



City of Seguin

210 E. Gonzales Street
Seguin TX, 78155

Public & Virtual Meeting Agenda City Council

Tuesday, April 1, 2025

5:30 PM

Council Chambers

This meeting can be viewed live at:

https://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=fff50dfe-e46c-41f2-8afc-fd99fcd0fab2

1. **Call to Order**
2. **Invocation - Pastor J.L. Hudson, Unity Baptist Church**
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. **25-131** Presentation of Seguin Police Department's "Accreditation Status" for compliance with the Texas Law Enforcement Accreditation Program. - Todd Smith, City of Fair Oaks Ranch Police Chief
Attachments: [2025 Accreditation Program Presentation](#)
[2025 Accreditation Program Presentation](#)
[Congratulations Seguin PD Accreditation 2025](#)

7. **Consent Agenda**
 - a. **25-207** Minutes of the March 18, 2025 City Council Meeting.
Attachments: [CC Minutes 03182025](#)

- b. [25-226](#) Check Report March 15, 2025 through March 28, 2025.
Attachments: [Check Report 03152025 - 03282025](#)
- c. [25-156](#) Ordinance on second reading amending the Seguin Code of Ordinance, Chapter 90, amending Section 131 and 132; 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, PE, MPA, CFM - Director of Engineering & Capital Projects
Attachments: [2025-03-18 Memo Section 90-131 and 90-132](#)
[2025-03-18 Ordinance Section 90-131 and 90-132](#)
[Sections 90-131 and 90-132 Revision](#)
- d. [25-173](#) Ordinance on second reading amending the Fiscal Year 2025 General Fund Budget of the City of Seguin and declaring an effective date. - Susan Caddell, Director of Finance
Attachments: [Mid Year memo 2025](#)
[General Fund Mid Year Summary](#)
[Mid Year General Fund FY25](#)
- e. [25-174](#) Ordinance on second reading amending the Fiscal Year 2025 Utility Fund Budget of the City of Seguin and declaring an effective date. - Susan Caddell, Director of Finance
Attachments: [Utility Fund Mid Year Summary](#)
[Mid Year Utility Fund FY25](#)
- f. [25-175](#) Ordinance on second reading amending the Fiscal Year 2025 Special Revenue Fund Budget of the City of Seguin and declaring an effective date. - Susan Caddell, Director of Finance
Attachments: [Special Revenue Fund Mid Year Summary](#)
[Mid Year Special Revenue Fund FY25](#)
- g. [25-176](#) Ordinance on second reading amending the Fiscal Year 2025 Debt Service Fund Budget of the City of Seguin and declaring an effective date. - Susan Caddell, Director of Finance
Attachments: [Mid Year Debt Service Fund FY25](#)
- h. [25-195](#) Resolution authorizing a tax exemption for maintenance of the Recorded Texas Historic Landmark at 308 S. Erkel Avenue. - Kyle Kramm, Main Street & CVB Director/HPO
Attachments: [Council Memo - 308 South Erkel's 2025 Tax Exemption](#)
[Erkel Tax Abatement Resolution 2025](#)
[308 Erkel Application 2025-03-03](#)
- i. [25-196](#) Resolution authorizing a tax exemption for maintenance of the Recorded

Texas Historic Landmark at 617 North Guadalupe Street. - Kyle Kramm,
Main Street & CVB Director/HPO

Attachments: [Council Memo - 617 North Guadalupe's 2025 Tax Exemption](#)

[Wasilition Tax Abatement 2025 Resolution](#)

[Receipts](#)

[Details - Joseph Sonka House - Atlas Number 5187002866 - Atlas Texas Hist
Sec. 94 30. and Sec. 94 32 of Code of Ordinances](#)

- j. [25-199](#) Resolution authorizing execution of a Professional Services Agreement with Best EMS; approving the appointment of Justin Northeim, D.O. as the Medical Director for Seguin Fire Department; authorizing notice of termination to the current Medical Director; and declaring an effective date. - Dale Skinner, Fire/EMS Chief

Attachments: [Council Memo Medical Director March 2025](#)

[Resolution \(Best EMS\)](#)

[City of Seguin - EMS Medical Director Agreement - 5.1.2025](#)

[Northeim Bio](#)

