



City of Sequin

210 E. Gonzales Street
Sequin TX, 78155

Meeting Minutes

City Council

Tuesday, September 2, 2025

5:30 PM

Council Chambers

Public & Virtual

1. Call to Order

Mayor Dodgen called the meeting to order at 5:30 P.M.

2. Invocation - Hospice Chaplain Emmanuel Carpenter

3. Pledge of Allegiance/Salute to the Texas Flag

4. Roll Call

Excused: 1 - Councilmember Bill Keller

Present: 7 - Councilmember Joe Rea, Councilmember David Eveld, Councilmember Jim Lievens, Councilmember John Carlsson, Councilmember Paul Gaytan, Councilmember Monica N. Carter, and Councilmember Jason Biesenbach

Presiding: 1 - Mayor Donna Dodgen

5. Hearing of Residents:

Nancy Brewington, 560 Three Oaks Rd, explained that her garage doors run parallel with the street and that the proposed thoroughfare that would connect Cordova, Three Oaks Rd, and Laguna Vista Drive would require more right-of-way than what currently exists. She informed that the proposed street would be 4' from her garage door. She showed photos of the landscaping, trees, and zeroscaping that would be impacted by the widening right-of-way and suggested that at least 12 homes would lose portions of their backyard if the thoroughfare was built. She stated that they have collected over 500 signatures opposing the proposed thoroughfare.

Police Chief Jason Brady invited everyone to attend Coffee with a Cop on September 29th from 8am-10am at Agave Coffee Shop on 109 S. Crockett. Additionally, he invited everyone to attend the Geronimo Lions Club First Friday Feats at the Big Red Barn on October 3rd. Proceeds from that event benefit Blue Santa. He also encouraged everyone to register their Block Party for National Night Out on October 7th. Finally, he invited everyone to attend the September 11th Ceremony at the Police Department back parking lot from 9:30-10am.

Councilmember Lievens added that First Friday Feast is held from 5:30-7:30PM and consists of a great steak or fish dinner for only \$20 per person. Each feast, the Geronimo Lions Club partners with a beneficiary who mans the food lines and brings the desserts. Sequin Police Department is accepting dessert donations. He said that

he is looking forward to Seguin Police Department's participation. The more plates that are sold, the more money the beneficiary receives.

Chief Brady explained that Blue Santa provides toys to families who have difficulties providing them on their own. Each year, the list of participants grow.

Julian Leal, 849 Prexi Dr., gave his condolences for passing of Betty Matthies. He informed that he graduated the same year as her and said that he remembered that she was a cheerleader and a joyful person even in those days. He said at their last high school reunion of the Class of 1953, there were only 17 people present. He said back in the 1950s, it was rare to be able to say what you want, so he exercises his right to do so now.

Mike Diaz, 461 Horizon Pointe, shared that he was a retired firefighter and informed that he had asked the Police Department to send a unit to the Vacation Bible School at his church. He thanked the Police Department for going above and beyond what was expected and he encouraged that the Fire Department also participate next time.

Fire Chief Dale Skinner invited everyone to attend a traditional Push-In Ceremony this Saturday at 10am at the Central Fire Station, 110 Elm. The two fire trucks that were approved for purchase two years ago are here and equipped and ready to serve. He explained that this is a once in a lifetime/career thing to put two pieces of apparatus in service on the same day. He informed that the ceremony dates back to the wagon days, where firemen would have to unhitch the horses, hose down the wagon, and push it back into the station.

Councilmember Carlsson said thank you to all the small businesses in town and gave a special thank you to Shipley's Donuts for giving out several hundred dollars worth of food for first responders during the flooding event.

Mayor Donna Dodgen invited everyone to attend the State of the City event to be held on Tuesday, September 30th at 6pm at the Seguin Coliseum. She informed that the first hour will be a presentation of the latest happenings in Seguin and the second hour will be a break out session that will give residents the opportunity to meet and ask questions of their council members and City departments. She informed that the first hour will be live streamed but the second hour will not be.

6. Presentation

a. [25-482](#) Introduction of Seguin ISD Superintendent Dr. Jack Lee. - Mayor Donna Dodgen

Mayor Dodgen introduced Dr. Jack Lee, the new Superintendent for Seguin ISD. She shared that he has had a busy day as he was at the Seguin Chamber this morning and a Rotary meeting for lunch. She welcomed him to the City of Seguin.

