



It's real.

# City of Seguin

210 E. Gonzales Street  
Seguin TX, 78155

## Public & Virtual Meeting Agenda

### City Council

---

Tuesday, November 19, 2024

5:30 PM

Council Chambers

---

This City Council meeting can be viewed live at:  
[https://cityofseguintx.granicus.com/MediaPlayer.php?publish\\_id=9c83e4fd-3fd6-46be-b2a2-09dd9f80ca52](https://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=9c83e4fd-3fd6-46be-b2a2-09dd9f80ca52)

1. **Call to Order**
2. **Invocation - Elder Leonard Fennell, Refuge 3 Church of Our Lord Jesus Christ**
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. [24-619](#) Recognition of outgoing City Council Members. - Donna Dodgen, Mayor
  - b. [24-606](#) Presentation regarding Seguin's recent designation as a JustServe City. - Steve Parker, City Manager  
**Attachments:** [Agenda Item Memo Just Serve](#)  
[JustServe City Program - Overview Presentation Final](#)
  - c. [24-600](#) 2023-2024 Seguin Economic Development Corporation Annual Report. - Josh Schneuker, Director of Economic Development
  - d. [24-614](#) Noise Study Presentation. - Mike McMann, Police Lieutenant

**Attachments:** [Council Noise Study Presentation](#)  
[Noise Study Data](#)

## 7. **Consent Agenda**

- a. [24-612](#) Minutes of the November 5, 2024 City Council Regular Meeting.  
**Attachments:** [CC Meeting Minutes November 5, 2024](#)
- b. [24-618](#) Check Report November 2, 2024 through November 15, 2024.  
**Attachments:** [Check Report 11022024 - 11152024](#)
- c. [24-594](#) Resolution authorizing the City Manager to execute an Additional Service Proposal to the Professional Services Agreement in the amount of \$49,000 with Pape-Dawson Engineers for Subsurface Utility Engineering for the Cordova Road Project CSJ #0915-46-052; and declaring an effective date. - Melissa Reynolds, PE, MPA, CFM - Director of Engineering & Capital Projects  
**Attachments:** [2024-11-19 Memo for Cordova Road SUE](#)  
[2024-11-19 Resolution for Cordova Road SUE](#)  
Pape-Dawson Engineers ASP #4
- d. [24-608](#) Resolution authorizing the City Manager to approve the purchase of Ari-Hetra Mobile Column Lifts in the amount of \$56,181.70. - John Donnelly, Public Works Director  
**Attachments:** [ari hetra lift council agenda 11-19-24](#)  
[Resolution\(Mobile.Lift.System\)](#)  
[ARI-HETRA QUOTE 9-6-24](#)
- e. [24-603](#) Resolution authorizing the purchase of mowing and maintenance equipment for Starcke Park Golf Course; and declaring an effective date. - Bruce Allen, Golf Course Manager  
**Attachments:** [Toro Equipment Contract Memo Revised](#)  
[Resolution - PTP Equipment Purchase Revised](#)  
[Toro Quote Revised](#)
- f. [ZC](#)  
[13-24 CC](#) Ordinance on second reading to consider a Zoning Change from Single Family Residential (R-1) to Commercial (C) for the property located at 1321 Peach St., Property ID:187580, (ZC 13-24). - Pamela Centeno, Director of Planning and Codes  
**Attachments:** [Staff Memo ZC 13 24](#)  
[Planning Commission Report and agenda packet](#)  
[ZC 13-24 Ordinance](#)  
[ExhibitA\\_CC](#)
- g. [ZC](#)  
[14-24 CC](#) Ordinance on second reading to consider a Zoning Change from Commercial (C) to Public (P) for a property located at 3251 N S.H. 123, Property ID: 18864 (ZC 14-24). - Pamela Centeno, Director of Planning and Codes.

