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City of Seguin

210 E. Gonzales Street
Seguin TX, 78155

Public & Virtual Meeting Agenda

City Council

Tuesday, December 17, 2024

5:30 PM

Council Chambers

This meeting can be viewed live at:
https://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=5b01dc0e-8f47-4e44-854a-f2501f18dfda

1. **Call to Order**
2. **Invocation - Stephen Shortess, St. Andrew's Episcopal 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. **24-658** Certificate of Recognition presented to Burnt Bean Co. on receiving a MICHELIN Bib Gourmand award and being included in the inaugural MICHELIN Guide Texas. - Donna Dodgen, Mayor
Attachments: [Burnt Bean Co BIB GOURMAND Award Proc](#)
 - b. **24-650** City of Seguin Financial Reports for the Year Ended September 30, 2024. - Susan Caddell, Director of Finance
Attachments: [September 30, 2024 Financial Statements City Council](#)
[September 30, 2024 Power Point](#)
 - c. **24-657** Presentation and update on the project status of Rudeloff Road Phase I

construction. - Melissa Reynolds, P.E., CFM, MPA - Director Capital Projects | Engineering

7. **Consent Agenda**

- a. [24-668](#) Minutes of the December 3, 2024 City Council Regular Meeting.
Attachments: [CC Meeting Minutes December 3, 2024 Amended](#)
- b. [24-667](#) Check Report November 30, 2024 through December 13, 2024.
Attachments: [Check Report 11302024 - 12132024](#)
- c. [24-660](#) Board and/or Committee Appointments - Mayor Donna Dodgen
- a. Building and Standards
 - b. Commission on the Arts
 - c. Central Texas Tech Center Advisory
 - d. Golf Advisory
 - e. Historic Preservation
 - f. Library Foundation
 - g. Library Advisory
 - h. Main Street Advisory
 - i. Parks & Recreation Advisory
 - j. Planning & Zoning Commission
 - k. Seguin Economic Development Corp
 - l. SSLGC
 - m. Zoning Board of Adjustments
- Attachments:** [Memo & Board & Commission Applications - December 2024](#)
- d. [24-648](#) Approval of reports for the quarter ended September 30, 2024 for the following organizations that receive Occupancy Tax funding. - Susan Caddell, Director of Finance
- a. Seguin Conservation Society
 - b. Mid-Texas Symphony
 - c. Teatro de Artes de Juan Seguin
 - d. Seguin-Guadalupe County Hispanic Chamber of Commerce
 - e. Seguin Heritage Museum
 - f. Guadalupe County Fair Association
 - g. Seguin LULAC Council #682
 - h. Seguin Art League
 - i. The Fields of Huber Ranch, LLC
- Attachments:** [Quarterly Reports for Quarter Ended September 30, 2024](#)
[Reports for quarter ended 093024](#)
- e. [24-649](#) Approval of Quarterly Investment Report for Quarter Ended September 30, 2024 - Susan Caddell, Director of Finance
Attachments: [September 30, 2024 Investment Report](#)

- f. [24-620](#) Ordinance on second reading amending the Seguin Code of Ordinances, Chapter 102, Utilities, Article VII, Drought Contingency and Water Emergency Response Plan to adopt the 2024 Drought Contingency and Water Emergency Response Plan for the City of Seguin; providing for a severability clause; providing for publication of this Ordinance; authorizing City staff to prepare this Ordinance as a supplement to the Seguin Code of Ordinances; and declaring an effective date. - Timothy J. Howe, Director - Water / Wastewater Utilities

Attachments: [Council Memo 12-3-2024](#)

[Ordinance 12-3-2024](#)

[Ordinance Revisions 12-3-2024](#)

- g. [24-627](#) Ordinance on second reading amending the Seguin Code of Ordinances, Appendix D - Discharges for Industrial Wastes to adopt revised technically based local limits for the City of Seguin Wastewater Treatment Plants; providing for a severability clause; providing for publication of this Ordinance; authorizing City staff to prepare this Ordinance as a supplement to the Seguin Code of Ordinances; and declaring an effective date. - Timothy J. Howe, Director - Water / Wastewater Utilities

Attachments: [Council Memo 12-3-2024](#)

[Ordinance 12-3-2024](#)

[Ordinance Revisions 12-3-2024](#)

