	SIDEWALK/ADA RAMP WITH PAVERS (TYPE 1), PER EACH, CIP	11	EA	\$ 2,500.00	\$ 27,500.00
1-08	SIGNS AND PAVEMENT MARKINGS, PER LUMP SUM, CIP	1	LS	\$ 7,100.00	\$ 7,100.00
1-09	STREET END BARRICADES, PER EACH, CIP	1	EA	\$ 3,210.00	\$ 3,210.00
SUBTOTAL WATER IMPROVEMENTS					\$ 450,988.10

SECTION 2 - WATER IMPROVEMENTS					
BID ITEM	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
2-01	8-INCH C-900, DR-18 POTABLE (BLUE) WATERLINE AND APPURTENANCES, ALL DEPTHS, PER LINEAR FOOT, CIP	2.357	LF	\$ 68.00	\$ 160,276.00
2-02	TRENCH SAFETY SYSTEMS, ALL DEPTHS, PER LINEAR FOOT, CIP	2.357	LF	\$ 2.00	\$ 4,714.00
2-03	SINGLE WATER SERVICE, PER EACH, CIP	22	EA	\$ 1,500.00	\$ 33,000.00
2-04	DOUBLE WATER SERVICE, PER EACH, CIP	3	EA	\$ 2,000.00	\$ 10,000.00
2-05	RELOCATE EXISTING WATER SERVICE, PER EACH	1	EA	\$ 500.00	\$ 500.00
2-06	8" GATE VALVE, PER EACH, CIP	5	EA	\$ 2,520.00	\$ 12,600.00
2-07	2" PERMANENT BLOWOFF ASSEMBLY, PER EACH, CIP	3	EA	\$ 1,220.00	\$ 1,220.00
2-08	FIRE HYDRANT INCLUDING 6" LEAD AND 6" VALVE, PER EACH, CIP	6	EA	\$ 6,200.00	\$ 37,200.00
2-09	GRAND REMOVAL AND DISPOSAL OF EXISTING WATER PIPE, PER LINEAR FOOT, CIP	612	LF	\$ 30.00	\$ 18,360.00
2-10	WET CONNECTIONS, 8" X 8" DIAMETER, PER EACH, CIP	1	EA	\$ 1,000.00	\$ 1,000.00
SUBTOTAL DRAINAGE IMPROVEMENTS					\$ 287,870.00

SECTION 3 - WASTEWATER IMPROVEMENTS					
BID ITEM	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
3-01	8-INCH PVC SDR-26 WASTEWATER PIPE (GREEN) AND APPURTENANCES, 0' TO 8' DEEP, PER LINEAR FOOT, CIP	1.315	LF	\$ 58.00	\$ 76,270.00
3-02	8-INCH PVC SDR-26 WASTEWATER PIPE (GREEN) AND APPURTENANCES, 8'-10' DEEP, PER LINEAR FOOT, CIP	517	LF	\$ 64.00	\$ 33,088.00
3-03	8-INCH PVC SDR-26 WASTEWATER PIPE (GREEN) AND APPURTENANCES, 10' TO 12' DEEP, PER LINEAR FOOT, CIP	336	LF	\$ 76.00	\$ 25,536.00
3-04	TRENCH SAFETY, PER LINEAR FOOT, CIP	2.168	LF	\$ 2.00	\$ 4,336.00
3-05	STD MANHOLE, 4' DIA, PER DETAIL, PER EACH, CIP	10	EA	\$ 9,250.00	\$ 92,500.00
3-06	EXTRA VERTICAL DEPTH, PER VERTICAL LINEAR FOOT, CIP	10	VLF	\$ 800.00	\$ 8,000.00
3-07	WET CONNECTIONS, 8"X8" DIAMETER, PER EACH, CIP	1	EA	\$ 2,500.00	\$ 2,500.00
3-08	SINGLE WASTEWATER SERVICE, PER EACH, CIP	30	EA	\$ 2,000.00	\$ 60,000.00
3-09	CONNECT EXISTING LINE TO NEW MANHOLE, PER EACH, CIP	1	EA	\$ 2,500.00	\$ 2,500.00
3-11	DEMO, REMOVE AND DISPOSE OF EXISTING WASTEWATER PIPE, PER LINEAR FOOT, CIP	635	LF	\$ 30.00	\$ 19,050.00
3-12	BYPASS PUMPING OF EXISTING SEWER LINE, PER WEEK, CIP	2	WK	\$ 5,000.00	\$ 10,000.00
SUBTOTAL PAVING IMPROVEMENTS					333,780.00

SECTION 4 - EROSION CONTROL IMPROVEMENTS					
BID ITEM	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
4-01	CONCRETE WASHOUT, PER EACH, CIP	1	EA	\$ 1,700.00	\$ 1,700.00
4-02	STABILIZED CONSTRUCTION ENTRANCE, PER EACH, CIP	2	EA	\$ 4,000.00	\$ 8,000.00
4-03	REVEGETATION/STABILIZATION OF SLOPE, PER ACRE, CIP	9	AC	\$ 1,690.00	\$ 15,210.00
4-04	TREE WELL, PER EACH, CIP	2	EA	\$ 2,000.00	\$ 4,000.00
4-05	SILT FENCE FOR EROSION CONTROL, PER LINEAR FOOT, CIP	1.976	LF	\$ 4.00	\$ 7,904.00
SUBTOTAL EROSION AND SEDIMENTATION CONTROLS					\$ 37,814.00

# GENERAL INFORMATION

- R-A Single Family District
- Approximately 11.978 Acres
- 32 Lots
- Setbacks
  - Front – 20'
  - Side – 10', 15' Adjacent to ROW
  - Rear – 25'
- No Variances Requested
- City Engineer has reviewed and approved the final plat and plans



CURVE TABLE					
NUMBER	ARC LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD DISTANCE
C1	54.56'	50.00'	62°31'37"	S 20°00'43" W	51.90'
C2	23.56'	15.00'	89°59'13"	N 44°43'22" W	21.21'
C3	23.57'	15.00'	90°00'47"	S 45°16'38" W	21.22'
C4	13.62'	15.00'	52°01'12"	N 63°42'22" W	13.16'
C5	25.28'	50.00'	28°58'21"	S 52°10'56" E	25.01'
C6	62.84'	50.00'	72°00'17"	N 77°19'45" E	58.78'
C7	168.93'	50.00'	193°34'45"	N 45°30'52" E	99.30'
C8	63.41'	50.00'	72°39'43"	N 04°59'45" E	59.24'
C9	17.40'	50.00'	19°56'24"	N 41°18'19" W	17.31'
C10	13.62'	15.00'	52°01'12"	S 25°15'55" E	13.16'
C11	23.44'	15.00'	89°32'21"	N 45°30'52" E	21.13'
C12	13.62'	15.00'	52°01'12"	S 63°42'22" E	13.16'
C13	21.75'	50.00'	24°55'09"	N 50°09'20" W	21.58'
C14	57.69'	50.00'	66°06'34"	S 84°19'49" W	54.54'
C15	182.28'	50.00'	208°52'59"	S 37°51'45" W	96.84'
C16	17.50'	15.00'	66°50'59"	N 33°09'15" W	16.53'
C17	48.28'	50.00'	55°19'40"	S 38°54'55" E	46.43'
C18	23.57'	15.00'	90°00'47"	N 45°16'38" E	21.22'
C19	23.56'	15.00'	89°59'13"	S 44°43'22" E	21.21'
C20	23.57'	15.00'	90°00'47"	S 45°16'38" W	21.22'
C21	23.68'	15.00'	90°27'39"	N 44°29'08" W	21.30'
C22	23.44'	15.00'	89°32'21"	N 45°30'52" E	21.13'

LINE DATA		
NUMBER	BEARING	DISTANCE
L1	N89°49'57"W	25.00'
L2	N0°10'03"E	116.17'
L3	S89°42'58"E	35.00'
L4	N0°17'02"E	50.00'
L5	N89°42'58"W	43.53'
L6	S0°10'03"W	0.30'

LAND USE SCHEDULE		
DESCRIPTION	NO.	ACREAGE
RESIDENTIAL	32	9.362 AC.
RIGHT-OF-WAY	—	2.616 AC.
TOTAL	32	11.978 AC.

- LEGEND
- B.S.L.

DOC.

D.E.

G.E.

ESMT.

NO.

O.R.M.C.

O.P.R.M.C.

P.R.M.C.

R.O.W.

—

●

● "ROTHE"

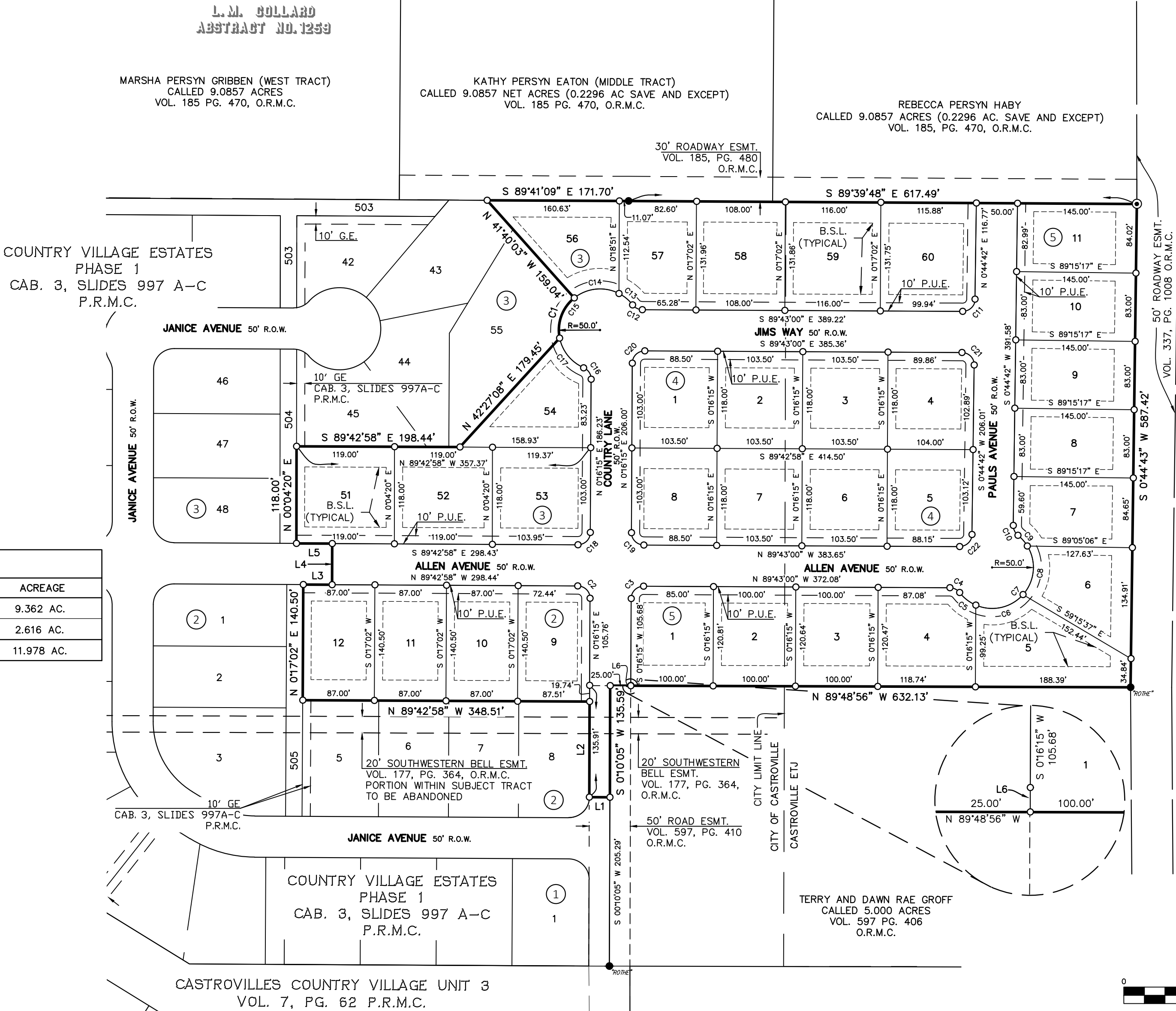
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BUILDING SETBACK LINE  
DOCUMENT  
DRAINAGE EASEMENT  
GRADING EASEMENT  
EASEMENT  
NUMBER  
OFFICIAL RECORDS OF MEDINA COUNTY  
OFFICIAL PROPERTY RECORDS OF MEDINA COUNTY  
PLAT RECORDS OF MEDINA COUNTY  
RIGHT-OF-WAY  
BUILDING SETBACK LINE  
FOUND 5/8" IRON ROD  
FOUND 5/8" IRON ROD W/CAP STAMPED "CHARLES ROTHE"  
FOUND 1" IRON PIPE (UNLESS NOTED)  
SET 1/2" IRON ROD W/CAP STAMPED "BGE INC"  
CALCULATED POINT  
BLOCK IDENTIFICATION



FINAL PLAT  
VACATING THE REMAINING PORTION OF MAGNOLIA SUBDIVISION VOL. 7, PG.  
229, P.R.M.C.

# COUNTRY VILLAGE ESTATES PHASE 2

A SUBDIVISION OF 11.978 ACRES OF LAND  
LOCATED IN THE  
L.M. COLLARD SURVEY, SECTION 97, ABSTRACT NO. 1259  
MEDINA COUNTY, TEXAS

STREET NAMES			
STREET	R.O.W. WIDTH	CENTERLINE LENGTH	CLASSIFICATION
JIMS WAY	50 FT.	466 FT.	MINOR STREET
ALLEN AVENUE	50 FT.	802 FT.	MINOR STREET
PAULS AVENUE	50 FT.	443 FT.	MINOR STREET
COUNTRY LANE	R.O.W. VARIES	432 FT.	MINOR STREET
TOTAL LINEAR FEET		2,143 FT.	

OWNER: CV COUNTRY LANE, LLC  
ADDRESS: 103 S. WINSTON LANE  
SAN ANTONIO, TX 78213  
PHONE: 210-696-2522

ACREAGE: 11.978 ACRES  
SURVEY(S): L.M. COLLARD SURVEY, SECTION 97, ABSTRACT NO. 1259

NUMBER AND ACREAGE  
BY LOT TYPE: RESIDENTIAL: 32 LOTS/9.362 ACRES  
RIGHT-OF-WAY: 2.616 ACRES

PLAT PREPARED: 09/2/2025

SURVEYOR: BGE, INC. (DION ALBERTSON, RPLS)  
PHONE: (210) 581-3600

ENGINEER: BGE, INC. (AARON J. NEUMANN, PE)  
PHONE: (210) 581-3600



BGE, Inc.  
7300 San Pedro, Suite 301  
San Antonio, Texas 78216  
Tel: 210-581-3600 • www.bgeinc.com  
TBPELS Registration No. F-1046  
TBPELS Licensed Surveying Firm No. 10106500

STATE OF TEXAS §  
COUNTY OF MEDINA §

KNOW ALL MEN BY THESE PRESENTS:

THAT CV COUNTRY LANE, LLC, BEING THE OWNER OF A 23.098 ACRE TRACT (TRACT 1) AND A 9.230 ACRE TRACT (TRACT 2) OF LAND OUT OF THE E. PINGENOT SURVEY SECTION 8, ABSTRACT NO. 1316 AND THE L.M. COLLARD SURVEY, SECTION 97, ABSTRACT NO. 1259, MEDINA COUNTY, TEXAS, AS CONVEYED IN DOCUMENT NUMBER 2016009154 OF THE PUBLIC RECORDS OF MEDINA COUNTY, TEXAS, DOES HEREBY SUBDIVIDE 11.978 ACRES OF LAND IN ACCORDANCE WITH THE ATTACHED MAP OR PLAT SHOWN HEREON, PURSUANT TO CHAPTER 212 AND 232 OF THE TEXAS LOCAL GOVERNMENT CODE, TO BE KNOWN AS:

COUNTRY VILLAGE ESTATES PHASE 2

THE OWNER OF THE LAND SHOWN ON THIS PLAT IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, DEDICATES TO THE USE OF THE PUBLIC FOREVER ALL STREETS ALLEYS, PARKS, WATER COURSES, DRAINS, EASEMENTS AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

WITNESS MY HAND, THIS THE \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, A.D.

JACK UPTMORE  
CV COUNTRY LANE, LLC  
103 S. WINSTON LANE  
SAN ANTONIO, TX 78213

STATE OF TEXAS §  
COUNTY OF MEDINA §

BEFORE ME, THE UNDERSIGNED AUTHORITY, PERSONALLY APPEARED JACK UPTMORE, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

NOTARY PUBLIC, STATE OF TEXAS

PRINT NOTARY'S NAME  
MY COMMISSION EXPIRES \_\_\_\_\_

I, DION P. ALBERTSON, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECT, THAT IT WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE UNDER MY SUPERVISION ON THE GROUND ON FEBRUARY 11, 2025. THAT ALL NECESSARY SURVEY MONUMENTS WILL BE CORRECTLY SET OR FOUND AS SHOWN THEREON, UPON COMPLETION OF CONSTRUCTION.

PRELIMINARY PENDING FINAL REVIEW

DION P. ALBERTSON, R.P.L.S. \_\_\_\_\_ DATE \_\_\_\_\_  
REGISTERED PROFESSIONAL LAND SURVEYOR NO. 4963  
BGE, INC.  
7330 SAN PEDRO AVE, SUITE 301  
SAN ANTONIO, TEXAS 78216

STATE OF TEXAS §  
COUNTY OF MEDINA §

I HEREBY CERTIFY THAT PROPER ENGINEERING CONSIDERATION HAS BEEN GIVEN IN THIS PLAT TO THE MATTERS OF STREETS, LOTS AND DRAINAGE LAYOUT. TO THE BEST OF MY KNOWLEDGE THIS PLAT CONFORMS TO ALL REQUIREMENTS OF THE SUBDIVISION ORDINANCE, EXCEPT FOR THOSE VARIANCES GRANTED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF CASTROVILLE.

REGISTERED PUBLIC ENGINEER

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

NOTARY PUBLIC IN AND FOR THE  
STATE OF TEXAS,

PRELIMINARY PENDING FINAL REVIEW

AARON J. NEUMANN, P.E. \_\_\_\_\_ DATE \_\_\_\_\_  
BGE, INC.  
7330 SAN PEDRO AVE, SUITE 301  
SAN ANTONIO, TEXAS 78216  
210-581-3600  
TEXAS REGISTERED ENGINEERING FIRM F-1046

STATE OF TEXAS  
COUNTY OF MEDINA

THIS PLAT OF COUNTRY VILLAGE ESTATES PHASE 2 HAS BEEN SUBMITTED TO AND CONSIDERED BY THE CITY COUNCIL OF THE CITY OF CASTROVILLE, TEXAS, AND IS HEREBY APPROVED BY SUCH COUNCIL.

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

BY: \_\_\_\_\_  
MAYOR

BY: \_\_\_\_\_  
CITY SECRETARY

THIS PLAT OF COUNTRY VILLAGE ESTATES PHASE 2 HAS BEEN SUBMITTED TO AND CONSIDERED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF CASTROVILLE, TEXAS, AND IS HEREBY APPROVED BY SUCH COMMISSION.

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

BY: \_\_\_\_\_  
CHAIR

BY: \_\_\_\_\_  
SECRETARY

STATE OF TEXAS §  
COUNTY OF MEDINA §

I, GINA CHAMPION, COUNTY CLERK OF SAID COUNTY, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT IN WRITING WITH ITS

CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ A.D. AT

O'CLOCK, \_\_\_\_M AND DULY RECORDED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ A.D. AT \_\_\_\_O'CLOCK, \_\_\_\_M, IN THE PLAT RECORDS OF

SAID COUNTY IN CABINET \_\_\_\_\_, SLIDE \_\_\_\_\_. TO CERTIFY WHICH, WITNESS MY HAND AND DEAL AT THE COUNTY COURT OF SAID COUNTY, AT MY OFFICE IN HONDO, TEXAS, THE DATE SHOWN ABOVE WRITTEN.

GINA CHAMPION, COUNTY CLERK  
MEDINA COUNTY, TEXAS

NOTES:

1. BASIS OF BEARING RECITED HEREIN IS THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE, NAD83.
2. UNLESS OTHERWISE NOTED, ALL CORNERS, ANGLE POINTS, PC'S AND PT'S WILL BE MARKED WITH A 1/2" IRON ROD SET WITH CAP STAMPED "BGE, INC." UPON COMPLETION OF CONSTRUCTION.
3. APPROXIMATELY 2,143 LINEAR FEET OF PUBLIC ROADS WILL BE CONSTRUCTED TO CITY STANDARDS AND MAINTAINED BY CITY OF CASTROVILLE.
4. WATER SERVICE SHALL BE PROVIDED BY THE CITY OF CASTROVILLE.
5. SEWAGE FACILITIES SHALL BE PROVIDED BY CITY OF CASTROVILLE.
6. THE SUBDIVISION IS LOCATED PARTIALLY WITHIN AND PARTIALLY OUTSIDE OF THE EXTRA TERRITORIAL JURISDICTION OF CASTROVILLE.
7. THE SUBDIVISION IS WHOLLY LOCATED WITHIN THE MEDINA VALLEY INDEPENDENT SCHOOL DISTRICT.
8. ELECTRIC SERVICE WILL BE PROVIDED BY CITY OF CASTROVILLE.
9. TELEPHONE SERVICE IS AVAILABLE TO THE SUBDIVISION BY PRIVATE COMPANIES SERVING THE AREA.
10. COMMERCIAL WASTE SERVICE IS AVAILABLE TO THE SUBDIVISION BY PRIVATE COMPANIES SERVING THE AREA.
11. THERE IS HEREBY DEDICATED DRAINAGE EASEMENTS WITHIN THIS SUBDIVISION AS NOTED ON THIS PLAT. THE CITY MAY FURTHER RESTRICT THE LOCATION OF BUILDINGS AND/OR OTHER IMPROVEMENTS AS PROVIDED IN THE DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS RECORDED AT THE MEDINA COUNTY COURTHOUSE. PROPERTY OWNERS ARE ADVISED THAT THEY ARE RESPONSIBLE FOR MAINTENANCE OF DRAINAGE EASEMENTS ON THEIR PROPERTY AND MAY NOT UTILIZE THESE EASEMENTS FOR ANY PURPOSE DETRIMENTAL TO THEIR INTENDED USE (I.E. NO SOLID FENCES, DENSE SHRUBBERY, STRUCTURES, ETC.) THE CITY OF CASTROVILLE RESERVES THE RIGHT OF ACCESS TO SUCH EASEMENTS.
12. A TEN (10) FOOT UTILITY EASEMENT IS HEREBY DEDICATED ALONG THE FRONT PROPERTY LINE OF ALL LOTS IN THIS SUBDIVISION IN ADDITION TO THOSE UTILITY AND DRAINAGE EASEMENTS SHOWN ON THE PLAT. THERE IS ALSO HEREBY DEDICATED A TEN (10) FOOT WIDE PUBLIC UTILITY AND DRAINAGE EASEMENT ADJACENT TO ALL NON-ROADWAY LOT LINES UNLESS OTHERWISE NOTED ON THE PLAT. IF TWO OR MORE LOTS ARE COMBINED AS A SINGLE PLATTED LOT, THIS EASEMENT SHALL BE RELINQUISHED ALONG THE COMMON LINE OR LINES OF THE COMBINED LOTS SO LONG AS NO UTILITY LINES OR DRAINAGE IMPROVEMENTS ARE LOCATED THEREIN.
13. ENCROACHMENTS ARE PROHIBITED WITHIN THE DRAINAGE EASEMENTS AND FLOODPLAINS, INCLUDING FILL, NEW CONSTRUCTION, SUBSTANTIAL IMPROVEMENTS, AND OTHER DEVELOPMENTS, UNLESS CERTIFICATION BY A LICENSED PROFESSIONAL ENGINEER IS PROVIDED DEMONSTRATING ENCROACHMENTS SHALL NOT RESULT IN ANY INCREASE IN FLOOD LEVELS DURING OCCURRENCE OF BASE FLOOD DISCHARGE.
14. MAINTENANCE OF DRAINAGE EASEMENTS DESIGNATED WITHIN A LOT SHALL BE THE RESPONSIBILITY OF THE PROPERTY OWNER. DRAINAGE EASEMENTS SHALL BE FREE FROM ALL OBSTRUCTIONS.

15. ALL PUBLIC UTILITY EASEMENTS ARE FOR UTILITY IMPROVEMENTS, INCLUDING BUT NOT LIMITED TO WATER, SANITARY SEWER, NATURAL GAS, ELECTRIC, TELEPHONE AND/OR CATV LINES AND APPURTENANCES.
16. THIS DEVELOPMENT WILL CONSIST OF RESIDENTIAL LOTS, WITH A MINIMUM LOT AREA = 12,000 SQ. FT.
17. NO STRUCTURE IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTED TO A PUBLIC WATER SYSTEM.
18. A SIDEWALK SHALL BE CONSTRUCTED PER CITY OF CASTROVILLE STANDARDS ALONG BOTH SIDES OF THE ROAD AT THE TIME OF LOT DEVELOPMENT BY THE LOT OWNER.
19. TYPICAL BUILDING SETBACK LINE: 20' FRONT; 25' REAR'; 10' SIDE; 15' SIDE FOR CORNER LOTS.

DRAINAGE NOTES:

1. NO PORTION OF THIS SUBDIVISION IS WITHIN A SPECIAL FLOOD HAZARD ZONE "A" AS DELINEATED ON THE FLOOD INSURANCE MAP (FIRM) FOR MEDINA COUNTY, TEXAS ON MAP NUMBER 48325C0530D, DATED MAY 15, 2020 AS PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA).
2. THE TRACT DOES NOT LIE OVER THE EDWARDS AQUIFER RECHARGE ZONE (EARZ) OR CONTRIBUTING ZONE.
3. DRAINAGE IMPROVEMENTS SUFFICIENT TO MITIGATE THE IMPACT OF CONSTRUCTION SHALL BE INSTALLED PRIOR TO ADDING IMPERVIOUS COVER.
4. THE CITY SHALL MAKE COMMERCIALLY REASONABLE EFFORTS TO ENSURE THAT DAMAGE TO THE PROPERTY IS MINIMIZED AND THE CITY WILL AT ALL TIMES, AFTER DOING ANY WORK IN CONNECTION WITH THE SYSTEM, RESTORE THE PROPERTY TO THE CONDITION IN WHICH THE PROPERTY WAS FOUND BEFORE SUCH WORK WAS UNDERTAKEN TO THE EXTENT THAT SUCH RESTORATION IS REASONABLE IN ACCORDANCE WITH THE CITY'S USUAL AND CUSTOMARY PRACTICES.

DRAINAGE EASEMENT:

ALL PROPERTIES DESIGNATED AS EASEMENTS SHALL OR MAY BE UTILIZED FOR THE FOLLOWING PURPOSES:

1. DRAINAGE, WATER DIVERSION, AND SANITARY CONTROL, INCLUDING WITHOUT LIMITATION, WALLS, BEDS, EMBANKMENTS, SPILLWAYS, APPURTENANCES, AND OTHER ENGINEERED DEVICES (THE "DRAINAGE SYSTEM")
2. TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OVER THE ADJACENT LAND TO OR FROM THE EASEMENT FOR THE PURPOSE OF CONSTRUCTING, RECONSTRUCTING, INSPECTING, PATROLLING, OPERATING, MAINTAINING, REPAIRING, AND REMOVING THE DRAINAGE SYSTEM; THE RIGHT TO CHANGE THE SIZE THEREOF; THE RIGHT TO RELOCATE ALONG THE SAME GENERAL DIRECTION OF THE DRAINAGE SYSTEM; THE RIGHT TO CREATE AND/OR DREDGE A STREAM COURSE, REFILL, OR DIG OUT SUCH STREAM COURSE, ESTABLISH OR CHANGE STREAM EMBANKMENTS WITHIN THE EASEMENT, INSTALL STORM SEWER SYSTEMS, CULVERTS, WATER GAPS, AND PROTECTING RAILS; THE RIGHT TO REMOVE FROM THE EASEMENT ALL TREES AND PARTS THEREOF, OR OTHER OBSTRUCTIONS, WHICH REASONABLY ENDANGER OR MAY REASONABLY INTERFERE WITH THE EFFICIENCY OF THE DRAINAGE SYSTEM; AND THE RIGHT TO PLACE TEMPORARY STRUCTURES FOR USE IN CONSTRUCTING OR REPAIRING THE DRAINAGE SYSTEM.
3. WITH RESPECT TO THE DRAINAGE SYSTEM, IT IS EXPRESSLY AGREED AND UNDERSTOOD BY ALL PARTIES HERETO, THAT THE INTENTION IS TO IMPROVE CONDITIONS OF SANITATION AND WATER DRAINAGE CONTROL ON THE PROPERTY FOR THE BENEFIT OF THE PROPERTY, ADJACENT PROPERTY, AND THE COMMUNITY, BUT THE CITY DOES NOT GUARANTEE OR WARRANT THAT SUCH CONTROL WORK WILL BE EFFECTIVE, NOR DOES THE CITY ASSUME ANY ADDITIONAL LIABILITY WHATSOEVER FOR THE EFFECTS OF FLOOD, STANDING WATER, OR DRAINAGE ON OR TO THE PROPERTY, OR ANY OTHER PROPERTY OR PERSONS THAT MIGHT BE AFFECTED BY SAID STREAM, WASH, OR GULLY IN ITS NATURAL STATE OR AS CHANGED BY THE CITY.

PLAT NOTES:

FENCE NOTES:

EASEMENT ACCESS AT FENCES:

DOUBLE SWING GATES OR A REMOVABLE FENCE PANEL SHALL BE INSTALLED WHEREVER FENCES CROSS UTILITY EASEMENTS.

OBSTRUCTIONS OF DRAINAGE:

ADEQUATE STRUCTURES SHALL BE PROVIDED TO ALLOW THE UNHINDERED PASSAGE OF ALL STORM AND DRAINAGE FLOWS WHEREVER FENCES CROSS DRAINAGE EASEMENTS.

SIDEWALK NOTES:

REINFORCED CONCRETE SIDEWALKS SHALL BE INSTALLED ADJACENT TO ALL STREET FRONTAGE PROPERTY LINES OF EACH LOT FRONTING A STREET AT SUCH TIME AS THAT LOT IS DEVELOPED.

CAPITAL RECOVERY FEE ASSESSMENT:

ASSESSMENT AND COLLECTION OF THE CITY OF CASTROVILLE WATER AND WASTEWATER UTILITIES' CAPITAL RECOVERY FEES SHALL BE THE AMOUNT PER LOT AS SET FORTH IN CITY ORDINANCE NO. 239.

TAX CERTIFICATE:

TAX CERTIFICATE AFFIDAVIT FILED THIS DATE IN VOLUME \_\_\_\_\_, PAGE \_\_\_\_\_, MEDINA COUNTY OFFICIAL RECORDS.

FINAL PLAT  
VACATING A PORTION OF MAGNOLIA SUBDIVISION VOL. 7, PG. 229, P.R.M.C.  
REPLATTING AS  
COUNTRY VILLAGE ESTATES PHASE 2

A SUBDIVISION OF 11.978 ACRES OF LAND  
LOCATED IN THE  
L.M. COLLARD SURVEY, SECTION 97, ABSTRACT NO. 1259  
MEDINA COUNTY, TEXAS



BGE, Inc.  
7300 San Pedro, Suite 301  
San Antonio, Texas 78216  
Tel: 210-581-3600 • www.bgeinc.com  
TBPELS Registration No. F-1046  
TBPELS Licensed Surveying Firm No. 10106500





# CITY COUNCIL AGENDA REPORT

**AGENDA OF:** October 28, 2025  
**DEPARTMENT:** Community Development Department  
**SUBJECT:** Consideration and possible action on the updated Development Agreement Policy.

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**RECOMMENDATION:**  
Motion to approve the Development Agreement Policy.

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## BACKGROUND:

The City adopted a Development Agreement (DA) Policy on August 27, 2024, as an interim tool to guide growth in the ETJ following the decision not to adopt the Unified Development Ordinance (UDO). Since that time, Planning & Zoning and City Council have recognized the importance of maintaining a clear, transparent policy for Development Agreements that balances developer flexibility with the City's long-term priorities.

At the Planning & Zoning Workshop, Commissioners and staff discussed revisions to the DA Policy, emphasizing the need for:

- High-level value statements rather than detailed technical mandates.
- Transparency in process including public engagement.
- Incentives tied directly to community values.

The updated draft reflects those priorities in a one-page, value-based format, which Planning and Zoning recommended for approval.

## ATTACHMENTS/ADDITIONAL INFORMATION:

- Planning and Zoning Board Action
- Updated Development Agreement Policy

**CITY OF CASTROVILLE**  
**PLANNING AND ZONING COMMISSION ACTION**  
**October 8, 2025**

The City of Castroville Planning and Zoning Commission is considering the following:

Discussion and possible action on the Development Agreement Policy.

**RECOMMENDATION:**

Approved.

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*J. Hall*  
 Chairperson  
 Planning and Zoning Commission

10/8/25  
 Date



## DEVELOPMENT AGREEMENT POLICY

When the City of Castroville enters into Development Agreements, our goal is to shape growth in a way that strengthens the community today while protecting its future. These agreements are not just contracts with developers — they are commitments to our residents. We seek to ensure that new growth reflects community priorities, upholds fiscal responsibility, and supports long-term sustainability. Through this process, we aim to preserve the character of Castroville, provide the infrastructure and services that families and businesses depend on, and create neighborhoods that remain vibrant, connected, and financially resilient for generations to come.

**Annexation.** We believe new development at the city's edge should ultimately become part of Castroville. Annexation ensures fairness in taxation, coordinated infrastructure, and the ability to uphold community standards.

**Design & Building Standards.** We encourage high-quality, durable building materials and thoughtful architectural character that go beyond the state minimums, strengthening neighborhood identity and long-term value.

**Fiscal Stewardship.** We are committed to development that sustains itself over time. Projects should add value without creating long-term financial burdens or unfunded liabilities for the City and its residents.

**Civic Space.** We value the dedication of land within neighborhoods for community benefit — such as schools, public safety, libraries, or civic facilities — in addition to required parkland. Setting aside at least two acres helps create opportunities for residents to gather, connect, and access shared spaces that strengthen community life.

**Connectivity.** We value neighborhoods that are connected — to each other, to streets, to sidewalks, to trails, and to nearby commercial areas. Developments should avoid isolation and instead strengthen circulation that links homes, businesses, and community spaces.



**Underground Utilities.** We support underground utility installation, including capacity for future broadband, to improve aesthetics, safety, and reliability.

**Neighborhood Services.** We believe neighborhoods are stronger when daily needs can be met close to home. Small-scale retail, services, or community amenities help create complete communities.

**Dark Skies.** We support lighting practices that preserve Castroville’s rural night skies, reduce glare, and respect the character of our community.

**Community Character.** We encourage features that elevate the look and feel of neighborhoods — upgraded street signage, tree-lined streets with native landscaping, natural buffers instead of walls, and trail systems that link open spaces.

**Housing Variety.** We believe in neighborhoods that avoid monotony. A mix of home styles and facades adds character and long-term resilience to the housing market.

### **Process.**

We believe Development Agreements should be guided by a transparent process. Each proposal begins with a staff review to ensure alignment with City policy, followed by a public engagement process that gives residents the opportunity to learn, ask questions, and share input. The Planning & Zoning Commission then reviews agreements for consistency with subdivision and zoning standards before forwarding a recommendation to City Council. Final approval rests with Council, ensuring that adopted agreements reflect community priorities and long-term goals.

### **Incentives.**

The City may consider incentives when a proposed development demonstrates clear alignment with the values outlined in this policy. Projects that incorporate annexation, higher-quality design, civic space dedication, connectivity, underground utilities, or other elements that advance community priorities may be eligible for fee waivers, reimbursements, or 380 agreements. Incentives are not automatic but may be used as a tool to support developments that deliver meaningful public benefit.



# Agenda Report

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**Agenda of:** October 28, 2025

**Department:** Community Development Department

**Subject:** Garcia Creek Drainage Project Report and Discussion

## Recommended Motion:

Motion to authorize staff to move forward with the Garcia Creek Drainage Project as presented.

## Background:

K-Friese will provide a presentation to the council on the proposed maintenance project.

Key issues: Accelerated erosion and stability issues placing Geneva Street Culvert at risk, loss of property (real estate, structures).

Solution: Reconstruct downstream concrete apron at Geneva, construct stilling basins/ grade control drop structures, armoring channel banks.

## Cost & benefits:

- Protection level: 25-year
- Cost Range: \$0.8M to \$1.2M
- Benefits: Prevent erosion from encroaching onto existing properties and undercutting Geneva Street.

## Fiscal Impact:

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

## Attachments:

- Garcia Creek Drainage Project Report

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

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

**Submitted by: Breana Soto**

Section XI, Item d.

# Garcia Creek Channel Stabilization

October 28, 2025

# Overview | **Drainage Master Plan (Jan. 2023)**

Section XI, Item d.

## Top Ranked CIP Projects (Jan. 2023)

### 1. **River Valley Drainage Improvements (\$0.5M)**

*Not advanced until downstream improvements at Garcia Creek are addressed*

### 2. **Village Path and Flat Creek Trib. (\$0.4M)**

*Addressed as part of a private development agreement*

### 3. **Garcia Creek Channel Stabilization (\$0.8M)**

*Advanced to preliminary engineering to stabilize outfall and channel banks*

### 4. **Athens Street South Drainage (\$19M)**

*Submitted to TWDB State Flood Plan for Flood Infrastructure Fund eligibility; currently seeking funding opportunities due to high cost*

### 5. **Naples Street North Drainage (\$23M)**

*Also submitted for TWDB State Flood Plan consideration; project advancement dependent on external funding*

## Preliminary Engineering Report – Identified Alternatives

### **Option 1: Stabilize Culvert and Channel Banks with Wall System**

*(Short-term repair) – Estimated cost: \$1.1-\$1.5M*

### **Option 2: Stabilize Culvert and Armor Channel Bottom with Rock Riprap**

*(Short-term repair) – Estimated cost: \$400-600k*

### **Option 3: Reinforce concrete box with bypass channel**

*(Major reconstruction) – Estimated cost: \$2-2.5M*

**Council Action: City Council selected Option 1 in July 2025 to advance into final design**

**August:** Prepared proposal for final design of Option 1

**October 6:** Conducted channel walk with Council Member King and City staff to review project scope, easement needs, and discuss the possibility of limiting work to the headwall erosion area.

## **Independent Technical Review:**

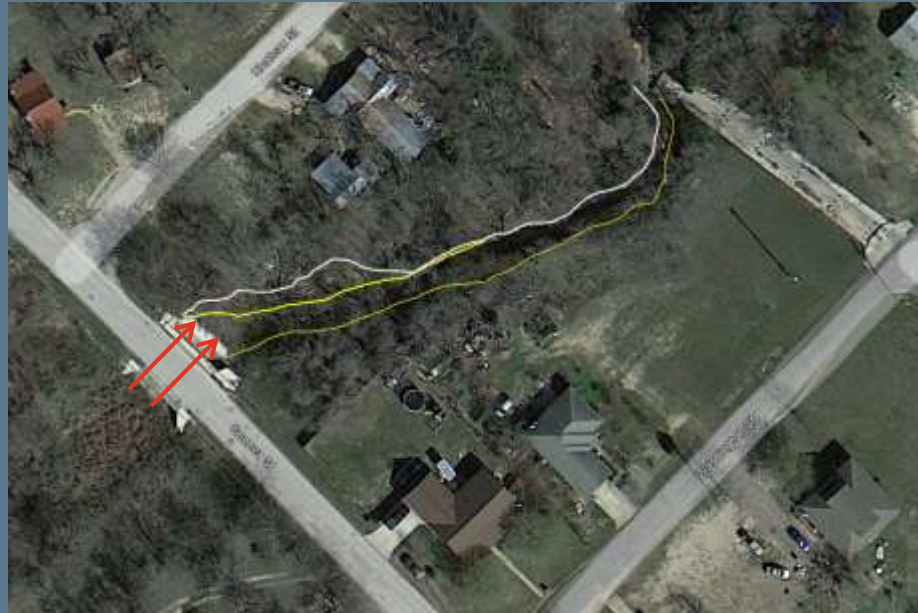
- Senior geomorphologist and senior engineer evaluated long-term stabilization options.
- Review reaffirmed Option 1 as the most effective solution.
  - Headwall-only stabilization would not address ongoing channel erosion and could undermine repairs over time
  - Option 2 provides comprehensive stabilization of the culvert, headwall, and channel banks reducing long-term maintenance needs or creating new downstream erosion instabilities

**Observation:** ~20 feet of bank erosion in 10 years demonstrate continued degradation that could jeopardize localized repairs.



# Garcia Creek | Bank Erosion Progression

Section XI, Item d.



February 2013



March 2022

# Garcia Creek | Channel Erosion Examples

Section XI, Item d.





# Council Action Requested

Section XI, Item d.

- Following the independent technical review and observed bank erosion of ~20 feet over the past decade, staff and Lochner reaffirm Option 1 as the most effective and resilient long-term solution.
- **Option 1 addresses:**
  - Stabilization of the headwall, culvert, and channel banks
  - Reduction of future erosion and maintenance risk
  - Protection of adjacent public infrastructure and properties

**Requested Action: Authorize staff to proceed with negotiations for final design and implementation of Option 1 – Garcia Creek Channel Stabilization Project.**



# Agenda Report

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**Agenda of:** October 28, 2025

**Department:** Airport

**Subject:** Authorization to Issue a Request for Qualifications (RFQ) for Airport Engineering Services

**Recommended Motion:** Authorize staff to issue a Request for Qualifications (RFQ) for professional airport engineering services to support current and future Castroville Municipal Airport projects.

**Background:** At the October 14, 2025 Special Called Meeting, the City Council received presentations from multiple professional engineering and consulting firms to evaluate the City's existing contracts and identify service gaps. During this discussion, it was clarified by representatives of KSA, a Pape-Dawson company, that the City does not currently have a professional services agreement in place to provide **aviation and airport engineering support**.

The Castroville Municipal Airport has historically relied on specialized aviation engineers to design and manage federally and state-funded projects through the **TxDOT Aviation Division**, including runway extensions, lighting upgrades, and hangar developments. The last major projects, such as the **Airport Layout Plan (ALP) Update completed in 2022**, were also managed by aviation engineers with TxDOT experience.

Moving forward, the City will need professional engineering services to assist with the following priorities:

- Runway resurfacing to extend pavement life expectancy.
- Conversion of runway lighting from incandescent to LED.
- Full-depth apron pavement repairs.
- Design and planning for additional taxiway paving and future hangar development.
- Preparation of environmental, permitting, and design documents required for future **FAA and TxDOT grant cycles**.

The City has accumulated multiple years of available funding allocations under the **Non-Primary Entitlement (NPE) Program** and the **Airport Infrastructure Grant (AIG) Program**, with several of these funds expiring within the next 24–36 months if not obligated. Without a qualified aviation engineer under contract, the City risks losing access to these funds and delaying key capital improvements at the airport.

To maintain eligibility for future funding and to ensure compliance with the **Texas Professional Services Procurement Act (Gov't Code, Chapter 2254)**, staff recommends issuing a formal RFQ to select a qualified airport engineering firm. The selected firm will assist with planning, design, and construction management for upcoming TxDOT- and FAA-funded projects.

**Fiscal Impact:** None at this time. Future costs associated with engineering design and project management will be included in project-specific funding requests or grant applications.

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

**Source of Funding:** Airport Adopted Budget for FY 25-26

**Attachments:** RFQ Template

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

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

**Submitted by:** Michael Haley

## REQUEST FOR QUALIFICATIONS TO PROVIDE PROFESSIONAL ENGINEERING SERVICES

- I. General: The City of Castroville plans to add hangars, mitigate any drainage or stormwater deficiencies, and make improvements to the ramp and runway. The City will seek funding for projects using IIJA and NPE funds available through TxDot Aviation. The City seeks to contract with a qualified Engineering/Architectural/Surveying Firm(s) (individual/firm) to prepare design plans, specifications and bid documents, and to conduct necessary inspections to assist the City in accomplishing future projects.

Castroville Municipal Airport will select a firm to provide the services requested using the “Competitive Negotiation Procedure for Professional Services” as outlined in the Professional Services Procurement Act of Texas.

- II. Scope of Services: Castroville Municipal Airport seeks professional engineering services to assist with particular projects as may be needed. Projects may be any which are within the scope of professional engineering and surveying, but are anticipated to be primarily foundation, building, and pavement design with continues inspections of progress.
- III. Site Visits: Site visits are strongly discouraged in the interest of reducing costs prior to shortlisting or the interview stage.
- IV. Term of Contract: Castroville Municipal Airport shall enter into a contract with the selected engineering firm. The contract may be renewed, at the discretion of the City.
- V. Evaluation of Proposals: Selection criteria shall be based on the Texas Government Code Title 10, Subtitle F., Chapter 2254, Sec. 2254.003.
- VI. Contents of Proposals: Each firm which wishes to submit in response to this Request for Qualification (RFQ) must submit three (3) copies of an unmodified **SF 254 and 255** along with a cover letter of not more than two pages.
- VII. Rejection of Proposals: Castroville Municipal Airport reserves the right to reject any or all proposals received.
- VIII. Deadline: TBD



## Agenda Report

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**Agenda of:** October 28, 2025

**Department:** Mayor

**Subject:** Item XI f. Amending Ordinance 2003-019, Terms of Office

**Recommended Motion:**

Motion to amend Ordinance 2003-019 to change the terms of the HLC membership to match with other advisory boards and commissions to end on June 30th instead of the current end of October for the HLC.

**Background:**

Changing the terms of the HLC to end at the same time each year as other advisory boards and commissions will make the process of filling positions more consistent and reduce/eliminate and confusion members of the public may have when they request to approved for a position on a city council advisory board or commission.

City Council action is required to make this change as an amendment to the current ordinance that established the Historic Landmark Commission.

**Fiscal Impact:**

Professional Service

☐ Budgeted   ☐ Requires Budget Amendment

**Source of Funding:**

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

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

**Submitted by:** Mayor Alexander

**ORDINANCE NO. 2026-\_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF CASTROVILLE, TEXAS, AMENDING ORDINANCE 2003-019 TO HAVE THE TERMS OF THE HISTORIC LANDMARK COMMISSION MEMBERS, AND ALTERNATES, TO FOLLOW THE SAME TERMS AS THE OTHER BOARDS AND COMMISSIONS; PROVIDING FOR TWO YEAR TERMS BEGINNING ON JULY 1 AND ENDING ON JUNE 30; PROVIDING FOR STAGGERED TERMS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Castroville, Texas ("City") is a general law municipal corporation organized under the constitution and the general laws of the State of Texas; and

**WHEREAS**, in the lawful authority, the City may enact ordinances to regulate zoning pursuant to Texas Local Government Code Chapter 211; and

**WHEREAS**, the City seeks to protect, enhance, and perpetuate the City's history, culture, and architecture by promoting the value and importance in establishing historic landmarks and districts; and

**WHEREAS**, the City seeks to help educate the public on the benefits of historic preservation, ensure harmonious, orderly, and managed growth and development within the City; and

**WHEREAS**, the City has adopted Chapter 59 of its Code of Ordinances regulating Historic Preservation within the City's jurisdiction; and

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

Section 1. The City of Castroville Historic Preservation Ordinance, adopted as Ordinance No. 2003-019, is hereby amended as follows, the term of its seven (7) members and two (2) alternate members shall be for two (2) year terms beginning on July 1 and ending on June 30 following the same terms as the other boards and commissions, and the terms shall be staggered as well.

Section 2. Severability Clause.

Should any section, subsection, sentence, clause, or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. The City hereby declares that it would have passed this Ordinance, and each section, subsection, sentence, clause or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional or invalid.

Section 3. Savings/Repealing.

All provisions of any ordinance in conflict with this Ordinance are hereby repealed to

the extent they are in conflict; but such repeal shall not abate any pending prosecution for violation of the repealed ordinance, nor shall the repeal prevent a prosecution from being commenced for any violation if occurring prior to the repeal of the ordinance. Any remaining portions of said ordinances shall remain in full force and effect.

Section 4. Code of Ordinances.

It is the intention of the City Council that this Ordinance shall become a part of the Code of Ordinances of the City upon adoption, and this Ordinance may be renumbered and codified accordingly.

Section 5. Effective Date.

This Ordinance shall take effect immediately from and after its passage as provided by law.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF CASTROVILLE, TEXAS, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.**

\_\_\_\_\_  
**SHEENA MARTINEZ, MAYOR PRO TEM**

Attest:

\_\_\_\_\_  
**DEBRA HOWE, CITY SECRETARY**



# Agenda Report

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**Agenda of:** October 28, 2025

**Department:** Mayor

**Subject:** Item XI g. Prohibit a Person from Serving on more than one Advisory Board of Commission at the same time

## Recommended Motion:

**Motion to adopt a City Council resolution that limits the number of city council advisory boards and commissions an individual can serve on at the same time to become effective upon adoption.**

*Nothing in this proposed resolution would inhibit a citizen's ability to advise the City Council or an advisory board of commission on anything that comes before an advisory board, commission or city council.*

Individuals on multiple boards and commissions should be asked to choose their preferred advisory board or commission upon adoption of this proposed resolution and be replaced on other advisory boards and commissions by other volunteer citizens approved by City Council.

## Background:

The city, to my knowledge, does not currently have a policy statement that limits the number of city council advisory boards and commissions an individual can service on at the same time.

While it important to take advantage of several individuals knowledge, experiences, availability and desire to volunteer as a member of a city council advisory board or commission, long time service members on multiple boards and commissions have, in certain cases, prevented other qualified individuals from serving and caused the appearance of conflicts of interest.

Conflicts of interest are sometimes created, real or perceived, by the same individuals serving on multiple boards. For example, the P&Z issues rulings on appeals to the decisions of the HLC and, I believe, the ordinance that created the HLC does not allow dual roles as voting members of each commission. The practice of serving on both the P&Z and HLC as a voting member, in my opinion needs to end immediately.

**Fiscal Impact:** None

**Submitted by:** Councilman Marchman  
Mayor Alexander





# Agenda Report

---

**Agenda of:** October 28, 2025

**Department:** Police

**Subject:** Purchasing a Police Tahoe

**Recommended Motion:** Recommend for City Council to approve staff's recommendation to purchase a 2026 Police Tahoe.

**Background:** The chief previously presented to the Castroville City Council an agenda item on a grant through Operation Stonegarden that will pay for a new Tahoe, and it was approved in the amount of \$84,000. The unit (306) to be replaced was a 2017 Tahoe with 94,000 miles. This unit was under the Capital Improvement Plan to be replaced in 2025; however, it was currently unfunded. Our research indicates in the last 2 years that this unit has had a maintenance cost for the city of \$12,000.00. Currently, we are awaiting the approval and ordering of the Tahoe.

In the last two weeks we were informed unit#309 which is a 2019 Tahoe with 63,000 miles needs a new engine and miscellaneous repairs that totals \$16,000. The last two years maintenance cost on this unit was just under \$10,000. A second quote was obtained from an automotive repair shop with a cost of \$15,000.

Last year, the chief assisted the MVIDS police department in locating used police vehicles and contacted Boerne because they are on a lease program and they routinely have police units going out of service on the lease program. We determined that Boerne did not have any units currently for MVIDS; however, they had several units that were due to be replaced with their lease program in the coming year. The chief revisited the Boerne option and determined they have several units that will be expiring with their lease, and one is an option to replace unit#309. This unit is 2021 Tahoe with approximately 60,000 miles and all the equipment would be included except for a police radio. The cost of this Tahoe is \$40,000. The City of Boerne does have a maintenance policy, and the unit receives regular maintenance.

There are several scenarios to consider on unit #309:

- Option 1: Pay \$16,000 and replace engine and repair miscellaneous parts on current unit#309.
- Option 2: Purchase a new Tahoe (unfunded) \$63,000 with equipment to outfit the unit at a cost of \$27,000 for a total of \$90,000. With this option we would utilize the radio, radar, and camera in the old unit and transfer to the new unit as this equipment is relatively new.

**Option 2 is the preferred option.**

- Option 3: Purchase the Boerne unit, 2021 Tahoe, at a cost of \$40,000. With this option we would take the radio out of unit#309 and place into the new unit. Otherwise, this unit is totally outfitted with camera, radar, etc. and is patrol ready.

The current patrol fleet status. We have 8 marked patrol cars in the fleet.

Unit#303: 2020 Tahoe-47,000 miles

Unit#305: 2023 Tahoe-19,000 miles (purchased through a grant)

Unit#306: 2017 Tahoe-94,000 miles (due to be replaced with a grant as CC approved)

Unit#309: 2019 Tahoe- 63,000 miles ( currently needs new engine and miscellaneous repairs)

Unit#307: 2023 Tahoe- 21,000 miles (CC approved budget item)

Unit#308: 2023 Tahoe- 23,000 miles (CC approved budget item)

Unit#310: 2023 Tahoe- 18,000 miles (Insurance paid for new unit after prior unit was totaled)

Unit#311: 2020 Tahoe- 56,000 miles

The police department has an annual maintenance budget of \$25,000.

**Fiscal Impact:** \$90,000

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

**Source of Funding:** Account Code: 1050309-607

**Attachments:**

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

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

**Submitted by: Chief James Kohler**



# Agenda Report

**Agenda of:** October 28<sup>th</sup>, 2025

**Department:** Parks & Recreation

**Subject:** Parks Master plan Updates & Revisions

## Recommended Motion:

Approve amendments to the Parks Master Plan regarding the development of the 134 Village Path Pocket Park and updates to the Lions Sports Complex Master Plan.

## Background:

The Parks and Recreation Department is presenting two proposed updates to the Parks Master Plan, reflecting the City's ongoing commitment to expanding and improving public recreation spaces and meeting the community's needs.

### 1. 134 Village Path Pocket Park Master Plan Addition (June 2025):

- **Property Details:** The City of Castroville purchased the 0.49-acre (21,147.80 square feet) lot at 134 Village Path in Country Village in 2023.
- **Purpose:** The site is being designed for a stormwater drainage control structure. The proposal recommends classifying the site as a pocket park to serve the residents of Country Village, Country Villa Apartments, and the Heights of Castroville.
- **Benefits:** The park would address the lack of public recreation space in the area and be accessible by foot or bike. A walking trail is recommended to connect these three neighborhoods and the commercial district to the south.
- **Proposed Amenities:** Initial amenities include a landscape easy to maintain, durable benches, and a simple swing set, with potential later additions of a climbing structure and/or gaga ball pits. Native trees for shade are also recommended.
- **Specific Recommendations (Initial Phase):**
  - Swing set - 2 bays of 2 swings: \$7,000 (Grant)
  - Benches stone: \$1,000 (Operating Budget)
  - Walking trail material: \$1,500 (Operating Budget)
  - Landscaping - trees: \$500 (Grant)

### 2. Lions Sports Complex Master Plan Update (May 2025):

- **Recent Improvements:** The 11.4-acre sports park has seen recent additions, including irrigation, a sports field, a splashpad, trees, stone benches, parking, some lighting, and a new restroom in 2023. New lights were installed over the sports field in 2024.

- Needs/Gaps: While the park meets the standard for equity in park distribution, it does not fully meet the standard for equity in accessibility, specifically lacking universally accessible features for children.
- Top Priorities: A community survey conducted in August 2024 identified an inclusive playground and shade as top priorities, with 46% of participants prioritizing the playground.
- Overall Recommendations: The key additions recommended are an inclusive playground (including climbing structure and swings), multiple shade pavilions, a multi-sport hard surface court, and a water reuse system for the splashpad.
- Specific Recommendations (Capital Improvement Plan Focus):
  - Inclusive playscape including swings and climbing structure: \$365,000 (Grant)
  - Shade cover - Install one a year for 3 years: \$13,000 (Operating Budget)
  - Pavilion: \$50,000 (Bond Election)
  - Water reuse system at splashpad: \$4,000 (Operating Budget)
  - Multi-sport hard surface court (Install court, Fencing, Lights): \$65,000 total (Bond Election)

#### **Fiscal Impact:**

There may be a cost associated with these implementation & revisions. We have not contacted the document creator to see what these edits may cost.

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

**Source of Funding:** Account Code 10-50904-413

#### **Attachments:**

City of Castroville Parks & Recreation Master Plan- CURRENT

Master Plan- Lions Park Update- May 2025

Master Plan- 134 Village Path- June 2025

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

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

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





# CITY OF CASTROVILLE

PARKS, RECREATION & OPEN SPACE  
MASTER PLAN AND BUDGETARY GUIDE



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# Acknowledgements

Mayor:  
Darin Schroeder

City Council:

- District 1: Sheena Martinez
- District 2: Paul Carey
- District 3: Phil King
- District 4: Todd Tschirhart
- District 5: Herb Dyer

Steering Committee:

- Kenneth Rohrbach, Superintendent, Median Valley Independent School District
- David Kirkpatrick, Manager, City of Castroville Airport
- Breana Soto, Director, Community Development, City of Castroville
- Devin Fredrickson, Director, Parks and Recreation, City of Castroville
- Patrick Conner, Chair, Parks and Recreation Advisory Board, City of Castroville

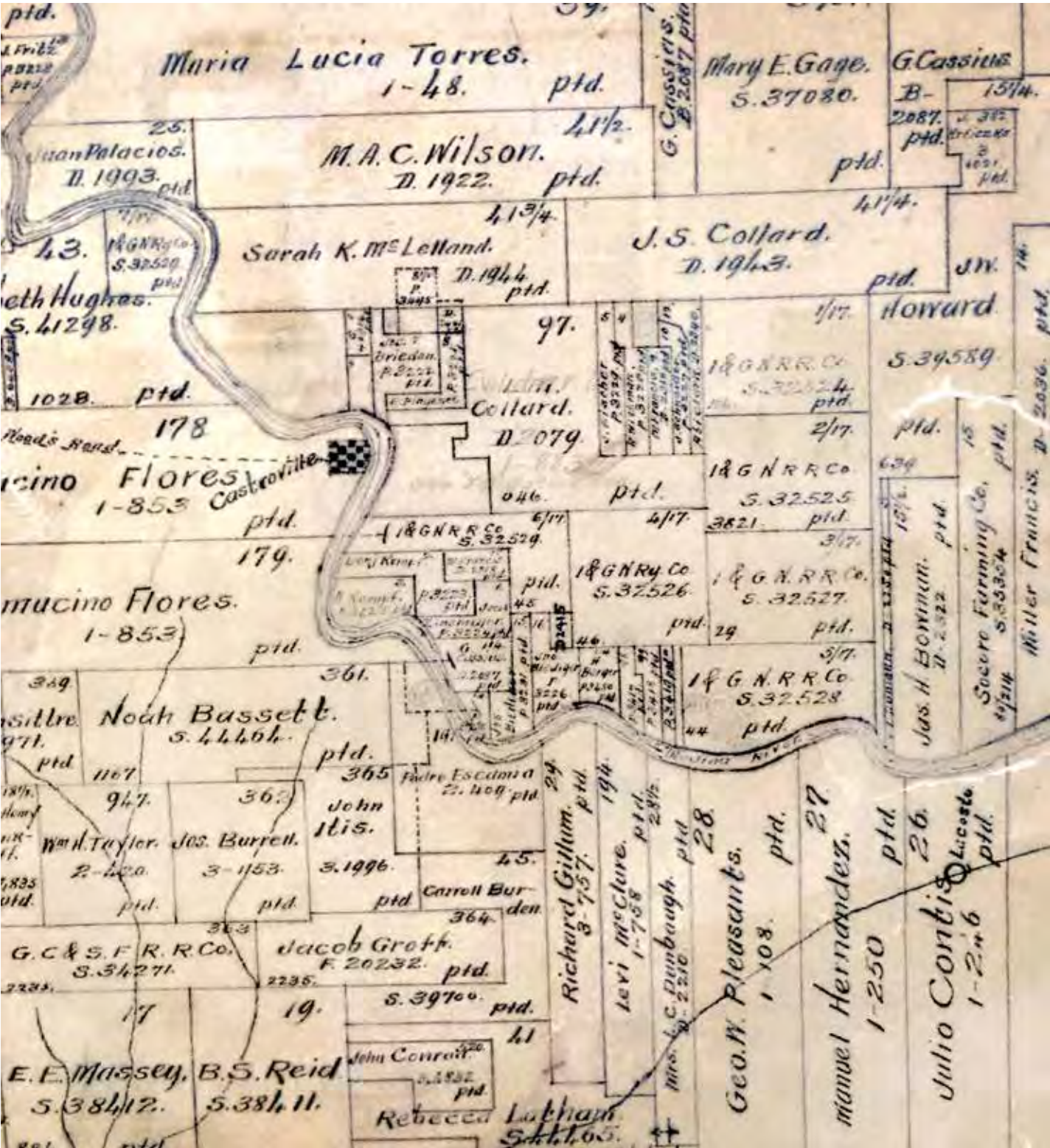
Friends of Castroville Regional Park:

- Helen Delavan, President
- Teri Barrow, Vice President
- Gary Irish, Treasurer
- Kyle McVay, Secretary
- Priscilla Garrett, Member
- Patrick Conner, Member

The Friends of Castroville Regional Park express our sincere thanks to Microsoft Corporation’s Community Outreach Department for their generous grant to develop this City of Castroville Parks, Recreation & Open Space Master Plan and Bugetary Guide.

## Council Resolution

Survey of Medina County, Texas c1800s



## Executive Summary





## Executive Summary

The process of developing a parks and recreation master plan for the City of Castroville began in August of 2020. With a population just over 3,000, the City proudly represents a unique and historical connection with the Alsace region of France. This history of the City is represented with several small parks describing its beginnings and the culture of the colonial settlement.

With a city at this scale, they also feature one of the most significant parks in the region, the Castroville Regional Park that has as part of its boundary, the Medina River. A generous grant from Microsoft Corp enabled the Friends of Castroville Regional Park (FCRP) to enter a contract with Vista Planning and Design to develop this Parks and Recreation Master Plan. The FCRP is in touch with the conditions of the parks in the City and provided valuable assistance in preparation of this report.

The process started with the regular tasks of forming a steering committee and beginning the assessment of the current conditions of the parks and recreation system. Normally the public engagement starts in the beginning of the project. In these unusual times, the public engagement was slow to start, due to a surge in Covid infections around the country. Working through this was accomplished with personal contacts by the Director of Parks with the current patron groups using the park. More online contacts with an extended period of online surveys increased responses. Also very useful was a history of public outreach surveys both for the City as a whole and for parks and recreation specifically. The FCRP went through extensive outreach to get as many people as possible to reply to the survey. As a result, the overall public engagement through large public meetings although not performed as normal, achieved solid results.



Overview of Cross Hill and the City

A guiding theme throughout the process was highlighting the importance of Equity. This was described numerous times in meetings, presentations, and in the document. Equity through three lenses: Equity of Function, Equity of Distribution, and Equity of Access. Briefly these are described as:

- Function: making sure that all types of recreation, play, and sports are available
- Distribution: this is the spatial distribution of parks and recreation in all corners of the City
- Access: Heavily focused on American Disabilities Act (ADA) it also speaks to a child's or a senior's ability to walk to playgrounds or park for healthy outdoor activity.

The process included a Budgetary Guide, much like an implementation plan and included projects, budget figures, responsible parties for spearheading the project, and timeframes for completion. The project became aligned with the overall City's budget process so that became an extra emphasis on projects getting done. Many plans for cities wind up on the shelf and not reviewed often enough to have significant impact on the progress of a parks system. This plan from the beginning, was designed to be an active living document with a spreadsheet to be used daily. A more static form of the spreadsheet became a snapshot of the information in the actual document. It is accompanied by an active spreadsheet that is under the control of the Director of Parks and Recreation. This active spreadsheet is to be used regularly and updated and reported on to the Parks and Recreation Advisory Board and Council to follow progress.

It was interesting to see the enthusiasm about the plan as it began to emerge. This is not unusual for a city and strongly suggests the plan will get launched appropriately. The wheels are in motion already for parks grants to be written for playground equipment in places needing access for children to play. The Council sees the need for new land acquisition for parks east of the Medina River. They are also considering some heavier projects such as a sports complex to host tournament level sports for the region. This will take advantage of the youth sports marketability as an economic stimulus for the City.

Castroville is under heavy growth pressure from neighboring San Antonio. Through the actions guided by this solid plan, Castroville is much more prepared to benefit from this high growth over the next decade, as well as protect the small-town quality of life that they cherish so much.



Cross Hill





Henri Castro, left, and Fernando Huth  
Painting by F. Harrisberger 1987



## Introduction & Community Profile

## Introduction

Castroville, a small rural farming community of 3,229, is located in Medina County. It is typical of other similar communities located within 100 miles of the large metroplex cities in Texas. All these communities are facing the tsunami of growth crashing down on them.

Currently, San Antonio and Bexar County 25 miles to the east, is one of the fastest growing areas in the country with an 18.89% growth rate for 2021. It is ranked 33 fastest out of the 200 U.S. counties reported.<sup>1</sup> Relocating for the current business boom, new residents are seeking the exceptional quality of life Castroville offers.

Several subdivisions and commercial development are in planning stages. The Alsatian Oaks subdivision, featuring 950 residential homes is under construction. New retail businesses are currently under construction along Highway 90 east of Castroville toward San Antonio. The 2020 growth rate for Castroville is 1.73%, and 20.49%<sup>1</sup> since 2010.

“Astronomical growth: 4,000 homes built, 17,000 more pending; home and land values going through the roof, locals shocked and frustrated.”<sup>2</sup>

Please see Appendix D. “Demographic Data” for a more detailed Community Profile.

These growth pressures will bring a more vibrant economy to Castroville. This Parks and Recreation Master Plan is a path to embrace the rewards of that economic growth, and to use those rewards to maintain and improve the excellent quality of life currently enjoyed in the Castroville community.

This planning process was not typical of past city parks master planning projects due to the onset of the COVID-19 pandemic. Restrictions on personal group meetings and public group meetings created challenges that were successfully met and are completely described in Appendix B “Master Planning Process.”

This report format follows the basic planning strategy for land use improvement:

- Define Visions & Goals
- Identify Current Properties
- Evaluate Each Property
- Recommend Solutions
- Calculate Funding Requirements
- Develop an Action Plan Timeline

Beginning with the visions and goals as defined by the steering committee, all the existing parks and open spaces are then identified. Appendix C, “The National Recreation and Parks Association (NRPA) Standards” are then used to evaluate the overall park and recreation system as well as each individual park.

