



It's real.

## City of Seguin

210 E. Gonzales Street  
Seguin TX, 78155

### Public & Virtual Meeting Agenda

#### City Council

---

Tuesday, May 7, 2024

5:30 PM

Council Chambers

---

The City Council Meeting can be viewed live at:  
[https://cityofseguintx.granicus.com/MediaPlayer.php?publish\\_id=7e1c65b8-b18c-4e0d-9fb5-140826cf2152](https://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=7e1c65b8-b18c-4e0d-9fb5-140826cf2152)

1. **Call to Order**
2. **Invocation - Councilmember Jim Lievens**
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. [24-217](#) Minutes of the April 16, 2024 City Council Regular Meeting  
**Attachments:** [CCMeeting.Minutes April 16, 2024](#)
  - b. [24-227](#) Check Report April 13, 2024 through May 3, 2024  
**Attachments:** [Check Report 04132024 - 05032024](#)

- c. [24-208](#) Board and/or Committee Appointment - Mayor Donna Dodgen  
a. Seguin Public Library Foundation  
**Attachments:** [Letter to City of Seguin requesting approval of Rebecca Gonzales on SPLF board](#)  
[RebeccaGonzales.Library.Application\\_Redacted](#)
- d. [24-163](#) Ordinance on second reading amending the Seguin Code of Ordinances Section 98-109(c), to amend existing Parking by Permit Area A; 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  
**Attachments:** [2024-04-16 Memo PxP Area A Revision](#)  
[2024-04-16 PxP Area A Revision Ordinance](#)  
[PxP Area A](#)  
[Sec. 98-109 Redlines](#)
- e. [24-175](#) Ordinance on second reading amending the Seguin Code of Ordinances, Chapter 102, Utilities, Article VI, Water Conservation Plan to adopt the 2024 Water Conservation Plan for the City of Seguin; providing for a severability clause; providing for publication of this Ordinance; authorizing City staff to prepare this Ordinance as a supplement to the Seguin Code of Ordinances; and declaring an effective date  
**Attachments:** [Council Memo](#)  
[Ordinance Amending the Seguin Water Conservation Plan](#)
- f. [24-176](#) Ordinance on second reading amending the Seguin Code of Ordinances, Chapter 98, Traffic and Vehicles, Article II, Traffic Control Devices by repealing Sections 98-62 and 98-63, Play Streets, providing a severability clause; providing for publication; and providing an effective date  
**Attachments:** [2024-04-16 Memo Play Street Revision](#)  
[2024-04-16 Play Street Revision Ordinance](#)  
[Sec. 98 62 and 98 63](#)
- g. [24-196](#) Ordinance on second reading amending the Fiscal Year 2024 General Fund Budget of the City of Seguin, Texas  
**Attachments:** [2024 Certificates of Obligation Bonds memo](#)  
[Bond allocation General](#)
- h. [24-197](#) Ordinance on second reading amending the Fiscal Year 2024 Utility Fund Budget of the City of Seguin, Texas  
**Attachments:** [Bond allocation Utility](#)

- i. [24-199](#) Ordinance on second reading amending the Fiscal Year 2024 Debt Service Fund Budget for the City of Seguin, Texas  
**Attachments:** [2024 CO Debt Service Payment](#)
- j. [24-221](#) Approval of reports for the quarter ended March 31, 2024 for the following organizations that receive Occupancy 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 Art League
  - i. The Fields of Huber Ranch, LLC
- Attachments:** [Quarterly reports for quarter ended 033124](#)
- k. [24-211](#) Resolution accepting the Petition for Release from the City's Extraterritorial Jurisdiction filed by Mark Undeutsch ETAL for one property in Guadalupe County (Property ID No. 61149) and granting the request for Release effective the date of the passing of this Resolution  
**Attachments:** [Staff Memo\\_ETJ Release Request from Undeutsch](#)  
[Petition Release\\_Undeutsch](#)  
[Resolution Release\\_Undeutsch](#)
- l. [24-215](#) Resolution accepting the Petition for Release from the City's Extraterritorial Jurisdiction filed by Christopher Burkett and Stefanie Heffner for two properties in Guadalupe County (Property ID No.'s 164287 and 158260) and granting the request for Release effective the date of the passing of this Resolution  
**Attachments:** [Staff Memo\\_ETJ Release Request from Burkett](#)  
[Petition Release\\_Burkett](#)  
[Resolution Release\\_Burkett](#)
- m. [24-209](#) Resolution awarding the bid for the Adoption/Rescue Trailer for Animal Services to Jones Trailer in the amount of \$59,950.00 - Shelley Lutz, Animal Services Manager  
**Attachments:** [Memo 24-3 Trailer Selection](#)  
[adoption trailer bids 20240416073948](#)  
[Resolution\(Rescue.Trailer.Bid\)](#)

