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# City of Seguin

210 E. Gonzales Street  
Seguin TX, 78155

## Meeting Minutes

### City Council

Tuesday, March 18, 2025

5:30 PM

Council Chambers

#### Public & Virtual

1. Call to Order

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

2. Invocation - Pastor Joshua Jordan, Lifegate Church

3. Pledge of Allegiance/Salute to the Texas Flag

4. Roll Call

**Present:** 8 - Councilmember Joe Rea, Councilmember David Eveld, Councilmember Jim Lievens, Councilmember John Carlsson, Councilmember Paul Gaytan, Councilmember Monica N. Carter, Councilmember Bill Keller, and Councilmember Jason Biesenbach

**Presiding:** 1 - Mayor Donna Dodgen

5. Hearing of Residents:

*Timothy Earl, 5662 Hickory Forrest Dr, and Bob Hanneran, 5335 Wagner, New Braunfels, informed that the South Central Regional IGP Championship was held in Seguin at the end of February. Mr. Earl stated there was not as much participation as they initially wanted, but those that attended were pleasantly surprised by the amenities that Seguin offers. They thanked the City Council and local restaurants for their support and presented Nancy and Cheryl with 1117 Smokehouse and Saloon a certificate of appreciation and said they were instrumental in the events success. Lastly, they announced that the Regional event went so well that they were asked to put in a bid to host the 2026 national event in Seguin. Winners of the national event would represent the USA in the world event.*

*Director of Main Street/CVB Kyle Kramm invited City Council and the community to attend Moonlight & Roses on Friday, April 4, 2025 from 7-9 P.M. in the Memorial Rose Garden at Walnut Springs Park. The event will consist of jazz music and the annual downtown awards will be presented. The event is free to attend but there is an option to preorder a picnic basket for those interested.*

*City Manager Steve Parker thanked Public Works for hosting the Hazardous Household Waste event. He said that it was well attended, took lots of man power to staff, went over capacity and is an expensive endeavor. He thanked City Council for their support and said that it needs to be a more regularly occurring event.*

*Mayor Dodgen agreed that the Hazardous Waste event was very labor intensive and*

added that it was very organized and set up very well. She informed that by 10 A.M. the City had already exhausted the funds for the grant. So she called Mr. Parker to inform him that the line of residents still waiting to dispose of hazardous waste was up the hill. The City chose to continue the event at the City's expense. She knows those organizing and cleaning up did not stop working until 7 P.M. and there were still about 30 cars that were not able to be serviced.

Mayor Dodgen congratulated Freddy King, Manager of Electric Utility, for recently receiving the Unsung Hero Award from the Texas Electric Cooperative. He was recognized for his efforts to expand access to critical training measures, ensuring professionals across Texas are better equipped to maintain safer electrical practices. Additionally, she congratulated Assistant Police Chief Jaime "Rusty" Suarez for graduating from the 293rd session of the prestigious FBI National Academy. She also announced that the Seguin Economic Development Corporation has been recognized by the Texas Economic Development Council by receiving the Economic Excellence Award. This award highlights commitment to best practices, professional development, and outstanding economic growth efforts in Seguin.

Mayor Dodgen reminded that the survey regarding roadway safety at the corner of FM 78 and Huber Rd in Seguin will close on Thursday, March 20th. The survey link is posted on the city website and Facebook page.

She also invited everyone to participate in the Tip-A-Cop Event this Friday, March 21st from 11 A.M. to 1:30 P.M. at Burnt Bean. The tips given at the event will support Special Olympics Texas. Also, reminded that the Community Kite Festival is this Saturday, March 22 at Manuel Castilla Park from 10 A.M. to 1 P.M. It is a free event and everyone is welcome to attend.

## 6. Presentation

- a. [25-177](#) Presentation of Fiscal Year 2024 Audit Report. - Deborah Fraser, Armstrong, Vaughan and Associates, PC

**Indexes:**

Auditor Deborah Fraser presented the Fiscal Year 2024 Audit Report and stated that Seguin received an Unmodified Opinion.

