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# City of Seguin

210 E. Gonzales Street  
Seguin TX, 78155

## Public & Virtual Meeting Agenda

### City Council

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Tuesday, November 5, 2024

5:30 PM

Council Chambers

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This City Council meeting can be viewed live at:  
[https://cityofseguintx.granicus.com/MediaPlayer.php?publish\\_id=62f2066a-8e53-4450-b653-1356241721b6](https://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=62f2066a-8e53-4450-b653-1356241721b6)

1. **Call to Order**
2. **Invocation - Stephen Shortess, St. Andrew's Episcopal 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. [24-541](#) Presentation, discussion and possible action regarding future improvements at the Huber Road railroad crossing. - Melissa Reynolds, P.E., CFM, MPA - Director of Engineering | Capital Projects  
**Attachments:** [2024-10-15 Memo Huber Discussion](#)  
[2024-10-15 Huber Presentation DRAFT](#)
7. **Consent Agenda**
  - a. [24-588](#) Minutes of the October 15, 2024 City Council Regular Meeting.  
**Attachments:** [CC Meeting Minutes October 15, 2024](#)

- b. [24-590](#) Check Report October 12, 2024 through November 1, 2024.  
**Attachments:** [Check Report 10122024 - 11012024](#)
- c. [24-574](#) Resolution approving agreements between the City of Seguin and the following organizations that receive financial appropriation in the FY2025 Hotel Occupancy Tax Funding. - Susan Caddell, Director of Finance
- 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:** [City Council memo on agreements 2025](#)  
[All Agreements](#)
- d. [24-559](#) Resolution accepting the Petition for Release from the City's Extraterritorial Jurisdiction filed by Tray and Christy Rohlf for two properties in Guadalupe County (Property ID No.'s 183019 and 183020) and granting the request for Release effective the date of the passing of this Resolution. - Shelly Jackson, Asst. Director of Planning & Codes
- Attachments:** [Staff Memo ETJ Release Request from Rohlf](#)  
[Resolution Release Rohlf](#)  
[Petition for Release from ETJ Rohlf](#)
- e. [24-560](#) Resolution accepting the Petition for Release from the City's Extraterritorial Jurisdiction filed by Jaquelin Ball for one property in Guadalupe County (Property ID No. 64981) and granting the request for Release effective the date of the passing of this Resolution. - Shelly Jackson, Asst. Director of Planning & Codes
- Attachments:** [Staff Memo ETJ Release Request from Ball](#)  
[Resolution Release Ball](#)  
[Petition for Release from ETJ Ball](#)
- f. [24-561](#) Resolution accepting the Petition for Release from the City's Extraterritorial Jurisdiction filed by Preslock Living Trust for one property in Guadalupe County (Property ID No. 70326) and granting the request for Release effective the date of the passing of this Resolution. - Shelly Jackson, Asst. Director of Planning & Codes
- Attachments:** [Staff Memo ETJ Release Request from Preslock](#)  
[Resolution Release Preslock](#)  
[Petition for Release from ETJ Preslock](#)
- g. [24-565](#) Resolution authorizing the City Manager to execute a purchase order in the amount of \$51,021.78 for 2024 Palo Alto licensing and support renewal; and declaring an effective date. - Shane McDaniel, Chief Information Officer

**Attachments:** [IT Memo - Palo Alto renewal](#)  
[Resolution \(Palo.Alto\)](#)  
[2024 PA renewal quote](#)

- h. [24-567](#) Resolution authorizing the City Manager to execute a purchase order to renew the Esri Enterprise Agreement for three years at a cost of \$129,800; and declaring an effective date. - Shane McDaniel, Chief Information Officer

**Attachments:** [IT Memo - Esri EA renewal 2025 - 2028](#)  
[Resolution \(Esri\)](#)  
[Esri EA renewal 2025 - 2028](#)

- i. [24-572](#) Resolution authorizing the City Manager to enter into a Professional Services Agreement in the amount of \$49,735 with Half & Associates, Inc. for Professional Services for the South Camp Street Drainage Improvements Project; and declaring an effective date. - Melissa Reynolds, P.E., MPA, CFM, Director of Engineering & Capital Projects

**Attachments:** [2024.11.05 Camp Street Design Memo](#)  
[2024.11.05 Resolution Camp Street Design](#)  
Half & Associates\_PSA\_SCampSt - signedPSA  
[Scope Exhibit](#)

- j. [24-577](#) Resolution of Votes Cast to Elect Directors for the Guadalupe Appraisal District for the years 2025-2026.