- k. [25-206](#) Resolution 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 \$70,212.93 for the purchase, delivery, and installation of new audio equipment including speakers and amps at the Seguin Coliseum; and declaring an effective date. - Jack Jones, Director of Parks and Recreation

Attachments: [Memo regarding the purchase of new speakers and amps for the Coliseum](#)

[Resolution for new speakers and amps at the Seguin Coliseum](#)

[Coliseum Audio Improvements Proposal](#)

- l. [25-211](#) Resolution authorizing the City Manager to enter into a Professional Service Agreement in the amount of \$85,000 with TRC Engineers, Inc. for the Texas Department of Agriculture 2025-2026 Community Development Fund Project; and declaring an effective date. - Melissa Reynolds, PE, MPA, CFM, Director of Engineering and Capital Projects

Attachments: [2025-04-01 Memo TxCDBG Engineering PSA](#)

[2025-04-01 Resolution TxCDBG Engineering PSA](#)

[Professional Services - Seguin CDBG](#)

- m. [25-216](#) Resolution authorizing the purchase of two vehicles for the Water Utilities Department replacement of unit 504 in the amount of \$76,686 & unit 518 in the amount of \$76,686; and declaring an Effective Date. - Steven Purchase, Fleet Manager

Attachments: [Council Coversheet Water SP](#)
[Resolution\(2 Work Trucks\)\(BuyBoard\)](#)
[Electric Flat bed Truck 2025 Caldwell CHEVROLET](#)
[Gunn GMC Half Ton Electric w BuyBoard](#)
[Council Coversheet Water SP.pdf](#)
[Electric Flat bed Truck 2025 Caldwell CHEVROLET.pdf](#)

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

- a. [ZC 02-25 CC](#) Public Hearing and Ordinance on first reading to consider a zoning change from Single Family Residential (R-1) to Duplex High Density (DP-2) for the property located at 805 N. Olive St., Property ID: 16480, (ZC 02-25). - Pamela Centeno, Director of Planning and Codes
- Attachments:** [Staff Memo ZC 02 25](#)
[ZC 02-25 Ordinance](#)
[ExhibitA CC](#)
[Planning Commission Report and packet](#)
- b. [ZC 04-25 CC](#) Public Hearing and Ordinance on first reading to consider a zoning change from Commercial (C) and Single-Family Residential (R-1) to Neighborhood Commercial (NC) zoning for the property located at 905 W. Court St., Property ID: 46106, (ZC 04-25). - Pamela Centeno, Director of Planning & Codes
- Attachments:** [Staff Memo ZC 04 25](#)
[ZC 04-25 Ordinance](#)
[ExhibitA CC](#)
[Planning Commission Report and packet](#)
- c. [25-181](#) Public Hearing and Ordinance on first reading to consider the proposed addition of Chapter 6 - Sign Regulations to the Unified Development Code (UDC) to replace the current sign regulations in Chapter 82 of the Code of Ordinances, including amendments to the fee schedule in Appendix C of the Code of Ordinances. - Pamela Centeno, Director of Planning and Codes
- Attachments:** [CC Memo UDC Chapter6 SignRegulations](#)
[Ordinance UDC SignRegulations April2025](#)
[ExhibitA UDC Chapter6 Sign Ordinance April 2025](#)
[PlanningCommissionFinalReport UDC Ch6 Signs](#)
- d. [25-210](#) Resolution authorizing the City Manager to approve a professional services agreement with TRC Engineers, Inc. for engineering services related to the Ground Water / Surface Water Interconnect Project; and declaring an effective date. - Terri Lynn Ruckstuhl, Senior Utilities Engineer.

Attachments: [Council Memo 4-1-2025](#)
[Resolution 4-1-2025](#)
[GW-SW WL Interconnect Proposal](#)

- e. [25-223](#) Resolution authorizing the City Manager to execute an ATM Lease Agreement between the City of Seguin and Wells Fargo Bank, N.A. - Josh Schneuker, Director of Economic Development

Attachments: [040125 ATM Lease Memo CC Memo](#)
[CC Resolution \(ATM Lease\)](#)
[City of Seguin - Wells Fargo ATM Lease Agreement](#)

- f. [25-224](#) Resolution approving an amendment to the Fiscal Year 2025 for the Seguin Economic Development Corporation Budget. - Josh Schneuker, Director of Economic Development

Attachments: [040125 SEDC Budget Amendment 1 Memo CC Memo](#)
[City Council Resolution SEDC Budget Amendment 1](#)
[SEDC Resolution 2025-03 Budget Amendment - Gov Capital Loan](#)

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. [25-227](#) Section 551.071(2) and 551.072 - Consultation with Attorney and Deliberation Regarding Real Property - To deliberate property located:
- Along the intersection of FM 20 and SH 123
- Near Gateshead Drive
Possible Action may follow in Open Session.