Dr. Lee said it felt different to be on the other side of the microphone and dais. He said that he wanted to say hello and thought it was important for City Council to know four significant believes that he holds; 1. Solid relationships with students matter; 2. Quality Instruction matters and he is proud of teachers and the work they do everyday; 3. Community and family partnerships matter significantly; 4. Everyone plays an important role in the great work that happens each and every day. He shared that his father drove a school bus and his mom worked in the cafeteria when he was young. He said he is excited about the work they have coming up and thanked everyone for being

so extremely welcoming. In just his short time here, he said he already believes the Seguin "It's Real" slogan.

Mayor Donna Dodgen presented Dr. Lee with a giftbag of Seguin swag and welcomed him again to the community.

b. [25-511](#)

Presentation by the U.S. Small Business Administration, Office of Disaster Recovery and Resilience, regarding low-interest disaster loan programs available to Texas businesses, nonprofits, homeowners affected by the July 2-18, 2025 severe storms, straight-line winds, and flooding (Texas Disaster Declaration 21174). - Anna Núñez, Public Information Officer, Office of Disaster Recovery and Resilience, U.S. SBA

Ms. Anna Nunez with the Office of Disaster Recovery and Resilience of the Small Business Administration explained that the because of the Presidential Disaster Declaration, homeowners, business owners, and renters that were affected by the July 2025 flooding are able to secure long term, low interest rates loans. She stated that there is no need to wait for settled insurance claims and that the loan money can be used to make improvements or to mitigate future damage. She said there is no fee to apply and no payments for 12 months.

She encouraged everyone to visit their website, www.sba.gov/disaster, and said that she would forward more information to the City for distribution.

Councilmembers Lievens asked how confident the City was that the homes that were damaged during the July 2025 flooding are already working with SBA. Mr. Parker answered that SBA was working with FEMA and that approximately 47-60 people went through the resource recovery center.

Mayor Dodgen said that while some residents did receive funds from FEMA, it wasn't quiet enough in some cases so this provides an opportunity to fill in the gap.

c. [25-501](#)

City of Seguin Financial Reports for the Nine Months Ended June 30, 2025. - Susan Caddell, Director of Finance

Finance Director Susan Caddell presented the Financial Report for the Nine Months Ended June 30, 2025.

She reported that June is 75% through the budget year, Revenues are 88.6% of budget, and Expenditures are 74.8% of budget. She informed that it is budgeted to use \$6,229,047 of fund balance but no fund balance has been used to date. She reported that all departments are under budget.

She highlighted that the for General Fund Revenues, Property Tax is 99.8% of budget, State/Federal Government Grants are 184.5% of budget and that the City received more grants than anticipated. Sales Tax revenue is 78.3% of budget and Interest Revenue is 123.9% of budget as interest rates are higher than anticipated. As for General Fund Expenditures, she informed that they are 74.8% of budget.

Non-Departmental expenditures are 93.8% of budget because the first portion of the indigent health care payment of \$1,356,492 has been made to the County. She relayed that due to the higher collection of property tax revenue at the beginning of the fiscal year, the debt service portion of the revenue is transferred to the General I&S Fund as tax payments are received.

In comparing this year and last year's General Fund Revenues; Property Taxes are up by \$1,775,416 or 8.8%, Building Permits increased by \$674,785 or 30.9%, User Fees increased by \$200,056 or 5.4%. Mrs. Caddell stated it only looks like Sales Tax revenue is down by \$145,602 or 1.3% because of the large audit payment of \$739,993 in May of 2024. If the large audit payment is removed, Sales Tax revenue is up 5.8%.

In comparing this year and last year's General Fund Expenditures; the Police Department increased by \$617,230 largely due to the increase in salaries and benefits, Fire/EMS increased by \$679,468 largely due to the increase in salaries and benefits, Public Works increased by \$227,303 due to a contract with engineering firm for pavement assessment services. Also, Non-Departmental expenditures increased by \$3,110,149, the Transfers to General I&S increased by \$1,139,352, Transfers to GF Capital Projects increased by \$1,719,001, and Indigent Health Care increased by \$76,232.

Mrs. Caddell explained that Utility Fund Revenues are 76.4% of budget and Expenditures are 73.3% of budget. It is budgeted to use \$7,122,058 of fund balance and all departments have come in under budget.

