



City of Seguin

210 E. Gonzales Street
Seguin TX, 78155

Meeting Minutes

City Council

Tuesday, March 5, 2024

5:30 PM

Council Chambers

Public & Virtual

1. Call to Order

Mayor Donna Dodgen called the meeting to order at 5:30 P.M.

2. Invocation - Mayor Donna Dodgen

3. Pledge of Allegiance/Salute to the Texas Flag

4. Roll Call

Excused: 1 - Councilmember Jason Biesenbach

Present: 7 - Councilmember Joe Rea, Councilmember Sonia Mendez, Councilmember Jim Lievens, Councilmember Chris Rangel, Councilmember Paul Gaytan, Councilmember Monica N. Carter, and Councilmember Bill Keller

Presiding: 1 - Mayor Donna Dodgen

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.

Douglas Manger, 916 Humphreys, presented several photos of a street with potholes and surface cracks and said that the photos were of the 200-500 block of Humphreys St. and

Nivia Maldonado, 4573 Prairie Summit, said that she lives in the unincorporated part of Seguin and does not receive household hazardous waste disposal service in her area. She would like that service to be offered and asked if and when that would be possible.

Councilmember Rangel thanked Waste Connections, LLC and Texas Lutheran University for support of the bi-annual clean-up this weekend. He reported that the event went really well and thanked all of the volunteers who helped make the event

successful.

Mayor Dodgen announced that it was Deputy City Secretary Kim Allison and Police Chief Jason Brady's birthday and wished them both a Happy Birthday. Additionally, she reported that the first Citizens Police Academy class was tonight and that the Police Department has 1 cadet graduating from the Alamo Area Council of Governments Police Academy. Also, she invited everyone to attend the second public input meeting related to the redevelopment of the downtown Wells Fargo building. The meeting will be held on Thursday, March 7, 2024 at 6:00 P.M. at the Seguin Public Library. Lastly, she announced that the Park West Splash Pad will open this Friday, March 8th. The operating hours for the splash pad are 9:00 A.M. to 9:00 P.M. daily.

City Manager Parker thanked everyone who attended the groundbreaking for the new playground at Max Starcke Park East. He reminded everyone that the playground equipment will be funded by the grant monies awarded from Niagara Perk Your Park grant. He thanked everyone who was involved in helping the City acquire the grant funds, specifically Houston Larson and Public Information Officer Jennifer Sourrdellia.

Mayor Pro Tem Carter gave heartfelt condolences to the friends and family of Steve Tschoepe. She stated that former council member Tschoepe accomplished so much during his lifetime for our community and that he was well loved by the community.

Councilmember Lievens also gave his condolences to the family and friends of Steve Tschoepe and mentioned that Mr. Tschoepe had dedicated so much of his life to the City.

6. Presentation

a.

City of Seguin Financial Reports for the Three Months Ended
December 31, 2023 - Susan Caddell, Director of Finance

Indexes:

Attachments: [December 31, 2023 COS Financials](#)
 [December 31, 2023 Power Point](#)

Finance Director Susan Caddell presented the City of Seguin Financial Reports for the Year Ended December 31, 2023

7. Consent Agenda

After the motion and second, Councilmember Gaytan stated that he would like to vote against the adoption of the noise ordinance for the same reasons he stated in the last City Council meeting.

Mayor Dodgen said that because a motion was made and seconded before he made the comment, the item had to stay on the consent agenda but that it would be noted that he did not want to approve adopting the noise ordinance because he wanted more data collected before a decision was made.

Councilmember Rea moved to approve the Consent Agenda. Councilmember Keller seconded the motion. The motion carried by the following vote:

Excused: 1 - Councilmember Biesenbach

Presiding: 1 - Mayor Dodgen

Aye: 7 - Councilmember Rea, Councilmember Mendez, Councilmember Lievens, Councilmember Rangel, Councilmember Gaytan, Councilmember Carter, and Councilmember Keller

a. Minutes of the February 20, 2024 City Council Regular Meeting

Indexes:

Attachments: [CCMeeting.Minutes February 20, 2024](#)

City Council Meeting Minutes of February 20, 2024 was approved.

b. Check Report: February 17, 2024 to March 1, 2024

Indexes:

Attachments: [Check Report 02172024 - 03012024](#)

The check report was acknowledged.

c.

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.

Indexes:

Attachments: [Memo for Standards of Care for 2024-2025](#)
[2024-2025 JAAM Parent Handbook](#)
[Ordinance.Amend.Standards.of.Care](#)

This Ordinance was adopted.

Enactment No: ORD 2024-007

d.

