



# City of Seguin

210 E. Gonzales Street  
Seguin TX, 78155

## Public & Virtual Meeting Agenda City Council

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Tuesday, September 16, 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=40974ea3-910a-4f09-bc93-eaeb02905649](https://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=40974ea3-910a-4f09-bc93-eaeb02905649)

1. **Call to Order**
2. **Invocation - Pastor Brice Mandaville, First Baptist 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**
7. **Consent Agenda**

- a. [25-553](#) Minutes of the September 2, 2025 City Council Meeting.  
**Attachments:** [CC MINUTES 09022025](#)
- b. [25-554](#) Check Report August 27, 2025 through September 10, 2025.  
**Attachments:** [Check Report 08272025 - 09102025](#)
- c. [25-537](#) Resolution accepting the Petition for Release from the City's Extraterritorial Jurisdiction filed by Cameron and Sara Birdwell for one property in Guadalupe County (Property ID No. 187701) and granting the request for Release effective the date of the passing of this Resolution. - Shelly

Jackson, Assistant Director of Planning & Codes

**Attachments:** [Staff Memo ETJ Release Birdwell 187701\(2\)](#)  
[Petition for Release Birdwell 187701\(2\)](#)  
[Resolution Release Birdwell\(2\)](#)

- d. [25-538](#) Resolution accepting the Petition for Release from the City's Extraterritorial Jurisdiction filed by Cayton Germany for one property in Guadalupe County (Property ID No. 66036) and granting the request for Release effective the date of the passing of this Resolution. - Shelly Jackson, Assistant Director of Planning & Codes
- Attachments:** [Staff Memo ETJ Release Germany 66036](#)  
[Resolution Release Germany](#)  
[Petition for Release Germany 66036](#)
- e. [25-526](#) Resolution designating official methods, addresses, and locations for receiving Public Information Requests pursuant to the Texas Public Information Act; acknowledging annual notice requirements under HB 4214; providing for compliance; and establishing an effective date. - Kristin Mueller, City Secretary
- Attachments:** [Memo - HB 4214 Annual Notice Requirement for PIA Contact Information](#)  
[Resolution - HB 4214 Annual Notice Requirement PIA Official Methods](#)
- f. [25-529](#) Resolution approving an amendment for engineering services related to the 36-inch Geronimo Creek Sewer Interceptor Project; and declaring an effective date. - Terri Lynn Ruckstuhl, Senior Utilities Engineer.
- Attachments:** [Council Memo 9-16-2025](#)  
[Resolution 9-16-2025](#)  
[LTR\\_Geronimo WWL\\_Amendment No 1\\_20250819 - Signed](#)
- g. [25-530](#) Resolution authorizing the City Manager to execute Change Order Nos. 1 through 4 with EZ BEL Construction, LLC in the amount of \$206,867.50 for the Guadalupe Street GLO Drainage Project (a GLO CDBG-MIT Grant Project, Contract Number 22-085-008-D236); and declaring an effective date. - Melissa Reynolds, PE, MPA, CFM - Director of Engineering & Capital Projects
- Attachments:** [2025-09-16 Memo Guadalupe Street CO](#)  
[2025-09-16 Resolution Guadalupe Street CO1](#)  
[North Guadalupe CO 1-4 Combined with Memo](#)
- h. [25-540](#) Resolution authorizing the City Manager to execute a Contract for Abatement Services with I Am Mowing, LLC, for mowing and debris removal; and declaring an effective date. - Pamela Centeno, Director of Planning & Codes

**Attachments:** [Staff Memo AbatementContract FY26](#)  
[Contract for Abatement Services I Am Mowing LLC](#)  
[Bid Form #LF-2025-53](#)  
[Resolution I Am Mowing LLC](#)

- i. [25-544](#) Authorize the creation of a purchase order in the amount of \$125,000 with Boundtree Medical utilizing Buyboard Cooperative Purchasing for the Fiscal Year 2026 with a start date of October 1, 2025. - Garrick Herbert, Assistant Fire Chief

**Attachments:** [Council Memo Boundtree FY 2026](#)

- j. [25-476](#) Ordinance on second reading to consider amendments to the City of Seguin's Unified Development Code Section 3.4.3 Land Use Matrix to add "short-term rental" as a new use, and Chapter 7 (Definitions) to add a definition for a short-term rental. - Pamela Centeno, Director of Planning and Codes

**Attachments:** [CC Memo UDC STR addition July2025](#)  
[Ordinance Short-term Rentals 2025](#)  
[Planning Commission Report STR Amendments.pdf](#)

- k. [25-504](#) Ordinance on second reading to consider amendments to the Seguin Code of Ordinances, Chapter 22- Businesses, to add Article XI, Short Term Rentals, and adding associated licensing and inspection fees for short-term rentals to Appendix C, Fee Schedule. - Pamela Centeno, Director of Planning and Codes.

