



It's real.

City of Seguin

210 E. Gonzales Street
Seguin TX, 78155

Public & Virtual Meeting Agenda

City Council

Tuesday, February 6, 2024

5:30 PM

Council Chambers

The City Council Meeting can be viewed live at:
https://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=917f9c7d-2eae-4116-bdf5-86d87fc87663

1. **Call to Order**
2. **Invocation - Council Member Paul Gaytan**
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**

[24-055](#) Seguin Youth Career Expo Recap and Video - Josh Schneuker, Director of Economic Development
7. **Consent Agenda**

[24-071](#) City Council Meeting Minutes of January 16, 2024

Attachments: [CC.Meeting.Minutes January 16, 2024](#)

- i. [24-036](#) Ordinance on second reading amending the Fiscal Year 2024 Utility Fund Budget of the City of Seguin, Texas
Attachments: [Wells Fargo Building Purchase memo](#)
[Wells Fargo Building Purchase](#)
- [24-058](#) Approval of reports for the quarter ended December 31, 2023 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-Guadalupe County Hispanic Chamber of Commerce
 - e. Seguin Heritage Museum
 - f. Guadalupe County Fair Association
 - g. Seguin LULAC Council #682
 - h. Seguin Art League
 - i. The Fields of Huber Ranch, LLC
- Attachments:** [Quarterly reports for quarter ended 123123](#)
[Quarterly Reports for Quarter Ended 123123](#)
- [24-038](#) Resolution of the City Council of Seguin, Texas authorizing the auction of excess vehicles and equipment; and providing an effective date - John Donnelly, Director of Public Works
Attachments: [Resolution\(Equipment.Auction\)](#)
[AUCTION LETTER 12-20-23.docx](#)
- [24-044](#) Board and/or Committee Appointment - Mayor Donna Dodgen
- a. Planning & Zoning
- Attachments:** [Council.Appointments.2-6-2024](#)
[WayneWindleBoardAppl.P&Z](#)
- [24-070](#) Check Report: January 15, 2024 through February 2, 2024
Attachments: [Check Report 01152024 - 02022024](#)

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

- [24-020 CC](#) Public Hearing and Ordinance on first reading to consider amendments to the City of Seguin's Unified Development Code (UDC) Sections 1.2.1 & 1.2.2 Officials- Authority and Responsibilities of the City Council and Planning and Zoning Commission, and Section 3.2.18 Planning Unit Development- Pamela Centeno, Director of Planning and Codes
Attachments: [CC Memo UDC PUD District 2024](#)
[Planning Commissioner Report-UDC Amendments 3.2.18, 1.2.1, 1.22](#)
[Ordinance_PlannedUnitDev_2024](#)

[24-048](#) Ordinance on the first reading amending the Seguin Code of Ordinances Chapter 98, Traffic and Vehicles, Article II, Traffic Control Devices, Section 98-40, Designation of No Through Truck Traffic Streets by adding East Pine Street 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 - Director of Engineering & Capital Projects

Attachments: [2024-02-06 Memo E Pine St thru trucks](#)
[2024.02.06 Ordinance_No Thru Trucks_E Pine](#)
[E. Pine St. \(809 E Pine St\)](#)
[2024.01.12 Request](#)

[24-063](#) Resolution authorizing the City Manager to enter into a Professional Services contract with K Friese & Associates, LLC., for engineering services related to the F.M. 20 and Hannah Heights 12-inch water line project; and declaring an effective date - Timothy J. Howe, Director - Water / Wastewater Utilities

Attachments: [FM 20 Hannah Heights Council Memo 2.06.2024](#)
[Hannah Heights Proposal](#)
[Resolution.K.Friese](#)

[24-056](#) Resolution of the City Council of Seguin, Texas accepting the Petition for Release from the City's Extraterritorial Jurisdiction filed by 800 Mill Oak Ln LLC for a property in Guadalupe County (Property ID 70327) and granting the request for Release effective the date of the passing of this Resolution - Pamela Centeno, Director of Planning & Codes

Attachments: [Staff Memo ETJ Release Request from 800 Mill Oak Ln LLC](#)
[Petition Release_800 Mill Oak Ln LLC](#)
[Resolution Release_800 Mill Oak Ln LLC](#)

[24-046](#) Resolution to award the bid for the replacement of a raw water pump and motor at the Seguin Water Treatment Plant for an amount not to exceed \$64,725.74; and declaring an effective date - Timothy J. Howe, Director - Water / Wastewater Utilities

Attachments: [Council Memo 2-6-24](#)
[Resolution 2-6-2024](#)
[Raw Water Pump BuyBoard Quote 1-25-2024](#)

[24-045](#) Resolution of the City Council of Seguin, Texas, authorizing the award of a bid for the distribution field inventory of our electric outage management system for a not to exceed amount of \$284,343.61; and declaring an effective date - John Saldana, Smart Grid Solutions Manager

