



# City of Seguin

210 E. Gonzales Street  
Seguin TX, 78155

## Meeting Minutes

### City Council

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Tuesday, August 4, 2020

5:30 PM

Council Chambers

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#### Public & Virtual

#### 1. Call to Order

*The City Council met in a Virtual & Public REGULAR Called Meeting on Tuesday, August 4, 2020 at 5:30 pm in the City Hall Council Chambers, City Hall, 210 East Gonzales in City of Seguin, with Mayor Don Keil presiding.*

#### 2. Invocation - Council Member Jeremy Roy

#### 3. Pledge of Allegiance/Salute to the Texas Flag

#### 4. Roll Call

**Present:** 8 - Council Member Mark Herbold, Council Member Fonda Mathis, Council Member Ernest Leal, Council Member Jeannette Crabb, Council Member Chris Rangel, Council Member Jeremy Roy, Council Member Penny Wallace, and Council Member Chris Aviles

**Presiding:** 1 - Mayor Don Keil

#### 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.

Gary Vaughan  
503 S Vaughan  
Seguin, Texas

*Thanked the Parks & Recreation Department for the hard work along the Walnut Spring Hike & Bike Trail. They trimmed the trees, and removed all the undergrowth so now you can see the creek.*

Douglas Manger  
108 E College  
Seguin, Texas

*He said the City has done a great job in helping to revitalize the downtown area. At the corner of Court Street and Crockett Street, next to the pharmacy, would be an ideal place for a Welcome Sign as your coming into the Downtown Historic District.*

*Peter Silvius  
603 N. River Street  
Seguin, Texas*

*Mr. Silvius thanked the City Council for their service and all the contributions they have made towards a healthier, safer, and more liberal Seguin. As a citizen of Council District 2, I wanted to recognize Ms. Crabb for her many hours of hard work and efforts in supporting her district and the city as a whole. At this time, he announced his candidacy for Council Member District 2 in the November 3, 2020 election.*

*Council Member Ernest Leal said that Community Council of South Central Texas has distributed hundreds of fans throughout the community, however CCSCT still have about 70 fans. If anyone is in need of a fan please contact him or the office.*

*Council Member Penny Wallace asked Gary Vaughan if the City painted the cuts on the oak trees? Mr. Vaughan replied yes, they did.*

*Mayor Keil announced that Monday, August 17, 2020 was the last day to turn in your application for a place on the ballot in the November 3, 2020 General Election.*

## **6. Presentation**

### **a. 20-264**

Update on COVID-19 - Steve Parker, City Manager

**Indexes:**

*City Manager Steve Parker provided the City Council with the latest numbers from COVID-19 in Guadalupe County.*

*1,818 total reported cases*

*1,582 recoveries*

*236 confirmed active cases (164 are probable)*

*14 hospitalized at GRMC (not all patients reside in Guadalupe County)*

*31 Guadalupe County Deaths at GRMC, 28 are Guadalupe County residents*

**Community Updates:**

*Emergency Food Distribution - July 16, 2020*

*805 families - 139,000 pounds of food*

*THANKS to all the Volunteers!*

**Additional Distributions:**

*August 20th and September 3rd from 9:30 to 11:30*

*Registration for August 20th opens August 7th*

*Phone (830) 327-6000 to register*

*Desperately Need VOLUNTEERS!*

**Employee Update:**

*3 positive employees - currently out or working from home*

*2 employees monitoring symptoms*

**7. Consent Agenda**

**A motion was made by Council Member Herbold, seconded by Council Member Crabb, that this be approved on the Consent Agenda. The motion carried by the following vote:**

**Presiding:** 1 - Mayor Keil

**Aye:** 8 - Council Member Herbold, Council Member Mathis, Council Member Leal, Council Member Crabb, Council Member Rangel, Council Member Roy, Council Member Wallace, and Council Member Aviles

**a. [20-249](#)**

City Council Minutes of July 21, 2020

**Indexes:**

**This Minutes of July 21, 2020 were approved**

**b. [20-245](#)**

Ordinance on second and final reading amending the Fiscal Year 2020 Utility Fund Budget of the City of Seguin, Texas and declaring an effective date

