



City of Seguin

210 E. Gonzales Street
Seguin TX, 78155

Meeting Minutes - Final City Council

Tuesday, November 1, 2022

5:30 PM

Council Chambers

Public & Virtual

1. Call to Order

The City Council met in a REGULAR Called Meeting on Tuesday, November 1, 2022 at 5:30 pm in the City Hall Council Chambers, City Hall, 210 East Gonzales in City of Seguin, with Mayor Donna Dodgen presiding.

This matter was

2. Invocation - Council Member Chris Aviles

3. Pledge of Allegiance/Salute to the Texas Flag

4. Roll Call

Present: 7 - Council Member Jeremy Roy, Council Member Chris Aviles, Council Member Chris Rangel, Council Member Monica N. Carter, Council Member Sonia Mendez, Council Member Mark Herbold, and Council Member Joe Rea

Presiding: 1 - Mayor Donna Dodgen

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.

City Manager Steve Parker gave an update on the Food Distribution organized by Public Works Director, John Donnelly stating it was a great turn out, there were over 109 volunteers, everything ran smoothly. Also, stating that Halloween on College Street was amazing. It look like something out of a Hallmark Movie, lots of families and happy times. Mr. Parker gave kudos to the Police and Fire departments that participated.

Mayor Donna Dodgen stated that Pecan Fest was wonderful. Main Street did a wonderful job in the organizing, and everyone participated. Also, the City of Seguin is conducting a virtual public meeting with an in person open house for the Rudeloff Road

Phase II Project, it will be a virtual and a public meeting. The goal of the meeting is to introduce the project alternatives that are being considered, provide a status and receive any feed back. Open house is Thursday, November 3, 2022 from 5:00 pm - 7:00 pm at the City of Seguin Utilities Operation Center.

6. Presentation

- a. [22-478](#) Presentation on the City of Seguin Business Improvement Grant (BIG) Program - Josh Schneuker, Director of Economic Development

Indexes:

Attachments: [BIG Grant Program Update.pdf](#)

Presentation was given to the Seguin City Council on the past and proposed BIG Program by SEDC Director Joshua Schneuker.

7. Consent Agenda

A motion was made by Council Member Mark Herbold, seconded by Council Member Joe Rea, that all the items were approved on the Consent Agenda. The motion carried by the following vote:

Presiding: 1 - Mayor Dodgen

Aye: 7 - Council Member Roy, Council Member Aviles, Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

- a. [22-480](#)

City Council Minutes - October 18, 2022

Indexes:

Attachments: [CityCouncilMeetingMinutes.10-18-2022](#)

The Minutes of October 18, 2022 was approved

- b. [22-462](#)

Ordinance on second and final reading amending the Seguin Code of Ordinances Chapter 30, Courts, Sections 10, 12, and 13 to revise associated fees to align with the state local consolidated fee; 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

Indexes:

Attachments: [Council Memo - Ordinance aligning with consolidated local court costs](#)
[Ordinance Revising Municipal Court Fees](#)

This Ordinance was adopted

Enactment No: ORD 2022-089

- c. [22-472](#)

Ordinance on second and final reading amending the Seguin Code of Ordinances, Chapter 102, Utilities, by the addition of a new Article X to establish pro rata assessments for the reimbursement of certain public utilities constructed in accordance with a capital improvement agreement; providing for publication; providing a severability clause; authorizing city staff to prepare this Ordinance for submission as a supplement to the Code of Ordinance; and declaring an effective date

Indexes:

Attachments: [Council Memo - Ordinance establishing pro rata assessment](#)
[Pro Rata Assessment-final](#)

This Ordinance was adopted

Enactment No: ORD 2022-090

d. [22-489](#)

Approval of the quarterly report for the Seguin-Guadalupe Hispanic Chamber of Commerce for FY2022 Occupancy Tax funding - Susan Caddell, Director of Finance

Indexes:

Attachments: [Hispanic Chamber 093022 event](#)
[QUARTERLY OCCUPANCY TAX REPORT ending September 30, 2022 HCOC Amended](#)