**Attachments:** [CC Memo ShortTermRentalsOrdinance](#)  
[CC Ordinance Ch22 ArtXI Short term Rentals 2025](#)

- l. [ZC](#)  
[18-25 CC](#) Ordinance on second reading to consider a zoning change from Single-Family Residential (R-2) to Public (P) for the property located at the 15000 block of FM 725, Property ID: 58175, (ZC 18-25). - Pamela Centeno, Director of Planning and Codes.

**Attachments:** [Staff Memo ZC 18 25.docx](#)  
[ZC 18-25 Ordinance](#)  
[ExhibitA CC.pdf](#)  
[Planning Commission Report and agenda packet.pdf](#)  
[Planning Commission Report and agenda packet.pdf](#)  
[Planning Commission Report and agenda packet.pdf](#)  
[Planning Commission Report and agenda packet.pdf](#)  
[Planning Commission Report and agenda packet.pdf](#)

- m. [25-494](#) Ordinance on second reading adopting the 2025-26 Fiscal Year General Fund Budget and making appropriation in accordance with said budget for the period beginning the first day of October 2025 and ending the last day

of September 2026; appropriating money to a sinking fund to pay interest and principal due on the City's indebtedness; providing for the effective date of this ordinance; and providing for the publication of this ordinance. - Susan Caddell, Director of Finance

**Attachments:** [General Fund 2026](#)

- n. [25-495](#) Ordinance on second reading adopting the 2025-26 Fiscal Year Utility Fund Budget and making appropriation in accordance with said budget for the period beginning the first day of October 2025 and ending the last day of September 2026; appropriating money to a sinking fund to pay interest and principal due on the City's indebtedness; providing for the effective date of this ordinance; and providing for the publication of this ordinance. - Susan Caddell, Director of Finance

**Attachments:** [Utility Fund 2026](#)

- o. [25-496](#) Ordinance on second reading adopting the 2025-26 Fiscal Year Special Revenue Fund Budget and making appropriation in accordance with said budget for the period beginning the first day of October 2025 and ending the last day of September 2026; appropriating money to a sinking fund to pay interest and principal due on the City's indebtedness; providing for the effective date of this ordinance; and providing for the publication of this ordinance. - Susan Caddell, Director of Finance

**Attachments:** [Special Revenue 2026](#)

- p. [25-497](#) Ordinance on second reading adopting the 2025-26 Fiscal Year Debt Service Fund Budget and making appropriation in accordance with said budget for the period beginning the first day of October 2025 and ending the last day of September 2026; appropriating money to a sinking fund to pay interest and principal due on the City's indebtedness; providing for the effective date of this ordinance; and providing for the publication of this ordinance. - Susan Caddell, Director of Finance

**Attachments:** [Debt Service Fund 2026](#)

- q. [25-500](#) Ordinance on second reading levying a tax rate of \$0.5135 per \$100 valuation for the City of Seguin for the tax year 2025; providing for the effective date of this ordinance; and providing for the publication of this ordinance. - Susan Caddell, Director of Finance

**Attachments:** [Tax Ordinance-2026](#)

- r. [25-521](#) Ordinance on second reading amending Code of Ordinances, Appendix C - Fee Schedule, Chapter 86, Solid Waste, Article II, Garbage and Article IV, Curbside Recycling; providing a severability clause, and an effective date. - Mark Kennedy, City Attorney

**Attachments:** [Waste Connections CPI Adjustment - Effective October 1, 2025](#)

[Ordinance.WasteConnections.CPI Rate Increase.2025](#)