She reported that Electric Revenue is 74% of budget, Water Revenue is 75.1% of budget, Sewer Revenue is 82.1% of budget, Interest Revenue is 105.7% of budget, Interest rates are higher than anticipated, Lease Revenue is 205.3% of budget (which includes Wells Fargo lease). She further detailed that Non-Department expenditures are 76.1% of budget and the entire amount of \$6,011,961 budgeted transfers to Utility Capital Projects has been transferred. Compared to last year, revenues increased by 9.1% and expenditures increased by 4%.

Mrs. Caddell also reported the following statistics:

- Electric revenues are up by \$1,995,973 or 8.8% and the number of customers have increased by 7.22%.*
- Water revenues are up \$1,203,710 or 9% and the number of customers have increased by 5.47%.*
- Sewer revenues are up \$1,358,673 or 13.8% and the number of customers have increased by 11.49%.*
- Electric Distribution expenditures are down by \$1,255,795 and wholesale power costs have decreased by \$1.5 million.*
- Water Plant expenditures have increased by \$208,449 due to increased payments to SSLGC which coincides with the increase in revenue.*
- Water/Sewer expenditures have increased by \$619,287 due to the increase in Street Repairs due to maintenance of water mains.*
- Non-Departmental expenditures have decreased by \$2,431,994.*
- Transfers to Utility Fund Capital Projects is down by \$1,257,871.*
- Transfers to Utility I&S is down by \$1,104,937.*

Mrs. Caddell gave a recap of the Other Funds, noting that the Golf Course was not included because it is not open this year. She informed that that Coliseum net revenues have increased by \$47,063 over prior year but noted that a scissor lift was purchased in FY24. Additionally, she mentioned that the Seguin Events Complex net revenues decreased by \$43,668 by but a reconciliation of deposits in FY24 caused an increase in Miscellaneous Revenue of \$49,417 in 2024.

Lastly, Mrs. Caddell informed that HOT Revenue is down by nearly \$11k this year from last year. She said that hopefully the dam project finishing will help to increase the amount of people renting. Additionally, she mentioned the City is looking at hiring a firm to audit HOT revenues owed to the City.

7. Consent Agenda

A motion was made by Councilmember Joe Rea, seconded by Councilmember Jason Biesenbach, that the following consent agenda items be approved. The motion carried by the following vote:

Excused: 1 - Councilmember Keller

Presiding: 1 - Mayor Dodgen

Aye: 7 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, and Councilmember Biesenbach

- a. [25-518](#) Minutes of the August 13, 2025 City Council Workshop and the August 19, 2025 City Council Regular Meeting.

These Minutes were approved.

- b. [25-519](#) Check Report August 16, 2025 through August 26, 2025.

This Check Report was acknowledged.

- c. [25-520](#) Board and/or Commission Appointments. - Donna Dodgen, Mayor
a. Guadalupe Regional Medical Center Board of Managers

This Action Item was approved.

- d. [25-502](#) Approval of Quarterly Investment Report for Quarter Ended June 30, 2025. - Susan Caddell, Director of Finance

This Action Item was approved.

- e. [25-505](#) Resolution approving an increase to Purchase Order #25672 in the amount of \$20,000 for uniform purchases; and declaring an effective date. - Dale Skinner, Fire/EMS Chief

This Resolution was approved.

Enactment No: 2025R-172

- f. [25-481](#) Resolution authorizing the city manager to execute an Interlocal Agreement between the Guadalupe Regional Medical Center, Guadalupe County and the City of Seguin for the provision of indigent health care; and providing an effective date. - Mark Kennedy, City Attorney

This Resolution was approved.

Enactment No: 2025R-173

- g. [25-503](#) Resolution ratifying the cost of an emergency pump and motor replacement for city high service pump #5 and approving the repair of

industrial high service Pump #3; and declaring an effective date. - Timothy Howe, Director of Utilities

This Resolution was approved.

Enactment No: 2025R-174

- h. [25-506](#) Resolution authorizing the purchase of a half-ton pick-up truck for the Police Department. - Kate McCloud, Grants Administrator

This Resolution was approved.

Enactment No: 2025R-175

- i. [25-510](#) Resolution approving the disposal of Watchguard equipment and authorizing its sale through GovDeals, and providing for use of proceeds. - Marcos Martinez, Police Lieutenant

This Resolution was approved.

Enactment No: 2025R-176

- j. [25-492](#) Authorize the purchase of three 2026 Toyota Camrys for Police Department - CID from Silsbee Toyota in the amount of \$98,808, effective upon approval. - Steven Purchase, Fleet Manager

This Action Item was approved.

