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City of Seguin

Public & Virtual Meeting Agenda

City Council

210 E. Gonzales Street
Seguin TX, 78155

Tuesday, March 21, 2023

5:30 PM

Council Chambers

The City Council Meeting can be viewed live at:
[http://cityofseguintx.granicus.com/MediaPlayer.php?
publish_id=379c47d7-1bc1-4b67-8707-ec98e0ade574](http://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=379c47d7-1bc1-4b67-8707-ec98e0ade574)

1. **Call to Order**
2. **Invocation - Council Member 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. 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. **Presentation**
 - a. **[23-130](#)**

Presentation of FY2022 Audit Report - Debbie Fraser, Armstrong, Vaughan, and Associates, PC

Attachments: [City Council presentation](#)
[City of Seguin Annual Comprehensive Financial Report](#)

b. [23-154](#)

Update on State Legislative Issues - Steve Parker, City Manager

Attachments: [Legislative Agenda Item](#)
[State Legislate Update March 21, 2023](#)

7. **Consent Agenda**a. [23-115](#)

City Council Meeting Minutes of March 7, 2023

Attachments: [CC.MeetingMinutes.March 7, 2023](#)

b. [ZC](#)
[02-23_CC](#)

Ordinance on second and final reading to consider a zoning change from Agricultural-Ranch (A-R) to Commercial (C) for a property located along the 3500 Blk of SH 46 N, Property ID 55999, (ZC 02-23)

Attachments: [Staff Memo ZC 02_23](#)
[Planning Commission Report and packet 02_23](#)
[ZC 02-23 McQueeney Ranch Commercial Presentation KGF City Council 3.7.2](#)
[ZC 02-23 Ordinance](#)
[ZC0223 ExhibitA CC](#)

c. [ZC](#)
[03-23_CC](#)

-
Ordinance on second and final reading to consider a zoning change from Agricultural-Ranch (A-R) to Public (P) for a property located near the intersection of SH 123 N and Timmerman Road, Property ID: 190760, (ZC 03-23)

Attachments: [Staff Memo ZC 03_23](#)
[Planning Commission Report and packet 03_23](#)
[ZC 03-23 Ordinance](#)
[ZC0323 ExhibitA CC](#)

d. [23-099_CC](#)

Ordinance on second and final reading to consider an amendment to Section 4.7.9 of the Unified Development Code to create an exception to the requirement that a lot be connected to public water infrastructure within 300 feet of the lot when water supply is unavailable through such infrastructure and an alternate legal source of water to serve the lot is available; providing for the repeal of conflicting ordinances and resolutions, providing for severability, authorizing staff to prepare this ordinance as a supplement to the Unified Development Code; providing for publication; and declaring an effective date

Attachments: [Council Memo 3-7-2023](#)
[Planning Commission Report-UDC Amendments 4.7.9](#)
[Water Connection Waiver Draft Amendments](#)
[Ordinance](#)

e. [23-076](#)

Ordinance on second and final reading amending the Seguin Code of Ordinances Chapter 98-107, No parking zones by revising the no parking zone on Rudeloff Road to restrict parking, standing, or stopping on Rudeloff Road between State Highway 46 and the easternmost intersection with Huber Road; providing for publication of this Ordinance; providing a severability clause; providing for an effective date; and authorizing city staff to prepare this ordinance for submission as a supplement to the code of ordinances

Attachments: [2023-02-21 Memo Rudeloff NPZ Ordinance](#)
[Sec. 98-107 No parking zones Redlines](#)
[CSJ 0915-46-045 Rudeloff Road Location Map](#)

f. [23-087](#)

Ordinance on second and final reading amending the Seguin Code of Ordinances Chapter 90, Article IV, Right-Of-Way Work and amending Appendix C, Fee Schedule; providing for publication of this Ordinance; providing for the repeal of conflicting provisions; providing a severability clause; providing for an effective date; and authorizing city staff to prepare this ordinance for submission as a supplement to the code of ordinances

Attachments: [2023-03-07 Memo ROW Work Ch 90 Revisions Ordinance](#)
[Ch 90 Art IV Redlines](#)
[APPENDIX C - FEE SCHEDULE Redlines](#)

g. [23-136](#)

Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to execute an Agreement between the City of Seguin and the Seguin Independent School District for the operation of the Just for Kids Summer Day Camp program; and declaring an effective date - Jack Jones, Director of Parks and Recreation

Attachments: [Memo for Summer Day Camp 2023 Resolution](#)
[Day Camp Agreement 2023](#)

h. [23-138](#)

Resolution of the City Council of the City of Seguin, Texas, approving the lease-purchase of ten police vehicles for the Seguin Police Department; and declaring an effective date - Jason Brady, Police Chief