Recommended solutions are then developed for areas needing improvement. If that park cannot

provide an adequate solution, a discussion of the amount, sizes, and types of new land areas are needed to fill the void. Once recommendations for each park are developed, the funding requirements and an action plan will be documented.

Appendix A. “Implementation & Budgetary Guide Summary” compiles all the existing and future park funding requirements and action plans in a timeline chart.

## Community Profile

Castroville, Texas, is typical with other small communities facing accelerated growth. However, Castroville is one of the most unique communities in the country. There are several reasons it has this status. Its history, early architecture style, and deep roots from the founding community of migrants from Alsace, France, were led by Henri de Castro. The city was established in 1844. Known as the “Little Alsace of Texas,” the city preserves a strong relationship to the Alsace region of France to this day.

The strength of the entwined roots between Alsace and Castroville is shown with the creation of the “Jardin des Racines” or The Garden of Roots located in Castroville Regional Park. Here, the roots of the old and the new grow together. This friendship gesture, funded by the people of Alsace in 1997, is shaped like a map of Alsace.

A “River of Rocks” symbolizes the Rhine River, the border between Alsace and Germany. A tree was planted by each participating “Sister Village” in Alsace in the approximate location of their village on the map.

Totally unique in the United States, are the early pioneer homes in Castroville. These small cottages are made in the typical Fachwerk architectural style used in the Alsace region from 1600-1800s. The National Register of Historic Places lists 96 historic structures standing within the Historic District of Castroville.

These interwoven Alsatian roots were further nurtured by the relocation of the Steinbach Hus to Castroville. Built in Alsace in 1618-1648, it was meticulously disassembled, shipped to Castroville, and accurately reconstructed. Opening in 2002, this two and one-half story structure is typical of the Fachwerk architectural style and is decorated with historically correct furnishings of the 1800-1900 period.

The early emigrants found excellent crop production in the flat fertile soil of the Medina River Valley, similar to the Rhine River Valley. Castroville’s rural farming community is rapidly changing into a bedroom community. Extreme growth is showing its pressure in Castroville as these flat fertile crop fields are now sprouting new houses.<sup>3</sup>

1 <https://worldpopulationreview.com/us-cities>

2 *The Devine News*; “‘Astronomical’ growth: 4,000 homes built, 17,000 more pending; home and land values going through the roof, locals shocked and frustrated”, 2021-06-02 by Kaylee Holder

3 For more information about the history of Castroville and Medina County, contact Castro Colonies Heritage Association; <http://www.castrocolonies.us/>

a. Medina County History Volumes 1 & 2,

<http://www.castrocolonies.us/store/c2/Books.html>

b. *The Tattered Heart: A Historical Fiction Biography of Mother St. Andrew Feltin*, CDP

c. *Foundress of the Sisters of Divine Providence of San Antonio, Texas*, by Mary D. Langford

d. *Castro’s Colony: Empresario Development in Texas, 1842-1865*, by Bobby Weaver

# Vision Statement and Primary Goals

## Vision Statement:

*Maintain and improve Castroville's present and future city parks to provide park patrons of all ages and abilities, safe, high-quality, year-round venues, that maximizes active and passive recreational programs as well as educational programs.*

## Primary Goals:

- Strive toward a well-rounded parks and recreation system with equity in:
  - Distribution of park locations throughout the city
  - Access for all ages and ability levels
  - Diversity of active sports and passive recreation
- Increase maintenance and improve Castroville Regional Park, keeping it the premier park in the region.
- Construct a first-class multi-sport complex.
- Strengthen the city's cultural heritage awareness.
- Improve maintenance and expand the natural area's hiking trails and provide environmental education programs.
- Increase ADA infrastructure improvements to create a more inclusive experience for all patrons.
- Provide more expansive recreation programs including health and wellness activities for children and seniors.







Aerial Photograph of Castroville, February 27, 1939  
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View of Cross Hill looking northeast toward Castroville



## Overall Public & Private Park Recommendations



View across Castroville Regional Park

## Existing Conditions of the Parks & Recreation System

### A. Overall Park System

Castroville's population and growth, while relatively stable in past years, is changing rapidly. The projected trend in area demographics shows population growth accelerating at an alarming rate.<sup>1, 2</sup> This robust population growth creates rapidly increasing real estate sales prices.

Up until now, the collection of city parks has been adequate with the flagship park, Castroville Regional Park, bearing the main burden of providing recreation opportunities.

As of 2022, the extreme growth pressures from daily-use patrons, especially organized sports groups, is dramatically apparent with the increased maintenance costs to repair the excessive age and deterioration of park infrastructure.

The increasing population, rising real estate prices, and overuse at Regional Park make future parkland acquisition the top priority for the Castroville Parks and Recreation Department.

The strength of a successful park system is that it provides a variety of park types and recreation opportunities throughout the community to serve residents. Site selection, park design, and development should support the function and purpose of each park type to ensure that diverse recreation opportunities are provided, and community recreation needs are met.

The National Recreation and Parks Association (NRPA) Classification, Standards and Application<sup>3</sup> provides specific design and development guidelines for the following types of parks in Castroville:

- Regional parks
- Community parks
- Neighborhood parks
- Special use areas
- Natural and open space areas

Castroville parks master planning process used the NRPA set of standards as a framework to develop a well-balanced community parkland system. Castroville's unique characteristics require a more thoughtful adaptation to best serve the community.

<sup>1</sup> <https://worldpopulationreview.com/us-cities>

<sup>2</sup> *The Devine News*; "‘Astronomical’ growth: 4,000 homes built, 17,000 more pending; home and land values going through the roof, locals shocked and frustrated", 2021-06-02 by Kaylee Holder

<sup>3</sup> *Please review Appendix C* "National Recreation and Parks (NRPA) Standards and their Applications."

This appendix provides detailed information describing the NRPA standards and applications.

The NRPA standards have been applied to Castroville's particular location and size, along with other dynamics of the community.

These include:

- Environment trends in natural resources awareness, appreciation, and potential pollution issues,
- Social trends such as health and wellness, and diverse cultural heritage,
- Demographic trends of families, seniors, parents, and teens.

The NRPA standards are based on the NRPA Equity Principles:

- **Equity of Distribution:** This is working toward an even distribution of parks and facilities throughout the City
- **Equity of Access:** Access refers to all abilities, including all forms of disability and ages. Most prominent is ADA access with walking paths and parking as well as playscape elements
- **Equity of Functions:** (Activities and Place Types): A system must seek to balance out the provisions of organized sports, passive, and unstructured active recreation needs

This report reviewed three types of properties: Official City-Owned Parks, Non-City-Owned Parks, and City-Owned Open Spaces.

Official City-Owned Parks are those parks where the city owns the property, has management and budgetary control, and are free and open to the public. Entrance to the parks may be free, however there may be fees for the use of special facilities like the swimming pool and others.

Non-City-Owned Parks are those properties that are not owned by the city. The city does not have management of or budgetary control of these properties. They may or may not be free and open to the public. These partnering properties are included in this report because they leverage valuable park function assets to improve the parks and recreation experience to citizens and visitors.

The City-Owned Open Spaces are currently vacant properties owned by the city. They were purchased for one purpose, but those purposes have not been implemented due to changes in city council priorities. These vacant properties are excellent opportunities for immediate park development since there is no purchase land cost.

Property ownership categories of parkland may be active, passive, or a combination of both. Active parks have a focus on organized sports recreation referred in this report as Sports Parks. Passive parks have a leisure recreation activity, such as walking, picnics, unstructured play areas, and include parks with historic or memorial functions. These are referred in this report as Historic Parks.

Regional Park and Lion's Sports Complex are multi-functional parks with both passive and active functions. The Medina Valley Youth Baseball Association (MVYBA) Fields are considered solely an active sports park since its major patron use is in organized sports. There are no open spaces, picnic tables or other passive recreational facilities available to the public.

There are no active sports facilities at Steinbach Hus, Landmark Inn, September Square, Houston Square, and the Moye Retreat Center. They are considered passive special use parks with their focus on Castroville's history.

Official city parks, as well as privately-owned park facilities, both provide park functions. However, the combination of city-owned, and non-city-owned facilities, cannot meet the current and rapidly increasing needs for park patrons of all ages and abilities, safe, high-quality, year-round venues, that maximize active and passive recreational programs as well as educational programs.

Table 1. lists the types of property ownership categories, for current parklands, as well as active and passive main functions of each and sizes

<b>Park</b>	<b>City Owned Park</b>	<b>Main Function</b>	<b>Approximate Acreage</b>
Castroville Regional Park	Yes	Multifunctional Active/Passive; Soccer,Hiking, Swimming, Fishing,	113.0^
Lions Sports Complex	Yes	Multifunctional Active/Passive, Baseball, Soccer, Walking	11.4*
MVYBA Baseball Fields	Yes	Active, Private, Baseball, Public Access	18.0^
Houston Square~	Yes	Passive, History, Parking, Festivals	3.0*
September Square	Yes	Passive, History, Memorial Park	0.7*
Steinbach Hus	Yes	Passive, History, Museum	1.5*
Castro Colonies Living History Center	Yes	Passive, History, Museum	0.32*
		<b>Total Official City Parks</b>	<b>165.92</b>
Alsatian Oaks	No	Passive, Private, HOA	60.01*
Landmark Inn State Historic Site	No	Passive, History, Museum, Free Public Access	8.3*
Moye Center	No	Passive, Private, Historic,Free Public Access	6.0*
Koenig Park	No	Passive, Private, Group Functions/Events Public Access w/Fee	7.8*
Braden Keller Center	No	Passive, Private, Group Function/EventsPublic Access w/Fee	2.5^
Westheim Village	No	Passive, Private HOA	1.0^
Cross Hill	No	Passive, Private, Free Public Access	1.0^
Zion Lutheran Church Community Gardens	No	Passive, Private, Free Public Access	0.25^
Rodriguez Property	No	Passive, Private, Public Access w/fee	1.0^
Castroville Elementary School	No	Passive, Private, School Use Only	3.0^
			86.74
<b>Total Land Contributing to Park Functions 254.66</b>			

\*Median County Appraisal District Acreages, ^Estimated Acreages, Houston Square~1 Ac. Green Space, 2 Ac. Pavement

Table 2. shows the NRPA minimum requirements for each type of park listed.

<b>Table 2. - NRPA Parkland Classification and Standards</b>				
<b>Type</b>	<b>Service Area</b>	<b>Desirable Size</b>	<b>Acres/1000 Residents</b>	<b>Desirable Site Characteristics and Facilities</b>
Regional Parks	Several Communities	200+ Acres	5 to 10 Acres	Same facilities as a Community Park, but contiguous with or encompassing natural and wildland areas. Establish a single or multi-use trail system.
Community Parks	1-2 Miles	25+ Acres	5 to 8 Acres	May include areas suited for intense recreation facilities such as athletic complexes and large swimming pools. Easily accessible to neighborhoods within the service area.
Neighborhood Parks	1/4 to 1/2 Mile	5-15 Acres	1 to 2 Acres	Serve the surrounding neighborhoods with open space and facilities such as basketball courts, playscapes, picnic tables, restrooms, and walking paths.
Special Use Areas	No Applicable Standards	Variable Depending Use	Variable	Area for specialized or single purpose or multi-use areas for recreation activities such as historic parks, memorial parks, dog parks, skate parks, mountainbike trails, golf courses etc.

Table 3. Compares Castroville Parks size and distribution with NRPA Standards.

<b>Table 3. - Castroville Parks evaluated using NRPA Classification and Standards</b>			
<b>Park Type</b>	<b>Target Acreages</b>	<b>Deficit or Plus Actual</b>	<b>Equity of Distribution</b>
Regional	15.5 ac / 31 ac	+ 115 ac	Great
Community	15.5 ac / 24.8 ac	+ 19 ac Actual	Poor
Neighborhood	3.1 ac / 6.2 ac	+ 9.4 ac	Poor
Special Use Areas	None	5.4 ac	Poor



## A. i. Overall Park Systems Recommendations

The following suggestions address ways to improve the Equity in the city's entire parks and recreation system. Included in this list are elements are considered the top-tier priority items for the City of Castroville. The items listed are the highest priority. The status and needed improvements in each individual park are detailed in this report.

### **1. Implement a two-fold approach to identify and acquire new parkland while simultaneously maintain and improve current park infrastructure. The key is a balanced approach to both current and future park needs.**

- a. Identify and acquire both large and small properties, to evenly distribute a broad variety of play, recreation, and sports activities. Especially the service areas around the city and eastward in anticipated growth areas. Focus on the ETJ for future parks where the land is undeveloped and less expensive.
  - i. Acquire 50 acres for active sports parkland east of Medina River
  - ii. Relocate the MVYBA Baseball Fields to a new location
- b. Increase Capital Improvement Project (CIP) funding. This will reduce the current parks system backlog of deferred CIP. Include replacing ADA restrooms, restoring paths, parking, lighting, signs, and other items that need urgent attention. Maintenance costs often inhibit needed CIP for new and replacement park infrastructure and facilities.
  - i. Demolish and rebuild the current swimming pool building
  - ii. Replace restrooms at Castroville Regional Park

### **2. Accelerate outreach to private property owners for parkland acquisition.**

- a. Identify individual private property owners, corporate, and subdivision developers with land suitable for parkland development within the ETJ. Organize private property owner information meetings. These meetings may be public or private, will explain the benefits of family legacy and estate planning, as well as the tax benefits of land donations and establishing conservation easements.
- b. Partner with land trusts and other agencies. The American Farmland Trust, Texas Agriculture Land Trust, Green Spaces Alliance, and The Nature Conservancy can aid with presentations and information. Texas A&M Agri-Life Extension is not a land trust, but they can also provide presentations on donations and conservation easements.

## **A. i. Overall Park Systems Recommendations cont.**

### **3. Create new parks facilities using existing parks and city-owned open spaces.**

- a. Review current parkland and evaluate re-purposing and upgrading existing areas for new facilities. Review open spaces for new park construction. Vacant parcels are readily available and excellent sources for new park development.
- b. Find underutilized areas in existing parks, such as Lion's Sports Complex, to add new basic amenities such as trees, picnic tables, and children's playscapes. Specialized amenities such as a splashpad should be included as well.
- c. The future relocation of the current of the Public Works complex to the Bendele property, creates an ideal location for a new community center complex. This community center addresses Equity of Functions by providing a year-round inside meeting and activity space for all ages and abilities.

### **4. Improve accessibility.**

- a. Improve all parks to meet American Disabilities Act (ADA) standards by replacing restrooms, improving walking trails, parking, handicap ramps, and other facilities that increase accessibility.
- b. Improve accessibility to all the historic places by developing one well-marked Castroville historic walking trail, that includes all historic parks, pioneer homes, early Texas buildings, and current historic downtown businesses.
- c. Implement well-defined bike lanes. Programs like Safe Routes to Schools (USDOT), and Safe Routes to Parks (NRPA), provide funds to develop well-defined bike lanes connect key locations throughout the city. This allows adults and children access to parks and other places in the city more efficiently and safely.

These recommendations add more depth to the overall vision and goals stated earlier in this document. These points work on equity, safety, health and providing well-rounded priorities to strengthen the overall parks and recreation system. This will also improve historic preservation efforts and tourism revenues to the city.

## A. ii. Park Design and Development Guidelines

These Design and Development Guidelines will facilitate implementation of the Overall Park Recommendations.

The strength of a successful park system is that it provides a variety of park types and recreation opportunities throughout the community to serve residents. Site selection, park design, and development should support the function and purpose of each park type to ensure that diverse recreation opportunities are provided and community recreation needs are met.

Increasing population and rising real estate prices, create a ‘Sellers’ Market’. This creates advantages as well as disadvantages. For regional and community parks it is a disadvantage because the city is competing with other property buyers. However, there are new federal programs specifically for the purchase of property for new parklands.

On August 4, 2020, the Great American Outdoors Act (GAOA) authorizing \$900 million annually in permanent funding for the Land and Water Conservation Fund (LWCF). Through the National Parks Service (NPS) The State Side of the LWCF provides matching grants to States and local governments for the acquisition and development of public outdoor recreation areas and facilities.

Developing partnerships with the federal agencies like the NPS the State Side Program, USDA Resource Conservation and Development Program (RC&D), state agencies like Texas Parks and Wildlife Department (TPWD), Medina County, corporations, non-profit organizations, and individuals will help with acquiring these larger tracts.

The GAOA is a great opportunity to develop a new Regional Park and Sports Complex east of the Medina River.

With the increasing demand for subdivision development, the city has an advantage as a ‘Seller’. This gives the city much more leverage negotiating development agreements with neighborhood, special use parks, and pocket parks.

Three critical elements for parkland dedication when creating development agreements.

1. Dedicating home building sites and other areas outside riparian and drainage areas for creating parklands,
2. Public access to the parks built within new subdivisions and
3. Establishing high quality standards and specifications for park infrastructure.

Providing the specific guidelines for development agreements is outside the scope of this report.

However, City of Pflugerville’s Unified Development Code (UDC) contains their Park Development Manual and provides excellent information for park development agreements.

Here is the link for Pflugerville’s UDC and Park Development Manual

<https://www.pflugervilletx.gov/city-government/development-services-center/planning-department/unified-development-code>

The following development and design guidelines outline NRPA criteria for the following types of Castroville parks:

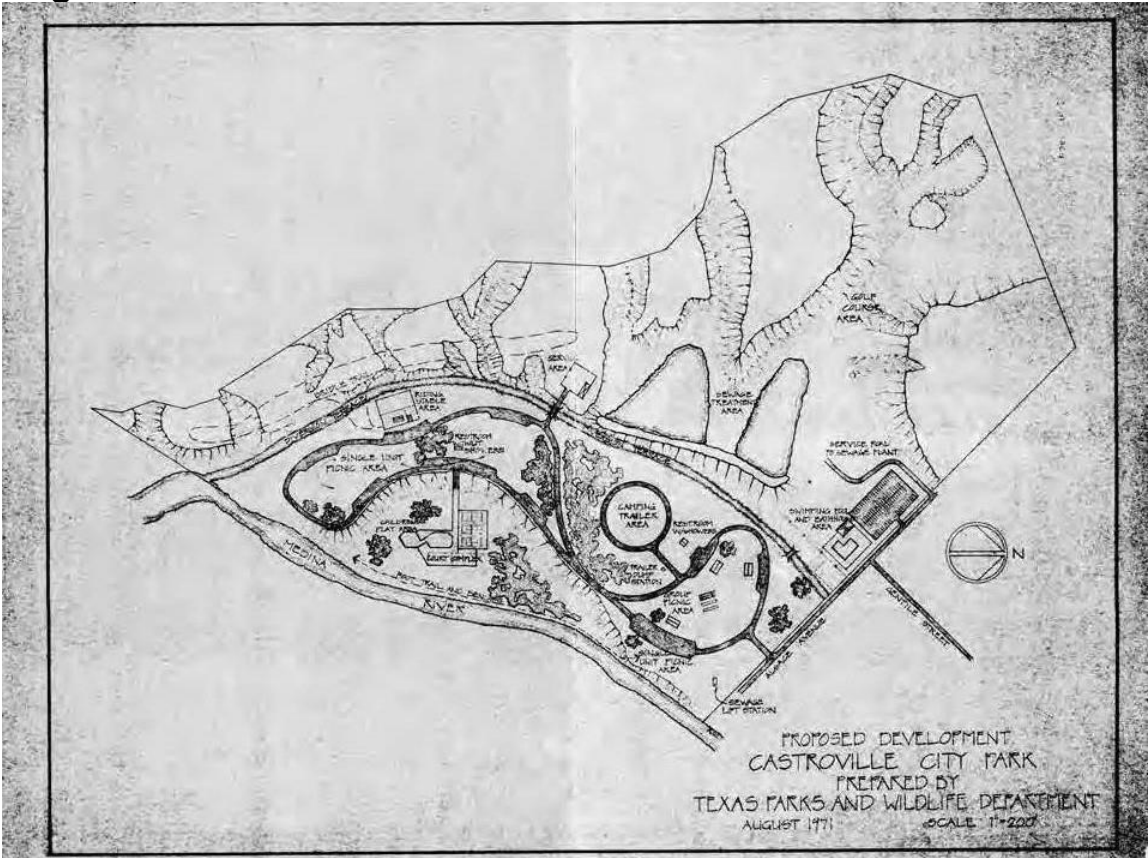
- Regional parks
- Community parks
- Neighborhood parks
- Special use areas
- Natural & open space areas.

Design and development guidelines are intended to provide planning and site programming guidance, addressing such things as park size, layout, recommended amenities, and other development concerns for each type of park. However, each site is unique, and these guidelines are not intended to override site-specific concerns or judgments.

Guidelines for the design and development of Castroville parks include:

- **Description:** A definition is presented to describe the park type.
- **Function:** The primary function or use of this type of park is noted.
- **Site selection considerations:** Criteria to consider in the acquisition and development of new parks include location, site size, and site access guidelines. Existing parks may be smaller or larger than the recommended maximum and minimum park size.
- **Minimum amenities:** These amenities should be provided in every developed park in this category.
- **Additional amenities:** These amenities are appropriate for this type of park, and these and similar features may be considered during the planning and design process for each park.
- **Avoid:** These elements are not compatible with the park type and should be avoided.

Regional Parks



Texas Parks and Wildlife Department Design of Castroville Regional Park 1971

Description

Regional parks are sites planned to provide a mix of passive and active recreational activities for the city and surrounding region. They are typically larger sites with a defining feature such as hills, water features, wildlife areas, or another natural element. They often have their own trail network connecting facilities. Regional Parks have facilities able to accommodate large numbers of visitors throughout the year.

Function

Provide for active and passive recreation; provide gathering places; protect natural resources; promote environmental stewardship; provide larger passive and active play areas and amenities; provide specific large-scale community facilities.

Site Selection Considerations

- The site should front on a public street.
- Access to the site should be provided by means of a street with sidewalks. If access is by means of a collector or arterial street, the street should have bicycle lanes.
- If a community-wide trail network is available, it should be connected to sidewalks.
- Site size should be adequate to support the intended uses, with a minimum size of 30 acres or more.

**Regional Parks cont.**

**Minimum Amenities**

At least four additional active recreation amenities from the additional amenities list below:

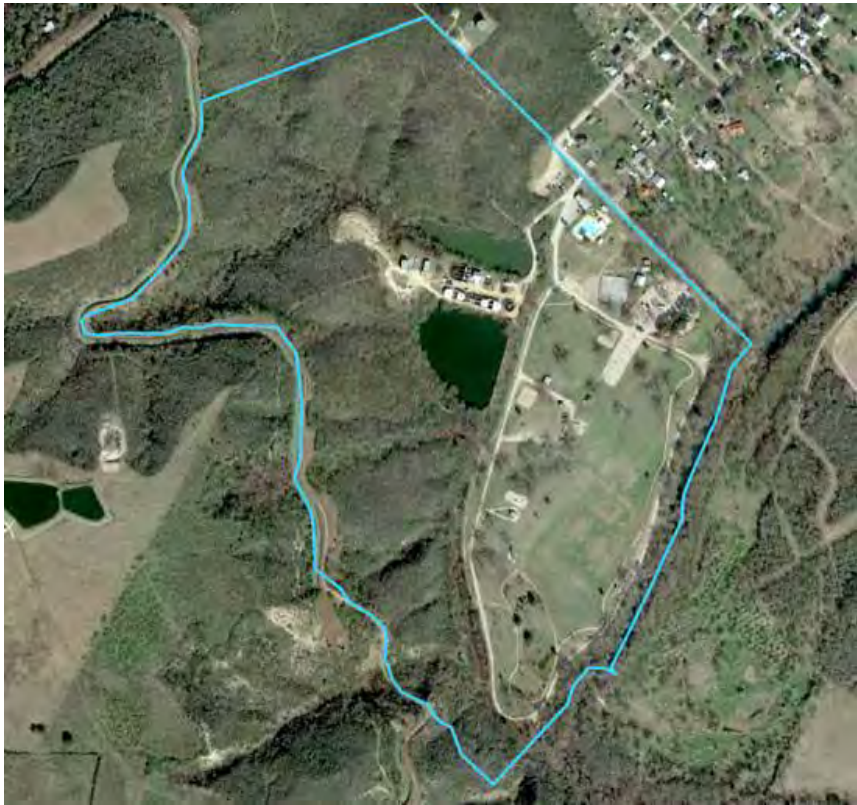
- Site identification signage
- Appropriate site furnishings (e.g., picnic tables, benches, drinking fountains, trash receptacles, restrooms, etc.).
- Playscapes for all age groups
- Open turf area for unstructured play
- General landscape improvements
- Pathway system connecting park elements
- All amenities should meet ADA Standards

**Additional Amenities**

Additional amenities could include any or all amenities listed for Large City Park, Waterfront Park, Special Use Area Park, Natural Area/Open Space Park as appropriate.

**Avoid**

On-street Parking



Castroville Regional Park



## Community Parks



Castroville Regional Park functions as a community park as part of a Regional Park

### Description

Community parks are planned to provide active and structured recreation opportunities through facilities such as playgrounds, playing fields, and basketball courts, as well as passive opportunities. Community parks often have sport fields or similar facilities as the central focus of the park, with play equipment, picnic areas, pathways, and open spaces available.

### Function

Provide for active and passive recreation; provide neighborhood or community gathering space.

### Site Selection Considerations

- The site should front on a public street.
- Access to the site should be provided by means of a street with sidewalks. If access is a collector or arterial street, the street should have bicycle lanes.
- The site should be relatively central to the area it is intended to serve.
- The site should connect to the community-wide trail network if available or be connectable to the network via sidewalks or a trail.
- Site size should be adequate to support the intended uses, with a minimum size of 10 acres or more. Depending on new site potential and location constraints the acreage could be less.

### Minimum Amenities

- Site identification signage
- Appropriate site furnishings (e.g., picnic tables, benches, bike racks, drinking fountains, trash receptacles, restrooms, etc.) for the intended scale and use of the park
- Playscapes for all age groups
- Open turf area for unstructured play
- General landscape improvements
- Pathway system connecting park elements
- All amenities should meet ADA Standards
- 'Dark Sky' Lighting
- Underground utilities
- At least two additional active recreation amenities from the additional amenities list below

### Additional Amenities

- Active recreation amenities
  - Sports fields for scheduled organized sports play or practice. Fields may be in complexes within the park if space permits.
  - Volleyball courts
  - Tennis courts
  - Basketball courts
  - Horseshoe pits
  - Skate park or skate spot
  - Disc golf
  - Rock climbing features
  - Other small-scale sports facilities (horseshoes, bocce, etc.)
  - Picnic shelters (larger parks should consider including at least one shelter capable of accommodating groups of 25 to 30 people)
  - Large group picnic area able to accommodate 75 to 100+ people
  - Performance space, such as a stage area or band shell
  - Permanent or portable restrooms
  - Off-street parking to serve the need using green design when possible
  - Water playground or interactive water feature
  - Off-leash dog area
  - Community gardens
  - Interpretive signage
  - Natural area (if present on-site)
  - Indoor recreation center or facility
  - Storage or maintenance buildings (If visible, these should be architecturally compatible with other park elements and any exterior work areas should be screened from view.)

### Avoid

- On-street parking

## Neighborhood Parks



**Typical Neighborhood Park**

### Description

Neighborhood parks are designed primarily for non-supervised and unstructured recreation activities. They are generally small and attract residents within a walking distance of one-quarter mile to one-half mile. Facilities typically found in neighborhood parks include children's play equipment, picnic areas, pathways, open grassy areas for passive use, outdoor basketball or tennis courts, and open lawn areas for informal sports.

**Function** Provide access to basic recreation opportunities.

### Site Selection Considerations

- The site should front on a public street.
- Access to the site should be provided by means of a street with sidewalks. If access is by means of a collector or arterial street, the street should have bicycle lanes.
- The site should be relatively central to the area it is intended to serve.
- The site should connect to the community-wide trail network if available or be connectable to the network via sidewalks or a trail.
- Site size should be adequate to support the intended uses.
- Optimal size is three to eight acres, with a minimum size of one acre, but neighborhood parks can be larger depending on site availability.

**Neighborhood Parks cont.**

**Minimum Amenities**

- Site identification signage
- Appropriate site furnishings (e.g., picnic tables, benches, bike racks, drinking fountains, trash receptacles, restrooms, etc.) for the intended scale and use of the park
- Playscapes for all age groups
- Open turf area for unstructured play
- General landscape improvements
- Pathway system connecting park elements
- All amenities should meet ADA Standards
- ‘Dark Sky’ Lighting
- Underground utilities
- At least two additional active recreation amenities from the additional amenities list below

**Additional Amenities**

- Active recreation amenities
  - Tennis courts
  - Basketball courts
  - Bouldering features
  - Other small-scale sports facilities such as horseshoe pits or bocce courts

**Additional Amenities cont.**

- On-street parking to serve the need using green design when possible
- Interpretive signage
- Natural area (if present on-site)
- Storage or maintenance buildings (If visible, these should be architecturally compatible with other park elements and any exterior work areas should be screened from view.)

**Avoid**

- Off-street parking



Lions Sports Complex – Neighborhood Park



## Special Use Parks



**Typical Skateboard Park**

### Description

Special use areas are stand-alone recreation sites or miscellaneous park lands designed to support a specific use. Facilities that are typically included in this classification are sports field complexes, community centers, historic and memorial parks, dog park, community gardens, BMX parks, skate parks, 'ADA All Access' playscapes and aquatic centers. Specialized facilities may also be provided within a park of another classification.

**Function** - Meet a specialized community recreation need.

### Site Selection Considerations

- Site size depends on intended use but should be sufficient to accommodate the special use and necessary support facilities.
- Access to the site should generally be provided by means of a collector or arterial street.
- The site should connect to the community-wide trail network if available or be connectable to the network via sidewalks or a trail.
- The feasibility study for the special use will determine additional site selection criteria.

**Special Use Parks cont.****Minimum Amenities**

- Site identification signage
- Appropriate site furnishings (e.g., picnic tables, benches, bike racks, drinking fountains, trash receptacles, restrooms, etc.) for the intended scale and use of the park
- Special use facility or facilities
- General landscaping improvements
- On-street or off-street parking using green design when possible

**Additional Amenities**

Additional amenities that are compatible with or that support the primary special use should be considered for the site.

**These may include:**

- Playscapes for all age groups and physical abilities
- Open turf area for unstructured play
- Courts for basketball, volleyball, or tennis
- Other sports facilities (skate spot, bocce, disc golf, horseshoe pits, etc.)
- Pathway system
- Picnic shelters
- Splashpads
- Concession, vendor space, or commercial lease space
- Restaurant or food concessions
- Other recreation amenities that address new recreation trends
- Storage or maintenance buildings should be architecturally compatible with other park elements and any exterior work areas should be screened from view.



**Howe Farm Historic Park and Off-Leash Dog Area, Port Orchard WA.**



## Natural Area & Open Space Parks



**Medina River Natural Area in Castroville Regional Park**

### Description

Natural areas are undeveloped or partially developed lands primarily left in their natural state, with recreation use as a secondary objective. They are usually lands owned or managed by a governmental agency and may have limited public access. This type of land often includes informal open spaces, wetlands, steep hillsides, and heavily wooded areas. Environmentally sensitive areas that include wildlife habitats, stream, and creek corridors, or unique or endangered plant species can also be considered natural open space. Natural open spaces may serve as trail corridors, wildlife viewing areas, or open areas for quiet contemplation. Natural open space parks generally support unstructured recreational activities and can vary in size.

**Function** - Protect natural resources; provide opportunities for interaction with the natural environment; promote environmental stewardship.

### Site Selection Considerations

- Site size should be based on natural resource needs, with site size being the amount needed to preserve or protect the resource.
- Where feasible, public access to natural open space areas should be through well-defined trails to protect environmentally sensitive areas from overuse.
- The site should have access to a public street.
- The site should connect to the community-wide trail network if available or be connectable to the network via sidewalks or a trail.

## Natural Area & Open Space Parks cont.

### Minimum Amenities

- Site identification signage
- Appropriate site furnishings (e.g., picnic tables, benches, bike racks, drinking fountains, trash receptacles, restrooms, etc.) for the intended scale and use of the park
- Interpretive signage
- Amenities should be limited to those appropriate for the numbers and types of visitors the area can accommodate, while retaining its resource value, natural character, and the intended level of solitude.

### Additional Amenities

- Shelters
- Picnic areas
- Trail and pathway system
- Trailhead or entry kiosk
- Viewpoints or viewing blinds
- Seasonal or permanent restrooms
- Interpretive or educational facilities or classrooms (indoor or outdoor)
- Restoration of the natural resource values of the site
- Parking

### Avoid

- Turf areas
- Ornamental plantings
- Active-oriented amenities (sports fields, paved courts, etc.)

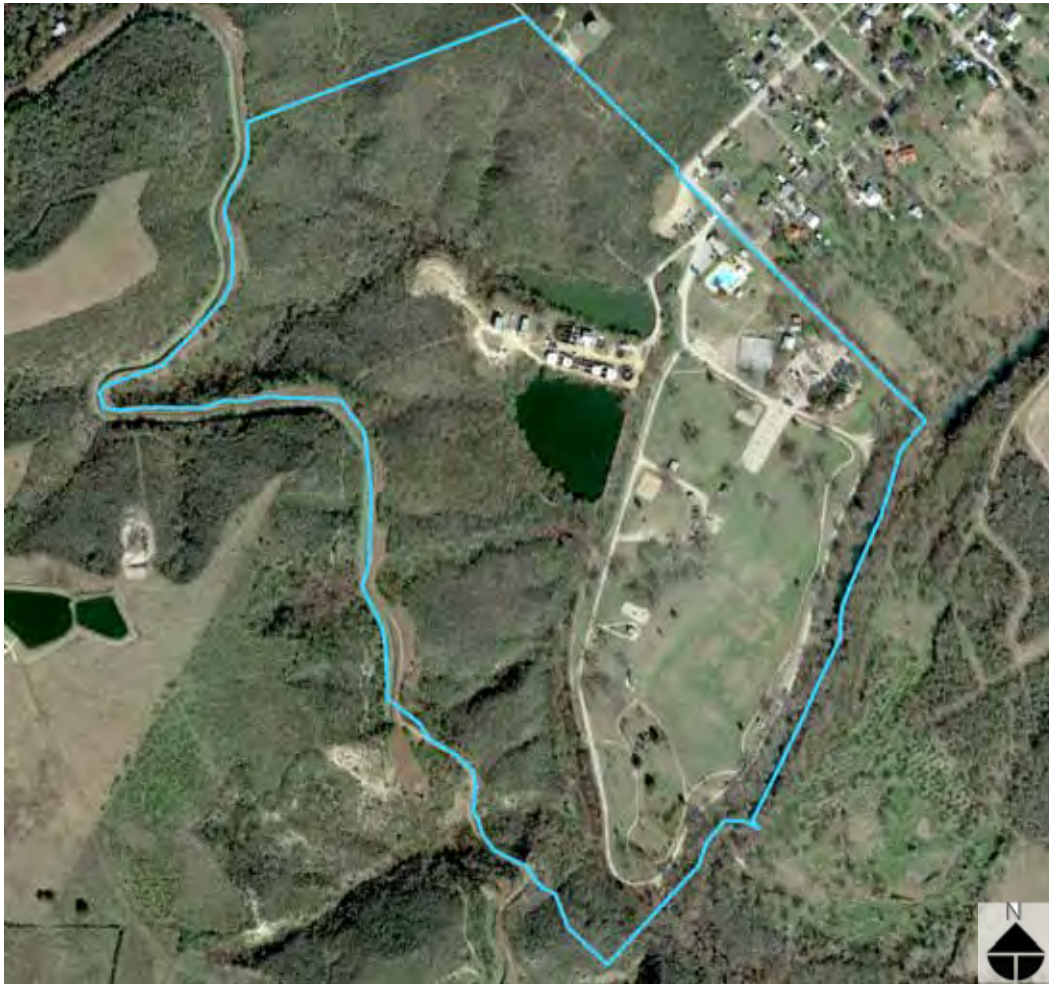
### Other Considerations

- Emphasize the natural environment and interpretive or educational features in the design of these parks.
- Protect, enhance, and preserve the diversity of species on the site.
- Promote native plants in a variety of ages and sizes to prevent monocultures from dominating natural areas.
- Promote invasive species removal.

## B. Sports Parks

There are three sports parks in the City of Castroville's Parks and Recreation Department, Regional Park, Lion's Sports Field Complex, and Medina Valley Youth Baseball Fields.

### B. i. Castroville Regional Park



Castroville Regional Park is the crown jewel of Castroville. This park serves the broadest possible recreational opportunities of any park in the region. As such, it also tends to be the most popular with all age groups in the city and the adjacent six county region. The park also attracts interstate visitors to the RV park for extended occupancy periods.

The original property for Castroville Regional Park and wastewater treatment facility was purchased from the Joe Hoog family in 1968 and consisted of 126 acres. Currently, the Regional Park property consists of 113 acres, with 47 acres in the lower park area and 66 acres in the back-country area.

The City of Castroville's wastewater treatment facility has 13 acres surrounded by park property. This area is closed to the public and not part of the park.

Officially dedicated in 1974, the regional park consisted of the swimming pool complex, two



restrooms, and two open-air pavilions, RV park restrooms/showers, and 25 concrete tables. All the buildings were built of cinder block and covered with native limestone rockwork.

Section XI, Item i.

The Medina River forms the eastern park boundary. The Bexar-Medina-Atascosa Irrigation District (BMA) irrigation canal forms the western boundary of the park.

The Castroville Regional Park is in one of the most botanically rich parts of Texas. This area is the meeting ground of four of the state's 10 major vegetation zones. Many unusual and interesting plant species live within the park itself, with several species from South Texas reaching their northern limit in this area.

This plant diversity attracts many different species of bird and butterfly residents. Migrants flying on the Central Flyway as well as the Mississippi Flyway pass through this park.



View across Castroville Regional Park



Forty-seven acres of Medina River flood plain and riparian area, create the lower park area. This is the formal park area with most park facilities and amenities located there.

Since opening in 1974, the city budget has mainly addressed other city infrastructure construction, repairs, and maintenance issues instead of park capital improvements. Dedicated volunteers stepped up to fund and construct many of the park capital improvements and maintenance since the original opening.

There are two restrooms, both 47 years old, with severe age deterioration and damage from past flood events. Neither restroom meets ADA requirements. Both restrooms require complete replacement.

The RV park restroom/showers, which were built at the same time, have the same problems, and are in dire need of major structural repairs or replacement.



According to current and previous public engagement surveys and documentation are five primary annual uses ranked by numbers of patrons:

### 1. Soccer

**2. Large Group & Event Use:** Mother's Day, Easter, 4th of July, end-of-school parties (6-8 school districts in surrounding counties bring buses to pool and park in May), family gatherings

### 3. Swimming Pool

**4. Casual Day Use:** Walkers, joggers, backcountry hikers, fishing, group aerobics, tennis, volleyball basketball, single family picnics, and playground use

### 5. RV Park

## Soccer

The current soccer fields total eight acres and once held tractor pulls in 1990. These fields are irrigated with treated wastewater from the city wastewater treatment plant. Currently, there are six fields. The Castroville Youth Soccer currently has 490 kids. Expected growth for 2025 is 600+.

These fields are being redesigned to increase the number and various sizes of fields to accommodate all youth age groups. This new design is a temporary short-term effort to address only a small portion of this new surge in youth soccer participation. The current soccer participation level is causing severe maintenance problems on not only the field but the facilities as well. This situation emphasizes the need for the acquisition of new parkland.

## Large Group & Event Use

The soccer fields also act as open field play, festival, and event areas. At the southwest corner of the soccer fields, is the Friends Amphitheater. This project was completely funded and constructed by the efforts of the Friends of Castroville Regional Park in 2011.

The Friends Amphitheater, constructed with native limestone rockwork, sits on the top of gently sloping land, faces the soccer fields to the east. This modern, well-constructed structure provides a lighted center stage for all large events held in the soccer fields.

This facility serves the community well, as demonstrated with attendance of over 3,000 visitors, and multiple musical bands using the Friends Amphitheater stage during the 2014 Fourth of July event.

There are five group picnic areas and two covered open-air pavilions for groups to accommodate large family gatherings such as birthdays, quinceañeras, weddings, and family reunions.



**Halloween  
Boo Bash 2021  
~3,100 Attended**







## Swimming Pool

The pool capacity is 200,000 gallons and is open during the summer months. The pool is one of the most popular recreational places and activities in the city. More than half of the 2021 5,500-6,000 attendance numbers comes from the west side of San Antonio and other adjacent counties.

Built of cinder block and covered with native limestone rockwork in 1974, the pool complex consists of: the swimming pool, park director's office, and open-air changing rooms.

This 47-year-old complex is in dire need of major repairs or total replacement. Extreme straight-line winds from severe thunderstorms in 2021, caused critical foundation and structural wall damage in the swimming pool complex buildings.

The following is a list of other current critical structural problems, safety issues, and outdated design components:

- This pool was originally designed for seasonal summer use only.
- The pool is not covered or partially enclosed. Swimmers in this outdoor pool are at the mercy of the extreme Texas weather conditions.
- The pool water and changing rooms are not currently heated.

In 1974, a pool water heating system using natural gas was installed. This heating system was discontinued because it was not cost effective.

- No gutter-type skimmer system around the pool perimeter, this system is the industry standard method to manage the water level and floating debris in the pool.
- The pool has no ramp-type, beach entrance, which limits accessibility and safety. This beach entrance allows safe entrance, for both children, seniors, and non-swimmers, and provides a safe extraction path for lifeguards.
  - The current ADA chair lift in the pool is designed for non-ambulatory wheelchair patrons. Beach entrances increase the accessibility for those patrons with limited ambulatory mobility, that do not need a chair lift.
  - Beach entrances significantly facilitate swimming lessons.
- There are no safe water recreation areas suitable for toddlers and children, such as splashpads.

## Casual Day Use

The lower park area has two walking/jogging trails, the Loop Walking Trail and part of the Botanical Garden Trail. Both walking trails are ADA accessible with compacted crushed granite surfaces.

### The Loop Walking Trail and The Garden of Roots



The perimeter of the lower park area has a paved road that is just under one mile long. The Loop Walking Trail constructed in 2005, is about 4,900' long and runs parallel to this road. It branches off the southern end of the park going through the "Jardin de Racines" or Garden of Roots, then reconnects with the paved road to make a complete loop. There is one physical fitness station located on the Loop Walking Trail.

The Garden of Roots section of the Loop Walking Trail is about 600' long. The 'Roots' in the name symbolize Castroville's ancestral Alsatian roots. Here the entwined roots of the old and the new grow together. This friendship gesture, funded by the people of Alsace in 1997, is shaped like a map of Alsace.

A "River of Rocks" symbolizes the Rhine River, the border between Alsace and Germany. A tree was planted by each participating "Sister Village" in Alsace in approximately their location of the village on the map and thus both areas remain connected. The Garden of Roots is a main focal point for visiting Alsatian tourists.



**View of Garden of Roots Castroville Regional Park**



## The Botanical Garden Trail



The Botanical Garden Trail is the third walking trail in the lower park area. Just past the main park entrance, there are two new terrace walls built of native square-cut limestone boulders. These were funded and constructed solely by the efforts of the Friends of Castroville Regional Park in 2018. This area separates the upper parking lot to the north, from the swimming and park office area on the south side of the main entrance drive.

This landscape feature starts the Botanical Garden Trail. <sup>2</sup> Both the Butterfly Garden and the Botanical Garden Trail are ADA accessible and are planted with native Texas plants specifically for all types of pollinators. QR coded signage with botanical names and uses is planned to enhance the educational experience for visitors of all ages.

Currently pedestrians dangerously walk in the main entrance street going from the pool to the lower park area. The Botanical Garden Trail design provides a safe ADA pedestrian walkway from the pool area to the lower park area.

Texas Commission on Environmental Quality (TCEQ) requires near-term extensive renovations to two dams holding the treated effluent from the wastewater treatment facility. This water is used for irrigation purposes on the soccer/sports fields. Work on the Botanical Garden Trail has been suspended pending completion of the TCEQ renovations on these dams.

In conjunction with these dam renovations, a critical part of the Botanical Garden Trail is the renovation and installation of a constructed wetland.

This planned water quality improvement feature, routes water from effluent ponds through a series of small ponds containing wetland plants. As the water passes through these small ponds, the plants further clean the water, prior to its discharge into the Medina River.

This feature will create an outdoor environmental educational classroom to discuss the benefits of using natural wetland plants to improve water quality, and low-cost alternatives to enhance water quality from wastewater effluent and control excessive storm-water runoff from city streets. Interpretive signage will identify the constructed wetland’s features and benefits.

The Botanical Garden Trail will continue its ADA accessible path, meandering through the constructed wetland, to the confluence point at the Medina River on the south park boundary.

2. See Appendix H, “Botanical Garden Trail and Constructed Wetland Project” for detailed information on these two park infrastructure improvements.



Proposed Concept Design of the Constructed Wetland section of the Botanical Garden Trail

### Other Casual Day Use

The Medina River offers areas for fishing, kayaking, canoeing, wading, and swimming. There is one basketball court and one tennis court with backboard that share one paved surface. CrossFit-type aerobic fitness groups also use the basketball/tennis court area. There are two volleyball courts, used for pick-up games as well as organized city volleyball league play. Seventy single-family picnic tables are available, scattered between two playscapes and a children’s play area.

### The RV Parks

At the north end of the lower park, the RV park consists of three acres, with 40 total spaces. Thirty-five spaces are shaded by large trees, and five spaces with no tree canopy for large, taller RVs. There are restrooms, showers, an open space TV area, kitchen, and dining areas, as well as laundry facilities.

Snowbirds flock to the RV park during winter months for extended stays.

### Tent Camping

A one-acre tent camping area is just east of the RV park adjacent to the Medina River. There are three tree-covered sites with a picnic table, water, and electricity. There are other tent spaces but not with these facilities. Patrons using the tent camping area have access to the same amenities as the RV patrons.





## The Backcountry Area

### Castroville Regional Park Hiking and Walking Trails

Located on 66 acres in the western part of Castroville Regional Park, there are 13 backcountry hiking trails for total of 4.5 miles, rated from easy to moderate. The elevation above sea level changes from about 750' to just over 1,000' at the summit of Mount Gentliz. (See Map.)

The backcountry area provides one of the best examples in the region of the diverse flora of the South Texas Plains, as well as some components of the Texas Hill Country flora.

These hiking trails were a City of Castroville initiative and were constructed by Friends of Castroville Regional Park volunteers in January 2006. Volunteers continue to maintain these trails. All these trails have some steep sections with excessive erosion. These areas need re-routing to reduce the steep grade and prevent erosion.

Currently, there is no defined emergency extraction plan from the backcountry hiking area. There is no road or trail to accommodate EMS vehicles.

Updating the wayfinding signage is also needed on all backcountry hiking trails. Wounded Warriors, and other mobility challenged groups, have shown interest in creating a new backcountry trail designed for wheelchair access.

The Castroville Regional Park is enjoyed by large numbers of patrons from Castroville and the six adjacent counties. This is also a major problem this park faces. Rapid population explosion is having a severe effect on the original 47-year-old park infrastructure.

The first primary goal of this report is to strive toward a well-rounded parks and recreation system based on Equity. The National Recreation and Park Association (NRPA) Standards<sup>1</sup> defines Equity in a park and recreation system as:

**Equity in Park Distribution** - This park does not meet this standard.

Forty-seven years ago, it was in a prime geographic location based on the demographics of the surrounding area. Currently, there are no city parks planned to accommodate the new growth expected east of the Medina River.

**Equity in Accessibility** - This park does not meet this standard.

The extreme age of facilities and accelerated use rapidly deteriorate ADA features. Many park features violate ADA standards. There are no playscapes designed for children with limited mobility.

The sheer numbers of organized sports patrons that fill up the park on weekends prohibit other patrons access of other general park features such as picnic tables and playscapes.

Overcrowding and congested traffic prevents patrons' accessibility due to inadequate parking, and at times, creates dangerous pedestrian vehicle interactions. This congested traffic critically limits emergency vehicle response times.

**Equity in Functions** - This park does not meet this standard.

There is no balance between organized sports, passive recreation, and unstructured active recreation needs with too many people crowding into limited facilities.

Basic passive recreation features that define a "park" are completely taken over by organized sports on weekends. The tennis, basketball, volleyball courts are overcrowded. Due to increasing foot traffic on the walking and hiking trails, maintenance costs are increasing every year. Unstructured active recreation needs are limited as well.

## Overall Recommendations

The following suggestions address ways to improve the equity in Castroville Regional Park. Included in this list are elements considered the top-tier priority items for the City of Castroville. The items as listed are the highest priority.

1. Eliminate overcrowding by acquiring and developing new parklands.
2. Immediately create a committee to identify both large and small properties and contact private property owners for new parkland acquisition.
3. Increase Capital Improvement Project (CIP) funding.
4. Maximize grants with CIP funds to leverage city funds for facility improvements.
5. Increase police department presence on heavy-use weekends.

### Top 4 Priority Ranking CIP Items for Regional Park Facilities

1. Demolish damaged pool changing rooms  
Rebuild with new community center
2. ADA upgrades  
Demolish and replace restrooms, establish head-in parking for entire park
3. Redesign current soccer fields  
Increase field numbers and sizes, add dark sky lights
4. Develop a one-way traffic pattern  
Add an emergency exit for heavy-use times

Table 4. - Specific Recommendations

Table 4. - Specific Recommendations				
<b>Castroville Regional Park</b>	BE= Bond Election, OB=Operating Budget, VL=Volunteer, GR=Grant			
Overall Park	Cost	Funding Source	Department Lead	Year FY
<b>Irrigation -</b> Install pump/pipeline filters from Wastewater Plant Pond	\$30,000	BE OB	Parks Public Works	2022
<b>Electricity around Loop Road -</b> Install service drops for booths	\$25,000	BE	Parks Public Works	2023
<b>Loop Road -</b> Add One Way New Emergency Exit	\$25,000	BE	Parks	2023
<b>South Restroom -</b> Replace/ Flood Proof & ADA,	\$200,000	BE	Parks Public Works	2023
<b>Loop Road -</b> Repave over 3 years, 1st year	\$0	BE	Streets	2023
<b>Add Playscapes -</b> With playground shades	50,000	BE	Parks	2024
<b>Drinking Fountain @ Pool -</b> Bottle Fill Type	\$3,000	BE	Parks Public Works	2024
<b>Loop Road -</b> Repave over 3 years, 2nd year	\$0	BE	Streets	2024
<b>Parking -</b> Add Head-In Parking, add ADA, and Pave	\$20,000	BE	Parks	2024
<b>Irrigation -</b> Reset pump intake @Wastewater Plant Pond	\$87,000	BE	Parks Public Works	2024
<b>Loop Road -</b> Repave over 3 years, 3rd year	\$0	BE	Streets	2025
<b>Drinking Fountain N. Restroom</b> Pet Friendly, Bottle Fill Type	\$3,000	BE	Parks Public Works	2025
<b>Main Entrance -</b> New 'Gateway' Sign	\$10,000	BE	Parks Public Works	2025
<b>'Blue Light' Emergency Phone -</b> Upper Parking Lot	\$5,000	BE	Parks Public Works	2026
<b>North Restroom -</b> Replace/ Flood Proof & ADA,	\$100,000	BE	Parks Public Works	2027
<b>Add Picnic Areas -</b> Table/Grills/ADA Tables	\$2,000@yr	BE	Parks	2026, 27-28

Table 4.b - Specific Recommendations				
<b>Castroville Regional Park</b>	BE= Bond Election OB=Operating Budget VL=Volunteer GR=Grant			
<b>Swimming Pool</b>	<b>Cost</b>	<b>Funding Source</b>	<b>Department Lead</b>	<b>Year FY</b>
<b>Damaged Pool Buildings -</b> Demolish and Rebuild new Community Center	<b>\$400,000</b>	<b>BE GR OB</b>	<b>Parks City Admin</b>	<b>FY 25</b>
<b>Shade Covers -</b> \$7k per 3 years	<b>\$21,000</b>	<b>BE</b>	<b>Parks</b>	<b>FY 23,26,27</b>
<b>Splash Pad -</b> Install integrated splash pad inside pool fence	<b>\$100,000</b>	<b>BE</b>	<b>Parks</b>	<b>FY 24</b>
<b>Fence -</b> Replacement	<b>\$30,000</b>	<b>BE</b>	<b>Parks</b>	<b>FY 23</b>
<b>Pool Structural Improvements -</b>	<b>\$150,000</b>	<b>BE</b>	<b>Parks</b>	<b>FY 27</b>
<b>Tennis/Basketball/Volleyball</b>				
<b>Basketball Court Improvements-</b> Install new surface and Goals	<b>\$15,000</b>	<b>BE</b>	<b>Parks</b>	<b>FY 22</b>
<b>Basketball and Tennis court -</b> Fencing	<b>\$30,000</b>	<b>BE</b>	<b>Parks</b>	<b>FY 27</b>
<b>Sports Field/Soccer/Football</b>				
<b>Redesign &amp; Restripe -</b> Add field numbers and various sizes	<b>\$60,000</b>	<b>BE</b>	<b>Parks</b>	<b>FY 23</b>
<b>Irrigation -</b> Add to new redesigned fields	<b>\$10,000</b>	<b>BE</b>	<b>Parks</b>	<b>FY 23</b>
<b>Lights -</b> Add Dark Sky lighting	<b>\$125,000</b>	<b>BE</b>	<b>Parks Public Works</b>	<b>FY 22</b>

Table 4.c - Specific Recommendations				
<b>Castroville Regional Park</b>	BE= Bond Election OB=Operating Budget VL=Volunteer GR=Grant			
<b>RV Park / Camping Area</b>	<b>Cost</b>	<b>Funding Source</b>	<b>Department Lead</b>	<b>Year FY</b>
<b>Finish Out Rec Hall-</b> Interior Improvements	<b>\$5,000</b>	<b>BE</b>	<b>Parks Public Works</b>	<b>2023</b>
<b>Upgrade Sites - Electric/Water,</b>	<b>\$5,000</b>	<b>BE</b>	<b>Parks Public Works</b>	<b>2023</b>
<b>Upgrade Sites - Electric/Water,</b>	<b>\$5,000</b>	<b>BE</b>	<b>Parks Public Works</b>	<b>2024</b>
<b>Upgrade Sites - Electric/Water,</b>	<b>\$5,000</b>	<b>BE</b>	<b>Parks Public Works</b>	<b>2025</b>
<b>RV Restroom/showers -</b> Upgrade to ADA, Flood Proof	<b>\$35,000</b>	<b>BE</b>	<b>Parks</b>	<b>2025</b>
<b>Camping Area - Add Sites</b>	<b>\$8,000</b>	<b>BE</b>	<b>Parks</b>	<b>2026</b>
<b>Camping Area - Add Sites</b>	<b>\$8,000</b>	<b>BE</b>	<b>Parks</b>	<b>2026</b>
<b>Finish Out Rec Hall-</b> Interior Improvements	<b>\$15,000</b>	<b>BE</b>	<b>Parks Public Works</b>	<b>2027</b>
<b>Back Country Hiking Trails</b>	<b>Cost</b>	<b>Funding Source</b>	<b>Department Lead</b>	<b>Year FY</b>
<b>Severe Erosion on the BMA Service Road -</b> Initiate discussions w/BMA to repair service road	<b>\$0</b>	<b>VL OB</b>	<b>City Admin Parks</b>	<b>2022</b>
<b>Emergency Evacuation Route -</b> Establish an EMS Vehicle road from WW Plant to BMA Canal	<b>\$5,000</b>	<b>VL BE</b>	<b>FCRP, Parks, Public Works</b>	<b>2023</b>
<b>Evaluate All Hiking Trails -</b> Plan to redesign Steep Sections	<b>\$10,000</b>	<b>VL BE</b>	<b>FCRP</b>	<b>2023</b>
<b>Wayfinding Signage -</b> Increase Signage, add QR Codew/911 locator	<b>\$10,000</b>	<b>VL BE</b>	<b>FCRP Parks</b>	<b>2025</b>
<b>South Property Line -</b> Locate & Fence Southwest PropertyLine	<b>\$20,000</b>	<b>BE</b>	<b>City Admin Parks</b>	<b>2026</b>
<b>Evaluate All Hiking Trails -</b> Plan to redesign Steep Sections	<b>\$10,000</b>	<b>VL BE</b>	<b>FCRP</b>	<b>2027</b>
<b>New Back Country Trail -</b> For Mobility Challenged	<b>\$50,000</b>	<b>VL GR BE</b>	<b>FCRP</b>	<b>2027</b>



Table 4.d - Specific Recommendations				
<b>Castroville Regional Park</b>		BE= Bond Election OB=Operating Budget VL=Volunteer GR=Grant		
<b>Butterfly Garden</b>	<b>Cost</b>	<b>Funding Source</b>	<b>Department Lead</b>	<b>Year FY</b>
Improve Irrigation System	\$5,000	OB VL	Parks	2026
<b>Loop Walking Trail</b>				
Fitness Stations - Add 2-3	\$20,000	OB	Parks	2025
<b>Botanical Garden Trail</b>				
Install Constructed Wetland - During WWPlant Dam repairs	\$500,000	BE GR VL	City Admin Public Works, Parks, FCRP	2027
Complete Botanical Garden Trail During WWPlant Dam repairs	\$80,000	BE GR VL	City Admin Public Works, Parks, FCRP	2027
Extend Botanical Garden Trail Extend to north edge of Upper Parking Lot	\$0	VL GR	FCRP	2027
<b>Amphitheater</b>				
Improve Amphitheater Use - Increase Programs	\$0	VL+OB	FCRP Parks	2022
Public Outreach - Increase Social Media Outreach- Update Calendars	\$0	VL+OB	FCRP Parks	2022
Backstage Area - Add Concession/Changing/Storage	\$75,000	VL+BE	FCRP, Parks, Public Works	2025
Park Sound System-	\$20,000	BE	FCRP, Parks Public Works	2027

Table 4.e - Specific Recommendations				
<b>Castroville Regional Park</b>	BE= Bond Election, OB=Operating Budget, VL=Volunteer, GR=Grant			
<b>Annual Maintenance Items</b>	<b>Cost/Year</b>			
<b>Enforcement of Park Rules -</b> Police Dept and Parks Dept work together	<b>\$0</b>	<b>OB</b>	<b>Parks Police</b>	<b>All Years</b>
<b>Irrigation -</b> Install Trickle/drip around trees and landscaping	<b>\$2,000</b>	<b>OB</b>	<b>Parks</b>	<b>All Years</b>
<b>All Walking Trails -</b> Maintain width, add 1" decomposed granite	<b>\$5,500</b>	<b>OB</b>	<b>Parks</b>	<b>All Years</b>
<b>Sports Field Maintenance</b> Fertilize, Irrigation Maintenance	<b>\$3,000</b>	<b>OB</b>	<b>Parks</b>	<b>All Years</b>
<b>Butterfly Garden</b> Mulch 100 cu. yds. /year	<b>\$4,500</b>	<b>OB VL</b>	<b>Parks</b>	<b>All Years</b>
<b>Garden of Roots - Maintenance</b>	<b>\$2,000</b>	<b>OB</b>	<b>Parks</b>	<b>All Years</b>
<b>Update Benches, Tables, Grills</b>	<b>\$2,000</b>	<b>OB</b>	<b>Parks</b>	<b>All Years</b>
<b>Uniform Signage -</b> Educational, Wayfinding w/QR Codes	<b>\$2,000</b>	<b>OB</b>	<b>Parks</b>	<b>All Years</b>
<b>Animal Proof Trashcans</b>	<b>\$1,000</b>	<b>OB</b>	<b>Parks</b>	<b>All Years</b>
<b>TOTAL ANNUAL MAINTENANCE</b>	<b>\$22,000</b>			

## B. ii. Lion's 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. This major thoroughfare 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.

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."

Most the families living around Lion's Sports Complex are at or below the Median Household Income of \$59,600<sup>1</sup>. Many children live in this area.

1. <https://www.census.gov/content/census/en/search-results.html?searchtype=web&stateGeo=none&q=castroville%20city%20tx%20castroville%20&disambFipsCode=4813312>

This park has no trees, and there are only two park features, a baseball/softball field complex walking trail with two benches.

The 2-acre baseball/softball field complex on the east side of the park is enclosed with a fence. It has lights, bleachers, restrooms, and gravel parking area. This baseball field provides a venue for city adult softball league play and youth baseball practice mostly on weekends and some weeknights.

The restrooms were built prior to 1957. Replacements are needed due to age and because the interior spaces are too small for a wheelchair to enter. This prevents retrofitting to meet ADA standards. The aluminum bleachers were installed in 2000 and there is no ground-level ADA seating that meets standards.

The remaining 9 acres of open field, has a rough soil surface and sparse native unimproved grass cover. This area is used for youth soccer practice during the season. This field is also used for pick-up open field sports. The Medina Valley Youth Soccer organization requested improving the area to increase practice fields.

In 2014, a 1,745-foot walking trail was installed, and trees planted on the west side of the park with a Texas Parks and Wildlife Department (TPWD) grant. Tree plantings all died due to a lack of an adequate irrigation system.



Aerial view of Lion's Sports Complex looking East toward the elementary school



## Lion's Sports Complex Recommendations

The best thing about Lion's Sports Complex is its blank slate for total park development. The latest survey ranks improving this park very high. This park does not meet two of the three NRPA Park Equity Standards.

### 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. No features meet ADA standards. The lack of general park features prohibits access to all patrons, especially children. They do not have access to this park because there are no playscapes or other features designed for children.

### Equity in Functions

This park does not meet this standard. There is no balance between organized sports, passive recreation, and unstructured active recreation needs. Basic passive recreation features that define a "park" are totally missing – no landscaping, trees, or picnic tables. The baseball field addresses organized sports. Youth soccer makes the best out of the unimproved grass area since it is unstriped and only has limited use for practice. The walking trail minimally meets unstructured active recreation needs.

## Overall Recommendations

- Develop a partnership between the City and Medina Valley Independent School District for public use of playscapes at the Castroville Elementary School after school hours.
- Request the Parks and Recreation Advisory Board to develop a Facilities Design Plan for this park.

### Top 4 Priority CIP Ranking of Basic Items for the Lion's Park Facilities Design Plan

1. Irrigation for the entire park
2. Plant trees and other landscaping
3. ADA upgrades including: baseball area, demolish and replace restrooms, establish parking, and bleachers
4. Add playscapes and splashpad

Table 5. - Specific Recommendations

<b>Lion's Sports Complex</b>				
OB = Operating Budget BE = Bond Election VL = Volunteer				
<b>Overall Park</b>	<b>Cost</b>	<b>Funding Source</b>	<b>Department Lead</b>	<b>Year FY</b>
<b>Facilities Design Plan-</b> Park Board Develop	<b>\$0</b>	<b>VL</b>	<b>Park Board</b>	<b>2022</b>
<b>Irrigation -</b> Install main line around Walking Trail connect Bubblers in sites for trees	<b>\$20,000</b>	<b>BE</b>	<b>Parks Public Works</b>	<b>2022</b>
<b>Playscapes -</b> Install w/Shade	<b>\$65,000</b>	<b>BE</b>	<b>Parks</b>	<b>2022</b>
<b>Restroom -</b> Demo and Replace with ADA	<b>\$100,000</b>	<b>BE</b>	<b>Parks Public Works</b>	<b>2022</b>
<b>Splashpad - Structure</b>	<b>\$130,000</b>	<b>BE</b>	<b>Parks Public Works</b>	<b>2022</b>
<b>Install Shade, Table, Benches</b> @ Splashpad	<b>\$20,000</b>	<b>BE</b>	<b>Parks Public Works</b>	<b>2024</b>
<b>Parking Lots -</b> Head In, ADA Surfaces & Signs	<b>\$45,000</b>	<b>BE</b>	<b>Parks</b>	<b>2024</b>
<b>Fitness Stations</b>	<b>\$35,000</b>	<b>BE</b>	<b>Parks</b>	<b>2024</b>
<b>'Blue Light' Emergency Phone -</b> Restroom, Softball Field	<b>\$5,000</b>	<b>BE</b>	<b>Parks Public Works</b>	<b>2026</b>
<b>Pavilion -</b> Install \$50,000/yr.	<b>\$150,000</b>	<b>BE</b>	<b>Parks</b>	<b>2024, 27,28</b>
<b>Softball Field</b>	<b>Cost</b>	<b>Funding Source</b>	<b>Department Lead</b>	<b>FY Year</b>
<b>Irrigation -</b> Design, Install Irrigation,	<b>\$15,000</b>	<b>BE</b>	<b>Parks Public Works</b>	<b>FY 23</b>
<b>Softball Field Improvements-</b> Renovate Grass	<b>\$3,000</b>	<b>BE</b>	<b>Parks</b>	<b>FY 23</b>
<b>Lights -</b> Replace and Add Dark Skies Lights.	<b>\$20,000</b>	<b>BE</b>	<b>Parks Public Works</b>	<b>FY 23</b>
<b>Fence -</b> Replace, field, back stop, dugouts	<b>\$30,000</b>	<b>BE</b>	<b>Parks</b>	<b>FY 23</b>



Table 5.b. - Specific Recommendations

<b>Lion's Sports Complex Park</b>				
BE= Bond Election, OB=Operating Budget, VL=Volunteer, GR=Grant				
<b>Sports Field</b>	<b>Cost</b>	<b>Funding Source</b>	<b>Department Lead</b>	<b>FY Year</b>
<b>Irrigation -</b> Design irrigation system, plow to smoothfield	<b>\$5,000</b>	<b>BE</b>	<b>Parks</b>	<b>FY 25</b>
<b>Sport Field Improvements -</b> Plow to prep seedbed and Fertilize, Reseed, weed control weeds	<b>\$48,000</b>	<b>BE</b>	<b>Parks</b>	<b>FY 26</b>
<b>Sport Field Fencing</b>	<b>\$100,000</b>	<b>BE</b>	<b>Parks</b>	<b>FY 28</b>
<b>Annual Maintenance Items</b>	<b>Annual Const</b>			
<b>Walking Trail -</b> Maintain width and add granite walkingsurface	<b>\$5,000</b>	<b>OB</b>	<b>Parks</b>	<b>Every Year</b>
<b>Softball Field -</b> Fertilizer, Weed Control, Restriping	<b>\$2,000</b>	<b>OB</b>	<b>Parks</b>	<b>Every Year</b>
<b>Sports Field -</b> Fertilizer, Weed Control, Restriping	<b>\$2,000</b>	<b>OB</b>	<b>Parks</b>	<b>Every Year</b>
<b>Irrigation -</b> Connect Bubblers to main line as needed	<b>\$2,000</b>	<b>OB</b>	<b>Parks</b>	<b>Every Year</b>
<b>Landscaping -</b> Plant Trees and Shrubs	<b>\$5,000</b>	<b>OB</b>	<b>Parks</b>	<b>Every Year</b>
<b>Picnic Tables</b> Shade, Benches, over 4 years	<b>\$3,000</b>	<b>OB</b>	<b>Parks</b>	<b>4 Years</b>
<b>Drinking Fountains -</b> Add over 4 years for People and Pet Friendly, Walking Trail, Bottle Fill in Softball Field & Restroom	<b>\$2,000</b>	<b>OB</b>	<b>Parks Public Works</b>	<b>4 Years</b>
<b>Total Annual Maintenance</b>	<b>21,000</b>			<b>Every Year</b>

Lion's Sports Complex Ballpark Bleachers





Lion's Sports Complex Ballpark Dugout



Lion's Sports Complex gateway entrance on Athens Street

## B. iii. Medina Valley Youth Baseball Association Baseball Co

Section XI, Item i.