This Action Item was approved

e. [22-487](#)

Resolution approving agreements between the City of Seguin and the following organizations that receive financial appropriation in the FY2023 Hotel 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

Indexes:

Attachments: [City Council memo on agreements 2023](#)
[Resolutions and Agreements](#)

This Resolution was approved

Enactment No: RES 2022-165

f. [22-488](#)

Resolution of the City Council of Seguin, Texas approving a finance agreement between the City of Seguin and Government Capital Corporation for the purchase of equipment for the Golf Course Department; authorizing the City Manager to execute the contract; and declaring an effective date - Susan Caddell, Director of Finance

Indexes:

Attachments: [Memo to City Council 2023](#)
[Resolution golf course equipment](#)
[Seguin, City of Golf Equipment](#)
[Seguin, City of Sample Doc](#)

This Resolution was approved

Enactment No: RES 2022-166

g. [22-490](#)

Resolution of the City Council of Seguin, Texas approving the execution of a lease-purchase agreement with American National Leasing Company for the lease-purchase of ten police vehicles; directing the City Manager to execute all documents in connection with the lease-purchase; and declaring an effective date - Susan Caddell, Director of Finance

Indexes:

Attachments: [Memo to City Council 2023](#)
[Resolution approving financing FY23](#)
[City of Seguin..sample agreement](#)

This Resolution was approved

Enactment No: RES 2022-167

h. [22-498](#)

Resolution authorizing certain expenditures by the Seguin Economic Development Corporation to fund Engineering and Design Services by Trihydro Corporation for a Water Line Improvement Project, which is found to be required infrastructure necessary to promote or develop new or expanded business enterprises - Josh Schneuker, Director of Economic Development

Indexes:

Attachments: [110122 Water Line Project City Council Memo.pdf](#)
[Resolution approving SEDC expenditure for Exeter property waterline](#)
[Resolution 2022-19 - Engineering and Design Services by Trihydro for Water Line Improvement Project](#)

This Resolution was approved

Enactment No: RES 2022-168

i. [22-499](#)

Resolution authorizing the application for a grant from the Texas Workforce Commission High Demand Job Training Program, for the facilitation and creation of high demand jobs in the City of Seguin - Josh Schneuker, Director

of Economic Development

Indexes:

Attachments: [110122 HDJT FAME City Council Memo.pdf](#)
[Resolution approving an application for a High Demand Job Trainign Grant](#)
[Resolution 2022-20 - HDJT Grant Application](#)

This Resolution was approved

Enactment No: RES 2022-169

- j. [22-500](#) Resolution amending the Fiscal Year 2022-2023 Seguin Economic Development Corporation Budget - Josh Schneuker, Director of Economic Development

Indexes:

Attachments: [Resolution approving amendment to SEDC FY 2022-2023 Budget 110122 SEDC Budget Amendment 1 City Council Memo.pdf](#)
[Resolution 2022-21 - FY 23 Budget Amendment](#)

This Resolution was approved

Enactment No: RES 2022-170

- k. [22-482](#) Resolution authorizing Steve Parker, City Manager to enter into an agreement with Horizon Roofing Specialists for a new roof on the Women's Auxiliary Building for \$97,441.62 under TIPS Cooperative contract #2092415, declaring an effective date - Greg Odom, Director of Facilities and Rick Cortes, Deputy City Manager

Indexes:

Attachments: [Women's Auxilary Roof Replacement Memo](#)
[Resolution awarding contract to Horizon Roofing Specialits for Women's Building Roof](#)

This Resolution was approved

Enactment No: RES 2022-171

- l. [22-483](#) Resolution authorizing the purchase of a John Deer Boom Tractor for a total of \$162,784.90, from Alamo Group; and declaring an effective date - John Donnelly, Director of Public Works

Indexes:

Attachments: [Memo to Council Boom Tractor 2022 11 01](#)
[Resolution approving the purchase of a John Deere Boom Tractor through Sourcewell](#)
[City of Seguin Machete on 6110M Nokians](#)

