



It's real.

City of Seguin

210 E. Gonzales Street
Seguin TX, 78155

Public & Virtual Meeting Agenda - Final City Council

Tuesday, October 17, 2023

5:30 PM

Council Chambers

The City Council Meeting can be viewed live at:
[http://cityofseguintx.granicus.com/MediaPlayer.php?](http://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=fe0d4cff-b615-4ed3-9706-f4b3cef88fae)
[https://cityofseguintx.granicus.com/MediaPlayer.php?](https://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=fe0d4cff-b615-4ed3-9706-f4b3cef88fae)
[publish_id=fe0d4cff-b615-4ed3-9706-f4b3cef88fae](https://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=fe0d4cff-b615-4ed3-9706-f4b3cef88fae)

1. **Call to Order**
2. **Invocation - Mayor Donna Dodgen**
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. [23-466](#) Presentation and discussion regarding Manuel C. Castilla Park - Jack Jones, Director of Parks and Recreation
Attachments: [Presentation for City Council](#)
7. **Consent Agenda**
 - a. [23-452](#) City Council Meeting Minutes of October 2, 2023
Attachments: [CC.Meeting.Minutes. October 2, 2023](#)

- b. [23-392](#) Ordinance on the second and final 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 Hidalgo 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
Attachments: [2023-09-19 Memo Hidalgo thru trucks](#)
[Hidalgo Thru Trucks Map](#)
[2023-09-19 Hidalgo No Thru Truck Ordinance](#)
- c. [23-393](#) Ordinance on the second and final reading establishing a temporary speed limit on Hidalgo Street in Seguin, Texas; 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
Attachments: [2023-09-19 Memo Hidalgo Temp 25 mph](#)
[Hidalgo Temp 25 mph Map](#)
[2023-09-19 Hidalgo Temp 25 mph Ordinance](#)
- d. [23-409](#) Ordinance on the second and final reading amending the Fiscal Year 2023 General Fund Budget of the City of Seguin, Texas; and declaring an effective date
Attachments: [End of Year memo 2023](#)
[EOY General Fund FY23](#)
- e. [23-410](#) Ordinance on the second and final reading amending the Fiscal Year 2023 Utility Fund Budget of the City of Seguin, Texas; and declaring an effective date
Attachments: [End of Year Utility Fund 23](#)
- f. [23-411](#) Ordinance on the second and final reading amending the Fiscal Year 2023 Special Revenue Fund Budget of the City of Seguin, Texas; and declaring an effective date
Attachments: [End of Year Special Revenue Fund FY23](#)
- g. [23-412](#) Ordinance on the second and final reading amending the Fiscal Year 2023 Debt Service Fund Budget of the City of Seguin, Texas; and declaring an effective date
Attachments: [End of Year Debt Service Fund FY23](#)

- h. [ZC 14-23 CC](#) Ordinance on second and final reading to consider a zoning change from Light Industrial to Multi-Family (MF-3) for 9.12 acres out of a 13.075-acre tract located at the 2500 Blk of N. Guadalupe Street, Property ID: 18393, (ZC 14-23)-
Attachments: [Staff Memo ZC 14 23](#)
[Planning Commission Report and Packet](#)
[ZC 14-23 Ordinance](#)
[ZC14-23 ExhibitA CC](#)
- i. [ZC 15-23 CC](#) Ordinance on second and final reading to consider a zoning change from Commercial to Light Industrial for approximately 15.786 acres located at 1255 W. Kingsbury Street, Property ID: 191444 (ZC 15-23)
Attachments: [Staff Memo ZC 15 23](#)
[ZC 15-23 Commission Report, Staff Report and Maps](#)
[ZC 15-23 Ordinance](#)
[ZC1523 ExhibitA CC](#)
- j. [23-465](#) Resolution authorizing the City Manager to sign an engagement letter for the fiscal year ended September 30, 2023 financial audit with Armstrong, Vaughan and Associates P.C. - Susan Caddell, Director of Finance
Attachments: [Engagement letter to city council FY23](#)
[Resolution approving audit engagement letter 2023](#)
[Engagement letter 2023](#)
- k. [23-435](#) Resolution approving the opening of a blanket purchase order with Bound Tree Medical for the purchase of medical supplies; and declaring an effective date - Dale Skinner, Fire/EMS Chief
Attachments: [Council Memo Bound Tree Purchase Order FY24](#)
[Bound Tree Medical](#)
- l. [23-451](#) Resolution authorizing the purchase of five (5) pad mount transformers in various sizes for use by the city's electric department; and declaring an effective date - Adam Ryals, Manager Utility Warehouse
Attachments: [Agenda Item Memo AF-2023-50 \(1\)](#)
[Resolution AF-2023-50 \(PadM Transformers\)](#)
[Bid Tab AF-2023-50](#)