The Medina Valley Youth Baseball Association (MVYBA) is a non-profit 501c.3 organization that has built and maintained this 18-acre complex since 1973. MVYBA had 649 kids enrolled in their 2020 program. These fields are located immediately adjacent to the runway in the northeast corner of the Castroville Municipal Airport.

There are eight irrigated fields of various sizes to accommodate all youth age groups. All fields are fenced with covered team dugouts and covered bleachers, along with restrooms, bleachers, score boards, concession stand, restrooms, batting cages. The complex hosts youth tournament baseball games.

This baseball complex is not an official city park and is not open to the public unless enrolled in the MVYBA baseball program. MVYBA serves an important role in providing youth sports and a space for youth baseball leagues to conduct league games.

The proximity to the runway creates safety concerns for both baseball patrons and pilots. Due to these safety concerns, this complex is required to relocate.

### **Relocation is a priority project for the city for three main reasons:**

- To eliminate the above mentioned safety hazards
- To meet the growing demand for youth baseball
- To allow this land to be used for aviation uses which will generate higher taxable incomes

### **Medina Valley Youth Baseball Association Baseball Complex Recommendations:**

- Immediately start property search for ~30 acres
- Acquire property
- Develop property
- Relocate MVYBA Baseball Complex



Medina Valley YBA view looking south toward airport runways and offices





## C. Castroville's Historic Parks

The importance of historic parks to this community is shown by the numbers of these parks compared to the sports parks. There are four city-owned historic parks: Steinbach Hus, September Square, Houston Square, and the Castro Colonies Living History Center, and only two city-owned sports parks within the city limits – Regional Park and Lion's Sports Complex.

Houston Square is Castroville's first park established in 1844 and September Square, the second, in 1879. The Steinbach Hus was built in 2002 and Castro Colonies Living History Center restored and opened in 2016. This shows Castroville's strong sense of cultural heritage is as strong today as it was in the 1800s.

Two other historic parks not owned by the city are: the Landmark Inn (State Historic Site) and the Moyer Retreat Center. Due to their significance in Castroville's history these parks are included in this report. Partnerships with these parks enhance the total historic preservation tourism experience of the historic district.

The Landmark Inn is the site of the main Medina River crossing, store, and inn, and Castroville's first and only grist mill. The Moyer Retreat Center is the location of the first St. Louis Church and first school in Castroville.

"The Cultural & Heritage Traveler Study, conducted in 2009 among U.S. domestic travelers, reveals that **78 percent of all U.S. leisure travelers participate in cultural and/or heritage activities while traveling**, translating to 118.3 million adults each year. With cultural and heritage travelers spending an average of \$994 per trip, they contribute more than \$192 billion annually to the U.S. economy."

\*\*\*\*"The Cultural & Heritage Traveler Study" By Rosemary McCormick, President, Shop America Alliance

"Heritage tourism embodies the goals of preservation and tourism. Heritage tourism uses assets — historic, cultural and natural resources — that already exist."

Texas Historical Commission 'Heritage Tourism Guidebook'

"The relationship between tourism and preservation can create a cycle. A growing market for tourism stimulates the restoration of historic sites, which in turn produces a strong impact to local economies from increased visitation. Establishing partnerships between the preservation community and tourism industry at the local, state and national levels will facilitate the development of heritage tourism programs that preserve, protect and promote historic and cultural resources."

Texas Historical Commission 'Heritage Tourism Guidebook'

Linking all the historic parks, pioneer homes, early Texas buildings, and current businesses into one well-marked Castroville Historic Walking Trail will improve historic preservation efforts and tourism revenues to the city.

Castroville's Historic Parks represent its unique past. "**Keep Castroville Historic**" symbolizes its future.

Table 6

**Parks Serving Historic Park Functions  
Both City-Owned and Non-City-Owned Land**

Park	City Owned	Main Function	Approximate Acreage
Steinbach Hus	Yes	Passive, History, Museum	1.5*
Landmark Inn State Historic Site	No	Passive, History, Museum,	8.3*
September Square	Yes	Passive, History, Memorial Park	0.7*
Castro Colonies Living History Center	Yes	Passive, History, Museum	0.32*
Houston Square	Yes	Passive, History, Local Business Parking, Festivals	3.0*
Moye Center	No	Passive, Private, Historic, Free Public Access	6.0*
		Official City Historic Parks	<b>5.2</b>
		<b>Non-City Owned Historic Parks</b>	<b>14.3</b>
<b>Total Land Contributing to Historic Park Functions</b>			<b>19.82</b>

\*Acreages above are currently listed Medina County Appraisal District acreages.





**Table 7. Historic Park Facilities Inventory Matrix**

<b>Facilities Serving Historic Park Functions Both City-Owned and Non-City-Owned</b>	<b>Houston Square</b>	<b>September Square</b>	<b>Steinbach Hus</b>	<b>Castro Colonies Living History Center</b>	<b>Landmark Inn</b>	<b>Moye Center</b>
Dedicated Parkland	Yes	Yes	Yes	Yes	Yes	
City-Owned Land	Yes	Yes	Yes	Yes		
Acreage	3.00	0.70	1.50	0.32	8.30	6.00
History	Yes	Yes	Yes	Yes	Yes	Yes
Museum			Yes	Yes	Yes	
Restrooms			Yes	Yes	Yes	
Drinking Fountains					Yes	
Docents, Staff			Yes	Yes	Yes	
Natural Spaces	Yes	Yes	Yes	Yes	Yes	Yes
Seating/Benches	Yes	Yes	Yes	Yes	Yes	Yes
ADA Compliant	Yes	Yes	Yes	Yes	Yes	Yes
State Historical Marker	Yes	Yes		Yes	Yes	Yes
Memorial Markers		Yes	Yes			
Festivals/Events	Yes	Yes	Yes	Yes	Yes	Yes
Performance Areas	Yes	Yes	Yes	Yes	Yes	
If Blank or Not Shown Feature Not Present						

~Houston Square – 3.0 Acres Total Park, 1.0^ Acres Green Space – 2.0^ Acres Pavement



This Park located on 100 Karm St., is the site of a house, built in 1618, in the town of Wahlbach in the Alsatian Region of France. It interprets the history of the life the settlers left in 1840 to emigrate to Texas.

This house was meticulously disassembled, shipped to Castroville in 1989 and accurately reconstructed. Opening in 2002, this two and one-half story structure is typical of the Fachwerk architectural style and is decorated with historically correct furnishings of the 1800-1900 period. It functions as the city's Visitor Information Center to provide information about the city's history, facilities, and surrounding areas.



### Recommendations for the Steinbach Hus:

- Include the Steinbach Hus in the Castroville Historic Walking Trail
- Complete Medina River overlook project
  - Remove brush on the Medina riverbank to open sight line to Landmark Inn
  - Install observation deck and safety barrier
  - Install path from the Steinbach Hus to observation deck
- Install a low water walking trail that crosses the Medina River and goes from the Steinbach Hus to the Landmark Inn
- Install a pathway from the Steinbach Hus to the Wagon Barn
- Plant trees, shrubs, and other landscaping to screen views from the residential neighborhood

Table 8. – Specific Recommendations				
Steinbach Hus Recommendations	OB = Operating Budget BE = Bond Election VL = Volunteer GR = Grant			
Overall Park	Cost	Funding Source	Department Lead	FY Year
Include The Steinbach Hus in the Castroville Historic Walking Trail	\$0	OB	Parks Public Works	2024
Install a pathway from Steinbach Hus to the Wagon Barn	\$5,000	OB	Parks	2024
Plant landscaping to screen views from the residential neighborhood	\$5,000	OB	Parks Public Works	2024
Medina River Overlook Project Total Project	\$190,000	OB BE GN	Parks City Admin TX Historical Commission	2027
Medina River Overlook Project Split into single projects				
Remove brush on the Medina riverbank to open sightline to Landmark Inn	\$15,000	OB	Parks	2026
Install observation deck and safety barrier	\$15,000	OB	Parks	2026
Install path from the Steinbach Hus to observation deck	\$10,000	OB	Parks	2026
Connect the Steinbach Hus to the Landmark Inn Crossing the Medina River with a low water walking trail	\$150,000	OB BE GN	Parks City Admin TX Historical Commission	2027





September Square, October 1931 Dedication Henri Castro Monument



September Square



## September Square

This small memorial park located at 300 Highway 90 between Alamo St. and Fiorella St. is nestled under beautiful trees and serves as the gateway to the historic district. There are six memorial structures in this park. There are three stone monuments. The oldest is dedicated to Henri Castro founder of Castroville. One monument is for veterans of WWI, and WWII, Korea, and Viet Nam wars. The other is for Private Ralph D. Haas, killed in WWII.

There is a State Historical Commission marker #2439 honoring Henri Castro.

There are two separate memorial walking paths with brick pavers. One path has pavers with the names of veterans, and the other has the names of non-veteran individuals or groups.

This historic park creates a pleasant setting for small ceremonies and offers several benches for a quiet space from the busy highway traffic noise.

### Recommendations for September Square:

- Include September Square in the Castroville Historic Walking Trail
- Improve/update/add additional lighting
- Monument repair, repaint to highlight the engraved text
- Improve the parking from parallel to head in parking on Lafayette St.\*
- Install a paved path from Lafayette St. to monuments and existing paved paths\*
- Add benches\*

\*(See Design on Next Page by Castroville Beautification Committee 18 March 2018)

**Table 9 - Specific Recommendations**

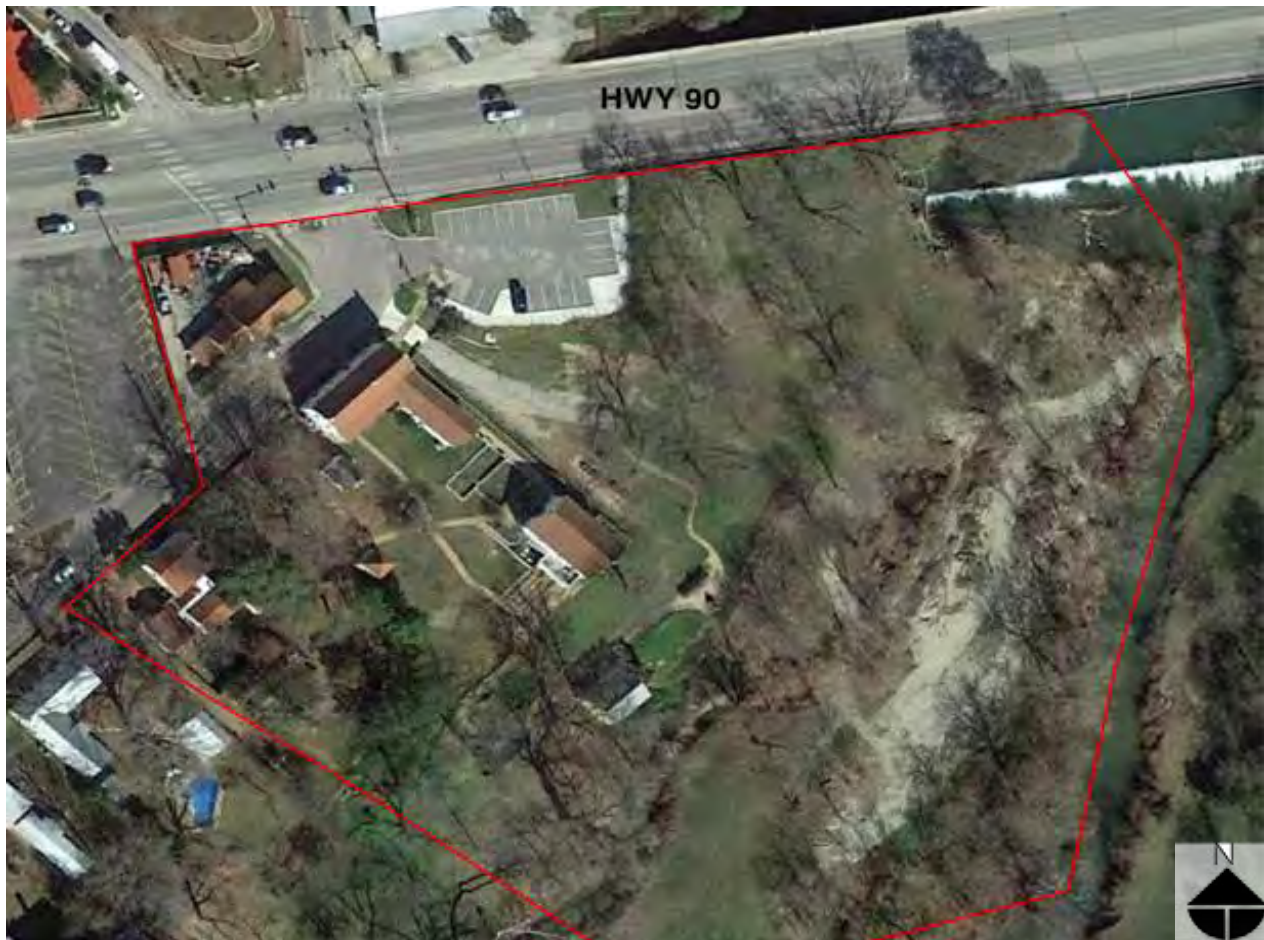
<b>September Square</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>TOTAL BY PROJECT</b>
Site Lighting	10,000				\$10,000
Memorial Improvements		10,000			\$10,000
Install Path*			5,000		\$5,000
Add Benches*			2,000		\$2,000
Parking Improvements*				25,000	\$25,000
<b>Total Capital Outlay</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>25,000</b>	<b>\$52,000</b>





C. iii. Landmark Inn, Texas State Historical Site

Section XI, Item i.



## Landmark Inn, Texas State Historical Site

The Landmark Inn located at 402 E. Florence St. and Highway 90, consists of 8.3 acres with about four acres of Medina River frontage and shaded bottomland, covered with large cypress and pecan trees. It is a State of Texas Historic Site and is not part of the City of Castroville Park System but provides a valuable cultural and heritage park function to the community.

The Landmark Inn, museum, historic buildings, and grounds are free and open to the public. Fee guided tours are available as well. This site offers overnight lodging in the original inn. The inn, original rockwork gristmill and cotton gin, other historic structures, as well as six picnic tables, and three grills, offer beautiful views of the Medina River.

A state-of-the-art museum is housed in the original Monod store and tavern built in 1849. This museum presents a high technical level of historic interpretation through audio/video multimedia displays, historic photographs, period signage, and preserved tools of agriculture and industry used in Castroville. The river-powered grist mill, built in 1859, added one of the first hydro-power electric generators in the state, and in 1925 provided electricity to the city.

A limestone rock sheet in the bottom of the Medina Riverbed, forms a natural low water crossing. In 1829, Stephen F. Austin planned the Matagorda to Chihuahua Road to use this geological formation to cross the Medina River. This allowed early emigrants to safely cross the Medina River with horses and wagons. Ample river water, fertile river valley soil and this safe crossing, were some of the main reasons Henri Castro chose this site for Castroville.

### Recommendations for Landmark Inn:

- Include the Landmark Inn in the Castroville Historic Walking Trail



Dam for grist mill and original river crossing of the Medina River looking east from Landmark Inn



## C. iv. Houston Square



A survey of Castroville, September 3, 1844, established Houston Square as the first city park. Castroville was established in a typical Alsatian Village design of the 1800s, a square in the center of the village with the church on one side and businesses on the other three sides. This village center square is the gathering place for people. Houston Square remains the heart of the historic district and the center of this village.

Today, the park functions more as a parking lot with some green space in the middle. The park has a total of 3 acres, with 2 acres of pavement, and 1 acre of green space in the center of the park. A statuary water fountain encircled with crushed granite paths, shaded by large trees and benches. The fountain is in the exact center of this green space.

There are no curbs, no parking stop-blocks, and no parking stripes. Parking is random and unorganized, traffic from surrounding streets unsafely cut through this parking area, instead of going to the street corner to turn safely and legally. The large parking area is used by St. Louis Church parishioners for Mass, weddings, and other services. This parking area is also used during the week by the other businesses surrounding Houston Square.



This park is still a gathering place with several events and festivals, such as Market Trail Days, City-Wide Yard Sale, and Old Fashion Christmas. It also is the start and finish for several organized bike races. It provides the only non-recreational space for larger events and parking in the historic center of town. Vendors set up to 300 booths in the large parking area surrounding this green space. This green space provides a venue for event performance activities.

For years, the discussion regarding improving Houston Square has ended in no action because of the unanswered question, "How do you increase green space without reducing parking and vendor booth spaces?"

James Teeter's 2006 design transforms the square into a more urban green space while maintaining the ring of parking around it. This plan organizes parking with painted stripe parking patterns, curbs and gutters, adds restrooms, a performance area, landscape and tree planting areas. To control street traffic patterns, this plan features a significant tree planting program around the street edge separating the plaza from street.

It is a very elegant plan that provides an excellent compromise to increase green space and to organize and retain adequate church and business parking as well as provide ample vendor booth space for events.

#### **Recommendations for Houston Square:**

- Include Houston Square in the Castroville Historic Walking Trail
- Re-invigorate the stakeholder engagement process. The historic district stakeholders to take the lead for detailed and informed discussions addressing these issues:
  - Develop a safe and organized parking area
  - Increase green space with irrigation, and maximize vendor booth space
  - Add restrooms and performance area
  - Add a pathway from Lorenzo St. side to the fountain area
  - Replace crushed granite with pavers in the fountain area and all pathways
  - Improve/add additional lighting



Fountain in Center of Houston Square

Table 10. – Specific Recommendations

Houston Square	2022	2023	2024	2025	TOTAL BY PROJECT
2006 James Teeter Site Plan*				500,000	\$500,000
Restroom*				65,000	\$65,000
<b>Total Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>565,000</b>	<b>\$565,000</b>

# Conceptual Redevelopment Plan for Houston Square Design by James Teeter 2006





### **C. v. The Castro Colonies Living History Center**

Located at 309 Paris St., the Castro Colonies Living History Center property is owned by the City of Castroville and completely funded and operated by the Castro Colonies Heritage Association. The complete restoration of the Biry Haus (c. 1850) consisted of extensive structural repairs following historical restoration guidelines. Archaeological surveys and digs were conducted prior to restoration construction. Artifacts found on the site will be displayed in the 'Dog Trot' log cabin once it is restored. The home furnishings are historically period correct. There are state-of-the-art, audio video multimedia displays.







### C. vi. Moyer Retreat Center

Located at 600 London St, in Castroville, the 6-acre Moyer Retreat Center is a place for renewal and retreats. This private property is owned by the Sisters of Divine Providence, and is a unique historic site in the City. This is the site of the first St. Louis Church which was the first Catholic Church and the first school built in Medina County and west of San Antonio.

The first St. Louis Church's cornerstone was laid September 12, 1844, by Jean-Marie Odin, first bishop of Texas, to establish the town of Castroville. This small rockwork structure was completed, and a dedication mass held on November 9, 1846, by Bishop Odin. Father Claude Dubuis, the first priest of Castroville, was assigned in January 1847.

The first St. Louis Church is now used for Mass only on special occasions but is open to the public with access on the Moyer Retreat Center grounds Monday through Wednesday. The large trees in these grounds provide shade for an ADA compliant walking path that meanders through the property.





The Moyer Retreat Center hosts religious retreats from Thursday through Sunday. The grounds are only open to the public Mondays through Wednesday.

**Recommendations for Moyer Retreat Center**

Include the Moyer Retreat Center and First St. Louis Church in the Castroville Historic Walking Trail.





**Castroville Historic Walking Trail**

- **Develop a Castroville Historic Walking Trail.**
  - This would tie Steinbach Hus, Landmark Inn, September Square, Castro Colonies Living History Center, Houston Square, and the little rock structure First St. Louis Church at the Moyer Retreat Center into one Castroville Historic Walking Trail system.
  - This Historic Walking Trail will also include businesses along its path. Tying these locations together is done relatively easily by increased physical way-finding signage on streets and installing QR codes.
  - These QR codes will also provide historical information about each house and building on the Historic Walking tour
- **Improve the Chamber of Commerce Walking Tour and incorporate with the Castroville Historic Walking Trail.**
  - Develop a new logically formatted walking map, increased wayfinding signage on the streets and QR codes to direct visitors to houses, businesses, and buildings.

**Identify and Reinvigorate the Historic District Stakeholders Group.**

- Organize this group to take the lead to review all the existing prior Historic Preservation Plans.
- The Historic District Stakeholder group takes the lead for restoration and preservations efforts in the Historic District in Castroville.
- The Historic District Stakeholder group will work within the current City of Castroville Historic Preservation Guidelines and policies for restoration and preservations efforts in the Historic District in Castroville.

The successful revitalization of the historic district will breathe new life into the historic downtown area. Both businesses and the City will reap the economic benefits from successful events.

The Community Development Director will assist the Historic District Stakeholder group with reviewing restoration and preservation documents to help these development efforts meet these standards.

**City of Castroville Community Development Department website has information for historic preservation and development.**

*<https://castrovilletx.gov/2218/Historic-Preservation>*

#### **A Vision Plan for Castroville, Texas - Where History Shapes the Future**

- [PDF] UTSA 2016

#### **Castroville Historic Design Guidelines [PDF] Nov 25, 2020**

- *<https://castrovilletx.gov/documentcenter/view/129>*

#### **Current City of Castroville Comprehensive Plan Documents**

- Future Land Use Plan, 2016 [PDF]
- Future Thoroughfare Plan, 2016 [PDF]
- Castroville Master Plan [PDF]

#### **Other prior Historic Preservation Plans**

**“VISIONARIES In Preservation” - CASTROVILLE Historic Preservation Action Plan**, October 2002, Texas Historical Commission, Published by THC in 2002

**Castroville, Texas: Downtown Conservation and Revitalization Study**, 2010, Prepared by: Partnership for Community Outreach: Landscape Architecture Design IV Studio, Department of Landscape Architecture and Urban Planning College of Architecture, Texas A&M University

## 5. Underutilized City-Owned Open Spaces

Create new park facilities using existing parks and city-owned open spaces.

- a. Review current parkland and evaluate repurposing and upgrading existing areas for new facilities. Review open spaces for new park construction. Vacant City-Owned parcels are readily available and excellent sources for new park development.
- b. Find underutilized areas in existing parks, such as Lion's Sports Complex, to add new basic amenities such as trees, picnic tables and children's playscapes. Specialized amenities such as a splash pad should be included as well.
- c. The future relocation of the public works complex to the Bendele property, creates an ideal location for a new community center complex on the current public works site. This community center addresses "Equity of Functions" by providing a year-round inside meeting and activity space for children and seniors.

**Table 10 - List of Underutilized City-Owned Open Spaces**

<b>Property Location</b>	<b>Appraisal District Property ID</b>	<b>Current Use &amp; Recommendation (In Italic)</b>	<b>Approximate Acreage</b>
8100 FM471 South Bendele Property #1	10286	Vacant <i>Relocate Public Works Animal Shelter</i>	39.2
SW corner of Airport Bendele Property #2	10447	Vacant <i>None - Airport Restrictions</i>	23.6
1955 US-90 East, Castroville Behind Car Dealership	65236	Vacant <i>BMX Bike Park, Dog Park</i>	8.0
London St. & Athens St.	13596	Public Works Materials Storage <i>Storm Water Catchment, Skateboard Park</i>	1.28
1200 Washington St. Washington St. & Athens St.	14011	Tornado Alert Siren <i>Pocket Park</i>	0.64
<b>Underutilized City-Owned Open Spaces that have potential for parks</b>			<b>72.72</b>

## Underutilized City-Owned Open Spaces (See Map Below)

The following numbered description references the map on the following pages. Each property is numbered to correlate to the numbers on the map. The distribution of the five parcels works well in their distribution those embedded in the neighborhoods or potential future neighborhoods.

### **1. 8100 FM471 South, Bendele Property #1**

This 39.2-acre property is currently vacant. There are plans to relocate the Public Works Department Service Center and to include a new animal shelter at this location. This area is also ideal for a dog park. 8.5 acres of Flat Creek riparian areas runs through this property and would make excellent hike and bike trail. Once the Public Works Department Service Center is relocated, that newly vacated property is an excellent site for a large community center. This site will increase parking and event space for Houston Square events.

### **2. 8100 FM471 South, Bendele Property #2**

This 26.3-acre property is adjacent to the Castroville Airport. It is currently being farmed. Airport restrictions limit future use as parkland.

### **3. 1955 US-90 East, Castroville Behind Car Dealership**

This 8.0-acre brush covered property is on north side of the North Park Chevrolet Dealership. This property would make an excellent dog park and or BMX bike course.

### **4. London St. & Athens St, Public Works Lot**

This 1.28-acre property is used to temporarily store construction equipment, construction materials, and brush. This area receives a high concentration of storm-water runoff causing excessive flooding south down Athens to the Medina River. There are plans for drainage improvement in this area. This is an ideal location for a storm-water retention pond. This is a pond designed to catch the surge of the stormwater is then released at a slower velocity by draining the water from the bottom of the pond.

Manchester WA.<sup>1</sup> created a garden park by using this storm water to irrigate plants. These storm-water retentions ponds also trap runoff sediment from the streets and keep it out of city drainage ways and the Medina River or the combined passive park features.<sup>1</sup>

This property is an excellent space for a skateboard park, one of the most requested new parks.

### **5. 1200 Washington St. North West corner of Washington St. & Athens St.**



This 6.4-acre property is the site of the City of Castroville tornado alert siren mounted on a 40' utility pole. This would make an excellent neighborhood pocket park.

<sup>1</sup> [https://www.buildinginnovations.org/case\\_study/green-stormwater-park-in-small-beachside-town-manchester-wa/](https://www.buildinginnovations.org/case_study/green-stormwater-park-in-small-beachside-town-manchester-wa/)





Legend:

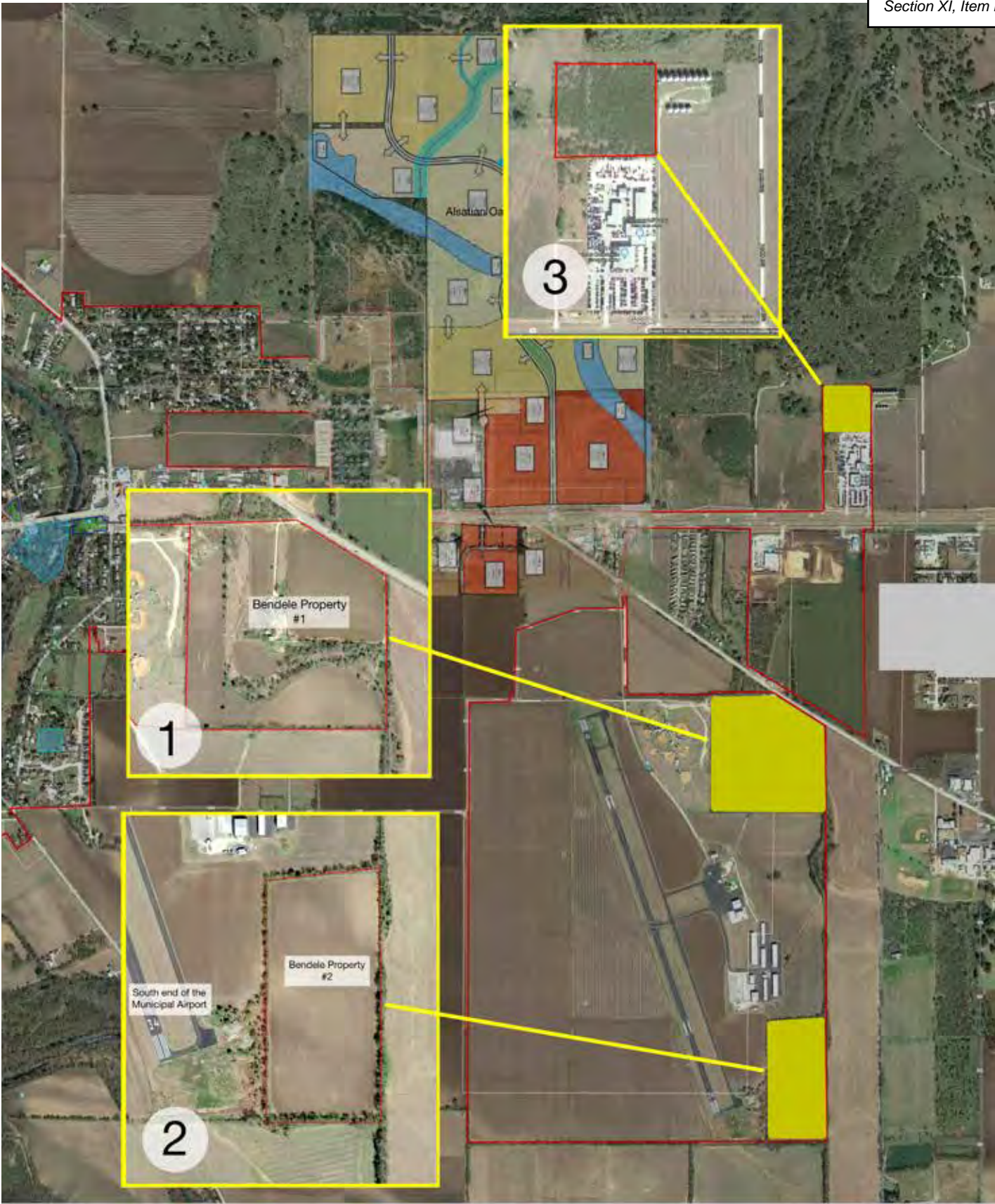
-  City Owned Underutilized Properties as Potential Parks
-  City Owned Parks
-  Private Owned Parkland

City Owned Underutilized Properties with City Owned Parks, Private Parkland, Alsatian Oaks

Approximately 1:7,191







Legend:

- City Owned Underutilized Properties as Potential Parks
- City Owned Parks
- Private Owned Parkland

City Owned Underutilized Properties with City Owned Parks, Private Parkland, Alsatian Oaks



## Appendices

- A. Implementation & Budgetary Guide Summary
- B. Master Plan Process
- C. NRPA Standards & Their Application
- D. Demographic Data
- E. Public Engagement Data
- F. Review of Past Reports & Surveys
- G. September Square Deed
- H. Castroville Parks Initial Observations





Historic Pioneer Home Castroville, TX

## Appendix A

# Implementation & Budgetary Guide Summary



Implementation of a master plan is a challenging task all communities face. These Budgetary Guidelines provide information to keep this master plan active and engaged. The challenge to keep this plan from sitting on a shelf, resides with the citizen stakeholders, the parks and recreation advisory board, city staff, and ultimately the city council.

Good communication, teamwork, and transparency are the critical elements needed among these groups to successfully implement the parks and recreation master plan.

The parks and recreation director takes the lead implementing the master plan projects. The director reviews projects with the parks and recreation advisory board. These two “implementors” are usually the most in tune with the details of the plan. The board then recommends the project to the city council for their approval where they set policy, scheduling, and funding. Once adopted by the city council, the parks director and the park board share the responsibility to implement and guide the tasks listed in the plan.

## Implementation

Implementation of master plan projects is mainly due to park champions. These individuals have a personal interest and zeal to push hard to see specific projects move forward. These champions continue engaging volunteers and keeping pressure on the park board to seek funding strategies. In Castroville’s case, the Friends of Castroville Regional Park have been, in fact, the most involved with the plan development along with the parks and recreation director.

Open and regular discussions of plan projects during the park board’s regular meeting, is the main ingredient to keeping it active and engaged. The plan should have at least one regular agenda item. Meeting agendas can get very crowded, so even if it’s a small element of the plan, addressing it keeps the discussion alive.

The champions and volunteers may be part of a specific interest group so it will be up to the park board to keep the overall goals of the parks and recreation system in full view to maintain equitable attention to all the various components.

The parks board may benefit from establishing a set of Implementation Goals. For example, utilizing the enclosed tables to:

- Establish a process for selecting priority funding projects
- Develop a process to decide on a funding mechanism for each proposed project
- If a project is funded through a bond election, then establish a protocol for messaging to ensure active promotion and the right information is put forward
- Develop a database of granting institutions or corporations
- Incentivize volunteerism through programming and identify new champions
- Develop partnerships with various other departments and institutions such as economic development and/or MVISD



Below is a list of funding mechanisms and other ways to keep projects moving forward:

- Financing improvements through city budgeting and CIP process from year to year
- Bond election where the public elects to impact their taxes through an election
- Grant sources that are available locally, in San Antonio, state-wide, and through federal sources. These may be public or private institutions or non-profits.
- Grant sources from corporate sponsors, especially those who set up business in Castroville
- Leveraging funding strength with partnering institutions and organizations
- In-kind services mostly through the involvement of the local citizens who are eager to see improvements happen. This may be rental of heavy equipment or volunteering.
- Community service projects much like what has already happened in Castroville with great positive effect
- And lastly, city staff position(s) that could be involved with grant writing and coordinating/organizing events

**Budgetary Guidelines**

**Utilizing Project Recommendation Tables:**

The parks and recreation department and the park board will work together and create an ad hoc committee to keep the topics of the plan current. Budgetary guidelines are listed for each park. These include a table of anticipated costs and year of execution for each park improvement. Even though a typical plan should look 10 years into the future for planning improvements, this plan takes a very aggressive schedule and by the sixth year will have accomplished a significant amount of work.

The ad hoc committee’s task is to keep these tables current. The tables in this document will remain as they are presented here. A separate document consisting of these tables should be transferred into a spreadsheet and be continuously updated. Updates are mostly about projects that get completed, but also updates as cost estimates are refined, schedules altered, new important projects come to light, etc.

The ad hoc committee will manage that spreadsheet. They will keep this document alive as part of keeping the master plan alive. As projects get completed, they are taken off the list. New projects will be added as new ideas come forward. It is also recommended that progress over time be tracked. This could prove to be useful when submitting grant requests to demonstrate the city’s ability to manage projects and track progress.

In developing the tables in this document, the lens by which the choices were made was an attempt to balance priorities with cost, duration, economic impact, and how many people the element served with Equity being the guiding principle informing much of the choices. The Equity of spatial distribution, Equity of the variety of functions, and the Equity of the abilities of individuals and their needs should also be kept in mind.

Table 11a. – Budgetary Guidelines						
<b>Castroville Regional Park</b>	2022	2023	2024	2025	2026	2027
<b>Overall Park</b>	<b>\$30,000</b>	<b>\$225,000</b>	<b>\$78,000</b>	<b>\$2,000</b>	<b>\$117,000</b>	<b>\$105,000</b>
<b>Electricity around Loop Road -</b> Install service drops for vendor booths,			\$25,000			
<b>Irrigation Improvements (Effluent Water) -</b> Filters & Intake Improvements						
<b>Loop Road -</b> Add One Way New Emergency Exit		\$25,000				
<b>South Restroom -</b> Replace/ Flood Proof & ADA,		\$200,000				
<b>Add Playscapes (Back Playground)-</b> With playground shades			\$50,000			
<b>Add Playscapes (Middle Playground)-</b> With playground shades					\$80,000	
<b>Drinking Fountains Throughout Park -</b> \$9K Over 3 years			\$3,000			\$3,000
<b>Parking -</b> Adjust to Head In Parking, Add ADA Spaces	\$20,000					
<b>North Restroom -</b> Replace/ Flood Proof & ADA,						\$100,000
<b>Drinking Fountains Throughout Park -</b>					\$10,000	
<b>Main Entrance -</b> New 'Gateway' Sign					\$20,000	
<b>Main Entrance -</b> New LED Information Sign	\$10,000					
<b>Blue Light' Emergency Phone- Upper</b> Parking Lot					\$5,000	
<b>Add Picnic Areas -</b> Tables and Grills				\$2,000	\$2,000	\$2,000
<b>Swimming Pool</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$100,000</b>	<b>\$405,000</b>	<b>\$7,000</b>	<b>\$157,000</b>
<b>Damage to Pool Changing Rooms -</b> Demolish and Rebuild new Community Center				\$400,000		
<b>Shade Covers</b>		\$7,000			\$7,000	\$7,000
<b>Splash Pad</b>			\$100,000			
<b>Fence - Replacement</b>		\$33,000				
<b>Blue Light Emergency Phone -</b> Swimming Pool/Community Center				\$5,000		
<b>Pool Structural Improvements</b>						\$150,000

Table 11b. - Budgetary Guidelines						Section XI, Item i.
Castroville Regional Park	2022	2023	2024	2025	2026	
<b>Tennis/Basketball/Volleyball</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$25,000</b>
<b>Basketball -</b> Install new surface and goals	<b>\$15,000</b>					
Sports Court Fencing						<b>\$25,000</b>
<b>Basketball, Volleyball, and Tennis -</b> Expand add 1 each						
<b>Sports Field/Soccer/Football</b>	<b>\$125,000</b>	<b>\$70,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Redesign &amp; Restripe</b> Add fields both number and sizes		<b>\$60,000</b>				
<b>Irrigation -</b> Add to new redesigned fields		<b>\$10,000</b>				
<b>Lights -</b> Add Dark Sky lighting	<b>\$125,000</b>					
<b>RV Park/ Rec Hall /Camping Area</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$35,000</b>	<b>\$8,000</b>	<b>\$23,000</b>
Finish out RV Hall		<b>\$5,000</b>				<b>\$15,000</b>
<b>RV Restroom/Showers -</b> Upgrade to ADA, Flood Proof				<b>\$35,000</b>		
<b>Camping Area -</b> Add Sites					<b>\$8,000</b>	<b>\$8,000</b>
<b>Backcountry Hiking Trails</b>	<b>\$10,000</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$20,000</b>	<b>\$40,000</b>
<b>Repair BMA Service Road Erosion -</b> Initiate discussions w/BMA to repair service road	<b>\$0</b>					
<b>Establish Emergency Evacuation Route</b> EMS road from WW Plant to BMA Canal		<b>\$5,000</b>				
<b>Evaluate All Hiking Trails -</b> Plan to redesign steep sections to remove stairs	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,000</b>
<b>Wayfinding Signage -</b> Increase signage, add QR Code w/911 locator				<b>\$10,000</b>		
<b>South Property Line -</b> Locate/Fence Southwest Property Line					<b>\$20,000</b>	
<b>New Backcountry Trail -</b> For Mobility Challenged						<b>\$30,000</b>
<b>Butterfly Garden</b>					<b>\$5,000</b>	
Improve Irrigation System					<b>\$5,000</b>	
<b>Botanical Garden Trail</b>						<b>\$580,000</b>
<b>Install Constructed Wetland -</b> During WWPlant Dam repairs w/ PublicWorks						<b>\$500,000</b>
<b>Complete Botanical Garden Trail -</b> During WWPlant Dam repairs w/ Public Works						<b>\$80,000</b>
<b>Extend Botanical Garden Trail -</b> Extend to north edge of Upper Parking Lot						<b>\$0</b>

Table 11c. – Budgetary Guidelines

Section XI, Item i.

<b>Castroville Regional Park</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>
<b>Loop Walking Trail</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$0</b>
<b>Fitness Stations - Add 2-3</b>				<b>\$20,000</b>		
<b>Park Lighting</b>	<b>\$10,000</b>			<b>\$10,000</b>		
<b>Amphitheater</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$50,000</b>
<b>Energize Amphitheater Use - Increase Programs</b>	<b>\$0</b>					
<b>Public Outreach - Increase Social Media, Update Event</b>	<b>\$0</b>					
<b>Backstage Area - Add Concession/Changing/Storage</b>					<b>\$75,000</b>	
<b>Install Park Sound System</b>						<b>\$20,000</b>
<b>Ongoing Annual Maintenance Items</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$22,000</b>
<b>Enforcement of Park Rules - Police Dept and Parks Dept work together</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Irrigation - Install trickle/drip around trees and landscaping</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>
<b>All Walking Trails - Maintain width, 1" add decomposed granite 100 cu yds/year @ \$55/cuyd</b>	<b>\$5,500</b>	<b>\$5,500</b>	<b>\$5,500</b>	<b>\$5,500</b>	<b>\$5,500</b>	<b>\$5,500</b>
<b>Sports Field/Soccer/Football Maintenance Fertilize/reseed/mowing Irrigation - Repair/Maintenance</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$3,000</b>
<b>Butterfly Garden and other Flower Beds Mulch 100 cu yds/year @ \$45/cu yd</b>	<b>\$4,500</b>	<b>\$4,500</b>	<b>\$4,500</b>	<b>\$4,500</b>	<b>\$4,500</b>	<b>\$4,500</b>
<b>Garden of Roots - Maintenance</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>
<b>Update benches, seating, tables, grills</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>
<b>Uniform Signage - Educational and Wayfinding w/QR Codes</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>
<b>Animal - Proof Trashcan Lids</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>
<b>Total Regional Park Budget 2022-2028</b>						
<b>Total Park</b>	<b>\$30,000</b>	<b>\$225,000</b>	<b>\$78,000</b>	<b>\$2,000</b>	<b>\$117,000</b>	<b>\$105,000</b>
<b>Swimming Pool</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$100,000</b>	<b>\$405,000</b>	<b>\$7,000</b>	<b>\$157,000</b>
<b>Tennis/Basketball/Volleyball</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$25,000</b>
<b>Sports Field/Soccer/Football</b>	<b>\$125,000</b>	<b>\$70,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>RV Park/ Rec Hall /Camping Area</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$35,000</b>	<b>\$8,000</b>	<b>\$23,000</b>
<b>Backcountry Hiking Trails</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$20,000</b>	<b>\$40,000</b>
<b>Butterfly Garden</b>	<b>\$10,000</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$0</b>
<b>Loop Walking Trail</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Amphitheater</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$50,000</b>
<b>Annual Maintenance</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$22,000</b>
<b>Botanical Garden Trail</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$580,000</b>
<b>Total Regional Park Budget 2022-2028</b>	<b>\$212,000</b>	<b>\$372,000</b>	<b>\$200,000</b>	<b>\$474,000</b>	<b>\$254,000</b>	<b>\$1,002,000</b>

Table 12 a. - Budgetary Guidelines for Lion's Sports Complex							
	2022	2023	2024	2025	2026	2027	2028
<b>Total Park</b>	<b>\$315,000</b>	<b>\$20,000</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$50,000</b>	<b>\$50,000</b>
<b>Facilities Design for Lion's Park</b> - Park Board Develop	\$0						
<b>Irrigation -</b> Install Main Line around Walking Trail		\$ 20,000					
<b>Parking Lots -</b> Head In, ADA Surface/ Signs			\$45,000				
<b>Restroom -</b> New Installation	\$130,000						
<b>Playscape -</b> Install w/ Shade	\$65,000						
<b>Splash Pad -</b> Install w/ Shade	\$120,000		\$20,000				
<b>Blue Light Emergency Phone -</b> Upper Parking Lot					\$5,000		
<b>Fitness Stations</b>			\$35,000				
<b>Pavilion</b>			\$50,000			\$50,000	\$50,000
<b>Area Lighting</b>			\$10,000				\$50,000
<b>Softball Field</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$115,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Irrigation -</b> Design irrigation system			\$10,000				
<b>Grass Renovation</b>			\$20,000				
<b>Fence Replacement-</b> Field, backstop, dugouts		\$ 20,000	\$ 20,000				
<b>Lights - Replace and Add Dark Skies Lights</b>			\$65,000				
<b>Sports Field</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$48,000</b>	<b>\$0</b>	<b>\$100,000</b>
<b>Irrigation -</b> Design irrigation system & install				\$10,000			
<b>Sport Field Improvements -</b> Expand add 1 each					\$48,000		
<b>Sport Field Fencing</b>							\$100,000



Table 12 b. - Budgetary Guidelines for Lion's Sports Complex

	2022	2023	2024	2025	2026	2027	2028
<b>Ongoing Annual Maintenance Items</b>	<b>\$14,000</b>	<b>\$11,000</b>	<b>\$14,000</b>	<b>\$11,000</b>	<b>\$14,000</b>	<b>\$11,000</b>	<b>\$14,000</b>
<b>Irrigation -</b> Install bubblers around trees and landscaping	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>
<b>Landscaping -</b> Plant Trees and Shrubs	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>
<b>Picnic Tables -</b> Tables, Benches, Shade and ADA	<b>\$3,000</b>		<b>\$3,000</b>		<b>\$3,000</b>		<b>\$3,000</b>
<b>Sports Field Maintenance -</b> Chemicals	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>
<b>Total Lion's Park Budget 2022-2028</b>							
<b>Total Park</b>	<b>\$315,000</b>	<b>\$20,000</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$50,000</b>	<b>\$50,000</b>
<b>Softball Field</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$115,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Sport Field</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$48,000</b>	<b>\$0</b>	<b>\$100,000</b>
<b>Annual Maintenance</b>	<b>\$14,000</b>	<b>\$11,000</b>	<b>\$14,000</b>	<b>\$11,000</b>	<b>\$14,000</b>	<b>\$11,000</b>	<b>\$14,000</b>
<b>Total Lion's Park Budget 2022-2028</b>	<b>\$315,000</b>	<b>\$51,000</b>	<b>\$279,000</b>	<b>\$21,000</b>	<b>\$67,000</b>	<b>\$61,000</b>	<b>\$164,000</b>

Table 13. - Budgetary Guidelines

<b>All Historic Parks</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>TOTAL BY PROJECT</b>
<b>Steinbach</b>					
Tree Planting	7,500				\$7,500
Site Lighting	10,000				\$10,000
ADA Sidewalk	7,500				\$7,500
Irrigation Renovations		15,000			\$15,000
Steinbach Building Improvements			50,000		\$50,000
Non-Specified Improvements				10,000	\$10,000
River Overlook				180,000	\$180,000
<b>Total Capital Outlay</b>	<b>25,000</b>	<b>15,000</b>	<b>50,000</b>	<b>\$190,000</b>	<b>\$280,000</b>
<b>September Square</b>					
Site Lighting	10,000				\$10,000
Memorial Improvements		10,000			\$10,000
Parking Improvements				25,000	\$25,000
<b>Total Capital Outlay</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>25,000</b>	<b>\$45,000</b>
<b>Houston Square</b>					
2006 Site Plan				500,000	\$500,000
Restroom				65,000	\$65,000
<b>Total Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>565,000</b>	<b>\$565,000</b>
<b>Total by Year</b>	<b>35,000</b>	<b>25,000</b>	<b>50,000</b>	<b>780,000</b>	<b>\$890,000</b>

Part of the overall underlying strategy with this plan, as with many plans, is to leverage parks and recreation projects into economic development strategies. It is well represented in research and literature, that a robust parks and recreation system in a city is one of the most powerful economic development tools for attracting business, tourism, retention of youth, and general quality of life that translate to an overall satisfaction of one's personal life experience. Many of the recommendations in this plan will provide opportunities for economic development.

- **Sports Complex:** The MVYBA airport complex needs to be relocated. A key point in the plan is to re-establish a new sports complex that can host both baseball and related tournaments but also soccer tournaments. Locating a new sports complex east of the Medina River, will create a new regional park with very different core functions and will be a counterbalance to the Castroville Regional Park. It is recommended to conduct a market analysis as part of the implementation of this project. Establishing a new Sports Complex to host tournaments and events would increase sport and event tourism, benefiting local lodging and restaurants.
- **Castroville Historic Walking Trail:** This “trail” has always kind of been there, but there is a need to formalize its existence. Mostly, this is done by developing a wayfinding program and complimenting this with events. If a TIRZ (Tax Increment Reinvestment Zone) is established, then capturing the increase in property tax value to invest in the same corridor is a win-win for the historic district of Castroville. In short, this is linking together the walk between Steinbach House and Houston Square including additional spaces like the Moyer Center. The extra funding from a TIRZ could be for the reinvention of Houston Square and to create a Medina River crossing.
- **5-Mile Bike Route:** Public survey responses were high for a 5-mile bike route and bike lanes. There are several potential routes for bike lanes for the daily riders who live in Castroville. Longer distance races like, Tour de Castroville, take place each April. This event already raises funding for parks in Castroville and by all accounts is a very successful program. The 5-mile route described in the plan is different from the Tour de Castroville and other longer competitive routes taking a different pathway. Continued development of long-distance bicycle tours and races can continue to grow with the park's support.
- **Community Recreation Center:** When cities are actively trying to recruit new corporations to move to their city, they are aware that to be competitive, they need to have a robust parks and recreation system. Part of that system is having a modern community recreation center.

## Additional Resources:

### Partnering Jurisdictions, Institutions, and Organizations

City of Castroville  
 Medina County  
 Medina Valley Independent School District  
 Friends of Castroville Regional Park  
 Medina Valley Youth Baseball Association  
 Medina Valley Soccer Leagues  
 Adult recreation leagues  
 Castroville Municipal Airport  
 Castroville Area Economic Development Council  
 Texas Parks and Wildlife  
 Texas Heritage Trails (Texas Historical Commission)  
 Castro Colonies Heritage Association

### List of Potential Volunteers, Projects, and Activities:

Scouting, Lions, VFW, or Other Community Service Organization Projects:  
 Habitat enhancement projects; brush piles in erosion areas.  
 Bat houses, bird-viewing stations, signage, and other environmental education projects.  
 Historic trails interpretation  
 Poppy Festival preparations:  
 Enhancements around the city that are enduring  
 Street enhancements associated with the Tour de Castroville that are enduring  
 Trail building and trash pickup on annual volunteer days  
 Directional signs on paths and trails (wayfinding)  
 Fundraising events to support specific projects  
 Volunteer grant writing  
 Adopt-A-Park program  
 Marching band festival

### Grant Sources:

Texas Parks and Wildlife Department  
 U.S. Fish & Wildlife Service <https://www.fws.gov/endangered/grants/index.html>  
 Research and Planning Fund Grant for Flood Protection; Texas Water Development Board  
 Keep America Beautiful  
 Local and regional foundations  
 U.S. Department of Transportation, Federal Highway Administration; projects on public highways that include all types of mobility modes including cycling.  
 Environmental Protection Agency (EPA) may have grants available for parkland improvements.  
 Texas Commission on the Environmental Quality; Texas Environmental Excellence Award; there may be some grant funds here as well.  
 National Parks Service Programs including the Land and Water Conservation Fund  
 DRIVE: Developing a Reliable Innovative Vision for the Economy Act: Federal Funding Program  
 Land and Water Conservation Grant Fund  
 Major retailers and corporations; Potential grants and other granting corporations  
<https://outdoorindustry.org/who-we-are-2021/>  
 City Parks Alliance; [cityparksalliance.org](http://cityparksalliance.org)  
 Conservation Fund; [https://www.conservationfund.org/our-experts?filter\\_search=&formlink=0&run=1&filter\\_programs=&filter\\_focusareas=&filter\\_states=135&filter\\_alphafilter=](https://www.conservationfund.org/our-experts?filter_search=&formlink=0&run=1&filter_programs=&filter_focusareas=&filter_states=135&filter_alphafilter=)

## **Appendix B.**

# **Park Development, Facility & Equipment Standards**



## APPENDIX B – PARK DEVELOPMENT, FACILITY AND EQUIPMENT STANDARDS

### B. 1 – Park Development Standards

*All improvements and equipment should be in accordance with Park & Facility Equipment Standards.*

Required Improvement	Approx. Cost	Minimum Standard
<b>Grading &amp; Drainage</b>	\$50,000	{Site improvements necessary to ensure that the park drains appropriately and is free from nuisance standing water.}  Minimum of .5% grade on all open spaces. No slope of any turf or landscape area shall exceed 3:1.
Required Amenity	Approx. Cost	Minimum Standard
<b>Playground</b>  Includes playscape(s) and swing sets that can accommodate both Tot - 2 to 5 yr olds and School Age - 5 to 12 yr olds. Permanent border and fall surface that meets current CPSC Playground Standards.	\$100,000	All equipment shall be commercial grade and be IPEMA Certified to conform to ASTM F187. All fall surface shall IPEMA Certified to conform to ASTM F1292. If the park will ultimately be transferred to the City of Castroville, the equipment shall meet the City's Park & Facility Standards and the following additional requirements: 1) a minimum Limited Warranty of 15 years for metal members and any plastics. 2) All metal members shall be powder-coated steel with five (5) inch diameter minimum posts. 3) Playground border shall be permanent material consisting of concrete or natural stone. 4) Fall surface shall be engineered wood fiber, synthetic turf, poured-in-place rubber or a combination of these.
<b>Playground Shade Structure</b>	\$20,000	Shade structure(s), whether "soft shade" or "hard shade", that cover(s) at least 75% of the playground's fall surface area. Limited 20 Year Non-Prorated Warranty against failure due to rust through corrosion on all commercial steel frames. Limited 10 Year non-prorated warranty on all commercial shade fabric and Teflon stitching against cracks, tears, material breakdown or significant fading as a direct result of ultra-violet exposure. Limited 1 Year warranty on all moving parts, surface coat finish, or any other product or part not covered by one of the above warranties.
<b>Shade Structure</b>	\$30,000	Gazebo or pavilion with concrete slab and picnic tables. Shade structure shall be a minimum of 20' x 20' square or 400 sq ft in any other shape. Minimum four (4) square, four-seat or two (2) rectangle two-seat picnic tables.
<b>Site Amenities</b>	\$15,000	Minimum of six (6) benches, four (4) picnic tables, two (2) pet waste stations and one (1) drinking fountain.
<b>Walking Trail</b>	\$20,000	Minimum 1/4-mile walking trail constructed of decomposed granite, concrete, or asphalt. Minimum six (6) feet in width and looped so that a specific number of laps equals one (1)

Required Amenity	Approx. Cost	Minimum Standard
<b>Walking Trail cont.</b>		mile. All material types shall be placed on a compacted subgrade with at least 95% density.
<b>Practice Field</b>	\$20,000	Minimum one (1) acre set aside for practice space. Can be one (1) large open space or a combination of smaller spaces with no single space being smaller than 10,000 sq ft. Space(s) shall be leveled and have a maximum slope of 2% in any direction. Total area(s) shall be irrigated with an automatic underground irrigation system laid out with head-to-head spacing. The space(s) shall be solid sodded with a Hybrid Bermuda of an appropriate variety for sports such as Tif 419. Shall also include at least two (2) chain-link fenced backstops placed as to allow the most flexibility for the space(s).
<b>"Street Trees" and Shade Trees</b>	\$25,000	"Street Trees" shall be planted within the first twenty feet (20') of the park site behind the right-of-way and spacing shall be one (1) tree per forty linear feet (40'). The remainder of the park shall be planted at a ratio of one (1) tree per 5,000 square feet of remaining gross park area. All trees shall be irrigated with an automatic underground irrigation system utilizing tree bubblers. All tree irrigation zones shall be independent of any turf or planting bed zones. All trees shall be shade trees selected from the City's approved List and shall be a minimum of two inches (2") in caliper size at time of planting. 1:1 credit towards the tree requirement will be given for any retained, healthy, existing hardwood tree that is surveyed.
<b>Park Signage</b>	\$5,000	Includes Monument or Natural Stone Boulder Sign and Parks Rules Sign(s). See Appendix A for established City Standard for Park Sign and City will provide verbiage for Parks Rules Signs.
<b>Basketball Court</b>	\$40,000	Minimum 1/2 size of UIL standard with at least two (2) goals. Concrete or asphalt court with alkyd surfacing and lines for baselines, free throw line(s) and the "lane". If the park will ultimately be transferred to the City of Castroville, the court and equipment shall meet the City's Park & Facility Standards and the following additional requirements: 1) if asphalt court, it shall have a concrete perimeter beam that is at least 12" wide.
<b>Tennis Court</b>	\$65,000	Minimum one (1) regulation court including six foot perimeter fence, net and court surfacing/stripping. Fenced concrete or asphalt court with alkyd surfacing and all lines necessary for a regulation court. If the park will ultimately be transferred to the City of Castroville, the court and equipment shall meet the following additional

## B. 1 – Park Development Standards cont.

<b>Tennis Court cont.</b>		requirements: 1) If asphalt court, it shall have a concrete perimeter beam that is at least 12" wide.
<b>Sand Volleyball</b>	\$15,000	Minimum one (1) regulation court including net and sand that meets x specifications. Net(s) shall be adjustable with metal poles that are either galvanized or powder-coated for durability. Sand shall be minimum 12" deep and free from rocks and other debris.
<b>Additional Walking Trail</b> \$15 per Linear Ft.		Additional walking trail constructed of decomposed granite, concrete or asphalt. Minimum six (6) feet in width and looped so that a specific number of laps equals one (1) mile. All material types shall be placed on a compacted subgrade with at least 95% density.
<b>Disc Golf Course</b>	\$7,500	Nine (9) Hole Disc Golf Course including baskets and appropriate tee markers and rules signage. Permanently installed commercial quality baskets.
<b>Dog Park</b>	\$20,000	Minimum 1/2 acre fenced area with irrigated turf. Dog Park shall be leveled and have a maximum slope of 5% in any direction. Total area(s) shall be irrigated with an automatic underground irrigation system laid out with head-to-head spacing. The space(s) shall be solid sodded with a Hybrid Bermuda of an appropriate variety for heavy use such as Tif 419. Shall also include a four feet (4') high chain-link perimeter fence.
<b>Fitness Equipment</b>	\$15,000	Outdoor Fitness Equipment installed in a grouping or in series along the walking trail. All equipment shall be institutional or commercial grade and compliant with ASTM F2277 Standard Test Methods for Evaluating Design and Performance Characteristics of Selectorized Strength Equipment, ASTM F1749 Standard Specification for Fitness Equipment and Fitness Facility Safety Signage and Labels, ASTM F2216 Standard Specification for Selectorized Strength Equipment and ASTM F2276 Standard Specification for Fitness Equipment.

## B. – 2 Park & Facility Equipment Standards

The purpose of these standards is to establish the minimum level of quality, provide continuity across the Parks System and to aid in the efficiency of maintenance of the System.

ITEM	SUPPLIER	PRODUCT #	DESCRIPTION
<b>BASKETBALL EQUIPMENT</b>	Patterson-Williams Athletic Manufacturing Company	#PWA-22	Backboard Heavy Duty Power Coated Aluminum Backboard
		#PWA-39	Extra Heavy Duty Double Rim w/ Universal Mount Plate & Super Nylon Net
		#PWA-1525	6 Foot Steel Post
<b>BBQ GRILLS</b>	GameTime	#49	GameTime #49 Family Sized Grill
		#60	GameTime #60 Deluxe Waist-Hi Stove
<b>BENCHES</b>	Visions Innovative Products, Inc. Mfg. WEBCOAT Products	B6PERFS	6' Perforated Bench In-ground Mount Design. Surface-mount when installing on asphalt or concrete pads. Colors: Seat – Green; Frame - black
		B6WBPERFS	6' Perforated Bench with back, In-ground Mount Design. Surface mount when mounting on asphalt or concrete pads. Colors: Seat - green; Frame - black
		Pad Dimensions	For concrete foundations, allow 36 inches beyond the end of the bench.
<b>BOLLARDS</b>	Traffic Guard Direct, LLC	See Description	Traffic Guard Hinged Bollard – Traffic Guard Single Post: ¾" X 8" 18.8 Stainless Steel Hinge Pin and Nut with 13/32" hole for single padlock or optional pin available for double padlocks.
<b>DRINKING FOUNTAINS</b>	Most Dependable Fountains	440 DB	Direct Bury Fountain. Color: GreenOption: Pet fountain. Pad Dimensions: A clear paved area of 5' x 5' shall be provided in front of each drinking fountain. Concrete pad/approach shall be ADA accessible, linked to adjacent walk/trail & slightly sloped for drainage.
<b>PARK ENTRANCE SIGNS</b>	Various	See Description	Native Hill Country Flagstone - Irregular shape: Height - 5' to 6'; Length - 7' to 9'; Thickness - 15" to 20"; Lettering/number height - 5" to 6". "Wild west" font. Colors: Lettering/numbers - black; City logo – design and colors to match.
<b>IRRIGATION</b>	Various	See Description	Rainbird Commercial Controllers. Remaining major components shall be Rainbird, Toro or Hunter.

## B. – 2 Park &amp; Facility Equipment Standards cont.

ITEM	SUPPLIER	PRODUCT #	DESCRIPTION
PAVILIONS	Various – Automatically Approved Manufacturers - Icon Shelter Systems and Polygon	To be determined	Icon Shelter (Model, style, size and color to be determined) Roof: 24 gauge Pre-Cut Multi Rib Metal Panels. Primed & Painted Frame. All metalsupports – 3/16 wall thickness, Mounted on a minimum 4” thick reinforced concrete slab with footings.
PET WASTE BAG DISPENSERS	Dogi-Pot	See Description	Dispenser: 400 bag capacity, .08 gauge aluminum, powder coated-forest green, 15.5” x 9.4” x 3.25”, locking front access panel.  Baggies: Opaque brown, 13” long x 8” wide, 0.7 mill thickness, biodegradable.
PICNIC TABLES	Visions Innovative Products, Inc. Mfg. WEBCOAT Products	T6RC	6Ft Table w/attached seats. Colors: Table & seats - green; Frame – black.  <b>Pad Dimensions:</b> For concrete foundations, allow 36 inches beyond the edges of the table.
		T6RCHDCP	6Ft <u>ADA Accessible Table</u> w/attached seats. Colors: Table & seats - green; Frame – black
		T8RC	8Ft. Table w/attached seats. Colors: Table & seats - Green; Frame - black.
		T8RCHDCP	8Ft <u>ADA Accessible Table</u> w/attached seats. Colors: Table & seats - green; Frame – black
PLAY EQUIPMENT	Various Automatically Approved Manufacturers – Playworld Systems, Landscape Structures, Burke, Little Tikes and GameTime	TBD	Brand, equipment model numbers & colors to be determined. Five inch (5”) minimum powder-coated steel posts. Fall Surface shall be Engineered Wood Fiber, synthetic turf, poured-in-place rubber or a combination of these.
PLAYGROUND SHADE	Modern Shade, LLC	TBD	Equipment model numbers & colors to be determined
NATURAL AREA VEGETATION	Native American Seed	See Description	Native Wildflower or Prairie Mix
	Various	T.E.2-7	Super Pro 5000 Tennis Net; 42 feet long



## B. – 2 Park &amp; Facility Equipment Standards cont.

ITEM	SUPPLIER	PRODUCT #	DESCRIPTION
<b>TENNIS EQUIPMENT</b>		T.E.90-15	CourtMaster Posts, Royale Square posts with internal wind.
<b>TRAILS – CONCRETE</b>	TBD	See Description	4' concrete w/ reinforced steel on 3" compacted road base. Width to be determined. <u>ADA Standards</u> : Cross slope - 2%; Running slope - 5%; Up to 8.3% for 30 ft. intervals.
<b>TRAILS – GRANITE</b>	TBD	See Description	3" Compacted road base on filter fabric; 3" compacted decomposed granite. Width to be determined. <u>ADA Standards</u> : Cross slope - 2%; Running slope - 5%; Up to 8.3% for 30 ft. intervals.
<b>TRASH RECEPTACLES</b>	Visions Innovative Products, Inc. Mfg. WEBCOAT Products	See Description	Trash Can Model No. TR55. In-ground Assembly Model No. TRING-55 Flat Top Model No. Flattop55 Description: 55 Gallon Standard Style Trash Receptacle with in-ground assembly and flat top cover. Metal or plastic insert to be purchased separately. Color: Base – green; Top - black.
<b>VOLLEYBALL EQUIPMENT</b>	West Coast Netting	YMCA-32	Heavy competition volleyball net – 18 ounce white vinyl, 39" H x 32' L, 5/32" top cable, 1/8" bottom cable and 7/8" wood doweling. Netting passes through and is attached to the dowel.
		AGP -3.5	Heavy gauge steel volleyball system, complete with poles and moveable hardware (winch, pulley, top drive cap & hooks)
<b>EXERCISE EQUIPMENT</b>	Various Automatically Approved Manufacturers – Playworld Systems, Landscape Structures, Burke, Little Tikes and GameTime	TBD	Equipment model numbers & colors to be determined

## Appendix C

# Master Planning Process

After several years of planning attempts, the parks master plan for Castroville was funded by a grant that the Friends of the Castroville Regional Park (FCRP) received from Microsoft Corp. in 2019. With the funds the FCRP contracted for the creation of an overall citywide parks and recreation master plan. Launching the planning project, the Friends group organized a steering committee comprised of key individuals in the City from public officials to private citizens and members of the Friends group.

With the opening sessions with the FCRP and the parks director, the consultant laid out a basic theme of Equity. There are three points that serve as the lens for the whole project; Equity of parkland distribution, Equity of abilities and access, and Equity of parkland functions. These are described in detail within the report.

The process was very typical of most citywide planning projects with vision and goals, stakeholder engagement, public surveys, and intensive site investigation of all the parks and related lands that may contribute to the master planning project. However, with a beginning in early 2020, an unexpected pandemic arrived to Texas that altered both process and timelines. Meetings so strategic for any planning process of this type became virtual. The typical spreading out of maps and diagrams “Zoomed” back and forth. Vista’s strategic stakeholder engagement process was uncomfortably altered. We as a team grappled with these complexities but were able, over a longer period of time, to gather the information needed to proceed. One benefit was that the online survey was resident online for a much longer period of time. As a result of the energy of the Friends group and the long-term survey presence, feedback reach a level of about 4% of the population about two-thirds through the duration of the public engagement. The survey itself was more tedious than many with several of the questions requiring written answers. Problematic in that it took extra time to digest the large amount of data but very beneficial in that a real good in-depth lens into what folks really wanted in a parks master plan.

