



**ECONOMIC
DEVELOPMENT
CORPORATION**

To: Donna Dodgen, Mayor
Seguin City Council

CC: Steve Parker, City Manager
Mark Kennedy, City Attorney

From: Josh Schneuker
Director of Economic Development | SEDC Executive Director

Date: 07-01-2025

Subject: TBA Douglas Phase 5 Services

Historical Background

In August 2023, the Seguin City Council approved Resolution No. 2023R-136 authorizing the City Manager to enter into a contract with TBA Douglas, a commercial architecture and planning firm based in San Antonio, for professional services related to The Nolte Project, located at 101 E. Nolte Street.

Since that time, TBA Douglas has led efforts on multiple phases of the project. Phase 1 focused on evaluating existing site conditions and identifying redevelopment strategies aligned with City goals. Phase 2 engaged the community and stakeholders through a series of public meetings held in February and March 2024. Phase 3 centered on the establishment of Planned Unit Development (PUD) standards for the site, and Phase 4 involved preparing, issuing, and assisting with the Request for Qualifications (RFQ) and Request for Proposals (RFP) to solicit interest from qualified developers.

In anticipation of selecting a developer, the project is now entering Phase 5, which is the Developer Contracting phase. TBA Douglas has prepared a scope of work that outlines their services to assist the City during the Exclusive Negotiation Period. This work will include developing a Memorandum of Understanding (MOU) with the selected developer, preparing a Conveyance and Development Agreement, and identifying any special terms or requirements that should be included in the final redevelopment agreements.

Action Requested and Proposed Terms of Financing

City Council is being asked to approve a resolution authorizing the continuation of professional services with TBA Douglas for Phase 5 of The Nolte Project in an amount not to exceed \$78,280.00. This will allow TBA Douglas to assist the City throughout the Developer Contracting process.

Fiscal Impact

The total cost for Phase 5 services is not to exceed \$78,280.00. Funding for this phase will come from the Seguin Economic Development Corporation's professional services budget allocated for The Nolte Project.

Staff Recommendation

Staff recommends approval of the resolution authorizing the City Manager to execute the Proposal for Professional Services for Phase 5 with TBA Douglas. Their continued involvement is critical to advancing The Nolte Project into the next phase of implementation and ensuring the successful negotiation of development agreements.

Attachments

- TBA Douglas Phase 5 Proposal