Ordinance on second reading amending the 2018 International Fire Code; providing for a severability clause, providing for an effective date; providing for publication of this ordinance; and authorizing staff to submit this ordinance as a supplement to the Code of Ordinances.

Indexes:

Attachments: [Council Memo fire code amendments 2024](#)
 [Ordinance amending 2018 International Fire Code updates](#)

This Ordinance was adopted.

Enactment No: ORD 2024-008

e.

Ordinance on second reading amending the Seguin Code of Ordinances, Appendix C - Fee Schedule, Chapters 50; providing for a severability clause; declaring an effective date; and authorizing city staff to submit this Ordinance as a supplement to the Seguin Code of Ordinances.

Indexes:

Attachments: [Council Memo Permit Fee Changes 2024](#)
 [Modified Permit Fee 2024](#)
 [Ordinance.Amending.Ch.50.App.C](#)

This Ordinance was adopted.

Enactment No: ORD 2024-009

f.

Ordinance on second reading amending the Seguin Code of Ordinances Chapter 46, Article VIII, Seguin Noise Ordinance; authorizing City Staff to prepare this ordinance as a supplement to the City Code of Ordinances; providing for a severability clause; providing for publication; and declaring an effective date.

Indexes:

Attachments: [Noise.Ordinance.Memo](#)
 [Council Noise Ord Presentation](#)
 [Noise.Ordinance \(2024.Amendment\)\(Final\)\(Redline\)](#)

This Ordinance was adopted.

Enactment No: ORD 2024-010

g.

Resolution of the City Council of Seguin, Texas accepting the Petition for Release from the City's Extraterritorial Jurisdiction filed by Rick and Cynthia Houle for one property in Guadalupe County (Property ID No. 185542) and granting the request for Release effective the date of the passing of this Resolution - Pamela Centeno, Director of Planning & Codes

Indexes:

Attachments: [Staff Memo_ETJ Release Request from Houle](#)
 [Petition Release_Houle](#)
 [Resolution Release_Houle](#)

This Resolution was approved.

Enactment No: RES 2024-051

h.

Resolution of the City Council of Seguin, Texas accepting the Petition for Release from the City's Extraterritorial Jurisdiction filed by Aaron Hartwick for two properties in Guadalupe County (Property ID No.'s 61289 and 61290) and granting the request for Release effective the date of the passing of this Resolution - Pamela Centeno, Director of Planning & Codes

Indexes:

Attachments: [Staff Memo_ETJ Release Request from Hartwick](#)
 [Petition Release_Hartwick](#)
 [Resolution Release_Hartwick](#)

This Resolution was approved.

Enactment No: RES 2024-052

i.

Resolution of the City Council of Seguin, Texas accepting the Petition for Release from the City's Extraterritorial Jurisdiction filed by Jaquelin Ball for two properties in Guadalupe County (Property ID No.'s 65929 and 65930) and granting the request for Release effective the date of the passing of this Resolution - Pamela Centeno, Director of Planning & Codes

Indexes:

Attachments: [Staff Memo_ETJ Release Request from Ball](#)
 [Petition Release_Ball](#)
 [Resolution Release_Ball](#)

This Resolution was approved.

Enactment No: RES 2024-053

j.

Resolution of the City Council of Seguin, Texas accepting the Petition for Release from the City's Extraterritorial Jurisdiction filed by Sarah & Richard McGaffey for one property in Guadalupe County (Property ID No. 28912) and granting the request for Release effective the date

of the passing of this Resolution - Pamela Centeno, Director of Planning & Codes

Indexes:

Attachments: [Staff Memo ETJ Release Request from McGaffey](#)
 [Petition Release McGaffey](#)
 [Resolution Release McGaffey](#)

This Resolution was approved.

Enactment No: RES 2024-054

k.

Resolution of the City Council of Seguin, Texas accepting the Petition for Release from the City's Extraterritorial Jurisdiction filed by James and Patricia Swize for one property in Guadalupe County (Property ID No. 70325) and granting the request for Release effective the date of the passing of this Resolution - Pamela Centeno, Director of Planning & Codes

Indexes:

Attachments: [Staff Memo ETJ Release Request from Swize](#)
 [Petition Release Swize](#)
 [Resolution Release Swize](#)

This Resolution was approved.

Enactment No: RES 2024-055

l.

Resolution of the City Council of Seguin, Texas accepting the Petition for Release from the City's Extraterritorial Jurisdiction filed by Michael Boehnke for one property in Guadalupe County (Property ID No. 70337) and granting the request for Release effective the date of the passing of this Resolution - Pamela Centeno, Director of Planning & Codes

Indexes:

Attachments: [Staff Memo ETJ Release Request from Boehnke M](#)
 [Petition Release Boehnke M](#)
 [Resolution Release Boehnke M](#)

This Resolution was approved.