- k. [25-509](#) Authorize the purchase of two F750 Crew Trucks for Water Utilities Department from Cavender Grande Ford/Cobalt in the amount of \$596,320 (\$298,160.00 each), effective upon approval. - Steven Purchase, Fleet Manager

This Action Item was approved.

- l. [25-446](#) Ordinance on second reading amending the Seguin Code of Ordinances, Appendix C - Fee Schedule, relevant portions of Chapter 66-Library and Chapter 74-Parks and Recreation; providing for a severability clause; declaring an effective date; preparing this ordinance for publication; and authorizing City staff to submit this ordinance as a supplement to the Seguin Code of Ordinances. - Silvia Christy, Library Director; Jack Jones, Director of Parks and Recreation; and Bruce Allen, Golf Course Manager

This Ordinance was adopted.

Enactment No: 2025-043

8. Action Items - Discussion and Possible Motion to Approve

- a. [25-499](#) Public Hearing on FY2026 Budgets. - Susan Caddell, Director of Finance

- a. General Fund
- b. Debt Service Fund
- c. Special Revenue Fund
- d. Utility Fund

Mayor Dodgen opened the Public Hearing at 6:10 P.M.

There being no public comments, Mayor Dodgen closed the Public Hearing at 6:10 P.M.

- b. [25-498](#) Public Hearing on a proposal to increase total tax revenues from properties on the tax roll in the preceding year. - Susan Caddell, Director of Finance

Mayor Dodgen opened the Public Hearing at 6:10 P.M.

There being no public comments, Mayor Dodgen closed the Public Hearing 6:10 P.M.

- c. [25-494](#) Ordinance on first reading adopting the 2025-26 Fiscal Year General Fund Budget and making appropriation in accordance with said budget for the period beginning the first day of October 2025 and ending the last day of September 2026; appropriating money to a sinking fund to pay interest and principal due on the City's indebtedness; providing for the effective date of this ordinance; and providing for the publication of this ordinance. - Susan Caddell, Director of Finance

A motion was made by Councilmember Biesenbach, seconded by Councilmember Carter, that this Ordinance be approved on first reading. The motion carried by the following vote:

Excused: 1 - Councilmember Keller

Presiding: 1 - Mayor Dodgen

Aye: 7 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, and Councilmember Biesenbach

- d. [25-495](#) Ordinance on first reading adopting the 2025-26 Fiscal Year Utility Fund Budget and making appropriation in accordance with said budget for the period beginning the first day of October 2025 and ending the last day of September 2026; appropriating money to a sinking fund to pay interest and principal due on the City's indebtedness; providing for the effective date of this ordinance; and providing for the publication of this ordinance. - Susan Caddell, Director of Finance

A motion was made by Councilmember Carter, seconded by Councilmember Carlsson, that this Ordinance be approved on first reading. The motion carried by the following vote:

Excused: 1 - Councilmember Keller

Presiding: 1 - Mayor Dodgen

Aye: 7 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, and Councilmember Biesenbach

e. [25-496](#)

Ordinance on first reading adopting the 2025-26 Fiscal Year Special Revenue Fund Budget and making appropriation in accordance with said budget for the period beginning the first day of October 2025 and ending the last day of September 2026; appropriating money to a sinking fund to pay interest and principal due on the City's indebtedness; providing for the effective date of this ordinance; and providing for the publication of this ordinance. - Susan Caddell, Director of Finance

A motion was made by Councilmember Biesenbach, seconded by Councilmember Lievens, that this Ordinance be approved on first reading. The motion carried by the following vote:

Excused: 1 - Councilmember Keller

Presiding: 1 - Mayor Dodgen

Aye: 7 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, and Councilmember Biesenbach

f. [25-497](#)

Ordinance on first reading adopting the 2025-26 Fiscal Year Debt Service Fund Budget and making appropriation in accordance with said budget for the period beginning the first day of October 2025 and ending the last day of September 2026; appropriating money to a sinking fund to pay interest and principal due on the City's indebtedness; providing for the effective date of this ordinance; and providing for the publication of this ordinance. - Susan Caddell, Director of Finance

A motion was made by Councilmember Carter, seconded by Councilmember Carlsson, that this Ordinance be approved on first reading. The motion carried by the following vote:

Excused: 1 - Councilmember Keller

Presiding: 1 - Mayor Dodgen

Aye: 7 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, and Councilmember Biesenbach

g. [25-500](#)

Ordinance on first reading levying a tax rate of \$0.5135 per \$100 valuation for the City of Seguin for the tax year 2025; providing for the effective date of this ordinance; and providing for the publication of this ordinance. - Susan Caddell, Director of Finance

Councilmember Carlsson informed that the reason why City Council can whip through approving these budget related ordinances is because of all the hard work that Finance Director Susan Caddell and City Manager Steve Parker does to prepare the budget before this meeting.