Attachments: [Council Memo](#)
[Resolution 2-6-2024](#)
[Bid Tab Field Collection](#)
[Service Agreement 2-6-2024](#)
[Letter_Of_Recommendation](#)

[24-050](#) Resolution authorizing the City Manager to enter into a Professional Services contract with TRC Engineering, Inc., for engineering services related to the Friesenhahn Sanitary Sewer Lift Station Abandonment and sewer relocation associated with the IH-10 highway improvements. Melissa Reynolds, P.E., CFM - Director of Engineering & Capital Projects

Attachments: [2024.02.06 Memo TRC PSA IH10](#)
[Friesenhahn Sanitary Sewer LS Engineering Proposal](#)
[Utility Reroutes IH 10 Expansion TRC Proposal Fully Executed](#)
[Resolution.TRC.Companies](#)

[24-051](#) Resolution authorizing the City Manager to amend a professional services contract with BGE, Inc. by the amount of \$190,790.03 for the Mays Creek Project of the GLO CDBG-MIT Grant; and providing an effective date - Melissa Reynolds, P.E., CFM - Director of Engineering & Capital Projects

Attachments: [2024.02.06 Memo GLO BGE PSA CO](#)
[2024.02.06 GLO BGE Change Order Resolution](#)
[Mays Creek CA01v02 Proposal \(Signed\)](#)
[2021_12_28 Resolution No. 2021R-134-Eng Svc Contracts](#)
[PROJECT LAYOUT COMPARISON \(e1\)](#)
[PROJECT LAYOUT COMPARISON CR402 \(e1\)](#)

[24-053](#) Resolution authorizing the City Manager to enter into a professional services contract with BGE, Inc. in the amount of \$165,391.26 for the Martindale Road Extension preliminary engineering study and report; and declaring an effective date - Melissa Reynolds, P.E., CFM - Director of Capital Projects | Engineering

Attachments: [2024.02.06 Memo Martindale Road Extension Project](#)
[2024.02.06 Resolution Martindale Road Extension Project](#)
[Stempel Martindale PSE Prof Serv Agreement](#)

[24-054](#)

Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to enter into an Agreement with Restroom Facilities, Ltd. dba Corworth regarding a BuyBoard quote in the amount of \$97,848 to purchase a prefabricated restroom building including turnkey installation for the Seguin-Saegert Pickleball Complex; and declaring an effective date - Jack Jones, Director of Parks and Recreation.

Attachments: [Memo regarding the purchase of a prefabricated restroom building from Restroom Seguin Restroom formal BuyBoard quote from Restroom Facilities](#)
[Restroom Floor Plan and Elevations](#)
[Resolution.Restroom.Purchase](#)

[24-059](#)

Resolution of the City Council for the City of Seguin, Texas, authorizing Staff to move forward with a golf course renovation plan utilizing Ross Golf Design to develop an Invitation for Bids for each respective element of renovation; and to authorize the Director of Finance to begin integrating the renovation cost estimates into a payment schedule that accommodates the cost of renovations and operations losses during the renovation period; and declaring an effective date. - Bruce Allen, Golf Course Manager

Attachments: [Council Memo - Short Project Approval \(2\) \(Final\) \(1\)](#)
[Resolution \(Starcke Golf Course Renovation\)](#)
[TLU Letter](#)
[Starcke Park Support Letter \(Navarro\)](#)
[Seguin ISD Letter](#)
[Pan Am Letter](#)

[24-065](#)

Resolution approving the purchase of a 16 LifePak CR2 Defibrillator/ AED's from Stryker Medical for an amount of \$29,970.08 utilizing Sourcewell Cooperative Purchasing Agreement; and declaring an effective date - Garrick Hebert, Fire/EMS Assistant Chief

Attachments: [SEGUIN CR2 AEDS QUOTE 10858628 2024-01-29 \(1\)](#)
[AED's](#)
[Resolution.Defib.AED.Purchase](#)

[24-047](#)

Discussion and possible direction to staff on potential parking restrictions on Jay Road. - Melissa Reynolds, P.E., CFM, - Director of Engineering & Capital Projects

Attachments: [2024-02-036 Memo Jay Rd Discussion](#)
[Jay Road Disucssion](#)
[Jay Road Disucssion](#)

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:

[24-061](#)

Closed Session regarding a Personnel Matter in accordance with Section 551.074; Annual Evaluation of the City Manager and amending the Employment Agreement - Mayor Donna Dodgen

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

[24-067](#)

Resolution of the City Council the City of Seguin, Texas amending the Employment Agreement for the City Manager and authorizing the Mayor to execute such agreement - Mayor Donna Dodgen

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 2nd day of February 2024 at 4:30 p.m.

**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.