Enactment No: RES 2024-056

m.

Resolution of the City Council of Seguin, Texas accepting the Petition for Release from the City's Extraterritorial Jurisdiction filed by Ralph and Terry Boehnke for six properties in Guadalupe County (Property ID No.'s 70345, 65976, 70321, 70320, 65973 and 70346) and granting the request for Release effective the date of the passing of this Resolution - Pamela Centeno, Director of Planning & Codes

Indexes:

Attachments: [Staff Memo ETJ Release Request from Boehnke R](#)
[Petition Release Boehnke R](#)
[Resolution Release Boehnke R](#)

This Resolution was approved.

Enactment No: RES 2024-057

n.

Resolution of the City Council of Seguin, Texas accepting the Petition for Release from the City's Extraterritorial Jurisdiction filed by Randall and Deanna Castleberry for one property in Guadalupe County (Property ID No. 70331) and granting the request for Release effective the date of the passing of this Resolution - Pamela Centeno, Director of Planning & Codes

Indexes:

Attachments: [Staff Memo ETJ Release Request from Castleberry](#)
[Petition Release Castleberry](#)
[Resolution Release Castleberry](#)

This Resolution was approved.

Enactment No: RES 2024-058

8. Action Items - Discussion and Possible Motion to Approve

a.

Public Hearing and Ordinance on first reading to consider a Zoning Change from Single Family Residential (R-1) to Commercial (C) for property located at 214 Preston Drive, Property ID: 59405, (ZC 01-24) - Pamela Centeno, Director of Planning and Codes.

Indexes:

Attachments: [Staff Memo ZC 01_24](#)
[Planning Commission Report and Packet Final](#)
[ZC 01-24 Ordinance](#)
[ZC0124 ExhibitA CC](#)

Mayor Dodgen opened the Public Hearing at 5:51 P.M.

There being no public comment, Mayor Dodgen closed the Public Hearing at 5:51 P.M.

A motion was made by Councilmember Keller, seconded by Councilmember Lievens, that this Zoning Ordinance be approved on first reading. The motion carried by the following vote:

Excused: 1 - Councilmember Biesenbach

Presiding: 1 - Mayor Dodgen

Aye: 7 - Councilmember Rea, Councilmember Mendez, Councilmember Lievens, Councilmember Rangel, Councilmember Gaytan, Councilmember Carter, and Councilmember Keller

b.

Public Hearing and Ordinance on first reading to consider amending the Seguin Code of Ordinances Chapter 54 (Floods) to establish the areas of special flood hazard and requirements concerning the lowest floor elevation of residential and nonresidential construction to a minimum of two feet above the base flood elevation. - Jennifer Shortess, P.E., CFM - Assistant Director of Engineering & Capital Projects

Indexes:

Attachments: [2024.03.05 Council Memo](#)
[2024.03.05 Resolution](#)
[Chapter 54 FLOODS 2024 01 17](#)

Mayor Dodgen opened the Public Hearing at 5:57 P.M.

There being no public comment, the Mayor closed the Public Hearing at 5:57 P.M.

A motion was made by Councilmember Gaytan, seconded by Councilmember Rangel, that this Action Item be approved. The motion carried by the following vote:

Excused: 1 - Councilmember Biesenbach

Presiding: 1 - Mayor Dodgen

Aye: 7 - Councilmember Rea, Councilmember Mendez, Councilmember Lievens, Councilmember Rangel, Councilmember Gaytan, Councilmember Carter, and Councilmember Keller

c.

Approval of Quarterly Investment Report for Quarter Ended December 31, 2023 - Susan Caddell, Director of Finance

Indexes:

Attachments: [December 31, 2023 City](#)

Finance Director Susan Caddell presented the Quarterly Investment Report for Quarter Ended December 31, 2023.

A motion was made by Councilmember Carter, seconded by Councilmember Keller, that this Action Item be approved. The motion carried by the following vote:

Excused: 1 - Councilmember Biesenbach

Presiding: 1 - Mayor Dodgen

Aye: 7 - Councilmember Rea, Councilmember Mendez, Councilmember Lievens, Councilmember Rangel, Councilmember Gaytan, Councilmember Carter, and Councilmember Keller

- d. Resolution authorizing the purchase of a Toro Reelmaster 3575-D fairway mower by Starcke Park Golf Course declaring an effective date-Bruce Allen, Golf Course General Manager and Rick Cortes, Deputy City Manager.