Finance Director Caddell commented that the Department Directors help to prepare their budgets and Mr. Parker concurred.

A motion was made by Councilmember Keller, seconded by Councilmember Gaytan, that this Ordinance be approved on first reading. The motion carried by the following vote:

Excused: 1 - Councilmember Keller

Presiding: 1 - Mayor Dodgen

Aye: 7 - Councilmember Rea, Councilmember Evelt, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, and Councilmember Biesenbach

h. [25-476](#)

Public Hearing and Ordinance on first reading to consider amendments to the City of Seguin's Unified Development Code Section 3.4.3 Land Use Matrix to add "short-term rental" as a new use, and Chapter 7 (Definitions) to add a definition for a short-term rental. - Pamela Centeno, Director of Planning and Codes

Director of Planning and Codes Pamela Centeno explained that this ordinance would add the definition of "Short Term Rental" and its land use classification to the Unified Development Code. This ordinance would allow for short term rentals in all residential and commercial zoning districts but prohibit them in public, light industrial, and industrial zoning districts.

Mayor Dodgen opened the Public Hearing at 6:16 P.M.

There being no public comments, Mayor Dodgen closed the Public Hearing at 6:16 P.M.

A motion was made by Councilmember Evelt, seconded by Councilmember Lievens, that this Ordinance be approved on first reading. The motion carried by the following vote:

Excused: 1 - Councilmember Keller

Presiding: 1 - Mayor Dodgen

Aye: 7 - Councilmember Rea, Councilmember Evelt, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, and Councilmember Biesenbach

i. [25-504](#)

Public Hearing and Ordinance on first reading to consider amendments to the Seguin Code of Ordinances, Chapter 22- Businesses, to add Article XI, Short Term Rentals, and adding associated licensing and inspection fees for short-term rentals to Appendix C, Fee Schedule. - Pamela Centeno, Director of Planning and Codes.

Director of Planning and Codes Pamela Centeno reviewed the proposed regulations, zoning districts, annual license requirements, occupancy limits, parking requirements, contact information and posting requirements, liability insurance and inspection requirements for Short Term Rental operations in the City of Seguin. She said if this ordinance is approved, it would take effect January 1, 2026 to give staff and property owners time to make the necessary adjustments to comply.

Mrs. Centeno detailed the newly proposed enforcement procedures. She explained that the difference between Minor Violations and Major Violations and how three minor violations in a twelve month period is equal to a major violation. Three major violations in a twelve month period results in a 90-day suspension and a doubled license renewal fee. Two suspensions within a twelve month period would result in the property being referred to City Council for enforcement, in which a Public Hearing would be held and notices would be sent to properties within 200' of the subject property. City Council may choose to revoke the property's license or suspend it for an additional 90-180 days. If the license is revoked, a new license cannot be issued for a year. Operating with a revoked license may result in fines of up to \$2,000, plus court costs.

Mrs. Centeno stated that the advisory committee formed to work on creating the Short Term Rental ordinance was great as was the discussions with City Council and the Planning and Zoning Commission.

Mayor Dodgen opened the Public Hearing at 6:26 P.M.

There being no public comments, Mayor Dodgen closed the Public Hearing at 6:26 P.M.

Councilmember Carlsson asked how many short term rentals she expects to be affected by this ordinance and Mrs. Centeno replied that she does not have an expectation as they have not been tracking the number of short term rentals. Councilmember Carlsson asked if there is a code person assigned to handling the enforcement of this ordinance and Mrs. Centeno responded that is one of the reasons that the ordinance would not go into effect until January. City staff needs time to create a process, passing the ordinance is just the first step. She said that they are also looking at possible firms to manage enforcement and a process to manage complaints.