**Attachments:** [CouncilMemo.AppraisalDistVotes.PeteSilvius](#)  
[Resolution - Cast Votes for Guadalupe County Appraisal District Board of Direct](#)

- k. [24-536](#) Resolution approving the purchase of 20 sets of structural firefighting gear; and declaring an effective date. - Dale Skinner, Fire/EMS Chief

**Attachments:** [Council Memo NAFECO FY25](#)  
[NAFECO.Resolution\(Gear\)](#)  
[SEGUIN FD LION V-FORCE QUOTE 10-1-24](#)

- l. [24-564](#) Resolution authorizing the installation of Well #3 for Starcke Park Golf Course; and declaring an effective date. - Bruce Allen, Golf Course General Manager

**Attachments:** [Water Well Contract Memo - Revised](#)  
[Resolution - Water Well - Brien Water Wells](#)  
[Wet Rock Brien Water Well Recommendation \(1\)](#)  
[Well Bid Tabulation](#)

- m. [24-579](#) Proposed road closures of Nelda Street and South Saunders Street related to various upcoming special events and/or facility rentals at the Seguin Events Complex. - Jack Jones, Director of Parks and Recreation.

**Attachments:** [Memo - Street Closures for 2025](#)

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

- a. [24-585](#) Resolution of the City Council of the City of Seguin, Texas, awarding the contract for the Hazardous Waste Collection Event to Heritage Environmental; authorizing the City Manager to execute all necessary documents; and providing and effective date. - Kate McCloud, Grants Administrator  
**Attachments:** [10-31-2024 Agenda Item Memo](#)  
[10-31-2024 Resolution - Haz Waste](#)
- b. [24-563](#) Resolution authorizing the City of Seguin to enter into an agreement with the Texas Department of Transportation for placement of automatic license plate readers on State Highway Right of Ways and authorizing the City Manager to act on behalf of the City of Seguin in all matters related to this agreement, including execution of all required documentation. - Jason Brady, Chief of Police  
**Attachments:** [Flock Coversheet](#)  
[City of Seguin - FLOCK Resolution](#)  
[TxDOT MUA](#)  
[Exhibit A](#)  
[LPR MOU \(1\) \(1\)](#)  
[24-60 FLOCK TCIC Approval 10162024](#)
- c. [24-573](#) Resolution authorizing the City Manager to enter into a Professional Services contract with Lowery Property Advisors, LLC for professional services related to property appraisals as a part of the real estate acquisition for the construction of the Link Road Water - Wastewater Capacity Upgrade project; and declaring an effective date. - Timothy J. Howe, Director - Water/Wastewater Utilities  
**Attachments:** [Council Memo 11-5-24](#)  
[Resolution 11-5-2024](#)  
[Proposal City of Seguin SH 123 - Link Rd Water-WW](#)
- d. [24-568](#) Resolution awarding the bid for the construction of the Huber Stempel Water Project related to the Springs Hill CCN transfer to Skyblue Utilities, Inc; and declaring an effective date. - Timothy J. Howe, Director - Water/Wastewater Utilities  
**Attachments:** [Council Memo11-5-2024](#)  
[Resolution 11-5-2024](#)  
[Trihydro Recommendation and Bid Tab 11-5-2024](#)
- e. [24-575](#) Resolution approving a five-year contract with Springs Hill Water Supply Corporation for billing services for sewer service provided by the City of Seguin to Springs Hill customers; and declaring an effective date. - Timothy Howe, Director - Water / Wastewater Utilities  
**Attachments:** [Council Memo 11-5-2024](#)  
[Resolution](#)  
[Final Billing Agreement](#)
- f. [24-576](#) Resolution approving a proposal from GVEC for electric system improvements necessary to serve the increased load requirements for the Geronimo Creek Wastewater Treatment Plant expansion; and declaring an effective date -

Timothy J. Howe, Director - Water/Wastewater Utilities

**Attachments:** [Council Memo 11-5-2024](#)  
[Resolution 11-5-2024](#)  
[GVEC Service Process Agreement for System Improvements](#)

- g. [ZC 13-24 CC](#) Public Hearing and Ordinance on first reading to consider a Zoning Change from Single Family Residential (R-1) to Commercial (C) for the property located at 1321 Peach St., Property ID:187580, (ZC 13-24). - Pamela Centeno, Director of Planning and Codes
- Attachments:** [Staff Memo ZC 13 24](#)  
[Planning Commission Report and agenda packet](#)  
[ZC 13-24 Ordinance](#)  
[ExhibitA CC](#)
- h. [ZC 14-24 CC](#) Public Hearing and Ordinance on first reading to consider a Zoning Change from Commercial (C) to Public (P) for a property located at 3251 N S.H. 123, Property ID: 18864 (ZC 14-24). - Pamela Centeno, Director of Planning and Codes.
- Attachments:** [Staff Memo ZC 14 24](#)  
[Planning Commission Report and agenda packet](#)  
[ZC 14-24 Ordinance](#)  
[ZC 14-24 CC Exhibit](#)
- i. [ZC 03-24A CC](#) Public Hearing and Ordinance on first reading to consider a Zoning Change from Public (P) to Neighborhood Commercial (NC) for a property located at 216 E. College Street, Property ID: 22695, (ZC 03-24A). - Pamela Centeno, Director of Planning and Codes
- Attachments:** [Staff Memo ZC 03 24A](#)  
[Planning Commission Report and Agenda Packet](#)  
[ZC 03-24A Ordinance](#)  
[ZC03-24A CC Exhibit](#)
- j. [24-449A CC](#) 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 and Definitions, to add "Outdoor Entertainment Venues (Large and Small)" as a new use. - Pamela Centeno, Director of Planning and Codes
- Attachments:** [CC Memo UDC OutdoorEntertainment 2024](#)  
[UDC 24-449A Outdoor Entertainment Venue-PZ Commission Report](#)  
[Ordinance OutdoorEntertainmentVenues 2024 FinalDraft](#)
- k. [24-450A CC](#) Public Hearing and Ordinance on first reading to consider amendments to the City of Seguin's Unified Development Code Sections 1.2.2, 1.4, 2.9.F, 2.9.1.B, 2.9.2, 2.9.3, 2.9.11, and Definitions to amend the delegation of plat approval responsibility as allowed by Chapter 212 of the Local Government Code. - Pamela Centeno, Director of Planning and Codes