Public meetings were also a challenge due to the pandemic but we managed. The final meeting was scheduled with perfect timing aligned with the strongest Winter storm since 1949. Postponement was in order and weeks later it took place with good dialog and information.

With public engagement completed, quantifying all of the results became the next task. With the large number of written comments, a spreadsheet technique was developed that tracked all of the comments with minor groupings of similar comments. For example: not; “add heating to the swimming pool” would be grouped with, “please make the swimming pool usable year-round. A separate comment, “develop an indoor pool” or “develop an enclosure for our pool” was separately grouped. In many cases the groupings are in fact subject to interpretation. Once an accounting of votes was charted on the spreadsheet, bar charts were created from these results. Two survey questions were processed with an extra step by combining responses into a coarser grouping such as “Swimming Pool / Aquatics Center” or “Playground Upgrades” revealing an additional viewpoint into the responses. The questions were asking what was needed most for teens and young adults, and for seniors. These are two very important areas that require extra attention. Seniors due to reaching ages with special needs such as level walking surfaces and swimming exercise while youth and young adults, with their free time need to be engaged with sports or outdoor activities to combat issues such as “Nature Deficit Disorder”; <https://www.cohenmedical.com/nature-deficit-disorder-has-real-consequences/> , but also to stimulate cognitive abilities such as described in the research by Howard Gardener and his work on Multiple Intelligences; <https://www.verywellmind.com/gardners-theory-of-multiple-intelligences-2795161> .

In lieu of having as intense a stakeholder engagement process may have been, absent p project did benefit from several surveys from the past. These were also reviewed and processed as best as possible to include as part of the record of the needs assessment. It was found that there is a considerable amount of consistency between past and present surveys with notable differences such as a lengthy discussion years prior, regarding the disposition of the historic building where City Hall and the Council Chambers now reside. This topic of debate was not part of the deliberations on this round of planning.

With the survey results and the processing complete, the FCRP was tasked with reviewing all of the results and submitting comments. Once this process is complete, the results and the comments from FCRP are distributed to the Steering Committee for their review and comment.

In the midst of the survey work, a detailed focus on the Vision and Goals for the parks plan was discussed on several occasions. Basically, though the efforts of the FCRP and the support of the Steering Committee, a vision statement and associated goals were created. The result was a straightforward view and set of goals that are achievable and honest. No pie-in-the-sky dreams of a perfect world, no outlandish wishes of a place that Castroville is not. Solid; it will serve the community well for the next 10 years.

## Draft Vision Statement and Primary Goals

### Vision Statement:

***Maintain and improve Castroville's present and future city parks, to provide park patrons, of all ages and abilities, safe, high-quality, year-round venues, that maximizes active and passive recreational programs as well as educational programs.***

### Primary Goals:

- Strive toward a well-rounded parks and recreation system with equity in:
  - Distribution of park locations throughout the City
  - Access for all ages and ability levels
  - Diversity of active sports and passive recreation
- Increase maintenance and improve Castroville Regional Park, keeping it the premier park in the region.
- Construct a first-class multi-sport complex.
- Strengthen the City's cultural heritage awareness.
- Improve maintenance and expand the natural area's hiking trails and provide environmental education programs.
- Increase ADA infrastructure improvements to create a more inclusive experience for all patrons.
- Provide more expansive recreation programs including health and wellness activities for children and seniors.

A new spreadsheet document was created to capture the essence of the results and inject these into an implementation process matrix. This file, "Priority Projects Timeline" is a living document that will be the central document in the hands of the FCRP, and the City to review on some frequency and update as projects get completed. The columns on the Priority Projects Timeline spreadsheet are the list of projects, project tasks, department lead, project team lead, priority level, general symbols of level of costs represented by \$\$\$, potential funding sources, economic impact and then years broken by quarters from 2021-2031, a 10-year duration. At year 10, the City will need to commission a completely new parks master plan to continue to be eligible for Texas Parks and Wildlife grants. With the spreadsheet, the task of tracking progress over the 10-year period helps to benchmark progress which will be valuable for grant applications. The columns of years and quarters are to allow a Gantt Chart process to help the City plan a logical and balanced process of working toward parks goals. The color coded Gantt bars on the chart are:

- Land acquisition
- Fundraising
- Planning & design
- Community discussion
- Landscape improvements
- Construction
- Policy, ordinance, action
- Promotion/advertising

With this level of plan-ability, Council and parks department can plan out budgets and spending for years in advance. Naturally the initial Gantt layout will require modifications according to internal discussions and upcoming budgets but it's a launching point to the City to take the reins and run with the project.

A note on Implementation; The processes moving forward after the master planning project is completed are predicated on Council & Mayor, staff, and volunteers to be energized enough to carry the process forward. Friends of Castroville Regional Park has gifted a significant leap forward to position Castroville properly for the coming decade of much more intense growth pressure and needs to be in front of this wave to achieve a higher quality of life for all, long-term residents and newcomers alike.





Grist Mill Dam on Medina River at Landmark Inn

## Appendix D

# NRPA Standards & Their Application





Parks master planning has a set of standards that can be used as a framework to develop a parkland system that serves the community well. The standards developed by the National Recreation and Parks Association (NRPA) that have been used over many decades have been reviewed for application to Castroville's particular size and demographics.

Table PR.1: NRPA Parkland Classification and Standards				
Type	Service Area	Desirable Size	Acres/1000 Residents	Desirable Site Characteristics and Facilities
Neighborhood Parks	¼ to ½ Mile	5-15 Acres	1 to 2 Acres	Serve the surrounding neighborhoods with open space and facilities such as basketball courts, children's play equipment and picnic tables
Community Parks	1-2 Miles	25+ Acres	5 to 8 Acres	May include areas suited for intense recreation facilities such as athletic complexes and large swimming pools. Easily accessible to nearby neighborhoods and other neighborhoods
Regional Parks	Several Communities	200+ Acres	5 to 10 Acres	Contiguous with or encompassing natural resources
Special Use Areas	No Applicable Standards	Variable Depending on use	Variable	Area for specialized or single purpose recreation activities such as campgrounds, golf courses etc.

Castroville however has unique characteristics that require a more thoughtful adaptation for how best to serve the community. Coupled with the NRPA standards is a review process based on a set of equity principles:

- ☐ **Equity of Distribution:** This is working toward an even distribution of parks and facilities throughout the City
- ☐ **Equity of Access:** Access refers to all abilities, including all forms of disability and ages. Most prominent is ADA access with walking paths and parking as well as playscape elements
- ☐ **Equity of Functions:** (Activities and Place Types): A system must seek to balance out the provisions of organized sports, passive, and unstructured active recreation needs

In recent years, NRPA has been adjusting the process of standards application to take into account other dynamics of a given community or population. These include:

- ☐ Concerns with the environment and environmental trends with pollution and natural resources awareness and appreciation
- ☐ Social trends such as health and wellness, and diverse cultural heritage and interactivity
- ☐ Demographic trends such as families, seniors, teens and high rates of single or divorced parents.



Much of this overlaps the Equity priorities but some do not and need to be taken into account each action of new park acquisition and prioritization of facilities. Looking at the priorities that are described in this report, keep in mind these topics above, that frame the overall needs of the community. The chart on priorities has a column that indicates High, Medium, or Low. In conjunction with the timeline, that helps a city spread out the budget implications, these are how the priorities have been assigned for the start of implementing new park system projects.

Application of the parks acreage standards to Castroville is shown below.

List of Parks and Non-Park Places of Recreation				
Park	Approx. General Acreage	Park Size Class	NRPA Target Acreage/1000	Acreage needed for 3,119 Pop MIN.
Castroville Regional Park	146 overall 47 formal	Community/Regional	5 to 10	15.5 / 31 acres
MV Youth Baseball Park	19	Community	5 to 8	15.5 / 24.8 acres
Lion's Sports Complex	7.3	Neighborhood	1 to 2	3.1 / 6.2 acres
Landmark Inn	8.3	Neighborhood	1 to 2	
Houston Square	2.8	Special Use	None	None
September Square	0.7	Special Use	None	
Steinbach Hus	1.9	Special Use	None	

\* Acreages above are general calculations from an online aerial database. Consult appraisal district for actual acreages.

\*\*According to City-Data.com, the population is Castroville in 2019 was 3,119 residents which is a 17.1% increase since 2000

Park Size Class	Target Acreages	Deficit/ Plus/ Actual	Equity
Regional	15.5 ac / 31 ac	+ 115 ac	Great
Community	15.5 ac / 24.8 ac	+ 19 ac Actual	Poor
Neighborhood	3.1 ac / 6.2 ac	+ 9.4 ac	Poor
Special Use Areas	None	5.4 ac	Poor

Reviewing the charts above, the quantity of park acreage is above the recommended rates for regional and neighborhood parks and on target for community parks. Through the lens of Equity however, the distribution of functions or activities is in need of adjustments. For the purposes of this

review, the Historic Landmark Inn was included due to the recreational aspects it offers to public which are not restricted to patrons of the Inn.

Houston Square, in the heart of Historic Castroville offers little to no recreational functions. Lion's Sports Complex, at the western half of the City is in need of significant renovations. Both of these parks are important locations for residents in the City. Lion's Park is completely surrounded by residential homes with exception of the elementary school to the South. This makes it much more important for children's play to be a significant part of this park but currently its uses are soccer and baseball practice. Even though by scale it's in the community park category, its requirements by way of placement is for a much more diverse range of activity, especially for young children.

Of the seven parks or park-like spaces listed above, two are dedicated to organized sports and should include more diversity in activities available. Four on the list above are dedicated to the history of the City with some passive spaces for relaxing. Only the Castroville Regional Park offers a full range of activities.

Regarding neighborhood parks, there is an acreage overage in the recommended amount by the straight calculation but parks like Lion's Sports Complex could serve a major neighborhood component if the facilities were offered. This is seen as a priority for the City in terms of the results of the surveys and discussions. The regional park also shoulders the burden of being the most utilized park but also the neighborhood park since it has the playscapes for children and may other activities. Few people are within a ¼ or ½ mile walking distance from this park. This highlights another important priority for the City that several small neighborhood parks need to be acquired or existing ones enhanced to serve this purpose.

The map below illustrates the distribution taking into account the skewed functionality of certain parks and the need for additional neighborhood parks.



- |                              |                        |
|------------------------------|------------------------|
| A) Castroville Regional Park | E) Steinbach House     |
| B) September Square          | F) Landmark Inn        |
| C) Houston Square            | G) MV Baseball Complex |
| D) Lion's Sports Complex     | H) Koenig Park         |





Reviewing the Equity priorities, “Access” is primarily about people with disabilities of all types. It also speaks to children or mobility impaired people being able to walk to a nearby park. All parks in the City are in need of upgrades with accessibility from walking surfaces to parking spaces, restrooms, and appropriate seating. This has been listed as a priority. Equity regarding distribution of parks and functionality has already been discussed and remains one of the priorities.

Park Standards Map

The map below illustrates in part the application of the standard in terms of distribution and scale of parks in Castroville. Since the park type for regional park service areas is so extensive, this aspect is not covered as it is well represented by the Castroville Regional Park. The list of places are both City parks and park-like facilities, just to cover all places that could provide recreation facilities today.

For community and neighborhood parks, the 1/2 mile radius circle and the 1/4 mile radius circle are shown to scale. These represent the minimum and maximum separation. This distance is due to residents being able to walk or bike to the park without major distances. The map shows the use of 1/4 mile radius circle. Using the 1/4 scale around each of the parks or spaces shows area of the City that are not covered by the circles. The 1/2 mile radius circles do a better job. If we are considering younger kids and seniors or residents with mobility challenges, then 1/4 miles is considered to be about a 15-minute walk.

Considering that at a neighborhood scale and function, if we are to assume that a neighborhood park is to serve families, then we might consider excluding Houston Square and September Square from the calculation. If we are not considering private then, the Koenig park should be excluded. Steinbach Hus and Landmark Inn both are predominantly history centric places although Landmark Inn has a wonderful passive park next to the River. These should also be excluded in the calculation. Areas not covered by the 1/4 mile radius circle are the western-most subdivision, lands along the Medina River at the north edge of the Historic District, and the neighborhoods between the Regional Park and Highway 90.



The “Gap” map on the previous page shows that if these gaps were filled with neighborhood scale and functioning parks it would solve much of the disparity issues. Renovations to existing parks or park-like facilities, or negotiated play areas in private facilities, can alleviate the deficits in these zones.

A footnote here is to say that at this writing, it is unknown what will come of the Alsatian Oaks Parkland dedication. This too could work toward filling the gaps in the eastern portion of the City. If fact, it has been noted that this area is expected to be the growth area of the City so new parkland facilities in this area would be important. As per the development agreement with the owners of the development, \$1.5 million dollars are to be allocated for the purpose of developing new facilities for baseball. If a new sports complex was to evolve out of this funding then neighborhood serving elements could certainly be added and if it stayed on this side of town, there would be a beneficial separation between two major parks and recreation facilities; the sports complex and the regional park.

Part of the charm and service of neighborhood parks are that families and friends can go there to socialize, grill out and have picnics, walk on trails, etc. These are items that have been called out as in need and developing neighborhood parks in these areas would relieve the pressure on Castroville Regional Park from having to develop additional facilities.

Another point brought up in discussions has been a citywide trail system. This dispersion of neighborhood parks can work to link together trail segments giving a logic to the overall trail system in the City.

### **Selection Criteria for New Parkland Purchases**

Once a spatial analysis has been accomplished, the task becomes identifying potential sites for purchase. Here are a few notes on developing selection criteria to assist in the selection process.

In the heart of Castroville, the parks in the eastern part of the city are dominated by historical monuments and contributions to the historic nature of the City. Looking at the gap analysis, there is much coverage of parks in this area of the City but the function needs diversification. Land where parks exist but do not serve the full needs of the area can be updated with features for a broader range of appeal. The most obvious addition as called out by the surveys are playscapes or playgrounds for younger children. Lion's Sports Complex can serve this purpose easily with areas that can accommodate this use. Houston Square and September Square are less likely to be a good fit for playscape facilities but could add features attractive for older kids or adults. North of the Historic commercial center there may be vacant lands available that the City could purchase for neighborhood playgrounds. Koenig Park has come up in conversation as a tract that would be great for a City park but information shows that the owners are not likely to offer that land for sale. Neighborhoods in this area need small tracts of land for kids to be able to walk or bike to for play.

Other areas like this need smaller tracts of land positioned closer to neighborhoods that are within one quarter of a mile if possible to serve neighborhoods. There have been many calls for additional playscapes and playgrounds for children. Embedding these in the neighborhoods allows kids to move to and from these sites on foot or on bike. Aspiring to a density of small parks at ¼ mile between

these sites would be an optimum goal but may not practical from a maintenance standpoint if vacant property is for sale, or other reasons.

Select lands that match up with survey responses:

Selecting land that meets the requested needs of the community as expressed in the surveys should be a prime selection criteria. High marks for hiking and cycling trails need natural lands with some terrain. Playscape and playgrounds need smaller tracts or could be part of a larger recreation facility where flat land is favored.

Select lands with appropriate utility and transportation servicing:

There is a big push in Castroville to relocate and establish a significant sports complex to replace the baseball fields adjacent to the airport. Obviously close proximity to utilities is a must as well as relatively flat site. Both of these can contribute significantly to the overall cost. There will need to be enough land to accommodate the immediate needs as well as future expansions, parking, etc. Lights for a sports complex can be a hinderance for neighborhoods so having sites that might be in areas prone to non-residential uses except perhaps multifamily zones.

Select lands in the floodplain:

Lands that are in the floodplain may be great options for natural parks with minimal structured improvements. A vast amount of research indicates that being present in natural landscapes or forested landscape is great for a person's health for a variety of physical and mental reasons. Children exploring natural lands builds confidence and imagination as well as motor skills and more. Floodplain lands can be purchased for lower costs as well. One of the highest scoring typologies for adding to the park system or enjoying the greatest amount of support are natural lands and trails of all types. River access was also called out as important by many responses.

Anticipate Growth:

Areas in the City that are known City growth areas need to be prepared for parks. If the City emphasizes parkland dedication, it can position land acquisitions to serve the future neighborhoods. Many times, it may be part of the development agreement for the developer to provide lands that can fulfill this purpose. It is anticipated that much of the future development may happen toward San Antonio. The dominant land use currently in that direction is agricultural lands benefiting from high quality soils for crops. Survey requests called several times for areas for gardening or community gardens and so if a development occurs on fertile lands then small areas could be set aside for community gardens. Being a specialized use in recreation, there must be a strong desire in the community for a community garden to be successful. There must be a core group of a few people that are willing to stick with it. Many times, plopping down a community garden area will fail if it doesn't have a strong enough community willing to cultivate and maintain.

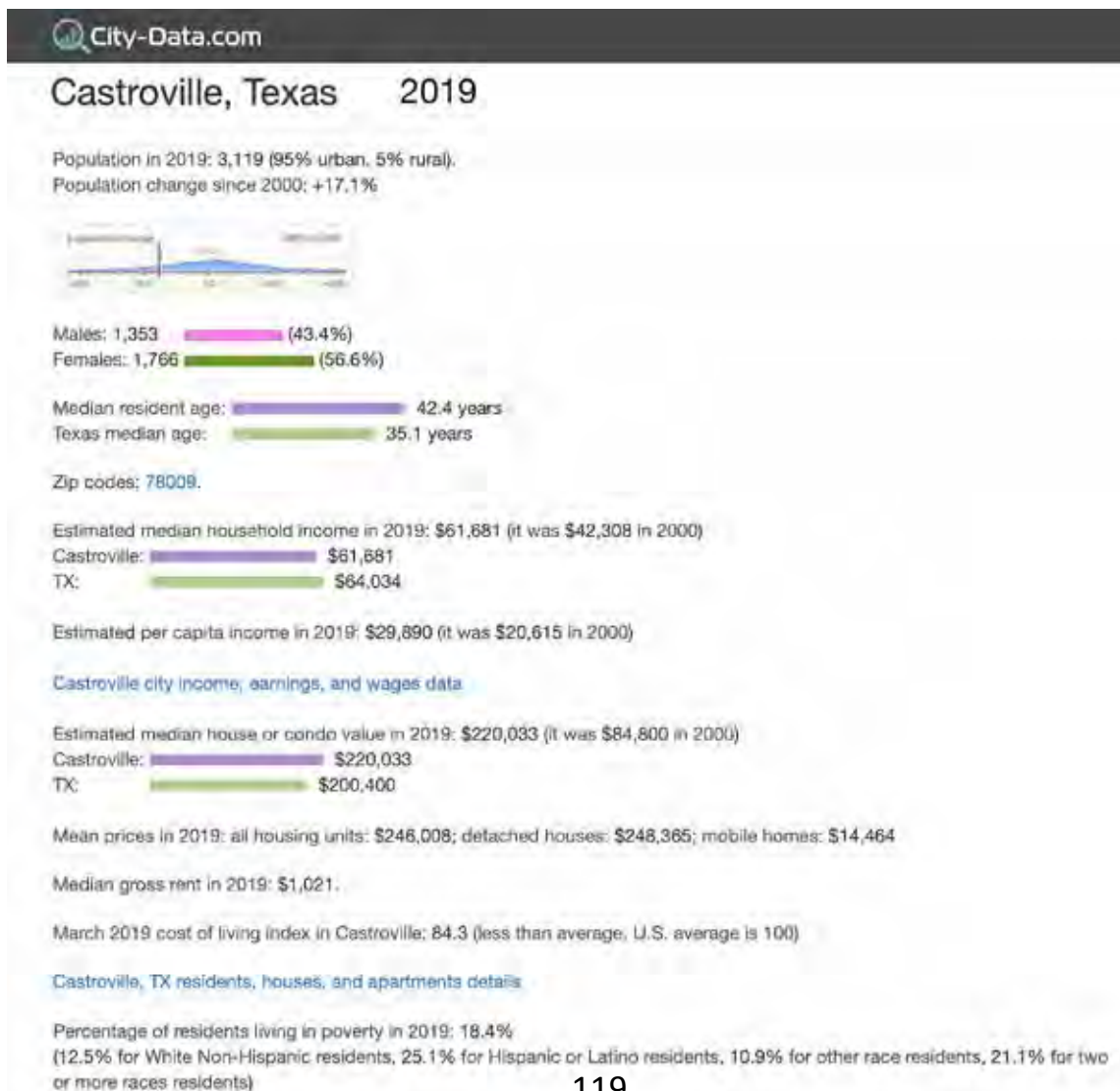
## Appendix E

# Demographics

The demographic data reported in this section is from three different sources. The first one below is the 2019 data from City-Data.com. The second source on the following pages is from Worldpopulationreview.com that claims to be the most recent data up to 2021 but some of the information uses assumptions following trends. The third source is from a report commissioned by the Medina Valley Independent School District, and performed by Templeton Demographics. As a result, there may be slight differences in the data.

The key takeaways for the Parks and Recreation Department is that the region is experiencing a very high growth rate. Additional multifunctional parkland space needs to be added to fill the growing need. Since the majority of growth pressure is between San Antonio and Castroville then new parkland needs to be identified in that part of the City or ETJ. Parks like Castroville Regional Park will continue to be the signature park for Castroville, however with the rate of growth in the area, the park will begin to suffer from overuse if more parkland of a similar nature is not added.

A note of clarity: the data on the following pages have differing descriptions of what constitutes "Race" or "Ethnicity" or "Heritage". To be clear, there is good data but not necessarily representative especially with regards to residents that are Hispanic. One chart may only be referring to European descendants with the strong influence of the Alsatian heritage.





<https://worldpopulationreview.com/>

Land Area (mi²)	2.9 sq mi
Density (mi³)	1,127.80/sq mi
2020 Growth Rate	1.73%
Growth Since 2010	20.49%
Rank in State	472nd
Rank in Country	6034th

The current population of Castroville, Texas is **3,229** based on our projections of the latest US Census estimates. The US Census estimates the 2018 population at **3,064**. The last official US Census in 2010 recorded the population at **2,680**.

<https://worldpopulationreview.com/us-cities/castroville-tx-population>

Castroville is a city located in [Medina County Texas](#). With a 2020 population of **3,229**, it is the **472nd largest city in Texas** and the **6034th largest city in the United States**. Castroville is currently growing at a rate of **1.73%** annually and its population has increased by **20.49%** since the most recent census, which recorded a population of **2,680** in 2010. Castroville reached it's highest population of 3,229 in 2021. Spanning over 3 miles, Castroville has a population density of 1,128 people per square mile.

The average household income in Castroville is \$74,668 with a poverty rate of 18.45%. The median rental costs in recent years comes to \$978 per month, and the median house value is \$189,400. The median age in Castroville is 41.8 years, 46 years for males, and 40.7 years for females.

## Castroville Demographics

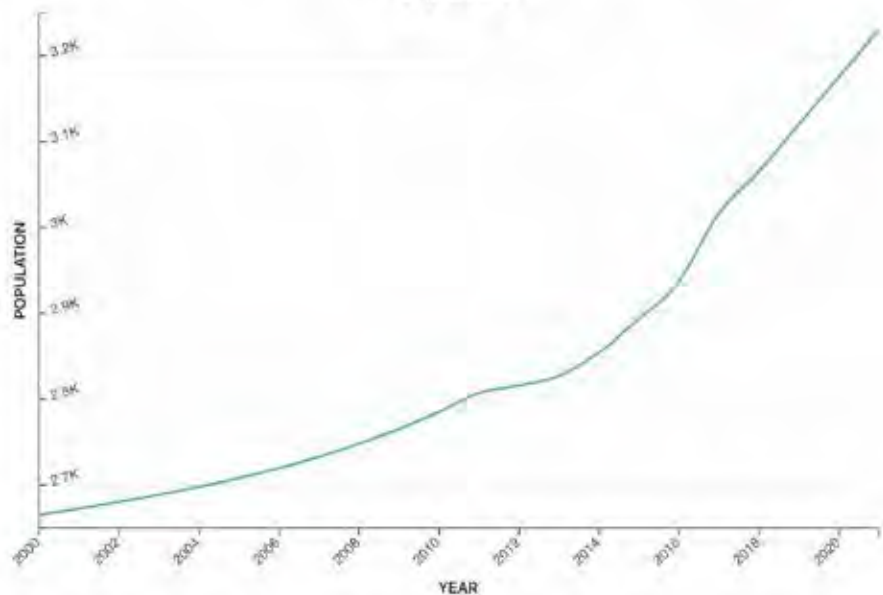
According to the most recent ACS, the racial composition of Castroville was:

- White: 86.37%
- Two or more races: 8.14%
- Other race: 3.66%
- Black or African American: 1.10%
- Asian: 0.73%
- Native American: 0.00%
- Native Hawaiian or Pacific Islander: 0.00%

<https://worldpopulationreview.com/us-cities/castroville-tx-population>

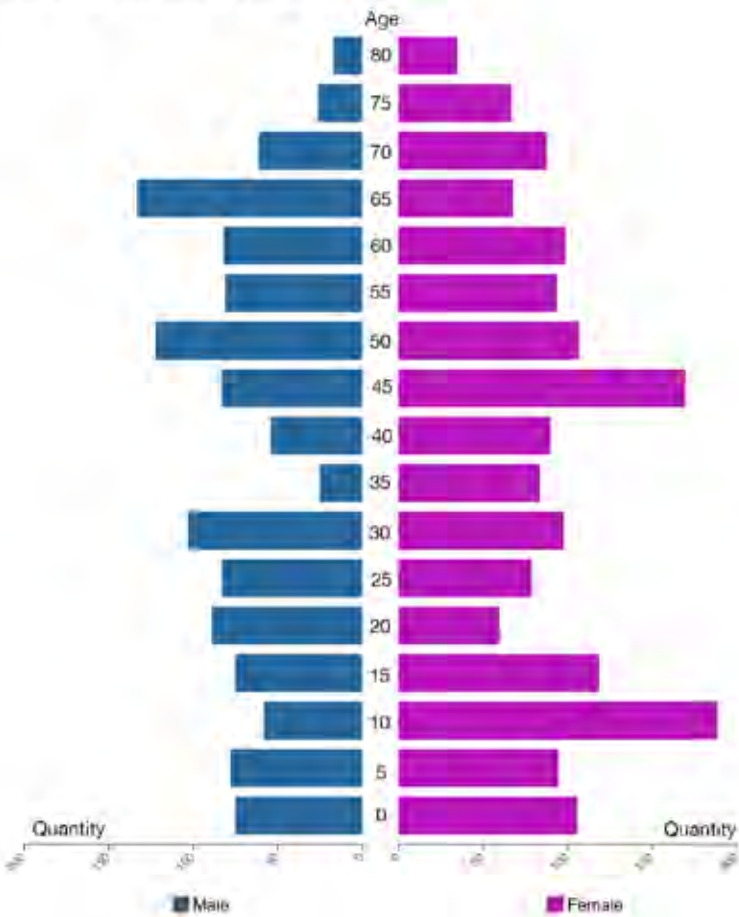
Castroville, Texas Population 2021

3,229

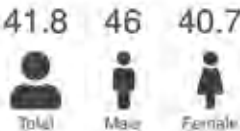


<https://worldpopulationreview.com/us-cities/castroville-tx-population>

Castroville Population Pyramid 2021



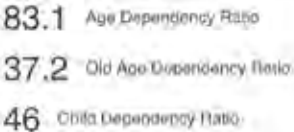
Castroville Median Age



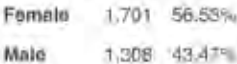
Castroville Adults

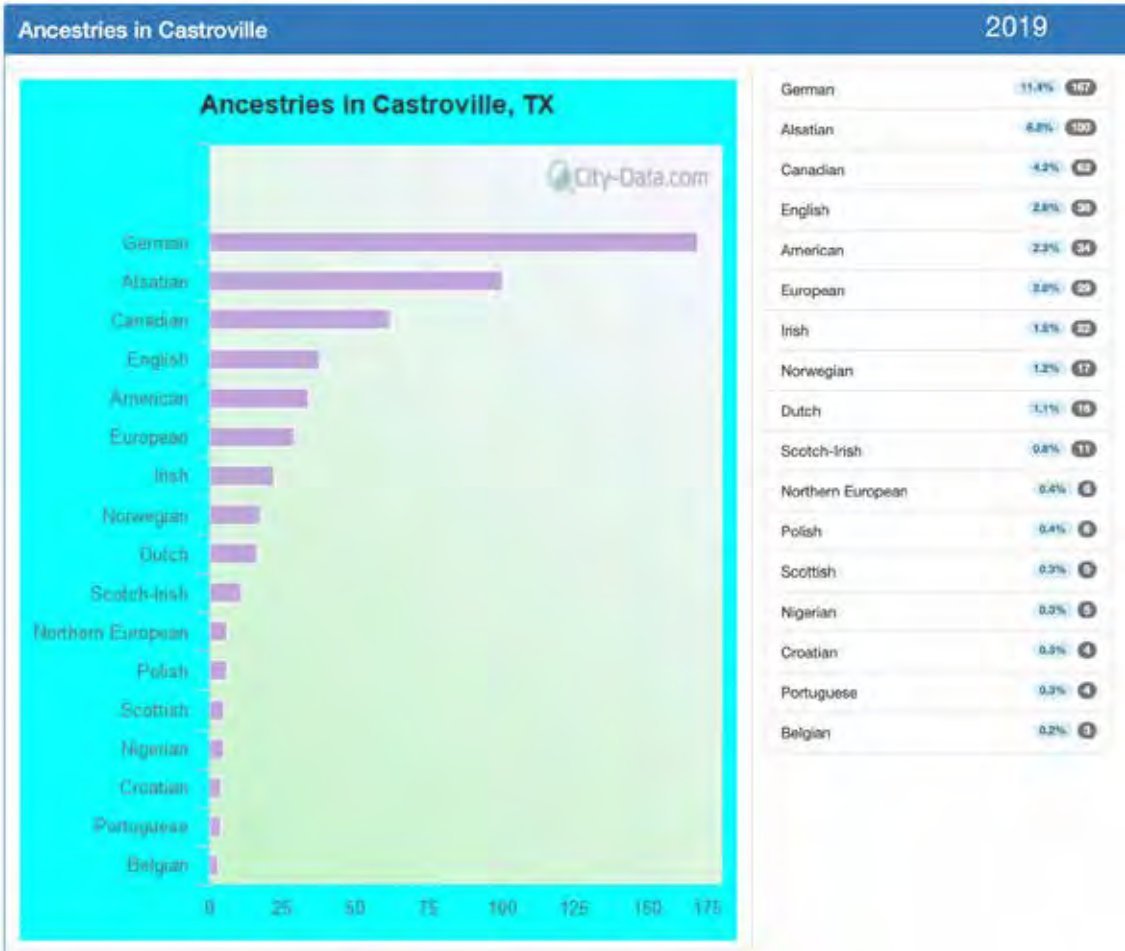
There are 2,254 adults, (611 of whom are seniors) in Castroville.

Castroville Age Dependency

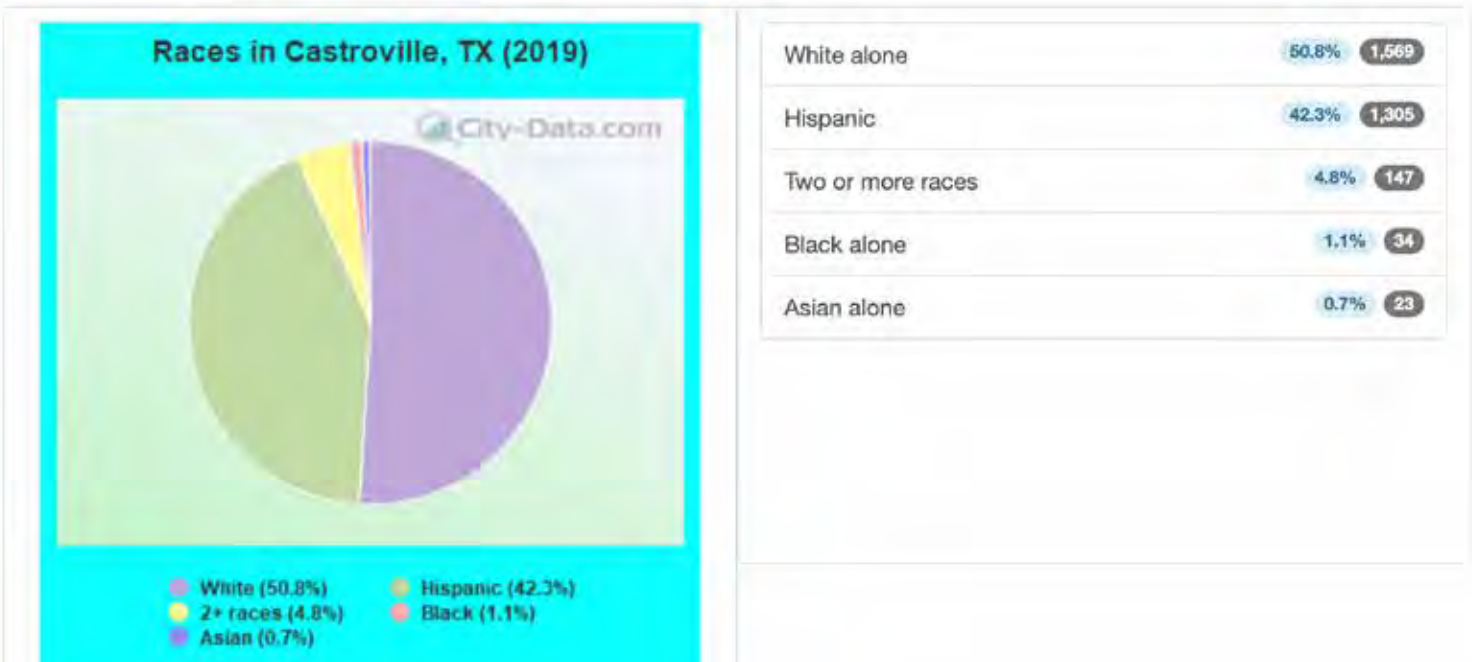


Castroville Sex Ratio





The information above refers to European nations with a view toward the strong linkages of heritage in the community



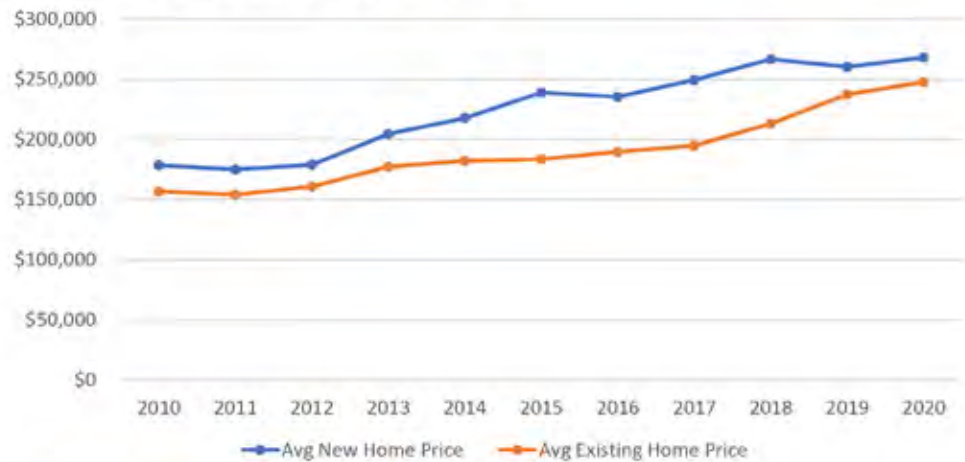




## Quarterly Report 4Q20



### Medina Valley ISD Housing Market Average New vs. Existing Home Sale Price, 2010 – 2020



	Avg New Home Price	Avg Existing Home Price
2010	\$178,478	\$156,576
2011	\$174,927	\$153,916
2012	\$178,862	\$160,659
2013	\$204,404	\$177,116
2014	\$217,748	\$182,065
2015	\$238,873	\$183,425
2016	\$235,352	\$189,652
2017	\$249,308	\$194,734
2018	\$266,638	\$213,023
2019	\$260,085	\$237,346
2020	\$268,084	\$247,738

- Since 2010, the average new home price in MVISD has increased by \$89,606, or 50%
- The average existing home price within the district has increased by 58%, or roughly \$91,162 since 2010



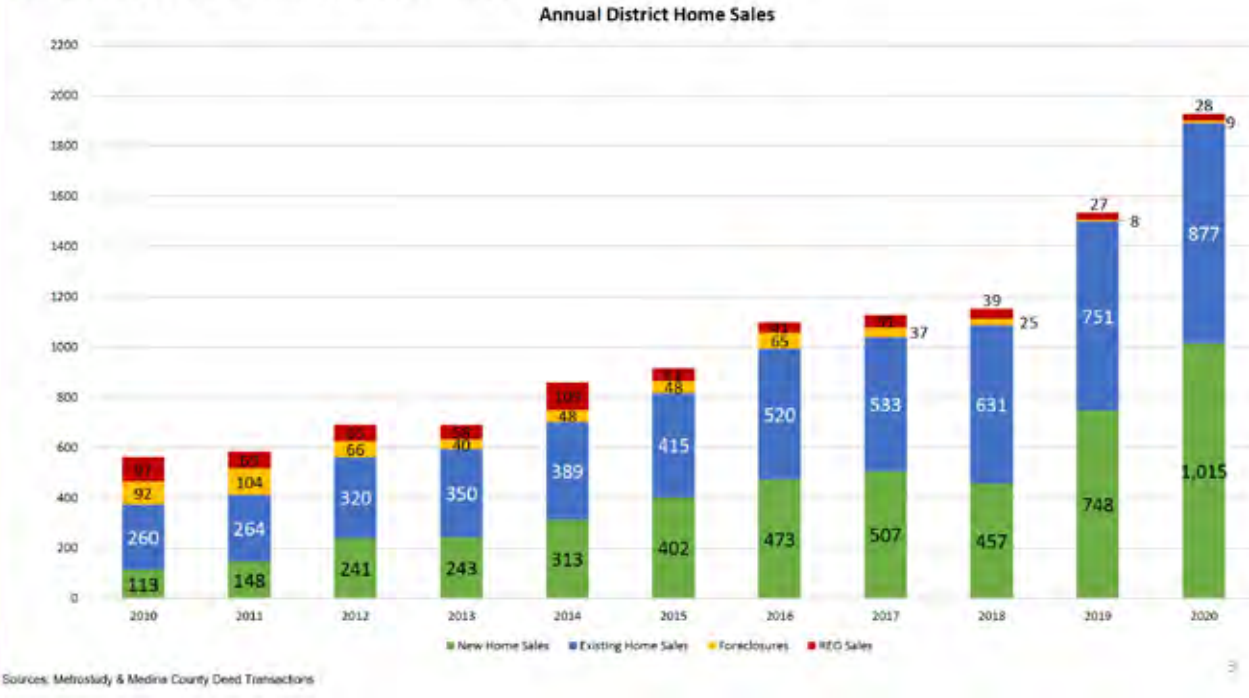
### Ten Year Forecast by Campus

		ENROLLMENT PROJECTIONS											
	Capacity	2019/20	Fall 2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
<b>ELEMENTARY CAMPUS</b>													
CASTROVILLE ELEMENTARY	750	625	596	667	730	769	829	857	903	921	942	959	982
LACOSTE ELEMENTARY	850	545	563	614	654	710	780	870	931	984	1,032	1,068	1,118
LADERA ELEMENTARY	850	0	0	525	621	738	875	981	1,100	1,191	1,282	1,365	1,454
LUCKEY RANCH ELEMENTARY	1,000	846	853	595	664	719	763	792	843	881	911	943	970
POTRANCO ELEMENTARY	1,000	784	869	777	809	836	863	870	914	945	971	1,006	1,046
<b>ELEMENTARY TOTALS</b>		<b>2,800</b>	<b>2,881</b>	<b>3,178</b>	<b>3,478</b>	<b>3,772</b>	<b>4,110</b>	<b>4,370</b>	<b>4,691</b>	<b>4,922</b>	<b>5,138</b>	<b>5,341</b>	<b>5,570</b>
Elementary Absolute Change		194	81	297	300	294	338	260	321	231	216	203	229
Elementary Percent Change		7.444%	2.89%	10.31%	9.44%	8.45%	8.96%	6.33%	7.35%	4.92%	4.39%	3.95%	4.29%
LOMA ALTA MIDDLE SCHOOL	1,100	780	862	725	773	858	940	1,070	1,134	1,248	1,329	1,481	1,575
MEDINA VALLEY MIDDLE SCHOOL	1,100	637	626	898	961	1,028	1,064	1,112	1,130	1,212	1,288	1,375	1,419
<b>MIDDLE SCHOOL TOTAL</b>		<b>1,417</b>	<b>1,488</b>	<b>1,623</b>	<b>1,734</b>	<b>1,886</b>	<b>2,004</b>	<b>2,182</b>	<b>2,264</b>	<b>2,460</b>	<b>2,617</b>	<b>2,856</b>	<b>2,994</b>
Middle School Absolute Change		119	71	135	111	152	118	178	82	196	157	239	138
Middle School Percent Change		9.368%	5.01%	9.07%	6.84%	8.77%	6.26%	8.88%	3.76%	8.66%	6.38%	9.13%	4.83%
MEDINA VALLEY HIGH SCHOOL	1,800	1,635	1,756	1,868	2,016	2,227	2,412	2,648	2,877	3,019	3,251	3,386	3,609
<b>HIGH SCHOOL TOTAL</b>		<b>1,635</b>	<b>1,756</b>	<b>1,868</b>	<b>2,016</b>	<b>2,227</b>	<b>2,412</b>	<b>2,648</b>	<b>2,877</b>	<b>3,019</b>	<b>3,251</b>	<b>3,386</b>	<b>3,609</b>
High School Absolute Change		72	121	112	148	211	185	236	229	142	232	135	223
High School Percent Change		4.61%	7.40%	6.38%	7.92%	10.47%	8.31%	9.78%	8.65%	4.94%	7.68%	4.15%	6.59%
<b>DISTRICT TOTALS</b>		<b>5,852</b>	<b>6,125</b>	<b>6,669</b>	<b>7,228</b>	<b>7,885</b>	<b>8,526</b>	<b>9,200</b>	<b>9,832</b>	<b>10,401</b>	<b>11,006</b>	<b>11,583</b>	<b>12,173</b>
District Absolute Change		385	273	544	559	657	641	674	632	569	605	577	590
District Percent Change		7.04%	4.67%	8.88%	8.38%	9.09%	8.13%	7.91%	6.87%	5.79%	5.82%	5.24%	5.09%

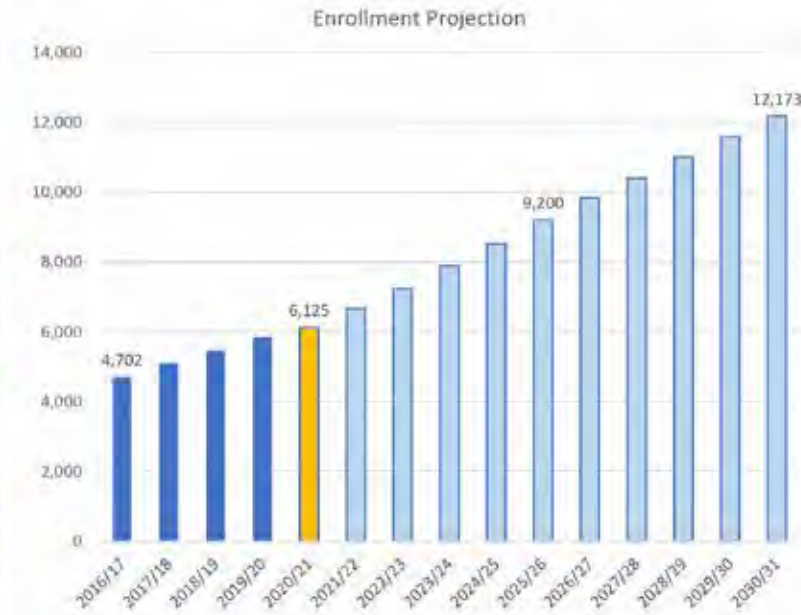


# Medina Valley ISD Housing Market Analysis

Home Sales by Transaction Type, 2010 – 2020



## Key Takeaways



- Medina Valley ISD will continue to experience housing and enrollment growth due to the strength of the local housing market
- Annual home starts in MVISD have nearly tripled in the last 5 years
- New home sales in Medina Valley ISD have increased by more than 35% in the last 12 months
- The district has nearly 2,200 lots available to build on and more than 22,600 planned future lots
- Medina Valley ISD is one of the few school districts to experience positive annual growth during the pandemic
- MVISD is expected to enroll approx. 9,200 students by 2025-26 and more than 12,100 students by 2030-31



## Appendix F

# Public Engagement Data

Vision: Add three or more words or phrases that describe an overall vision



A word cloud of public engagement data. The words are arranged in a circular pattern around the central phrase "quality of life". The words include: "activities", "highlight town history", "family", "programs", "balance of sports and nat", "family oriented", "historic community", "cultural education", "desetination", and "quality of life". The words are in various colors and sizes, with "quality of life" being the largest and most central.

*Brief survey with the Steering Committee*

Public engagement for the Castroville Parks, Recreation, Open Space Master Plan and Budgetary Guide was approached with three strategies:

- ☐ Online and paper survey
- ☐ Stakeholder focus group meetings
- ☐ Public Meeting

The workflow for this began right about the time that COVID-19 was emerging on the scene in Texas and as a result, there were many complications and delays. Later toward the end of this project segment, Texas was hit with a deep freeze paralyzing much of the state and again, disrupting the schedule and ultimately the participation at the final public meeting. Stakeholder focus group meetings were to be conducted by the Friends of Castroville Regional Park (FCRP) (Client) and they found that participation from important groups was not as robust as was expected mostly due to COVID-19, but valuable information was brought forward. Two public meetings were originally scheduled but with so many delays and virus concerns, we refigured to having just one that was conducted on March 14<sup>th</sup>, 2021. The weather was threatening and residents were still cleaning up after the Winter deep freeze as well as a baseball tournament on the same day but, we carried on and had a good meeting with good discussion.

On the bright side, for a city of approximately 3,100 residents, the online survey alone posted 128 responses, which is about 4% of the total population. Additionally, we had several historical surveys from the City's master plan process, and parks master planning process among other documents within the past 5, 10, 20 years. Much of that information was still very relevant as compared with the current 2021 survey data. The historical documents and survey results are summarized in this report.

The online / paper survey consisted of 27 total questions of which 22 questions related to parks, recreation, open space and funding. The remaining five questions addressed demographics and data about what part of town respondents lived and if they would like to be contacted by the City for further discussions or volunteer opportunities. The duration of the online survey was approximately three months.

The survey approached several questions in a few different ways to tease out what seems most important for the City. Several questions were requiring written answers while others were answers to be selected for automatic graphing. The written answers provided a wealth of information regarding the hope, dreams, concerns of the residents and was more challenging to create meaningful graphs to visually represent the information. Question #5 was excluded from the graphing exercise since it was found to be redundant from question #3. The raw data still exists for review if requested. Similarly, Question #11 included a section about "list what you like most" in the park. This was considered redundant and not redrafted in a condensed tally.

The questions on the survey that asked for a written answer were distilled into more general topics for the sake of charting emphasis. For instance, "adding batting cages" will be under the heading of baseball, or "irrigation" heading may include votes for fixing systems, adding systems, or the use of effluent water from the treatment plant. The raw data is still available either through the parks department or in the appendices of this report.

Question #3 asks what two things would make you happy with the parks and this question considered to be their top prioritization of projects listed on the chart for those who answered.

It must be noted that the online survey has yielded some interesting results as compared with other methods of gathering data for the public engagement process. It was tested early on that a single person could submit multiple answers so those who might be adamant about certain elements may have influenced the results with multiple survey completions. There is no way to decipher to what extent this possibility may have occurred. Our confidence lies in the fact that multiple conversations and multiple surveys over time have resulted in comparable results.

Final priorities and timeline chart:

The result of the surveys, the stakeholder information, and discussions with Friends of Castroville Regional Park (Client) and the Steering Committee, contributed to a final list of projects, and actions or programs. The list is not the entire list of needed or requested elements considered to be a rather large and important agenda for the next 10 years. The timeline paired with the projects looks out 10 years for the spread of funding and implementing these projects. Mostly the projects are projected to be accomplished within a six-year horizon which may be very aggressive for the City.

In the end, as compared with all other data; both verbal, public meetings, stakeholder focus groups, conversations with FCRP, and the Steering Committee, that the results of the survey will represent the best possible outcome of the overall process.



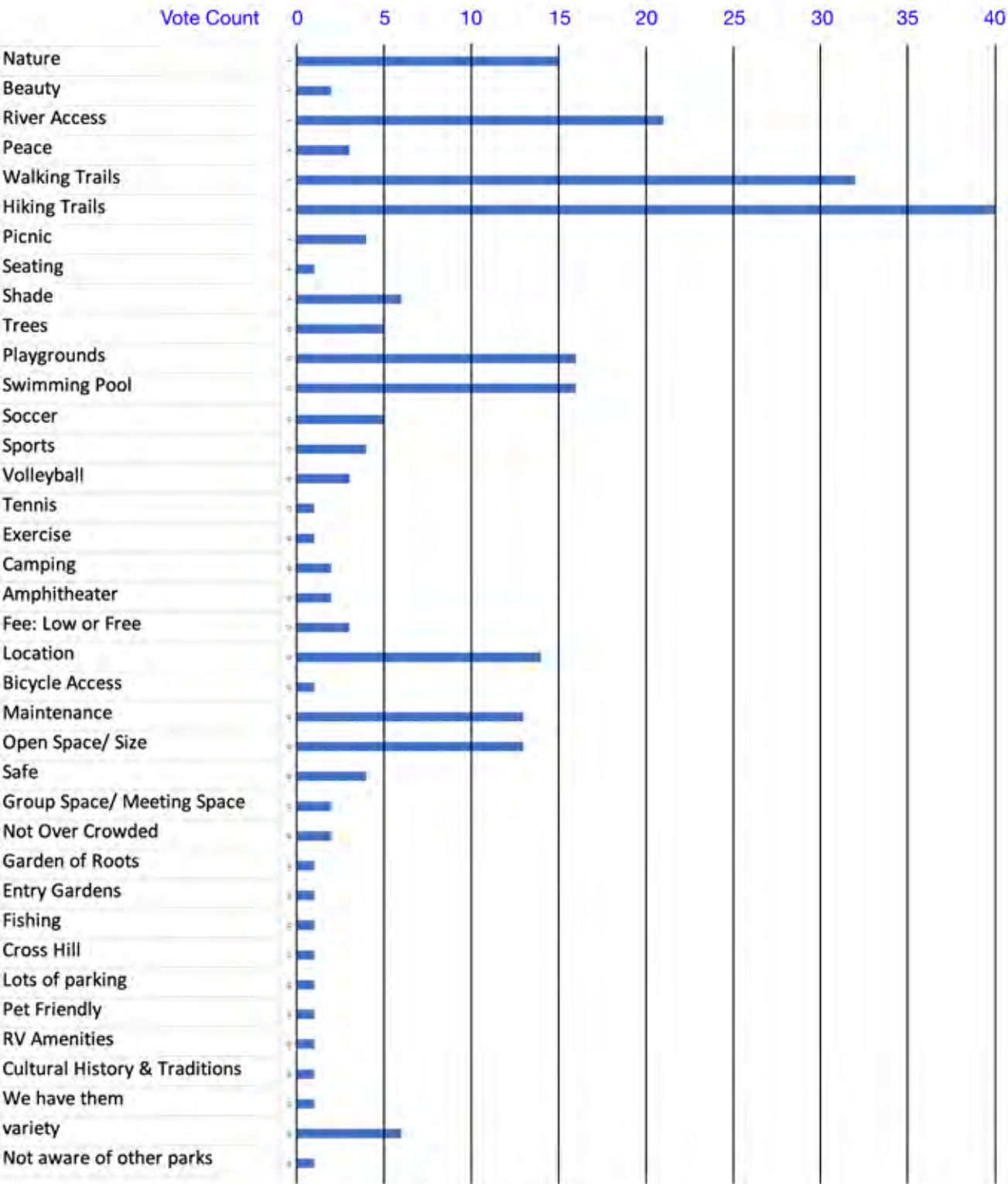
## The Questions:

1. What are the two best things you like about the parks in our city?
2. What are two things you DO NOT like about parks in our city?
3. What two changes in the city parks would make you happy?
4. What does City of Castroville Parks FACILITIES and / or RECREATIONAL PROGRAMS do well?
5. What could we do better? (Write any comments)
6. What kind of sports do you play or does someone in your family play? (multiple Choice)
7. Do you use the City's Walking / Hiking Trails? (multiple choice)
8. Do you ride a bike? (multiple choice)
9. What is the best way for the City to provide information to the public regarding Parks and Community Activities or Events? (Check all that apply. Mark top three choices. Write others in any comments)
10. How would you rate the PHYSICAL CONDITION of the parks in Castroville? (Please mark one answer for each park) (Multiple Choice)
11. Please indicate which Community Amenities do you use and list what you like most about them.
12. How can we make Parks, Facilities, and Events more accessible to you? (Write in answers)
13. Do you attend City of Castroville Community Events? (Check All That Apply) (Multiple Choice)
14. What are the good things the City of Castroville does when providing COMMUNITY EVENTS, PROGRAMS, AND FESTIVALS?
15. What could we do better?
16. What kind of facilities and activities are most needed for kids, teens, and young adults?
17. What kind of facilities and activities are most needed for seniors?
18. How would you rate the need for any of the following FACILITIES to be added to EXISTING and/or FUTURE PARKS in Castroville? (Please mark one answer for each facility)
19. Please list any FACILITIES not noted in the survey that the City of Castroville should consider constructing in the future. (List and write any comments)
20. Which recreation programs and activities would you or your family members be most interested in participating? (Please mark one answer for each program/ activity)
21. Please list any programs/activities not noted in the survey that the City should consider providing in the future.
22. Please rank your preference for the following funding methods for developing new and existing public parks and recreation facilities. 1=best funding method; 2,3,4,5= medium funding method; 6=worst funding method.
23. If you would like to be contacted by City Staff as a follow-up to any parks related item on this survey or to be notified of potential parks and recreation volunteer opportunities, please write your name, phone, and email address below. All information collected is kept private and only used for developing the Castroville Parks and Recreation Master Plan.
24. What part of town do you live?
25. Family makeup
26. Age group
27. Ethnicity





1. What are the two best things you like about the parks in our City?

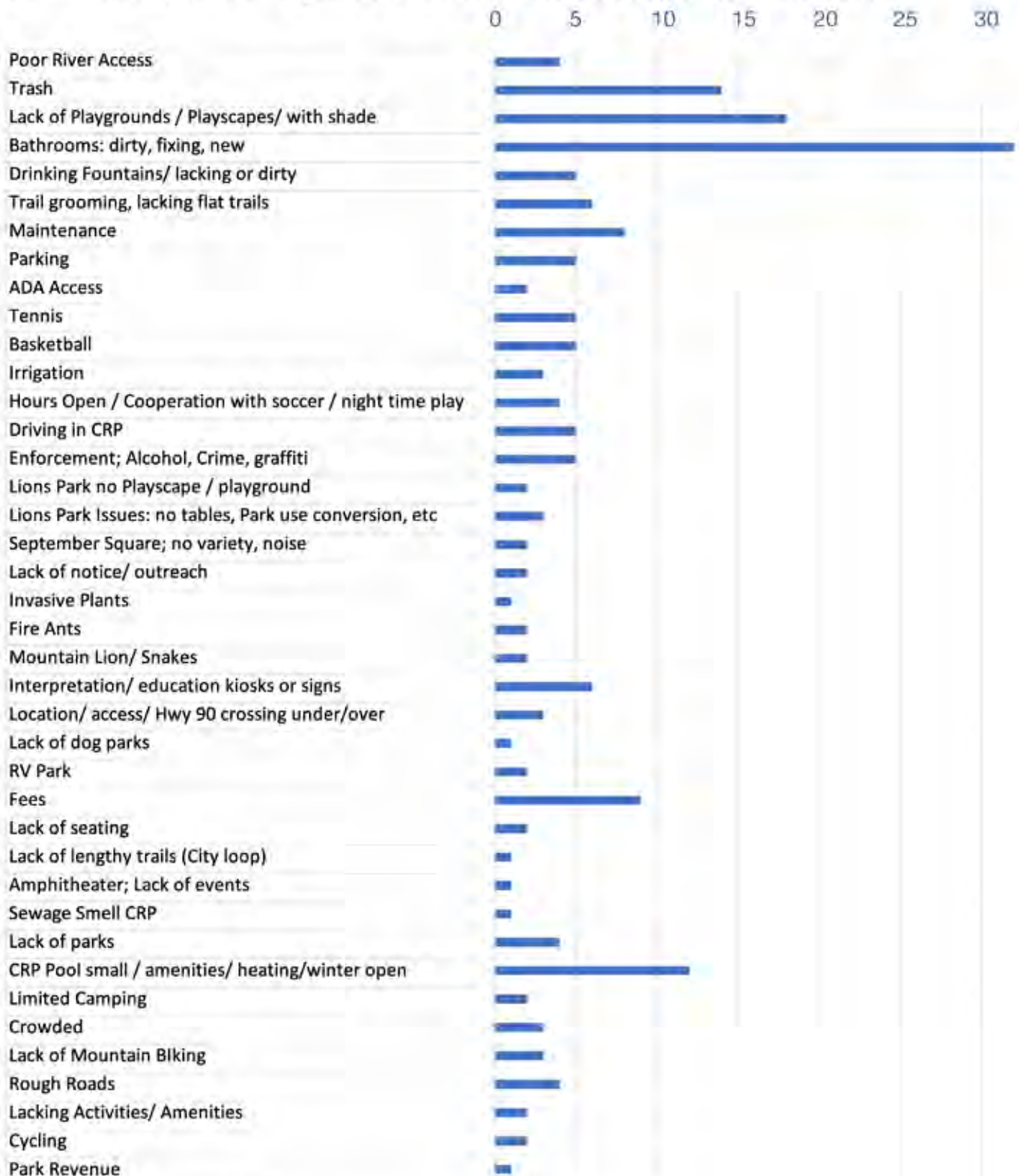


Observations and Interpretations:

The results in this question appear to be mostly about Castroville Regional Park. It is important to note that disparate answers had to be interpreted into more general groupings. Shade for instance also includes pavilions; sports clubs, leagues, organized sports are all under "Sports". Casual soccer also mentioned, is under soccer. In some cases two responses were given and in others only one. The answers with two responses were separated as two independent replies. It is difficult to distinguish what the true answer are with the trail responses; the answers given were "trails, hiking trails, walking trails, walks, hikes", the "trails" answer is categorized according to the context of other answers on the same line or otherwise allocated to the walking trail. The term "accessible" is assumed to be referring to location and not ADA accessibility.



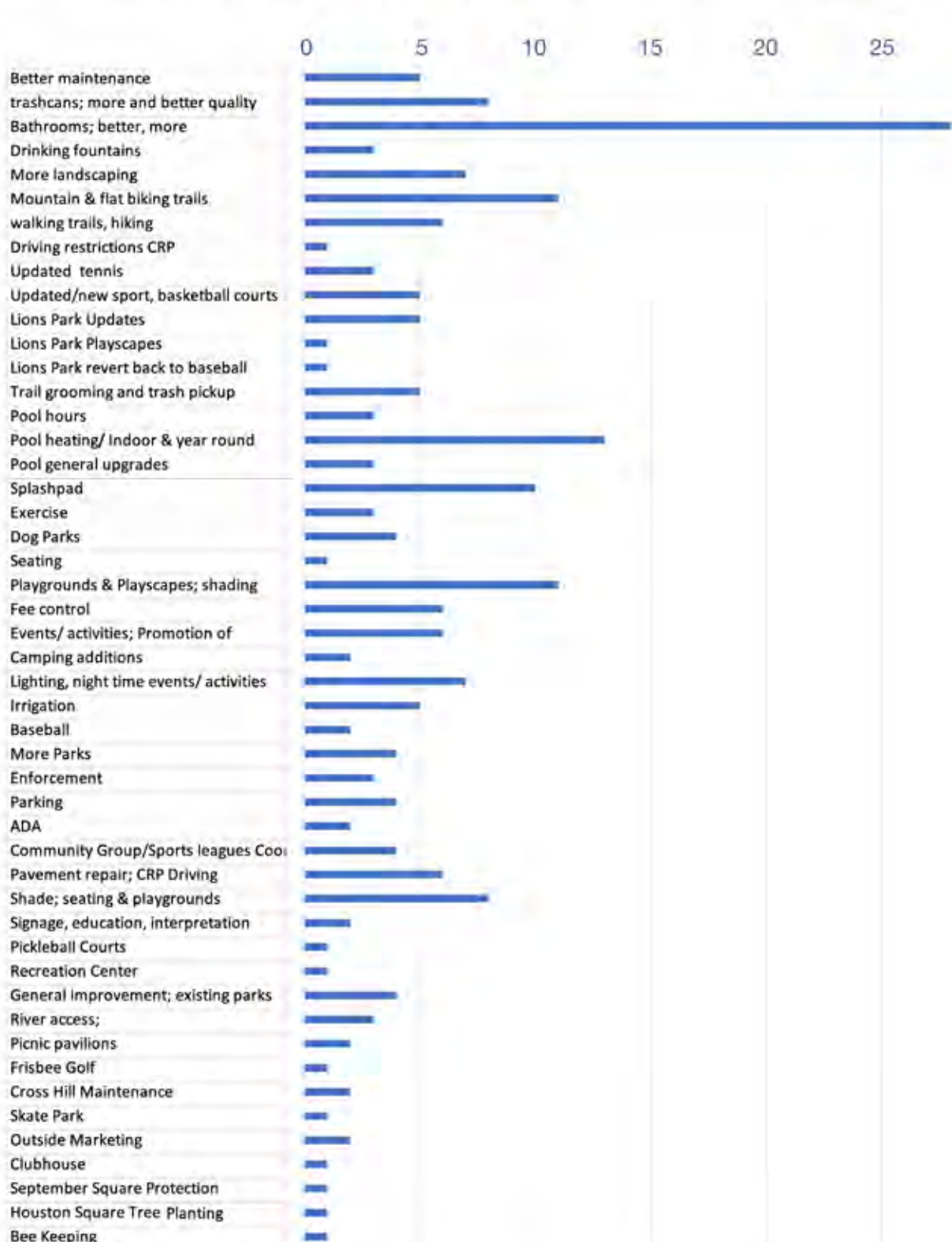
## 2. What are two things you DO NOT like about parks in our City?



### Observations and Interpretations:

The results in this question appear to be mostly about Cokerville Regional Park. It is important to note that disparate answers had to be interpreted into more general groupings. Driving for instance is grouping issues with speeding, allowing driving, etc. All issues with the pool are under one category. In some cases two responses were given and in others only one. The answers with two responses were separated as two independent replies. In addition, an answer may apply to more than one category and was thus applied.

### 3. What two changes in the city parks would make you happy?



#### Observations and Interpretations:

The results in this question appear to be mostly about Castroville Regional Park.

It is important to note that disparate answers had to be interpreted into more general groupings. Pavement; driving, etc.; for instance, is grouping issues with speeding, allowing driving, fixing pavement, etc. Additions of trails, hiking and flat walking were combined as were mountain biking and biking.

In some cases two responses were given and in others only one. The answers with two responses were separated as two independent replies. In addition, an answer may apply to more than one category and was thus applied.

There appears to be conflicting groups with regard to the sports use of Lion's Sports Complex. There should be a special mediation to work through this but on the other hand, all issues may be solved by the development of a new sports complex. The majority opinion about Lions appears to be redevelopment into a multifunctional park potentially inclusive of sports fields.

New recreation types have surfaced with this particular question such as frisbee golf, bee keeping, Cross Hill upkeep and improvements, marketing to the outside world, and club-

4. What does the City of Castroville Parks FACILITIES and / or PROGRAMS do well?

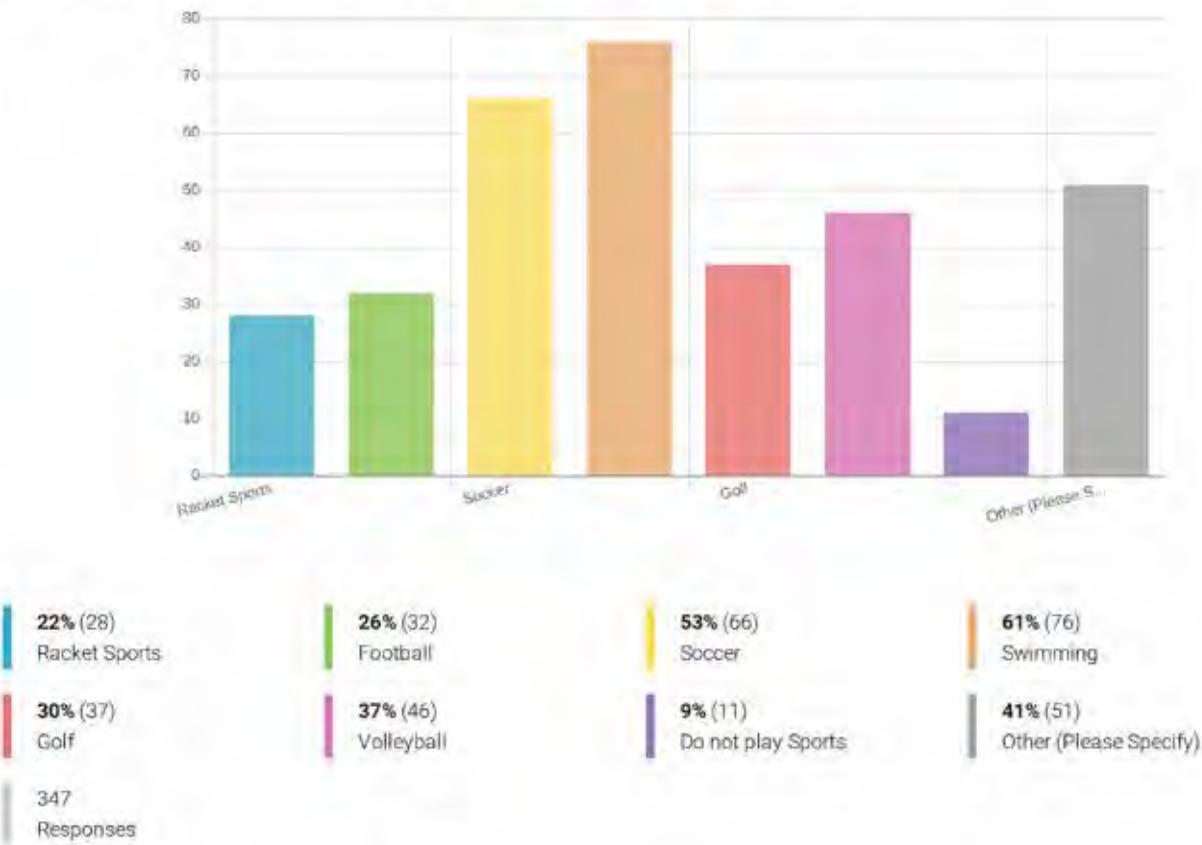


Observations and Interpretations:

The results in this question appear to be mostly about Castroville Regional Park. It is important to note that disparate answers had to be interpreted into more general groupings. Amenities for instance is broad with the answers attributed to it. In some cases two responses were given and in others only one. The answers with two responses were separated as two independent replies. In addition, an answer may apply to more than one category and was thus applied.