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

- a. [25-220](#) Resolution declaring a necessity for the acquisition of a 0.266-acre permanent utility easement and a 0.171-acre temporary construction easement on a tract of land out of the Margarita Cherino, Survey Number 20, Abstract Number 10, Guadalupe County, Texas, and being out the remainder of a 95.65 tract, as conveyed to Roy Schulmeier, by deed by independent executor under a will as recorded in Volume 15555, Page 877, of the Official Public Records of Guadalupe County, Texas, and being more particularly described by Metes and Bounds and shown in Exhibit A attached hereto and incorporated herein for all purposes for the purpose of the installation, construction, operation, maintenance, repair, upgrade and removal of multiple water, wastewater, and related above and below ground appurtenances along the intersection of FM20 to improve service capacity to the area and authorizing the institution of condemnation proceedings to acquire said property interests to the extent the negotiations are unsuccessful. - Connie Real, Real Estate Manager

Attachments: [Resolution No Schulmeier\(FM20 & Hannah Heights\)](#)
[241211 Schulmeier 52644 Hannah Heights \(0.171 ac\) 10' temp](#)
[241211 Schulmeier 52644 Hannah Heights \(0.266 ac\) 16' perm FN_EX](#)

- b. [25-221](#) Resolution declaring a necessity for the acquisition of a 2.01-acre permanent utility easement and a 0.23-acre temporary construction easement on a tract of land out of the J. Sowell Survey, A-35, Guadalupe County, Texas, and being out of a called 4.23-acre tract of land (Tract E) dedicated for the drainage and utility use, conveyed to Nolte Farms Master Community, Inc described by an instrument recorded in Document Number 2016027809 of the Official Public Records of Guadalupe County, Texas, and being more particularly described by metes and bounds and shown in exhibit A attached hereto and incorporated herein for all purposes for the purpose of the installation, construction, operation, maintenance, repair, upgrade and removal of multiple water, wastewater and reuse water transmission lines and related above and below ground appurtenances near Gateshead Drive to increase wastewater service capacity to the area and authorizing the institution of condemnation proceedings to acquire said property interests to the extent negotiations are unsuccessful. - Connie Real, Real Estate Manager

Attachments: [Resolution No Nolte Farms MasterP9\(GCWWFM\)](#)
[157037 Nolte Farms PUE & TCE](#)

- c. [25-222](#) Resolution declaring a necessity for the acquisition of a 0.39-acre permanent utility easement on a tract of land out of the J. Sowell Survey, A-35, Guadalupe County, Texas, out of the Meadows at Nolte Farms Phase II and being over, through, and across a called 0.60-acre tract of land (Tract F) dedicated for drainage and utility use, conveyed to Nolte Farms Master Community, Inc described by an instrument recorded in Document Number 2016027890 of the Official Public Records of Guadalupe County, Texas, and being more particularly described by metes and bounds and shown in Exhibit A attached hereto and incorporated herein for all purposes for the purpose of the installation, construction, operation, maintenance, repair, upgrade and removal of multiple water, wastewater, and reuse water transmission lines and related above and below ground appurtenances near Gateshead Drive to increase wastewater service capacity to the area and authorizing the institution of condemnation proceedings to acquire said property interests to the extent negotiations are unsuccessful. - Connie Real, Real Estate Manager

Attachments: [Resolution No Nolte Farms MasterP10\(GCWWFM\)](#)
[162828 Nolte Farms PUE](#)

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 28th day of March 2025 at 2:00 p.m.

Kristin Mueller
City Secretary

All items on the agenda are eligible for possible discussion and action. The City Council reserves the right to adjourn into Closed 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).

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.