Councilmember Lievens thanked City Council for allowing him to sit on the Audit Committee and thanked Finance Director Susan Caddell for being conservative with the City's funds.

Mayor thanked Ms. Fraser for her presentation and informed City Council that Ms. Fraser was available to answer questions related to the audit at any time.

## 7. Consent Agenda

### Approval of the Consent Agenda

**A motion was made by Councilmember Rea, seconded by Councilmember Keller, to approve the Consent Agenda. The motion carried by the following vote:**

**Aye:** 8 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, Councilmember Keller, and Councilmember Biesenbach

- a. [25-193](#) Minutes of the March 4, 2025 City Council Meeting.  
  
**Indexes:**  
**These Minutes were approved.**
- b. [25-192](#) Check Report March 1, 2025 through March 14, 2025.  
  
**Indexes:**  
**The Check Report was acknowledged.**
- c. [25-167](#) Resolution accepting the Petition for Release from the City's Extraterritorial Jurisdiction filed by David and Debra Joyner for one property in Guadalupe County (Property ID No. 60380) and granting the request for Release effective the date of the passing of this Resolution. - Shelly Jackson, Assistant Director of Planning/Codes  
  
**Indexes:**  
**This Resolution was approved.**  
  
Enactment No: RES 2025R-061
- d. [25-170](#) Resolution authorizing the City Manager to enter into an Agreement with Library Interiors of Texas regarding a Choice Partners quote in the amount of \$100,034.55 to replace existing furniture, add new shelving in the children's area, add ADA compliant furniture at the Seguin Public Library; and declaring an effective date. - Silvia Christy, Library Director  
  
**Indexes:**  
**This Resolution was approved.**  
  
Enactment No: RES 2025R-062
- e. [25-171](#) Resolution authorizing the City Manager to execute Change Order Nos. 1-3 with E-Z Bel Construction, LLC in the amount of \$210,307.22 for the Lawson Street Reconstruction Project through the Texas Department of Agriculture's Texas Rural Business Fund Grant; and declaring an effective date. - Melissa Reynolds, PE, MPA, CFM - Director of Engineering & Capital Projects  
  
**Indexes:**  
**This Resolution was approved.**  
  
Enactment No: RES 2025R-063
- f. [25-146](#) Resolution awarding a bid in the amount of \$206,279 to C3 Environmental Specialties, LP for the 2025 Public Sidewalk Repairs project; authorizing the City Manager to enter into a construction

contract with C3 Environmental Specialties, LP.; and declaring an effective date. - Melissa Reynolds, PE, MPA, CFM - Director of Engineering | Capital Projects

**Indexes:**

**This Resolution was approved.**

Enactment No: RES 2025R-064

- g. [25-168](#) Resolution authorizing the City Manager to enter into a Professional Service Agreement in the amount of \$365,855.93 with Rodriguez Transportation Group for Professional Services for the Joe Carrillo Street/Countryside Boulevard Sidewalk Project (CSJ #0915-46-062); and declaring an effective date. - Melissa Reynolds, PE, MPA, CFM - Director of Engineering & Capital Projects

**Indexes:**

**This Resolution was approved.**

Enactment No: RES 2025R-065

- h. [25-150](#) Resolution authorizing the City Manager to execute a Tree Trimming and Removal Service Agreement between Kriewaldt Tree Care and the City of Seguin for tree trimming and removal services; and declaring an effective date. - Jack Jones, Director of Parks and Recreation

**Indexes:**

**This Resolution was approved.**

Enactment No: RES 2025R-066

- i. [25-158](#) Resolution authorizing the City Manager to approve purchase for \$159,729.21 for the FY25 Microwave Radio Refresh CIP initiative; and declaring an Effective Date. - Shane McDaniel, Chief Information Officer

**Indexes:**

**This Resolution was approved.**

Enactment No: RES 2025R-067

- j. [25-186](#) Resolution authorizing the City Manager to approve purchase not to exceed \$152,706 for the FY25 CIP UOC AV upgrade; and declaring and Effective Date. - Shane McDaniel, Chief Information Officer

