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## City of Seguin

210 E. Gonzales Street  
Seguin TX, 78155

### Public & Virtual Meeting Agenda

#### City Council

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Tuesday, December 3, 2024

5:30 PM

Council Chambers

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This City Council Meeting can be viewed live at:  
[https://cityofseguintx.granicus.com/MediaPlayer.php?publish\\_id=9d26e2c5-d2ee-4051-be2e-f9eca6c3bcb0](https://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=9d26e2c5-d2ee-4051-be2e-f9eca6c3bcb0)

1. **Call to Order**
2. **Invocation - Bishop Tim Bird, The Church of Jesus Christ of Latter Day Saints**
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. [24-591](#) Guadalupe Regional Medical Center FY2025 Budget. - Kody Gann, Guadalupe Regional Medical Center Chief Financial Officer
  - b. [24-639](#) Presentation by Bitterblue Group regarding the Development Plan for the Walnut Springs project, a proposed 1,140 home Planned Unit Development located north of IH-10 off of Huber Road.
7. **Consent Agenda**
  - a. [24-641](#) Minutes of the November 19, 2024 City Council Regular Meeting.

**Attachments:** [CC Meeting Minutes November 19, 2024](#)

- b. [24-643](#) Check Report November 16, 2024 through November 29, 2024.

**Attachments:** [Check Report 11162024 - 11292024](#)

- c. [24-624](#) Resolution authorizing the submission of a Texas Community Development Block Grant Program application for the 2025-2026 TxCDBG. - Kate McCloud, Grants Administrator

**Attachments:** [Agenda Item Memo - Application TxCDBG FY25-26](#)  
[Resolution to Apply TxCDBG 2025-2026 -Seguin](#)

- d. [24-632](#) Resolution authorizing the submission of an Environmental Protection Agency grant application for the Solid Waste Infrastructure for Recycling grant program. - Kate McCloud, Grants Administrator

**Attachments:** [Resolution to Apply SWIFR -Seguin](#)  
[Agenda Item Memo - Application SWIFR FY25](#)

- e. [24-634](#) Resolution authorizing the submission of a US Department of Homeland Security, Federal Emergency Management grant application for the Assistance to Firefighters Grant program. - Kate McCloud, Grants Administrator

**Attachments:** [Agenda Item Memo - Application AFG FY25](#)  
[FY25 AFG Resolution](#)

- f. [24-628](#) Resolution authorizing the City Manager to approve a professional service with Roadway Asset Services, LLC for street maintenance rehabilitation. - John Donnelly, Public Works

**Attachments:** [Roadway Asset Management Memo 12-3-24](#)  
[Resolution\(Roadway.Asset.Services\)](#)  
[roadway asset services quote 10-31-24](#)

- g. [24-596](#) Resolution approving the purchase of downtown restrooms through Corworth Restroom Facilities. - Kyle Kramm, Main Street & CVB Director/HPO.

**Attachments:** [Council Memo - Restroom Purchase](#)  
[Quote Doc 112124](#)  
[Proposed Restroom Location](#)  
[Committee Conceptual Design](#)  
[Draft Building Plans](#)  
[Resolution\(Corworth.RFL\)\(BuyBoard\)](#)

- h. [24-592](#) Ordinance on second reading amending the Seguin Code of Ordinances Chapter 98, Section 98-107, No Parking Zones, to restrict

parking on the north side of College Street at the Seguin 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](#)

- i. [24-609](#) Ordinance on second reading amending the Seguin 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](#)

- j. [24-610](#) Ordinance on second reading amending the Seguin 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](#)

- k. [24-605](#) Ordinance on second 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](#)

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

- a. [24-622](#) Election of Mayor Pro Tem to serve a period of one year. - Donna

Dodgen, Mayor

**Attachments:** [Mayor Pro Tem Election - Monica Carter](#)

- b. [24-629](#) Resolution authorizing the City Manager to enter into an agreement with Texas Chiller System for an amount not to exceed \$129,241.00 for new HVAC control remote access in several facilities around the city, and declaring an effective date. - Randy Kell, Director of Facilities.

**Attachments:** [Memo for the installation of new HVAC controls throughout city facilities](#)  
[Resolution\(TX.Chiller.Systems\)](#)

- c. [24-631](#) Resolution authorizing the City Manager to enter into an agreement with Southwest Solutions Group Inc., an OMNIA purchasing coop partner, for the purchase and installation of a new evidence storage system in the police station, in the amount of \$138,907.09, and declaring an effective date. - Randy Kell, Director of Facilities.

**Attachments:** [Memo for the purchase and installation of a new evidence storage system at PC](#)  
[Resolution\(SW Solutions Group\)\(OMNIA\)](#)  
[\(147920\) Evidence room storage systems proosal](#)  
[127537-1A PLAN VIEW](#)

- d. [24-635](#) Resolution authorizing the City Manager to enter into an agreement with Sullivan Contacting Services, a Choice Partners purchasing cooperative member, for the renovation of an office into a new narcotics evidence storage room in the police station, in the amount of \$59,982.49, and declaring an effective date. - Randy Kell, Director of Facilities.

