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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, March 19, 2024

5:30 PM

Council Chambers

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The City Council Meeting can be viewed live at:  
[https://cityofseguintx.granicus.com/MediaPlayer.php?publish\\_id=fe1d7448-2c9f-4013-acfb-de71cd1c69d1](https://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=fe1d7448-2c9f-4013-acfb-de71cd1c69d1)

1. **Call to Order**
2. **Invocation - Council Member Sonia Mendez**
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. [24-119](#) Certificate of Recognition for Armando Guerrero for earning a Master's degree from UTSA  
**Attachments:** [Armando Guerrero 03192024](#)

- b. [24-155](#) Certificate of Recognition for:  
a.) Justin Hajek, Damian Ramirez, Romeo Rodriguez - Texas Recreation and Parks Society 2024 State Maintenance Rodeo  
b.) Damian Ramirez - 1st Place Zero Turn Mower Contest - Texas Recreation and Parks Society 2024 State Maintenance Rodeo  
**Attachments:** [TRAPS Contest - Parks and Rec Team](#)  
[TRAPS Certificate - Damian Ramirez](#)
- c. [24-149](#) Presentation of the Fiscal Year 2023 Audit Report - Deborah Fraser, Armstrong, Vaughan and Associates, PC  
**Attachments:** [City Council presentation FY23](#)  
[Sequin 2023 Finalized Report](#)
- d. [24-116](#) City of Seguin Financial Reports for the Three Months Ended December 31, 2023 - Susan Caddell, Director of Finance  
**Attachments:** [December 31, 2023 COS Financials](#)  
[December 31, 2023 Power Point](#)
- e. [24-140](#) Annual Seguin Police Department 2023 Racial Profiling/Citizen Contact Report - Jason Brady, Police Chief  
**Attachments:** [2024 City Council Racial Profiling Presentation for CY 2023](#)  
[2023 Racial Profiling Report TCOLE Submitted 02232024](#)  
[24-16 Racial Profiling Memo to Council.docx](#)

## 7. **Consent Agenda**

- a. [24-144](#) Minutes of the March 5, 2024 City Council Regular Meeting.  
**Attachments:** [CC.MeetingMinutes March 5, 2024](#)
- b. [24-157](#) Check Report: March 2, 2024 to March 15, 2024  
**Attachments:** [Check Report 03022024-03152024](#)
- c. [24-153](#) Board and/or Committee Appointment - Mayor Donna Dodgen  
a. Golf Course Advisory Committee  
**Attachments:** [Peter Hernandez.Memo](#)  
[PeterHernandez.Golf.Application\\_redacted](#)

- d. [24-137](#) Resolution of the City Council of Seguin, Texas accepting the Petition for Release from the City's Extraterritorial Jurisdiction filed by Lelton and Phyllis Morse for two properties in Guadalupe County (Property ID No.'s 65655 and 65657) 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 Morse](#)  
[Petition Release\\_Morse](#)  
[Resolution Release\\_Morse](#)

- e. [24-098](#) Ordinance on second reading to consider amending the Seguin Code of Ordinances Chapter 54 (Floods) to establish the areas of special flood hazard and requirements concerning the lowest floor elevation of residential and nonresidential construction to a minimum of two feet above the base flood elevation.

**Attachments:** [2024.03.05 Council Memo](#)  
[2024.03.05 Resolution](#)  
[Chapter 54 FLOODS 2024 01 17](#)

- f. [ZC](#)  
[01-24 CC](#) Ordinance on second reading to consider a Zoning Change from Single Family Residential (R-1) to Commercial (C) for property located at 214 Preston Drive, Property ID: 59405, (ZC 01-24)

**Attachments:** [Staff Memo ZC 01\\_24](#)  
[Planning Commission Report and Packet Final](#)  
[ZC 01-24 Ordinance](#)  
[ZC0124 ExhibitA CC](#)

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

- a. [24-146](#) Ordinance on first reading amending the Fiscal Year 2024 General Fund budget of the City of Seguin, Texas - Susan Caddell, Director of Finance

**Attachments:** [Mid Year memo 2024](#)  
[Mid Year General Fund 24](#)

- b. [24-147](#) Ordinance on first reading amending the Fiscal Year 2024 Utility Fund Budget of the City of Seguin, Texas - Susan Caddell, Director of Finance

**Attachments:** [Mid Year Utility Fund 24](#)

- c. [24-148](#) Ordinance on first reading amending the Fiscal Year 2024 Special Revenue Fund Budget of the City of Seguin, Texas - Susan Caddell, Director of Finance