- n. [24-223](#) Resolution rejecting all bids for the purchase, installation, and startup of three (3) variable frequency drives; and declaring an effective date - Timothy J. Howe, Director - Water/Wastewater Utilities  
**Attachments:** [Council Memo - 5-7-2024](#)  
[Resolution 5-7-2024](#)  
[Bid Tab](#)  
[Bid Package AF-2024-29](#)
- o. [24-224](#) Resolution rejecting all bids for the purchase of eighteen (18) transformers in various sizes; and declaring an effective date - Adam Ryals, Warehouse Manager  
**Attachments:** [Council Memo 5-7-2024](#)  
[Resolution 5-7-2024](#)  
[Bid Tab \(2\)](#)

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

- a. [24-201](#) Public Hearing and Ordinance on first reading to consider amending the City of Seguin's Unified Development Code Section 1.2, Section 2.10, Sections 4.1-4.7, and Section 5.1 concerning floodplain and stormwater management; providing for an effective date; providing for publication of this ordinance - Jennifer Shortess, PE, CFM - Assistant Director of Engineering and Capital Projects  
**Attachments:** [2024.05.07 Council Memo](#)  
[2024.05.07 Resolution](#)  
[Revised UDC](#)
- b. [24-216](#) Ordinance on first reading amending the designation and use of curb loading zones; authorizing city staff to prepare this Ordinance as a supplement to the Code of Ordinances; providing for a severability clause; providing for publication; and declaring an effective date. - Jennifer Shortess, P.E., CFM Assistant Director of Engineering & Capital Projects  
**Attachments:** [2024-05-21 Memo Loading Zones](#)  
[2024-05-21 Loading Zone Ordinance](#)  
[Loading Zones Exhibit](#)

- c. [24-212](#) Resolution to award the construction bid for the Public Sidewalk Repairs Project in the amount of \$55,670.00 with a not to exceed amount of \$95,000 to C3 Environmental Specialties; authorizing the City Manager to execute a contract; and providing an effective date - Melissa Reynolds, P.E., MPA, CFM, Director of Engineering and Capital Projects
- Attachments:** [Public Sidewalk Repairs Memo](#)  
[Sidewalk Repair Locations](#)  
[Bid Award Recommendation - Public Sidewalk Repairs](#)  
[Resolution No. 20124R-XX Public Sidewalk Repairs](#)  
[Agreement C3 Environmental Draft](#)
- d. [24-219](#) Resolution authorizing the City Manager to execute an Advance Funding Agreement (AFA) between the City of Seguin and the Texas Department of Transportation (TxDOT) for a Transportation Alternatives Set-Aside (TASA) Program Project the Sidewalk Rehab Project (District 5 Sidewalks), CSJ #0915-46-0053 and discussion on potential intersection improvement. Melissa Reynolds, P.E., Director of Engineering & Capital Projects
- Attachments:** [2024-05-07 Memo District 5 Sidewalk AFA](#)  
[2024-05-07 Resolution District 5 Sidewalks AFA](#)  
[0915-46-053 Draft AFA Partial Execution](#)  
[0915-46-053 Seguin Sidewalks SPA 2024-02-07 signed](#)  
[CSJ0915-46-053 SEG.Swlk Rehab PMAP-AFA](#)
- e. [24-220](#) Resolution of the City Council of Seguin, Texas approving the Five Year Capital Improvement Plan and Financial Forecast, and declaring an effective date - Susan Caddell, Director of Finance
- Attachments:** [City Council memo 2024](#)  
[Resolution approving five year CIP 2024](#)  
[Five Year Plan](#)  
[5 Year Plan Presentation 2024](#)
- f. [24-156](#) Resolution of the City Council of the City of Seguin, Texas awarding the work described in RFP #AF-2024-17, Prosecution Services in Municipal Court, to Messer Fort, PLLC; authorizing Staff to negotiate a contract; authorizing the City Manager to Enter into a Service Agreement if a satisfactory contract can be negotiated; and declaring an effective date - City Attorney, Mark Kennedy
- Attachments:** [City Council Recommendation Memo](#)  
[Resolution \(RFP #AF-2024-17\)](#)  
[Attorney Resumes \(Messer.Fort\)](#)