Indexes:

Attachments: [Memo \(Toro.Reelmaster\)](#)
[Resolution \(Toro.Reelmaster\)](#)

A motion was made by Councilmember Rea, seconded by Councilmember Keller, that this Resolution be approved. The motion carried by the following vote:

Excused: 1 - Councilmember Biesenbach

Presiding: 1 - Mayor Dodgen

Aye: 7 - Councilmember Rea, Councilmember Mendez, Councilmember Lievens, Councilmember Rangel, Councilmember Gaytan, Councilmember Carter, and Councilmember Keller

Enactment No: RES 2024-059

- e.

Resolution authorizing the City Manager to execute a purchase order for \$67,844 for the AclaraOne Technologies 2024 annual software and licensing renewal - Shane McDaniel, Chief Information Officer

Indexes:

Attachments: [IT Memo - Aclara 2024 renewal](#)
[Seguin, TX Aclara Maintenance Renewal Letter April 2024](#)
[Resolution\(Renewal.AclaraOne\)](#)

A motion was made by Councilmember Lievens, seconded by Councilmember Carter, that this Resolution be approved. The motion carried by the following vote:

Excused: 1 - Councilmember Biesenbach

Presiding: 1 - Mayor Dodgen

Aye: 7 - Councilmember Rea, Councilmember Mendez, Councilmember Lievens, Councilmember Rangel, Councilmember Gaytan, Councilmember Carter, and Councilmember Keller

Enactment No:

- f. Resolution authorizing the Chief of Police for the City of Seguin to enter into an Interlocal Cooperation Agreement between all agencies involved with the Operation Lone Star for law enforcement services; Repealing all conflicting resolutions; and providing for an Effective Date. -- Lt. Cobey Crow, Police Department

Indexes:

Attachments: [Operation Lone Star MOU request Memo.docx](#)
 [Resolution.Op.Lonestar.ILA](#)
 [Lonestar MOU V5 5-23\(Seguin\)](#)

A motion was made by Councilmember Keller, seconded by Councilmember Lievens, that this Action Item be approved. The motion carried by the following vote:

Excused: 1 - Councilmember Biesenbach

Presiding: 1 - Mayor Dodgen

Aye: 7 - Councilmember Rea, Councilmember Mendez, Councilmember Lievens, Councilmember Rangel, Councilmember Gaytan, Councilmember Carter, and Councilmember Keller

Enactment No: RES 2024-061

- g. Resolution authorizing the City Manager to execute an Interlocal Agreement between the City of Seguin, Texas and Meadowlake Water Control and Improvement District 1

Indexes:

Attachments: [Meadowlake.Memo.March 5 .2024](#)
 [Resolution](#)
 [Meadowlake Interlocal Agreement 03-05-2024](#)

A motion was made by Councilmember Gaytan, seconded by Councilmember Mendez, that this Resolution be approved. The motion carried by the following vote:

Excused: 1 - Councilmember Biesenbach

Presiding: 1 - Mayor Dodgen

Aye: 7 - Councilmember Rea, Councilmember Mendez, Councilmember Lievens, Councilmember Rangel, Councilmember Gaytan, Councilmember Carter, and Councilmember Keller

Enactment No: RES 2024-045

9. Closed Session

Mayor Dodgen, Councilmembers, City Manager Steve Parker, Deputy City Manager Rick Cortes, and City Attorney Mark Kennedy convened into Closed Session at 6:09 P.M..

- a. Pursuant to Sections 551.071(2) and 551.086 of the Texas Government Code - Consultation with Attorney (1)** for the City Council to deliberate and/or consult with and seek advice from its attorney(s) regarding certain City utilities and/or arrangements with the wholesale providers for certain City utilities. Possible action may follow in Open Session.

Indexes:

10. Reconvene Regular Council Meeting Action and Consider Action on Items as a Result of Closed Session

Mayor Dodgen reconvened the Regular Meeting at 6:31 P.M.

Mayor Pro Tem Carter motioned to authorize City Staff to execute Amendment #1 to the AEP Contract, as discussed in Closed Session. Councilmember Rea seconded the motion; the motion carried by the following vote:

Excused: 1 - Councilmember Biesenbach

Presiding: 1 - Mayor Dodgen

Aye: 7 - Councilmember Rea, Councilmember Mendez, Councilmember Lievens, Councilmember Rangel, Councilmember Gaytan, Councilmember Carter, and Councilmember Keller

11. Adjournment

Mayor Dodgen adjourned the meeting at 6:32 P.M.

Donna Dodgen, Mayor

Attest:

**Kristin Mueller
City Secretary**