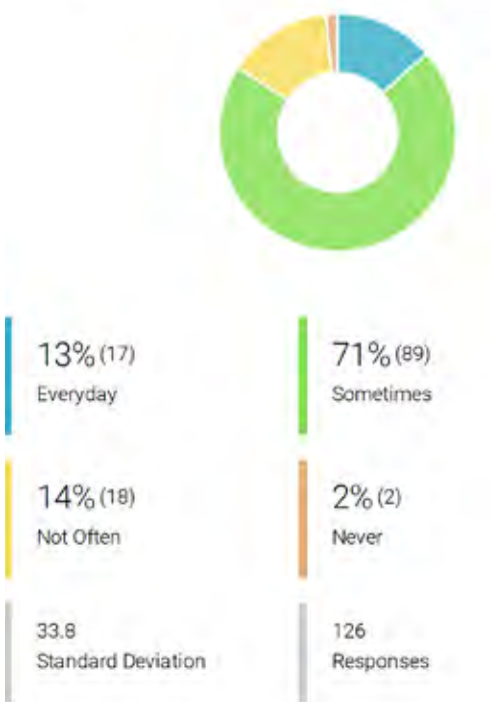
Question #5 generated numerous and widely varied responses . These responses are documented with the raw data from the survey and in possession of the Parks Department. Mostly this is for the feedback to the Parks Department to better organize their efforts.

6 What kind of sports do you play or does someone in your family play?

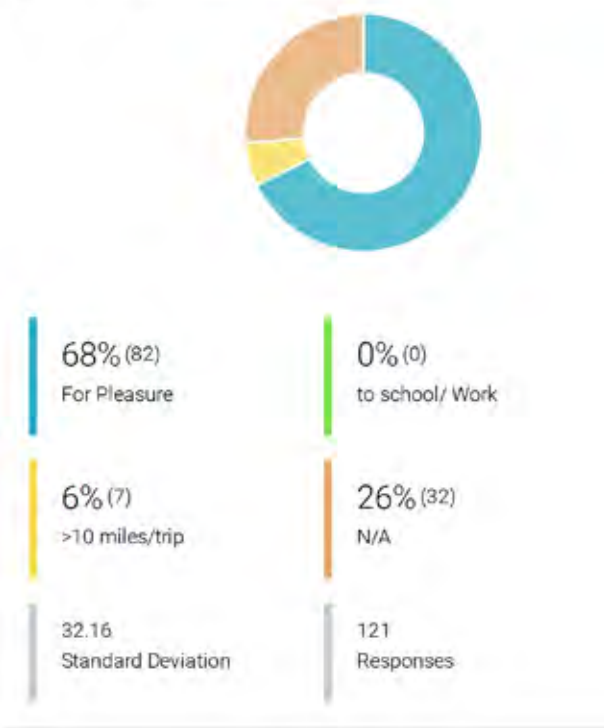




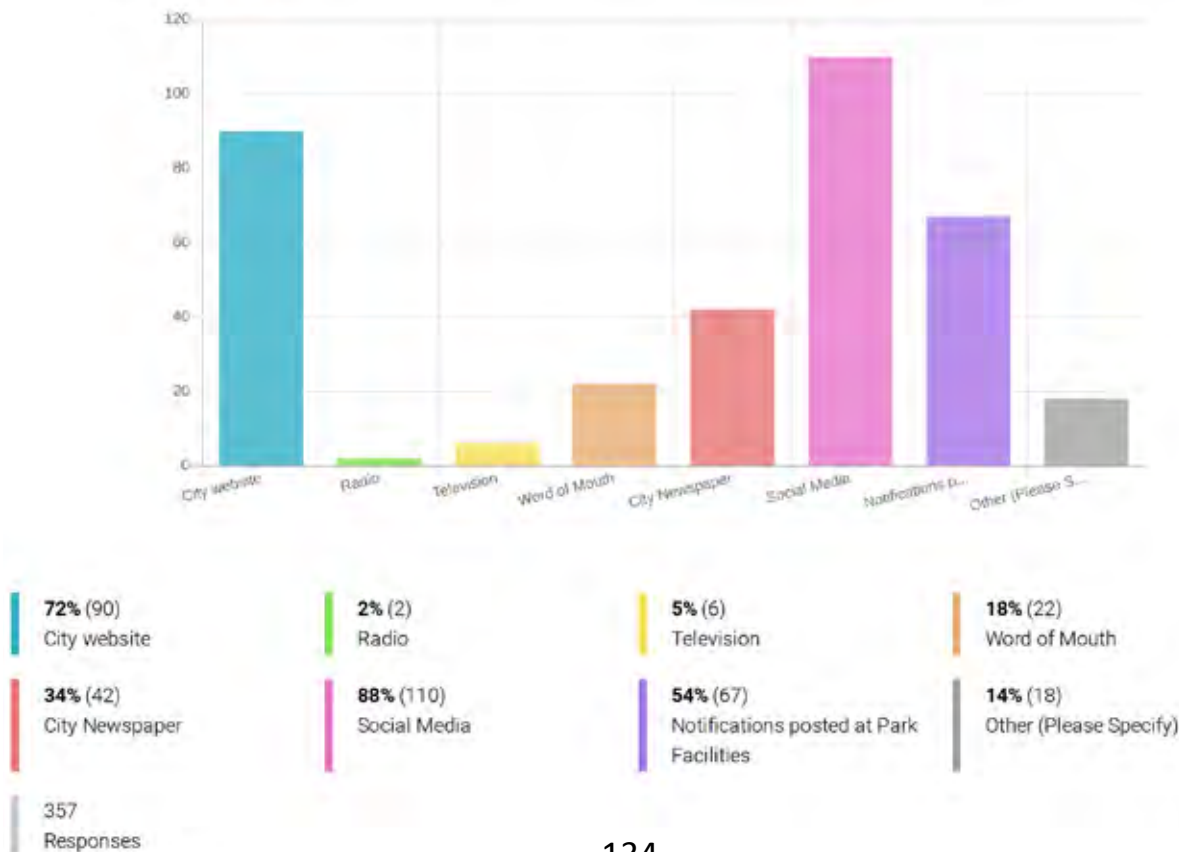
7 Do you use the City's Walking/Hiking Trails?



8 Do you ride a bike:

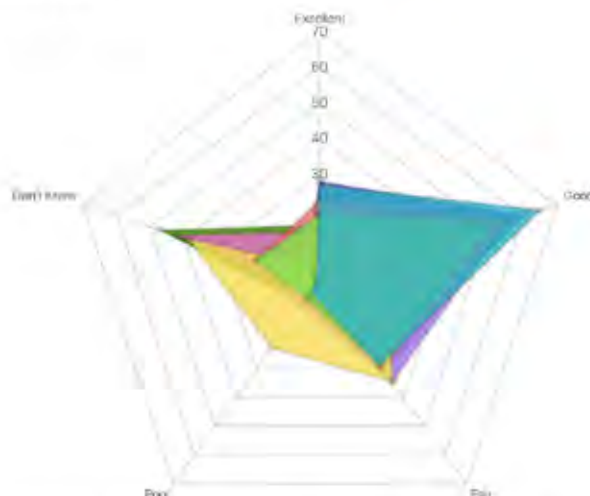


9 What is the best way for the City to provide information to the public regarding Parks and Community Activities or Events?(Check All That Apply. Mark top three choices. Write others in any comments.)





**10** How would you rate the PHYSICAL CONDITIONS of the Parks in Castroville?(Please make one answer for each Park)

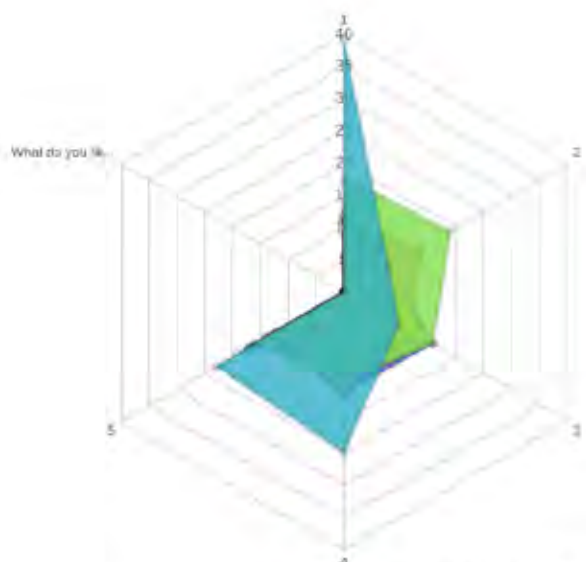


	Excellent	Good	Fair	Poor	Don't Know	Standard Deviation	Responses	Weighted Average
Castroville Regional Park	27 (21%)	65 (52%)	29 (23%)	4 (3%)	1 (1%)	22.96	126	2.08 / 4
Castroville Regional Park Pool	19 (15%)	51 (41%)	29 (23%)	6 (5%)	19 (15%)	15	124	2.21 / 4
Lions Sports Complex	4 (3%)	20 (17%)	35 (29%)	23 (19%)	39 (32%)	12.35	121	2.94 / 4
Houston Square	19 (16%)	56 (46%)	30 (25%)	5 (4%)	12 (10%)	17.83	122	2.19 / 4
September Square	23 (19%)	54 (44%)	25 (20%)	1 (1%)	19 (16%)	17.06	122	2.04 / 4
Castroville Municipal Airport Youth Baseball Complex	14 (12%)	38 (32%)	22 (18%)	3 (3%)	42 (35%)	14.59	119	2.18 / 4
Medina River	12 (10%)	55 (45%)	35 (29%)	9 (7%)	10 (8%)	18.15	121	2.37 / 4
Hiking Trails	22 (18%)	55 (45%)	32 (26%)	7 (6%)	7 (6%)	17.92	123	2.21 / 4
Walking Trails	28 (23%)	60 (48%)	28 (23%)	3 (2%)	5 (4%)	20.62	124	2.05 / 4
Historic Pioneer Home Walking Trails	16 (13%)	33 (28%)	16 (13%)	8 (7%)	47 (39%)	14.1	120	2.22 / 4
								2.25 / 4

**10.** How would you rate the physical condition of the parks?

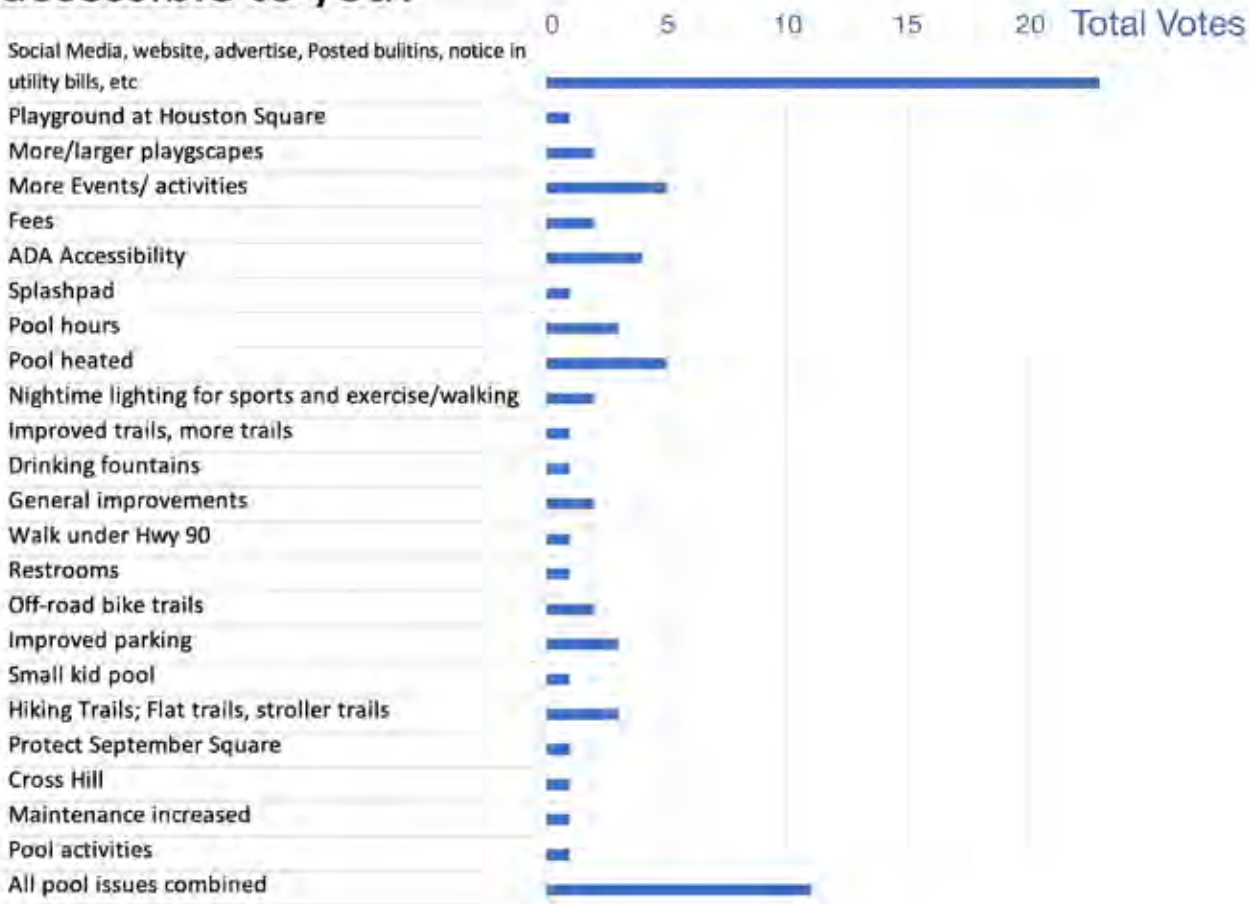
	(Most Votes)	(Second Most Votes)
Castroville Regional Park	Good	Fair
Castroville Regional Park Pool	Good	Fair
Lions Sports Complex	Don't Know	Fair
Houston Square	Good	Fair
September Square	Good	Fair
Castroville Municipal Airport Youth Baseball Complex	Don't know	Good
Medina River	Good	Fair
Hiking Trails	Good	Fair
Walking Trails	Good	Excellent/Fair
Historic Pioneer Home Walking Tour	Don't Know	Good

- 11** Please indicate which Community Amenities do you use and list what you like most about them.

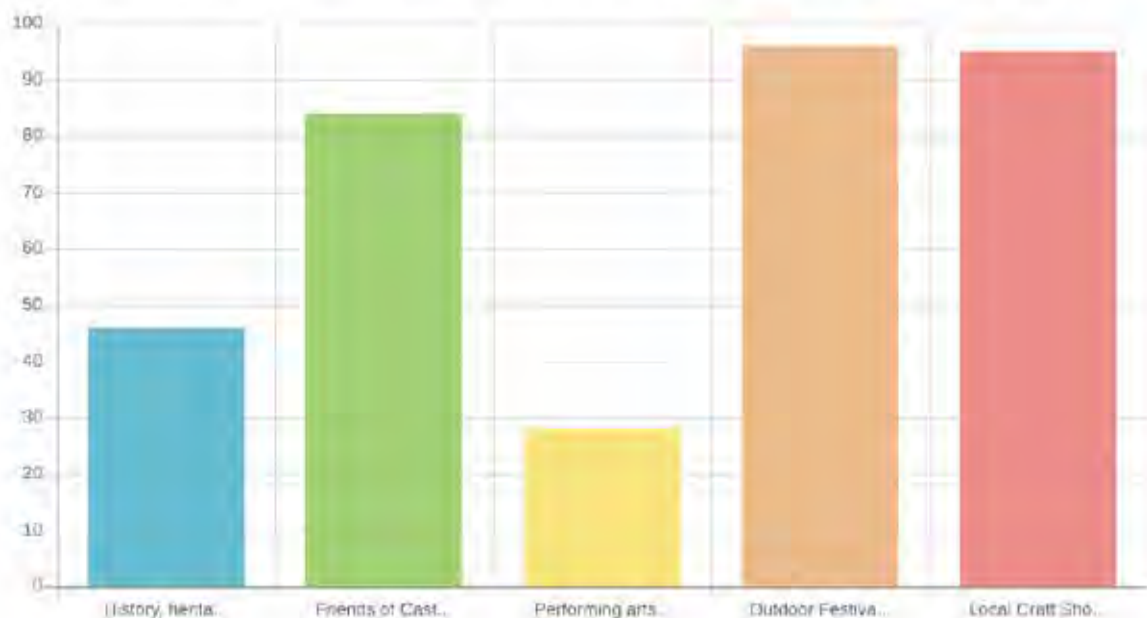


	1	2	3	4	5	What do you like most about it?	Standard Deviation	Responses	Weighted Average
Castroville Regional Park	39 (37%)	8 (8%)	10 (10%)	25 (24%)	23 (22%)	0 (0%)	12.92	105	2.26 / 4
Castroville Regional Park Pool	18 (22%)	19 (23%)	16 (19%)	14 (17%)	16 (19%)	0 (0%)	6.39	83	2.39 / 4
Lions Sports Complex	17 (29%)	6 (10%)	16 (27%)	4 (7%)	16 (27%)	0 (0%)	6.74	59	2.16 / 4
Houston Square	11 (17%)	14 (22%)	12 (18%)	16 (25%)	12 (18%)	0 (0%)	5.11	65	2.62 / 4
September Square	11 (19%)	10 (18%)	11 (19%)	11 (19%)	14 (25%)	0 (0%)	4.43	57	2.51 / 4
Castroville Municipal Airport Youth Baseball Complex	11 (20%)	9 (16%)	11 (20%)	8 (14%)	17 (30%)	0 (0%)	5.06	56	2.41 / 4
Medina River	9 (15%)	14 (23%)	11 (18%)	11 (18%)	17 (27%)	0 (0%)	5.28	62	2.53 / 4
Hiking Trails	12 (19%)	8 (13%)	15 (23%)	15 (23%)	14 (22%)	0 (0%)	5.34	64	2.66 / 4
Walking Trails	12 (18%)	9 (14%)	16 (24%)	16 (24%)	13 (20%)	0 (0%)	5.48	66	2.68 / 4
Historic Pioneer Home Walking Trails	13 (27%)	8 (16%)	7 (14%)	2 (4%)	19 (39%)	0 (0%)	6.41	49	1.93 / 4
Other	4 (24%)	0 (0%)	0 (0%)	1 (6%)	12 (71%)	0 (0%)	4.34	17	1.6 / 4
									2.4 / 4

# 12. How can we make Parks, Facilities, and Events more accessible to you?



# 13 Do you attend City of Castroville Community Events? (Check All That Apply)



39% (46)

History, heritage museums or Fine arts galleries

72% (84)

Friends of Castroville Regional Park Events, Movies in the park, Boo Bash, Etc.

24% (28)

Performing arts; theater, dance, music

82% (96)

Outdoor Festivals

81% (95)

Local Craft Shows, Garden Shows, & Fairs

349

Responses

14. What are the good things the City of Castroville does when providing COMMUNITY EVENTS, PROGRAMS, AND FESTIVALS?

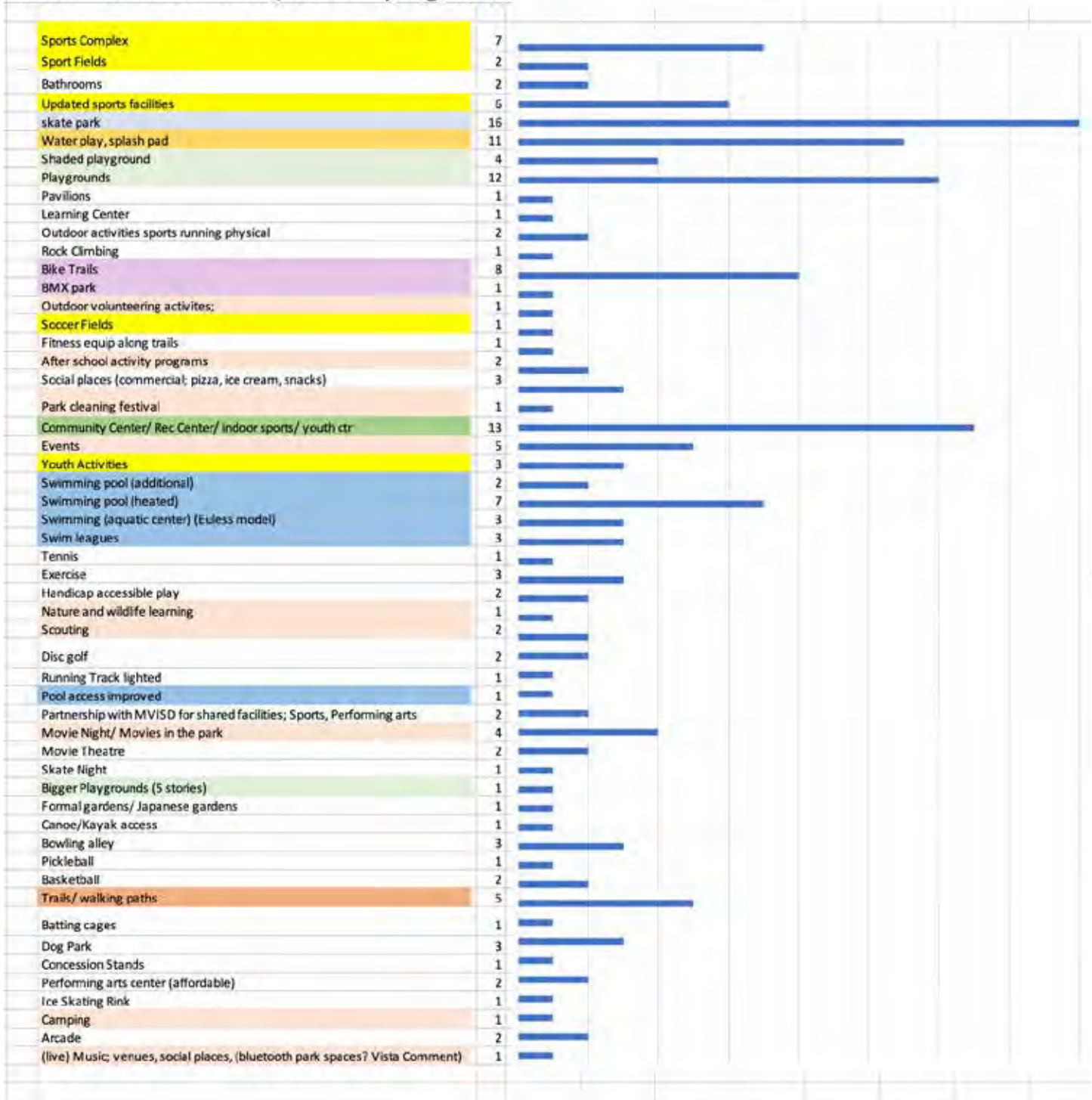
15. What could be done better?

Question #14 & 15 generated numerous and widely varied responses. These responses are documented with the raw data from the survey and in possession of the Parks Department. Mostly this is for the feedback to the Parks Department to better organize their efforts.



Number 16 & 17 are very important questions regarding what is needed for these groups that in many cases may not be fully represented in other ways. Note that the responses were write-in answers, not boxes to be checked making the quantifying more challenging. That being the case, the consultant created extra graphic representations of the responses for a clear understanding. First is the horizontal bar graph that represents the raw responses as close as possible. Then broader groups were assigned a color and the following page shows how those groupings measured up in responses.

### What is most needed for kids, teens and young adults?

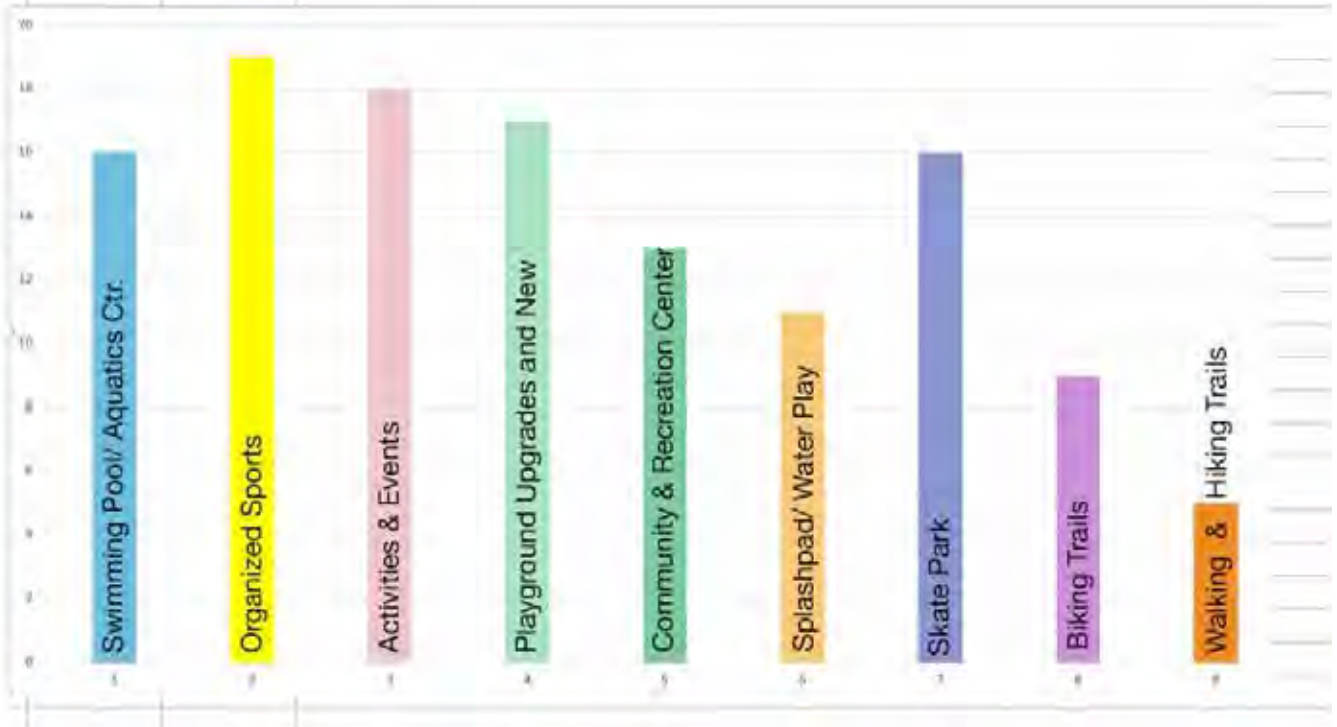




## Broad Grouping of Most needed for Kids, teens, young adults

The color coding below corresponds to the grouping represented in the main list to the left

16	1	Skate Park
19	1 alt	Sports, (Organized) including Sports Complex responses (not including basketball, tennis, etc.)
18	1 alt	Activities & events
17	2	Playgrounds: Upgrades, new additions, new playgrounds; Combined with shaded playgrounds
13	3	Community/Recreation Center
11	4	Splashpad/ water play
16	5	Swimming pool, aquatic ctr
9	6	Bike Trails
5	7	Walking & hiking trails



## What is most needed for seniors? 022121



### Broad Grouping of Most needed for seniors

The color coding below corresponds to the grouping represented in the main list to the left

23	1 Accessible trails and sidewalks
16	2 Senior Center/ Activity Center
14	3 Park furniture, shade, exercise equipment, More bathrooms, all accessible
9	4 Swimming exercise, heated or indoor pool
8	5 Exercise Programs with trainer
6	6 Activities and social events

Accessible Trails and Sidewalks

Senior Center/ Activity Center

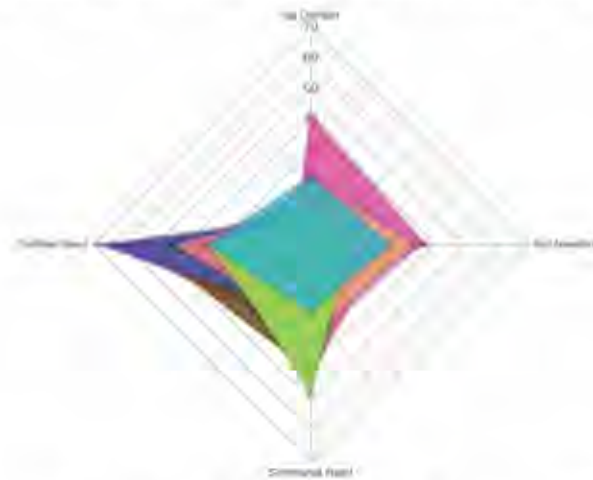
Park Furniture, Shade, Exercise equip,  
Bathrooms, all Accessible

Swimming; Exercise, Heated or Indoor

Exercise Program with Trainer

Activities & Social Events

How would you rate the need for any of the following FACILITIES to be added to EXISTING and or FUTURE PARKS in Castroville? (Please mark one answer for each Facility)



	No Opinion	Not Needed	Somewhat Need	Definite Need	Standard Deviation	Responses	Weighted Average
Baseball Fields	22 (21%)	26 (25%)	22 (21%)	33 (32%)	4.49	103	2.64 / 4
Basketball Courts	12 (12%)	13 (13%)	48 (46%)	31 (30%)	14.78	104	2.94 / 4
Flower/ Community Gardens	11 (11%)	14 (14%)	45 (44%)	33 (32%)	13.95	103	2.97 / 4
Disc Golf	21 (20%)	33 (32%)	29 (28%)	21 (20%)	5.2	104	2.48 / 4
Dog Park	10 (9%)	26 (25%)	26 (25%)	44 (42%)	12.03	106	2.98 / 4
Football Fields	23 (23%)	35 (34%)	31 (30%)	13 (13%)	8.41	102	2.33 / 4
Indoor Swimming Pools	13 (12%)	24 (22%)	26 (24%)	45 (42%)	11.51	108	2.95 / 4
Outdoor Swimming Pools	11 (11%)	23 (22%)	25 (24%)	45 (43%)	12.21	104	3 / 4
Water Playscapes / Splash Pads	8 (7%)	10 (9%)	23 (21%)	68 (62%)	24.22	109	3.39 / 4
Multi-Purpose Indoor Recreation Center	9 (8%)	15 (14%)	29 (27%)	55 (51%)	17.72	109	3.2 / 4
Multi-Purpose Community Center	10 (10%)	17 (16%)	31 (30%)	46 (44%)	13.8	104	3.09 / 4
Natural Areas and Open Space	7 (7%)	10 (9%)	26 (24%)	64 (60%)	22.69	107	3.37 / 4
Pickle Ball Courts	42 (41%)	37 (36%)	19 (18%)	5 (5%)	14.72	103	1.87 / 4
Picnic Shelters/ Pavilions	11 (10%)	17 (16%)	38 (36%)	41 (38%)	12.97	107	3.02 / 4
Playscapes/ Playgrounds	7 (7%)	6 (6%)	41 (38%)	53 (50%)	20.69	107	3.31 / 4
Practice Athletic Fields	14 (13%)	30 (28%)	27 (25%)	35 (33%)	7.76	106	2.78 / 4
Senior Center	12 (12%)	17 (17%)	43 (42%)	31 (30%)	12.15	103	2.9 / 4
Skate Park	18 (17%)	33 (32%)	24 (23%)	29 (28%)	5.61	104	2.62 / 4
Soccer Fields	15 (14%)	26 (25%)	22 (21%)	41 (39%)	9.51	104	2.86 / 4
Softball Fields	21 (20%)	33 (31%)	29 (27%)	23 (22%)	4.77	106	2.51 / 4
Tennis Court	16 (15%)	25 (24%)	41 (39%)	24 (23%)	9.07	106	2.69 / 4
Volleyball Courts	18 (17%)	22 (21%)	42 (40%)	24 (23%)	9.21	106	2.68 / 4
Walking / Hiking Trails	4 (4%)	14 (13%)	29 (26%)	64 (58%)	22.74	111	3.38 / 4
Water Recreation (Fishing/Kayak/Canoe Areas)	10 (9%)	11 (10%)	25 (23%)	64 (58%)	21.89	110	3.3 / 4



## 18. Ranking Facilities Needs

### Definite Need

Rank	Facility	%	# responses
1	Water playscape/ splash pad	62%	68
2	Water Recreation (fishing, kayak/canoe)	58%	64
3	Natural Areas & Open Space	60%	63
4	Walking /Hiking trails	58%	63
5	Multi-Purpose Indoor Recreation Center	51%	55
6	Playground/Playscape	50%	53
7	Multi-purpose Community Center	44%	45
8	Outdoor Swimming Pools	43%	45
9	Indoor Swimming Pool	42%	45
10	Dog Park	42%	44
11	Senior Center	43%	31
12	Picnic shelters/pavilions	38%	41
13	Soccer Fields	39%	40
14	Practice Athletic Fields	33%	35
15	Baseball fields	32%	33
16	Basketball Courts	31%	31

### Somewhat Needed

17	Basketball courts	46%	48
18	Flower/Community Gardens	44%	44
19	Senior Center	42%	43
20	Volleyball Courts	40%	42
21	Tennis Courts	39%	40
22	Playscapes/ Playgrounds	38%	40
23	Picnic Shelters/ Pavilions	36%	37

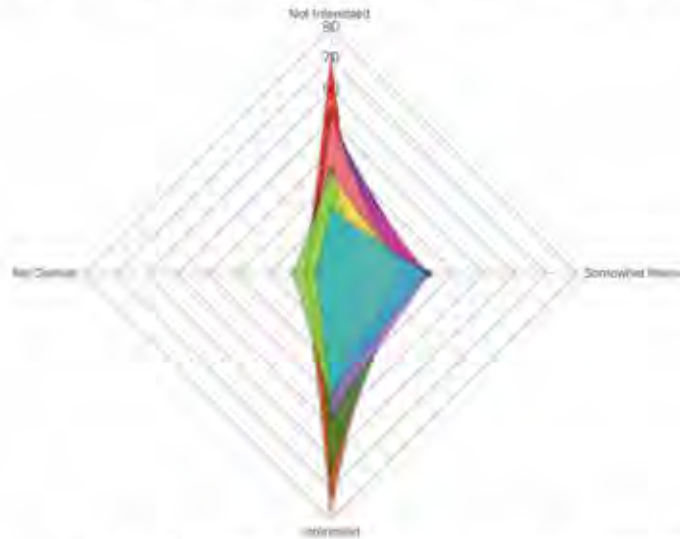


## 19. Facilities not listed that need to be considered for construction

Children's Play Houston Square	1		
Handicap Play	1		
Handicap Splashpad	1		
River access	1		
Parks AND Community cleaning program	1		
Reading nooks	1		
walkway under Hwy 90	1		
Mountain biking trails, skills features	2		
Squash courts	1		
Restrooms & shower at camping site	1		
Drone and remote airplane park	1		
Performing arts center (affordable)	1		
Community Center	1		
Public Green space in all neighborhoods	1		
Heated Pool/ Aquatic facility	2		
Exercise areas	2		
Cross Hill illumination plus security	1		
Mmore large natural areas/trails	1		
	21		

## 21. Programs & Activities not listed that need consideration

Nature Camps	1		
Zip lines from hillside to park, across Medina	1		
Tobogganing run	1		
Environmental cleanliness awareness	1		
Camps	1		
Ice Hockey and Ice Skating	1		
Activities for kids with special needs	1		
Off-lease dog park	1		
Facilities for sanctuary city for unborn	1		
Year round aquatic facility	1		
Rock climbing	1		
Tennis	1		
Skating Rink	1		
	13		

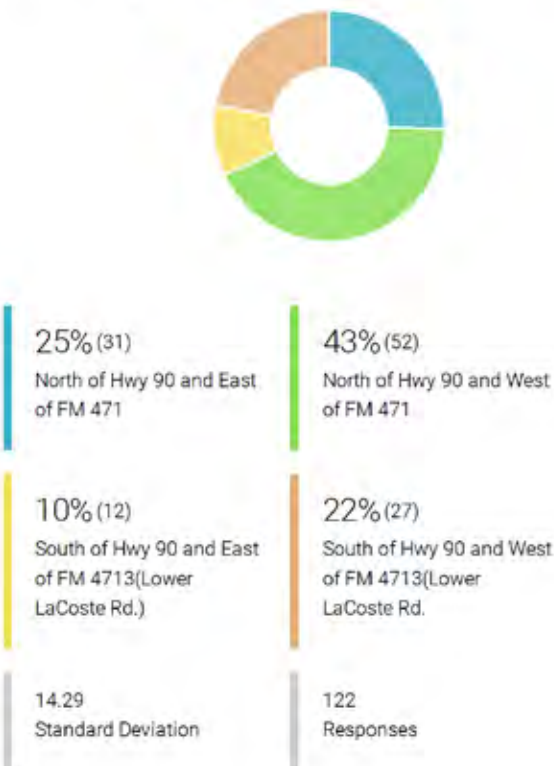


	Not Interested	Somewhat Interested	Interested	No Opinion	Standard Deviation	Responses	Weighted Average
Arts and Crafts	21 (22%)	31 (32%)	39 (41%)	5 (5%)	12.69	96	2.29 / 4
Baseball / Softball / T-ball	33 (34%)	10 (10%)	42 (43%)	12 (12%)	13.05	97	2.34 / 4
Basketball	33 (34%)	23 (24%)	32 (33%)	8 (8%)	10.02	96	2.16 / 4
Dance/ Drama	31 (32%)	26 (27%)	34 (35%)	7 (7%)	10.5	98	2.17 / 4
Disc Golf	52 (53%)	20 (20%)	20 (20%)	7 (7%)	18.6	99	1.82 / 4
Flag Football	48 (51%)	20 (21%)	20 (21%)	7 (7%)	14.97	95	1.85 / 4
Flower or Community Gardens	20 (20%)	32 (32%)	46 (46%)	3 (3%)	15.8	101	2.32 / 4
Football	45 (47%)	23 (24%)	20 (21%)	8 (8%)	13.36	96	1.91 / 4
Golf	45 (45%)	19 (19%)	28 (28%)	5 (5%)	13.55	100	1.99 / 4
Health/ Wellness/ Fitness Classes	13 (12%)	24 (23%)	64 (61%)	4 (4%)	22.92	105	2.56 / 4
Hiking/ Biking	8 (7%)	17 (16%)	76 (70%)	3 (3%)	28.38	109	2.77 / 4
In-line Hockey	70 (72%)	9 (9%)	10 (10%)	3 (3%)	26.42	97	1.55 / 4
Kickball	42 (43%)	31 (32%)	17 (17%)	3 (3%)	13.01	98	1.91 / 4
Martial Arts	49 (50%)	28 (29%)	17 (17%)	4 (4%)	16.5	98	1.76 / 4
Music Education	31 (31%)	32 (32%)	32 (32%)	5 (5%)	11.55	100	2.11 / 4
Nature Study	25 (25%)	26 (26%)	47 (47%)	3 (3%)	15.54	101	2.28 / 4
Racquetball	52 (53%)	22 (22%)	15 (16%)	9 (9%)	16.39	99	1.82 / 4
Rock Climbing	31 (31%)	30 (30%)	33 (33%)	7 (7%)	10.59	101	2.16 / 4
Sand Volleyball	31 (30%)	29 (28%)	36 (35%)	6 (6%)	11.54	102	2.17 / 4
Skateboarding	49 (51%)	24 (25%)	17 (18%)	7 (7%)	15.51	97	1.81 / 4
Soccer	30 (29%)	22 (21%)	43 (41%)	9 (9%)	12.35	104	2.3 / 4
Swimming	14 (14%)	13 (13%)	68 (67%)	6 (6%)	24.87	101	2.65 / 4
Water Aerobics	27 (28%)	21 (21%)	47 (48%)	3 (3%)	15.71	98	2.27 / 4
Water Recreation (Fishing/Kayak/Canoe Areas)	16 (15%)	14 (13%)	68 (64%)	3 (3%)	24.14	106	2.64 / 4

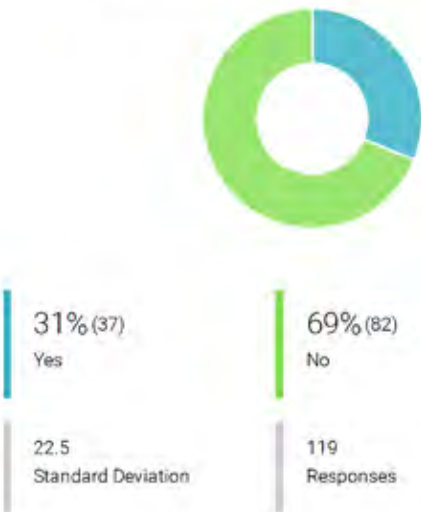
**22** Please rank your preference for the following funding methods for developing new and existing public parks and recreation facilities. 1= Best Funding Method, 2,3,4,5 = Medium Funding Methods, 6= Worst Funding Method.



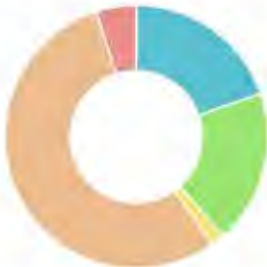
**24** What part of town do you live?  
(Example, St. Louis Church = North of Hwy 90 and West of FM 471)



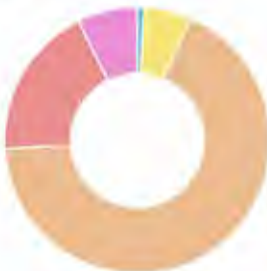
**23** If you would like to be contacted by City Staff as a follow-up to any park related item on this survey or to be notified of potential parks and recreation volunteer opportunities, please write your name, phone and email address below. All information collected is kept private and only used for developing the Castroville Parks and Recreation Master Plan.



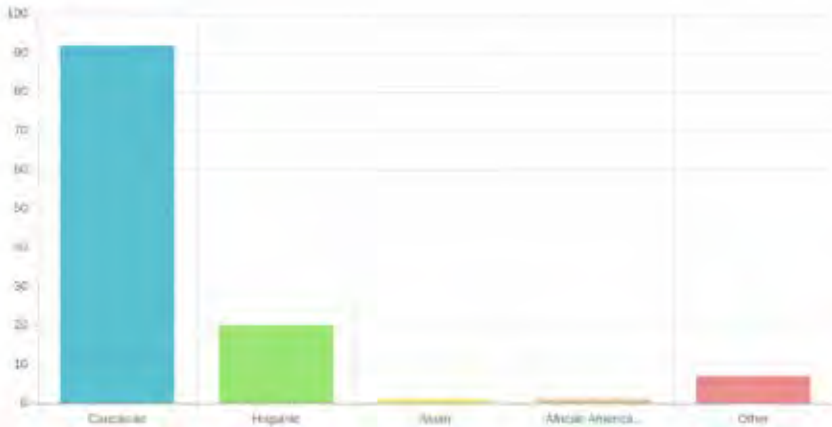
25 Additional Information



26 Age Group



27 Ethnicity



## Appendix G

# Review and Commentary of Past Reports & Surveys



**Summary:**

- A Vision Plan For Castroville, Texas 2016
- Castroville, Texas; Parks and Recreation Master Plan 2014

**Other Reports Reviewed; Not Summarized**

- Castroville Design Guidelines: Guidelines for the repair, rehabilitation or reconstruction of historic landmark properties and structures in Castroville, Texas 2014
- Castroville Master Plan 2011
- Castroville, Texas; Downtown Conservation and Revitalization Study 2010
- Castroville; Historic Preservation Action Plan 2002

**Friends of Castroville Regional Park Studies:**

- Proposed Constructed Wetland for Treated Wastewater Effluent 2012
- Castroville Regional Park Botanical Garden Trail Process 2020

UTSA 2016

## Summary of Findings

This report was more comprehensive than the parks and recreation master plan scope. Some important information was revealed that does inform the parks and recreation planning and some of this is summarized here. Primarily the reason why this information is important to repeat in this project is to find symbiotic relationships such as infrastructure improvements being leveraged to include Safe Routes to School programs thereby increasing available grant funding.

The front end of this document has a detailed historical accounting of Castroville including demographic and economic information.

## Development Agenda: 2016-2018

Castroville's City Council and other City leaders participated in a day long workshop on Castroville's Future. Several key conclusions were reached and repeated below:

- Castroville will experience significant growth and development over the next 10 years.
- This growth should be thoughtfully managed.
- There should be a clear delineation between "Old Town" and "New Town" Castroville.
- The village feel of "Old Town" should be maintained.
- Every effort should be made to maintain and leverage the heritage of the community, and to preserve its rich cultural and historic assets as a way to expand its tourism industry.

## New Vision Statement:

"Castroville - Where history shapes the future

## "Infrastructure priority list:

- Developing a plan and funding strategy to expand water services in Castroville to address long-term growth and development needs.
- Developing a plan and funding strategy to expand sewer services in Castroville to address current and future growth and development needs.
- Developing and formalizing standard street ordinances in conjunction with stormwater planning.
- Implementation of new ordinances and regulations and the enforcement of existing ordinances and regulations related to stormwater management.
- Development of an interim/short-term facility needs plan to meet immediate critical needs.

## 2016 One-Year Action Plan

1. Review existing plans and assessments to determine next steps. In addition, the City of Castroville should update its Comprehensive Master Plan, and initiate the development of a Unified Development Code.
2. Complete a rebranding project for Castroville.
3. Complete and implement its Facilities Master Plan.
4. Establish a historic district.
5. Develop and implement an Airport Growth Plan, put together an incentive plan to spur development, and conduct an overall workforce analysis.

### Other workshop recommendations:

- Gap analysis in planning
- Develop a more formalized framework for future growth and development
- Rebranding with an emphasis on preservation of “Old Town” and in general. Historic preservation and smart growth planning strategies.
- Develop a greenbelt plan to take advantage of the expansive extra territorial jurisdiction (ETJ) and significant environmental assets.

The report goes into several areas of recommendations that are beyond the scope of a parks and recreation master plan however the work of the parks plan has developed similar conclusions discussed in the analysis leading up to this plan termed “City Parks 101”, not included in this report. Concepts such as gateways into the City and historic trail corridors with wayfinding, all have been identified in this and other reports.

Another consistent discussion has been the use of the City parcel at Paris and Naples streets. In the 2016 report recommendations, it is suggested that a new municipal City Hall, Library, and plaza be developed on that tract. Other surveys, notably. The 2014 Parks and Recreation Master Plan update goes to some lengths discussing and surveying the plausibility of City Hall moving and freeing up the historic building for other uses.

### Recreational Open Space Improvement Options:

This section starts to focus on population growth scenarios and for the purpose of this report will focus on the actual recommendations and not the projections since many variables can change that trajectory.

#### Develop a Hike and Bike Trail Network:

The report describes the need for a citywide hike and bike trail to extend throughout the City and ETJ connecting parks and various portions of the City. Part of this recommendation includes developing the Medina River edge as part of this system. At this point in time, it has been stated that a river trail strategy is not welcomed by many in the City. In part due to public property rights but also issues of intensified use of the river contributing to pollution, and as a nuisance to quiet neighborhoods along the river. There is, however, at this point in time many in the City who would like for that to change and to have access points to the river.

The concept of a regional trail for City and ETJ is valid and should be carried forward to the current list of priorities, especially before development pressures confine land or elevate prices of land or easements.

Finally at the end of the report there is the survey and responses that were used during this planning process. One question regarded parks and recreation with the question:

Does Castroville have adequate parks and recreational areas?

The responses were: 60% YES; 40% NO, 0% DON'T KNOW

This leads to the belief that there may be challenges to budgeting for additional parks and recreation services, spaces, or maintenance.

## Summary of 2014 Parks Master Plan Update:

### Vista's general commentary on the findings of the document:

Below is a summary of the findings of a parks and recreation report conducted in 2014. It appears that the participation was good citywide. Several of the items are consistent with current findings of needs and the general hopes of the community but there are still points or needs that have not been addressed by the general community.

The goals stated below are easily adoptable going forward however the generalization of the goals make it so that they could apply anywhere. Vista believes that the intent of that section could be captured by a well-written vision statement.

The Objectives portion of the findings below pose an ambitious set of objectives. Some of the objectives have timelines tied to them while others don't. In most cases these objectives are still very valid although the schedule for accomplishments have not been achieved. Some of these points have not been raised in the current dialog and are valid for reviewing and possible bringing forward on the new priorities. In other cases, the current thinking has changed with regard to how a park should be improved.

Some of the general recommendations are vague or need to be more specific to "place". In the "Needs Assessment" portion of this summary below, just about everything on this set of lists has been brought up with the current master plan project even if the priority status may have changed.

## 2014 Goals for Parks and Recreation:

- A. Continue to provide a broad range of recreational activities to the citizens and visitors of Castroville.
- B. Continue to improve existing parks and recreation facilities.
- C. Add new parks and recreation facilities to the city inventory to increase options for citizens and visitors.
- D. To improve the quality of life for the existing citizens by providing safe, fun, accessible recreational activities across the spectrum.

## 2014 Objectives for Parks and Recreation:

- 1. Replace worn facilities and equipment at Lion's Park within the next two to five years.
- 2. Construct additional walking trail at Lion's Park to enhance the current one and make the park more useable. Include workout stations and interpretive signage.
- 3. Construct new modern safe accessible toilet facilities at Lion's Park.
- 4. Install new playscapes and shade structures at Lion's Park and Regional Park within the next three to five years.
- 5. Work with new land development teams to ensure design and construction of new neighborhood parks in all new residential developments include walking trails which connect to residential areas.

6. Create a program for acknowledgement of large corporate donations for use in quality improvements to public parks and recreation facilities, within the next two to five years.
7. Obtain one major grant from Texas Parks and Wildlife to assist in the establishment of new facilities and equipment at Lions Park within the next two to five years.
8. Create space for new regional sports complex in or near Castroville, by seeking synergies with other entities within the next three years.
9. Solicit and obtain design services to develop a plan for a new linear park on the east portion of town where new development is occurring, within the next two years. Obtain funding from developers, interested local non-profit organizations, citizens and grant assistance for this work on a 10-year horizon.
10. At Steinbach Haus Park, replace the original pedestrian bridge to the historic inn across the Median River. Landscape to make pedestrian friendly within the next ten to twelve years.
11. Create half fields for soccer and one full-size soccer field using pro soccer dimensions at the Lion's Club Park within the next five to seven years.
12. Add out buildings and interpretive signage at Steinbach Haus Park to enhance the visitor experience and create an outdoor interpretive center within the next ten to twelve years.
13. Develop Flat Creek into a linear greenbelt park with a paved cart path/walking trail to connect the new planned developments on the eastern portion of town all the way back into the historic town center without a car, to be completed in phases as new development occurs.
14. Create a citywide walking path connected to the Flat Creek greenbelt park path and to all portions of the City over the next ten to twenty years.
15. At the Biry House, create a new park and interpretive center with a non-profit organization to operate and maintain the structure and provide docents over the next three to five years.
16. At Houston Square, implement a redesign plan (which has already been created) in phases to be completed over the next ten to twelve years. This facility plan includes new toilet facilities.

## Needs Assessment

The 2014 report section on needs begins with a general needs list of improvements. The list is as follows:

- Small-scale distributed play parks (pocket parks and neighborhood parks) that citizens can reach in a comfortable walk from home
- Large-scale active sports facilities for field sports such as soccer
- Indoor active recreation and activity spaces
- Adequate durable wayfinding signage
- Adequate durable well-researched interpretive signage
- Lighting at existing parks for safety purposes
- Adequate modern accessible public toilets facilities
- Shaded pavilions for Summer activities in parks
- Tennis courts
- Picnic Tables
- Walking and interpretive trails to take advantage of existing assets such as the river edge from Landmark Inn to Regional Park
- Fitness stations



### Lion's Park:

- New Public Toilets
- New Playscapes
- New Lighting
- New Seating

### Pocket Parks:

- New pocket parks with small playscapes

### Indoor Activity Spaces:

- A gymnasium or YMCA-type of facility

### New Parks:

- New parks in the new developments planning at the eastern portion of town

## Medium Priorities

- Walking trails
- Adequate durable wayfinding signage
- Adequate well-researched interpretive signage
- Lighting at existing parks for safety purposes

## Lower Priority/Future Needs May Include

- Fitness stations
- Additional outdoor music and art venue
- Additional neighborhood parks in the eastern portion of town and beyond

## Online Survey Results

Vista's general commentary on online survey questions and results:

The first three questions on the online survey are with regard to the disposition of the current City Hall building. It is Vista's understanding that at the time of this survey, this question was very much on the minds of many in Castroville therefore the importance of the question. This is especially so with the thought of the building being renovated for a community center, as one idea. Later in the document it was a stated desire to see the historic building converted into a boutique hotel. The overall result being a new City Hall and a historic building for some service to the community.

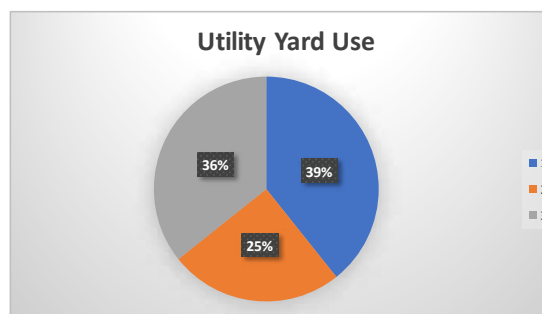
The city utility yard would make a great site for a municipal or public facility being in the center of town. Any new tract of land for a future sports complex could be large enough to accommodate the current use of that land and then moving the storage yard out of the city center.

The question regarding Castroville Regional Park seems to be a moot point; regional park that needs to serve a wide variety of activities, and already does. The following three questions are with regard to the RV park, much of that deliberation may better be served with a committee looking into a cost-benefit analysis of the profitability and externalities of benefits it may offer instead of a broad survey from the general public. One point could be made that separation of the RV section with the remainder of the park may serve to improve the visual character of this end of the park.

Lion's Park Sports Complex and a proposed sports complex are the next two questions relevant to this review. For the Lion's Park, the sentiment may be near the same with diversity leading in the poll. The sports complex as well seems to be favored although more evenly split. The timeline was unreasonable as there will be fundraising, land acquisition as well as design and construction.

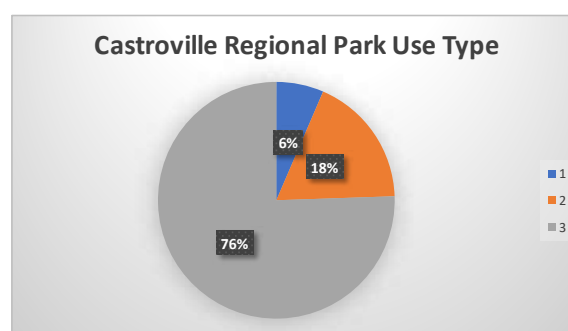
What is the most important long-term use of the current City utility yard?

Change and build a multi-use City build	55	39%
Change and sell to businesses	35	25%
Other	50	36%
Total votes	140	



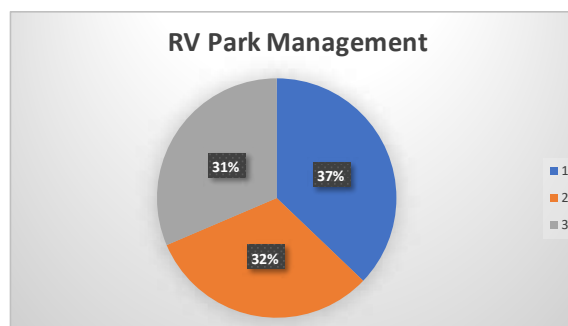
Should Castroville Regional Park be an active park, a passive park, or a combination of both?

Active	9	6%
Passive	25	18%
Combination	105	76%
Total	139	



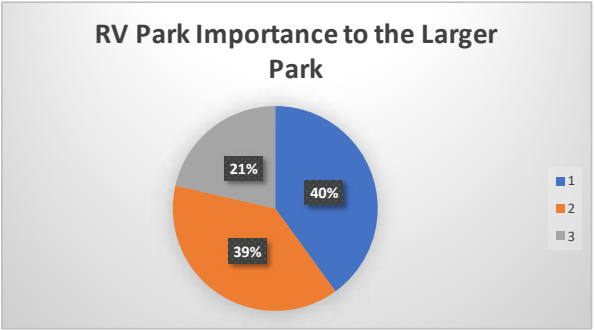
How important is it for the City to offer an RV park (as opposed to a private business running the RV park)?

Very Important	52	37%
Somewhat Important	44	31%
Not Important	44	31%
Total Votes	140	



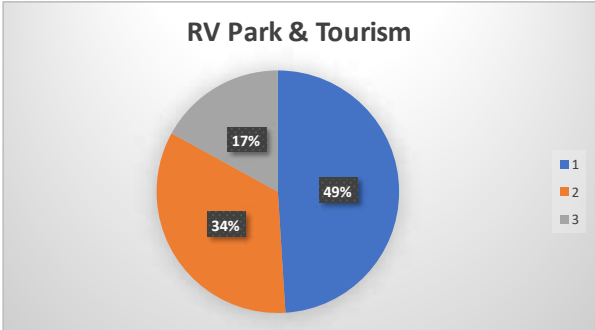
How important is the RV park as an element of the Castroville Regional Park?

Very Important	56	40%
Somewhat Important	54	39%
Not Important	30	21%
Total Votes	140	



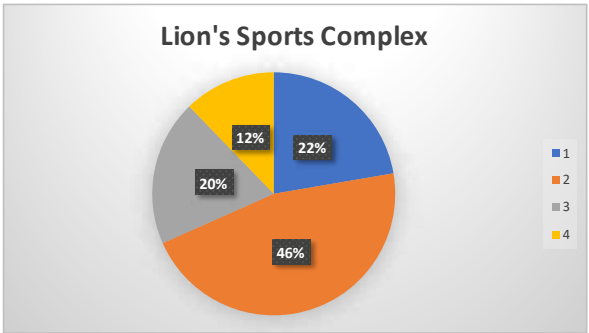
How important is the RV Park in supporting tourism?

Very Important	69	49%
Somewhat Important	48	34%
Not Important	24	17%
Total Votes	140	



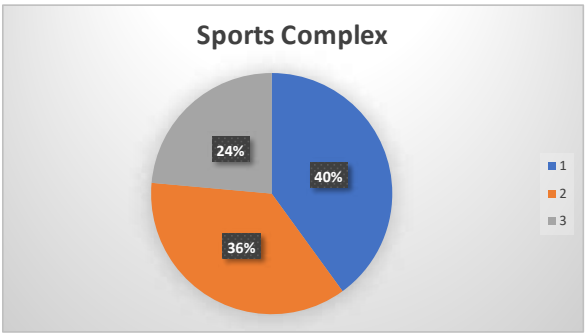
What activities or venues should. Be offered at. Lion Sports Complex?

Additional Sports Opportunities	31	22%
Additional Recreational Opportunities	64	46%
Passive Park. Opportunities	27	19%
Other	17	12%
Total Votes	139	



Should the City plan for A competition level "sports complex" within the next 5 years?

Yes	56	40%
No	51	36%
Not Sure	33	24%
Total Votes	140	








## Appendix H

# September Square Deed





State of Texas } I Joseph Kempf, Clerk of the County  
County of Medina } Court of said County, do hereby certify that  
the instrument of Writing, now the several being with its certificate  
of Authentication was filed in my office for Registration November  
19th A.D. 1879 at 11 O'clock A.M., and duly recorded  
December 13th A.D. 1879 at 5 O'clock P.M., in the Records of  
said County, in Book A. N. 12, on pages Nos. 739 & 740.  
Witness my hand, and the seal of the County Court of  
said County, at my office in Castroville, the day and year last  
above written.

 Joseph Kempf  
Clerk of Court  
Per August Kempf Deputy

No. 1953.  
Chas de Montel.  
vs. Dred.  
Corporation of  
the Town of  
Castroville.

The State of Texas } Know all men by these presents that I, Charles de Montel,  
County of Medina } tel, acting as the agent and attorney in fact of Thomas  
Talbird of the County of Beaufort in the State of South Carolina, by a  
power of attorney duly made and authenticated and received allowed,  
in consideration of the sum of Two Hundred Dollars to me in hand paid  
by the Corporation of the Town of Castroville, the receipt whereof is hereby  
acknowledged, have granted, bargained, sold and released, conveyed and  
delivered unto the said Corporation of the Town of Castroville, their suc-  
cessors and assigns the following described lots or parcels of land, lying,  
being and situated in the Town of Castroville, in Medina County, Texas,  
to wit: Lot No. Two, Block No. Two, in Range Four, also fractional  
lot No. One, and fractional lot No. Three, in Block Two, Range Four,  
being the same lots which are generally known and designated by  
the inhabitants as September Square.

To have and to hold the same together with all and singular the  
rights, members, hereditaments and appurtenances to the same belonging,  
be in forever incident as appertaining, unto the said Corporation their  
successors and assigns, to their sole use and behoof forever. And I as such  
attorney in fact do hereby bind the said Thomas Talbird and his legal rep-  
resentatives to warrant and forever defend all and singular the said pre-  
mises unto the said Corporation of the Town of Castroville, their suc-  
cessors and assigns forever against every person lawfully claiming or to  
claim the same in any just title.

Witness my hand at Castroville this first day of December 1879  
Thomas Talbird  
by Chas. de Montel, Attorney in fact.

The State of Texas } Personally appeared before me Charles Schiedemann  
County of Medina } Clerk of the County Court in and for said County  
Charles de Montel, to me well known, who as Attorney in fact of  
Thomas Talbird signed, sealed and delivered the foregoing Instrument  
of Writing, and as said Attorney in fact acknowledged to me that he  
had signed, sealed and delivered the foregoing Instrument of Writing  
for all the purposes and considerations therein stated.

Witness my official Seal and Signature at office in Castroville  
this 1st day of December A.D. 1879.



741

*L.P. 266.*  
 State of Texas } I, Joseph Knapp, Clerk of the County Court of said  
 County of Medina } County, do hereby certify that the Instrument of Wi-  
 ting on the Reverse hereof with its certificate of authentication was  
 filed in my office for Registration November 19<sup>th</sup> A.D. 1879 at 11  
 o'clock A.M. and duly recorded December 23<sup>rd</sup> A.D. 1879 at 5<sup>th</sup>  
 o'clock P.M. in the records of said County in Book A, vol. No. 12, on  
 pages 140 and 141.

Witness my Hand and the Seal of the County Court  
 of said County at office in Castville the day and year last above written.

*(L.S.)*

Joseph Knapp,  
 Clerk of County,  
 Per August Knapp Deputy.

*No. 2954*  
*Jacob Goll*  
*vs. J. D. D.*  
*A. P. Hines*

State of Texas } I know all men by their Parents that I, Jacob Goll, of  
 County of Bexar } the County of Bexar, and State of Texas, for and in con-  
 sideration of Six Hundred and Fifty Dollars given in four promissory notes,  
 each for One Hundred and Fifty Dollars, payable to Jacob Goll or bearer  
 in respectively one, two, three and four years from this day to me in  
 hand paid by my Son in Law A. P. Hines of the County of Bexar  
 and State of Texas, the receipt whereof is hereby acknowledged before the  
 signing, sealing and delivery of these Parents here granted, Benjamin  
 Child, Rebaiah and Conrad, and by these do Grant, Benjamin, Child  
 Rebaiah, Conrad and Deliver unto the said A. P. Hines, his heirs and  
 assigns, all that tract or parcel of land lying and being in the County  
 of Medina and State of Texas containing One Hundred and Fifty acres  
 and being known as Survey No. 58 in District No. 1 and being the  
 same tract of land which was conveyed to this Grantor by Henry  
 Castro by Deed dated February 24<sup>th</sup> 1858 and duly recorded in  
 Book A, No. 6, on pages No. 85 and 86 of Medina County  
 Record Books to which reference is now made for better  
 description of said land, together with all and singular the rights,  
 members, hereditaments and appurtenances to the same belonging or in  
 anywise incident or appertaining.

To Have And To Hold, all and singular the premises above men-  
 tioned, unto the said A. P. Hines, his heirs and assigns, forever And  
 I hereby bind, myself, my heirs, executors and administrators, to warrant  
 and forever defend all and singular the said premises unto the said  
 A. P. Hines, his heirs and assigns, against any person whatsoever,  
 lawfully claiming or to claim the same as my part thereof.

In Testimony Whereof, I have hereunto subscribed my name in  
 San Antonio this 15<sup>th</sup> day of November, A.D. one thousand eight hun-  
 dred and seventy-nine.

Jacob Goll.

