



City of Seguin

210 E. Gonzales Street
Seguin TX, 78155

Meeting Minutes

City Council

Wednesday, August 13, 2025

5:30 PM

Council Chambers

Special Public & Virtual

1. Call to Order

Mayor Dodgen called the Special Meeting to order at 5:30 P.M.

2. Roll Call

Mayor Pro Tem Carter arrived at 6:00 P.M.

Excused: 1 - Councilmember John Carlsson

Present: 7 - Councilmember Joe Rea, Councilmember David Eveld, Councilmember Jim Lievens, Councilmember Paul Gaytan, Councilmember Monica N. Carter, Councilmember Bill Keller, and Councilmember Jason Biesenbach

Presiding: 1 - Mayor Donna Dodgen

3. Hearing of Residents:

There were no public comments.

4. Presentations:

[25-468](#)

Presentation and update on the project status of the City of Seguin Transportation + Mobility Master Plan and possible direction to staff. - Melissa Reynolds, PE, CFM, MPA - Director of Engineering & Capital Projects

Director of Engineering and Capital Projects Melissa Reynolds explained that the regional transportation system works in consort with Guadalupe County and TxDOT to analyze existing and forecast future transportation conditions and ensure new development is aligned. Using the Future Land Use Plan as a guide, the Transportation + Mobility Master Plan provides a vision for how we anticipate the city to grow and what type of transportation needs to be where. This time, the Master Plan is not just a thoroughfare plan, but a mobility plan as it will include all modes of transportation, specifically the trail network.

Mrs. Reynolds explained that the Transportation + Mobility Master Plan is created to help prevent congested networks and ensure right-of-way is protected. It is not intended to create projects. She informed that the existing plan was adopted in 2017, but the growth that has occurred in the region as well as the desire to add trails has required that it be updated.

Mrs. Reynolds explained that roadway classifications differ by the amount of mobility and access that the roadway provides -- more mobility equals less access. She explained the importance of connection points and that the Master Plan is a communication tool for City, residents, and developers.

Mrs. Reynolds explained that so far, they have had the regional coordination meeting, advisory committee meetings who provided their recommendations to staff. Staff coordinated two public meetings. The first meeting was in January 2025 and was very well attended. Most of the comments at that meeting were about trails and pedestrian amenities. The second meeting was held in July 2025. That meeting was the property owners workshop as well as a public workshop. At that meeting, many discussed the extension of Cordova Road to Laguna Vista and Link to FM725.

Councilmember Lievens suggested that they move the proposed connection from Three Oaks Rd to Laguna Vista east of the new MI Homes neighborhood, instead of to Laguna Vista. He stated that only one of the three undeveloped parcels would need to be developed to initiate the need for the roadway. Ms. Reynolds clarified that is not necessarily true, but that each development would need to provide access to the connection point. Councilmembers Lievens said he was not sure why some of the residents in Laguna Vista feel this road being built is imminent and Mrs. Reynolds suggested that it was misinformation that was spread by word of mouth. Councilmember Lievens said he appreciated all the conversations about this topic.

Mayor Pro Tem Carter arrived at the meeting at 6:00 P.M.

Mrs. Reynolds informed that there are other pieces to the Transportation + Mobility Master Plan that needs to be finalized before the final document is ready for approval. Then, they will reissue notice to everyone who submitted comments as well as present it to the Planning and Zoning Commission for their recommendation, and finally back to City Council for consideration. She also said that the next step of the plan would be for active transportation, which is any human powered travel.

Councilmember Eveld, Keller, and Lievens announced that they are in favor of eliminating the Three Oaks Rd/Laguna Vista/Cordova Rd connections.

Councilmember Eveld asked if there will be overpasses on SHWY46 and Mrs. Reynolds confirmed that there would be at Rudeloff, Cordova, and Link.

Councilmember Keller asked what the status of funding is for the SHWY46 project and Mrs. Reynolds replied that there is no funding currently assigned to it.

Councilmember Gaytan suggested they keep in mind that they need to protect the farmer and ranchers that have lived and worked in Seguin for the last 200 years.

