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# City of Seguin

210 E. Gonzales Street  
Seguin TX, 78155

## Meeting Minutes - Final

### City Council

Tuesday, October 17, 2023

5:30 PM

Council Chambers

#### Public & Virtual

#### 1. Call to Order

*The City Council met in a REGULAR Called Meeting on Tuesday, October 17, 2023 at 5:30 pm in the City Hall Council Chambers, City Hall, 210 East Gonzales in City of Seguin, with Mayor Donna Dodgen presiding.*

#### 2. Invocation - Mayor Donna Dodgen

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

#### 4. Roll Call

**Excused:** 1 - Council Member Monica N. Carter

**Present:** 7 - Council Member Joe Rea, Council Member Sonia Mendez, Council Member Jim Lievens, Council Member Chris Rangel, Council Member Paul Gaytan, Council Member Jason Biesenbach, and Council Member Bill Keller

**Presiding:** 1 - Mayor Donna Dodgen

#### 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.**

*Rick Spencer, 1436 Parkwood, Seguin, Texas, 78155; Mr. Spencer wanted to invite Veterans, First Responders, Active Military along with anyone who would like to come to the Elks Lodge every third Saturday of every month stating breakfast is served from 9:00 am to 11:00 am and it is an \$ 8.00 fee.*

*Also, on October 23rd there will be a spaghetti dinner from 6:00 pm. to 8:00 pm., and it benefits the Special Needs Christmas Party, and it is a \$15.00 fee.*

*Paul Bain Martin, 605 Elm Street, Seguin, Texas 78155; Mr. Martin spoke on the 2023 Farm Bill that will go before Congress in November. Mr. Martins main message is Congress is supposed to be currently working on a Farm Bill which will involve about*

1.5 trillion dollars, and which impact us all. Mr. Martins person concern is always sustainable ecological community and an important part of that is a sustaining of diversified local agricultural, land, a sustaining of production, processing, and delivery of agricultural products (and, of course, their local consumption).

Mandy Epley, Navarro Superintendent, 4311 Wentworth, Spring Branch, Texas, Ms. Epley wanted to give a Big Thanks to the City of Seguin and most importantly to John Donnelly, Director of Public Works and his crew for the major improvement made to Link Rd.

Matt Skinner and Melissa Skinner, 204 E Krezdorn, Seguin, Texas, 78155; Mr. and Mrs. Skinner spoke to City Council regarding noise ordinance issues that they feel need to be addressed in downtown Seguin. Mr. Skinner states that there are plenty of events that go on and they are all great, but at some point, the noise must be addressed. Mr. and Mrs. Skinner would like to ask the City Council to place this issue on the agenda so that it can be address and possible changes made to the ordinance regarding the decimal levels of how loud the events are allowed to be.

Shawna Johnson, 217 Milford, Seguin, Texas, 78155, Ms. Johnson stated she is a representative of the Church of Jesus Christ Latter Day Saints and the Church wanted to invite everyone to the Seguin Community Fall Festival & Trunk of Treat the Church is hosting. Location will be at 1111 E. College St on Saturday, October 28th from 6:00 pm to 8:00 pm.

City Council Member, Paul Gaytan asked to place the noise decimal level on the next agenda to discuss what can be done.

City Council Member, Jason Biesenbach wanted to remind the community that College Street will be shut down on Halloween night. Also, Seguin Police and Fire department will be donating candy if anyone would like to donate candy to one of those organizations. Also, the Fire Department at Central Fire will be having an Open House from 5:00 pm to 7:00 pm. serving food, beverages, and candy.

City Councilman Biesenbach wanted to wish a Happy Birthday to his Wife and Daughter and Happy Anniversary to his Wife of twenty- two years.

City Manager, Steve Parker acknowledged the Electrical Department, stating they competed at the Lineman Rodeo in Kansas City. They came in number fifty-two out of two hundred and ninety teams; they completed tenth in the municipal division and beat all-other Texas Municipal Cities. Stating they did an excellent job. Congratulations.

City Manager, Steve Parker also acknowledges the Seguin Economic Development Department, Director, Josh Schneuker and his crew; Brittney Watson and Ashlynn Tovar who won an award from the Texas Economic Development Council; it is the Community Economic Development Award, to honor excellence and exceptional contributions of Texas communities in the economic development; Maruichi Recruitment Project-Criteria Award: Transferability. Mr. Parker states this is the second time the award has been won by Seguin in five years, Congratulations.