**Indexes:**

**This Ordinance was adopted**

Enactment No: ORD 2020-046

**c. [20-247](#)**

Ordinance on second and final reading amending the Seguin Code of Ordinances Appendix C, Fee Schedule, Chapter 10, Amusements and Entertainments, to create a new Article IV, Film and Movie Making; providing a severability clause; declaring an effective date; and authorizing city staff to submit this Ordinance as a supplement to the Code of Ordinances

**Indexes:**

**This Ordinance was adopted**

Enactment No: ORD 2020-047

**d. [20-229](#)**

Ordinance of the City Council of the City of Seguin, Texas on second and final reading amending the Seguin Code of Ordinances Appendix C - Fee Schedules, Chapter 102, Utilities, Article III, Water Rates; and Article IV Wastewater Rates; providing for a severability clause; providing for publication; declaring an effective date; and authorizing city staff to submit this ordinance as a supplement to the Seguin Code of Ordinances

**Indexes:**

**This Ordinance was adopted**

Enactment No: ORD 2020-048

- e. [20-243](#) Ordinance of the City Council of the City of Seguin, Texas on second and final reading to establish Electric Rates; providing for a severability clause; providing for publication; declaring an effective date; and authorizing city staff to submit this Ordinance as a supplement to the Seguin Code of Ordinances

Indexes:

**This Ordinance was adopted**

Enactment No: ORD 2020-049

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

- a. [20-258](#) Public Hearing regarding the submission of an application to the Texas Department of Agriculture for a Texas Community Development Block Grant Program (TxCDBG) grant. The purpose of this meeting is to allow citizens an opportunity to discuss the citizen participation plan, the development of local housing and community development needs, the amount of TxCDBG funding available, all eligible TxCDBG activities, and the use of past TxCDBG funds - Kathy Wood, Grants Administrator

Indexes:

*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.*

- b. [20-257](#) Resolution of the City Council of the City of Seguin, Texas, authorizing the submission of a Texas Community Development Block grant program application to the Texas Department of Agriculture for the Fire, Ambulance and Service Truck (FAST) Fund; and authorizing the City Manager to act as the City's Executive Officer and Authorized Representative in all matters pertaining to the City's participation in the Texas Community Development Block Grant program - Kathy Wood, Grants Administrator

Indexes:

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

**Presiding:** 1 - Mayor Keil

**Aye:** 8 - Council Member Herbold, Council Member Mathis, Council Member Leal, Council Member Crabb, Council Member Rangel, Council Member Roy, Council Member Wallace, and Council Member Aviles

Enactment No: RES 2020-082

- c. [20-259](#) Resolution awarding a bid for installation of a new 40-ton pony chiller and upgrade the control system for the chillers and air handling units; authorizing the City Manager Steve Parker to enter into an agreement with Texas Chiller Systems for the total cost of \$121,300; and declaring an effective date - Greg

Odom, Director of Facilities and Rick Cortes, Assistant City Manager

**Indexes:**

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

**Presiding:** 1 - Mayor Keil

**Aye:** 8 - Council Member Herbold, Council Member Mathis, Council Member Leal, Council Member Crabb, Council Member Rangel, Council Member Roy, Council Member Wallace, and Council Member Aviles

Enactment No: RES 2020-083

**d. [20-263](#)**

Ordinance on first reading amending the Fiscal Year 2020 Utility Fund Budget of the City of Seguin, Texas; and declaring an effective date - Susan Caddell, Director of Finance

**Indexes:**

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

**Presiding:** 1 - Mayor Keil

**Aye:** 8 - Council Member Herbold, Council Member Mathis, Council Member Leal, Council Member Crabb, Council Member Rangel, Council Member Roy, Council Member Wallace, and Council Member Aviles

**e. [20-262](#)**

Approval of reports for the quarter ended June 30, 2020 for the following organizations that receive Occupancy tax funding:

- a. Seguin Conservation Society
- b. Mid-Texas Symphony
- c. Teatro de Artes de Juan Seguin
- d. Seguin Heritage Museum
- e. Guadalupe County Fair Association
- f. Seguin LULAC Council #682
- g. Seguin Art League
- h. The Fields of Huber Ranch, LLC

**Indexes:**

**A motion was made by Council Member Wallace, seconded by Council Member Rangel, that the Civic Organizations Report for the Quarter ended June 30, 2020 be approved. The motion carried by the following vote:**

**Presiding:** 1 - Mayor Keil

**Aye:** 8 - Council Member Herbold, Council Member Mathis, Council Member Leal, Council Member Crabb, Council Member Rangel, Council Member Roy, Council Member Wallace, and Council Member Aviles

f. [20-242](#)

Presentation of FY2021 Budgets - Steve Parker, City Manager and Susan Caddell, Director of Finance

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

**Indexes:**

*City Manager Steve Parker and Director of Finance Susan Caddell provided an overview of FY2020 budgets. The General Fund is projected to end FY2020 with a positive estimated cash balance of \$507,459. The Utility Fund is projected to complete FY2020 with an estimated positive cash balance of \$162,795.*

*FY2021 General Fund*

*Compared to FY2020, the projected FY2021 General Fund Revenues show an increase of \$1,622,138, which represents an increase of 4.9%. Specific increases relating to the FY2021 revenues are:*

- (1) Property Tax - Based on increase in values and increased debt service contribution*
- (2) ROW User Fees - Based upon increased electric, water and sewer revenues and an increase in the rate charged to those utilities*
- (3) Sales Tax - Based upon tax on residential utilities and historical increases*
- (4) Building Permit Fees - Based upon the increase in development throughout the City*

*The City's certified net taxable value has increased from \$2,250,423,760 to a taxable value of \$2,387,301,512. This is a \$136,877,752 or 6.1% increase. The average taxable value of a home has increased from \$168,008 in FY2020 to \$177,189 in FY2021. This year's new revenue tax rate is \$.5368, which is \$.0044 below the current tax rate of \$.5412. This rate is below our current rate due to the fact in FY2020, we had a large increase in new property and new improvements. As of the date of certification, there was still \$148,747,464 of taxable property under protest. Staff is recommending maintaining the current rate of \$.5412.*

*Personnel:*

*The proposed budget includes a 2% cost of living increase for all employees beginning in January 2021. Our cost of living adjustment each year has aided the City in maintaining its classification and compensation system and will help us remain competitive when recruiting new personnel to our City. In addition, funding is included for merit increases of 2.5% based on performance ratings.*

*There are several positions within various departments that I am recommending an upgrade in classification. Such as, Police Records, Telecommunications, Human Resources, Finance, Library, Fire Department, Public Works, Information Technology, Utility Services, Planning and Codes, and Assistant City Manager.*

*Capital Improvements:*

*The proposed General Fund Capital Improvement budget includes several projects that are proposed to be funded through the issuance of Certificates of Obligation. The proposed Utility Fund Capital Improvement projects to be funded through the issuance*

*of Revenue Bonds.*

*Capital Equipment:*

*General Fund and Utility Fund operations both have vehicles, equipment, and technology that are in need of replacement as part of a regular replacement program. To continue this program, \$440,420 is proposed for capital equipment in the General Fund and \$1,339,302 in the Utility Fund.*

*Conclusion:*

*The presented proposed FY2021 Budget represents a balanced budget that will enable the City of Seguin to continue to provide quality services to its citizens. In addition to continuing these services to our customers, our citizens will enjoy the many benefits of the many capital improvement projects that are underway and planned for FY2021.*

**9. Acknowledgment of Bills**

*The bills were acknowledged*

**a. 20-250**

Check Report: July 20, 2020 to July 31, 2020

*Indexes:*

**10. Adjournment**

*There being no further business before the council the meeting adjourned at 6:57 pm.*

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**Don Keil, Mayor**

**Attest:**

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**Naomi Manski, City Secretary**