**Indexes:**

**This Resolution was approved.**

Enactment No: RES 2025R-068

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

- i. [25-185](#) Resolution awarding the work described in RFQ #AF-2025-42, Presiding Municipal Court Judge services to Darrell Dullnig; authorizing staff to negotiate a contract; authorizing the City Manager to enter into a service agreement if a satisfactory contract can be negotiated; and declaring an effective date. - Susan Caddell, Director of Finance

**Indexes:**

*Finance Director Susan Caddell informed that Judge Darrell Dullnig has been serving as the City's Associate Municipal Court Judge despite being the lone judge presiding over municipal matters since Judge Kevin Kolb passed away on March 28, 2023. In December 2024, City Council voted to extend Judge Dullnig's contract through March 30, 2025.*

*The City went out for Requests for Qualifications to appoint a Presiding Judge. There were three response submitted; Darrell Dullnig, Robert Barfield, and Langley & Banack. When reviewing the fees that would be charged, Judge Dullnig is the most cost effective. Ms. Caddell said staff has been very pleased with Judge Dullnig and works very well with him and recommends awarding the contract for Municipal Court Presiding Judge to Darrell Dullnig.*

*Judge Dullnig thanked City Council for the opportunity to serve and commended Landra Solansky and her staff in Municipal Court for their excellent work and for being wonderful at what they do.*

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

**Presiding:** 1 - Mayor Dodgen

**Aye:** 8 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, Councilmember Keller, and Councilmember Biesenbach

Enactment No: RES 2025R-072

- a. [25-183](#) Resolution expressing support for Texas Senate Bill 1074 and Texas House Bill 2876, which would allow TXDOT to amend its existing agreement for a portion of State Highway 130 and advance funding for non-tolled transportation projects between Interstate 35 and State Highway 130. - Josh Schneuer, Director of Economic Development

**Indexes:**

*Director of Economic Development Josh Schneuer introduced James Lovett with SH 130 Company and declared how great of a partner SH 130 Company has been to the City of Seguin.*

*Mr. Lovett said that Representative Gerdes is sponsoring a Texas House Bill 2876 and Senator Saffarini is sponsoring Texas Senate Bill 1074 that if approved would allow TxDOT to revise its existing agreement with SH 130 Concession Co. to fund*

*non-tolled transportation projects in the corridor.*

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

**Presiding:** 1 - Mayor Dodgen

**Aye:** 8 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, Councilmember Keller, and Councilmember Biesenbach

Enactment No: RES 2025R-069

**b. [25-191](#)**

Resolution approving (i) the Resolution of the Board of Directors of the Seguin Economic Development Corporation regarding a loan to finance the costs of an economic development project; (ii) a sales tax remittance agreement between the City and the Corporation; (iii) resolving other matters incident and related to the project and the loan; and (iv) the authority of the Mayor to execute, on behalf of the city, a general certificate of the City and the agreements contemplated in the Resolution. - Josh Schneuer, Director of Economic Development

**Indexes:**

*Director of Economic Development Josh Schneuer explained that this is the first step in the process to bring a Texas State Technical College campus to Seguin. The SEDC is pursuing the possible acquisition of a 133-acre tract of land located at the southeast corner of State Highway 46 and Cordova Road. After reviewing different financing options, including the issuance of sales tax revenue bonds and traditional financing*

*through a private lending institution, SEDC has determined that financing through Government Capital Corporation (GCC) is the best path forward.*

*Matt Sullivan, with GCC, explained that the loan is a proposed 20-year sales tax backed note. He explained it is a pledge of sales tax, meaning GCC will have no interest in the dirt. The loan will be fully callable at a premium of 101 in years 5 to 10 and at par year 10 forward. The payments are due quarterly and refinancing is available at year 5 forward.*