City Manager, Steve Parker acknowledges City of Seguin City Engineer, Melissa Reynolds stating she was named one of the top fifty women leaders in construction and civil works in 2023, she has over fifteen years working in our high growth region, building, and maintaining public partnership for the greater good. Congratulations Melissa.

Mayor Donna Dodgen says Congratulations to all, the city continues to receive awards, and it is very impressive. Thank you all for everything you do.

Mayor Donna Dodgen announces that Dodson Renaud, Senior Brush Supervisor in Public Works is the employee of the month. Mayor states that during the hailstorm we had over thirty vehicles that needed to be evaluated and he was able to get that done within twenty-four to forty-eight hours, stating that Dodson has done some wonderful things.

Mayor Donna Dodgen announced that the SSLGC Water Treatment Facility was dedicated and re-named the Kenneth Greenwald Water Treatment Building, stating it was a lovely event.

Mayor Donna Dodgen stated that Saturday, October 21st is the Young Marines Fundraiser at 9:00 am. to 4:00 pm. at the VFW it is in honor of Red Ribbon Week. They are gathering money for them to go to Hawaii next year.

Mayor Donna Dodgen announced that on Tuesday, Oct 24th Teatro is honored to host the Torch of Guadalupe from 1:00 pm to 2:00 pm. and then they will be going through the city and will stop at our Lady of Guadalupe for a blessing and continue through the City towards Gonzales where they will have a larger celebration.

Mayor Donna Dodgen also announces Pecan Fest will be October 28th. Mayor also announced the Holiday Stroll Parade Grand Marshall for this year will be the Guadalupe Fair Association celebrating 140 years.

## 6. Presentation

### a. [23-466](#)

Presentation and discussion regarding Manuel C. Castilla Park - Jack Jones, Director of Parks and Recreation

Indexes:

Attachments: [Presentation for City Council](#)

Jack Jones, Director of Parks, and Recreation gave an updated presentation on Manuel C. Castilla Park.

Mr. Jones stated it is a well-used park, used daily by the community.

*History of Manuel C. Castilla Park*

>The park was named after one of Seguin's first Hispanic City Council Members who was a veteran and member of the American G.I. Forum.

>The small pocket park (0.25) on the east side of North Guadalupe Street and on the north side of North Guadalupe Street and on the north side of West Martindale Street was dedicated in 1993 and renovated in 1996.

> In 2002, additional parkland located on the west side of North Guadalupe Street (12.4) was dedicated to the City of Seguin by the Rio Nogales Power Plant (now CPS Energy).

*Past Improvements to Manuel C. Castilla Park*

>In 2013, a new medium size 24' by 40' picnic pavilion was constructed on the west side of the part that included picnic tables and a grill.

>In 2014, a large amount of dirt was added by City staff to the soccer and baseball

field areas on the west side of the park to cover exposed rocks. An irrigation system was installed on the fields and then hydro mulched/seeded.

>In 2015, a new larger and more modern restroom was constructed on the west side of the park to replace an older one and the 1/4-mile asphalt walking track was resurfaced.

>In 2016, the following improvements were made to the east side of the park through CPS Energy's Day of Caring:

\*A concrete sidewalk from the existing sidewalk on West Martindale Street to the existing concrete pad and a concrete sidewalk from the existing concrete pad to the existing flagpole area was added.

\*Six new matching military benches (Army, Marines, Navy, Air Force, Coast Guard, and POW/MIA) were added, and two other benches were purchased that replaced old benches.

\* Two new picnic tables were purchased.

\*Plants, bushes, and trees were planted.

\*Replaced the old existing bleacher near the basketball court with a new three row aluminum bleacher.

> In 2018, a crosswalk on Guadalupe Street was added along with park sidewalks along West Martindale Street and Guadalupe Street.

> In 2020, 15 trees were planted that was approved as a part of the 2019/2020 budget. Funding comes from the Tree Preservation Fund.

Recent Improvements to Manuel C. Castilla Park

>In 2022, a new concrete basketball court with LED lighting was constructed on the east side of the park replacing the old asphalt court that was in a state of disrepair like the basketball court at Park West.

> In 2022, lighting was added to the soccer/practice football area on the west side of the park for use in the fall when the time changes.

