

# City Administrator's Report



**To:** Mayor Alexander & City Council  
**CC:** Staff  
**From:** R. Scott Dixon, City Administrator  
**Date:** September 05, 2025  
**Re:** City Administrator's Report

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Mayor and Council,

Unfortunately, due to my vacation and recent bout with COVID, very little progress has been made on the issues below. Most of my time this past week has been consumed with getting answers related to the proposed budgets.

## BMA Letter Re Discontinued Use of Trails

Included with this report is a letter from the BMA that the City received via certified mail on September 5<sup>th</sup>. Neither staff nor any member of the Friends of the Regional Park or Parks Board were aware of the BMAs pending decision to revoke access. Staff and our volunteers and supporters will be reaching out to the BMA to find out why this decision was made and hopefully get them to reverse their decision.

## Streets Improvement Plan

Staff met with the same consultant that Hondo has used to develop and address their street maintenance plan. This vendor offers a product called HA-5. Staff will continue to work to develop a street improvement and maintenance plan which will likely entail an updated street assessment (the last one was conducted in 2020). Information about HA5 and the proposed plan will be shared at a future meeting for council's input and direction.

## CPSE Dispute

The Mayor and staff met with Schneider Engineering and our legal consultant to ensure that they are prepared for the meeting with the CEO of CPSE (Rudy Garza). No date for the proposed meeting with CPS has been set yet. The goal of the meeting will be to encourage them to respond to our request for information/justification of the disputed charges.

### Railroad Commission Notice of Violation

The City recently received a notice of violation from the Railroad Commission regarding the filing of Form CI-D, which acknowledges critical infrastructure designation. The report is required twice annually (March 1 and September 1), and although the January filing was completed, the September 1 filing was not received in time, resulting in the notice. Our consultants have advised that this is a standard enforcement reminder letter, which provides 30 days to file before penalties are assessed.

Staff and our pipeline safety consultants are working to submit the required filing and are also pursuing a CI-X exception request since the City purchases gas from WTG rather than producing or distributing gas directly. Completion is expected no later than September 19, 2025, with direct communication to the Commission to confirm compliance once filed.

### WWTP Pond Closure

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

### Geneva Drainage Channel

**No Change.** Per council direction at the August 12<sup>th</sup> meeting, staff will reach out to Mr. Hancock to request that his fence be relocated out of the city's right-of-way. Staff will also confirm that a minimum of an 11 foot driving lane is available on the west side of the project area as discussed. We will do our best to provide the 12 to 14 feet that was originally discussed with the Dybowskys. We will NOT remove trees or relocate the channel to the eastern edge per the direction that was received.

### Garza Creek Drainage Project

**No Change.** Staff has met with one of the owners along the channel and is working to set up appointments with the others to secure the necessary easement to perform the proposed channel improvements.

### Community Center at Regional Park

**NO CHANGE.** The community center project continues to make progress. The walls and roof are up, dry-in should take place in the next few weeks. The project is on schedule to be completed by mid January.

### Lion's Park Splash Pad

**NO CHANGE.** Unfortunately, the Lion's Park Splash pad is out of commission until further notice. Staff has provided a brief report of the timeline and identified issues related to the splash pad. Although the installation was completed per the manufacturer's (Vortex) specifications, the ongoing drought has proven to be too much and caused catastrophic failure. The entire installation will need to be removed and replaced. Staff is working with councilman King to review the warranty and proposed repair work.

#### County Streets Plan

**NO CHANGE.** A copy of the chip seal overlay projects that have been proposed to Medina County has been included with this report. Staff has discussed these projects with Judge Lutz and Commissioner Sittre. The next step will be to draft an Interlocal agreement for approval by both the city council and county commission.

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

Thank you,

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

R. Scott Dixon, MPA

City Administrator, Castroville, TX