Attachments: [2023 Tahoe request Resolution](#)
[DL 220180 Caldwell Country Chevrolet](#)

- i. [23-128](#) City of Seguin Financial Reports for the Three Months Ended December 31, 2022 - Susan Caddell, Director of Finance
Attachments: [December 31, 2022 City Council Financials](#)
[December 31, 2022 power point](#)
- j. [23-129](#) Approval of Quarterly Investment Report for Quarter Ended December 31, 2022 - Susan Caddell, Director of Finance
Attachments: [December 31, 2022 Investment Report](#)
- k. [23-150](#) Resolution authorizing purchase of pad mount transformers bid # TF-2023-15 for use by the City of Seguin Electric Utilities Department - Adam Ryals, Utility Warehouse Manager and Rick Cortes, Deputy City Manager
Attachments: [Agenda Item Memo 3.16.23 Transformers](#)
[Resolution Transformers 45](#)
[Bid Tab Unit Prices.Transformers.TF-2023-15](#)
- l. [23-151](#) Resolution authorizing purchase of steel poles bid # TF-2023-18 for use by City of Seguin Electric Utilities Department - Adam Ryals, Utility Warehouse Manager and Rick Cortes, Deputy City Manager
Attachments: [Agenda Item Memo 3.16.23 Steel Poles](#)
[Resolution 81 Steel Poles](#)
[Bid Tab.Steel Poles.TF-2023-18](#)
- m. [23-116](#) Check Report: March 6, 2023 through March 17, 2023
Attachments: [Check Report](#)
8. **Action Items - Discussion and Possible Motion to Approve**
- a. [ZC](#)
[17-22 CC](#) Public Hearing and Ordinance on first reading to consider a zoning change from Agricultural Ranch to Commercial for a 2.10 acre portion out of a 103.152 acre tract located at the 3500 Blk of State Hwy 46 N, Property ID: 55455, (ZC 17-22)- Pamela Centeno, Director of Planning & Codes
Attachments: [Staff Memo ZC 17 22](#)
[Planning Commission Report and packet](#)
[ZC 17-22 Ordinance](#)
[ZC1722 ExhibitA CC](#)

- b. [ZC
18-22 CC](#) Public Hearing and Ordinance on first reading to consider a zoning change from Agricultural Ranch to Multi-Family 3 for a 25.42 acre portion of a tract totaling 103.152 acres, located at the 3500 Blk of State Hwy 46 N, Property ID: 55455, (ZC 18-22)- Pamela Centeno, Director of Planning & Codes
Attachments: [Staff Memo ZC 18 22](#)
[Planning Commission Report and packet](#)
[ZC 18-22 Ordinance](#)
[ZC1822 ExhibitA CC](#)
- c. [ZC
19-22 CC](#) Public Hearing and Ordinance on first reading to consider a zoning change from Agricultural Ranch to Single-Family Residential (R-2) for a 75.63 acre portion of a tract totaling 103.152 acres, located at the 3500 Blk of State Hwy 46 N, Property ID: 55455, (ZC 19-22)- Pamela Centeno, Director of Planning & Codes
Attachments: [Staff Memo ZC 19 22](#)
[Planning Commission Report and packet](#)
[ZC 19-22 Ordinance](#)
[ZC1922 ExhibitA CC](#)
- d. [23-148](#) Resolution of the City Council for the City of Seguin, Texas, authorizing submission of a grant application in response to the Department of Homeland Security, FY 2022 Staffing for Adequate Fire and Emergency Response (SAFER) grant program - Kathy Wood, Grant Administrator
Attachments: [03-21-23 City Council MEMO to Submit FY22 SAFER Application](#)
[03-21-23 City Council RESOLUTION to Submit FY22 SAFER Application](#)
- e. [23-146](#) Resolution authorizing participation in the Equalis Group purchasing cooperative whose lead agency is the Texas Region 10 Education Service Center in Richardson, Texas - Twila Wood, Purchasing Manager
Attachments: [Agenda Item Memo](#)
[Resolution.EqualisGroup](#)
[Equalis-Group-Master-Intergovernmental-Purchasing-03.24.2021](#)

f. [23-135](#)

Resolution of the City Council of the City of Seguin, Texas approving an Amendment to Water Service Area Transfer Agreement with Springs Hill Water Supply Corporation to, among other things, make revisions to maps of the service area to be transferred to reflect decertifications occurring within the original proposed area, clarify the right of the City to provide retail water service to decertified areas along Link Road, and to enable adjustments to maps provided to the Public Utility Commission in connection with applications related to the water service area transfer to the City; authorizing the city manager to execute the amendment on behalf of the City; and declaring an effective date -Tim Howe, Director of Water/Wastewater Utilities