- m. [23-460](#) Resolution approving the purchase of three gear extractors from Alliance Laundry Systems in the amount of \$53,312.50 utilizing BuyBoard Cooperative Purchasing Agreement; and declaring an effective date - Dale Skinner, Fire/EMS Chief
Attachments: [Council Memo Extractors](#)
[Extractor Quotation](#)
[Alliance Laundry Systems](#)
- n. [23-467](#) Resolution approving an Interlocal Agreement between Guadalupe County and the City of Seguin for Library Services; and declaring an effective date - Jacki Gross, Director of Library Services
Attachments: [Interlocal Agreement Memo 10.17.23](#)
[Agreement.GuadalupeCounty.LibraryServices](#)
[FY 2024 Interlocal Agreement](#)
- o. [23-468](#) Resolution authorizing the City Manager to execute a purchase order in the amount of \$71,625 for the Cityworks 2023 annual licensing and support renewal - Shane McDaniel, Chief Information Officer
Attachments: [IT Memo - Cityworks 2023 renewal](#)
[Cityworks 2023 renewal](#)
[Resolution \(Cityworks.Renewal\)](#)
- p. [23-461](#) Check Report: October 2, 2023 through October 13, 2023
Attachments: [Check Report \(5\)](#)

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

- a. [23-453](#) Resolution by the Seguin City Council approving a Bond Resolution previously adopted by the Board of Directors of the Schertz/Seguin Local Government Corporation authorizing the issuance of Obligations designated as "Schertz/Seguin Local Government Corporation Contract Revenue Improvement Bonds, New Series 2023"; acknowledging that these bonds will be sold pursuant to the provisions of a purchase contract; ratifying, reconfirming, and readopting the provisions of a Regional Water Supply Contract executed between the City of Schertz, Texas, the City of Seguin, Texas, and the Schertz/Seguin Local Government Corporation; authorizing the Mayor, the City Manager, and the City Secretary of the City of Seguin, Texas to execute on behalf of the City of Seguin, Texas all documents in connection with this transaction; and other matters in connection therewith - Duane Westerman, SAMCO Capital Markets
- Attachments:** [Letter](#)
[Resolution](#)
[Exhibit A Exhibit B](#)
[SSLGC R23-14 - Bond, New Series 2023](#)
9. **Adjourn the Seguin City Council meeting and Call to Order the meeting of the City of Seguin Employee Benefit Trust - Mayor Donna Dodgen**
- b. [23-458](#) Approval of the minutes of the October 3, 2022 meeting of the Seguin Employee Benefit Trust - Kristy Lehnert, Director of Human Resources
- Attachments:** [EmployeeBenefitTrustMinutes.10-3-2022](#)
- c. [23-459](#) Resolution to award bid and authorize the Chairman of the Employee Benefit Trust to execute a contract for Employee Group Health, Dental and Life/AD&D benefits - Kristy Lehnert, Director of Human Resources
- Attachments:** [CC.Memo.EmployeeBenefitTrust](#)
[231017 City of Seguin -Renewal Memo](#)
[AwardBid.EmployeeGroupHealthDental&Life](#)
10. **Adjourn the City of Seguin Employee Benefit Trust and Reconvene the City of Seguin City Council meeting - Mayor Donna Dodgen**
- d. [23-455](#) Resolution authorizing funding of the City of Seguin Employee Benefit Trust for plan year 2024 - Kristy Lehnert, Director of Human Resources
- Attachments:** [Funding of Trust 2024](#)