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

- a. [24-647](#) Resolution approving the budgets for the following organizations that receive Occupancy Tax funding - Susan Caddell, Director of Finance
- a. Seguin Conservation Society
 - b. Mid-Texas Symphony
 - c. Teatro de Artes de Juan Seguin
 - d. Seguin-Guadalupe County Hispanic Chamber of Commerce
 - e. Seguin Heritage Museum
 - f. Guadalupe County Fair Association
 - g. Seguin LULAC Council #682
 - h. Seguin Art League
 - i. The Fields of Huber Ranch, LLC

Attachments: [Budgets to City Council 2025](#)

[Funding Requests FY25](#)

[Civic Organization Budgets](#)

- b. [24-651](#) Resolution to review City of Seguin Investment Policy in order to conform to Public Fund Investment Act, Texas Government Code Annotated, Chapter 2256. - Susan Caddell, Director of Finance

Attachments: [City of Seguin Investment Policy memo 2024](#)
[Investment Policy Review Resolution 2024](#)
[City of Seguin Investment Policy 2024](#)

- c. [24-652](#) Resolution to review and adopt the list of brokers/dealers authorized to engage in investment transactions with the City of Seguin - Susan Caddell, Director of Finance

Attachments: [Approval of Brokers List memo 2024](#)
[City of Seguin Resolution Broker list 2024](#)

- d. [24-656](#) Resolution of the City Council of the City of Seguin, Texas awarding a bid in the amount of \$17,911,808.79 to D&D Contractors, Inc. for the North Heideke Street Drainage Improvement Project (a GLO CGBG-MIT Grant Project); 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 Capital Projects | Engineering

Attachments: [2024-12-17 Memo North Heideke Construction Contract](#)
[2024-12-17 Resolution Heideke Drainage Construction Contract](#)
[Bid Award Recommendation -GLO Heideke AF-2025-17 and Bid Tab R1](#)

- e. [24-655](#) Resolution adopting Guidelines and Criteria for Tax Abatements; and declaring an effective date. - Josh Schneuker, Director of Economic Development

Attachments: [CC Memo-Tax Abatement Guidelines and Criteria 25-27](#)
[Resolution approving guidelines for tax abatement](#)
[2025-2027 City of Seguin Tax Abatement Criteria and Guidelines](#)

- f. [24-646](#) Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to approve a Purchase Order with Deere & Company-Tellus Equipment Solutions in the amount of \$75,057.76 for the purchase of a John Deere Tractor for the Parks and Recreation Department; and declaring an effective date. -Jack Jones, Director of Parks and Recreation

Attachments: [Memo regarding the purchase of a Parks Tractor](#)
[Resolution\(Tractor\)\(BuyBoard\)](#)
[John Deere Tractor Quote from Tellus Equipment Solutions](#)

- g. [24-640](#) Resolution to authorize the City Manager to execute a 1st Amendment to Agreement Between the City of Seguin and Darrell Dullnig, for services as an Associate Municipal Court Judge, extending the original Agreement until end of March 2025. - Mark Kennedy, City Attorney

Attachments: [Council Memo 12-3-2024 \(Dullnig\)\(2\)](#)
[Resolution\(Dullnig.1st.Amendment\)\(2\)](#)
[1st Amendment to Associate Judge Agreement](#)
[Dullnig Resolution No. 2023R-057 \(Original Agreement\)](#)

- h. [24-662](#) Resolution of the City Council of the City of Seguin, Texas, for accepting for filing a Landowner Petition requesting the creation of the Walnut Springs Public Improvement District; finding the petition to be compliant with applicable laws; calling a public hearing to consider the creation of the Public Improvement District; authorizing and directing that notice of the Public Hearing to be given as required by law; providing for an immediate effective date; and resolving other matters in connection therewith. - Mark Kennedy, City Attorney

Attachments: [Letter](#)
[Resolution](#)
[Agenda and Motion](#)

9. **Closed Session**

a. [24-661](#)

EXECUTIVE/CLOSED SESSION MEETING - An executive/closed session meeting will be held pursuant to **Section 551.087 Deliberation Regarding Economic Development Negotiations (1)** to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; **(2)** to deliberate the offer of a financial or other incentive to a business prospect.
- Downtown Projects

10. **Reconvene into Open Session and Take Action on Items as a Result of Closed Session, 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 13th day of December 2024 at 5:00 P.M.

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 Executive 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.