



# City of Seguin

210 E. Gonzales Street  
Seguin TX, 78155

## Public & Virtual Meeting Agenda City Council

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Tuesday, March 4, 2025

5:30 PM

Council Chambers

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This meeting can be viewed live at:

[https://cityofseguintx.granicus.com/MediaPlayer.php?publish\\_id=3a45111c-c736-4fb2-a860-7ff869cdc2be](https://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=3a45111c-c736-4fb2-a860-7ff869cdc2be)

1. **Call to Order**
2. **Invocation - Rev. Jeanet Jackson, Wesley-Harper United Methodist Church**
3. **Pledge of Allegiance/Salute to the Texas Flag**
4. **Roll Call**

5. **Hearing of Residents:**

*Invitation to hear citizens and council members in advance of regular business on items other than what is on the agenda, which shall be limited to five (5) minutes. Due to the Open Meetings Act discussions on matters not on the agenda are not allowed, therefore discussion shall be limited to 1) Statements of specific factual information given in response to any inquiry; 2) A recitation of existing policy in response to an inquiry; 3) A proposal to place the subject on the agenda for a future meeting; 4) For the record, please state your name and address before speaking.*

6. **Presentation**

- a. **25-127** City of Seguin Financial Reports for the three months ended December 31, 2024. - Susan Caddell, Director of Finance  
**Attachments:** [December 31, 2024 Financials.V2](#)  
[December 31, 2024 Power Point](#)

7. **Consent Agenda**

- a. **25-140** Minutes of the February 18, 2025 City Council Regular Meeting.
- b. **25-148** Check Report February 15, 2025 through February 28, 2025.  
**Attachments:** [Check Report 02152025 - 02282025](#)
- c. **25-128** Approval of Quarterly Investment Report for Quarter Ended December 31,

2024. - Susan Caddell, Director of Finance

**Attachments:** [Investment Report for 123124 Memo](#)  
[December 31, 2024 City](#)

- d. [25-100](#) Resolution authorizing the submission of a Department of Homeland Security, Federal Emergency Management Agency, Hazard Mitigation Grant Program grant application to fund structural drainage improvement to Walnut Branch Channel. - Kate McCloud, Grants Administrator
- Attachments:** [Agenda Item Memo - HMGP Hurr Beryl](#)  
[Resolution to Apply TDEM HMGP Hurr Beryl](#)
- e. [25-143](#) Resolution authorizing the submission of a Community Project Funding application to fund the rehabilitation of the Seguin Activity Center. - Kate McCloud, Grants Administrator
- Attachments:** [Resolution to Apply Community Project Funding -SAC](#)  
[Activity Center Board Resolution to BGC](#)  
[Agenda Item Memo - Application Community Project Funding-SAC](#)
- f. [25-136](#) Resolution authorizing the City Manager to give away the remaining salvaged portions of the old pedestrian bridge given to the City of Seguin by Schertz / Seguin Local Government Corporation (SSLGC). - Randy Kell, Director of Facilities
- Attachments:** [Memo: Release of Material from the Old Pedestrian Bridge](#)  
[Resolution \(Bridge.Salvage.Property\)](#)  
[Image 1](#)  
[Image 2](#)  
[Image 3](#)  
[Image 4](#)
- g. [25-134](#) Resolution authorizing the City Manager to execute an agreement with the Texas Historical Commission for the Main Street Program demonstrating the City of Seguin's commitment to continue as an Official Main Street City. - Kyle Kramm, Main Street & CVB Director/HPO
- Attachments:** [TMS Program Council Memo 2025](#)  
[Resolution Sustaining Level Official MS 2025](#)  
[Main Street Contract Proposal](#)
- h. [25-101](#) Ordinance on second reading amending the Seguin Code of Ordinances Chapter 74, Parks, amending Article IV, Standards of Care for Youth Recreation Programs; providing for publication of this ordinance; providing a severability clause; providing for an effective date; and authorizing city staff to prepare this ordinance for submission as a supplement to the Code of Ordinances. - Jack Jones, Director of Parks and Recreation.

**Attachments:** [Memo for Standards of Care for 2025-2026](#)  
[2025-2026 JAAM PARENT HANDBOOK](#)  
[Ordinance No. 2024-089 \(1\)\(JAAM\)\(Final\)](#)

