



It's real.

Meeting Agenda  
City Council

---

Tuesday, May 7, 2019

5:30 PM

Council Chambers

---

1. **Call to Order**
2. **Invocation - Council Member Jeannette Crabb**
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. **Consent Agenda**
  - a. [19-125](#)  
City Council Minutes of April 16, 2019  
**Attachments:** [CityCouncilMeetingMinutes.4-16-2019.pdf](#)
  - b. [19-115](#)  
Ordinance on second reading creating a no parking zone on both sides of Eighth Street in the City of Seguin, Texas; and providing for an effective date  
**Attachments:** [Council Memorandum - No parking on Eighth Street](#)  
[Ordinance creating a no parking zone on Green Briar Street-corrected](#)
7. **Action Items - Discussion and Possible Motion to Approve**

**a.** [ZC 05-19](#)

Public Hearing and Ordinance on first reading to consider a Zoning Change from Public (P) to Agricultural-Ranch (A-R) for property located at 550 Brackenridge Lane, Property ID 53414 (ZC 05-19) - Pamela Centeno, Director of Planning & Codes

**Attachments:** [Staff Memo ZC 05 19](#)  
[ZC 05-19 PZ Commission Report and Packet.pdf](#)  
[ZC 05-19 Ordinance.docx](#)  
[ZC0519 ExhibitA CC.pdf](#)

**b.** [ZC 06-19](#)

Public Hearing and Ordinance on first reading to consider a Zoning Change from Commercial (C) to Public (P) for property located at 321 W. Court, Property ID 13415 (ZC 06-19) - Pamela Centeno, Director of Planning & Codes

**Attachments:** [Staff Memo ZC 06 19](#)  
[ZC 06-19 PZ Commission Report & Packet.pdf](#)  
[ZC 06-19 Ordinance](#)  
[ZC0619 ExhibitA CC.pdf](#)

**c.** [ZC 04-19](#)

Public Hearing and Ordinance on first reading to consider a Zoning Change from Commercial (C) to Neighborhood Commercial (NC) for property located at 107 N. Saunders, Property ID 46176 (ZC 04-19) - Pamela Centeno, Director of Planning & Codes

**Attachments:** [Staff Memo ZC 04 19](#)  
[ZC 04-19 PZ Commission Report & Packet.pdf](#)  
[ZC 04-19 Ordinance.docx](#)  
[ZC0419 ExhibitA CC.pdf](#)

**d.** [19-136](#)

Public Hearing and Ordinance on first reading to consider a request for Voluntary Annexation into the Seguin City Limits an area of land at the northeast corner of SH 46 and Cordova Rd, being approximately 110.27 acres of land, including a 104.09-acre tract of land with Property ID 55083 and the adjacent 6.18 acres of State Hwy 46 right-of-way, in Guadalupe County, Texas and in the Seguin ETJ; and declaring an effective date - Pamela Centeno, Director of Planning & Codes.

**Attachments:** [Staff Memo VAN\\_04242019\\_rv.docx](#)  
[Vol Annex Ordinance Lilysprings SH46](#)  
[VAN\\_04242019 ExhibitA](#)  
[VAN\\_04242019 ExhibitB](#)  
[VAN\\_04242049 ExhibitC](#)

e. [19-135](#)

Public Hearing and Ordinance on first reading to consider a request for Voluntary Annexation into the Seguin City Limits an area of land at the northwest corner of SH 46 and Three Oaks Rd, being approximately 87.827 acres of land, including a 79.427-acre tract of land with Property ID 55496, the adjacent 0.99 acres of Three Oaks Rd right-of-way, and 7.41 acres of State Hwy 46 right-of-way, in Guadalupe County, Texas and in the Seguin ETJ; and declaring an effective date - Pamela Centeno, Director of Planning & Codes.

**Attachments:** [Staff Memo VAN\\_04082019\\_rv.docx](#)  
[Vol Annex Ordinance\\_3OaksRd\\_SH46](#)  
[VAN\\_04082019\\_ExhibitA](#)  
[VAN\\_04082019\\_ExhibitB](#)  
[VAN\\_04082019\\_ExhibitC](#)  
[VAN\\_04082019\\_ExhibitD](#)  
[VAN\\_04082019\\_ExhibitE](#)

f. [19-123](#)

Public Hearing and Ordinance on first reading amending the City of Seguin Unified Development Code, Section 3.4.3. - Land Use Matrix, adding a separate land use for Utility Facilities; providing for a severability clause, publication, and an effective date; and authorizing staff to submit the ordinance as a supplement to the Seguin Code of Ordinances - Pamela Centeno, Director of Planning & Codes