**Attachments:** [Mid Year Special Revenue Fund FY24](#)

- d. [24-127](#) Ordinance on first reading amending the Seguin Code of Ordinances Appendix C - Fee Schedules, Chapter 102, Utilities, Article III, Water Modeling Fee; and Article IV Wastewater Modeling Fee; 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 - Timothy Howe, Director - Water / Wastewater Utilities
- Attachments:** [Council Memo 3-19-2024](#)  
[Ordinance 3-19-2024](#)  
[On Call Tasks Summary](#)
- e. [24-132](#) Resolution authorizing the City Manager to enter into a Professional Services contract with Kimley-Horn, for engineering services related to the Crossroads lift station upgrade project; and declaring an effective date - Timothy J. Howe, Director - Water / Wastewater Utilities
- Attachments:** [Council Memo 3-19-2024](#)  
[Resolution.Kimley.Horne\(3.19.24\)](#)  
[Kimley-Horn Crossroads LS Design Amendment 01-Partially Executed \(1\)](#)
- f. [24-133](#) Resolution authorizing the City Manager to enter into a Professional Services contract with Freese and Nichols., for engineering services related to update the 2022 Water and Wastewater Master plan capital projects; and declaring an effective date - Timothy J. Howe, Director - Water / Wastewater Utilities
- Attachments:** [Council Memo 3-19-2024](#)  
[Resolution.Freese.Nichols\(3.19.24\)](#)  
[PSA - FY25 WWW CIP Update - signed 24.03.04](#)
- g. [24-141](#) Resolution authorizing the City Manager to enter into a Professional Services contract with Ward, Getz, and Associates, PLLC., for engineering services related to the 12-inch wastewater main replacement and 8-inch water main extension project; and declaring an effective date - Timothy J. Howe, Director - Water / Wastewater Utilities
- Attachments:** [Council Memo 3-19-2024](#)  
[Resolution.Ward.Getz.Assoc\(3.19.24\)](#)  
[WGA Engineering Proposal Link Road Sewer](#)

- h. [24-145](#) Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to execute a purchase order with P2 Emulsions as the sole source for stabilizing emulsion for the pavement maintenance project for FY24 in an amount not to exceed \$350,000 and providing an effective date - John Donnelly, Director of Public Works  
**Attachments:** [Memo to Council Sole Source Purchase P2 Emulsion FY2024.docx](#)  
[Resolution\(P2.Emulsion\)](#)
- i. [24-143](#) Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to approve a Purchase Order with ODP Business Solutions regarding an OMNIA Partners cooperative purchasing quote in the amount of \$76,606.46 for the purchase, delivery, and installation of 1,050 new chairs and four chair dollies at the Seguin Coliseum; and declaring an effective date - Randy Kell, Director of Facilities and Jack Jones, Director of Parks and Recreation.  
**Attachments:** [Memo regarding the purchase of new chairs for the Seguin Coliseum](#)  
[Resolution\(Coliseum.Chairs\)\(ODP.Solutions\)](#)  
[Herringbone Gray Banquet Chairs Quote for the City of Seguin](#)  
[Picture of chairs to be purchased for the Seguin Coliseum](#)
- j. [24-142](#) Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to execute a Facility Use Agreement between the City of Seguin and Rivermonster Baseball LLC for use of "Smokey" Joe Williams Field for the Seguin River Monsters summer 2024 Texas Collegiate League baseball season; and declaring an effective date - Jack Jones, Director of Parks and Recreation.  
**Attachments:** [Memo for the Seguin River Monsters Facility Use Agreement 2024](#)  
[Resolution.Smokey.Joe\(3.19.24\)](#)  
[Facility Use Agreement for the Seguin River Monsters 2024](#)
- k. [24-134](#) Resolution approving an amendment to the Fiscal Year 2023-2024 Seguin Economic Development Corporation Budget - Josh Schneuker, Director of Economic Development  
**Attachments:** [2024.03.19 Mid Year Budget Adjustment CC Memo](#)  
[SEDC Resolution 2024-06 Budget Amendment 2](#)  
[City Council Resolution SEDC Budget Amendment 2](#)

- I. [24-135](#) Resolution authorizing the First Amendment to the Incentives Agreement between the Seguin Economic Development Corporation and Texas State Technical College - Josh Schneuker, Director of Economic Development
- Attachments:** [2024.03.19 TSTC Agreement Amendment CC Memo](#)  
[Resolution 2024-07 Approving First Amendment to Incentives Agreement SEDC](#)  
[1st Amendment to Incentives Agreement - SEDC TSTC](#)  
[Resolution 1st Amendment to Incentives Agreement SEDC & TSTC \(Seguin Ci](#)

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. [24-090](#) Pursuant to Section 551.087 of the Texas Government Code - Deliberation Regarding Economic Development Negotiations (1) 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. (2) to deliberate the offer of a financial or other incentive to a business prospect.
- Project Jackpot
  - Project DIY

10. **Reconvene Regular Council Meeting Action and Consider Action on Items as a Result of Closed Session**

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 15th day of Mach 2024 at 3:00 p.m.

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**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.**