



It's real.

City of Seguin

210 E. Gonzales Street
Seguin TX, 78155

Public & Virtual Meeting Agenda City Council

Tuesday, December 15, 2020

5:30 PM

Council Chambers

"All patrons attending the meeting are required to wear a face covering pursuant to the City of Seguin's disaster declaration signed by Former Mayor Don Keil on June 26, 2020."

Opportunities for citizen comment will still take place at the beginning of the meeting. For the citizen comments section of the meeting, the public is asked to email any comments to virtualcouncil@seguintexas.gov no later than 3:00 pm on Tuesday, December 15, 2020.

Normal rules for public comment apply so please include your name and address in your email. Participants wishing to comment will receive a Zoom Meeting invitation, and a meeting ID number to enter when joining the meeting, as well as participant instructions.

This City Council meeting can be viewed live at:
http://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=c3bd16ce-88bc-4230-b02c-c5a804f3d1be

1. **Call to Order**
2. **Invocation - Council Member**
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. Discussion of any item not on the agenda 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. [20-434](#)**

Proclamation presented to the Seguin Black Sox Baseball Team - Mayor Donna Dodgen

Attachments: [Seguin Black Sox Day Proc 2020](#)

b. [20-430](#)

Seguin Economic Development Corporation FY 2019-2020 Annual Report - Joshua Schneuker, Director of Economic Development

Attachments: [SEDC Annual Report FY 19-20](#)

c. [20-438](#)

City of Seguin Financial Reports for the Year Ended September 30, 2020 - Susan Caddell, Director of Finance

Attachments: [September 30, 2020 City Council](#)

d. [20-457](#)

Update on COVID-19 - Steve Parker, City Manager

Attachments: [COVID Update Meeting December 15 2020Final](#)
[DeclarationOfJune262020](#)
[COVID Update Meeting June 2 2020Final](#)
[COVID Update Meeting May 19 2020Final](#)
[COVID Update Meeting May 5 2020](#)
[Special Meeting March 24 2020](#)
[DeclarationOfDisaster.RatifyingApril30](#)
[COVID Update Meeting April 21 2020](#)
[April 30 Declaration of Disaster](#)
[040720 Finance Update](#)
[March 24th City Declaration](#)
[County Stay At Home Order](#)

7. Consent Agenda

a. [20-433](#)

City Council Meeting Minutes of December 1, 2020

Attachments: [CityCouncilMeetingMinutes.12-1-2020](#)

b. [20-400](#)

Ordinance on second and final reading on Amendments to the City of Seguin Unified Development Code, Section 3.4.3, Land Use Matrix - Downtown Historic District and Section 3.5.3., Limited Uses-Development Standards

Attachments: [Council Memo - Land Use Matrix .pc](#)

[Ordinance .pc](#)

c. [20-407](#)

Ordinance on second and final reading amending the Seguin Code of Ordinances Article 90, Streets, Sidewalks, and other Public Places, by adding a new Article VI, License or Franchise for Use of Public Right-of-Way; and amending Appendix C-Fee Schedule, Chapter 90, to add a franchise fee for the location of small cell nodes in city right-of-way; providing a severability clause; providing for penalties; declaring an effective date; and authorizing city staff to submit this Ordinance as a supplement to the Seguin Code of Ordinances

Attachments: [Council Memo - ROW Licensing](#)

[Ordinance Establishing ROW license and Appendix C to set Small Cell fee](#)

8. Action Items - Discussion and Possible Motion to Approvea. [20-436](#)

Bids relating to the Sale of Obligations designated as "City of Seguin, Texas Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2021"; consideration and approval of Financial Advisor's recommendation concerning this matter; and other matters in connection therewith - Duane Westerman, SAMCO Capital Markets, Inc.

Attachments: [Letter \(2\)](#)

b. [20-435](#)

Ordinance authorizing the issuance of "City of Seguin, Texas Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2021"; providing for the payment of said certificates by the levy of an ad valorem tax upon all taxable property within the and further securing said certificates by a lien on and pledge of the pledged revenues of the system; providing the terms and conditions of said certificates and resolving other matters incident and relating to the issuance, payment, security, sale, and delivery of said certificates, including the approval and distribution of an official statement pertaining thereto; authorizing the execution of a paying agent/registrar agreement and an official bid form; complying with the requirements of the letter of representations previously executed with the Depository Trust Company; authorizing the execution of any necessary engagement agreement with the City's Financial Advisors; and providing for an effective date - Duane Westerman, SAMCO Capital Markets, Inc.