Attachments: [Springs Hill CCN Transfer Agreement Amendment Memo](#)
[Resolution](#)
[Amendment](#)
[2023.01.24 Amendment - Exhibit A](#)
[2023.01.24 Amendment - Exhibit A-2](#)
[2023.02.17 Amendment - Exhibit A-3](#)

g. [23-134](#)

Ordinance on first reading amending the Seguin Code of Ordinances Chapter 98-40, Designation of No Through Truck traffic streets by adding a portion of Stempel Road, Old Martindale Road, and E Martindale Road to the list; providing for publication of this Ordinance; providing a severability clause; providing for an effective date; and authorizing city staff to prepare this ordinance for submission as a supplement to the code of ordinances - Melissa Reynolds, P.E., CFM, MPA, Director of Engineering

Attachments: [2023-03-21 Memo Martindale Rd thru trucks](#)
[Ordinance](#)
[Ordinance Exhibit A-No Through Trucks Map](#)

h. [23-131](#)

Ordinance on first reading amending the Fiscal Year 2023 General Fund Budget of the City of Seguin, Texas and declaring an effective date - Susan Caddell, Director of Finance

Attachments: [Mid Year memo 2023](#)
[Mid Year General Fund 23](#)

i. [23-132](#)

Ordinance on first reading amending the Fiscal Year 2023 Utility Fund Budget of the City of Seguin, Texas and declaring an effective date - Susan Caddell, Director of Finance

Attachments: [Mid Year Utility Fund 23](#)

j. [23-153](#)

Ordinance on first reading amending the Fiscal Year 2023 Debt Service Fund Budget of the City of Seguin, Texas and declaring an effective date - Susan Caddell, Director of Finance

Attachments: [Mid Year Debt Service Fund 2023](#)

k. [23-133](#)

Ordinance on first reading amending the Fiscal Year 2023 Special Revenue Fund Budget of the City of Seguin, Texas and declaring an effective date - Susan Caddell, Director of Finance

Attachments: [Mid Year Special Revenue Fund 23](#)

l. [23-137](#)

Public Hearing and Ordinance on first reading amending the Seguin Code of Ordinances Chapter 74, Parks, amending Article IV, Standards of Care for Youth Recreation Programs; providing for publication of this ordinance; providing a severability clause; providing for the repeal of conflicting provisions; providing for an effective date; and authorizing city staff to prepare this ordinance for submission as a supplement to the Code of Ordinances - Jack Jones, Director of Parks and Recreation

Attachments: [Memo for Standards of Care for 2023-2024](#)

[Ordinance](#)

[Ordinance Exhibit A-2023-2024 JAAM PARENT HANDBOOK](#)

m. [23-145](#)

Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to enter into an Agreement with Stewart Signs regarding The Interlocal Purchasing System quote in the amount of \$65,982 for the purchase and installation of a replacement LED display for the marquee sign at the Seguin Events Complex; and declaring an effective date - Jack Jones, Director of Parks and Recreation

Attachments: [Memo regarding replacement of the LED Display at the Seguin Events Complex](#)

[Resolution](#)

[Stewart Signs Replacement LED Marquee Sign Quote and Agreement](#)

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. **23-157**

Pursuant to Section 551.071-Consultation with Attorney-to receive legal advice regarding the possible temporary wholesale provision of water-Sam Aguirre, City Attorney

- b. [23-155](#)
- Pursuant to Section 551.074: Personnel Matters-to deliberate regarding the terms of service of the City's Associate Municipal Court Judge
Pursuant to Section 551.071: Consultation with Attorney-to receive legal advice regarding the appointment and terms of service of the City's Associate Municipal Court Judge

- c. [20-248](#)
- Personnel Matter in accordance with Section 551.074; Annual Evaluation of the City Manager - Mayor Donna Dodgen
Attachments: [Parker.AnnualEvaluation](#)

10. **Reconvene Regular Council Meeting Action Items - Discussion and Possible Motion to Approve**

- a. [23-147](#)
- Resolution of the City Council of the City of Seguin, Texas approving an employment agreement with Darrell S. Dullnig; providing the terms of his service as an associate municipal court judge for the City; and declaring an effective date -Sam Aguirre, City Attorney
Attachments: [Staff Memo to City Council](#)
[Resolution](#)
[Agreement](#)

- b. [23-077](#)
- Resolution of the Council in the City of Seguin, Texas amending the Employment Agreement for the City Manager and authorizing the Mayor to execute such agreement - Mayor Donna Dodgen
Attachments: [CityManagerParkerEvaluation.#3](#)

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 17th day of March 2023 at 4:00 p.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.