**Attachments:** [Memo for the design and renovation of a new narcotics evidence storage room :](#)  
[Proposal # 1623045 Seguin PD Evidence Room Reno \(2\)](#)  
[Resolution \(Evidence.Room\)\(Sullivan\)\(Choice Partners\)](#)

- e. [24-636](#) Resolution authorizing the City Manager to execute a Facility Use Agreement between the City of Seguin and Rivermonster Baseball LLC for the use of "Smokey" Joe Williams Field for the Seguin River Monsters summer 2025 Texas Collegiate League baseball season; and declaring an effective date. - Jack Jones, Director of Parks and Recreation

**Attachments:** [Memo for the Seguin River Monsters Facility Use Agreement 2025](#)  
[Resolution \(Smokey Joe\)\(River Monsters\)\(2025\)](#)  
[Facility Use Agreement for the Seguin River Monsters 2025](#)

- f. [24-637](#) Resolution authorizing the City Manager to enter into an Agreement with Landmark Aquatic regarding a BuyBoard quote in the amount of \$52,356 to repaint the Wave Pool and kiddie pool located at Max Starcke Park; and declaring an effective date. - Jack Jones, Director of Parks and Recreation
- Attachments:** [Memo for an Agreement with Landmark Aquatic Resolution\(Landmark Aquatic\)\(BuyBoard\)](#)  
[Proposal from Landmark Aquatic to Repaint the Wave Pool](#)
- g. [24-638](#) Resolution authorizing the City Manager to enter into an Agreement with Sullivan Contracting Services regarding a Choice Partners quote in the amount of \$104,173.72 to add basketball court LED lighting, drinking fountain, and a baseball/softball backstop at Pachanga Park; and declaring an effective date. - Jack Jones, Director of Parks and Recreation
- Attachments:** [Memo for an Agreement with Sullivan Contracting Services Proposal from Sullivan Contracting Services for Pachanga Park Upgrades Resolution \(Pachanga.Park\)\(Sullivan\)\(Choice Partners\)](#)
- h. [24-620](#) Ordinance on first reading amending the Seguin Code of Ordinances, Chapter 102, Utilities, Article VII, Drought Contingency and Water Emergency Response Plan to adopt the 2024 Drought Contingency and Water Emergency Response 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 - Timothy J. Howe, Director - Water / Wastewater Utilities
- Attachments:** [Council Memo 12-3-2024](#)  
[Ordinance 12-3-2024](#)  
[Ordinance Revisions 12-3-2024](#)
- i. [24-627](#) Ordinance on first reading amending the Seguin Code of Ordinances, Appendix D - Discharges for Industrial Wastes to adopt revised technically based local limits for the City of Seguin Wastewater Treatment Plants; 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 - Timothy J. Howe, Director - Water / Wastewater Utilities
- Attachments:** [Council Memo 12-3-2024](#)  
[Ordinance 12-3-2024](#)  
[Ordinance Revisions 12-3-2024](#)

9. **Adjourn the Regular City Council Meeting and Convene the Sequin Public Finance Corporation.**
- a. [24-642](#) Resolution inducing the Lily Springs Apartments in partnership with the Lightpath Corporation, to be located at approximately the Northeast Corner of Cordova Road and Highway 46; and authorizing the execution of a term sheet; and authorizing an agreement with Navarro Independent School District regarding revenue sharing from the project; and other matters in connection therewith. - Steve Parker, City Manager
- Attachments:** [Agenda Item Lightpath PFC](#)  
[Lily Springs Inducement Resolution \(Lightpath\)\(10558351.2\)](#)  
[RL Sequin PFC - Lily Springs MOU](#)  
[Lily Springs Presentation 12\\_3\\_24\(10558405.2\)](#)  
[CB24US082738-1 Lily Springs Sequin REVISED 12.2.24](#)  
[Lily Springs Overview 112524](#)  
[MOU - Navarro ISD - City of Sequin PFC \(DNG 12.3.24\)](#)
10. **Adjourn the Sequin Public Finance Corporation and Reconvene the Regular City Council Meeting**
11. **Closed Session**
- a. [24-633](#) 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/staff and deliberation regarding the purchase and/or value of real property near the intersection of Huber and IH-10 (Groundwater Surface Water Loop Project) and real property near the intersection of SH-123 and Nolte Farms Drive (Geronimo Creek Wastewater Treatment Plant Force Main) in Guadalupe County, Texas. Possible action may follow in Open Session.
12. **Reconvene into Open Session and Take Action on Items as a Result of Closed Session, if Necessary**
13. **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 Sequin, Texas on the 27th day of November 2024 at 12:45 P.M.

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**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.

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).