> In 2023, the drinking fountain was replaced with a new one on the east side of the park.

Improvements Needed to Manuel C. Castilla Park

> Replace the poured in place rubberized surfacing with new surfacing at the playscape on the east side of the park. This was approved in the 2023/2024 budget.

> Re-establish grass in the active areas on the west side of the park.

\* The open area on the west side of the park has been historically used year-round by a local CFPO (Christian Federation of Police Officers) Youth Football Program.

\*Recently, the city allowed an adult soccer league to use a soccer field at Park West. The League was moved to the location due to the wear and tear on the soccer fields at Park West.

\* The All-Youth Sports Organization uses the area inside the 1/4-mile walking track and the north side of the park for their flag football program.

--Winter rye grass seed will be planted in November and Bermuda grass seed will be planted in the spring. the field will be closed during the growing period.

Staff Recommendations for Manuel C. Castilla Park

> A new large and inclusive playground is needed in the center of the 1/4-mile walking track area on the west side of the park to replace the playscape that is over 20 years old and outdated, costing \$ 700,000.

> A F0-space asphalt parking lot is needed near the soccer/practice football area cost \$100,000.

>Given that this is considered a Community Park as written in the Parks Master Plan, funding could come from the Park Development Fund. Currently, the proposed improvements are scheduled for the 2026/2027 fiscal year per the Capital Improvement Project (CIP) list.

>Plant 20 larger trees where needed/appropriate and where irrigation is available cost \$12,000. Funding can come from the Tree Preservation Fund and trees can be planted this winter if funding is approved.

## 7. Consent Agenda

**A motion was made by Mayor Pro Tem Joe Rea and seconded by Council Member Jason Biesenbach to approve all items on the Consent Agenda**

**Excused:** 1 - Council Member Carter

**Presiding:** 1 - Mayor Dodgen

**Aye:** 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

a. [23-452](#)

City Council Meeting Minutes of October 2, 2023

**Indexes:**

**Attachments:** [CC.Meeting.Minutes. October 2, 2023](#)

**City Council Meeting Minutes of October 2, 2023 was approved.**

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

**Indexes:**

**Attachments:** [2023-09-19 Memo Hidalgo thru trucks](#)

[Hidalgo Thru Trucks Map](#)

[2023-09-19 Hidalgo No Thru Truck Ordinance](#)

**This Ordinance was adopted.**

Enactment No: ORD 2023-057

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

**Indexes:**

**Attachments:**    [2023-09-19 Memo Hidalgo Temp 25 mph](#)  
[Hidalgo Temp 25 mph Map](#)  
[2023-09-19 Hidalgo Temp 25 mph Ordinance](#)

**This Ordinance was adopted.**

Enactment No: ORD 2023-058

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

**Indexes:**

**Attachments:**    [End of Year memo 2023](#)  
[EOY General Fund FY23](#)

**This Ordinance was adopted.**

Enactment No: ORD 2023-059

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

**Indexes:**

**Attachments:**    [End of Year Utility Fund 23](#)

**This Ordinance was adopted.**

Enactment No: ORD 2023-060

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

**Indexes:**

**Attachments:**    [End of Year Special Revenue Fund FY23](#)

**This Ordinance was adopted.**

Enactment No: ORD 2023-061

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

**Indexes:**

**Attachments:** [End of Year Debt Service Fund FY23](#)

**This Ordinance was adopted.**

Enactment No: ORD 2023-062

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)-

**Indexes:**

**Attachments:** [Staff Memo ZC 14\\_23](#)  
[Planning Commission Report and Packet](#)  
[ZC 14-23 Ordinance](#)  
[ZC14-23 ExhibitA CC](#)

**This Zoning Ordinance was adopted.**

Enactment No: ORD 2023-063

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)

**Indexes:**

**Attachments:** [Staff Memo ZC 15\\_23](#)  
[ZC 15-23 Commission Report, Staff Report and Maps](#)  
[ZC 15-23 Ordinance](#)  
[ZC1523 ExhibitA CC](#)

**This Zoning Ordinance was adopted.**

Enactment No: ORD 2023-064

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

**Indexes:**

**Attachments:** [Engagement letter to city council FY23](#)  
[Resolution approving audit engagement letter 2023](#)  
[Engagement letter 2023](#)