**Attachments:** [CC Memo UDC PlattingProcess 2024](#)  
[Presentation PlattingProcessAmendments 2024](#)  
[24-450A Planning Commission Report](#)  
[Ordinance PlattingProcess 2024 FinalDraft](#)

- I. [24-584](#) Resolution of the City Council of Seguin, Texas authorizing the City Manager to execute a Master Services Agreement with Schneider Engineering LLC d/b/a SEnergy, related to as-needed professional services for the City's Electric Utility facilities; and declaring an Effective Date. - Mark Kennedy, City Attorney
- Attachments:** [Council Memo 11-5-2024 \(Schneider MSA\)](#)  
[Resolution.Schneider.MSA\(11.5.24\)](#)  
[Master Services Agreement - SE Energy.City of Seguin 10.30.24 \(1\)](#)
- m. [24-580](#) Resolution declaring a necessity for the acquisition of a 0.62 acre permanent utility easement and a 0.62 acre temporary construction easement on a tract of land out of the A.M. Esnaurizar Survey, Abstract No. 20, Guadalupe County, Texas, and being a portion of a called 60 acre tract of land described in that certain deed to Lynette K. Cranford as recorded in Document No. 2001000256 in the Deed Records of Guadalupe County, Texas, 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 along Huber Road between IH-10 and Field Road to increase water service capacity to the area and achieving the public use of the Springs Hill Water Supply Corporation CCN Transfer Project and authorizing the institution of condemnation proceedings to acquire said property interests to the extent negotiations are unsuccessful. - ConCouncil may opt to hold portion(s) of this item in Closed Session, pursuant to Sections 551.071 and 551.072 of the Texas Government Code. Any actions will be taken in Open Session. - Connie Real, Real Estate Manager
- n. [24-581](#) Resolution declaring a necessity for the acquisition of a 0.09 acre permanent utility easement and a 0.27 acre temporary construction easement on a tract of land out of the A.M. Esnaurizar Survey, Abstract No. 20, Guadalupe County, Texas, and being a portion of a called 103.84 acre tract of land described in that certain deed to Hilmar Karl Klaehn and wife, Adelene Wendel Klaehn as recorded in Volume 340, Page 353, Deed Records of Guadalupe County, Texas, 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 along Huber Road between IH-10 and Field Road to increase water service capacity to the area and achieving the public use of the Springs Hill Water Supply Corporation CCN Transfer Project and authorizing the institution of condemnation proceedings to acquire said property interests to the extent negotiations are unsuccessful. Council may opt to hold portion(s) of this item in Closed Session, pursuant to Sections 551.071 and 551.072 of the Texas Government Code. Any actions will be taken in Open Session. - Connie Real, Real Estate Manager
- o. [24-583](#) Resolution declaring a necessity for the acquisition of permanent utility easements and temporary construction easements on two parcels of land in the M. Cherino Survey, Abstract No. 10 and the A. M. Esnaurizar Survey,

Abstract No. 20, Guadalupe County, Texas, being out of a called 10 acre tract of land and a called 80 acre tract of land, respectively, as conveyed to Larry D. Grimm and being more particularly described by metes and bounds in that certain Warranty Deed recorded at Document No. 1993000443 of the Official Public Records of Guadalupe County, Texas, and being the same tracts of land conveyed to the Grimm Revocable Trust in Document No. 202399013409 of the Official Public Records of Guadalupe County, Texas 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 and achieving the public use of distributing potable water from the State Highway 123 elevated storage tank as part of the Ground Water/Surface Water Loop Project and authorizing the institution of condemnation proceedings to acquire said property interests to the extent negotiations are unsuccessful. Council may opt to hold portion(s) of this item in Closed Session, pursuant to Sections 551.071 and 551.072 of the Texas Government Code. Any actions will be taken in Open Session. - Connie Real, Real Estate Manager

## 9. 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 1st day of November 2024 at 3:00 P.M.**

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**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 Executive 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.