City Manager Steve Parker declared that this effort has really been focused on the bad actors program, to give City staff a course of action for those that are causing a nuisance. He said that he appreciates city council, the community, and the residents who are affected by short term rentals and provided their insight throughout this process. Mr. Parker said the ordinance was an effort to balance things and not go to extremes, but it can always be changed if needs to be adjusted in the future. He thanked City Council and the community for their patience throughout the process of developing this ordinance.

Councilmember Carlsson asked if there is any liability on the City if something happens at a short term rental since they are issuing permits.

Mayor Dodgen added that there were some short term rental owners on the advisory committee as well.

Councilmember Lievens suggested that there is a benefit to the City in getting a better feel for how many short term rental properties there are in the community, even if it requires the use of an outside firm to hunt and find them. He suggested that it is unfair to hotels and motels for short term rentals to not be registered and not be paying the Hotel Occupancy Tax.

Mayor Dodgen said that is really a two part solution; one part is looking at violations and bad actors and the other part is searching for those not registered and not paying

the Hotel Occupancy Tax.

Mrs. Centeno stated that registering for a short term rental license will be available online in the development portal once the property is identified as a short term rental.

A motion was made by Councilmember Biesenbach, seconded by Councilmember Carter, that this Ordinance be approved on first reading. The motion carried by the following vote:

Excused: 1 - Councilmember Keller

Presiding: 1 - Mayor Dodgen

Aye: 7 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, and Councilmember Biesenbach

- j. [ZC 18-25 CC](#) Public Hearing and Ordinance on first reading to consider a zoning change from Single-Family Residential (R-2) to Public (P) for the property located at the 15000 block of FM 725, Property ID: 58175, (ZC 18-25). - Pamela Centeno, Director of Planning and Codes.

Mayor Dodgen opened the Public Hearing at 6:34 P.M.

There being no public comments, Mayor Dodgen closed the Public Hearing at 6:34 P.M.

A motion was made by Councilmember Lievens, seconded by Councilmember Rea, that this Zoning Ordinance be approved on first reading. The motion carried by the following vote:

Excused: 1 - Councilmember Keller

Presiding: 1 - Mayor Dodgen

Aye: 7 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, and Councilmember Biesenbach

- k. [25-521](#) Ordinance on first reading amending Code of Ordinances, Appendix C - Fee Schedule, Chapter 86, Solid Waste, Article II, Garbage and Article IV, Curbside Recycling; providing a severability clause, and an effective date. - Mark Kennedy, City Attorney

City Attorney Mark Kennedy explained that the franchise agreement with Waste Connections allows for an annual Consumer Price Index (CPI) Adjustment, which will increase the rates 2.67%. Because the rates are called out in the Fee Schedule, the Fee Schedule must be amended to reflect the adjusted rates.

A motion was made by Councilmember Carlsson, seconded by Councilmember Eveld, that this Ordinance be approved on first reading. The motion carried by the following vote:

Excused: 1 - Councilmember Keller

Presiding: 1 - Mayor Dodgen

Aye: 7 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, and Councilmember Biesenbach

I. [25-522](#)

Resolution setting a Public Hearing for the creation of a Tax Increment Reinvestment Zone. - Steve Parker, City Manager

City Manager Steve Parker explained that this item is related to Walnut Springs, the Planned Unit Development project located at the corner of Hueber Rd and Rudeloff Rd. The development will consist of a 30 acre regional park and a 2 acre lot reserved for a fire station.

Stephanie Leibe, Partner with Norton Rose Fulbright and the City's Bond Counsel, explained that this Public Private Partnership stacks the financing to help the developer complete the build out. The Public Improvement District (PID) that City Council has approved the creation of already, will come back to City Council with the assessment levy and the bond issuance. The Tax Increment Reinvestment Zone (TIRZ) will sit on top of that bond levy and will help property owners buy down the PID assessment. Mrs. Leibe explained that the resolution being considered currently sets the Public Hearing that is required for creating the TIRZ as the Texas Attorney General's Office requires its approval by resolution. The Public Hearing is scheduled for the September 16th City Council Regular Meeting.