This Resolution was approved

Enactment No: RES 2022-172

m. [22-491](#)

Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to enter into an Amendment to the Park Development Agreement for the Village of Mill Creek Subdivision; and declaring an effective date - Jack Jones, Director of Parks and Recreation

Indexes:

Attachments: [Memo for Amending the Village of Mill Creek Park Development Agreement](#)
[Resolution approving Amended Park Agreement with Peter Greenblum for the Villages of Mill Creek](#)
[Village of Mill Creek Park Aerial Map](#)
[Amended Village of Mill Creek Park Development Agreement](#)
[Park Development Agreement for the Village at Mill Creek](#)

This Resolution was approved

Enactment No: RES 2022-173

n. [22-495](#)

Board and/or Committee Appointment
a. Historic Preservation and Design Commission
b. Parks & Recreation Advisory Board

Indexes:

Attachments: [Council.Appointment.HPDC&Parks.10-26-2022](#)

This Action Item was approved**o. [22-481](#)**

Bills: October 17, 2022 through October 28, 2022

Indexes:

Attachments: [Check Report \(13\)](#)

The bills were acknowledged.

8. Action Items - Discussion and Possible Motion to Approve**a. [22-486](#)**

Ordinance on first reading amending the Seguin Code of Ordinances, Chapter 106, Vehicles for Hire, Article III, Wreckers, to provide updated maximum fees; providing a severability clause; directing staff to submit this Ordinance as a supplement to the Code of Ordinances; and providing for an effective date - Andy Quittner, City Attorney

Indexes:

Attachments: [Council Memo - 2022 Tow Fee Ordinance](#)
 [Towing Ordinance 2022 - Amending Fees](#)

A motion was made by Council Member Monica N. Carter, seconded by Council Member Chris Rangel, that this Ordinance was approved on first reading. The motion carried by the following vote:

Presiding: 1 - Mayor Dodgen

Aye: 7 - Council Member Roy, Council Member Aviles, Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: ORD 2022-091

b. [22-497](#)

Resolution calling for a Public Hearing to consider the approval of updates to the Land Use Assumptions, Capital Improvement Plans, and Impact Fees for the 2022 Roadway Impact Fee Update- Pamela Centeno, Director of Planning & Codes and Melissa Reynolds, Director of Engineering & Capital Projects

Indexes:

Attachments: [Memo_RIF Call for Public Hearing 2022](#)
 [Resolution Calling for Public Hearing for Roadway Impact Fee Updates](#)

The regular meeting was recessed and the public hearing was called to order. There being No Citizen Comment, the public hearing was adjourned and the regular meeting was reconvened.

A motion was made by Council Member Monica N. Carter, seconded by Council Member Chris Aviles, that this Resolution was approved. The motion carried by the following vote:

Presiding: 1 - Mayor Dodgen

Aye: 7 - Council Member Roy, Council Member Aviles, Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: RES 2022-174

c. [22-485](#)

Ordinance on first reading amending the Seguin Code of Ordinances Chapter 102, Utilities, Article V, Municipal Stormwater Utility System, to amend language consistent with the establishment of the stormwater utility fee; providing for a severability clause; authorizing city staff to prepare the ordinance for submission as a supplement to the code of ordinances; and declaring an effective date - Melissa Reynolds, P.E., MPA, CFM, City Engineer

Indexes:

Attachments: [2022-11-01 Memo SW Ordinance Revisions](#)
[Art V Municipal Stormwater Utility System Redlines](#)
[Ordinance Amending Stormwater Utility language](#)

A motion was made by Council Member Joe Rea, seconded by Council Member Monica N. Carter, that this Ordinance was approved on first reading. The motion carried by the following vote:

Presiding: 1 - Mayor Dodgen

Aye: 7 - Council Member Roy, Council Member Aviles, Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: ORD 2022-092

d. [22-493](#)