**8. Action Items - Discussion and Possible Motion to Approve**

- a. [25-138](#) Resolution awarding a bid in the amount of \$1,379,556.66 to D&D Contractors, Inc. for the Mays Creek GLO Phase I Drainage Project (a GLO CDBG-MIT Grant Project, Contract No. 22-085-008-D236); authorizing the City Manager to enter into a construction contract with D&D Contractors, Inc.; and declaring an effective date. - Melissa Reynolds, PE, MPA, CFM - Director of Capital Projects | Engineering  
**Attachments:** [2025-03-04 Memo Mays Creek Construction Contract](#)  
[2025-03-04 Resolution Mays Creek Construction Contract](#)  
[GLO MC Phase 1 - Award Recommendation](#)
- b. [25-130](#) Resolution awarding a contract to D&D Sitework & Utilities in the amount of \$157,976.46 for the Continental Drive Emergency Pipe Replacement. - John Donnelly, Public Works Director  
**Attachments:** [D&D - Emergency Pipe Repair Memo](#)  
[Resolution \(Continental Dr Emergency Repair\)](#)
- c. [25-149](#) Resolution authorizing the City Manager to purchase and install a new 30' x 60' modular building for use by IT at the Utility Operation Center; and declaring an effective date. - Randy Kell, Director of Facilities  
**Attachments:** [Memo - Purchase and Installation of a 36' x 60' Modular Building for IT](#)  
[Draft Resolution - Modular Building Purchase](#)  
[City of Seguin Proposal \(1\)](#)
- d. [25-132](#) Resolution authorizing the City Manager to enter a Professional Services contract with Freese and Nichols, for engineering services related to updating the 2022 Water and Wastewater Master plan capital projects; and declaring an effective date. - Terri Lynn Ruckstuhl, Senior Utilities Engineer  
**Attachments:** [Council Memo 3-4-2025](#)  
[Resolution 3-4-2025](#)  
[PSA - FY26 WWW CIP Update\\_FNI Signed 25.02.20](#)
- e. [25-141](#) Resolution approving an amendment for engineering services related to the 12-inch wastewater main replacement and 8-inch water main extension project; and declaring an effective date. - Terri Lynn Ruckstuhl, Senior Utilities Engineer

**Attachments:** [Council Memo 3-4-2025](#)  
[Resolution 3-4-2025](#)  
[Engineering Proposal Link Road Sewer Amendment No. 1](#)

- f. [25-133](#) Discussion and possible direction to staff on downtown economic development incentive policies regarding two specific Chapter 380 proposals: The 1908 at 100 East Court (\$35,000 incentive) and the proposed The Canopy at 113 South Camp(\$50,000 incentive). For portions of this item, Council may choose to enter into Closed Session pursuant to Sections 551.071 and 551.087 of the Texas Government Code. - Kyle Kramm, Main Street & CVB Director/HPO
- Attachments:** [Incentive Flyer](#)  
[2025 Fix It Application-FILLABLE](#)  
[Protect It - Grant Guidelines and Application](#)  
[2023-2024 BIG Grant Program Guidelines FINAL \(2\)](#)  
[Chapter 380 Application](#)
- g. [25-145](#) Resolution declaring a necessity for the acquisition of a 0.95-acre permanent utility easement and a 0.502-acres temporary construction easement on a tract of land out of the H. Branch Survey, A-6, Guadalupe County, Texas, and being out of a called 26.389 tract of land conveyed to Tuscumbia Oaks, L.P., described by an instrument recorded in Volume 2025, Page 0127 of the Official Public Records of Guadalupe County, Texas, and being more particularly described by metes and bounds and shown in Exhibit A attached hereto and incorporated herein for all purposes for the purpose of the installation, construction, operation, maintenance, repair, upgrade and removal of multiple water, wastewater and reuse water transmission lines and related above and below ground appurtenances along Highway 123 to increase wastewater service capacity to the area and authorizing the institution of condemnation proceedings to acquire said property interest to the extent negotiations are unsuccessful. Council may opt to hold portion(s) of this item in Closed Session, pursuant to Sections 551.071 and 551.072 of the Texas Government Code. Any actions will be taken in Open Session. - Mark Kennedy, City Attorney
9. **Closed Session**
- In accordance with Texas Government Code, Subchapter D, Section 551, the City Council may convene in a closed session to discuss any of the following items, any final action or vote taken will be in public:*
- a. [25-137](#) Section 551.071(2) and 551.072 - Consultation with Attorney and Deliberation Regarding Real Property: to deliberate the purchase and/or value of real property located along or near West Kingsbury Street on the SEDC 121 project in Guadalupe County, Texas. Possible action(s) may follow in Open Session.

- b. [25-147](#) Section 551.071(2) and 551.072 - Consultation with Attorney and Deliberation Regarding Real Property: to deliberate the purchase and/or value of real property near the intersection of Cordova Road and SH-123 (Cordova Road Project) in Guadalupe County, Texas. Possible action may follow in Open Session.
- c. [25-139](#) Section 551.072 - Deliberation Regarding Real Property: to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.  
- Project High Tech
10. **Reconvene into Open Session and Take Action on Closed Session Items if necessary**
11. **Adjournment**

#### CERTIFICATE

I certify that the above notice of meeting was posted in the outside display case at the front of the Municipal Building, 210 E. Gonzales Street of the City of Seguin, Texas on the 28th day of February 2025 at 4:20 P.M.

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**Kristin Mueller**  
**City Secretary**

All items on the agenda are eligible for possible discussion and action. The City Council 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 Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices,) and 551.086 (Economic Development).

The City of Seguin is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal access to communications will be provided to those who provide notice to the City Secretary at (830) 401-2468 at least 48 hours in advance. This meeting site is accessible to disabled persons.