*Mr. Schneuer said staff made sure this won't negatively impact SEDC and that sales tax is trending in an excellent direction that will allow SEDC to continue working on other projects. He said there will be two payments due this fiscal year so Council will consider a budget amendment at a future council meeting to allocate for those payments. The amount to be paid, including principal and interest, is \$11.5M, with \$579,300 due annually. Lastly, he said that SEDC approved took action on this item approved this item at their meeting earlier today.*

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

**Aye:** 8 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, Councilmember Keller, and Councilmember Biesenbach

Enactment No: RES 2025R-070

- c. [25-172](#) Resolution awarding a bid in the amount of \$10,807,704.00 to E-Z Bel Construction, LLC for the Guadalupe Street GLO Drainage Project (a GLO CDBG-MIT Grant Project, Contract Number 22-085-008-D236); authorizing the City Manager to enter into a construction contract with E-Z Bel Construction, LLC; and declaring an effective date. - Melissa Reynolds, PE, MPA, CFM - Director of Engineering & Capital Projects

**Indexes:**

*Director of Engineering and Capital Projects Melissa Reynolds informed that the City received seven bids for the Guadalupe Street GLO Drainage Project. Two of the seven bids were disqualified for being incomplete or having bid tab issues. Of the five qualified bids, City staff is recommending the contract be awarded to E-Z Bel Construction, LLC, based on their experience and qualifications, in the amount of \$10,807,704.00, which is roughly \$1M less than the engineers estimate for cost of the project.*

*Councilmember Keller asked when the project would start and be completed. Mrs. Reynolds answered that the project is required to be completed by 2027 but they are hoping for completion in Fall 2026. She added that this project will take longer than the others because it is more congested in the construction area.*

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

**Aye:** 8 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, Councilmember Keller, and Councilmember Biesenbach

Enactment No: RES 2025R-071

- d. [25-156](#) Ordinance on first reading amending the Seguin Code of Ordinance, Chapter 90, amending Section 131 and 132; 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. - Melissa Reynolds, PE, MPA, CFM - Director of Engineering & Capital Projects

**Indexes:**

*Director of Engineering and Capital Projects Melissa Reynolds stated that the revisions to Sec. 90-131 and 90-132 are needed because that area of the code is outdated and the revisions will provide consistency between the Unified Development Code, Roadway Adequacy and Access Technical Manual, and the Code of Ordinances.*

**A motion was made by Councilmember Eveld, seconded by Councilmember Biesenbach, that this Ordinance be approved on first reading. The motion carried by the following vote:**

**Presiding:** 1 - Mayor Dodgen



**Aye:** 8 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, Councilmember Keller, and Councilmember Biesenbach

e. [25-173](#)

Ordinance on first reading amending the Fiscal Year 2025 General Fund Budget of the City of Seguin and declaring an effective date. - Susan Caddell, Director of Finance

**Indexes:**

*Finance Director Susan Caddell explained that after the audit each year the City staff submit their mid-year budget amendment requests. Any unexpected expenditures that have arisen since approval of the original budget and the list of capital items that were not funded during the budget process are reviewed. If all these amendments are approved, the City would still have over 5 months of fund balance in the General Fund and over 3.5 months in the Utility Fund, meeting the requirements of the City's Fund Balance Policy. Some of the amendments being considered are to allocate funding for the business grants, additional funds for the Hazardous Waste Collection event, a City Council visioning session in May, the increase in medical and election expenses, additional watering needs for ground replacement of dead trees, a skid loader and trailer for the Streets Department, drones for the Police Department and a replacement drone for the Fire Department, and a grapple truck for the Brush Department.*

*Mrs. Caddell also informed that when the City started to collect tax on residential electric accounts, City Council recommended that money goes towards street maintenance so there is a budget amendment included to allocate that money, over \$200k annually, to street maintenance.*

**A motion was made by Councilmember Carter, seconded by Councilmember Rea, that this Ordinance be approved on first reading. The motion carried by the following vote:**

**Aye:** 8 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, Councilmember Keller, and Councilmember Biesenbach

Enactment No: ORD 2025-014

f. [25-174](#)

