



**ECONOMIC
DEVELOPMENT
CORPORATION**

MEMORANDUM

To:	Seguin City Council Donna Dodgen, Mayor
CC:	Steve Parker, City Manager Mark Kennedy, City Attorney
From:	Josh Schneuker Director of Economic Development SEDC Executive Director
Meeting Date:	January 2, 2024
Subject:	TBA Douglas Phases 2 & 3

Overview – Phase 1

On August 22, 2023, the Seguin City Council approved Resolution 2023R-136, authorizing the City Manager to execute a contract with TBA Douglas for professional services associated with the pending acquisition of the Wells Fargo Building located at 101 E. Nolte Street. Phase 1 Scope of Work included the evaluation of existing conditions, determining development considerations that align with City goals and objectives, and an overview on specific considerations the City can move forward with promoting the redevelopment of the property.

Phase 1 findings were presented to the Seguin City Council on November 7, 2023, by representatives from TBA Douglas. Phase 1 findings included the following development considerations:

1. Option A: Redevelopment of entire existing building with proposed uses of Retail (12,447 SF) and Office (12,447 SF).
2. Option B: Retail (6,452 SF), Office (3,472 SF), Hotel (43,079 SF + 21,879 SF for Lobby/Amenities/Meeting Rooms), and Townhomes (48,600 SF).
3. Option B1: Retail (7,120 SF), Office (3,472 SF), Multifamily (49,238 SF + 6,353 SF for MF Amenities), and Townhomes (48,600 SF).
4. Option C: Retail (20,025 SF), Office (3,472 SF), and Hotel (44,875 SF + 11,612 SF for Lobby/Amenities/Meeting Rooms)
5. Option C1: Retail (21,144 SF), Office (3,472 SF), and Multifamily (42,082 + 6,641 SF for MF Amenities).

All development considerations presented included different options for parking, including at grade, sub grade, and elevated. Option C was viewed as the most favorable development consideration by City Council.

Next Steps – Phases 2 and 3

TBA Douglas has prepared a Scope of Work for Phases 2 and 3 of the Project. The proposed Scope of Work for Phases 2 and 3 are attached to this memo. Phase 2 will focus on Community and Stakeholder Input, while Phase 3 will focus on establishing Planned Unit Development (PUD) Standards. The Scope of Services for Phases 2 and 3 include the following:

Phase 2 – Community & Stakeholder Input (5 months)

- 2.1 Work Session 1 – Core Leadership Team
 - Review Phase 1 effort
 - Define Phase 2 & 3 Scope and Goals
 - Review proposed Schedule.

- 2.2 Work Session 2 – Core Leadership & MSAB
 - Review of Project, Plan and Findings
 - Review Goals and Objectives of Process
 - Team Input – Card Session
 - Review Opportunities & Challenges
 - Review Public Meeting Process
- 2.3 City Council – Workplan and Schedule Update
 - Review Phase 1 effort
 - Review proposed Schedule.
- 2.4 Public Meeting 1 – Project Introduction and Core Considerations
 - Preparation for PM 1
 - Overview Presentation
 - Input Session
- 2.5 Public Meeting 2 – Core Considerations Findings & Precedents
 - Preparation for PM 2
 - Overview Presentation
 - Review of Meeting 1 Findings
 - Input Session
- 2.6 Public Meeting 3 – Outline Development Standards
 - Preparation for PM 2
 - Overview Presentation
 - Review of Meeting 2 Findings
 - Input Session
- 2.7 Work Session 3 – Core Leadership & MSAB
 - Overview of Public Meetings Key Findings
 - Considerations for PUD
 - General Recommendations
- 2.8 City Council Update – Phase 2 Findings and Recommendations
 - Overview of Public Meetings Key Findings
 - Considerations for PUD
 - General Recommendations
- 2.9 Phase 2 Report of Findings
 - Documentation
 - Report of Findings
 - Recommendations

Phase 3 – PUD Development Standards (5 months)

- 3.1 Work Session 1 – Core Leadership Team (2 weeks)
 - Review Phase 1 effort
 - Define Phase 2 & 3 Scope and Goals
 - Review proposed Schedule.
- 3.2 Work Session 2 – Historic Preservation & Design Review Committee
 - Overview of Development Options
 - Review of Historic Preservation Standards and Requirements
 - Precedent Review of Appropriate Infill

- 3.3 Work Session 3 - PUD Preliminary requirements
 - Historic
 - Architectural design standards
 - Density, Massing, Setbacks
 - Program/Uses
- 3.4 PUD Preliminary Draft
 - Written Outline
 - Review of Meeting 1 Findings
 - Input Session
- 3.5 PUD Preliminary Draft
 - Written Outline
 - Review of Meeting 1 Findings
 - Input Session
- 3.6 PUD Final Draft
 - Written Outline
 - Review of Meeting 1 Findings
 - Input Session
- 3.7 PUD Planning and Zoning
 - Written Outline
 - Review of Meeting 1 Findings
 - Input Session
- 3.8 PUD City Council Review & Acceptance
 - Written Outline
 - Review of Meeting 1 Findings
 - Input Session

Total cost for Phase 2 services is \$83,230. Total cost for Phase 3 services is \$48,032. Total combined costs for Phases 2 and 3 are \$131,262. Phase 2 services are anticipated to take 5 months to complete, while Phase 3 services are also expected to take 5 months to complete.

Following the completion of Phases 2 and 3, the City of Seguin and TBA Douglas will move into Phase 4 of the Project. Phase 4 will focus on the RFQ and RFP process. A Scope of Work for Phase 4 of the Project will be presented to Council at a later date.

Staff Recommendation

Staff recommends approval of the Resolution authorizing the continuation of work with TBA Douglas for Phase 2 (Community and Stakeholder Input) and Phase 3 (PUD Standards) of the Wells Fargo Building Redevelopment Project, located at 101 E. Nolte Street, Seguin, TX.