**The Resolution was approved.**

Enactment No: RES 2023-165

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

**Indexes:**

**Attachments:** [Council Memo Bound Tree Purchase Order FY24](#)  
[Bound Tree Medical](#)

**This Resolution was approved.**

Enactment No: RES 2023-166

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

**Indexes:**

**Attachments:** [Agenda Item Memo AF-2023-50 \(1\)](#)  
[Resolution AF-2023-50 \(PadM Transformers\)](#)  
[Bid Tab AF-2023-50](#)

**This Resolution was approved.**

Enactment No: RES 2023-167

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

**Indexes:**

**Attachments:** [Council Memo Extractors](#)  
[Extractor Quotation](#)  
[Alliance Laundry Systems](#)

**This Resolution was approved.**

Enactment No: RES 2023-168

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

**Indexes:**



**Attachments:** [Interlocal Agreement Memo 10.17.23 Agreement.GuadalupeCounty.LibraryServices](#)  
[FY 2024 Interlocal Agreement](#)

**This Resolution was approved.**

Enactment No: RES 2023-169

**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

**Indexes:**

**Attachments:** [IT Memo - Cityworks 2023 renewal](#)  
[Cityworks 2023 renewal](#)  
[Resolution \(Cityworks.Renewal\)](#)

**This Resolution was approved.**

Enactment No: RES 2023-170

**p. [23-461](#)**

Check Report: October 2, 2023 through October 13, 2023

**Indexes:**

**Attachments:** [Check Report \(5\)](#)

**The bills were acknowledged.**

**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

**Indexes:**

**Attachments:** [Letter](#)  
[Resolution](#)  
[Exhibit A Exhibit B](#)  
[SSLGC R23-14 - Bond, New Series 2023](#)

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

**Excused:** 1 - Council Member Carter

**Presiding:** 1 - Mayor Dodgen

**Aye:** 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

Enactment No: RES 2023-171

**9. Adjourn the Seguin City Council meeting and Call to Order the meeting of the City of Seguin Employee Benefit Trust - Mayor Donna Dodgen**

*The regular meeting was recessed and the Employee Benefit Trust was called to order at 6:16 pm.*

**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

**Indexes:**

**Attachments:** [EmployeeBenefitTrustMinutes.10-3-2022](#)

A motion was made by Council Member Rangel, seconded by Council Member Rea, that this Action Item be approved. The motion carried by the following vote:

**Excused:** 1 - Council Member Carter

**Presiding:** 1 - Mayor Dodgen

**Aye:** 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

**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

**Indexes:**

**Attachments:** [CC.Memo.EmployeeBenefitTrust](#)  
[231017 City of Seguin -Renewal Memo](#)  
[AwardBid.EmployeeGroupHealthDental&Life](#)

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

**Excused:** 1 - Council Member Carter

**Presiding:** 1 - Mayor Dodgen

**Aye:** 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

Enactment No: RES 2023-172

**10. Adjourn the City of Seguin Employee Benefit Trust and Reconvene the City of Seguin City Council meeting - Mayor Donna Dodgen**

*The Employee Benefit Trust meeting was recessed and the council went into the regular meeting which reconvened at 6:19 pm.*

**d. [23-455](#)**

Resolution authorizing funding of the City of Seguin Employee Benefit Trust for plan year 2024 - Kristy Lehnert, Director of Human Resources

**Indexes:**

**Attachments:** [Funding of Trust 2024](#)

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

**Excused:** 1 - Council Member Carter

**Presiding:** 1 - Mayor Dodgen

**Aye:** 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

Enactment No: RES 2023-173

**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

**Indexes:**

**Attachments:** [Sequin 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](#)  
[Memo 2023-10-17 SWCM & Updates](#)  
[Ordinance Chapter 22](#)  
[Ordinance Chapter 54](#)  
[Ordinance Chapter 90](#)  
[Ordinance Chapter 102](#)

*Melissa Reynolds, City Engineer gave a presentation on the Storm Water Criteria Manual and Amendments to Unified Development Code Chapter 1,2,3,4,5 and 7, and City code of Ordinances Chapters 22, 54,90,102*

*CITY OF SEGUIN*

*Storm water Criteria manual & Code of Ordinances Amendments*

*Purpose*

*The purposes of the Stormwater Criteria Manual (SWCM) are:*

*\* To Govern the planning and design of stormwater infrastructure and flood risk analysis within the City of Seguin and within eligible areas of its ETJ.*