**Attachments:** [Staff Memo ZC 14 24](#)  
[Planning Commission Report and agenda packet](#)  
[ZC 14-24 Ordinance](#)  
[ZC 14-24 CC Exhibit](#)

- h. [ZC 03-24A CC](#) Ordinance on second reading to consider a Zoning Change from Public (P) to Neighborhood Commercial (NC) for a property located at 216 E. College Street, Property ID: 22695, (ZC 03-24A). - Pamela Centeno, Director of Planning and Codes

**Attachments:** [Staff Memo ZC 03 24A](#)  
[Planning Commission Report and Agenda Packet](#)  
[ZC 03-24A Ordinance](#)  
[ZC03-24A CC Exhibit](#)

- i. [24-450A CC](#) Ordinance on second reading to consider amendments to the City of Seguin's Unified Development Code Sections 1.2.2, 1.4, 2.9.F, 2.9.1.B, 2.9.2, 2.9.3, 2.9.11, and Definitions to amend the delegation of plat approval responsibility as allowed by Chapter 212 of the Local Government Code. - Pamela Centeno, Director of Planning and Codes

**Attachments:** [CC Memo UDC PlattingProcess 2024](#)  
[Presentation PlattingProcessAmendments 2024](#)  
[24-450A Planning Commission Report](#)  
[Ordinance PlattingProcess 2024 FinalDraft](#)

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

- a. [24-598](#) Resolution canvassing returns and declaring results of the General Election held on November 5, 2024, for the purpose of electing a Mayor and City Council Members for Districts One, Two, Four, and Six; and declaring an effective date. - Kristin Mueller, City Secretary

**Attachments:** [Resolution Canvassing Election Nov 2024](#)  
[Official Election Results - City of Seguin Canvass Docs](#)

- b. [24-599](#) Administer the Statement of Officer and Oath of Office to City Council Members elected in the November 5, 2024 General Election. - Kristin Mueller, City Secretary

**Attachments:** [City Council 2024 - Statements and Oaths of Office](#)

- c. [24-595](#) Resolution by the City Council of the City of Seguin, Texas authorizing and approving publication of notice of intention to issue Certificates of Obligation; complying with the requirements contained in Securities and Exchange Commission Rule 15c2-12; and providing an effective date. - Susan Caddell, Finance Director

**Attachments:** [11-19-24 memo for approval of issuance of 2025 Bonds](#)  
[Resolution\\_v2](#)  
[Secretary Certificate - NOI Resolution](#)  
[Motion](#)

- d. [24-562](#) Resolution of the City Council of Seguin, Texas authorizing the City Manager to execute a Master Services Agreement with Freese and Nichols, Inc. related to on-call water and wastewater modeling, authorizing an amount not to exceed \$100,000; and declaring an effective date - Timothy Howe, Director of Water / Wastewater Utilities
- Attachments:** [Council Memo - 11-19-24](#)  
[Resolution 11-19-2024](#)  
[PSA - FY25 OnCall Modeling FNI Signed](#)
- e. [24-593](#) Resolution approving the purchase of 1 Spartan pumper on a Metro Star chassis and equipment as specified; and declaring an effective date. - Dale Skinner, Fire/EMS Chief
- Attachments:** [Council Memo Pumper 2024](#)  
[Resolution.Fire.Engine \(Sourcewell\)](#)  
[Sourcewell Contract](#)  
[Seguin FY25' Pumper Proposal](#)  
[Seguin TX FY 25' Pumper Specifications](#)
- f. [24-601](#) Resolution authorizing a Second Amendment to the Economic Development Performance Agreement with Maruichi Stainless Tube Texas Corporation. - Josh Schneker, Director of Economic Development
- Attachments:** [111924 Maruichi SEDC PA Amendment 2 CC Memo](#)  
[City Council Resolution - Amendment 2 PA](#)  
[SEDC Resolution 2024-19 Maruichi EDPA Amendment 2](#)  
[Amendment 2 - SEDC Maruichi PA \(Final\)](#)
- g. [24-602](#) Resolution authorizing a First Amendment to the Tax Abatement Agreement with Maruichi Stainless Tube Texas Corporation. - Josh Schneker, Director of Economic Development
- Attachments:** [111924 Maruichi TAA Amendment 2 CC Memo](#)  
[City Council Resolution - Amendment 1 TAA](#)  
[First Amendment to TAA Maruichi \(Final\)](#)
- h. [24-597](#) Resolution of the City Council of the City of Seguin, Texas adopting a Safe Streets and Roads For All Comprehensive Safety Action Plan; and declaring an effective date. - Melissa Reynolds, PE, MPA, CFM - Director of Engineering & Capital Projects