- e. [23-464](#) Public Hearing and Ordinance on first reading to the proposed Seguin Stormwater Criteria Manual; various amendments to the City of Seguin's Unified Development Code (UDC) Chapters 1, 2, 3, 4, 5, and 7 related to the Stormwater Criteria Manual as approved by the Planning & Zoning Commission; and amendments to Seguin's City Code of Ordinances Chapters 22, 54, 90, and 102 also related to the Stormwater Criteria Manual proposed for adoption - Melissa Reynolds, PE, CFM - Director of Engineering & Capital Projects
- Attachments:** [Memo 2023-10-17 SWCM & Updates](#)
[Seguin Stormwater Criteria Manual \(Public Comment Draft\) - Revised 10-11-23](#)
[3_UDC_Proposed SWCM Amendments_Final](#)
[CH 22-403. Standards for gas well drilling and production](#)
[CH 54_Floods](#)
[CH 90 Streets, Sidewalks and other public places](#)
[CH 102 ARTICLE V. Municipal Stormwater Utility System](#)
- f. [23-432](#) Resolution for professional services provided by Freese and Nichols, Inc. based on an approved professional services agreement for on-call water and wastewater modeling; authorizing an amount not to exceed \$100,000; and declaring an effective date - Timothy Howe, Director of Water / Wastewater Utilities
- Attachments:** [Council Memo - 10-17-2023](#)
[Resolution 10-17-2023](#)
[Executed Professional Services Agreement](#)
- g. [23-434](#) Resolution authorizing the City Manager to execute a proposal and enter into an agreement for the installation and programming of meter transmitting units for the water distribution system; and declaring an effective date - Clay Howard, Superintendent-Electric Services
- Attachments:** [Council Memo - 10-17-2023](#)
[Resolution MTUs 9-29-2023 -edited](#)
[MTU Bid Tabulation](#)
- h. [23-449](#) Resolution authorizing the purchase of a service bucket truck for Electric Utilities; and declaring an effective date - Clarence Smith, Director of Electric Utilities
- Attachments:** [bucket truck memo](#)
[Resolution-service bucket truck](#)
[Bid-buck truck](#)

- i. [23-450](#) Resolution authorizing the purchase of a backyard digger derrick for Electric Utilities; and declaring an effective date - Clarence Smith, Director of Electric Utilities

Attachments: [backyard machine memo](#)
[Resolution-backyard machine](#)
[bid backyard machine](#)

- j. [23-462](#) Resolution of the City of Seguin City Council awarding the bid for the Golf Cart Barn Construction Contract to RL Rohde General Contracting in an amount not to exceed \$1,139,953; and declaring an effective date - Bruce Allen, Golf Course General Manager

Attachments: [Council Memo - RL Rohde](#)
[BID TAB - Seguin Golf Cart Barn](#)
[Resolution \(RL Rohde General Contracting\)\(Golf Cart Barn\)](#)

- k. [23-423](#) Resolution of the City Council of Seguin, Texas authorizing the city manager to execute a Release of Easement for a sidewalk easement located at Preston Road and FM 466, and declaring an effective date - Mark Kennedy, City Attorney

Attachments: [Council Memorandum - release of Preston Road sidewalk easement](#)
[Release of Preston FM 466 Sidewalk Easement](#)
[20230925 Release of Easement](#)
[20230925 Offer Letter](#)
[V 883 P 839](#)
[FM466 GEO SCHEM](#)

11. 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. [23-472](#) EXECUTIVE/CLOSED SESSION MEETING - An executive/closed session meeting will be held pursuant to sections 551.071(2) and 551.072 of the Texas Government Code (consultation with attorney and deliberation regarding property negotiations) for the City Council to deliberate and/or consult with and seek advice from its attorney(s) regarding certain City utilities and/or utility easements located or being negotiated in or near the Extraterritorial Jurisdictions of the City - Steve Parker, City Manager

12. 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 13th of October, 2023 at 3:30 p.m.

**Kimberly Allison
Deputy 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.