Attachments: [Letter \(2\)](#)
 [Ordinance](#)

c. [ZC-20-20 C](#)
 [C](#)

Public Hearing and Ordinance on first reading to consider a Zoning Designation to Single-Family Residential 2 (R-2) and Commercial (C) for 50.24 acres at the 3600 Block of State Hwy 46, situated on the southwest corner of the State Hwy 46 and Three Oaks Rd intersection, Property ID 55488 (ZC 20-20) - Pamela Centeno, Director of Planning & Codes

Attachments: [Staff Memo ZC 20 20](#)
 [ZC 20-20 Planning Commission Report and Packet](#)
 [ZC 20-20 Ordinance](#)
 [ZC2020 ExhibitA CC](#)

d. [20-444](#)

Resolution authorizing the City Manager to execute an agreement with Tyler Technologies for \$113,543.33 for annual support and maintenance of the city's ERP software; and declaring an effective date - Shane McDaniel, Director of IT

Attachments: [IT Memo - Tyler CY 2021 renewal.docx](#)
 [Resolution approving Tyler Technology Maintenance Contract Approval 2021](#)
 [Tyler CY 2021 renewal.pdf](#)

e. [20-427](#)

Resolution authorizing a Cyber Security Incident Response Mutual Aid Interlocal Agreement for Information Technology Services between the City of Seguin, City of New Braunfels, City of San Marcos, and Texas State University; and declaring an effective date - Shane McDaniel, Director of IT

Attachments: [IT Memo - Cyber incident mutual aid ILA.docx](#)
[Resolution Approving A Regional Interlocal Agreement for Mutual Aid - IT Service Mutual aid ILA.pdf](#)
[TAGITM cyber mutual aid GIS map.png](#)

f. [20-431](#)

Resolution adopting new Guidelines and Criteria for Tax Abatements; and declaring an effective date - Joshua Schneuker, Director of Economic Development

Attachments: [CC Memo-Tax Abatement Guidelines and Criteria](#)
[Resolution approving guidelines for tax abatement - 20221](#)
[2021-2023 City of Seguin Tax Abatement Criteria and Guidelines](#)

g. [20-429](#)

Resolution authorizing the City Manager to execute a license agreement with Leos Marketing for use of City property; and declaring an effective date - Kyle Kramm, Main Street & CVB Director/HPO

Attachments: [Council Memo - License Agreement](#)
[Resolution Approving License Agreement with Leos Marketing](#)
[License Agreement Leos Dumpster](#)
[ExhibitA_BurntBeansLTU_Dec2020map](#)

h. [20-426](#)

Resolution awarding six FIX-IT Facade grants for downtown improvement projects; and declaring an effective date - Kyle Kramm, Seguin Main Street & CVB Director/HPO

Attachments: [Council Memo - Fix It Facade Grants, Final](#)
[Resolution Approving 2021 Fix-It Facade Grants](#)
[2021 Fix It Application - The Aumont](#)
[2021 Fix It Application - Greater Second Baptist Church](#)
[Kicks and Giggles Boutique Fix It Facade App 2021](#)
[Seguin Facade Grant - Nelson Building](#)
[2021 Fix It Application - Sleep Shop](#)
[The Palace Theatre Fix It Facade App 2021](#)
[Fix-it Grant Application - TriCounty Surveying](#)

i. [20-455](#)

Resolution authorizing the extension of the Management Services Agreement for Schertz-Seguin Local Government Corporation; and declaring an effective date - Steve Parker, City Manager

Attachments: [DOC005](#)

[Resolution approving second Extended Management Services Agreement](#)

[MSA Extension - SSLGC and Seguin through 1-31-2021 \(1\)](#)

[Resolution # SSLGC R20-18 \(1\)](#)

j. [20-454](#)

Resolution authorizing the City Manager to execute a Professional Services Agreement with Rock Engineering in the amount of \$149,425.00 for the Walnut Springs Trail Extension Project, CSJ: 0915-46-046; for geotechnical services related to the Metropolitan Planning Organization (MPO) funded projects; and declaring an effective date - David Rabago, P.E., CFM, City Engineer

Attachments: [Memo to Council_WBTE Materials Testing_2020 12 15](#)

[Resolution approving professional services agreement with Rock Engineering for](#)

[P113020AR2 Testing Proposal - Walnut Springs Trail Extension](#)

k. [20-440](#)

Approval of Quarterly Investment Report for Quarter Ended September 30, 2020 - Susan Caddell, Director of Finance

Attachments: [September 30, 2020](#)

l. [20-439](#)