Mayor Dodgen asked that even if the road isn't where it is proposed, there is a certain requirement to keep the connectivity and Mrs. Reynolds confirmed that there is a connectivity requirement.

[25-429](#)

Presentation and update on the project status of the City of Seguin Drainage Master Plan. - Melissa Reynolds, PE, CFM, MPA - Director of Engineering & Capital Projects

Director of Engineering and Capital Projects Melissa Reynolds said that in 2019 the

City completed a Stormwater Utility Rate Study and is currently working on a Drainage Area Master Plan, which will be used to develop future Capital Improvement Project plans for drainage. She explained that in December 2025 the project areas were identified. She informed that 29 or more areas showed risk for localized flooding, which is flooding not due to rising river water. She said that the data collected from the July 5th flood event correlated with the project areas identified in Drainage Area Master Plan. She used some advanced modeling software to illustrate how the amount of rain that fell during the July 5th flood overloaded the drainage system, leading to the flooding that occurred. She explained that currently her team is working to figure out how to break the drainage system into multiple discharge points and the problem areas into manageable projects.

Mrs. Reynolds also informed that in the last five years, they have updated the flood plain ordinances, requiring foundations be 2' above flood elevation, they have increased all drainage standards, created a new Stormwater Criteria Manual, and increased street flow and retention requirements. She explained that the new development will be built to the better standards and help stop the bleed so that dollars can be spent to fix the older, problematic areas.

City Manager Steve Parker informed that Public Works Director Adam Rossing went to Leonard Lane and checked the inlets around the street and that they were clear of debris. He also informed that the City recently received the right-of-entry to private property drainage area and the city has cleaned it.

Councilmember Biesenbach asked Mr. Rossing how much debris he removed from the private property that was cleaned and Mr. Rossing responded that they filled up ten 12-yard dump trucks.

Mrs. Reynolds gave a summary of what each of the drainage projects at Renee/Burges St, Leonard/Hallmark, and Nelda/Fair Street would need. She said they are working to break them into digestible projects. The next steps for the Drainage Master Plan would be for a draft report to be developed, then a draft presentation. The goal is to finalize the plan early next year. Mrs. Reynolds also informed that there is a flood awareness webpage on the City's website that can help residents to learn about flood risk and resources.

Mayor Dodgen asked Mrs. Reynolds to explain the relationship between flood risk and flood insurance and Mrs. Reynolds summarized that if flood risk is low, insurance is inexpensive. If your home is located to stormwater inlets or drainage, there is still a low risk of flooding.

City Manager Steve Parker said that the GLO project is currently fixing some drainage issues, like on Baxter Street. He informed that the City keeps applying for grant monies that can be used to improve drainage as well.

Mayor Dodgen thanked Mrs. Reynolds for her work and said that watching the flood modeling was very eye opening.

Mr. Parker thanked City Council for adopted the Stormwater Management Fee, which is \$3 per household. That fee is allowing for the hiring of a dedicated staff and equipment to ensure that stormwater areas stay clean and well maintained.

Councilmember Lievens declared that Melissa Reynolds and Jennifer Shortess and their team are amazing. He said that he was happy that "Lake Hildago" was being fixed.

[25-459](#)

Presentation of the FY2026 City of Seguin Budgets. - City Manager Steve Parker and Finance Director Susan Caddell

- a. General Fund
- b. Debt Service Fund
- c. Special Revenue Fund
- d. Utility Fund

Finance Director Susan Caddell announced that this is her 34th budget to prepare for the City of Seguin.

City Manager Steve Parker thanked Mrs. Caddell and her team for their hard work on preparing the budget. He said seven people a day are moving to Seguin and a city growing that fast puts a strain on a budget. He informed that the City Staff was creative and was able to keep what was needed in the budget. He thanked Deputy City Manager Rick Cortes, Finance Director Susan Caddell, Assistant Director of Finance Tracey Stephens, and Human Resources Director Kristy Lehnert for their work.