*(Seal)*

The State of Texas } Personally appeared before me John Rosenheim,  
 County of Bexar } a Notary Public in and for said County and  
 State, Jacob Goll to me well known, who in my presence signed and  
 delivered the instrument of writing on the reverse hereof, and he declared



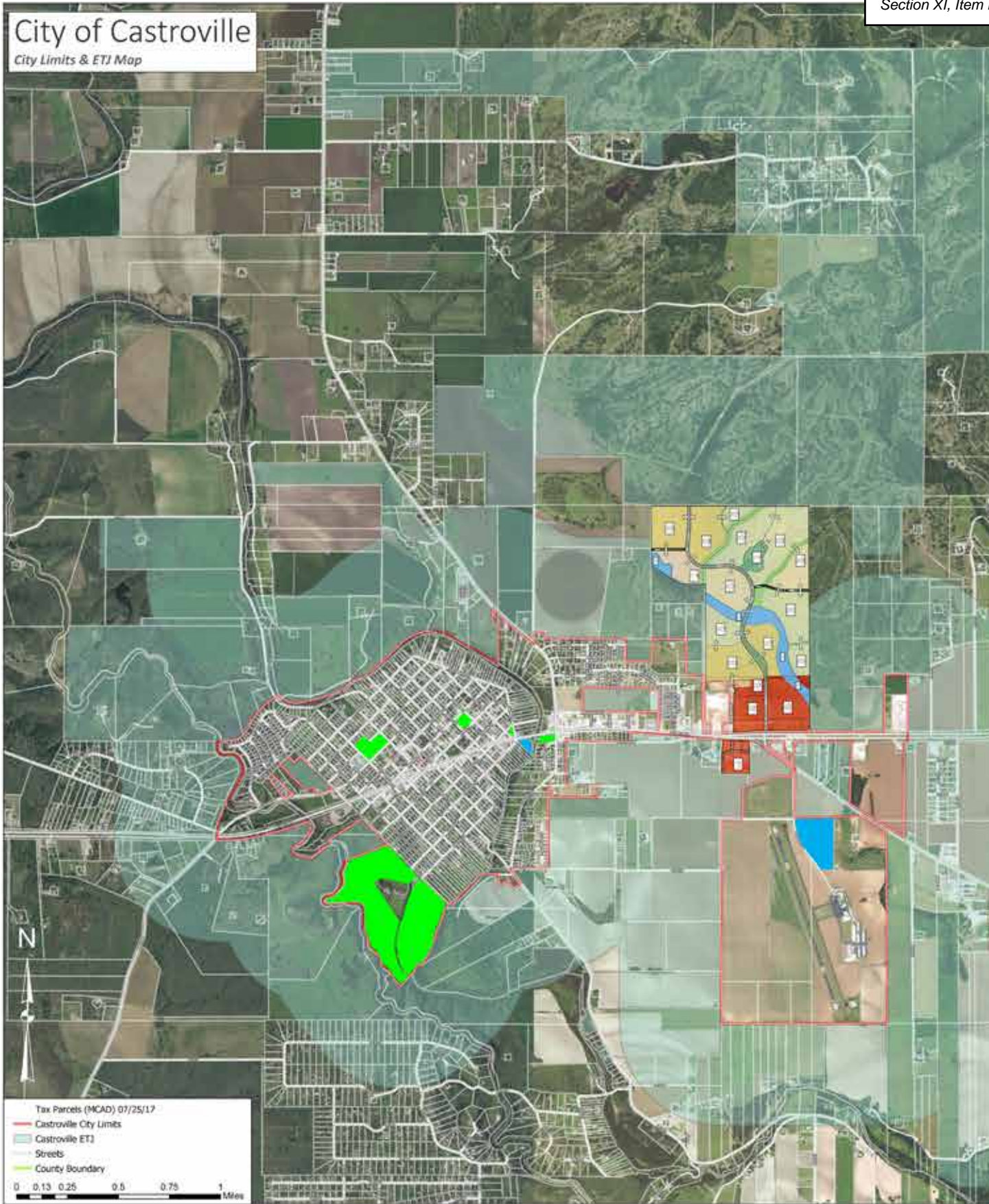


September Square

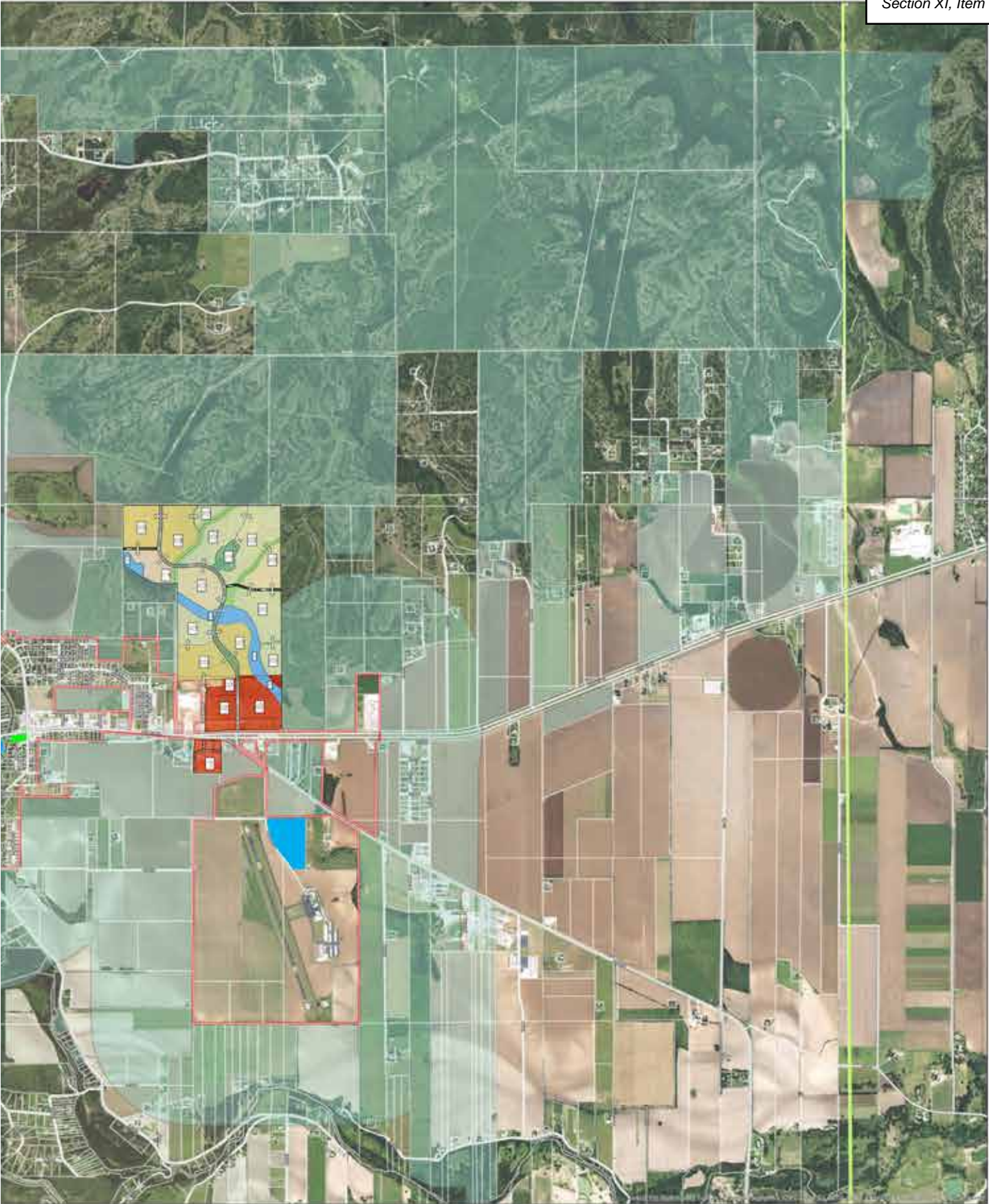
## Maps & Inventory Matrix

- A. Castroville City Limits and ETJ
- B. City-Owned Property, Floodplain Overlay
- C. Non-Park City-Owned Land
- D. City-Owned Parks, Private Parkland, Alsatian Oaks
- E. Castroville Historic Districts & Historic Walking Trail
- F. Castroville Regional Park Community Center Concept
- G. Lion's Park with Community Center Comparisons
- H. Alsatian Oaks Parks and Open Space Plan
- I. Prior Park Design Concepts
  - i. Castroville Park
  - ii. Houston Square
  - iii. September Square
- J. Castroville Floodplain Overlay
- K. Conceptual 5-Mile Cycling Tour
- L. Tour de Castroville Cycling Tour



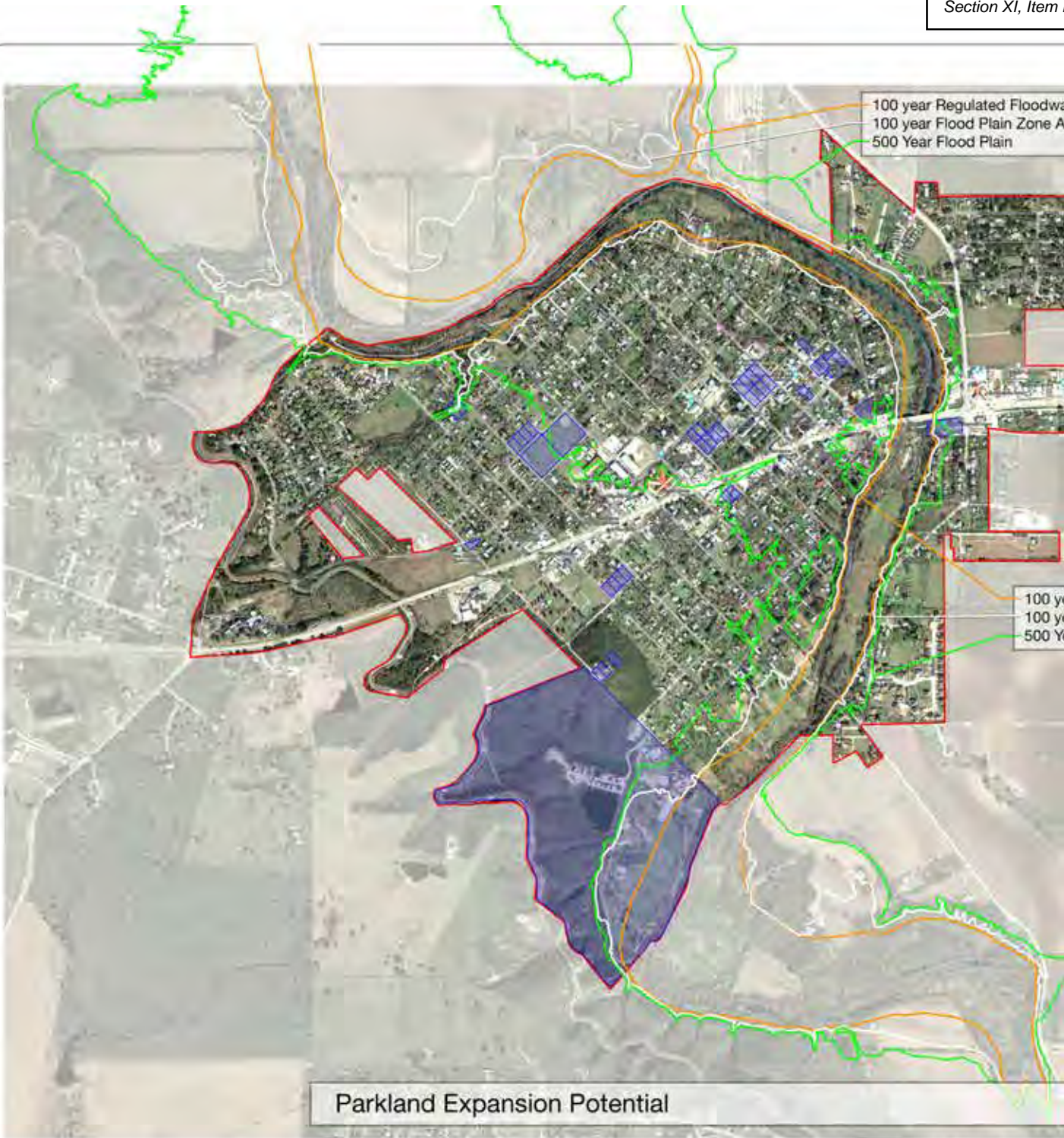






Disclaimer - The City of Castroville (City) does not guarantee the accuracy, adequacy, completeness, or usefulness of this information. The map is not a legal representation of the depicted data. Data is derived from public records that are constantly undergoing revision. Under no circumstances should this map be used for final design purposes. City provides this information on an "as is" basis without warranty of any kind, express or implied, and assumes no responsibility for anyone's use of the information. The appropriate City department should always be contacted for official and current information.



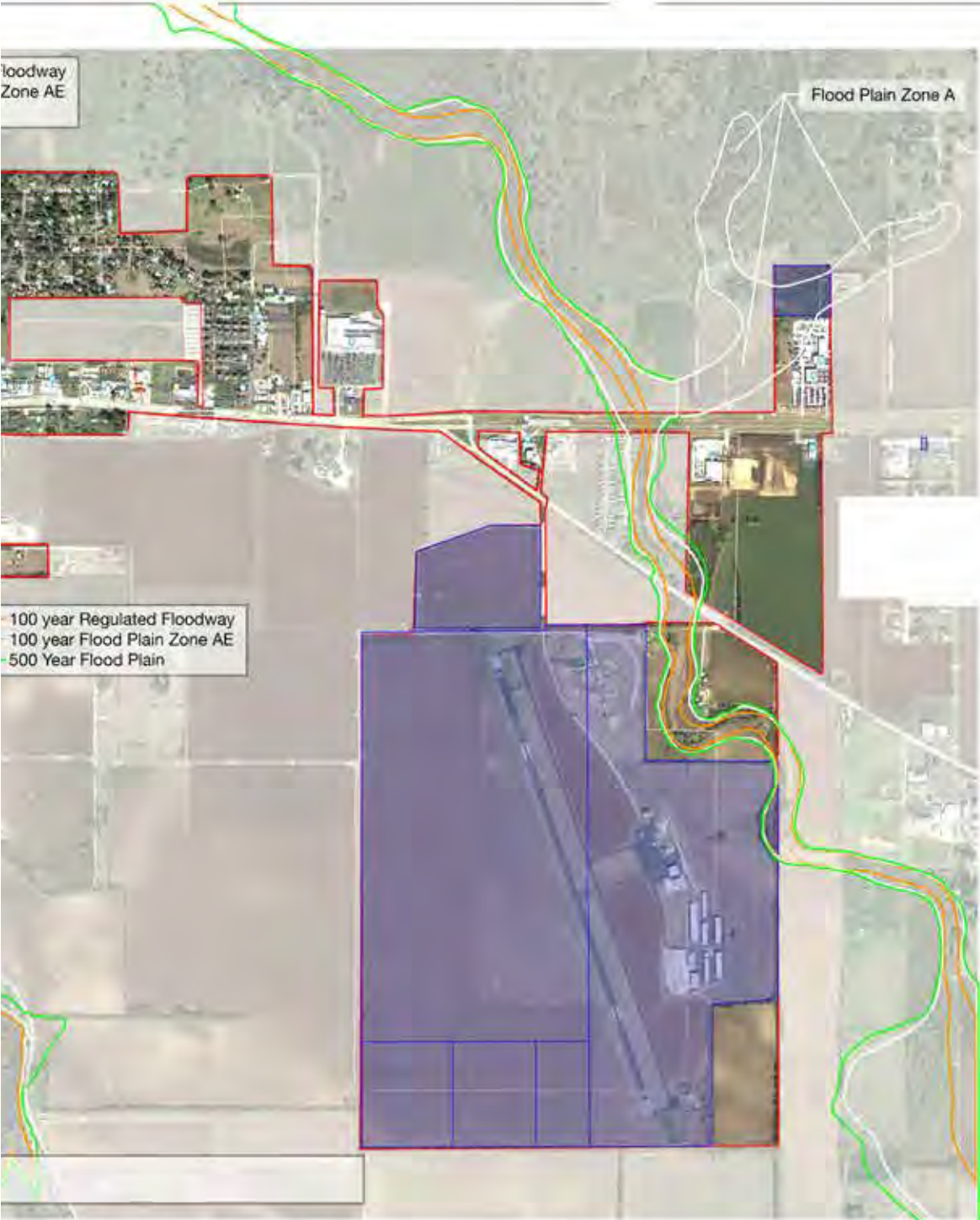


City Extraterritorial Jurisdiction


This map brings a cross section of information useful for thinking about the distribution of park space and the potential for new park acquisition. The purple shaded properties are city-owned. All parks are city owned properties. According to the inventory analysis, the only true recreation park is the Castroville Regional Park. September Square and Houston Square are both historically or festival oriented.

Lions Sports Comp soccer with a walki  
There is a small pat  
corner of Washing  
neighborhoods. If a  
location to develop  
children's play area  
edge for passive re





Complex is focused on baseball and walking trail. All patch of City-owned property at the Hinton and Athens embedded in the site. If available, this would be a great development for the neighborhoods with green areas and an enhanced forested back yard recreation along the creek.

Legend:  
 City Owned Property

City Owned Property With Flood Plain Overlay



Vista Planning & Design  
Landscape Architecture  
Site Planning  
Master Planning  
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Castroville  
Parks & Recreation Master Plan Master Plan  
Castroville, Texas



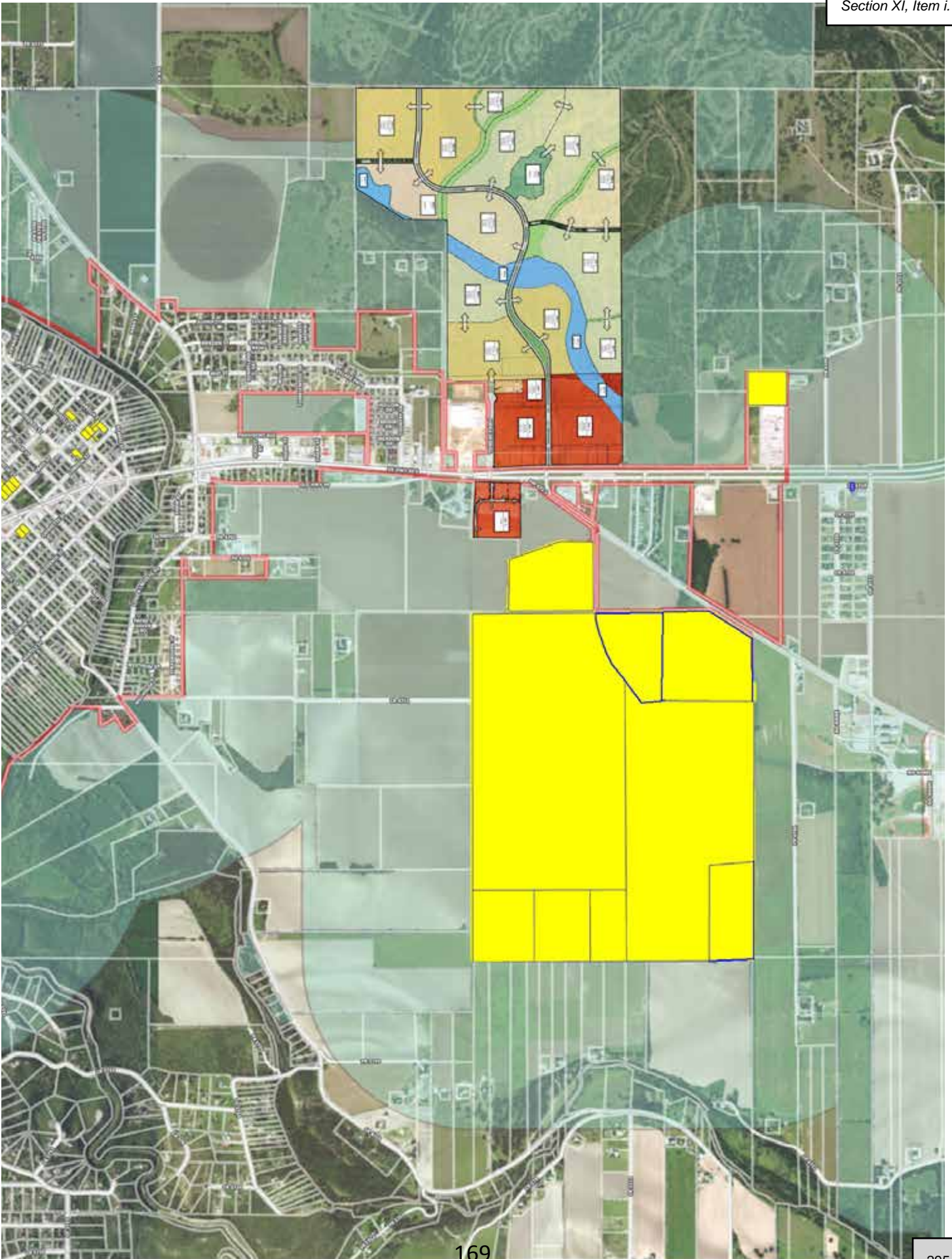
sheet number

Exh

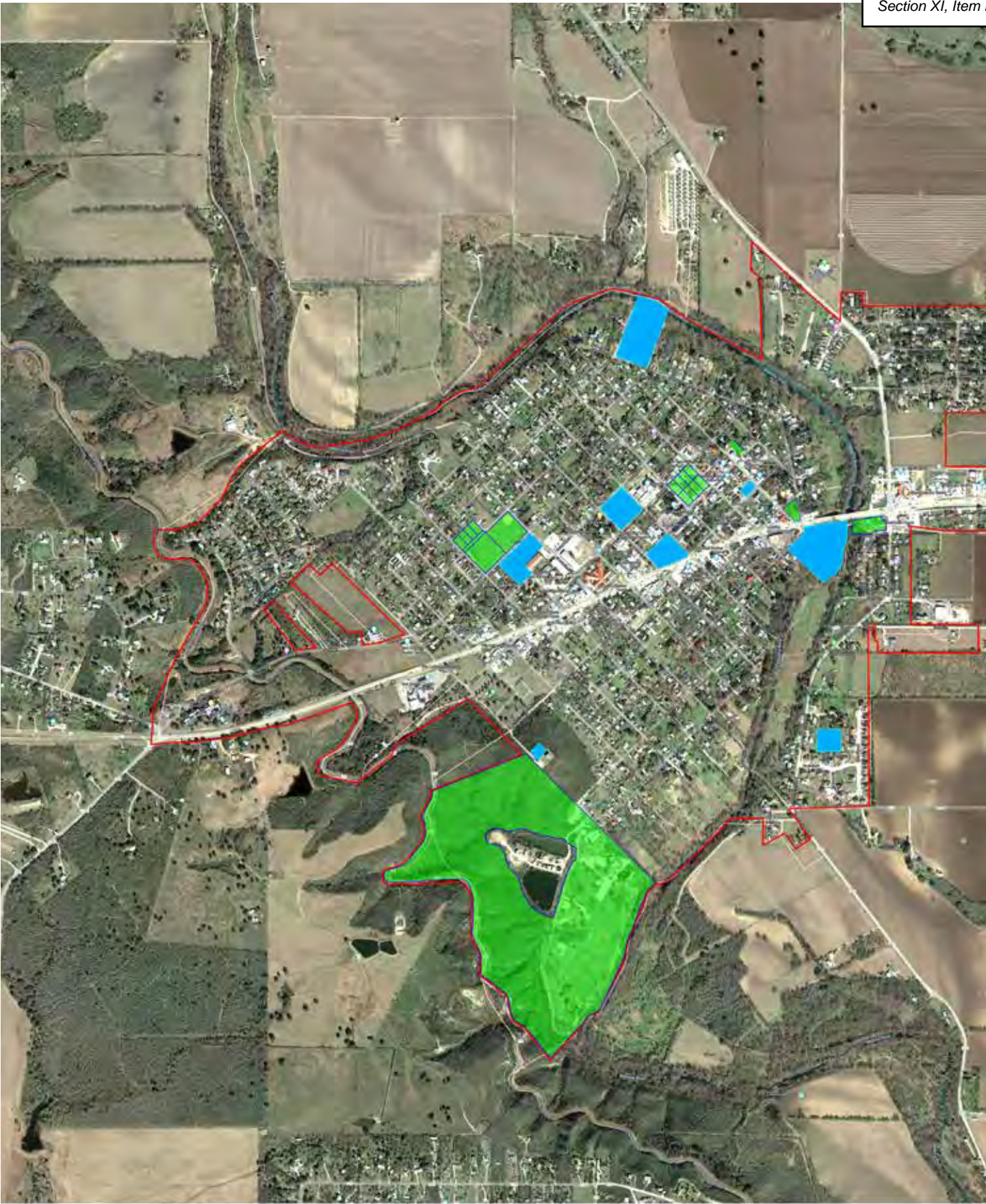




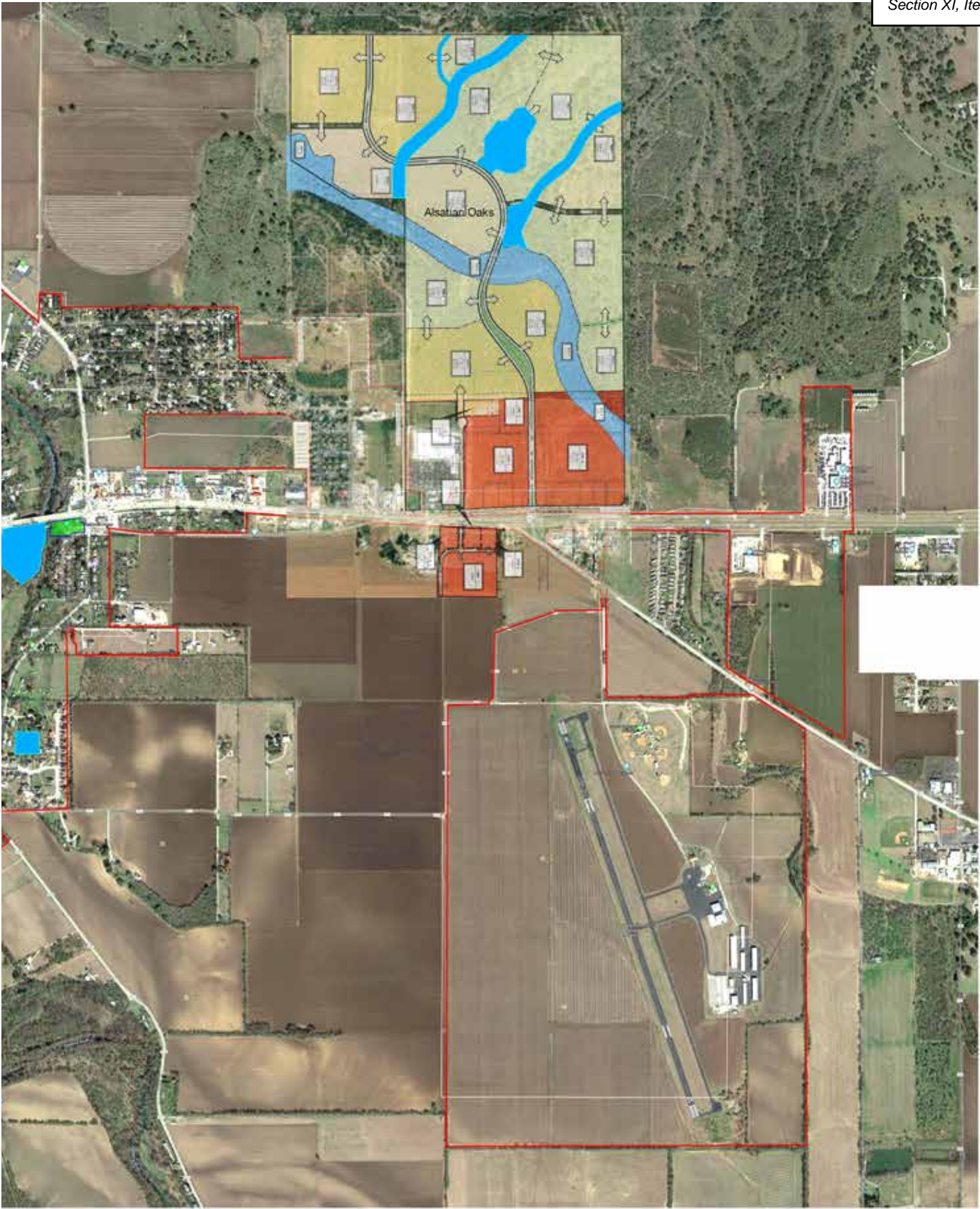












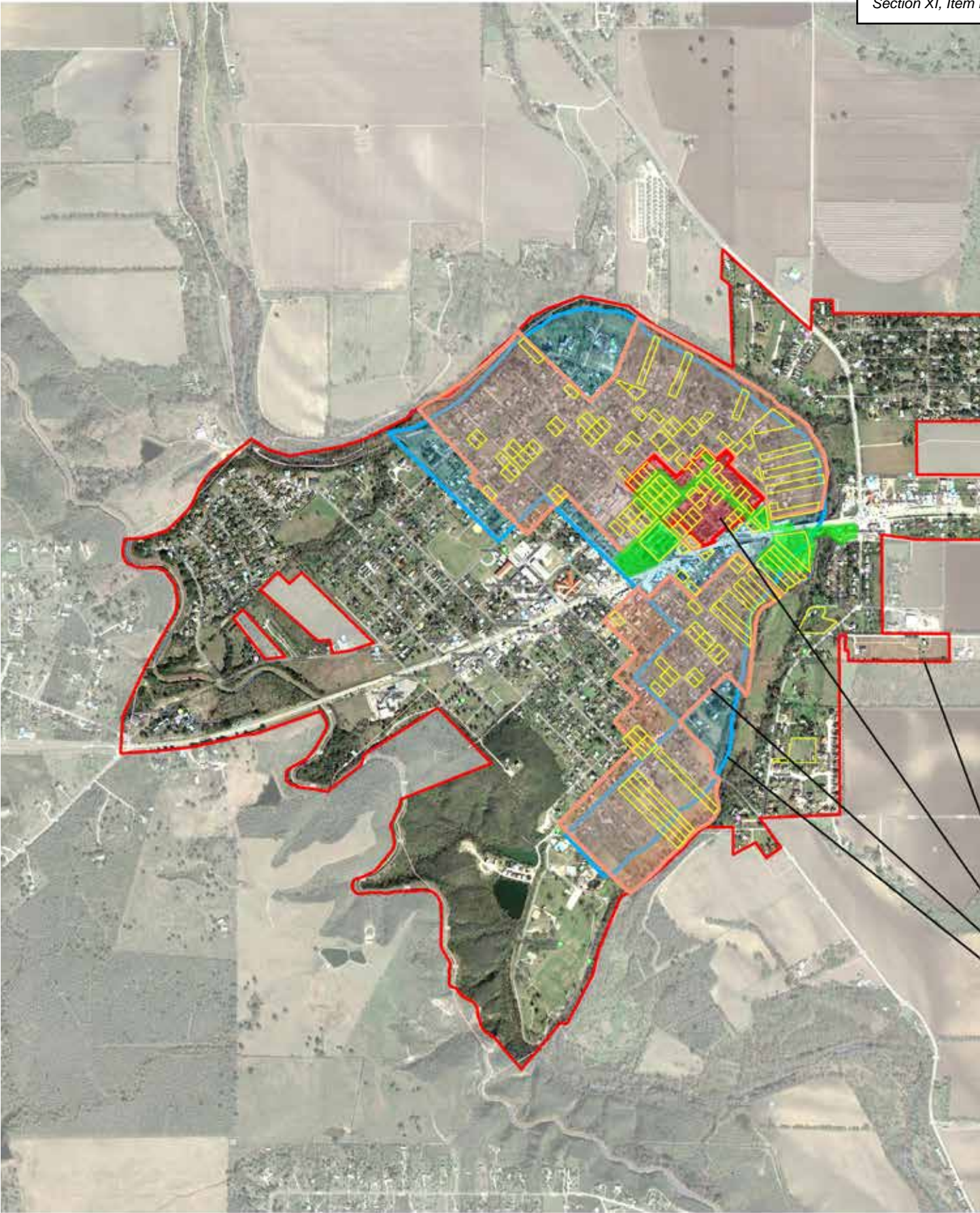
Legend:

- City Owned Parks
- Private Owned Parkland

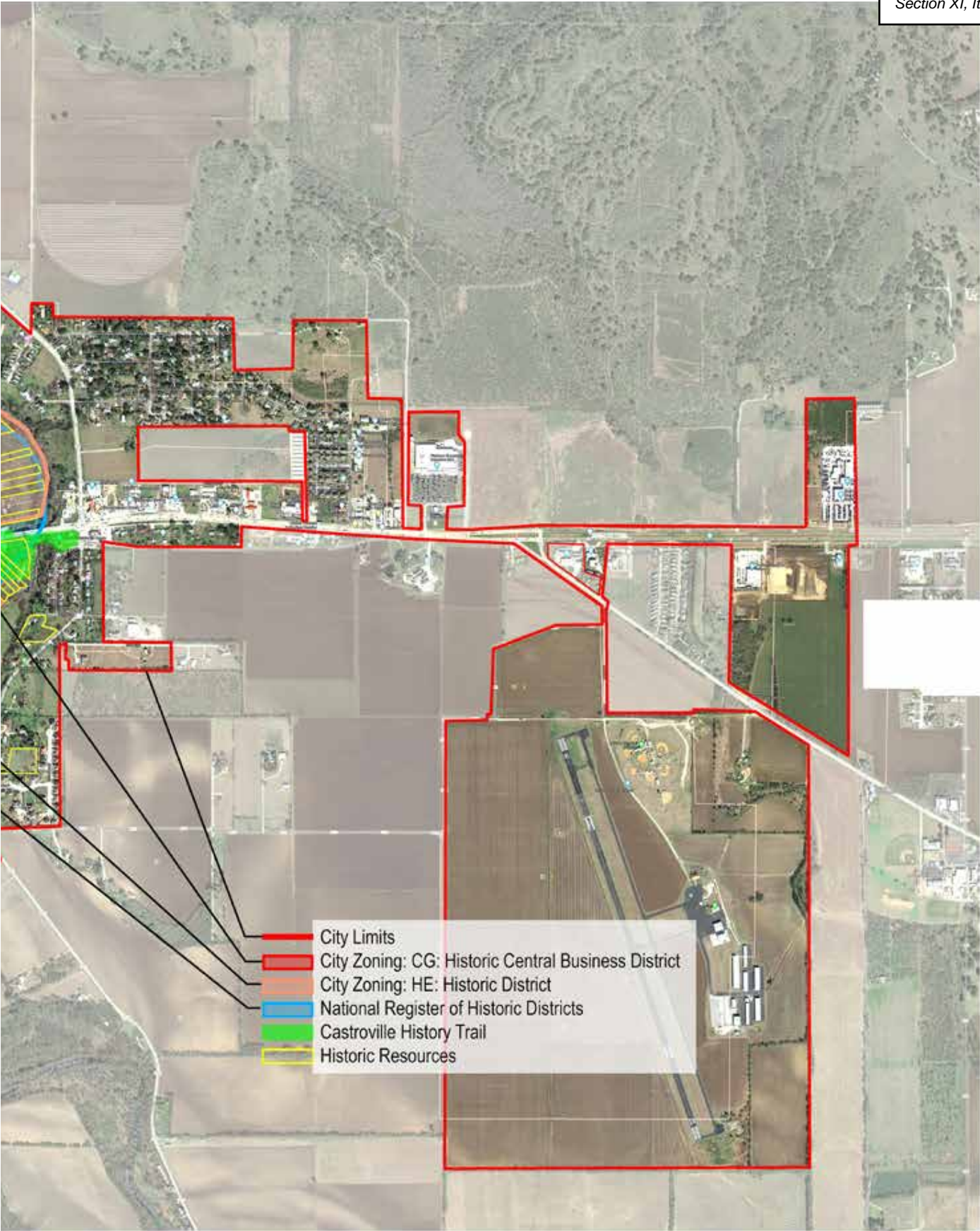
Approximately 1/2 Mile

City Owned Parks, Private Parkland, Alsatian Oaks









Castroville Historic Districts & Historic Walking Trail



# Castroville Regional Park Community Center Concept

Section XI, Item i.

The exhibit to the right shows the City of Pflugerville's parks and recreation HQ and Rec Center (Building only) overlaid at scale on the Castroville Regional Park HQ. This exercise is to show that investment in a significant community center is plausible at this location. Note that the building covers over the existing pool and a new pool would have to be developed. Given the analysis done by others regarding the pool, it has been determined that a total reconstruction of the pool is required. Flood plain modifications may be able to accommodate this development. The map below is at the same scale and shows the concept on the flood plain map for comparison. These concepts are different in the location of the building.



0' 100' 200' Scale is approximate

## FLOOD HAZARD INFORMATION

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT  
THE INFORMATION DEPICTED ON THIS MAP AND SUPPORTING  
DOCUMENTATION ARE ALSO AVAILABLE IN DIGITAL FORMAT AT  
[HTTPS://MSC.FEMA.GOV](https://msc.fema.gov)





# Lion's Park with Community Center Comparisons

Section XI, Item i.

These two graphics represent at scale the potential of two City's facilities compare in size to assist in further conversations regarding the prospects of a community recreation center being built in Castroville.



Presidio, Texas; population 3,894 (2019)

Presidio Activity Center (PAC)

- Includes the city library
- Meeting rooms & offices
- Basketball court (which doubles as a large meeting room)

## Lion's Park with Community Center Comparisons



Pflugerville, Texas; population 65,380 (2019)

- Two half-court basketball courts
- Weight room, cardio equipment
- Game room with video games, ping pong, pool tables
- Indoor walking and jogging track
- Meeting room
- Parks and Recreation Offices

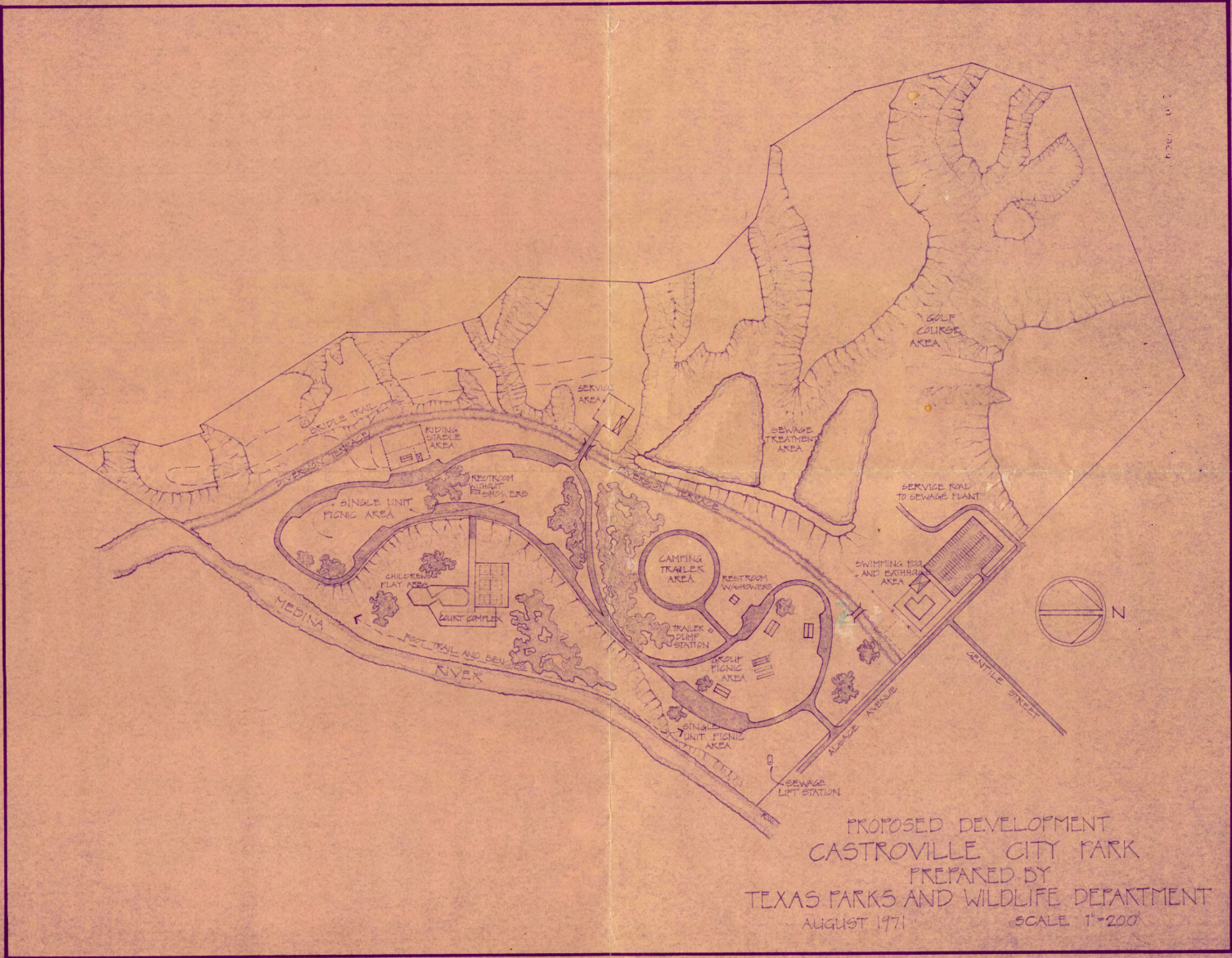


*Section XI, Item i.*

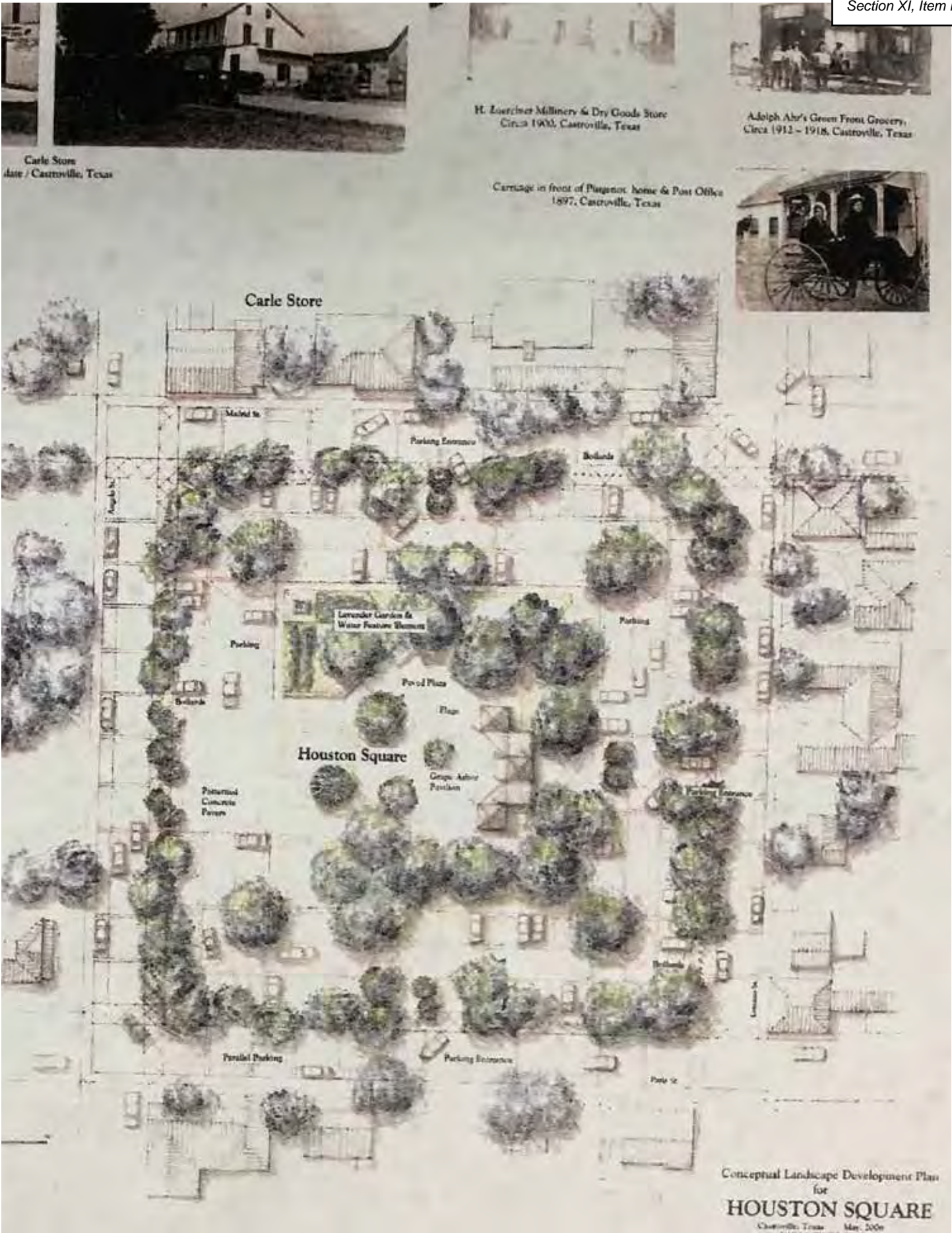




Castroville Regional Park TPWD Plan







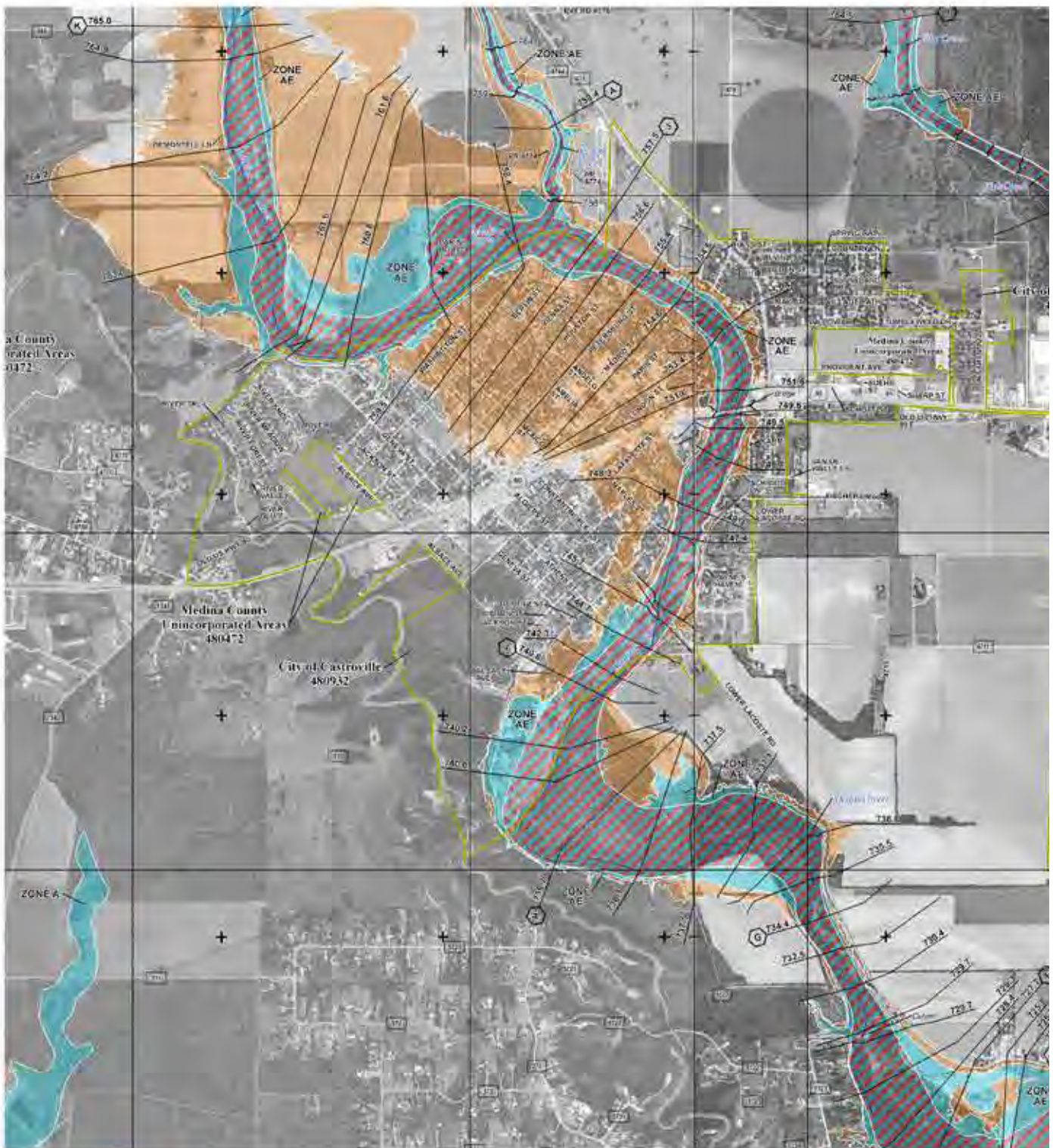












## Flood Zones

Flood hazard areas identified on the Flood Insurance Rate Map are identified as a Special Flood Hazard Area (SFHA). SFHAs are defined as the area that will be inundated by the flood event having a 1-percent chance of being equaled or exceeded in any given year. The 1-percent annual chance flood is also referred to as the base flood or 100-year flood. SFHAs are labeled as Zone A, Zone AO, Zone AH, Zones A1-A30, Zone AE, Zone A99, Zone AR, Zone AR/AE, Zone AR/AD, Zone AR/A1-A30, Zone AR/A, Zone V, Zone VE, and Zones V1-V30. Moderate flood hazard areas, labeled Zone B or Zone X (shaded) are also shown on the FIRM, and are the areas between the limits of the base flood and the 0.2-percent-annual-chance (or 500-year) flood. The areas of minimal flood hazard, which are the areas outside

the SFHA and higher than the elevation of the 0.2-percent-annual-chance flood, are labeled Zone C or Zone X (unshaded).

### Glossary Section

NFIP - National Flood Insurance Program

Flood zones AE have a 26% chance of flooding within a 30 year mortgage life. Homeowners with federally regulated lenders are required to buy flood insurance through the NFIP.



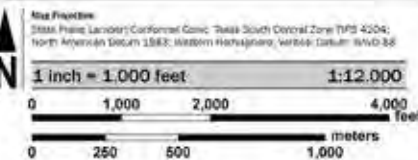


**FEMA**  
**National Flood Insurance Program**  
**FLOOD HAZARD INFORMATION**

SEE FIRM REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL UNDIST  
THE INFORMATION DEPICTED ON THIS MAP AND SUPPORTING  
DOCUMENTATION ARE ALSO AVAILABLE IN DIGITAL FORMAT AT  
[HTTPS://MSC.FEMA.GOV](https://msc.fema.gov)

- SPECIAL FLOOD HAZARD AREAS**
  - Without Base Flood Elevation (BFE) Zone AE, A99
  - With BFE or Depth Zone AE, A1-A30, A99, X, Y, Z
  - Regulatory Floodway
  - 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
  - Future Conditions 1% Annual Chance Flood Hazard Zone Y
  - Area with Reduced Flood Risk due to Levee See Notes, Zone A
  - Area with Flood Risk due to Levee Zone C
- OTHER AREAS OF FLOOD HAZARD**
  - Area of Minimal Flood Hazard Zone D
  - Area of Undetermined Flood Hazard Zone U
- GENERAL STRUCTURES**
  - Channel, Culvert, or Storm Sewer
  - Levee, Dike, or Floodwall
  - Cross Sections with 1% Annual Chance Water Surface Elevation
  - Coastal Transect
  - Coastal Transect Baseline
  - Profile Baseline
  - Hydrographic Feature
  - Base Flood Elevation Line (BFE)
- OTHER FEATURES**
  - Limit of Study
  - Jurisdiction Boundary

**SCALE**



Map Revision; May 15, 2020  
**Flood Plain Map of Castroville**

nt-annual-chance flood, are labeled

a 30 year mortgage life,  
red to buy flood insurance



## Conceptual 5-Mile Cycling Route



The route indicated above is conceptual. The length as stated is approximately 5 miles and would be an alternative to the routes offered by the Tour de Castroville event. This route offer the rider an opportunity to get away from the City into lands adjacent to the river and in rural agricultural lands. This route, as well as the Tour de Castroville routes, may be the first phases of restriping the streets for cycling. Extra legs can be added to this concept to develop a better Safe Routes to School strategy as well. Additionally, with future neighborhoods being developed to the east, this would provide a connection on the east side of the river for future trails to connect with.

# Tour de Castroville Routes

Tour de Castroville 2021 30 & 60 Mile Route   
Tour de Castroville 2021



Tour de Castroville 2021 5K Walk/Run 

The Tour de Castroville Walk/Run/Ride is a family event held annually at the Castroville Regional Park located fifteen miles west of San Antonio. The 5K and 10K Walk and Run routes take participants through historical Castroville, founded by Henri Castro in 1844. The 30 and 60 mile bicycle routes run throughout picturesque Medina County on low traffic roads connecting Castroville to neighboring LaCoste. Visit [www.active.com](http://www.active.com) to register for this event.



Tour de Castroville 2021 10K Walk/Run 

The Tour de Castroville Walk/Run/Ride is a family event held annually at the Castroville Regional Park located fifteen miles west of San Antonio. The 5K and 10K Walk and Run routes take participants through historical Castroville, founded by Henri Castro in 1844. The 30 and 60 mile bicycle routes run throughout picturesque Medina County on low traffic roads connecting Castroville to neighboring LaCoste.



## 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**

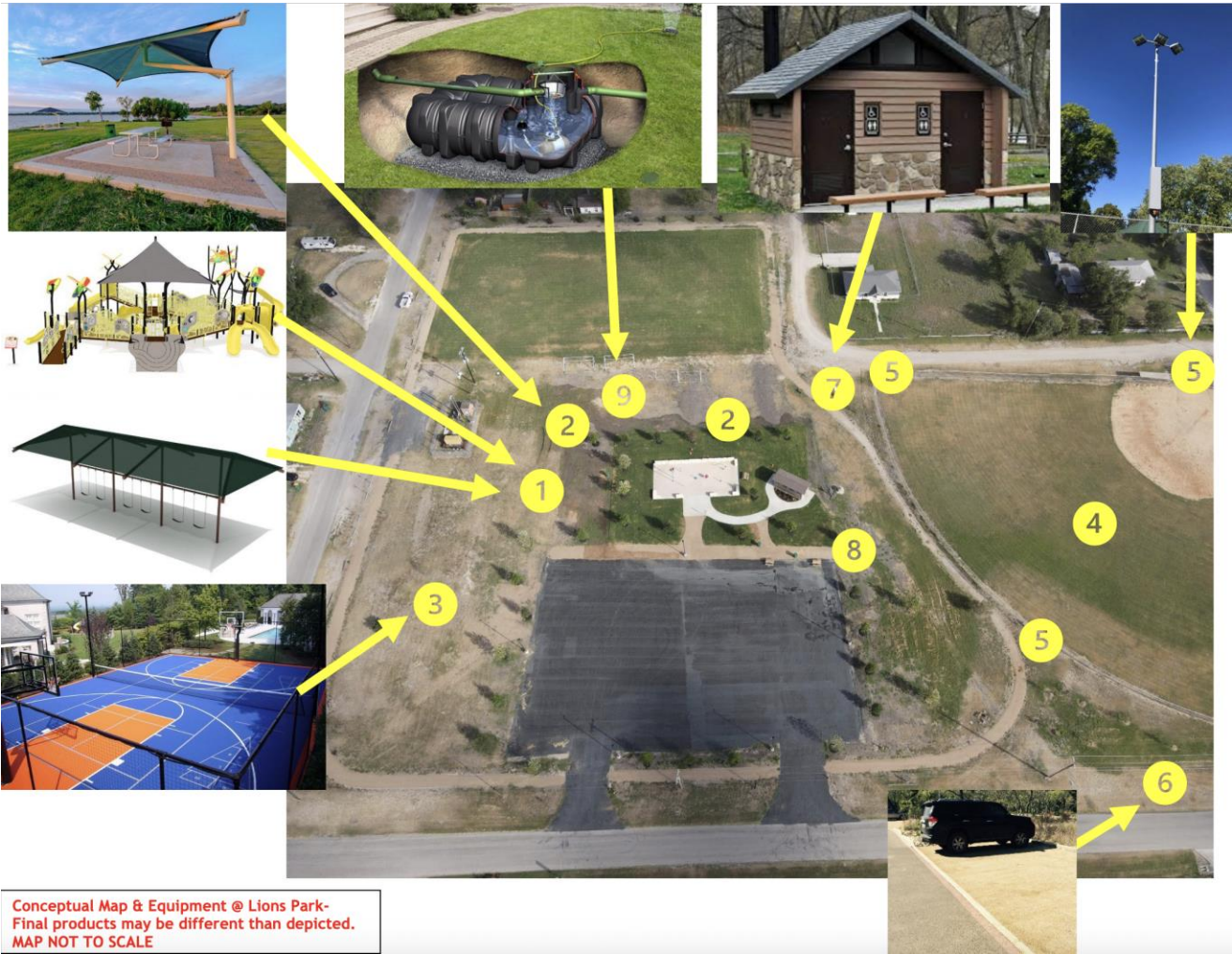
Parks Staff and the Parks and Recreation Advisory Board ran a survey in August 2024 (see appendix) to help determine that the inclusive playground and shade were top priorities for citizens at Lions Sport Complex: 171 out of 369 surveyed prioritized the playground which is 46% of the participants.

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



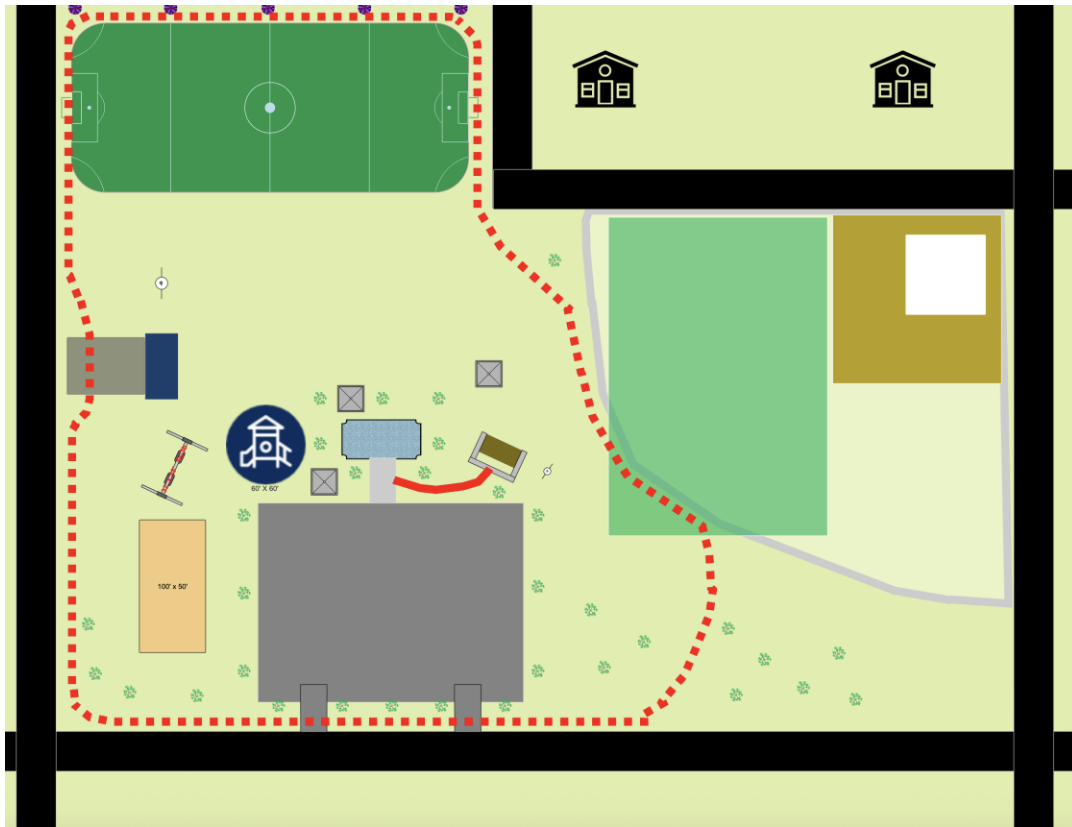


Table 5 – Specific Recommendations

<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	



134 Village Path Pocket Park - Master Plan Addition – June 2025

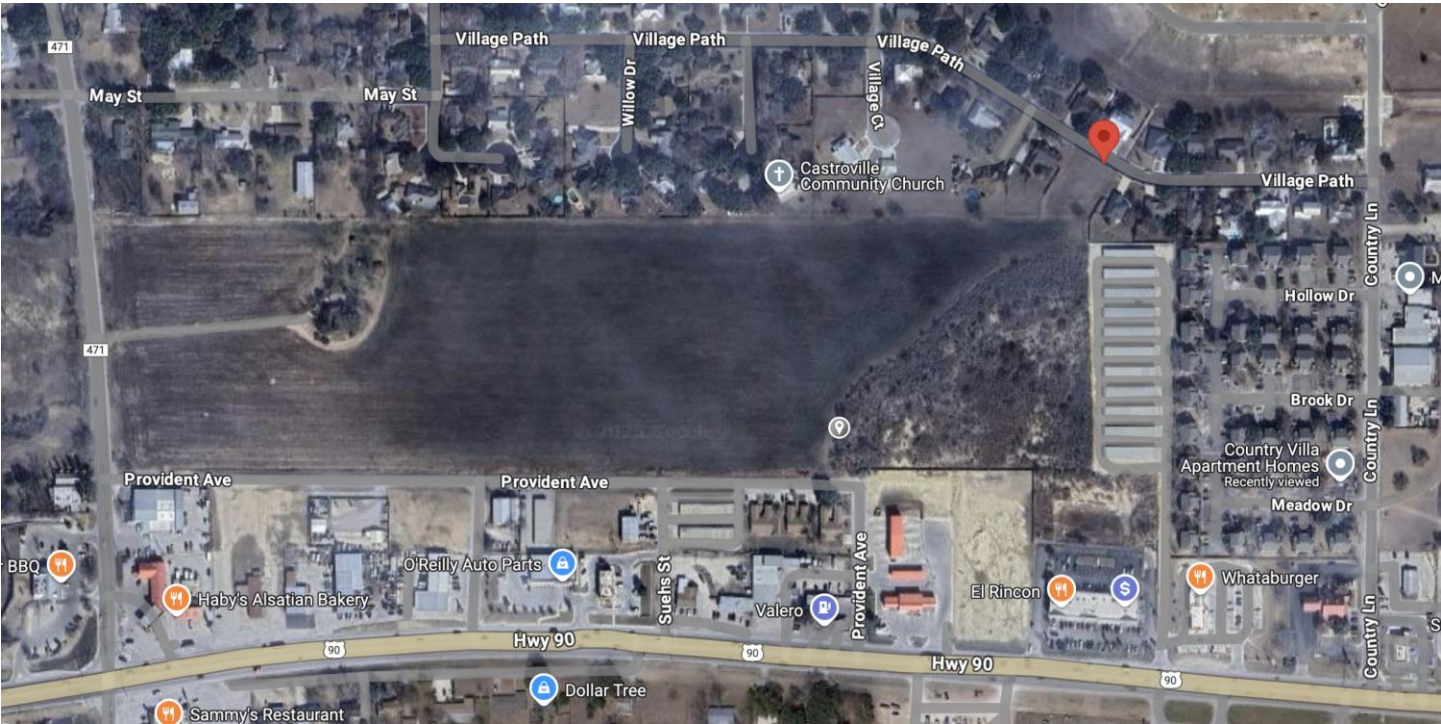
The City of Castroville purchased 134 Village Path in Country Village in 2023. Builders could not construct a house on it due to occasional flooding in part of the neighborhood. The property is 0.49 acres (21,147.80 square feet). The City of Castroville is designing a stormwater drainage control structure in this site. Currently it is an empty lot between two houses in Country Village and backs up to the northeast corner of the new construction at the Heights of Castroville. This location is central to the west end of Country Village (near FM 471) and the Country Villa apartment complex located on Country Lane. Additionally, the Heights of Castroville will be adding a walking trail to the southeast corner of its boundary. It is less than half-a-mile walk to most of Country Village, all the Heights of Castroville, and all the Country Villa apartments from 134 Village Path. (Note that the original master plan was completed in 2022 before this property was purchased by the city.)

There are 200 platted lots in Country Village (most have been built on), 128 units in Country Village apartments, and 120 lots planned in the Heights of Castroville.

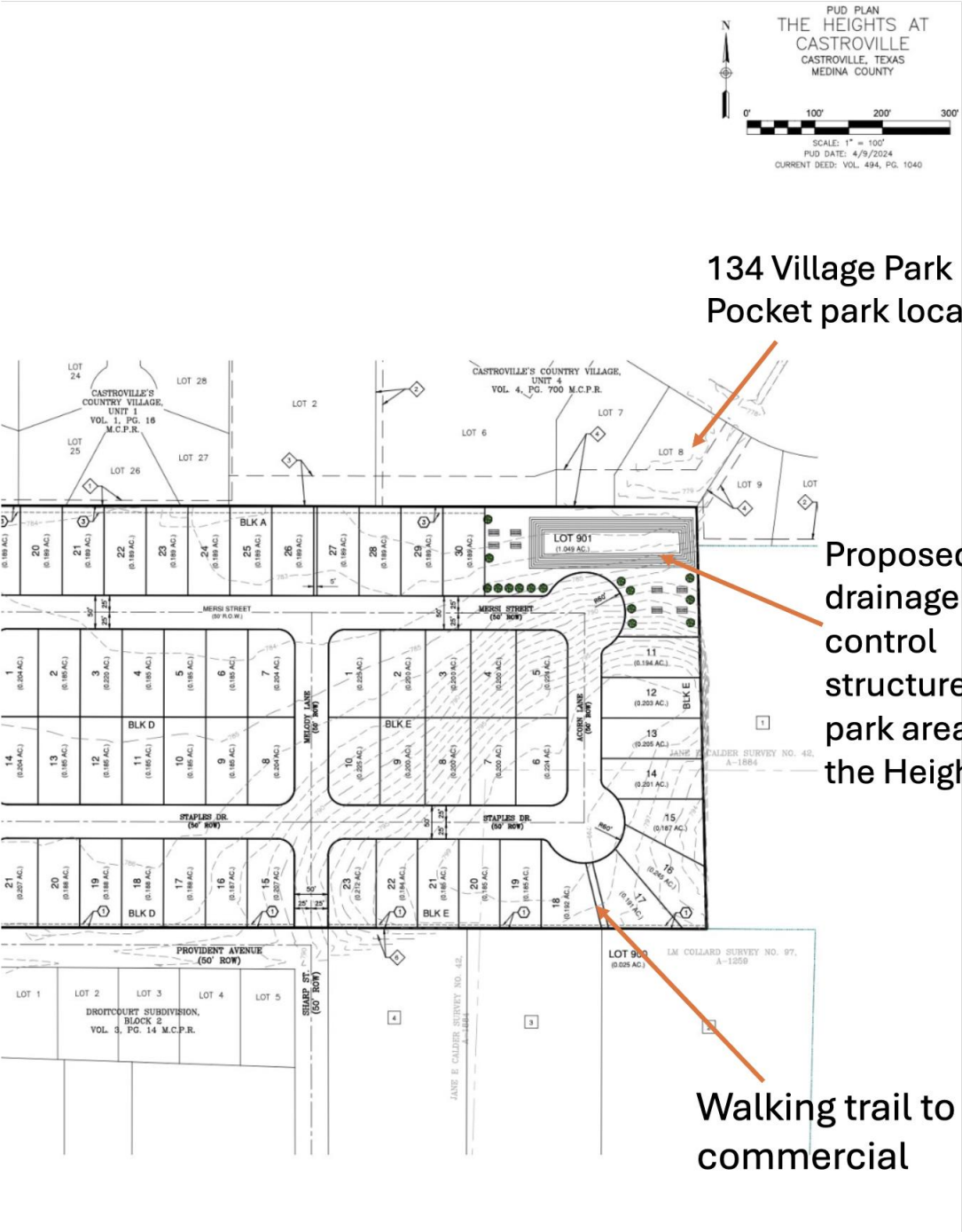


Facing south at 134 Village Path – The greener area is where the water concentrates during a rain.