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

Excused: 1 - Councilmember Keller

Presiding: 1 - Mayor Dodgen

Aye: 7 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, and Councilmember Biesenbach

Enactment No: 2025R-177

m. [25-485](#)

Resolution approving updates to the City's Purchasing Policy to incorporate threshold increases and clarification in accordance with Bill 1173. - Ashley Bruns, Purchasing Manager

Purchasing Manager Ashley Bruns informed that SB No. 1173 required that the City make some changes to its Purchasing Policy related to the amount of an expenditure for which a competitive procurement method may be required. The bill takes effect September 1, 2025. In addition to increasing the formal bidding requirement from \$50,000 to \$100,000, the thresholds that for City Manager and City Council approval was increased to \$99,999.99. Also, there was a requirement added that a written quote must be attached to every requisition request and that staff must allow a minimum response time of seven days for a vendor to respond to a request for a quote. Ms. Bruns stated that once approved they will work to educate staff on the policy changes and expect full compliance by FY26.

Councilmember Gaytan voiced his objection to the increase of the City Manager's approval threshold from \$49,999.99 to \$99,999.99 stating that it is the City Council's responsibility to allocate where the City's money is spent, not the City Manager's.

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

Excused: 1 - Councilmember Keller

Presiding: 1 - Mayor Dodgen

Nay: 1 - Councilmember Gaytan

Aye: 6 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Carter, and Councilmember Biesenbach

Enactment No: 2025R-178

n. [25-493](#)

Resolution awarding the bid for the construction of the Geronimo Creek Pipeline Project to Cash Construction Co. Inc.; and declaring an effective date. - Timothy Howe, Director of Utilities

Utilities Director Timothy Howe stated that this bid award is for the final phase of construction related to the Geronimo Creek Wastewater Treatment Plant (WWTP) Expansion, the largest Capital Improvement Project the City has undertaken. He reminded that in July 2020 Council approved an engineering services proposal for the design, bidding, and construction phase services for the Geronimo Creek WWTP Expansion. This included the decommissioning of the Walnut Branch WWTP and conveying the flow to the Geronimo Creek WWTP.

Mr. Howe explained that the design and construction of two raw sewage force mains will convey the flow from the new Walnut Branch Lift Station to the expanded Geronimo Creek WWTP. He reported that the City received eight sealed bids for the Geronimo Creek Pipeline Project. recommended that Cash Construction Co. Inc. be awarded a construction contract for \$26,112,007.50, plus \$2,887,992.50 in contingencies, for a total amount of \$29,000,000.00. TRC conducted reference checks and found that Cash Construction Co. Inc. has completed similar projects to the satisfaction of the Owners and Engineers.

TRC, the design engineers on the project, conducted reference checks and reported that Cash Construction has completed similar projects. The construction completion period is seven hundred and fifty (750) consecutive calendar days.

Councilmember Carlsson asked what would happen if City Council did not approve this item and Mr. Howe explained that there would not be a method to convey flow to the Geronimo Creek treatment plant so the expansion would have been built in vain. He also asked how long the bid was open for and Mr. Howe answered six weeks, which is the standard amount of time for the City of Seguin.

A motion was made by Councilmember Biesenbach, seconded by Councilmember Lievens, that this Resolution be approved. The motion carried by the following vote:

Excused: 1 - Councilmember Keller

Presiding: 1 - Mayor Dodgen

Aye: 7 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, and Councilmember Biesenbach

Enactment No: 2025R-179

o. [25-507](#)

Resolution authorizing the approval of hot mix contracts to Texas Materials (primary) and Brauntex Materials (secondary) in New Braunfels as suppliers; and declaring an effective date. - Adam Rossing, Director of Public Works.

Public Works Director Adam Rossing stated that his department needs asphalt to fix streets and that he recommends awarding contracts to Texas Materials and Brauntex Materials as suppliers of Hot Mix Asphalt for Public Works operations.

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

Excused: 1 - Councilmember Keller

Presiding: 1 - Mayor Dodgen

Aye: 7 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, and Councilmember Biesenbach

Enactment No: 2025R-180

p. [25-508](#)

Resolution approving Westhill Paving, Inc. and Guerra Underground, LLC being awarded the Indefinite Delivery Indefinite Quantity Contract in the amount of \$900,000 for 2025/26; and declaring an effective date. - Adam Rossing, Director of Public Works.

Public Works Director Adam Rossing explained that outsourcing utility cut repairs is necessary to address the increasing demand and scheduling challenges faced by Public Works. Many of the surrounding cities choose to outsource utility cut repairs as well. To continue this effort, bids were solicited for an Indefinite Delivery/Indefinite Quantity (IDIQ) Utility Cut Repair Contract, resulting in four bidders. Based on best value, Westhill Paving, Inc., whom the City has had a contract with the City, and Guerra Underground LLC were selected to perform the work.