- g. [24-207](#) Resolution in connection with the Cordova Road Widening Project authorizing all appropriate action by the city manager, staff, attorneys, and consultants, in the negotiation, purchase and possible institution and prosecution of proceedings in eminent domain to acquire utility easements and/or right of way from lands held by various owners of land in the project limits and within the City of Seguin and/or its extraterritorial jurisdiction, Guadalupe County, Texas; authorizing the city manager to execute purchase agreements for forty-six identified Project properties in an amount not to exceed \$3,100,000.00; declaring each section of this Resolution to be severable one from the other in the event any section is determined to be invalid; and declaring an effective date - Mark Kennedy, City Attorney
- Attachments:** [20240416 Cordova Rd. Council Memo ED approval](#)  
[20240416 Resolution \(Cordova.Road\)](#)  
[20240416 Exhibit A council agenda Cordova Rd ROW Exhibit \(1\)](#)
- h. [24-222](#) Resolution of the City Council for the City of Seguin, Texas awarding the bid for the Renovation of Starcke Park Golf Course to Mid America Golf and Landscape, Inc; and declaring an effective date. - Bruce Allen, Golf Course Manager
- Attachments:** [Council Memo - Renovation Contractor](#)  
[Renovation Contractor Resolution](#)  
[Mid America Texas Projects \(1\)](#)
- i. [24-187](#) Resolution awarding the bid for the construction of the West Booster Station, Water Plant High Service Pump, and connections to the Hwy. 123 Elevated Storage Tank project to include complete project startup to Associated Construction Partners, LTD; and declaring an effective date - Timothy J. Howe, Director - Water/Wastewater Utilities
- Attachments:** [Council Memo - 5-7-2024](#)  
[Resolution 5-7-2024](#)  
[Bid Recommendation - Seguin West Booster Station & Misc. Projects 4-23-2024](#)  
[BID TAB - West Booster Station AF-2024-04 4-23-2024](#)

- j. [24-188](#) Resolution authorizing the City Manager to enter into a Professional Services contract with Kimley-Horn and Associates, Inc. for engineering services related to the design and bidding to up size approximately 9000 linear feet of existing 16-inch and 18-inch with a 36-inch wastewater collection main referred to as the 36-Inch Geronimo Creek Interceptor project; and declaring an effective date - Timothy J. Howe, Director - Water / Wastewater Utilities
- Attachments:** [Council Memo 4-16-2024](#)  
[Resolution Kimley-Horn 4-16-2024](#)  
[Seguin\\_Geronmio Creek Sewer\\_FeeProposal\\_KHA\\_20240402](#)
- k. [24-213](#) Resolution awarding the bid for the construction of a new 24-inch water transmission main from Vetter Booster Station to Highway 123 Elevated Storage Tank to Guerra Underground, LLC; and declaring an effective date - Timothy J. Howe, Director - Water/Wastewater Utilities
- Attachments:** [Council Memo - 5-7-2024](#)  
[Resolution 5-7-2024](#)  
[Bid Award Recommendation -24-Inch Water Transmission Main AF-2024-26 1](#)  
[Bid Tab -24-Inch Water Transmission Main AF-2024-26](#)
- l. [24-214](#) Resolution authorizing the City Manager to enter into a Professional Services contract with HDR, Inc. for professional services related to real estate acquisition for the construction of wastewater line improvements to the River Oak interceptor and Pecan Orchard Lift Station Expansion project; and declaring an effective date - Timothy J. Howe, Director - Water/Wastewater Utilities
- Attachments:** [Council Memo 5-7-2024](#)  
[Resolution 5-7-2024](#)  
[RIVER OAKS CITY OF SEGUIN RES PROPOSAL\\_FINAL 04.23.2024](#)
- m. [24-218](#) Resolution of the City Council of Seguin, Texas authorizing the City Manager to execute an Interlocal Cooperation Agreement for Joint Use of Property between the City of Seguin, Texas and the Seguin Independent School District for the purpose of providing recreational, cultural, educational, and athletic opportunities for the residents of the City of Seguin and the Seguin Independent School District; and declaring an effective date - Jack Jones, Director of Parks and Recreation.
- Attachments:** [Memo for Interlocal Cooperation Agreement for Joint Use of Property with Seguin ISD](#)  
[Interlocal Cooperation Agreement for Joint Use of Property with Seguin ISD](#)  
[Resolution \(ILA.Joint.Use.Property\)](#)

- n. [24-225](#) Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to execute an agreement with Data Projections, Inc. regarding a Texas Department of Information Resources cooperative purchasing quote in the amount of \$239,092.81 for the purchase, delivery, and installation of new audio/video equipment at the Seguin Coliseum; and declaring an effective date - Jack Jones, Director of Parks and Recreation, Randy Kell, Director of Facilities, Justin Ramirez, IT Operations Manager.
- Attachments:** [Memo regarding the purchase of a new Audio and Video system for the Coliseum AV Technology Upgrade Quote](#)  
[Resolution \(AV.Equipment.Coliseum\)](#)

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. [24-090](#) Pursuant to Section 551.087 of the Texas Government Code - Deliberation Regarding Economic Development Negotiations (1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations. (2) to deliberate the offer of a financial or other incentive to a business prospect.
- Project Jackpot
  - Project DIY
- b. [24-095](#) Pursuant to Sections 551.071(2) and 551.086 of the Texas Government Code - Consultation with Attorney (1) for the City Council to deliberate and/or consult with and seek advice from its attorney(s) regarding certain City utilities and/or arrangements with the wholesale providers for certain City utilities. Possible action may follow in Open Session.

10. **Reconvene into the Regular City Council Meeting and Consider Action on Items as a Result of Closed Session**

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 3rd day of May 2024 at 4:45 p.m.**



---

**Kristin Mueller**  
**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.**