134 Village Path is located at the red pin.



Here is the Heights of Castroville neighborhood detail of northern connection with Country Village and southern walking trail. The combination of 134 Village Park and Lot 901 make an obvious hub to connect these two neighborhoods. The proposed drainage control structure will need to allow for a trail between the two lots.



Recommendations

This space could be put to good use for the community instead of it being just an empty lot with drainage control. A walking trail will better connect these 3 neighborhoods by foot or bike. It has been demonstrated that this area is lacking any public recreation space (see Appendix D), and it’s currently not walkable to any other park area in Castroville. This space should be a classified as a pocket park since it is less than 1 acre, can service at least 500 people, and is accessible on foot or bike. (See: <https://www.nrpa.org/contentassets/f768428a39aa4035ae55b2aaff372617/pocket-parks.pdf>).

The pocket park and trail system can be designed in conjunction with the drainage control structure that the area needs and with consultation from the neighborhood’s residents specifically in District 4.

Equity in Park Distribution

This pocket park would meet this standard. It is in a prime location that would serve residents from three different subdivisions.

Equity in Accessibility

The walking trail would provide access for everyone between the two neighborhoods of Country Village and the Heights of Castroville and then to the commercial district to the south of the Heights of Castroville. It would meet this standard.

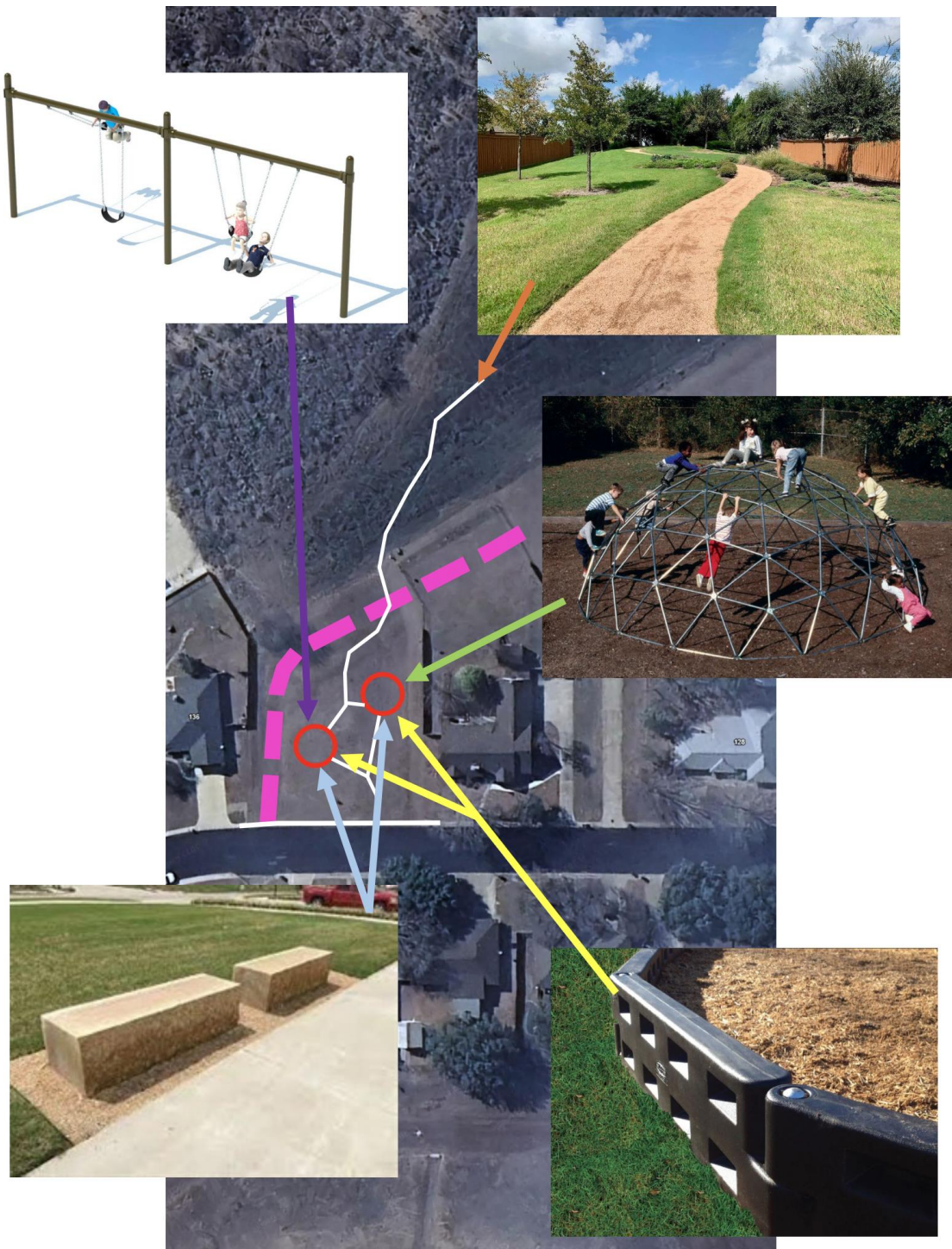
Equity in Functions

Having this kind of open space would provide unstructured and passive recreation to the residents, giving a place to make new connections in the neighborhoods and enjoy nature. Because of its small size, there is no need for organized sports.

Overall Recommendations

See the site plan below for an illustration of the amenities listed.

- Having a landscape that is easy to maintain with durable benches and a simple swing set will provide a great set of amenities in this open space.
- A designated trail will connect these different communities making this section of Castroville more walkable.
- Native trees should be added to make the space cozier and shaded.
- Later adding a climbing structure and/or gaga ball pits for children would be a great addition while keeping sight-lines open.
- This kind of project can be worked on in phases to help budget for the amenities.



Site plan for the pocket park amenities

Table 5– Specific Recommendations

<b>134 Village Path</b>	BE = Bond Election, OB = Operating Budget, GR = Grant			
<b>Overall</b>	Cost	Funding Source	Department Lead	Year FY
Swing set – 2 bays of 2 swings	\$7000	GR	Parks	
Climbing structure	\$5000	GR	Parks	
Benches - stone	\$1000	OB	Parks	
Walking trail material	\$1500	OB	Parks	
Landscaping - trees	\$500	GR	Parks	
Gaga ball pit	\$1400	GR	Parks	
<b>Annual Maintenance Items</b>	Annual Cost	Funding Source	Department Lead	
Walking trail resurfacing, weed control, mulch	\$1,000	OB	Parks	



# Agenda Report

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**Agenda of:** October 28, 2025

**Department:** Public Works

**Subject:** Consideration and Approval of an Ordinance Creating a Capital Improvements Advisory Committee (CIAC) Pursuant to Chapter 395, Texas Local Government Code.

**Recommended Motion:** Approve Ordinance No. \_\_\_\_\_ establishing the Capital Improvements Advisory Committee (CIAC) as required by Chapter 395 of the Texas Local Government Code, providing for membership, duties, and procedures, and authorizing the Mayor to execute all necessary documents.

**Background:** Chapter 395 of the Texas Local Government Code requires municipalities that impose or update impact fees to appoint a **Capital Improvements Advisory Committee (CIAC)**. The CIAC is responsible for reviewing and advising the City Council on the development of **land use assumptions**, **capital improvements plans (CIP)**, and **impact fee studies**.

Establishing this committee ensures that:

- The City of Castroville remains compliant with state law governing the assessment and use of development impact fees.
- Developers, residents, and other stakeholders have a transparent and structured process for participating in infrastructure planning.
- Impact fees are calculated so that new development contributes an equitable share toward the cost of public infrastructure improvements.

The proposed ordinance:

- Creates the CIAC under **Section 395.058** of the Local Government Code.
- Specifies that the committee will consist of at least five members, with at least 50% representing the real estate, development, or building industries.
- Establishes membership terms, procedures, and reporting requirements.
- Requires the CIAC to meet at least twice annually to provide **semi-annual reports** to City Council on impact fee implementation and expenditures.

Adoption of this ordinance will allow the City to proceed with the required impact fee updates and maintain full compliance with Chapter 395.



**Fiscal Impact:**

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

**Source of Funding:** Account Code:

**Attachments:** Attachment A- Draft Ordinance

Attachment B- Texas Local Government Code Excerpt-Chapter 395, Section 395.058

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

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

**Submitted by:** Scott Dixon

**Sec. 395.058. ADVISORY COMMITTEE.**

(a) On or before the date on which the order, ordinance, or resolution is adopted under Section 395.042,

the political subdivision shall appoint a capital improvements advisory committee.

(b) The advisory committee is composed of not less than five members who shall be appointed by a majority vote of the governing body of the political subdivision. Not less than 50 percent of the membership

of the advisory committee must be representatives of the real estate, development, or building industries who

are not employees or officials of a political subdivision or governmental entity. If the impact fee is to be applied

in the extraterritorial jurisdiction of the political subdivision, the membership must include a representative

from that area.

(c) The advisory committee serves in an advisory capacity and is established to:

(1) advise and assist the political subdivision in adopting land use assumptions;

(2) review the capital improvements plan and file written comments;

(3) monitor and evaluate implementation of the capital improvements plan;

(4) file semi-annual reports with respect to the progress of the capital improvements plan and report to

the political subdivision any perceived inequities in implementing the plan or imposing the impact fee; and

(5) advise the political subdivision of the need to update or revise the land use assumptions, capital improvements plan, and impact fee.

(d) The political subdivision shall make available to the advisory committee any professional reports

with

respect to developing and implementing the capital improvements plan.

(e) The governing body of the political subdivision shall adopt procedural rules for the advisory committee

to follow in carrying out its duties.

Source: Texas Local Government Code, Chapter 395, Section 395.058

(<https://statutes.capitol.texas.gov/docs/lg/htm/lg.395.htm>)

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF CASTROVILLE, TEXAS, CREATING A CAPITAL IMPROVEMENTS ADVISORY COMMITTEE PURSUANT TO CHAPTER 395, TEXAS LOCAL GOVERNMENT CODE; PROVIDING FOR MEMBERSHIP, DUTIES, AND PROCEDURES; PROVIDING FOR REPORTING REQUIREMENTS; PROVIDING FOR SEVERABILITY, REPEALER, AND AN EFFECTIVE DATE.**

**WHEREAS**, Chapter 395 of the Texas Local Government Code requires cities adopting or updating impact fees to appoint a Capital Improvements Advisory Committee (“CIAC”) to provide oversight and recommendations regarding land use assumptions, capital improvements plans, and impact fees; and

**WHEREAS**, the City Council of the City of Castroville, Texas (the “City Council”), recognizes that the CIAC is intended to ensure transparency, fairness, and accountability in the calculation, adoption, collection, and use of impact fees so that new development pays a fair and proportionate share of public infrastructure costs; and

**WHEREAS**, the City Council finds it necessary and beneficial to formally establish such a committee by ordinance so that the City of Castroville (“City”) is in full compliance with state law and can proceed with the continued administration and updating of impact fees; and

**WHEREAS**, the City Council further finds that establishing the CIAC will provide an open process for developers, citizens, and staff to participate in and review the assumptions and plans on which impact fees are based.

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

**Section 1. Establishment.**

The Capital Improvements Advisory Committee (“CIAC”) is hereby created in accordance with Section 395.058 of the Texas Local Government Code.



## **Section 2. Membership.**

(a) **Number of Members.** The CIAC shall consist of not fewer than five (5) members appointed by the City Council.

(b) **Industry Representation.** Not less than fifty percent (50%) of the members shall be representatives of the real estate, development, or building industries who are not employees or officials of a political subdivision or governmental entity, including one (1) representative of the extraterritorial jurisdiction (ETJ) if the City imposes impact fees within its ETJ.

(c) **Residency.** Remaining members shall be qualified voters residing within the City limits of Castroville.

(d) **Terms.** Members shall serve two-year staggered terms unless otherwise determined by the City Council. Members may be reappointed.

(e) **Vacancies.** Vacancies shall be filled by appointment of the City Council for the remainder of the unexpired term.

## **Section 3. Duties.**

The CIAC shall perform the following duties, consistent with Chapter 395 of the Texas Local Government Code:

### **Review Land Use Assumptions.**

Advise and assist the City in adopting land use assumptions upon which impact fees are based.

### **Review Capital Improvements Plan.**

Review the City's Capital Improvements Plan (CIP) and the impact fee study, and file written comments with the City Council before the public hearing on the adoption of impact fees.

### **Advise on Reasonableness.**

Advise City Council on whether the land use assumptions, CIP, and impact fee calculations are reasonable.

### **Monitor Implementation.**

Monitor and evaluate the implementation of the CIP, and ensure impact fees are used for eligible projects.

### **Semiannual Reports.**

File semiannual written reports to the City Council on the progress of the CIP and the collection and expenditure of impact fees.

**Recommend Updates.**

Advise City Council on the need to update or revise the land use assumptions, CIP, and impact fees at least every three (3) years.

**Perform Other Duties.**

Carry out any other advisory responsibilities imposed by Chapter 395 or delegated by the City Council.

**Section 4. Organization and Procedure.**

- (a) The CIAC shall organize by electing a Chairperson and Vice-Chairperson from among its members.
- (b) The Committee shall establish rules of procedure consistent with City policy and Robert's Rules of Order, as applicable.
- (c) Meetings shall be called as necessary to fulfill the Committee's duties, but no fewer than two (2) times per year to prepare the required semiannual reports.
- (d) All meetings of the CIAC shall be subject to the Texas Open Meetings Act, and notice shall be posted accordingly.
- (e) Minutes of each meeting shall be kept and filed with the City Secretary.

**Section 5. Reporting Requirements.**

All reports, written comments, and recommendations of the CIAC shall be filed with the City Secretary and delivered to the City Council for consideration at a regular Council meeting.

**Section 6. Severability.**

If any provision of this Ordinance shall be held invalid, such invalidity shall not affect the remaining provisions, which shall continue in full force and effect.

**Section 7. Repealer.**

All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed to the extent of conflict only.

**Section 8. Effective Date.**

This Ordinance shall take effect immediately upon its passage and approval as required by law.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF  
CASTROVILLE, TEXAS, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.**

\_\_\_\_\_

**BRUCE ALEXANDER, MAYOR**

Attest:

\_\_\_\_\_

Debra Howe, City Secretary





# City Administrator's Report



**To:** Mayor Alexander & City Council  
**CC:** Staff  
**From:** R. Scott Dixon, City Administrator  
**Date:** October 23, 2025  
**Re:** City Administrator's Report

---

Mayor and Council,

As always, there are many irons in the fire and lots happening in our wonderful Castroville! The items listed below are in no particular order and only cover some of the issues that have been inquired about or that council has requested to be kept up to date on. If you have any questions about any of these items or there are other things that you would like me to report on, please let me know.

## Drainage Projects

The next phase of the Geneva Channel project will begin as soon as the City receives the erosion control matting that has been ordered. Council will receive an update from Lochner Engineering on the Garza/Garcia Creek project at the October 28<sup>th</sup> meeting. Included with this report is a depiction of additional drainage work that Councilman King has recommended on the Steinbach property.

## Hwy 90 TxDOT Construction Project

Staff continues to coordinate with TxDOT's engineering consultant on the planned improvements to Hwy 90 and the 471 intersection. Of particular concern is whether any of the city's utilities will need to be relocated as part of this project. As of the date of this report, the city has not received confirmation whether anything will need to be moved. However, if any relocation work needs to be done, it will be completed by the contractor that TxDOT hires. Any potential costs are TBD until the contract is bid and let.

## BMA Trail Access

A huge 'thank you' to Patrick Conner and Adriana Calk for representing the Regional Park at the BMA meeting last week. They conveyed our appreciation for the BMA's past support and the

importance of public access to the BMA trail. Staff plans to present to the BMA Board at their November meeting.

### Streets Improvement Plan

Following council's approval of the pavement assessment program at the October 14<sup>th</sup> council meeting, staff has begun coordinating with Good Roads to share the prior data that was collected. The pavement assessment will be conducted in the next few weeks followed by analysis and the creation of a report and maintenance plan. As shared previously, we are using the same consultants and processes that Hondo has used with considerable success.

### CPSE Dispute

Attached to this report is a PUC order that was issued today denying an appeal by the PUC staff to include the WDS tariffs in the CPSE rate case. Staff views this as a positive outcome. Unfortunately, there is no further progress to report on either the requested meetings with CPSE's CEO or the one by Clark Hill with their legal counsel. We will continue to remind CPSE of these requests.

### WWTP Pond Closure

At the October 14<sup>th</sup> council meeting there was some discussion about Councilman King's role in providing professional services pro bono without a formal agreement of some kind. This matter will be discussed with legal counsel in an executive session at the November 19<sup>th</sup> meeting. Staff will also seek council's guidance on whether to re-engage Lochner on the WWTP pond closures.

### Community Center at Regional Park

As previously reported, the current U.S. Government shut down has resulted in a significant delay in payment to the City's contractors on the Community Center project. Staff has been advised by Frontera that it plans to halt further work until payment is made and to request an extension of time for completion (see attached letter). While the City has the ability to pay the amounts owed, staff's concern is whether the USDA will reimburse the City should payment be made. The City has already met 100% of its obligation. The USDA has a very specific process that we are required to follow and deviation from this process may result in additional costs to the city.

### Lion's Park Splash Pad

**No Change** - Staff met with Councilman King at the splash pad and conducted water flow and drainage tests. At Mr. King's recommendation, staff is working with the splashpad contractor – Advanced Aquatics to conduct additional site assessments including camera capture of the water and sewer lines.

### County Streets Plan

**No Change** - The County continues to work on a draft Interlocal Agreement. City staff has begun working with County staff to estimate project scope and costs.

### Nueces River Authority Desalination Project

Staff received an update from the Nueces River Authority regarding their project. It continues to progress on-schedule. The powerpoint that was reviewed during that update has been included with this report.

### Facilitated Council Workshop

Following council direction, staff is coordinating with Mayor Alexander to secure a facilitator and schedule a workshop to establish the council's goals and objectives.

### Water Rights Purchase/Drought

Following council's authorization, staff has negotiated the purchase of 43-acre feet of Edwards Aquifer water rights from Jack Uptmore. The contract for purchase has been signed, and closing will take place later this month. While we are still below our annual pumping threshold and projected to finish the year without exceeding our curtailed limits, it is important to note that we continue to be in a severe drought. The forecast for next year is bleak due to the anticipated La Nina weather cycle which typically brings drier-than-normal conditions throughout the first half of 2026. Water conservation will continue to be a major topic of concern for the foreseeable future.

### Tourism/Economic Development

Following council's decision to wait until after the workshop (referenced earlier in this report) to determine whether to fill the vacancy in the Tourism & Marketing created by Darin Hamm's departure, staff has begun coordinating with the CAEDC and Castroville Chamber to address planned events and other matters.

There is a lot going on in the City of Castroville! If I have left anything out of this report, it was not intentional. It is my pleasure to serve the people of Castroville!

Thank you,



R. Scott Dixon, MPA

City Administrator, Castroville, TX



Control Number: 58346



Item Number: 32



DOCKET NO. 58346

RECEIVED

2025 OCT 23 PM 1:55

APPLICATION OF CITY OF SAN	§	PUBLIC UTILITY COMMISSION
ANTONIO, ACTING BY AND	§	PUBLIC UTILITY COMMISSION
THROUGH THE CITY PUBLIC	§	FILED
SERVICE BOARD (CPS ENERGY), TO	§	CLERK
CHANGE RATES FOR WHOLESALE	§	OF TEXAS
TRANSMISSION SERVICE	§	

ORDER ON APPEAL OF ORDER NO. 4

This Order addresses Commission Staff’s appeal of Order No. 4, which denied Commission Staff’s request to certify issues to the Commission related to CPS Energy’s tariff for wholesale transmission service at distribution voltage. As discussed in this Order, the Commission denies the appeal and upholds Order No. 4. However, without addressing the issues for which certification was denied, the Commission provides additional guidance. Specifically, the Commission clarifies the meaning of *application sufficiency* and clarifies the reasoning of Order No. 4 in part.

I. Background

On July 18, 2025, the City of San Antonio acting through the City Public Service Board (CPS Energy) filed an application to change its wholesale transmission cost of service (TCOS) rates and revise its wholesale transmission service tariff under 16 Texas Administrative Code (TAC) § 25.192. On September 5, 2025, Commission Staff filed its recommendation that the application be found deficient because CPS Energy did not include information needed to update its tariff that addresses wholesale transmission service at distribution voltage. Commission Staff recommended that CPS Energy be required to refile or supplement its application with all the relevant data necessary to calculate rates for wholesale transmission service at distribution voltage. Additionally, Commission Staff requested the below issues be certified to the Commission:

1. What jurisdiction does the Commission have over CPS Energy’s wholesale transmission service at distribution voltage (WTS-DV) rates?
2. Would CPS Energy’s proposal to update its wholesale transmission service at transmission voltage (WTS-TV) rates without also simultaneously updating its WTS-DV rates amount to impermissible piecemeal ratemaking?

On September 12, 2025, CPS Energy filed its response, arguing that the application is complete because the Commission does not establish a municipally owned utility's cost of service for wholesale distribution service and the Commission routinely addresses TCOS rates without a simultaneous review of wholesale distribution rates.

In Order No. 4, the Commission ALJ declined to certify Commission Staff's requested issues to the Commission. The Commission ALJ required Commission Staff to file a supplemental recommendation on the sufficiency of the application. On September 19, 2025, Commission Staff appealed Order No. 4.

## II. Discussion

The Commission's procedural rules specify when an issue may be certified to the Commission.<sup>1</sup> The presiding officer may certify "an issue that involves an ultimate finding of compliance with or satisfaction of a statutory standard the determination of which is committed to the discretion or judgment of the commission by law."<sup>2</sup> The Commission's certified-issue rule further specifies the types of issues that are appropriate: (1) interpreting a Commission rule or applicable statute; (2) determining which rules or statutes apply; or (3) establishing or clarifying a Commission policy as to a substantive or procedural issue of significance in the proceeding.<sup>3</sup>

The purpose of certified issues is for the Commission to assist the presiding officer on a particular issue allowed under the certified-issue rule.<sup>4</sup> If the presiding officer decides that he or she does not need assistance, the Commission should not become involved in that decision except in extraordinary circumstances. The Commission does not find that extraordinary circumstances are present here. Therefore, the Commission denies Commission Staff's appeal of the ALJ's decision not to certify issues to the Commission.

Even though the Commission does not address the issues requested for certification, the Commission makes two clarifications for the benefit of the parties in this case.

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<sup>1</sup> 16 Tex. Admin. Code (TAC) § 22.127.

<sup>2</sup> *Id.* § 22.127(a).

<sup>3</sup> 16 TAC § 22.127(b).

<sup>4</sup> *Application of the City of San Antonio to Amend its Certificate of Convenience and Necessity for the Scenic Loop 138-kV Transmission Line in Bexar County*, Docket No. 51023, Order Denying Appeal at 2 (May 13, 2021).

The Commission first clarifies that the Commission’s denial of this appeal is not a ruling on whether the applicant met its burden of proof regarding its proposed rates. The Commission has previously explained the distinction between *application sufficiency*, which is required for an application to advance for substantive review, and *legal sufficiency*, which is required for an application to be ultimately approved.<sup>5</sup> In Docket No. 46245, the Commission found that a utility was “conflat[ing] the standard for administrative completeness with a utility’s burden of proof. A review of an application’s administrative completeness is performed to determine whether the Commission has received sufficient documentation to allow Commission Staff to evaluate the merits of an application.”<sup>6</sup>

In contrast, “[a]n application’s merits are not evaluated in the review for administrative completeness.”<sup>7</sup> An administratively complete rate application can still fail to meet a utility’s burden to show that its requested rates meet applicable requirements, including the requirement that the proposed rates reflect the applicant’s costs to provide wholesale transmission service, appropriately allocated among customer classes receiving wholesale transmission service, regardless of the voltage of the service at the point of interconnection. In Docket No. 46245, “[e]ven though the Commission found its application administratively complete, [the utility in that docket] was put on notice through the testimony and other actions of the parties in [that] case that its requested rate increase might not be legally sufficient.”<sup>8</sup>

Second, Order No. 4 described the tariff for wholesale transmission service at distribution voltage as recovering “distribution costs” for “distribution service”, but wholesale transmission service at distribution voltage is *transmission service*.<sup>9</sup> Although the Commission upholds Order

---

<sup>5</sup> *Application of Aqua Texas, Inc. to Amend its System Improvement Charges under 16 TAC § 24.76*, Docket No. 55577, Order at 2–3 (Feb. 6, 2025); *Application of Double Diamond Utility Company, Inc. for a Rate/Tariff Change*, Docket No. 46245, Order on Rehearing at 36–37 (Dec. 12, 2019).

<sup>6</sup> Docket No. 46245, Order on Rehearing at 36.

<sup>7</sup> *Id.* at 37.

<sup>8</sup> *Id.*

<sup>9</sup> See PURA § 31.002(20) (defining transmission service “[i]n this subtitle” as including “transmission over distribution facilities”) and 16 TAC § 25.5(139) (defining transmission service as, among other things, “service that allows a transmission service customer to use the transmission and distribution facilities”, including “transmission over distribution facilities”). Although municipally owned utilities like CPS Energy are excluded from the Commission’s general ratemaking authority under PURA Chapter 31, they are included in the definition of *electric utility* in Chapter 35. A municipally owned utility is an electric utility for the purpose of setting rates for transmission

No. 4 declining to certify issues, the Commission modifies Order No. 4's reasoning to clarify that the issues requested for certification concern transmission service at distribution voltage, not distribution service.

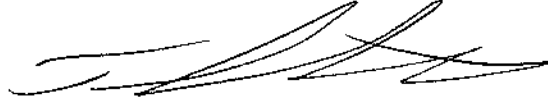
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service under Chapter 35, and the definition of *transmission service* in Chapter 31 applies to all statutory provisions under subtitle B of PURA, including Chapter 35.



Signed at Austin, Texas the 23<sup>rd</sup> day of October 2025.

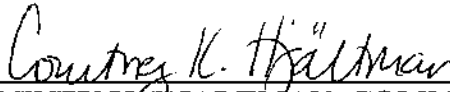
**PUBLIC UTILITY COMMISSION OF TEXAS**



**THOMAS J. GLEESON, CHAIRMAN**



**KATHLEEN JACKSON, COMMISSIONER**



**COURTNEY K. HJALTMAN, COMMISSIONER**

Office 16

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OCTOBER 24, 2025

**CITY OF CASTROVILLE, TEXAS**  
**ATTN: MR. JONAH CHANG**

**1209 FIORELLA STREET**  
**CASTROVILLE, TX 78009**

**REFERENCE:** Castroville Community Center

**SUBJECT:** Formal Notice of Work Suspension and Request for Contract Time Extension — Pursuant to Article 15.04 of the General Conditions

Dear Mr. Chang,

Pursuant to Article 15.04 (“Contractor May Stop Work or Terminate”) of the City of Castroville Standard General Conditions of the Contract (Rev. 05/2022), this letter serves as formal notice that Frontera Construction has suspended work on the Project due to continued nonpayment by the Owner.

As of this date, the City of Castroville has failed to issue payment for outstanding Applications for Payment due, despite being certified and approved. In accordance with Article 15.04(B), when “the Engineer has failed to act on an Application for Payment within thirty (30) days after it is submitted, or the Owner has failed for sixty (60) days to pay Contractor any sum finally determined to be due, the Contractor may stop the Work until payment is made of all such amounts due Contractor, including interest thereon.”

Frontera Construction has therefore exercised its contractual right to suspend performance effective October 2, 2025. This decision was necessitated by the Owner’s failure to release payment and the resulting inability of subcontractors and suppliers to continue their work. As a direct result, critical path activities have ceased, and progress on the Project has been halted.

Frontera Construction acknowledges that the nonpayment is connected to the ongoing federal government shutdown and the temporary suspension of federal funding allocations related to this Project. While Frontera understands these circumstances are beyond the City’s control, the impact on project cash flow and continuity of work is nonetheless significant and constitutes a delay beyond Frontera’s control under the Contract Documents.

Accordingly, and in conformance with Articles 12.02 and 12.03 (Change of Contract Times / Delays), Frontera Construction reserves its right to a future Contract Modification for an equitable adjustment to the Contract Times for the full duration of the work suspension and for any resulting remobilization or schedule impacts attributable to the funding delay.

#### **ATTACHMENTS**

We have included:

- August Pay Application No. 006 - \$186,297.93
- September Pay Application No. 007 - \$119,717.07

**CONTACT INFO**  
 info@fcdelrio.com  
 (830) 778-9418

**ADDRESS**  
 710 E. Gibbs St.  
 Del Rio, TX 78840

**WEBSITE**  
 www.fcdelrio.com

**REQUEST FOR OWNER'S RESPONSE**

Frontera Construction respectfully requests that the City provide a written response within seven (7) calendar days of this notice confirming its intended course of action to resolve the nonpayment and clarifying the anticipated timeline for release of federal funds and resumption of payments. Frontera reserves all rights under the Contract and applicable law to seek additional time, cost adjustments, and remedies as appropriate

We appreciate your prompt attention and cooperation. Should you require further information, please do not hesitate to contact us.

Sincerely,

A handwritten signature in black ink, appearing to be "JPL" with a long horizontal stroke extending to the right.

**JOSE P. LOSOYA**  
Director of Operations  
Frontera Construction, LLC

**Attachments:**

- August Pay Application No. 006
- September Pay Application No. 007

**CONTACT INFO**  
info@fcdelrio.com  
(830) 778-9418

**ADDRESS**  
710 E. Gibbs St.  
Del Rio, TX 78840

**WEBSITE**  
www.fcdelrio.com



**Pay Request 6**

**2326 – Castroville Community Building**

**816 Alsace Ave.**

**Castroville, Texas 78009**

**City of Castroville**

**1209 Fiorella St.**

**Castroville, Texas 78009**

**09/02/2025**





# AIA Document G702® - 1992

Section XIII, Item a.

## Application and Certificate for Payment

<b>TO OWNER:</b> City of Castroville 1209 Fiorella Street Castroville, TX 78009	<b>PROJECT:</b> City of Castroville - Community Center 816 Alscae Ave Castroville, TX 78809	<b>APPLICATION NO:</b> 006	<b>Distribution to:</b> <b>OWNER:</b> [X] <b>ARCHITECT:</b> [X] <b>CONTRACTOR:</b> [ ] <b>FIELD:</b> [ ] <b>OTHER:</b> [ ]
<b>FROM:</b> Frontera Construction 710 E Gibbs St. Del Rio, TX 78840	<b>VIA:</b> LPA Design Studios 1811 S Alamo St., Suite 100 San Antonio, TX 78204	<b>PERIOD TO:</b> August 31, 2025 <b>CONTRACT FOR:</b> Community Recreational Building <b>CONTRACT DATE:</b> 11-01-2024 <b>PROJECT NOS:</b> / 2326 /	

### CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703®, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM.....	1,899,000.00
2. NET CHANGE BY CHANGE ORDERS.....	\$0.00
3. CONTRACT SUM TO DATE (Line 1 + 2).....	\$1,899,000.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703).....	\$990,308.51
5. RETAINAGE:	
a. 5.00% of Completed Work	
(Column D + E on G703: \$990,308.51) =	\$49,515.43
b. 5.00% of Stored Material	
(Column F on G703: \$0.00) =	\$0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703).....	\$49,515.43
6. TOTAL EARNED LESS RETAINAGE.....	\$940,793.08
(Line 4 Less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT.....	754,495.65
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE.....	\$186,297.43
9. BALANCE TO FINISH, INCLUDING RETAINAGE.....	
(Line 3 less Line 6)	\$958,206.92

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	0.00	0.00
Total approved this Month	0.00	0.00
TOTALS	0.00	0.00
NET CHANGES by Change Order		0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By:

State of:

County of:

Texas  
Val Verde

Date:

09/02/2025

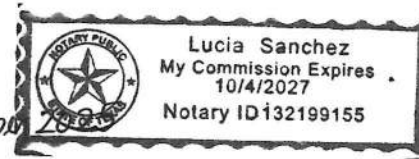
Subscribed and sworn to before

me this 2

day of September

Notary Public:

My Commission expires: 10/04/2027



### ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$186,297.43

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By:

L. Garcia

Date:

9/9/2025

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



# AIA Document G703<sup>®</sup> - 1992

Section XIII, Item a.

## Continuation Sheet

AIA Document G702<sup>™</sup>, Application and Certification for Payment, or G732<sup>™</sup>, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.  
Use Column I on Contracts where variable retainage for line items may apply.

City of Castroville -  
Community Center  
816 Alscac Ave  
Castroville, TX 78809

APPLICATION NO:

APPLICATION DATE:

PERIOD TO:

ARCHITECT'S PROJECT NO:

006

08-29-2025

August 31, 2025

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G+C)		
1	Contingency Fund	50,000.00	0.00	0.00	0.00	0.00	0.00%	50,000.00	0.00
2	Payment & Performance Bond	25,230.64	25,230.64	0.00	0.00	25,230.64	100.00%	0.00	1,261.53
3	Project Insurance	26,567.02	26,567.02	0.00	0.00	26,567.02	100.00%	0.00	1,328.35
4	General Conditions & Supervision	96,218.56	40,373.31	10,526.31	0.00	50,899.62	52.90%	45,318.94	0.00
5	Cast In Place Concrete	182,173.81	159,329.21	0.00	0.00	159,329.21	87.46%	22,844.60	0.00
6	Site Work Concrete	78,156.20	0.00	0.00	0.00	0.00	0.00%	78,156.20	0.00
7	Concrete Finishing	16,570.97	0.00	0.00	0.00	0.00	0.00%	16,570.97	0.00
8	Metal Specialties	16,036.43	0.00	0.00	0.00	0.00	0.00%	16,036.43	0.00
9	Wood Framing	166,137.38	157,830.51	8,306.87	0.00	166,137.38	100.00%	0.00	0.00
10	Sheathing	13,363.69	10,022.77	3,340.92	0.00	13,363.69	100.00%	0.00	0.00
11	Finish Carpentry	31,442.09	0.00	0.00	0.00	0.00	0.00%	31,442.09	0.00
12	Sprayed Insulation	10,690.95	0.00	0.00	0.00	0.00	0.00%	10,690.95	0.00
13	Sheet Metal Roofing	96,218.56	6,735.30	12,652.74	0.00	19,388.04	20.15%	76,830.52	0.00
14	Frames, Doors & Hardware	17,426.25	0.00	0.00	0.00	0.00	0.00%	17,426.25	0.00
15	Coiling Doors & Grilles	9,675.31	0.00	0.00	0.00	0.00	0.00%	9,675.31	0.00
16	Windows	14,871.11	0.00	0.00	0.00	0.00	0.00%	14,871.11	0.00
17	Gypsum Board Assemblies	35,109.08	0.00	0.00	0.00	0.00	0.00%	35,109.08	0.00
18	Stucco	35,761.23	0.00	0.00	0.00	0.00	0.00%	35,761.23	0.00
19	Ceramic Tile	21,114.63	0.00	0.00	0.00	0.00	0.00%	21,114.63	0.00
20	Resilient Base & Accessories	3,207.29	0.00	0.00	0.00	0.00	0.00%	3,207.29	0.00
21	Painting	47,077.60	0.00	0.00	0.00	0.00	0.00%	47,077.60	0.00
22	Signage	2,138.19	0.00	0.00	0.00	0.00	0.00%	2,138.19	0.00
23	Toilet Accessories	4,810.93	0.00	0.00	0.00	0.00	0.00%	4,810.93	0.00
24	Window Shades	3,688.38	0.00	0.00	0.00	0.00	0.00%	3,688.38	0.00
25	Plumbing	86,008.70	62,786.35	12,901.31	0.00	75,687.66	88.00%	10,321.04	0.00
26	Heating, Ventilating & Air Conditioning	202,486.61	0.00	43,028.40	0.00	43,028.40	21.25%	159,458.21	0.00
27	Electrical	219,271.41	48,143.98	105,346.01	0.00	153,489.99	70.00%	65,781.42	0.00
28	Site Work	186,557.10	138,052.25	0.00	0.00	138,052.25	74.00%	48,504.85	0.00

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H	
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G+C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
29	Flexible Paving	12,294.59	0.00	0.00	0.00	0.00	0.00%	12,294.59	0.00
30	Fences & Gates	16,036.43	0.00	0.00	0.00	0.00	0.00%	16,036.43	0.00
31	Site Utilities	172,658.86	119,134.61	0.00	0.00	119,134.61	69.00%	53,524.25	0.00
	<b>GRAND TOTAL</b>	<b>1,899,000.00</b>	<b>794,205.95</b>	<b>196,102.56</b>	<b>0.00</b>	<b>990,308.51</b>	<b>52.15%</b>	<b>908,691.49</b>	<b>2,589.88</b>

**CONDITIONAL WAIVER AND RELEASE ON PROGRESS PAYMENT**

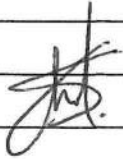
Project Castroville Community Building  
Job No. 2326

On receipt by the signer of this document of a check from City of Castroville  
(maker of check) in the sum of \$ 186,297.43 payable to Frontera Construction  
(payee or payees of check) and when the check has been properly endorsed and has  
been paid by the bank on which it is drawn, this document becomes effective to release  
any mechanic's lien right, any right arising from a payment bond that complies with a state  
or federal statute, any common law payment bond right, any claim for payment, and any  
rights under any similar ordinance, rule, or statute related to claim or payment rights for  
persons in the signer's position that the signer has on the property of City of Castroville  
(owner) located at 1209 Fiorella St. Castroville Texas 78009(location) to the following extent:  
General Construction (job description).

This release covers a progress payment for all labor, services, equipment, or  
materials furnished to the property or to City of Castroville (person with whom signer  
contracted) as indicated in the attached statement(s) or progress payment request(s),  
except for unpaid retention, pending modifications and changes, or other items furnished.

Before any recipient of this document relies on this document, the recipient should  
verify evidence of payment to the signer.

The signer warrants that the signer has already paid or will use the funds received  
from this progress payment to promptly pay in full all of the signer's laborers,  
subcontractors, materialmen, and suppliers for all work, materials, equipment, or services  
provided for or to the above referenced project in regard to the attached statement(s) or  
progress payment request(s).

Date 09/02/2025  
Frontera Construction (Company name)  
By  (Signature)  
Adrian Gomez, Controller (Title)



UNCONDITIONAL WAIVER AND RELEASE ON PROGRESS PAYMENT

NOTICE TO CLAIMANT: THIS DOCUMENT WAIVES AND RELEASES LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. THIS DOCUMENT IS ENFORCEABLE AGAINST YOU IF YOU SIGN IT, EVEN IF YOU HAVE NOT BEEN PAID. IF YOU HAVE NOT BEEN PAID, USE A CONDITIONAL WAIVER AND RELEASE FORM.

Identifying Information
Name of Claimant: Frontera Construction
Name of Customer: City of Castroville
Job Location: 816 Alsace Ave., Castroville, TX 78009
Owner: City of Castroville
Through Date: 07/31/2025
Pay Application #: 2326-005

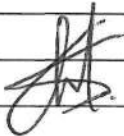
**Unconditional Waiver and Release**

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job through the Through Date of this document. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. The claimant has received the following progress payment:

\$ 184,866.73

Exceptions
This document does not affect any of the following:
(1) Retentions.
(2) Extras for which the claimant has not received payment.
(3) Contract rights, including (A) a right based on rescission, abandonment, or breach of contract, and (B) the right to recover compensation for work not compensated by the payment.

Signature
Claimant's Signature:
Claimant's Title: Controllor
Date of Signature: 07/31/2025



2326 - Castroville Community Building  
Pay Application #4  
9/2/2025

Castroville Community Building - Breakdown Pay App 4					
Item	SOV	Prev. Billed	Current Period	Total Billed	& Billed
<b>1.0 Contingency Fund</b>					
	\$50,000.00	\$0.00	\$0.00	\$0.00	
<b>006113 Performance and Payment Bond</b>					
	\$25,230.64	\$25,230.64	\$0.00	\$25,230.64	
<b>006116 Project Insurance</b>					
	\$26,567.02	\$26,567.02	\$0.00	\$26,567.02	
<b>007200 General Conditions and Supervision</b>					
	\$96,218.56	\$40,373.31	\$10,526.31	\$50,899.62	52.9%
<b>033000 Cast In Place Concrete</b>					
Foundation Labor	\$90,801.37	\$90,801.37	\$0.00	\$90,801.37	100%
Foundation Materials	\$68,527.84	\$68,527.84	\$0.00	\$68,527.84	100%
Concrete Flatwork Labor	\$15,418.59	\$0.00	\$0.00	\$0.00	0%
Concrete Flatwork Material	\$7,426.01	\$0.00	\$0.00	\$0.00	0%
	\$182,173.81	\$159,329.21	\$0.00	\$159,329.21	87%
<b>033010 Site Work Concrete</b>					
Concrete Curb & Steps Labor	\$24,033.00	\$0.00	\$0.00	\$0.00	0%
Concrete Curb & Steps Material	\$15,360.29	\$0.00	\$0.00	\$0.00	0%
Concrete Topping Slab Labor	\$11,039.39	\$0.00	\$0.00	\$0.00	0%
Concrete Topping Slab Material	\$6,766.08	\$0.00	\$0.00	\$0.00	0%
Concrete U Channel Labor	\$12,993.61	\$0.00	\$0.00	\$0.00	0%
Concrete U Channel Material	\$7,963.83	\$0.00	\$0.00	\$0.00	0%
	\$78,156.20	\$0.00	\$0.00	\$0.00	0%
<b>033500 Concrete Finishing</b>					
	\$16,570.97	\$0.00	\$0.00	\$0.00	
<b>055900 Metal Specialties</b>					
	\$16,036.43	\$0.00	\$0.00	\$0.00	
<b>061100 Wood Framing</b>					
Wood Framing Mobilization	\$11,961.88	\$11,961.88	\$0.00	\$11,961.88	100%
Wood Framing Submittals	\$7,476.18	\$7,476.18	\$0.00	\$7,476.18	100%
Pre-engineered Shop Drawings	\$10,466.65	\$10,466.65	\$0.00	\$10,466.65	100%
Wood Framing Labor	\$72,485.66	\$68,212.69	\$4,272.97	\$72,485.66	100%
Wood Framing Material	\$63,747.01	\$59,713.11	\$4,033.90	\$63,747.01	100%
	\$166,137.38	\$157,830.51	\$8,306.87	\$166,137.38	100%
<b>061600 Sheathing</b>					
Exterior Sheathing Labor	\$8,018.21	\$6,004.41	\$2,013.80	\$8,018.21	100%
Exterior Sheathing Materials	\$5,345.48	\$4,018.36	\$1,327.12	\$5,345.48	100%
	\$13,363.69	\$10,022.77	\$3,340.92	\$13,363.69	100%
<b>062000 Finish Carpentry</b>					
Tongue and Groove Labor	\$18,500.00	\$0.00	\$0.00	\$0.00	0%
Tongue and Groove Materials	\$12,942.09	\$0.00	\$0.00	\$0.00	0%
	\$31,442.09	\$0.00	\$0.00	\$0.00	0%
<b>072129 Sprayed Insulation</b>					
	\$10,690.95	\$0.00	\$0.00	\$0.00	
<b>076100 Sheet Metal Roofing</b>					
Roofing Mobilization	\$9,698.80	\$0.00	\$9,690.80	\$9,690.80	100%
Roofing Submittals	\$4,848.62	\$3,367.65	\$1,480.97	\$4,848.62	100%
Roofing Shop Drawings	\$4,848.62	\$3,367.65	\$1,480.97	\$4,848.62	100%

2326 - Castroville Community Building  
Pay Application #4  
9/2/2025

Castroville Community Building - Breakdown Pay App 4					
Item	SOV	Prev. Billed	Current Period	Total Billed	& Billed
Roofing Labor	\$38,411.26	\$0.00	\$0.00	\$0.00	0%
Roofing Material	\$38,411.26	\$0.00	\$0.00	\$0.00	0%
	\$96,218.56	\$6,735.30	\$12,652.74	\$19,388.04	20.00%
<b>081313 Frames Doors and Hardware</b>					
	\$17,426.25	\$0.00	\$0.00	\$0.00	
<b>083300 Coiling Doors &amp; Grilles</b>					
	\$9,675.31	\$0.00	\$0.00	\$0.00	
<b>085000 Windows</b>					
	\$14,871.11	\$0.00	\$0.00	\$0.00	
<b>092116 Gypsum Board Assemblies</b>					
Gyp Board Labor	\$26,200.00	\$0.00	\$0.00	\$0.00	0%
Gyp Board Material	\$8,909.08	\$0.00	\$0.00	\$0.00	0%
	\$35,109.08	\$0.00	\$0.00	\$0.00	0%
<b>092423 Stucco</b>					
	\$35,761.23	\$0.00	\$0.00	\$0.00	
<b>093013 Ceramic Tile</b>					
	\$21,114.63	\$0.00	\$0.00	\$0.00	
<b>096513 Resilient Base and Accessories</b>					
	\$3,207.29	\$0.00	\$0.00	\$0.00	
<b>099100 Painting</b>					
Painting Labor	\$26,748.17	\$0.00	\$0.00	\$0.00	0%
Painting Material	\$20,329.43	\$0.00	\$0.00	\$0.00	0%
	\$47,077.60	\$0.00	\$0.00	\$0.00	0%
<b>101400 Signage</b>					
	\$2,138.19	\$0.00	\$0.00	\$0.00	
<b>102813 Toilet Accessories</b>					
	\$4,810.93	\$0.00	\$0.00	\$0.00	
<b>122400 Window Shades</b>					
	\$3,688.38	\$0.00	\$0.00	\$0.00	
<b>220000 Plumbing</b>					
Rough In	\$38,703.92	\$38,703.92	\$0.00	\$38,703.92	100%
Tap Out	\$17,201.74	\$0.00	\$12,901.31	\$12,901.31	75%
Utilities	\$24,082.43	\$24,082.43	\$0.00	\$24,082.43	100%
Trim Out	\$6,020.61	\$0.00	\$0.00	\$0.00	0%
	\$86,008.70	\$62,786.35	\$12,901.31	\$75,687.66	88%
<b>230000 Heating, Ventilating &amp; Air Conditioning</b>					
Split Systems	\$82,296.38	\$0.00	\$6,858.35	\$6,858.35	8%
Mini Split Systems	\$26,383.25	\$0.00	\$0.00	\$0.00	0%
Exhaust Fans	\$6,656.32	\$0.00	\$4,727.60	\$4,727.60	71%
Air Devices/Louvers/Motorized Dampers	\$9,439.88	\$0.00	\$4,675.24	\$4,675.24	50%
Ductwork Rectangular/Spiral and Flex	\$53,384.93	\$0.00	\$26,767.21	\$26,767.21	50%
Insulation	\$9,681.93	\$0.00	\$0.00	\$0.00	0%
Refrigerant Piping	\$8,229.64	\$0.00	\$0.00	\$0.00	0%
Test and Balance	\$6,414.28	\$0.00	\$0.00	\$0.00	0%
	\$202,486.61	\$0.00	\$43,028.40	\$43,028.40	21%

2326 - Castroville Community Building  
Pay Application #4  
9/2/2025

Castroville Community Building - Breakdown Pay App 4					
Item	SOV	Prev. Billed	Current Period	Total Billed	& Billed
<b>260000 Electrical</b>					
Fixtures	\$66,017.20	\$0.00	\$47,372.21	\$47,372.21	72%
Gear	\$21,219.81	\$21,219.81	\$0.00	\$21,219.81	100%
Lighting Branch	\$29,471.96	\$3,536.64	\$5,894.38	\$9,431.02	32%
Power Branch	\$50,691.78	\$19,850.89	\$24,044.04	\$43,894.93	87%
Site Lighting	\$8,841.59	\$0.00	\$0.00	\$0.00	0%
Secondary Conduit	\$19,451.50	\$0.00	\$17,116.88	\$17,116.88	88%
Main Telecom Conduit	\$10,609.91	\$0.00	\$6,041.55	\$6,041.55	57%
Mobilization and Submittals	\$3,536.64	\$3,536.64	\$0.00	\$3,536.64	100%
Equipment	\$5,894.39	\$0.00	\$1,378.88	\$1,378.88	23%
Temporary Power	\$3,536.63	\$0.00	\$3,498.07	\$3,498.07	99%
	\$219,271.41	\$48,143.98	\$105,346.01	\$153,489.99	70%
<b>311000 Site Work</b>					
Mobilization	\$5,000.00	\$2,000.00	\$0.00	\$2,000.00	40%
Demolition and Saw Cut	\$20,274.38	\$12,589.42	\$0.00	\$12,589.42	62%
Site Excavation, Subgrade, Base, Grading	\$58,665.70	\$34,379.23	\$0.00	\$34,379.23	59%
Building Pad Subgrade, Fill and Base	\$98,117.02	\$89,083.60	\$0.00	\$89,083.60	91%
Striping & Signage	\$4,500.00	\$0.00	\$0.00	\$0.00	0%
	\$186,557.10	\$138,052.25	\$0.00	\$138,052.25	74%
<b>321200 Flexible Paving</b>					
Prime Oil	\$1,155.81	\$0.00	\$0.00	\$0.00	0%
HMAC Type D, 2"	\$11,138.78	\$0.00	\$0.00	\$0.00	0%
	\$12,294.59	\$0.00	\$0.00	\$0.00	0%
<b>323100 Fences &amp; Gates</b>					
	\$16,036.43	\$0.00	\$0.00	\$0.00	
<b>330000 Site Utilities</b>					
Water Distribution	\$18,266.59	\$18,266.59	\$0.00	\$18,266.59	100%
Sanitary Sewer	\$19,454.61	\$19,454.61	\$0.00	\$19,454.61	100%
Storm Drain	\$134,937.66	\$81,413.41	\$0.00	\$81,413.41	60.3%
	\$172,658.86	\$119,134.61	\$0.00	\$119,134.61	69%
<b>Total:</b>	<b>\$1,899,000.00</b>	<b>\$794,205.95</b>	<b>\$196,102.56</b>	<b>\$990,308.51</b>	<b>52.15%</b>





**Pay Request 7**

**2326 – Castroville Community Building**

**816 Alsace Ave.**

**Castroville, Texas 78009**

**City of Castroville**

**1209 Fiorella St.**

**Castroville, Texas 78009**

**09/30/2025**



# Document G702® – 1992

Section XIII, Item a.

## Application and Certificate for Payment

<b>TO OWNER:</b> City of Castroville 1209 Fiorella Street Castroville, TX 78009	<b>PROJECT:</b> City of Castroville - Community Center 816 Alscae Ave Castroville, TX 78809	<b>APPLICATION NO:</b> 007	<b>Distribution to:</b> OWNER: [ ] ARCHITECT: [ ] CONTRACTOR: [ ] FIELD: [ ] OTHER: [ ]
<b>FROM</b> Frontera Construction <b>CONTRACTOR:</b> 710 E Gibbs St. Del Rio, TX 78840	<b>VIA</b> LPA Design Studios <b>ARCHITECT:</b> 1811 S Alamo St., Suite 100 San Antonio, TX 78204	<b>PERIOD TO:</b> September 30, 2025 <b>CONTRACT FOR:</b> Community Recreational Building <b>CONTRACT DATE:</b> 11-01-2024 <b>PROJECT NOS:</b> / 2326 /	

### CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703®, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM.....	1,899,000.00
2. NET CHANGE BY CHANGE ORDERS.....	\$0.00
3. CONTRACT SUM TO DATE (Line 1 + 2).....	\$1,899,000.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703).....	\$1,116,326.48
5. RETAINAGE:	
a. 5.00% of Completed Work	
(Column D + E on G703: \$1,116,326.48) =	\$55,816.32
b. 5.00% of Stored Material	
(Column F on G703: \$0.00) =	\$0.00

Total Retainage (Lines 5a + 5b or Total in Column I of G703).....

6. TOTAL EARNED LESS RETAINAGE.....	\$1,060,510.16
(Line 4 Less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT.....	940,793.08
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE.....	\$119,717.07
9. BALANCE TO FINISH, INCLUDING RETAINAGE	
(Line 3 less Line 6)	\$838,489.84

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	0.00	0.00
Total approved this Month	0.00	0.00
<b>TOTALS</b>	<b>0.00</b>	<b>0.00</b>
NET CHANGES by Change Order		0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By:

State of:

County of:

Texas  
Val Verde

Date:

09/30/2025

Subscribed and sworn to before

me this 30

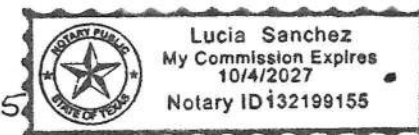
day of Sept. 2025

Notary Public: Lucia Sanchez

My Commission

expires:

10/04/2027



### ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$119,717.07

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By:

L. Garcia

Date:

10/8/2025

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



# Document G703® – 1992

Section XIII, Item a.

## Continuation Sheet

AIA Document G702®, Application and Certification for Payment, or G732™, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.  
Use Column I on Contracts where variable retainage for line items may apply.

City of Castroville -  
Community Center  
816 Alscae Ave  
Castroville, TX 78809

APPLICATION NO:

007

APPLICATION DATE:

09-30-2025

PERIOD TO:

September 30, 2025

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G+C)		
1	Contingency Fund	50,000.00	0.00	0.00	0.00	0.00	0.00%	50,000.00	0.00
2	Payment & Performance Bond	25,230.64	25,230.64	0.00	0.00	25,230.64	100.00%	0.00	0.00
3	Project Insurance	26,567.02	26,567.02	0.00	0.00	26,567.02	100.00%	0.00	0.00
4	General Conditions & Supervision	96,218.56	50,899.62	9,063.79	0.00	59,963.41	62.32%	36,255.15	0.00
5	Cast In Place Concrete	182,173.81	159,329.21	0.00	0.00	159,329.21	87.46%	22,844.60	0.00
6	Site Work Concrete	78,156.20	0.00	0.00	0.00	0.00	0.00%	78,156.20	0.00
7	Concrete Finishing	16,570.97	0.00	0.00	0.00	0.00	0.00%	16,570.97	0.00
8	Metal Specialties	16,036.43	0.00	0.00	0.00	0.00	0.00%	16,036.43	0.00
9	Wood Framing	166,137.38	166,137.38	0.00	0.00	166,137.38	100.00%	0.00	0.00
10	Sheathing	13,363.69	13,363.69	0.00	0.00	13,363.69	100.00%	0.00	0.00
11	Finish Carpentry	31,442.09	0.00	0.00	0.00	0.00	0.00%	31,442.09	0.00
12	Sprayed Insulation	10,690.95	0.00	0.00	0.00	0.00	0.00%	10,690.95	0.00
13	Sheet Metal Roofing	96,218.56	19,388.04	0.00	0.00	19,388.04	20.15%	76,830.52	0.00
14	Frames, Doors & Hardware	17,426.25	0.00	13,941.00	0.00	13,941.00	80.00%	3,485.25	0.00
15	Coiling Doors & Grilles	9,675.31	0.00	0.00	0.00	0.00	0.00%	9,675.31	0.00
16	Windows	14,871.11	0.00	11,153.33	0.00	11,153.33	75.00%	3,717.78	0.00
17	Gypsum Board Assemblies	35,109.08	0.00	0.00	0.00	0.00	0.00%	35,109.08	0.00
18	Stucco	35,761.23	0.00	0.00	0.00	0.00	0.00%	35,761.23	0.00
19	Ceramic Tile	21,114.63	0.00	0.00	0.00	0.00	0.00%	21,114.63	0.00
20	Resilient Base & Accessories	3,207.29	0.00	0.00	0.00	0.00	0.00%	3,207.29	0.00
21	Painting	47,077.60	0.00	0.00	0.00	0.00	0.00%	47,077.60	0.00
22	Signage	2,138.19	0.00	0.00	0.00	0.00	0.00%	2,138.19	0.00
23	Toilet Accessories	4,810.93	0.00	0.00	0.00	0.00	0.00%	4,810.93	0.00
24	Window Shades	3,688.38	0.00	0.00	0.00	0.00	0.00%	3,688.38	0.00
25	Plumbing	86,008.70	75,687.66	4,300.43	0.00	79,988.09	93.00%	6,020.61	0.00
26	Heating, Ventilating & Air Conditioning	202,486.61	43,028.40	48,090.57	0.00	91,118.97	45.00%	111,367.64	0.00
27	Electrical	219,271.41	153,489.99	39,468.85	0.00	192,958.84	88.00%	26,312.57	0.00
28	Site Work	186,557.10	138,052.25	0.00	0.00	138,052.25	74.00%	48,504.85	0.00

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H	
			D FROM PREVIOUS APPLICATION (D + E)	E THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G+C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
29	Flexible Paving	12,294.59	0.00	0.00	0.00	0.00	0.00%	12,294.59	0.00
30	Fences & Gates	16,036.43	0.00	0.00	0.00	0.00	0.00%	16,036.43	0.00
31	Site Utilities	172,658.86	119,134.61	0.00	0.00	119,134.61	69.00%	53,524.25	0.00
	<b>GRAND TOTAL</b>	<b>1,899,000.00</b>	<b>990,308.51</b>	<b>126,017.97</b>	<b>0.00</b>	<b>1,116,326.48</b>	<b>58.78%</b>	<b>782,673.52</b>	<b>0.00</b>



2326 - Castroville Community Building  
 Pay Application #6  
 9/26/2025

Castroville Community Building - Breakdown Pay App 4					
Item	SOV	Prev. Billed	Current Period	Total Billed	& Billed
<b>1.0 Contingency Fund</b>	\$50,000.00	\$0.00	\$0.00	\$0.00	
<b>006113 Performance and Payment Bond</b>	\$25,230.64	\$25,230.64	\$0.00	\$25,230.64	
<b>006116 Project Insurance</b>	\$26,567.02	\$26,567.02	\$0.00	\$26,567.02	
<b>007200 General Conditions and Supervision</b>	\$96,218.56	\$50,899.62	\$9,063.79	\$59,963.41	62.32%
<b>033000 Cast In Place Concrete</b>					
Foundation Labor	\$90,801.37	\$90,801.37	\$0.00	\$90,801.37	100%
Foundation Materials	\$68,527.84	\$68,527.84	\$0.00	\$68,527.84	100%
Concrete Flatwork Labor	\$15,418.59	\$0.00	\$0.00	\$0.00	0%
Concrete Flatwork Material	\$7,426.01	\$0.00	\$0.00	\$0.00	0%
	\$182,173.81	\$159,329.21	\$0.00	\$159,329.21	87%
<b>033010 Site Work Concrete</b>					
Concrete Curb & Steps Labor	\$24,033.00	\$0.00	\$0.00	\$0.00	0%
Concrete Curb & Steps Material	\$15,360.29	\$0.00	\$0.00	\$0.00	0%
Concrete Topping Slab Labor	\$11,039.39	\$0.00	\$0.00	\$0.00	0%
Concrete Topping Slab Material	\$6,766.08	\$0.00	\$0.00	\$0.00	0%
Concrete U Channel Labor	\$12,993.61	\$0.00	\$0.00	\$0.00	0%
Concrete U Channel Material	\$7,963.83	\$0.00	\$0.00	\$0.00	0%
	\$78,156.20	\$0.00	\$0.00	\$0.00	0%
<b>033500 Concrete Finishing</b>	\$16,570.97	\$0.00	\$0.00	\$0.00	
<b>055900 Metal Specialties</b>	\$16,036.43	\$0.00	\$0.00	\$0.00	
<b>061100 Wood Framing</b>					
Wood Framing Mobilization	\$11,961.88	\$11,961.88	\$0.00	\$11,961.88	100%
Wood Framing Submittals	\$7,476.18	\$7,476.18	\$0.00	\$7,476.18	100%
Pre-engineered Shop Drawings	\$10,466.65	\$10,466.65	\$0.00	\$10,466.65	100%
Wood Framing Labor	\$72,485.66	\$72,485.66	\$0.00	\$72,485.66	100%
Wood Framing Material	\$63,747.01	\$63,747.01	\$0.00	\$63,747.01	100%
	\$166,137.38	\$166,137.38	\$0.00	\$166,137.38	100%
<b>061600 Sheathing</b>					
Exterior Sheathing Labor	\$8,018.21	\$8,018.21	\$0.00	\$8,018.21	100%
Exterior Sheathing Materials	\$5,345.48	\$5,345.48	\$0.00	\$5,345.48	100%
	\$13,363.69	\$13,363.69	\$0.00	\$13,363.69	100%
<b>062000 Finish Carpentry</b>					
Tongue and Groove Labor	\$18,500.00	\$0.00	\$0.00	\$0.00	0%
Tongue and Groove Materials	\$12,942.09	\$0.00	\$0.00	\$0.00	0%
	\$31,442.09	\$0.00	\$0.00	\$0.00	0%
<b>072129 Sprayed Insulation</b>	\$10,690.95	\$0.00	\$0.00	\$0.00	
<b>076100 Sheet Metal Roofing</b>					
Roofing Mobilization	\$9,698.80	\$9,690.80	\$0.00	\$9,690.80	100%
Roofing Submittals	\$4,848.62	\$4,848.62	\$0.00	\$4,848.62	100%

Roofing Shop Drawings	\$4,848.62	\$4,848.62	\$0.00	\$4,848.62	100%
Roofing Labor	\$38,411.26	\$0.00	\$0.00	\$0.00	0%
Roofing Material	\$38,411.26	\$0.00	\$0.00	\$0.00	0%
	\$96,218.56	\$19,388.04	\$0.00	\$19,388.04	20.00%
<b>*081313 Frames Doors and Hardware</b>					
Door Frames and Hardware Material	\$13,940.58	\$0.00	\$13,941.00	\$13,941.00	100%
Door Frames and Hardware Material	\$3,485.67	\$0.00	\$0.00	\$0.00	0%
	\$17,426.25	\$0.00	\$13,941.00	\$13,941.00	80%
<b>083300 Coiling Doors &amp; Grilles</b>					
	\$9,675.31	\$0.00	\$0.00	\$0.00	
<b>*085000 Windows</b>					
Windows Material	\$11,153.33	\$0.00	\$11,153.33	\$11,153.33	100%
Windows Labor	\$3,717.78	\$0.00	\$0.00	\$0.00	0%
	\$14,871.11	\$0.00	\$11,153.33	\$11,153.33	75%
<b>092116 Gypsum Board Assemblies</b>					
Gyp Board Labor	\$26,200.00	\$0.00	\$0.00	\$0.00	0%
Gyp Board Material	\$8,909.08	\$0.00	\$0.00	\$0.00	0%
	\$35,109.08	\$0.00	\$0.00	\$0.00	0%
<b>092423 Stucco</b>					
	\$35,761.23	\$0.00	\$0.00	\$0.00	
<b>093013 Ceramic Tile</b>					
	\$21,114.63	\$0.00	\$0.00	\$0.00	
<b>096513 Resilient Base and Accessories</b>					
	\$3,207.29	\$0.00	\$0.00	\$0.00	
<b>099100 Painting</b>					
Painting Labor	\$26,748.17	\$0.00	\$0.00	\$0.00	0%
Painting Material	\$20,329.43	\$0.00	\$0.00	\$0.00	0%
	\$47,077.60	\$0.00	\$0.00	\$0.00	0%
<b>101400 Signage</b>					
	\$2,138.19	\$0.00	\$0.00	\$0.00	
<b>102813 Toilet Accessories</b>					
	\$4,810.93	\$0.00	\$0.00	\$0.00	
<b>122400 Window Shades</b>					
	\$3,688.38	\$0.00	\$0.00	\$0.00	
<b>220000 Plumbing</b>					
Rough In	\$38,703.92	\$38,703.92	\$0.00	\$38,703.92	100%
Tap Out	\$17,201.74	\$12,901.31	\$4,300.43	\$17,201.74	100%
Utilities	\$24,082.43	\$24,082.43	\$0.00	\$24,082.43	100%
Trim Out	\$6,020.61	\$0.00	\$0.00	\$0.00	0%
	\$86,008.70	\$75,687.66	\$4,300.43	\$79,988.09	93%
<b>230000 Heating, Ventilating &amp; Air Conditioning</b>					
Split Systems	\$82,296.38	\$6,858.35	\$0.00	\$6,858.35	8%
Mini Split Systems	\$26,383.25	\$0.00	\$0.00	\$0.00	0%
Exhaust Fans	\$6,656.32	\$4,727.60	\$0.00	\$4,727.60	71%
Air Devices/Louvers/Motorized Dampers	\$9,439.88	\$4,675.24	\$3,561.28	\$8,236.52	87%
Ductwork Rectangular/Spiral and Flex	\$53,384.93	\$26,767.21	\$26,617.72	\$53,384.93	100%
Insulation	\$9,681.93	\$0.00	\$9,681.93	\$9,681.93	100%
Refrigerant Piping	\$8,229.64	\$0.00	\$8,229.64	\$8,229.64	100%
Test and Balance	\$6,414.28	\$0.00	\$0.00	\$0.00	0%
	\$202,486.61	\$43,028.40	\$48,090.57	\$91,118.97	45%

**260000 Electrical**

Fixtures	\$66,017.20	\$47,372.21	\$0.00	\$47,372.21	72%
Gear	\$21,219.81	\$21,219.81	\$0.00	\$21,219.81	100%
Lighting Branch	\$29,471.96	\$9,431.02	\$20,040.94	\$29,471.96	100%
Power Branch	\$50,691.78	\$43,894.93	\$6,796.85	\$50,691.78	100%
Site Lighting	\$8,841.59	\$0.00	\$3,473.71	\$3,473.71	39%
Secondary Conduit	\$19,451.50	\$17,116.88	\$2,334.62	\$19,451.50	100%
Main Telecom Conduit	\$10,609.91	\$6,041.55	\$4,568.36	\$10,609.91	100%
Mobilization and Submittals	\$3,536.64	\$3,536.64	\$0.00	\$3,536.64	100%
Equipment	\$5,894.39	\$1,378.88	\$2,215.81	\$3,594.69	61%
Temporary Power	\$3,536.63	\$3,498.07	\$38.56	\$3,536.63	100%
	\$219,271.41	\$153,489.99	\$39,468.85	\$192,958.84	88%

**311000 Site Work**

Mobilization	\$5,000.00	\$2,000.00	\$0.00	\$2,000.00	40%
Demolition and Saw Cut	\$20,274.38	\$12,589.42	\$0.00	\$12,589.42	62%
Site Excavation, Subgrade, Base, Grading	\$58,665.70	\$34,379.23	\$0.00	\$34,379.23	59%
Building Pad Subgrade, Fill and Base	\$98,117.02	\$89,083.60	\$0.00	\$89,083.60	91%
Striping & Signage	\$4,500.00	\$0.00	\$0.00	\$0.00	0%
	\$186,557.10	\$138,052.25	\$0.00	\$138,052.25	74%

**321200 Flexible Paving**

Prime Oil	\$1,155.81	\$0.00	\$0.00	\$0.00	0%
HMAC Type D, 2"	\$11,138.78	\$0.00	\$0.00	\$0.00	0%
	\$12,294.59	\$0.00	\$0.00	\$0.00	0%

**323100 Fences & Gates**

	\$16,036.43	\$0.00	\$0.00	\$0.00
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**330000 Site Utilities**

Water Distribution	\$18,266.59	\$18,266.59	\$0.00	\$18,266.59	100%
Sanitary Sewer	\$19,454.61	\$19,454.61	\$0.00	\$19,454.61	100%
Storm Drain	\$134,937.66	\$81,413.41	\$0.00	\$81,413.41	60.3%
	\$172,658.86	\$119,134.61	\$0.00	\$119,134.61	69%

<b>Total:</b>	<b>\$1,891,796.55</b>	<b>\$990,308.51</b>	<b>\$126,017.97</b>	<b>\$1,102,385.48</b>	<b>58.27%</b>
---------------	-----------------------	---------------------	---------------------	-----------------------	---------------

**\*Note:** This pay application includes charges for windows and doors ordered this month, based on the attached quote and down payment provided by door and window suppliers. We're requesting advance payment to cover these costs as final invoices and delivery of materials will be in the next few weeks.