*\* Consistency*

*\*Outline and define clear expectations*

*\*Protect our existing and future resources*

*\*Future system integrity - manageable maintenance.*

*Why?*

*Support for creation of the Stormwater Criteria Manual (SWCM):*

*\* Stormwater Utility Rate Study identified the need for the development of a clear and concise document to guide drainage design.*

*\* References to the document are present throughout the Unified Development Code (UDC)*

*\* Seguin 2-Year Strategic Plan identified "infrastructure" as goal, which is supported by development of standards to protect our existing infrastructure and ensure future infrastructure is built accordingly.*

*\* 2023 Comprehensive Plan identifies the need to preserving natural resources, encouraging responsible urban design, flood damage prevention*

*Revised Documents*

*\* Stormwater Criteria Manual (SWCM)*

*\* Unified Development Code (UDC)*

*\* Code of Ordinances*

*Sources*

*Sources for the guidance provided in the SWCM include:*

*\* Review of existing Seguin drainage policies and current issues*

*\*Work Shopped input from City Staff*

*\*Best Practices from a peer agency review of policies from nearby communities, including Guadalupe County, New Braunfels, San Antonio, Cibolo, Schertz, Bryan, McKinney, Round Rock, Pflugerville, and Boerne.*

*Overview*

*The Stormwater Criteria Manual covers the following topics:*

- \* Chapter 1: Stormwater Policy*
- \* Chapter 2: Flood Risk Management*
- \* Chapter 3: Hydrology*
- \* Chapter 4: Streets, Inlets, and Storm Drains*
- \* Chapter 5: Open Channels*
- \* Chapter 6: Bridges and Culverts*
- \* Chapter 7: Energy Dissipation for Storm Drain Outlets and Culverts*
- \* Chapter 8: Stormwater Management Storage Facilities*
- \* Chapter 9: Site Erosion Control and Vegetation*

*City Manager, Steve Parker spoke on how the Development Committee get nervous when standards are put in writing when before it was left open to interpretation. Mr. Parker states this gives them a clear path moving forward of what the requirements are and will speed up development. When first posted the Development Committee reached out with concern to the City Manager's Office, but City Engineer, Melissa and her team met with the entire Home Builders Association, and it turned out to be a great meeting.*

*City Engineer, Melissa Reynolds states that the reason the was a great meeting is that she and her team went through every one of the comments and questions and answered each one, providing references on where the team's criteria came from. Melissa states that all questions and answers were documented and will be available on the City Website.*

*Proposed UDC Amendments**Section Proposed Updates*

- 1.2 Clarifies the duties and responsibilities of the Floodplain Administrator.*
- 2.10 Clarify the requirement of an approved Flood study with a floodplain development.*
- 4.1 Clarify general drainage requirements for access to subdivisions during flood events.*
- 4.3 Reference added to SWCM for drainage easement requirements.*
- 4.6 Clarifies that Stormwater and Drainage Standards requirements are governed by the SWCM for drainage design criteria, stormwater management, detention and drainage facilities, and floodplain impacts*

*Proposed Code Amendments:*

*Chapter 22 - Standards for gas well drilling and production.*

*Section Proposed Updates*

- 22-403 Sec.22-403. a.4: Removes the reference to North Texas water bodies related to drilling and production sites in the FEMA floodway.*
- Sec.a.8. g.2.: Clarifies that the hydrologic and hydraulic engineering study required for well heads placed in the floodway must adhere to the requirements of the new SWCM.*

*Proposed Code Amendments:**Chapter 54 - Flood*

- 54-27 \*Clarify by addition that factors that contribute to increased flood risk and losses within the flood plain include the cumulative impact of increased runoff or the occupancy of the flood hazard area by vulnerable land uses that are inadequately protected from flood damage.*

54-39 \*Update the duties and responsibilities of the flood plain administrator to include agency coordination with the Texas Commission on Environmental Quality (TCEQ) for alteration and relocation of water sources.

\*Clarify requirements for development in the floodplain in the absence of base flood elevation data; and

\*Allow for the use of other sources of base flood elevation data when FEMA data is unavailable.