**Attachments:** [2024-11-19 CSAP Memo](#)  
[2024-11-19 Resolution SS4A CSAP](#)  
[Sequin CSAP Community Engagement Flyer Spanish](#)  
[Sequin CSAP Community Engagement Flyer](#)  
[Sequin CSAP Report](#)  
[Sequin SS4A CSAP City Council](#)

- i. [24-607](#) Resolution authorizing the City Manager to enter into a Professional Services Agreement in the amount of \$453,785.40 with Pape-Dawson Engineers for the Sequin Pedestrian Improvements Project (CSJ 0915-46-053); and declaring an effective date. - Melissa Reynolds, PE, MPA, CFM - Director of Engineering and Capital Projects
- Attachments:** [2024-11-19 Memo Sequin Pedestrian Improvements](#)  
[2024-11-19 Resolution Sequin Ped Improvements](#)  
[Grant Application Exhibit](#)
- j. [24-611](#) Resolution awarding a bid in the amount of \$1,973,519.00 to D&S Concrete Contractors, LLC for the Walnut Branch GLO Phase I Drainage Project (a GLO CDBG-MT Grant Project); authorizing the City Manager to enter into a construction contract with D&S Concrete Contractors, LLC; and declaring an effective date. - Melissa Reynolds, PE, MPA, CFM - Director of Engineering and Capital Projects
- Attachments:** [2024-11-19 Memo Walnut Branch Construction Contract](#)  
[2024-11-19 Resolution Walnut Branch Construction Contract edit](#)
- k. [24-592](#) Ordinance on first reading amending the Sequin Code of Ordinances Chapter 98, Section 98-107, No Parking Zones, to restrict parking on the north side of College Street at the Sequin ISD Baseball and Softball Complex; 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. - Melissa Reynolds, PE, MPA, CFM - Director of Engineering & Capital Projects
- Attachments:** [2024-11-19 No Parking Zones Memo](#)  
[2024-11-19 College Street No Parking Ordinance](#)  
[SISD Matador Baseball and Softball-NO PARKING AREA](#)
- l. [24-609](#) Ordinance on first reading amending the Sequin Code of Ordinances Chapter 98, Section 98-161, to allow bicycles within Walnut Springs Park; 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. - Melissa Reynolds, PE, MPA, CFM - Director of Engineering and Capital Projects
- Attachments:** [2024-11-19 Memo Bicycles](#)  
[2024-11-19 Ordinance Bicycles](#)
- m. [24-610](#) Ordinance on first reading amending the Sequin Code of Ordinances Chapter 98, Section 98-103, Reserved Parking; 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. -  
Melissa Reynolds, PE, MPA, CFM - Director of Engineering and Capital  
Projects

**Attachments:** [2024-11-19 Memo Reserved Parking](#)  
[2024-11-19 Ordinance Reserved Parking](#)

- n. [24-605](#) Ordinance on first reading amending the Seguin Code of Ordinances Chapter 2, Administration, Article IV, Officers, and Employees, Division 3, Ethics Policy, to change the date required for Ethics Commission Meetings; providing a severability clause; authorizing City Staff to prepare this ordinance for submission as a supplement to the Code of Ordinances; and providing for an effective date. - Kristin Mueller, City Secretary
- Attachments:** [Ethics Commission Meeting Date Change - Memo](#)  
[Updating Ethics Policy - Ethics Commission Annual Meeting](#)  
[Sec. 2 160.1. Creation of Ethics Commission](#)  
[Ordinance No. 2022-060](#)

9. **Closed Session**

- a. [24-613](#) **EXECUTIVE/CLOSED SESSION** - An executive/closed session will be held pursuant to sections 551.071(2) and 551.072 of the Texas Government Code, consultation with attorney and deliberation regarding the purchase and/or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body.
- Cordova Rd Project
  - Project High Tech

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 15th day of November 2024 at 4:00 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.