**CONDITIONAL WAIVER AND RELEASE ON PROGRESS PAYMENT**

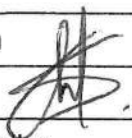
Project Castroville Community Building  
Job No. 2326

On receipt by the signer of this document of a check from City of Castroville  
(maker of check) in the sum of \$ 119,717.07 payable to Frontera Construction  
(payee or payees of check) and when the check has been properly endorsed and has  
been paid by the bank on which it is drawn, this document becomes effective to release  
any mechanic's lien right, any right arising from a payment bond that complies with a state  
or federal statute, any common law payment bond right, any claim for payment, and any  
rights under any similar ordinance, rule, or statute related to claim or payment rights for  
persons in the signer's position that the signer has on the property of City of Castroville  
(owner) located at 1209 Fiorella St. Castroville Texas 78009(location) to the following extent:  
General Construction (job description).

This release covers a progress payment for all labor, services, equipment, or  
materials furnished to the property or to City of Castroville (person with whom signer  
contracted) as indicated in the attached statement(s) or progress payment request(s),  
except for unpaid retention, pending modifications and changes, or other items furnished.

Before any recipient of this document relies on this document, the recipient should  
verify evidence of payment to the signer.

The signer warrants that the signer has already paid or will use the funds received  
from this progress payment to promptly pay in full all of the signer's laborers,  
subcontractors, materialmen, and suppliers for all work, materials, equipment, or services  
provided for or to the above referenced project in regard to the attached statement(s) or  
progress payment request(s).

Date 09/30/2025  
Frontera Construction (Company name)  
By  (Signature)  
Adrian Gomez, Controller (Title)





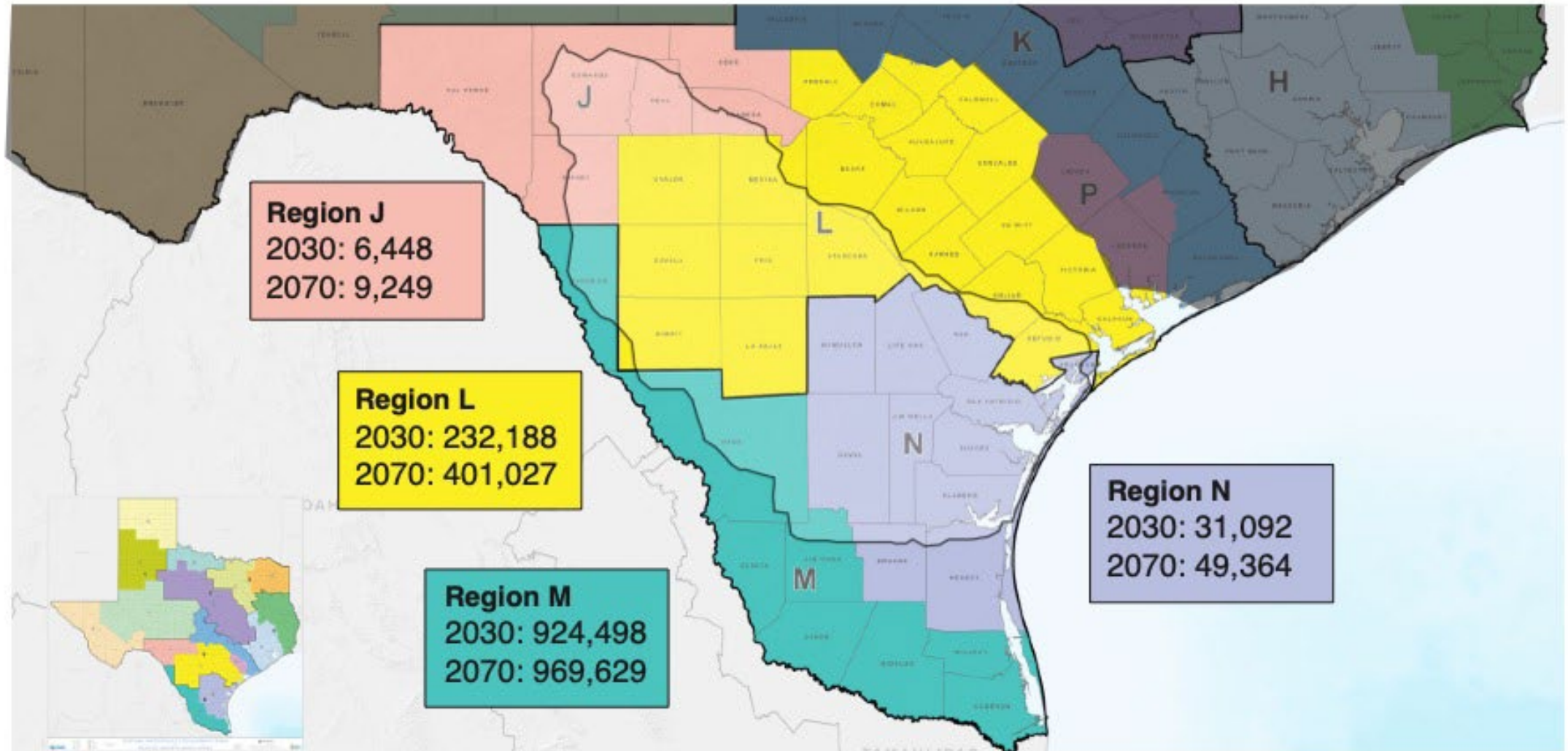
# NUECES RIVER AUTHORITY

## New Water for South Texas Project

Travis Pruski  
Chief Operations Officer  
Nueces River Authority

Section XIII, Item a.

## Potential Shortage Totals by Region - 2030 and 2070 (acre-feet/year)







**Lake Corpus Christ – 15.4% Full**  
**Choke Canyon Reservoir – 11.5% Full**  
**Total – 12.6% Full**





# Harbor Island | Port of Corpus Christi

Section XIII, Item a.

## Lease Agreement

- 30 acres of Port-owned land
- 50-year agreement (w/ 30 Year extension)
- Right to build and operate
- Includes water pipeline easements
- Improvements owned by NRA
- Port responsible for facility permits & Water Rights
- Rights conveyed to NRA through lease





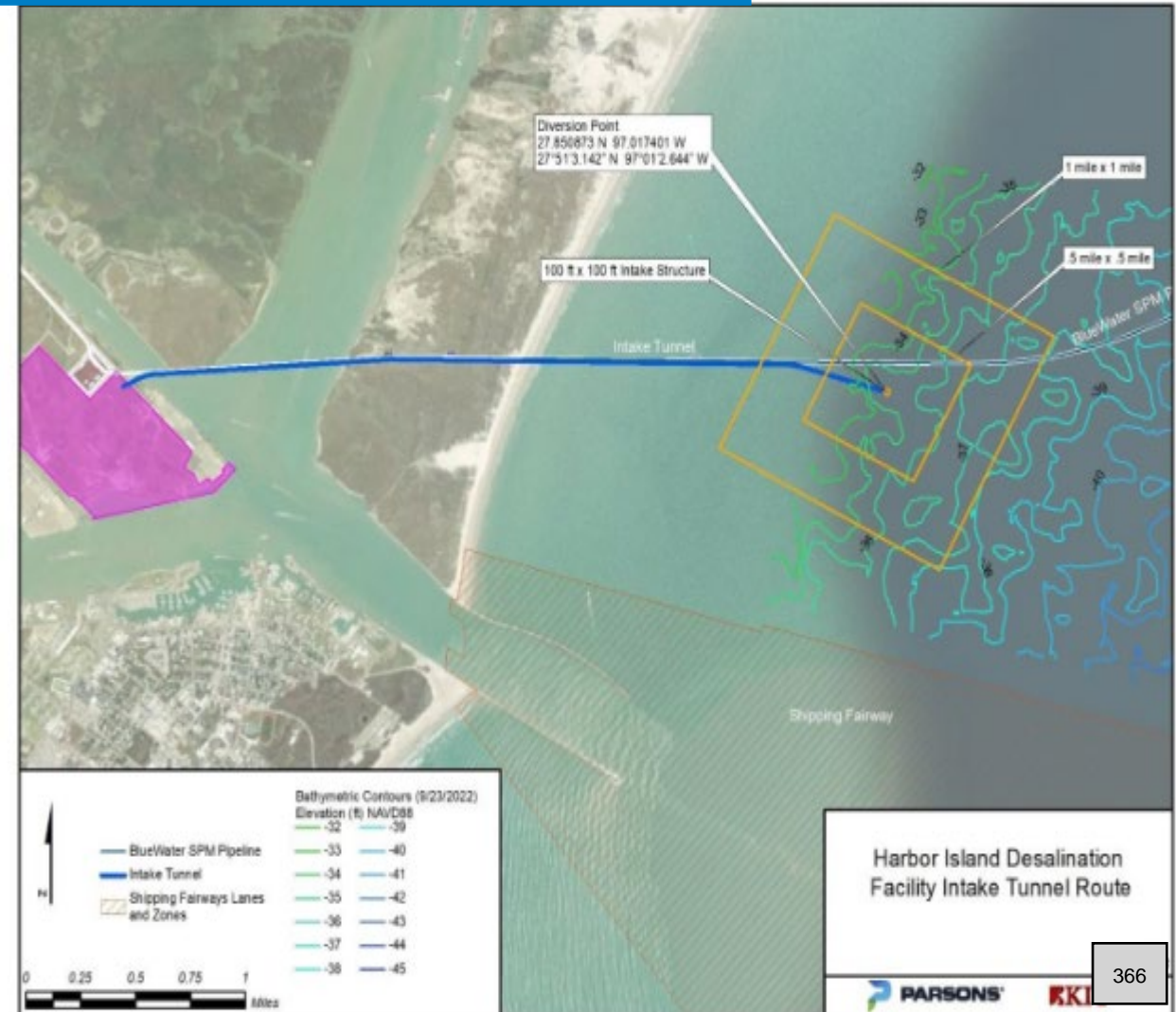


# New Water for South Texas | Project Overview

Section XIII, Item a.

## Phase I – Seawater Desalination Treatment Plant

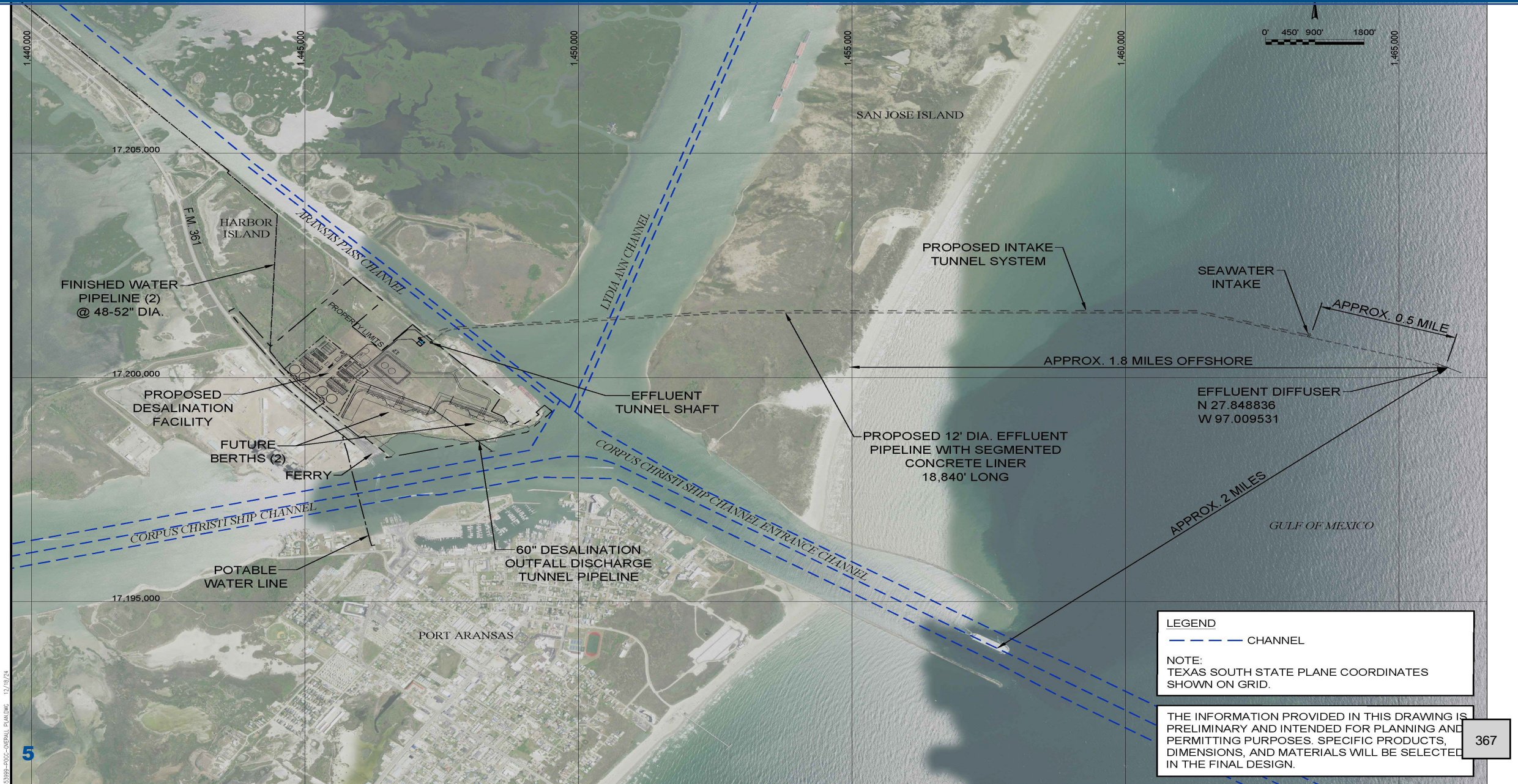
- **Public Private Partnership (P3)**  
DBFOM & Transfer
- **30-year take-or-pay WPA**
- **100 MGD Reverse Osmosis Plant**
- **Offshore marine works**
- **Electrical distribution to facility**
- **Bidding start in October, 2025**
- **Under Contract by February 2026**





# Overall Plan

Section XIII, Item a.





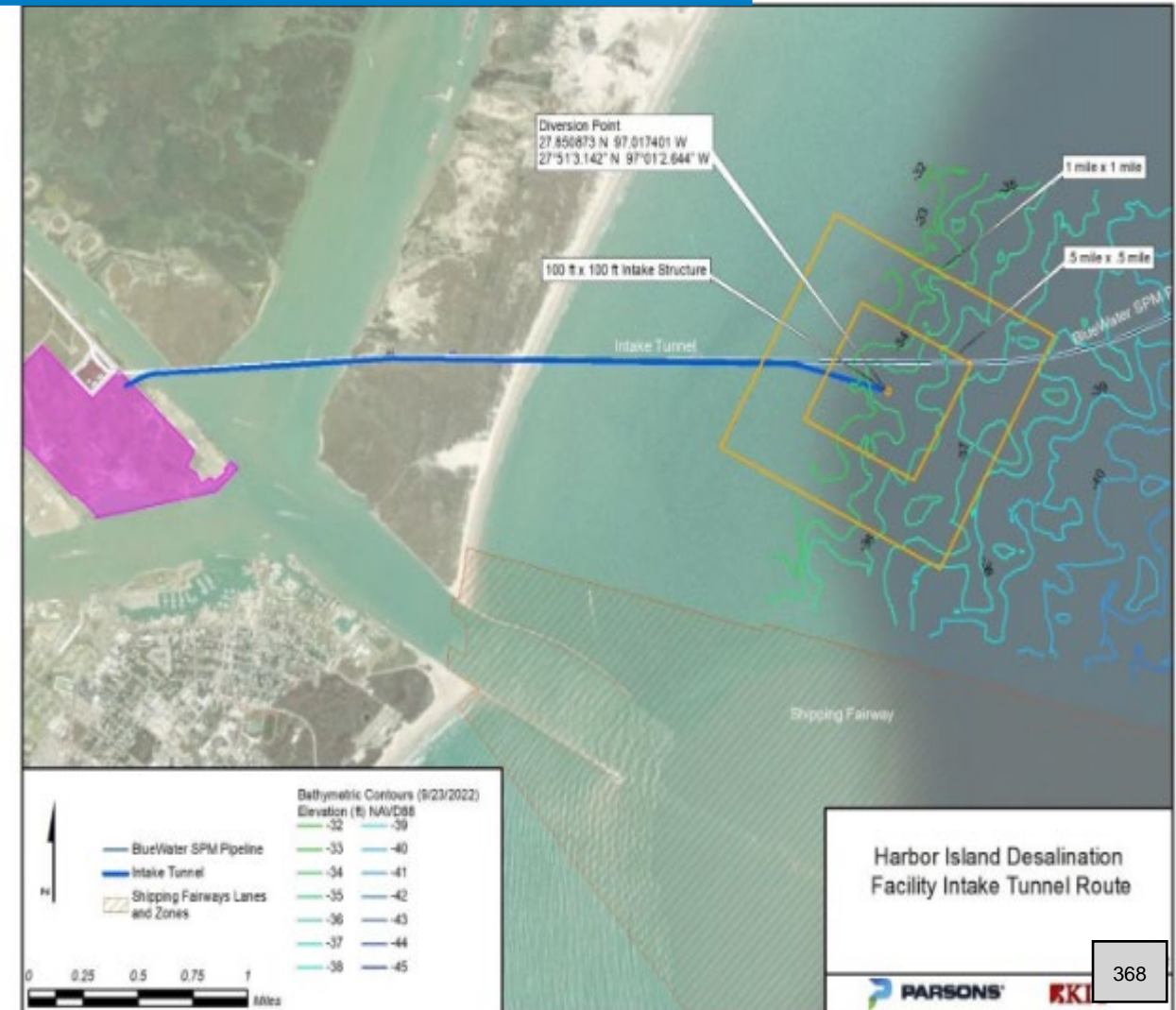


# New Water for South Texas | Project Overview

Section XIII, Item a.

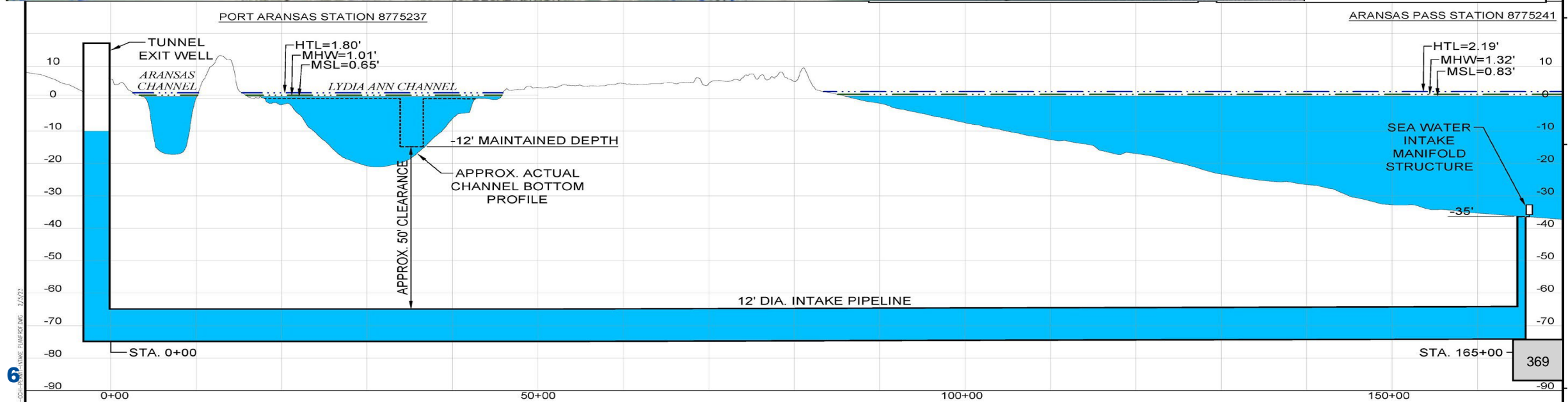
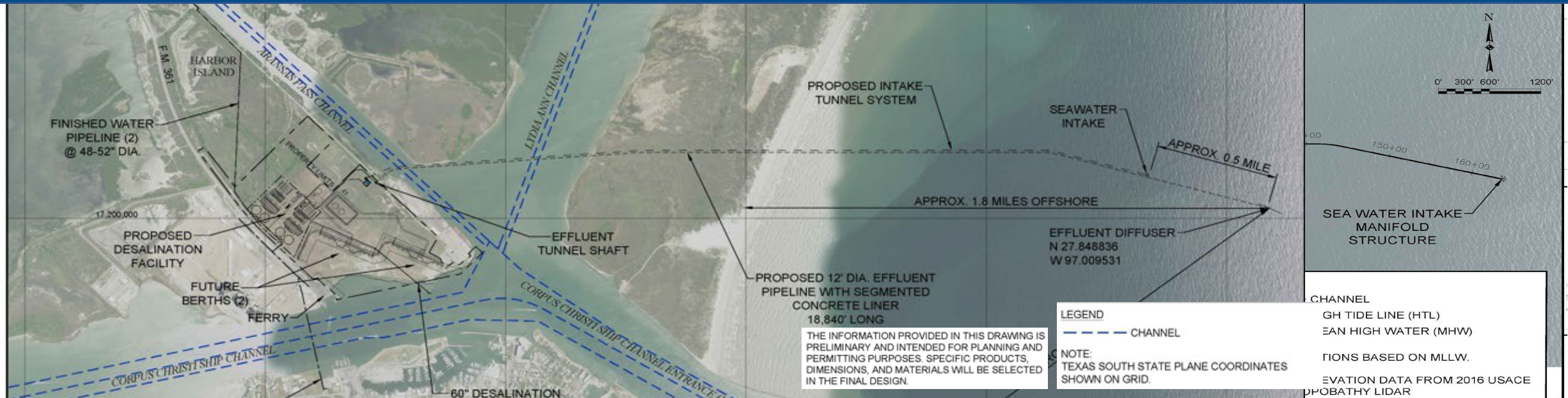
## Phase I – Seawater Desalination Treatment Plant

- Intake Pipeline– 12ft diameter
  - 312 MGD
  - 3.1 Miles from Harbor Island
  - 1.3 Miles Offshore (35 ft depth)
- Discharge Pipeline – 12ft diameter
  - 191 MGD
  - 3.6 Miles from Harbor Island
  - 1.8 Mile Offshore (44 ft depth)



# Intake Structure

Section XIII, Item a.





# Summary of Potential Impacts (Avoided or Minimized)

Potential Impact	Avoided or Minimized	Description of Measures
Wetlands, SAV, oysters	Avoided	<ul style="list-style-type: none"> <li>○ Situate facilities to avoid impacts</li> <li>○ Utilize HDD/micro-tunneling/tunneling</li> </ul>
Larval Fish	Minimized	<ul style="list-style-type: none"> <li>○ Locate intake / discharge in Gulf of Mexico in 35'+ of water</li> <li>○ Locate intake ~20' below surface</li> <li>○ Reduce flow velocity (<math>\leq 0.5</math> ft/s)</li> </ul>
Marine Life / T&E Species	Avoided	<ul style="list-style-type: none"> <li>○ Locate intake / discharge in Gulf of Mexico in 35'+</li> <li>○ Locate intake ~20' below surface</li> <li>○ Reduce flow velocity (<math>\leq 0.5</math> ft/s)</li> <li>○ Intake includes bar screens</li> </ul>
Benthic Organisms	Avoided	<ul style="list-style-type: none"> <li>○ Locate intake and discharge at least 5' above sea floor</li> </ul>
Salinity	Minimized	<ul style="list-style-type: none"> <li>○ Use of diffuser technology to mix salinity to diffuse brine to less than 2 ppt over ambient 100 meters from discharge point</li> <li>○ Discharge in Gulf of Mexico</li> </ul>
Cultural Resources	Avoided	<ul style="list-style-type: none"> <li>○ Designed to avoid identified cultural resources</li> </ul>

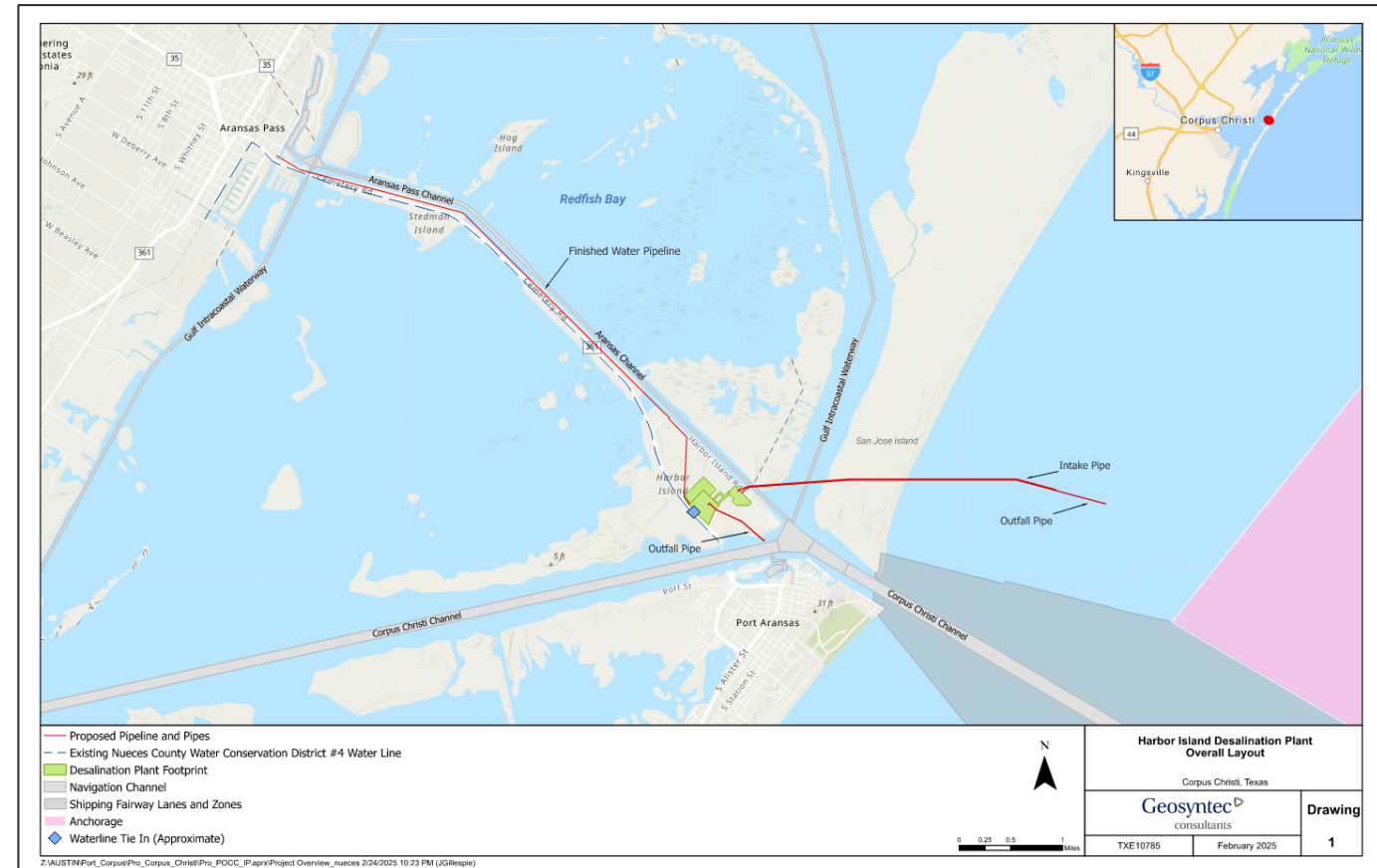


# New Water for South Texas | Project Overview

Section XIII, Item a.

## Product Water Pipeline

- ~ 6 miles of pipeline
- Delivery point in Aransas Pass
- Described in permits/approvals under Port of Corpus Christi's TCEQ and USACE and GLO permits and approvals



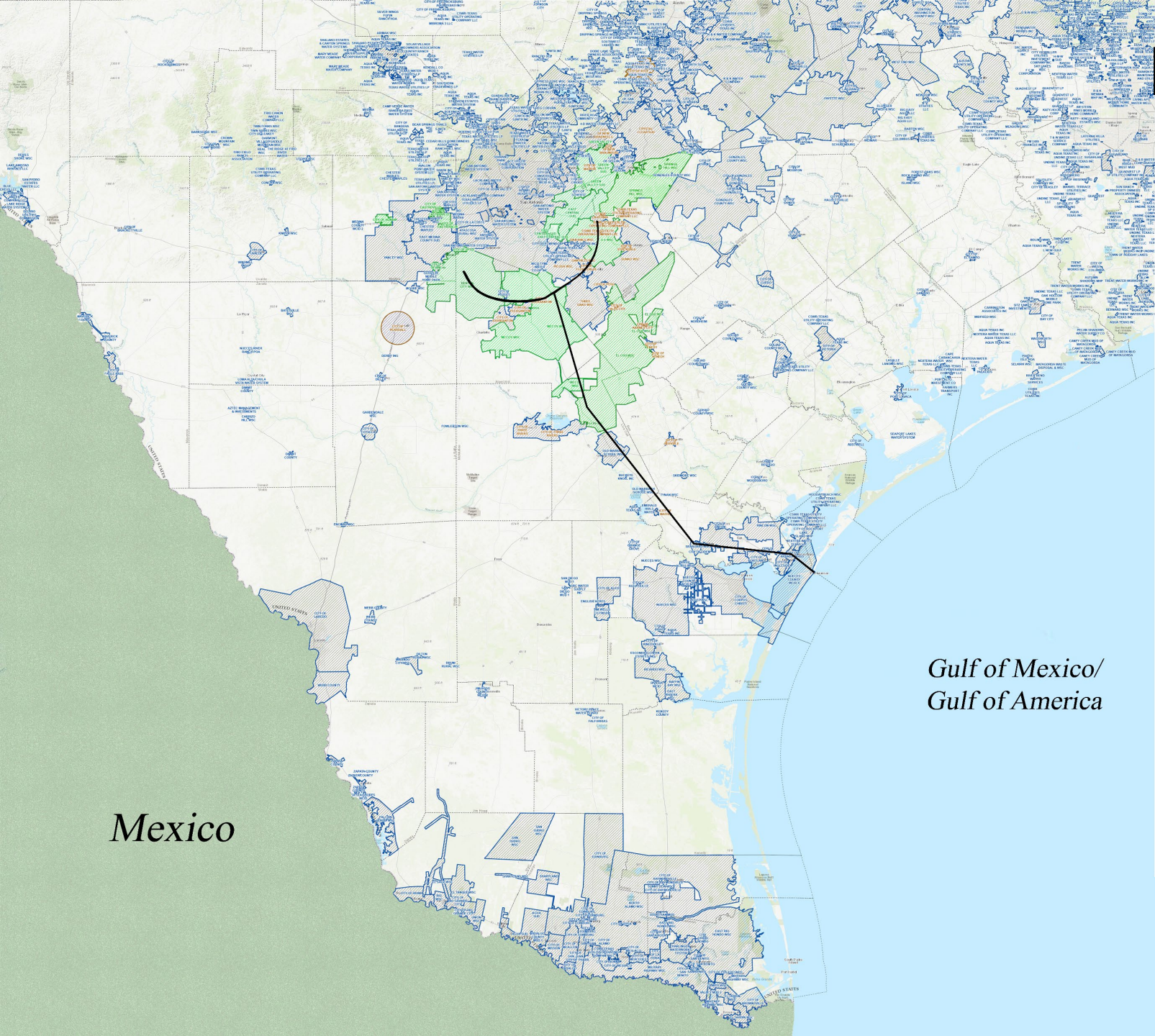
# Permit Process Overview + Status

	Permit Type	Agency	Description	Status
	Lease & Easement (Offshore intake)	GLO	Authorizes placement of structures on state-owned submerged lands	Received.
»	Offshore Water Rights (100MGD net)	TCEQ	Authorizes intake in Gulf of Mexico	Application submitted Feb '23 and under technical review.
»	Section 10/Section 404 (multiple scope elements)	USACE	Addresses potential habitat impacts (temporary) from activities in Waters of the US	Submitted Feb '25 through FAST 41; Public Notice complete; ESA Consultation complete; 408/RE complete. Statement of Findings under development.
»	Offshore Discharge Permit (100 MGD net)	TCEQ	Discharge in Gulf of Mexico	Submitted April 1, 2025. First Public Notice complete on 7/12/2025. Under technical review.
»	Easement Amendment (Offshore discharge)	GLO	Authorizes placement of structures on state-owned submerged lands	Coordinating amendment with GLO staff; submitting 3Q '25





Since 1935



Section XIII, Item a.

Mexico

Gulf of Mexico/  
Gulf of America





# New Water for South Texas | Project Overview

Section XIII, Item a.

## Conveyance/Distribution Pipeline

- Owned/Operated/Financed By NRA
- Size/route end-user dependent
- Sizing - up to 84" in diameter
- Pump station at the Treatment Facility - booster pump stations as required
- Preliminary Alignment/Design - Fall 2025
- Detailed Design - 2026

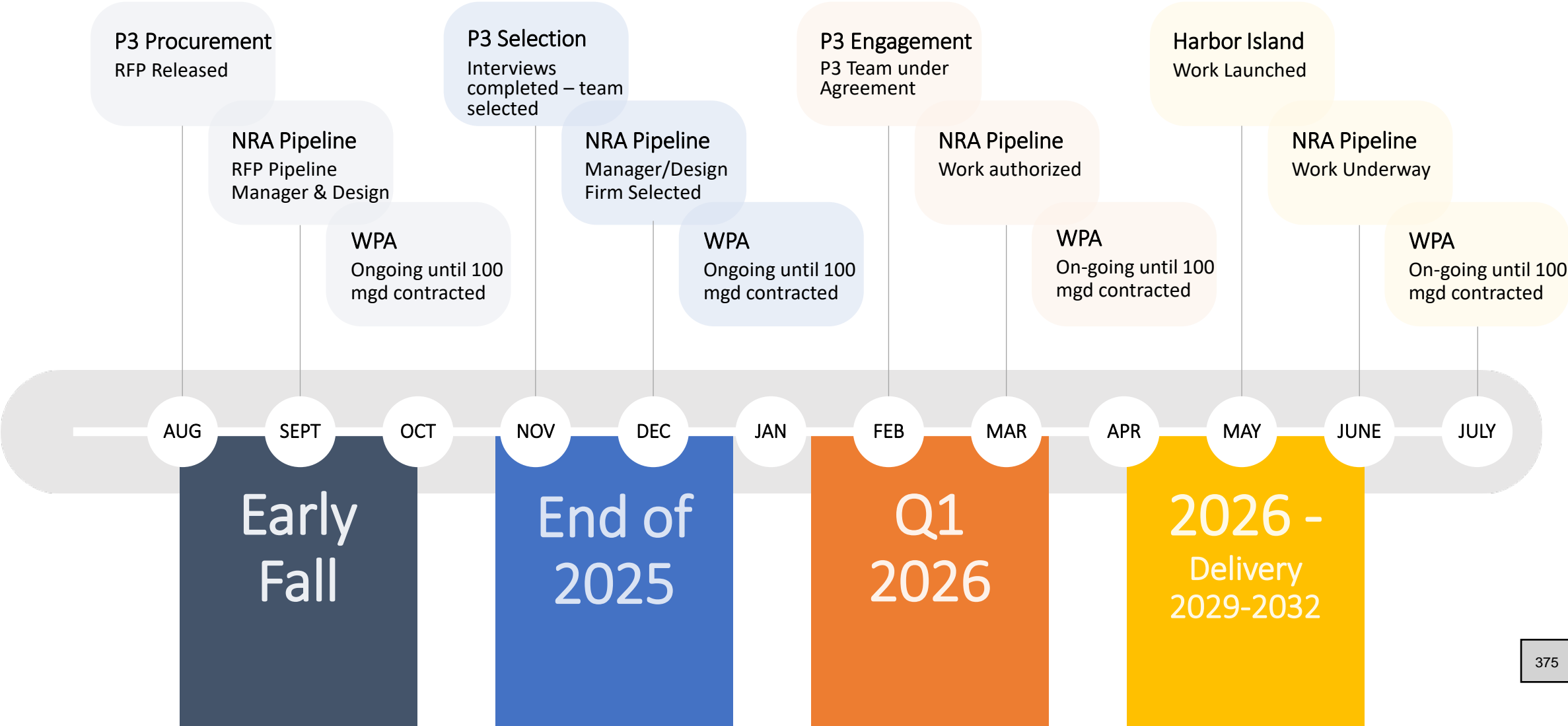




# NRA New Water For Texas

Section XIII, Item a.

## Milestones

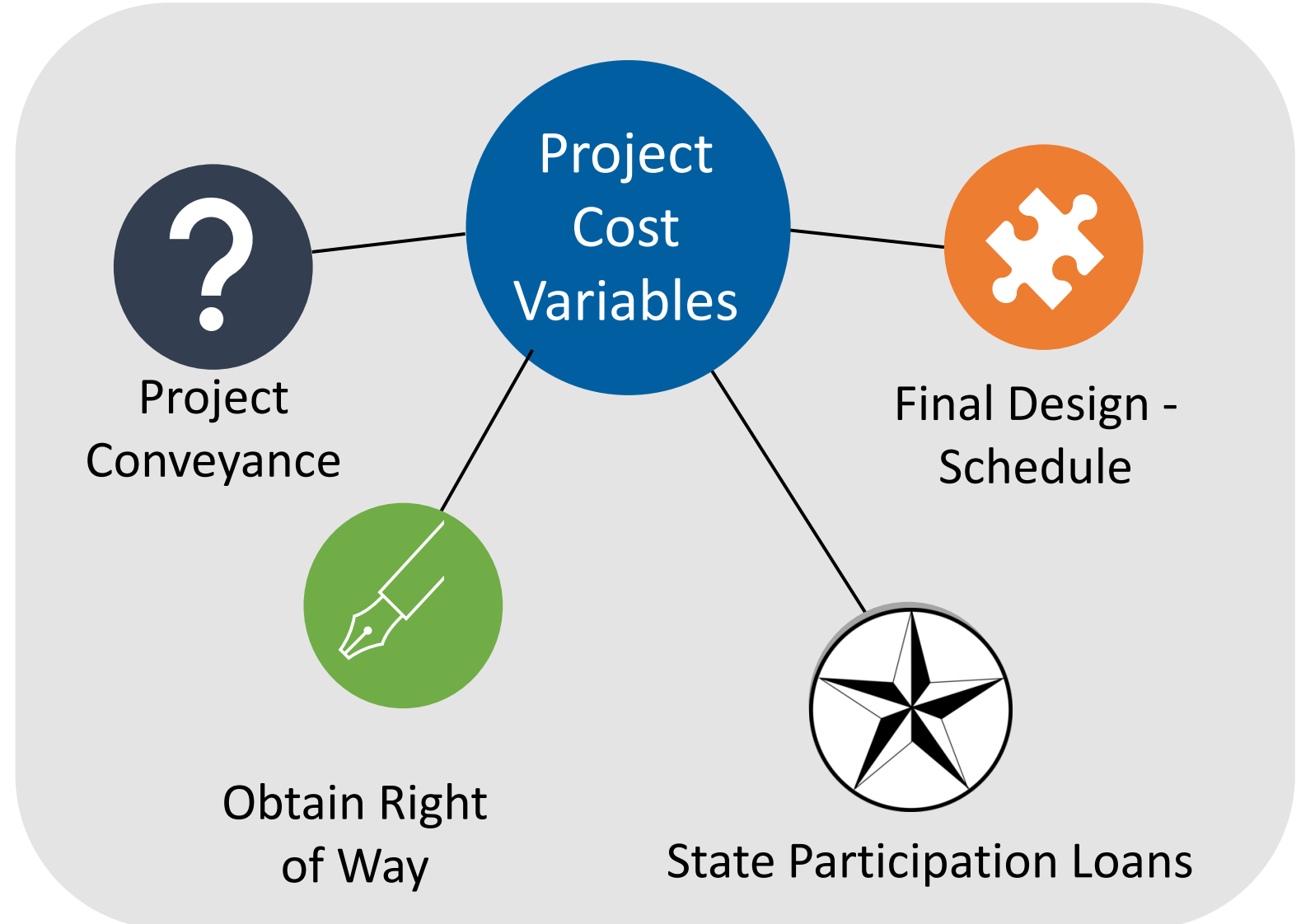




# NRA New Water For South Texas Final Pricing/Impacts

Section XIII, Item a.

**\$** **\$10 - \$15**  
**World Wide**  
**Average Cost**  
(per 1000 gallons)





Since 1935

# NRA New Water For South Texas Water Reservation Fees

Section XIII, Item a.

## Reservation Fee

Municipal: **\$24.44/Ac.ft.**

Industrial: **\$48.88/Ac.ft.**

### First Paid Basis

Once capacity is sold and paid -  
all other offers are rescinded.







# NRA New Water For South Texas – Advantages

Section XIII, Item a.

- ✓ Expandable
- ✓ Environmentally Sound
- ✓ Infrastructure sufficient for the future growth





# Untitled Map

add a description for your map.

Alsatian Steinbach Haus

- ① Earthen mound ~ 2.5 ft in height
- ② install five wood ballards
- ③ Remove concrete energy dissipators
- ④ wide speed bumps ~ 6 inches in height 6 feet wide
- ⑤ place gravel in eroded hole

## Legend

Alsatian Steinbach Haus







**AFTER**













*Zuercher Millinery in Klappenbach Building, Madrid Street (Houston Square),*



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

# Monthly Community Development Report



Sept. 2025



Breana Soto

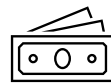
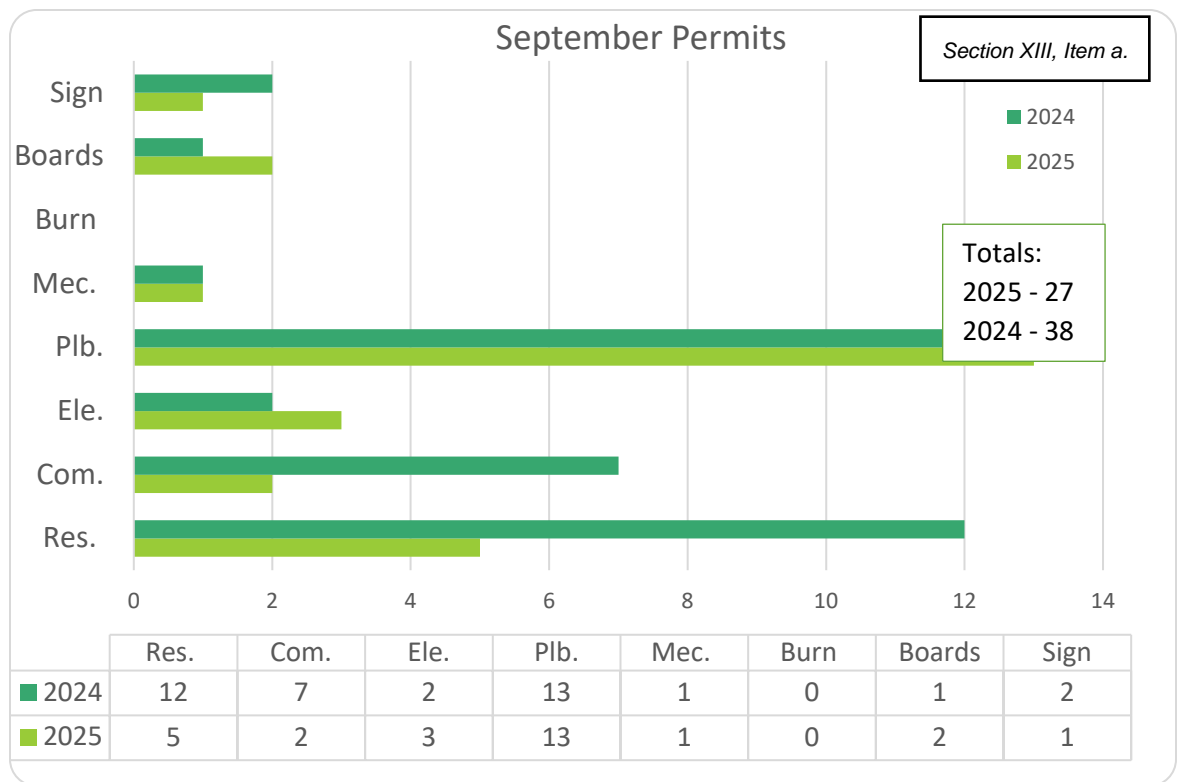


NEW  
BUILDS

Pending  
Plan  
Review: 1

Approved  
and  
Issued: 2

Completed  
and  
Closed: 0



Permit Fees

2025

\$41,977

2024

\$43,277

## Boards and Commissions

	HLC	P&Z	ZBOA
Next Meeting Date	October 21 <sup>st</sup>	October 8 <sup>th</sup>	TBD
Meeting Date and Items	No Meeting	September 10, 2025 <ul style="list-style-type: none"><li>- 1005 Alamo Zone Change – Approved</li><li>- Development Agreement Policy – Discussion Only</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)





## 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.
- ☒ Bring to Council for input on how to move forward – August 12<sup>th</sup> meeting.
- ☒ Bring to Council for stakeholder committee– Tentatively scheduled for September 23<sup>th</sup> meeting.
- ☐ Public engagement meetings – National Night Out, Boo Bash.
- ☐ 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 - Chose Option 1
- ☐ Start engineering/necessary action items for Option 1

## 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

## Thoroughfare Plan

Section XIII, Item a.

- ☒ 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



## STAFF REPORT

DATE: October 21, 2025  
TO: Scott Dixon, City Administrator  
FROM: Jim Kohler, Chief of Police  
SUBJECT: September Monthly

### Grants

Generator grant at request of FEMA. **Update approved pending.** Still pending

Border Patrol notified they have 70K earmarked for equipment for Castroville will meet soon to discuss with them. Update: **Request letter sent to Border Patrol for new Tahoe, 84K. CC Approved Border Patrol submitted request-pending( Government Shutdown?).**

We are working on the flock final details of the LPR in which we were approved for 9 LPRs and 3 fixed cameras. Update: **3 cameras installed and TxDOT/ DPS paperwork has been submitted again.**

Rifle Plate Grant; Approved: Pending research and vendor selection. **Update quote obtained and plates have been ordered. (8K)**

Operation Lone Star Grant was approved and awarded. **Officers are now working traffic and getting paid by grant. Grant award 100K.**

Tru-Narc grant funded through local AACOG and Governor's Office- This will allow officers to test narcotics without touching the evidence. Grant award 31K.

### Emergency Management

Nothing to report- I have been monitoring TDEM reports on fire dangers.



**Internal Happenings**

Officer Mizael Gomez-Sanchez has taken his place and he worked 1.5 years at Kerrville PD and most recently with Hollywood Park PD. He has successfully completed FTO and is assigned to night shift.

Continue to have supervisors meetings.

Sgt. Knutson has been promoted to Lieutenant.

Officer John Sapper is the new detective. We moved files into Administrative office upfront and we remodeled existing room into his office.

Officer hired to replace Officer Sapper on patrol. Officer Marco Valdez has experience with Kerrville and Terrell Hills PD.

Working on MOU with law enforcement agencies in Medina County on taking turns delivering evidence to DPS Austin since as of 09/01/2025 you can no longer mail evidence. This will lessen the burden on each agency. Update: Completed and we are alternating taking the evidence to Austin.

Departmental Meeting will be held in September 2025. Completed.

National Night Out will be held downtown at Houston Square. October 7, 2025. A success being held downtown and a lot of positive responses.

We have issued about 20 UTV/ Golf cart permits.

**Equipment:** Working through some mechanical issues with our fleet.

Our Body Worn Cameras(BWCs) are due to be upgraded in October 2025 at no cost. Completed.





# Monthly Crime Report

## Chief Kohler



September

2025

### Major Crimes

AGGRAVATED ASSAULT	1
ALL OTHER LARCENY	3
ALL OTHER OFFENSES	6
DRUG / NARCOTIC VIOLATION	7
PORNOGRAPHY/OBSCENE MATERIAL	1
SHOPLIFTING	2
SIMPLE ASSAULT	2

### Calls for Service

(Blank)

### Reports Written

70

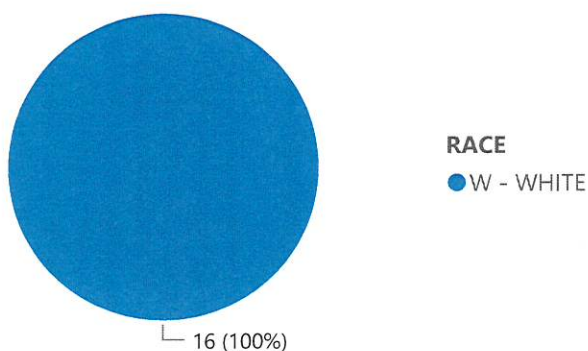
### Citations

91

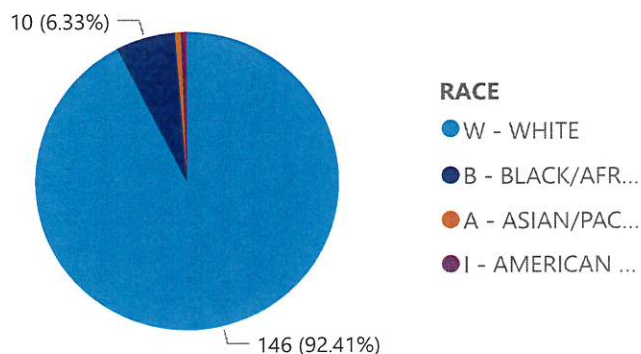
### Warnings

67

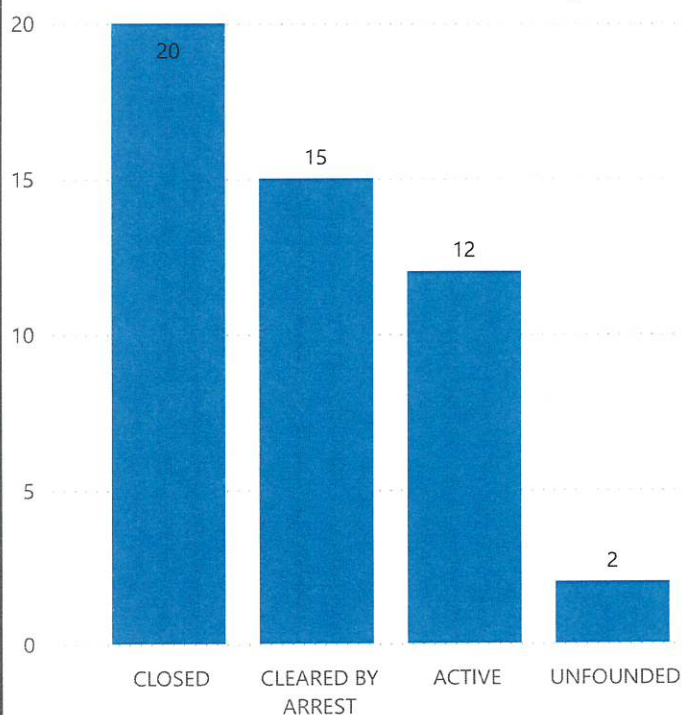
### Arrests by Race



### Citation by Race



### Case Status for this month's reports





# Castroville Police Department

Chief of Police James Kohler



September ▾

2025 ▾

Calls for Service

(Blank)

Incidents Reported

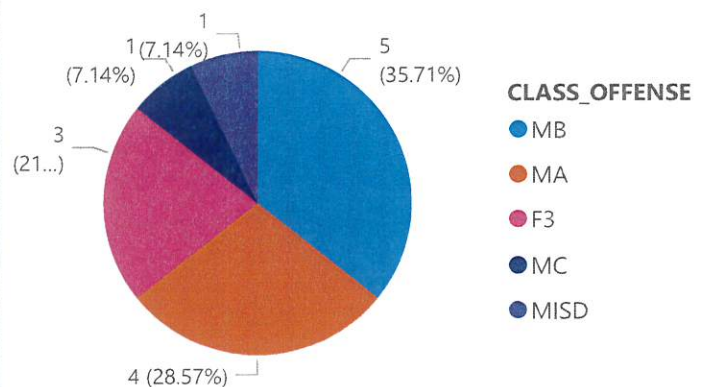
70

Reports Taken

123

IBR_DESCRIPTION	Count of CASE_NUMBER
▲	66
AGGRAVATED ASSAULT	1
ALL OTHER LARCENY	3
ALL OTHER OFFENSES	6
DRIVING UNDER INFLUENCE	1
DRUG / NARCOTIC VIOLATION	7
PORNOGRAPHY/OBSCENE MATERIAL	1
SHOPLIFTING	2
SIMPLE ASSAULT	2
TRAFFIC	6
<b>Total</b>	<b>70</b>

Arrest by Offense Type



Total Arrests

15

Total Traffic Stops

(Blank)



# Monthly Crime Report

## Chief Kohler



September 2025

<h3>Major Crimes</h3> <table> <tr> <td>AGGRAVATED ASSAULT</td><td>1</td></tr> <tr> <td>ALL OTHER LARCENY</td><td>3</td></tr> <tr> <td>ALL OTHER OFFENSES</td><td>6</td></tr> <tr> <td>DRUG / NARCOTIC VIOLATION</td><td>7</td></tr> <tr> <td>PORNOGRAPHY/OBSCENE MATERIAL</td><td>1</td></tr> <tr> <td>SHOPLIFTING</td><td>2</td></tr> <tr> <td>SIMPLE ASSAULT</td><td>2</td></tr> </table>	AGGRAVATED ASSAULT	1	ALL OTHER LARCENY	3	ALL OTHER OFFENSES	6	DRUG / NARCOTIC VIOLATION	7	PORNOGRAPHY/OBSCENE MATERIAL	1	SHOPLIFTING	2	SIMPLE ASSAULT	2	<h3>Calls for Service</h3> <p>(Blank)</p>
AGGRAVATED ASSAULT	1														
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	<h3>Citations</h3> <p>91</p>														
	<h3>Warnings</h3> <p>67</p>														
	<h3>Case Status for this month's reports</h3> <table> <tr> <th>Case Status</th> <th>Count</th> </tr> <tr> <td>CLOSED</td> <td>20</td> </tr> <tr> <td>CLEARED BY ARREST</td> <td>15</td> </tr> <tr> <td>ACTIVE</td> <td>12</td> </tr> <tr> <td>UNFOUNDED</td> <td>2</td> </tr> </table>	Case Status	Count	CLOSED	20	CLEARED BY ARREST	15	ACTIVE	12	UNFOUNDED	2				
Case Status	Count														
CLOSED	20														
CLEARED BY ARREST	15														
ACTIVE	12														
UNFOUNDED	2														
<h3>Arrests</h3> <p>15</p>	<h3>Supervisor Reviewed Videos</h3> <p>35</p>														
<h3>Accidents</h3> <p>14</p>	<h3>Cases Submitted to DA</h3> <p>13 YTD 159</p>														



# memo

**To:** Scott Dixon  
**From:** John Gomez  
**Date:** 10/20/2025  
**Re:** Public Works Monthly Staff Report – September 2025

**Department monthly highlights:**

- **Work Order Activity:** Staff received a total of 159 service requests across all departments during the reporting period.

Work Orders			
Department	Issued	Closed	Open (at month end)
Electric	42	40	2
Water	47	45	2
Streets	49	44	5
Gas	21	18	3
TOTAL	159	147	12

- **Staff Updates:**
  - **Current vacancies**
    - Natural Gas Supervisor
    - Gas Service Technician
    - Water Service Apprentice
    - Electric Service Technician
  - **Recruitment Update:**

Interviews are in the process for the following positions

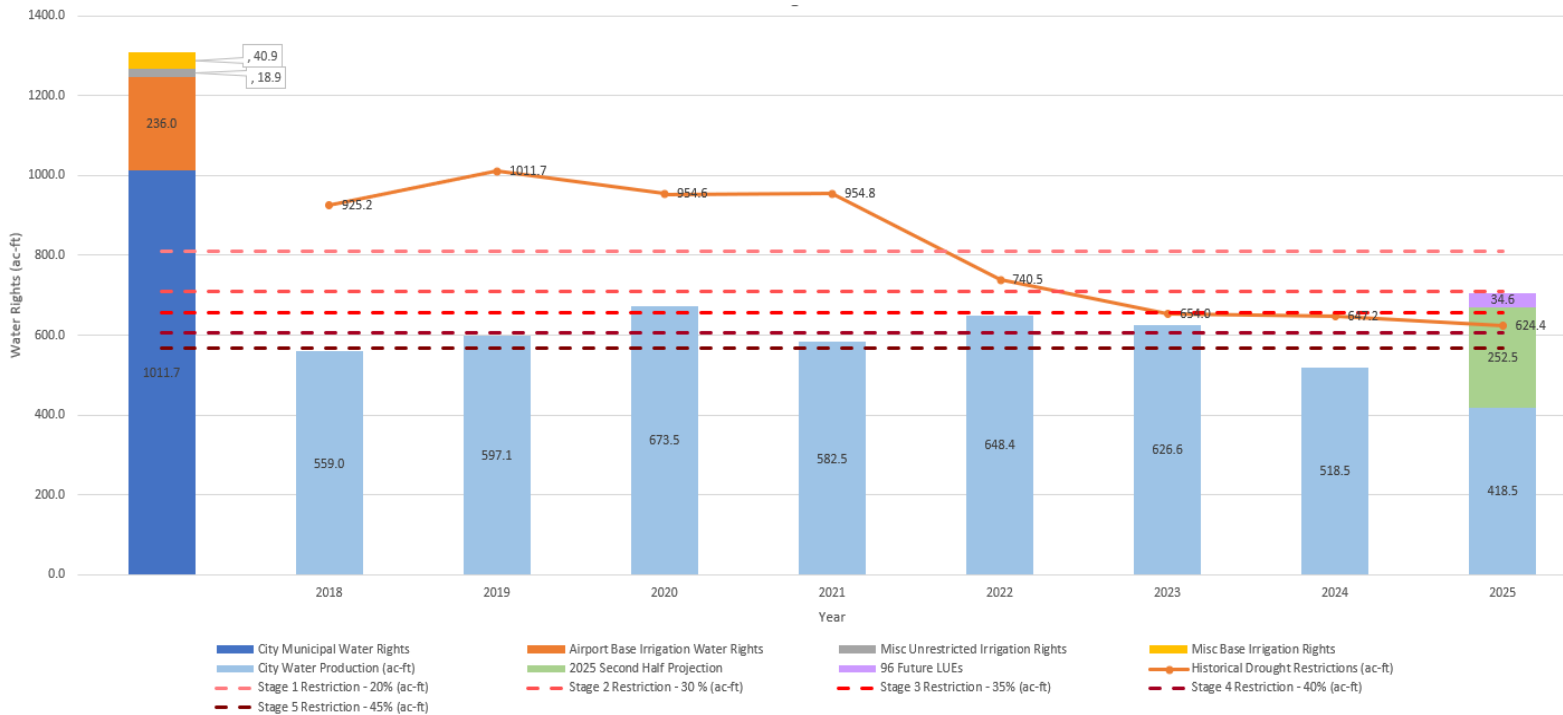
    - Natural Gas Supervisor
    - Gas Service Technician
    - Water Service Apprentice



- Refuse Updates:** STRD has successfully completed the delivery of trash, recycling, and commercial containers, and began service on **September 30th**. Public Works staff collected **206 residential trash carts** that were not retrieved by Waste Management.



### Water consumption and projection data:



**Geneva Drainage Channel- Streets Project**

- The street crew continue to move dirt to bring the road to its proper grade, working from the upper end of the street down toward the river.



- **Manhole Crew:**

- Continues adjusting manholes to match the final street grade.
- Applying oil to streets that have been properly graded and passed inspection.

- **Curb Crew:**

- Actively setting forms in preparation for the curb machine.
- Preparing to begin curb pouring operations throughout the subdivision.





**Pumphouse No. 5**

- Tile Crew:
  - Ongoing tile installation in client waiting rooms and office areas.
- Mechanical Crew:
  - Installing and connecting accessories for the outdoor vacuum system (metal trash cans, floor mat trays, etc.).
  - Progressing on installation of the conveyor tunnel.
  - Continuing setup of wash equipment, including high-pressure washers, application arches, foam cannons, and dryers.



### Town East Crossing Retail

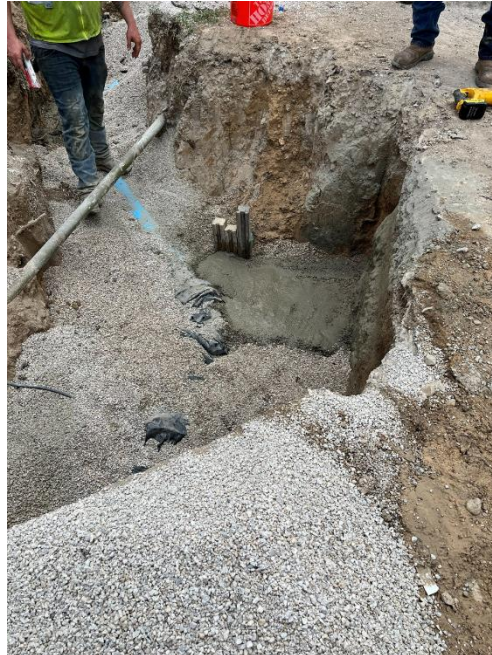
- General contractor is completing exterior punch list tasks.
- Interior systems (electrical, plumbing, HVAC) are installed.
- Interior work remains on hold until new tenant requirements are confirmed.



### Alsace Ave & Berlin St Water Main Improvements



- Utilities crew continues excavation and utility relocation to meet city easement requirements.
- Aetos plans to stay on site for about two more weeks to complete outstanding tasks.



**Alsatian Oaks Phase II**

- Utility crew has completed and backfilled inspected water and sewer lines.
- Dirt crew is grading the site and building up elevation.
- Soil and material deliveries continue daily to maintain project momentum.



# The Numbers at the Airport

## \$1,077,551

REVENUE IN DOLLARS

## 171%

Percent of Budget

## 10,567

MONTHLY FUEL FLOW IN GALLONS



5%

From Last Month



19%

From Last Year

## 33,418

AIRCRAFT OPERATION Y-T-D



16%

From Last Month



11%

From Last Year

## 0/67

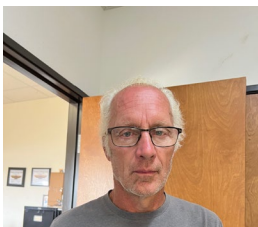
SPACE AVAILABILITY

## 52

Number on Waitlist

### New Employee:

Ronnie Desheles brings facility & grounds maintenance experience to the airport.





Texas Historical Commission Marker placed at airport:



Front entrance sign project on-going:





## Projects and funding:

- IIJA funds are used first, as they expire annually. Because Castroville Airport is classified as a regional airport, the IIJA amount is approximately \$182,000.
- NPE (non primary entitlements) \$150,000 rollover for four years. Currently, Castroville Airport has two years of \$300,000 and two additional years remaining for a total of \$600,000.

The chart below identifies the current scheduled projects and their funding sources. The projects using IIJA funds have the “IIJA” identifier in the project line. All other projects are NPE funded.

Facility	UPIN	Airport ID	Associated City	State Project Nu	Title	Requested Yr	Requested Amo	Status	Allocated Ye	Allocated Am
Castroville Muni	BCA0011912	CVB	CASTROVILLE	2515CASTR	<a href="#">Drainage Study (IIJA)</a>	2025	\$200,000.00	<a href="#">Open</a>	2025	\$200,01
Castroville Muni	BCA0012602	CVB	CASTROVILLE		<a href="#">(Design) Airfield Lighting System (IIJA)</a>	2027	\$250,000.00	<a href="#">Review/Scoring Complete</a>		
Castroville Muni	BCA0012603	CVB	CASTROVILLE		<a href="#">(Construct) Airfield Lighting System</a>	2028	\$1,600,000.00	<a href="#">Review/Scoring Complete</a>		
Castroville Muni	BCA0011933	CVB	CASTROVILLE		<a href="#">Design for Drainage Improvement</a>	2030	\$150,000.00	<a href="#">Begin Application</a>		