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

- a. [25-555](#) Public Hearing concerning the creation of Reinvestment Zone Number Two, City of Seguin, pursuant to the provisions of Chapter 311 of the Texas Tax Code. - Mark Kennedy, City Attorney  
**Attachments:** [Walnut Springs TIRZ](#)
- b. [25-532](#) 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  
**Attachments:** [EOY Memo FY25](#)  
[EOY General Fund FY25](#)
- c. [25-531](#) 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  
**Attachments:** [EOY Utility Fund FY25](#)
- d. [25-533](#) 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  
**Attachments:** [EOY Special Revenue Fund FY25](#)
- e. [25-535](#) Resolution authorizing the City Manager to enter into an agreement with Sullivan Contracting Services for Restroom Renovations at the Police Station in the amount of \$299,594.44, and declaring an effective date. - Randy Kell, Director of Facilities  
**Attachments:** [Memo Police Station Restroom Renovation](#)  
[Resolution \(PD Restrooms\)](#)  
SEGUIN POLICE STATION RESTROOM-LOCKER ALTERATION 4-23-25  
[Sullivan Proposal 1625196](#)
- f. [25-542](#) Resolution authorizing the City Manager to execute a Management Services Agreement with the Seguin Economic Development Corporation; and declaring an effective date. - Josh Schneuker, Director of Economic Development  
**Attachments:** [09.16.25 FY 26 SEDC & COS MSA \(CC Memo\)](#)  
[CC Resolution FY 26 MGMT Services Agreement](#)  
[FY 2026 Management Services Agreement \(Final\)](#)
- g. [25-541](#) Resolution setting a Public Hearing for the creation of Tax Increment Reinvestment Zone #3. - Josh Schneuker, Director of Economic Development

**Attachments:** [091625 CC Resolution to Call Pub Hearing for TIRZ No 3 Memo](#)  
[City Council Resolution TIRZ 3](#)

- h. [25-543](#) Resolution approving certain amendments to the Bylaws of the Seguin Economic Development Corporation. - Josh Schneuker, Director of Economic Development

**Attachments:** [09.16.25 SEDC Bylaws Amendments \(CC Memo\)](#)  
[CC Resolution SEDC Bylaw Amendments](#)  
[SEDC Bylaws 2025 Amendments \(Final\)](#)

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. [25-539](#) Section 551.071(2) (Consultation with Legal Counsel) and 551.072 (Deliberation regarding the Purchase and/or Value of Real Property) of the Texas Local Government Code associated with the Rudeloff Road Phase II Project and FM 466 Roundabout Waterline Relocation Project in Guadalupe County, Texas. Possible action may follow in Open Session.

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

- a. [25-550](#) Resolution declaring a necessity for the acquisition of a 1.424 acre right-of-way, a 0.2384 acre permanent access easement, and a 0.1178 acre permanent access easement on a tract of land out of the Antonio Maria Esnaurizar Survey, Abstract No. 20, Guadalupe County, Texas, and being situated on a called 106.19 acre tract of land conveyed to Terraforma Land Partners, LLC recorded in Document No. 202199029468 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, and upgrade of a four lane roadway with raised median, left turn, bays, and bicycle and pedestrian facilities along an extension of Rudeloff Road and authorizing the institution of condemnation proceedings to acquire said property interests to the extent negotiations are unsuccessful. - Mark Kennedy, City Attorney

**Attachments:** [Resolution No. \(Rudeloff Rd Ph2\) Terraforma](#)  
[20250120 P4 FINAL](#)  
[20250120 P4EP1 FINAL](#)  
[20250120 P4EP2 FINAL](#)

- b. [25-551](#) Resolution declaring a necessity for the acquisition of a 6.056 acre right-of-way, a 0.0025 acre permanent access easement, and a 0.6911 acre permanent access easement on a tract of land out of the Antonio

Maria Esnaurizar Survey, Abstract No. 20, Guadalupe County, Texas, and being situated on a called 59.733 acre tract of land conveyed to Seguin 59, LLC recorded in Document No. 202599018206 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, and upgrade of a four lane roadway with raised median, left turn bays, and bicycle and pedestrian facilities along an extension of Rudeloff Road and authorizing the institution of condemnation proceedings to acquire said property interests to the extent negotiations are unsuccessful. - Mark Kennedy, City Attorney

**Attachments:** [Resolution No. \(Rudeloff Rd Ph2\) Seguin 59](#)

[250120 P5 FINAL](#)

[250120 P5EP1 FINAL](#)

[250120 P5EP2 FINAL](#)

**c. [25-552](#)**

Resolution declaring a necessity for the acquisition of a 4.162 acre right-of-way and a 0.1235 acre permanent access easement on a tract of land out of the Antonio Maria Esnaurizar Survey, Abstract No. 20, Guadalupe County, Texas, and being situated on a called 36.656 acre tract of land conveyed to Esher Ltd recorded in Document No. 202599019747 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, and upgrade of a four lane roadway with raised attached median, left turn bays, and bicycle and pedestrian facilities along an extension of Rudeloff Road and authorizing the institution of condemnation proceedings to acquire said property interests to the extent negotiations are unsuccessful. - Mark Kennedy, City Attorney

**Attachments:** [Resolution No. \(Rudeloff Rd Ph2\) Esher LTD](#)

[250120 P6 FINAL](#)

[250120 P6E FINAL](#)

**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 10th day of September 2025 at 5:00 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.