Ordinance on first reading amending the Seguin Code of Ordinances, Chapter 2, Administration, Article IV, Officers and Employees, Division 3, Ethics Policy, to a section restricting former employees from certain representation in a proceeding against the interests of the City; authorizing city staff to prepare this Ordinance as a supplement to the Seguin Code of Ordinances; providing for a severability clause; providing for publication; and declaring an effective date - Andy Quittner, City Attorney

Indexes:

Attachments: [Council Memo - Ethics Commission Recommendation to restrict post employment activity](#)
[Ordinance Amending Ethics Policy to restrict former employee representation](#)

A motion was made by Council Member Herbold, seconded by Council Member Rangel, that this Ordinance be approved on first reading. The motion carried by the following vote:

Presiding: 1 - Mayor Dodgen

Aye: 7 - Council Member Roy, Council Member Aviles, Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: ORD 2022-093

e. [22-484](#)

Public Hearing and Resolution declaring no objection to the tax supported financing for the proposed rehabilitation of Eden Cross and Eden Place Senior Living Units; and declaring an effective date - Andy Quittner, City Attorney

Indexes:

Attachments: [Council Memo - Eden Place -Eden Cross - 2](#)
[Resolution of No Objection - Eden Court](#)

The regular meeting was recessed and the public hearing was called to order. There being No Citizen Comments, the public hearing was adjourned and the regular meeting

was reconvened.

A motion was made by Council Member Carter, seconded by Council Member Rea, that this Resolution be approved. The motion carried by the following vote:

Presiding: 1 - Mayor Dodgen

Aye: 7 - Council Member Roy, Council Member Aviles, Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: RES 2022-175

f. [22-494](#)

Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to enter into an Agreement with Play & Park Structures of Southern Texas regarding the BuyBoard quote in the amount of \$625,268.40 for the purchase and installation of an inclusive playground, large pavilion, and multi-generational outdoor fitness equipment/station at Bauer Park that is funded through the American Rescue Plan Act; and declaring an effective date - Jack Jones, Director of Parks and Recreation

Indexes:

Attachments: [Memo for BuyBoard purchase for a playground at Bauer Park](#)
[Resolution approving purchase park equipment for Bauer Park](#)
[Bauer Park sign](#)
[City of Seguin - Bauer Park BuyBoard Quote](#)
[803-154626A_Bauer_Park_2DT](#)
[803-154626A_Bauer_Park_3D_Poster1](#)
[803-154626A_Bauer_Park_3D_Poster2](#)
[803-154626A_Bauer_Park_3D_Poster3](#)
[803-154626A_Bauer_Park_3D_Poster4](#)
[803-154626A_Bauer_Park_3D_Poster5](#)
[803-154626A_Bauer_Park_3D_Poster6](#)
[Sponsored playground amenities](#)
[Copy of Letter and Park Plan from Piper regarding Bauer Park](#)
[Public Outreach and Community Events from Parks Master Plan Page 144](#)
[Public Outreach and Community Event specifically at Bauer Park from Parks Master Plan Page 145](#)
[Conceptual Bauer Park Site Plan](#)

A motion was made by Council Member Carter, seconded by Council Member Rangel, that this Resolution be approved. The motion carried by the following vote:

Presiding: 1 - Mayor Dodgen

Aye: 7 - Council Member Roy, Council Member Aviles, Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: RES 2022-176

g. [22-501](#)

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

Indexes:

Attachments: [Pickleball Memo](#)
[Amend Exhibit C - Fees Pickleball Court](#)

A motion was made by Council Member Mendez, seconded by Council Member Rea, that this Ordinance be approved on first reading. The motion carried by the following vote:

Presiding: 1 - Mayor Dodgen

Aye: 7 - Council Member Roy, Council Member Aviles, Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, and Council Member Rea

Enactment No: ORD 2022-094

9. Adjournment

There being no further business before the council the meeting adjourned at 6:23 pm.

Donna Dodgen, Mayor

Attest:

Kimberly Allison, Deputy City Secretary