Mrs. Caddell explained that for the General Fund, there is a proposed increase in property tax revenue of \$1.2M. She said that based on the increases in values and the increase in debt service contribution, she is recommending that the Property Tax Rate go up to the no new revenue rate of \$0.5135, an increase of \$0.001. She said that they are anticipating receiving an increase of \$939,430, for a total of \$14,739,430 in sales tax revenue. She added that the ROW User Fees are anticipated to increase by \$507,391 and the Refuse Collection increase by \$315,000. Mrs. Caddell also explained that there is an anticipated increase in the following General Fund Expenditures; Salaries and benefits of \$2,678,711 (which includes a 3% COLA), Transfers to General I&S Fund of \$266,549, and Transfers to Economic Development of \$166,667.

City Manager Steve Parker gave an overview of the new positions that are being proposed in this budget. The positions consist of:

3% cost of living - \$913,058.23

City Attorney -1 intern, General Fund portion - \$9,468.94

Fire/EMS - Fire Lieutenant (mid year) - \$78,180.41, HAZMAT and Fire Marshal certification pay - \$20,630.03

Information Technology - GIS Certification pay - General Fund portion - \$5,094.49

Main Street/Destination Seguin - Administrative Technician (temporary) - General Fund portion - \$11,558.25

Municipal Court - Upgrade of Court Clerk to Senior Court Clerk - \$5,962.32

Parks and Recreation -\$44,176.49, Upgrade Service Worker I to Service Worker II, Upgrade Part-time Service Worker I to Full-time Service Worker I, Add cell phone allowance for Senior Administrative Assistant

Police - 2 Police Officers (mid year) - \$124,677.96, Upgrade of 4 Corporal positions to Sergeant positions and add On-Call pay for CASE Unit Officers - \$78,927.64, Lateral Program -\$24,534.64, 1 Telecommunication Operator (mid year) -\$39,636.66

Public Works - \$12,944.50, Upgrade Brush Supervisor to Public Work Superintendent, Upgrade Equipment Operator II to Heavy Equipment Operator, Upgrade Administrative Technician to Senior Administrative Technician

Councilmember Gaytan excused himself from the dais at 7:10 P.M.

Mrs. Caddell informed that the Capital Equipment is budgeted at \$1,162,987, Capital Projects/Streets at \$778,008, and the Proposed Bonds to be issued is \$39,000,000. She gave an overview of the General Fund Capital Equipment that will be purchased

and the projects that will be funded. The proposed 2026 Certificates of Obligation by project are:

Fire Station #4 - \$9,000,000
New Community Park North of IH-10 - \$1,000,000
Walnut Springs Spillway - \$1,200,000
Railroad Quiet Zones - \$500,000
Aldama-Walnut Springs Trail Crossing - \$450,000
Joe Carrillo Blvd/Countryside Blvd - \$500,000
Martindale Road Realignment - \$6,000,000
Rudeloff Road Phase II - \$5,000,000
Guadalupe Street (IH10 to UPRR) - \$10,500,000
Huber Road (South)-Walnut Springs Dev. Agreement - \$3,000,000
Zipper Projects - \$1,000,000
Chip Seal - \$500,000
Total Project Costs - \$38,650,000
Contingency Funds - \$350,000
Total Issue - \$39,000,000

Councilmember Gaytan returned to the dais at 7:12 P.M.

Mrs. Caddell explained that the Property Tax Revenue is anticipated to increase by \$1,210,000 despite the decreased in certified taxable values of 2.4%. There are still \$327M worth of properties under protest. She also informed that the average cost of a home decreased slightly, from \$269,322 in FY25 to \$255,604 in FY26. She stated that debt service has increased by \$2,165,886, representing \$0.385 of the tax rate, but the decision was made to buy down some of by utilizing \$1,899,837 of Roadway Impact Fees.

Councilmember Jason Biesenbach excused himself from the dais at 7:28 P.M.

Mrs. Caddell explained that the \$0.001 increase in proposed tax rate would increase the amount due on a \$200,000 home is \$2 and that every \$0.01 of the tax rate is equal to an additional \$432,636 in additional revenue.

Councilmember Biesenbach returned to the dais at 7:30 P.M.

Mrs. Caddell provided City Council with a regional comparison of tax rates. Councilmember Lievens suggested that it was difficult to compare to other cities and he thought it was kind of misleading.