Ordinance on first reading amending the Fiscal Year 2025 Utility Fund Budget of the City of Seguin and declaring an effective date. - Susan Caddell, Director of Finance

**Indexes:**

*Finance Director Susan Caddell said that one of the bigger adjustments for Utility Fund Budget is a \$1.9M transfer to the Utility Reserve fund as the Texas Water Development Board bonds require over \$10M in reserve for the life of the bond, 30 years. She has three more years to build up to the \$10M required.*

**A motion was made by Councilmember Carter, seconded by Councilmember Biesenbach, that this Ordinance be approved on first reading. The motion carried by the following vote:**

**Aye:** 8 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, Councilmember Keller, and Councilmember Biesenbach

Enactment No: ORD 2025-015



- g. [25-175](#) Ordinance on first reading amending the Fiscal Year 2025 Special Revenue Fund Budget of the City of Seguin and declaring an effective date. - Susan Caddell, Director of Finance

**Indexes:**

*Finance Director Susan Caddell informed that when CPS purchased Rio Nogales the City received a payment of \$9.5M. There is \$95k left in that fund and this adjustment would transfer that money to the Downtown Fund to fund the projects discussed at the last City Council meeting.*

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

**Aye:** 8 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, Councilmember Keller, and Councilmember Biesenbach

Enactment No: ORD 2025-016

- h. [25-176](#) Ordinance on first reading amending the Fiscal Year 2025 Debt Service Fund Budget of the City of Seguin and declaring an effective date. - Susan Caddell, Director of Finance

**Indexes:**

*Finance Director Susan Caddell stated that this adjustment would be to cover the first payment on the bonds that were just issued.*

**A motion was made by Councilmember Rea, seconded by Councilmember Biesenbach, that this Ordinance be approved on first reading. The motion carried by the following vote:**

**Aye:** 8 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, Councilmember Keller, and Councilmember Biesenbach

Enactment No: ORD 2025-017

9. **Closed Session**

**Mayor Dodgen recessed the Open Session and convened into Closed Session at 6:23 P.M.**

- a. [25-182](#) 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.  
- Project Bahn Blitzten

**Indexes:**

No action was taken during Closed Session.

- b. [25-184](#) Section 551.071(2) and 551.072 - Consultation with Attorney and Deliberation Regarding Real Property: To deliberate property located along or near FM 20 on the FM 20 and Hannah Heights Project in Guadalupe County, Texas. Possible action(s) may follow in Open Session.

Indexes:

No action was taken during Closed Session.

- c. [25-187](#) 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

Indexes:

No action was taken during Closed Session.

10. **Reconvene into Open Session and Take Action on Closed Session Items if necessary**

Mayor Dodgen adjourned the Closed Session and reconvened into Open Session at 6:55 P.M.

- 25-204** Resolution authorizing the execution of an Option Contract between the Seguin Economic Development Corporation and Joyce and Charles Urban in relation to acquisition of certain real property located at the southeast corner of Cordova Road and SH 46, in Guadalupe County, Texas, and consisting of approximately 133 acres of land; providing for signatories; addressing related matters; and declaring an effective date. - Josh Schneuker, Director of Economic Development

Indexes:

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

**Presiding:** 1 - Mayor Dodgen

**Aye:** 8 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, Councilmember Keller, and Councilmember Biesenbach

Enactment No: RES 2025R-073

- 25-205** Authorize the City Manager to execute a Purchase Agreement between the City of Seguin and Dorothy Harnage, related to the acquisition of approximately 1.022-acres of permanent utility easement and 0.500-acres of temporary construction easement for the FM20

Hannah Heights Project, as presented in Closed Session.- Mark Kennedy, City Attorney

**Indexes:**

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

**Presiding:** 1 - Mayor Dodgen

**Aye:** 8 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, Councilmember Keller, and Councilmember Biesenbach

**11. Adjournment**

**Mayor Dodgen adjourned the meeting at 6:57 P.M.**

\_\_\_\_\_  
**Donna Dodgen, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Kristin Mueller, City Secretary**