54-41 \*Delete the provision allowing the issuance of variances for construction and substantial improvements for lots equal to less than half an acre within the floodplain to occur without technical justification. (Allowance of the variance, as written, may result in adverse impacts on surrounding properties.)

54-51 Clarify by addition requirements for new construction and substantial improvements within the floodplain including:

\* That improvements located in multiple flood zones must meet the most stringent flood and highest base flood elevation requirements.

\* That developers of new construction must obtain all necessary regulatory permits from which approval is required.

\* that all new construction and substantial improvements lowest finished floor shall be elevated 1 foot above for NOAA Atlas 14 rainfall data ( latest data) or elevated to 2 feet above the base flood elevation for mapping that utilizes older rainfall data; and

\* That adding fill in the floodplain that diminishes flow capacity must be compensated with remedial action.

54-53 Clarify proposed subdivision requirements located within and adjacent to the floodplain by:

\* Protecting properties with unflooded roadway access for 100-year flood event and

\* Preventing the construction of habitable structures within the floodplain.

Proposed Code Amendments:

Chapter 90 - Streets, sidewalks, and other public places

Section Proposed Updates

90-133 & 90-134 Replace the drainage design criteria specified in the chapter with the requirement that the stormwater system be designed in accordance with the City's Unified Development Code and Stormwater Criteria Manual

Proposed Code Amendments:

Chapter 102- Utilities

Section Proposed Updates

102-257 \*Clarify that landowner obligations include compliance with the new Stormwater Criteria Manual.

102-259 \* Clarify that streets are part of the City's drainage system.

The regular meeting was recessed, and the public hearing was called to order.

Citizen Comments:

Gary Vaughan, 503 Goodrich, Seguin, Texas 78155. Mr. Vaughan said how he felt that the properties that would not feed water into the storm drains because of the layout of the properties and these properties should be given an exception and not have to the

*pay a stormwater fee.*

*The public hearing was adjourned, and the regular meeting was reconvened.*

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

**Excused:** 1 - Council Member Carter

**Presiding:** 1 - Mayor Dodgen

**Aye:** 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

Enactment No: ORD 2023-065

**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

**Indexes:**

**Attachments:** [Council Memo - 10-17-2023](#)  
[Resolution 10-17-2023](#)  
[Executed Professional Services Agreement](#)

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

**Excused:** 1 - Council Member Carter

**Presiding:** 1 - Mayor Dodgen

**Aye:** 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

Enactment No: RES 2023-174

**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

**Indexes:**

**Attachments:** [Council Memo - 10-17-2023](#)  
[Resolution MTUs 9-29-2023 -edited](#)  
[MTU Bid Tabulation](#)

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

**Excused:** 1 - Council Member Carter

**Presiding:** 1 - Mayor Dodgen

**Aye:** 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

Enactment No: RES 2023-175

**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

**Indexes:**

**Attachments:** [bucket truck memo](#)  
[Resolution-service bucket truck](#)  
[Bid-buck truck](#)

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

**Excused:** 1 - Council Member Carter

**Presiding:** 1 - Mayor Dodgen

**Aye:** 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

Enactment No: RES 2023-176

**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

**Indexes:**

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

**A motion was made by Council Member Biesenbach, seconded by Council**



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**Member Rea, that this Resolution be approved. The motion carried by the following vote:**

**Excused:** 1 - Council Member Carter

**Presiding:** 1 - Mayor Dodgen

**Aye:** 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

Enactment No: RES 2023-177

**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

**Indexes:**

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

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

**Excused:** 1 - Council Member Carter

**Presiding:** 1 - Mayor Dodgen

**Aye:** 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

Enactment No: RES 2023-178

**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

**Indexes:**

**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](#)

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

**Excused:** 1 - Council Member Carter

**Presiding:** 1 - Mayor Dodgen

**Aye:** 7 - Council Member Rea, Council Member Mendez, Council Member Lievens, Council Member Rangel, Council Member Gaytan, Council Member Biesenbach, and Council Member Keller

Enactment No: RES 2023-179

**11. Closed Session**

*The regular meeting was recessed and the council went into Closed Session at 6:47 pm. The regular meeting reconvened at 7:29 pm.*

**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

Indexes:

**12. Adjournment**

*There being no further business before the council the meeting adjourned at 7:29 pm.*

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**Donna Dodgen, Mayor**

**Attest:**

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**Kimberly Allison, Deputy City Secretary**