Mrs. Caddell highlighted the Hotel Occupancy Tax Funding, stating that the total in Civic Organization requests is \$142,707 and the City's HOT Funding Request is \$1,000,000.

Lastly, Mrs. Caddell presented the proposed Utility Fund budget, stating that the electric, sewer, and water revenue is anticipated to increase based on increase in consumption and increase in the number of customers. Additionally, there is an expected increase in expenditures. The expected increase in expenditures are:
Salaries and Benefits - \$1,202,548, Includes a 3% COLA effective December 2025
Wholesale Power - \$5,203,876
ROW User Fees - \$507,391

Mr. Parker gave an overview of the budgeted addition to the Utility Fund personnel:
3% cost of living - \$455,664.62

City Attorney - 1 intern, Utility Fund portion - \$9,468.94
Electric - \$120,418.91, Journeyman/Lineman II, mid- year, Apprentice Lineworker, mid-year
Facilities - \$30,951.69, Service Worker, mid-year
Information Technology - GIS Certification pay – Utility Fund portion - \$5,094.49
Water/Wastewater - \$155,733.95, New crew, mid-year, Crew Leader, Heavy Equipment Operator, 2 Utility Technician I positions
Utility Services - \$94,085.16, Utility Engineer, mid-year
Upgrade Director of Economic Development to Assistant City Manager - \$14,147.20

Mrs. Caddell explained that the Utility Fund has \$1,799,552 in Capital Equipment, \$2,134,428 in Capital Projects, and \$31,000,000 in Proposed Bonds. Mrs. Caddell gave an overview of the capital equipment and Utilities Director Tim Howe gave an overview of the proposed capital projects. The proposed 2026 Utility Revenue Bonds are:

Substation Jim Briley - \$832,489
New Navarro Elementary Electric Distribution - \$750,000
Cordova Road - \$1,892,300
Guadalupe Street - \$1,915,302
Unity Lift Station Renewal - \$6,000,000
24-inch Geronimo Creek Interceptor (Eng) - \$2,000,000
Walnut Branch Sewer Phase IV - \$3,000,000
1.5 MG Elevated Storage Tank (Eng) - \$2,500,000
Surface Water / Ground Water Interconnect (Con) - \$4,000,000
SH46 Upper Pressure Plane Transmission Line Project S6 - \$5,000,000
West Booster Pump Station Pumping Expansion - \$1,500,000
Water/WW Master Plan - \$1,000,000
Contingency Funds - \$609,909
Total Issue - \$31,000,000

Lastly, Mr. Parker highlighted some other personnel changes included in the proposed budget:

Destination Seguin Fund - \$11,558.25, Temporary Visitor Center Administrative Technician
Stormwater Drainage Fund - \$141,281.68, 2 Equipment Operators for MS4 Drainage Program
Golf Fund - \$111,925.33, Full-time Groundskeeper, Part-time Groundskeeper, 3 part-time Golf Shop Assistants
Increase in Longevity program - General Fund - \$40,386.57 & Utility Fund - \$27,228.10

Mrs. Caddell informed that on August 19th there will be another Budget Workshop on the City Council agenda. At the Tuesday, September 2, 2025 City Council meeting, the Public Hearing on the proposed budget and tax rate, first reading on the budget, and first reading on the tax rate will occur. The final reading of the ordinances to adopt the budget and tax rate will be held at the Tuesday, September 16, 2025 City Council meeting.

5. Adjourn Special Meeting and Open Budget Workshop

Mayor Dodgen recessed the Special Meeting and opened the Budget Workshop at 8:04 P.M.

[25-469](#)

City Council FY2026 Budget Workshop
a. General Fund

- b. Debt Service
- c. Special Revenue Fund
- d. Utility Fund

There being no questions from City Council, Mayor Dodgen thanked Finance Director Susan Caddell for her presenting her 34th budget.

6. Adjournment

Mayor Dodgen adjourned the meeting at 8:05 PM.

Donna Dodgen, Mayor

ATTEST:

Kristin Mueller
City Secretary