**Attachments:** [CC Memo UDC Utility Facilities](#)  
[P&Z Commission Report -Land Use Matrix.docx](#)  
[Ordinance UDC Amendment Utility Facilities](#)

g. [19-101](#)

Ordinance on second reading amending FY2019 General Fund Budget; and declaring an effective date - Susan Caddell, Director of Finance

**Attachments:** [Mid Year memo 2019 revised.docx](#)  
[Mid Year General Fund 2019 \(1\).doc](#)

h. [19-102](#)

Ordinance on second reading amending FY2019 Utility Fund Budget; and declaring an effective date - Susan Caddell, Director of Finance

**Attachments:** [Mid Year Utility Fund 2019 \(1\).doc](#)

i. [19-103](#)

Ordinance on second reading amending FY2019 Special Revenue Fund; and declaring an effective date - Susan Caddell, Director of Finance

**Attachments:** [Mid Year Special Revenue Fund 2019.doc](#)

j. [19-129](#)

Approval of reports for the quarter ended March 31, 2019 for the following organizations that receive Occupany Tax funding:

- 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 Area Chamber of Commerce
- i. Seguin Art League
- j. The Fields of Huber Ranch, LLC

**Attachments:** [Quarterly reports for quarter ended 033119.docx](#)

[Reports for quarter ended 033119.pdf](#)

k. [19-127](#)

Resolution of the City Council of the City of Seguin, Texas amending Utility Billing Customer Service Policy; and declaring an effective date - Susan Caddell, Director of Finance

**Attachments:** [City Council memo on amendment.docx](#)

[Resolution Amending Utility Billing Customer Service Policy.doc](#)

[Amendment to Chapter VII of Customer Service policy.docx](#)

l. [19-121](#)

Resolution approving the adoption of an Electronic Record System as the official record copy for the City of Seguin; and declaring an effective date - Naomi Manski, City Secretary

**Attachments:** [CC Memo.ElectronicRecords.docx](#)

[ElectronicRecordsAdoption.docx](#)

m. [19-134](#)

Resolution approving amendments to the bylaws of Historic Preservation & Design Commission; and declaring an effective date - Kyle Kramm, Main Street & CVB Director

**Attachments:** [Council Memo - HPDC Bylaws Revisions](#)

[Resolution Approving Amendments to the Historic Preservation and Design Cor](#)

[HPDC Bylaws with Amendments](#)

n. [19-132](#)

Resolution approving a Capital Improvement Agreement with Scrappy Development, LLC for the construction of a sanitary sewer line running along property east of Highway 46 to near the intersection of Highway 46 and Cordova Road; authorizing the city manager to execute the Agreement; and declaring an effective date - Andy Quittner, City Attorney

**Attachments:** [Council Memorandum - Scrappy Development](#)  
[Resolution approving capital improvement agreement with Scrappy Development](#)  
[Executed Development Agreement](#)  
[Exhibit 1 property description](#)

o. [19-137](#)

Resolution awarding a Professional Services Agreement with Halff & Associates for implementing a Storm Water Program with associated Storm Water Fees; authorizing the City Manager to execute the agreement; and declaring an effective date - David Rabago, P.E., City Engineer

**Attachments:** [Memo to Council Stormwater Utility Fee May 7 2019](#)  
[Resolution approving a professional services agreement - Halff & Associates](#)

p. [19-133](#)

Presentation on the one year review of the effects of extended hour on premise alcohol service - Andrew Quittner, City Attorney

**Attachments:** [Council Memorandum - Extended Hours Alcohol Consumption](#)  
[Ordinance adopting extended hours for alcohol service](#)  
[18-013 Extended Hours Review](#)

q. [19-130](#)

Board and/or Committee Appointments  
a. Convention & Visitors Bureau (CVB)

**Attachments:** [Council.Appointments.Mar19.docx](#)

**8. Acknowledgment of Bills**a. [19-124](#)

Check Report: April 11, 2019 through May 2, 2019

**Attachments:** [Check Report \(66\).pdf](#)

**9. Executive 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. [16-176](#)  
In accordance with Section 551.071(b) and 551.074 consultation on a personnel matter - Mayor Don Keil
- b. [13-014](#)  
Deliberation regarding Economic Development Negotiations in accordance to Section 551.087 - Doug Faseler, City Manager

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 3rd day of May 2019 at 10:00 a.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.