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

Excused: 1 - Councilmember Keller

Presiding: 1 - Mayor Dodgen

Aye: 7 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, Councilmember Gaytan, Councilmember Carter, and Councilmember Biesenbach

Enactment No: 2025R-181

q. [25-489](#)

Discussion and possible action to adopt revised Council Meeting

Procedures, updating meeting types, agenda submission deadlines, citizen comment rules, and decorum provisions. - Mark Kennedy, City Attorney

City Attorney Mark Kennedy reviewed that the last action taken on the Council Meeting Procedures occurred in November 2003. Due to recent legislation changes, agendas for meetings must be posted three full businesses days before the date of the meeting instead of 72 hours prior to the meeting. He said that in response to discussion at the last meeting, he has reverted the time limit for public speaking back to five minutes, instead of the proposed three, and added language that stated the Mayor, at their discretion, can shorten the time limit provided that there are ten or more people signed up to speak.

Councilmember Gaytan asked if the time limit for addressing City Council will remain five minutes and Mr. Kennedy confirmed. Councilmember Gaytan declared that he objects to item 3E as he believes that a majority of City Council should be what decides is a speaker's time should be more limited, not the Mayor's discretion. He opined that if a citizen wants to address City Council, they should be allowed to because the councilmembers were elected to listen.

Councilmember Carlsson asked how it should be handled if there are a lot of people who are registered to speak and Councilmember Gaytan answered that a majority vote of council should control time limits for addressing council.

Councilmember Lievens asked if the policy provided a limitation on the number of people that can speak on an item and Mr. Kennedy confirmed that it does not limit the number.

Mayor Pro tem Carter said that the City of Seguin does not have a long list of people who address City Council often, but in the rare occasion that they do, she does not have a problem with the Mayor or council having the discretion to limit it.

Councilmember Gaytan made a motion, seconded by Councilmember Carlsson, to amend item 3E of the revised City Council Procedures to state that City Council (not the Mayor), by majority vote, has the authority to limit the amount of time a person addresses City Council. The motion carried by the following vote:

Ayes: Gaytan, Carlsson, Eveld, Rea

No: Biesenbach, Carter, Lievens

A motion was made by Councilmember Gaytan, seconded by Councilmember Carlsson, that this Action Item be approved. The motion carried by the following vote:

Excused: 1 - Councilmember Keller

Presiding: 1 - Mayor Dodgen

Nay: 2 - Councilmember Carter, and Councilmember Biesenbach

Aye: 5 - Councilmember Rea, Councilmember Eveld, Councilmember Lievens, Councilmember Carlsson, and Councilmember Gaytan

r. [25-517](#)

Discussion and possible direction regarding the State of the City Address to be held on Tuesday, September 30, 2025. - Steve Parker, City Manager

City Manager Steve Parker informed that the City will host a State of the City Address on Tuesday, September 30, 2025 at the Seguin Coliseum from 6PM-8PM. The first hour of the event will be a presentation on the happenings of Seguin and the second hour of the event will be time for residents to meet and greet their councilmembers and department staff, ask questions about projects in their District, and learn about upcoming programs and events.

Councilmember Lievens said that he really appreciated City Staff hosting this event.

Mayor Pro Tem Carter informed that she will not be present as she has a work conference that she must attend that day.

Councilmember Carlsson suggested that they have fire trucks and public safety vehicles there for children to view and Mayor Dodgen said she also thought about that but suggested that it might be better to focus on getting people inside.

Councilmember Lievens said that he has talked to the established Home Owners Associations (HOAs) about the event but some areas do not have HOAs.

City Manager Steve Parker suggested that the Police Department has a list of HOAs for National Night Out than can be shared with the Public Information Officer to help push the information to the public.

9. Closed Session

Mayor Dodgen recessed Open Session and convened into Closed Session at 7:16 P.M.

a. [25-516](#)

Section 551.087 – Deliberation Regarding Economic Development Negotiations:

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.

To deliberate the offer of a financial or other incentive to a business prospect.

- Project Vast

10. Reconvene into Open Session and Take Action on Closed Session Items if necessary

There was no action taken as a result of Closed Session.

Mayor Dodgen adjourned Closed Session and reconvened into Open Session at 7:56 P.M.

11. Adjournment

Mayor Dodgen adjourned the meeting at 7:56 P.M.

Donna Dodgen, Mayor

ATTEST:

Kristin Mueller, City Secretary