Approval of reports for the quarter ended September 30, 2020 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 093020](#)

[Quarterly reports for quarter ended 093020](#)

m. [20-441](#)

Resolution approving the Hotel Occupancy Tax Budgets for the following organizations - 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](#)
 [FY2021 Civic Org Revised budgets](#)

n. [20-445](#)

Ordinance on first reading amending the Fiscal Year 2021 General Fund Budget of the City of Seguin, Texas; and declaring an effective date - Susan Caddell, Director of Finance

Attachments: [Mesquite Street Extension Memo](#)
 [Mesquite Street Extension](#)

o. [20-446](#)

Ordinance on first reading amending the Fiscal Year 2021 Special Revenue Fund Budget of the City of Seguin, Texas; and declaring an effective date - Susan Caddell, Director of Finance

Attachments: [Hike and Bike memo](#)
 [Hike and Bike](#)

p. [20-421](#)

Ordinance on first reading amending the Seguin Code of Ordinances, Appendix C - Fee Schedule, relevant portions of Chapter 74-Parks and Recreation; providing for a severability clause; declaring an effective date; preparing this ordinance for publication; and authorizing City staff to submit this ordinance as a supplement to the Seguin Code of Ordinances - Jack Jones, Director of Parks and Recreation

Attachments: [Memo for the proposed Parks fees 2021](#)
 [Ordinance Amending Appendix C - Fees - Parks](#)

q. [20-448](#)

Resolution authorizing the City Manager to execute a Facilities Use Agreement between the All Youth Sports Organization and the City of Seguin; and declaring an effective date - Jack Jones, Director of Parks and Recreation

Attachments: [Memo for All Youth Sports Facilities Use Agreement 2021](#)
 [All Youth Sports- 2021 Resolution](#)
 [All Youth Sports Facility Use Agreement 2021](#)

r. [20-449](#)

Resolution authorizing the City Manager to execute a Facilities Use Agreement between the Seguin Little League and the City of Seguin; and declaring an effective date - Jack Jones, Director of Parks and Recreation

Attachments: [Little League Memo for Facilities Use Agreement 2021](#)
[Resolution approving 2021 Seguin Little League Facilities Use Agreement](#)
[Little League Facilities Use Agreement 2021](#)

s. [20-450](#)

Resolution authorizing the City Manager to execute a Facilities Use Agreement between the Seguin Youth Soccer Club and the City of Seguin; and declaring an effective date - Jack Jones, Director of Parks and Recreation

Attachments: [Soccer Memo for Facilities Use Agreement 2021](#)
[Resolution approving 2021 Facilities Use Agreement with Seguin Youth Soccer](#)
[Soccer Facilities Use Agreement 2021](#)

t. [20-451](#)

Resolution authorizing the City Manager to execute a Facilities Use Agreement between the Seguin Volleyball Association and the City of Seguin; and declaring an effective date - Jack Jones, Director of Parks and Recreation

Attachments: [Volleyball Memo for Facilities Use Agreement 2021](#)
[Resolution approving 2021 Volleyball Facilities Use Agreement](#)
[Volleyball Facilities Use Agreement 2021](#)

u. [20-456](#)

Board and/or Committee Appointments - Mayor Donna Dodgen

- a. Animal Services
- b. Arts Commission
- c. Audit Committee (Ad Hoc)
- d. Building & Standards Commission
- e. Convention & Visitors Bureau (CVB)
- f. Golf Advisory Board
- g. Historic Preservation & Design Commission
- h. HOT Committee (Ad Hoc)
- i. Library Advisory Board
- j. Main Street Advisory Board
- k. Parks & Recreation Advisory Board
- l. Planning & Zoning Commission
- m. Schertz-Seguin Local Government Corporation
- n. Seguin Housing Authority
- o. Solid Waste Task Force (Ad Hoc)
- p. Utility Committee (Ad Hoc)
- q. Zoning Board of Adjustments

Attachments: [Council.Appointments.Dec15](#)

9. Acknowledgment of Bills

a. [20-432](#)

Check Report: November 23, 2020 through December 11, 2020

Attachments: [Check Report \(2\)](#)

10. **Adjournment****CERTIFICATE**

I certify that the above notice of meeting was posted in the display case at the front of the Municipal Building, 210 E. Gonzales Street of the City of Seguin, Texas on the 11th day of December 2020 at 200 p.m.

Naomi Manski
City Secretary

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 as there are two (2) parking spaces reserved for the disabled on the east side of the Municipal Building.