



# City of Seguin

210 E. Gonzales Street  
Seguin TX, 78155

## Meeting Minutes

### City Council

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Tuesday, July 20, 2021

5:30 PM

Council Chambers

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#### Public & Virtual

#### 1. Call to Order

*The City Council met in a REGULAR Called Meeting on Tuesday, July 20, 2021 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 - Council Member Chris Rangel

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

#### 4. Roll Call

**Present:** 8 - Council Member Jeremy Roy, Council Member Chris Aviles, Council Member Chris Rangel, Council Member Monica N. Carter, Council Member Sonia Mendez, Council Member Mark Herbold, Council Member Joe Rea, and Council Member Penny Follis

**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. Discussion of any item not on the agenda 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.

*Christine Martinez  
816 Williams St  
Seguin, Tx 78155*

*Music from the cars all hours of the night and day. Drug deals, I see all the time.  
Requested more police in the area to stop these activities as well the speeding cars.  
City Manager Steve Parker said the city would provide more patrols in this area.*

*Jeremiah Arevalo  
933 Anderson  
Seguin, Texas 78155*

*Mr. Arevalo came before the City Council asking them to consider becoming a 4A/4B city. Mr. Arevalo explained what 4A/4B funds can be used for. Currently 211 cities impose the Type A sales tax. 515 cities impose Type B sales tax and 125 cities have both types of corporations. Type B sales tax may be used for any project eligible under Type A rules and several other project types, including quality of life improvements.*

*Julian Leal  
849 Prexy  
Seguin, Tx 78155*

*Spoke to the City Council on the history of how the Spanish conquered the United States.*

*Chief Terry Nichols introduced the new Community Engagement Officer, Sarah Chilutti, for the Police Department. Sarah has been a Seguin Police Officer since November 2019, was recently appointed to the position. As Community Engagement Officer, Sarah will coordinate Seguin PD's public events, including Coffee with a Cop, the Annual Cinderella Ball, and Badges, Bikes & Tykes. She will also coordinate the Citizens Police Academy, promote crime prevention, manage the department's social media pages (including the Facebook page) and engage with community members and businesses.*

## **6. Consent Agenda**

**A motion was made by Council Member Herbold, seconded by Council Member Mendez, that this be approved on the Consent Agenda. The motion carried by the following vote:**

**Presiding:** 1 - Mayor Dodgen

**Aye:** 8 - Council Member Roy, Council Member Aviles, Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, Council Member Rea, and Council Member Follis

- a. [21-234](#) City Council Meeting Minutes of July 6, 2021

**Indexes:**

**The Minutes of July 6, 2021 was approved**

- b. [21-217](#) Ordinance on second and final reading to consider a request for Voluntary Annexation for an area of land located at the southwest corner of W. Kingsbury Street and River Rd, being approximately 7.6 +/- acres of land in Guadalupe County, Texas consisting of one tract with property ID 50454 (VAN 05-27-21)

**Indexes:**

**This Ordinance was adopted**

Enactment No: ORD 2021-038

- c. [ZC 09-21 CC](#) Ordinance on second and final reading to consider a zoning change from

Single-Family Residential 1 (R-1) to Multi-Family 2 (MF-2) for a property located at 1720 N Guadalupe St, Property ID 51543 (ZC 09-21)

**Indexes:**

**This Zoning Ordinance was adopted**

Enactment No: ORD 2021-039

- d. [ZC 14-21 CC](#) Ordinance on second and final reading to consider a zoning change from Agricultural Ranch (A-R) to Planned Unit Development (PUD) for a property located at Rudeloff and Huber, Property IDs 55713, 55715, 167657 (ZC 14-21)

**Indexes:**

**This Zoning Ordinance was adopted**

Enactment No: ORD 2021-040

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

- a. [21-246](#) Resolution establishing the Seguin Business Improvement Grant Program to promote new and expanded business development and providing an effective date - Josh Schneuker, Director of Economic Development

**Indexes:**

*Joshua Schneuker, Director of Economic Development, stated that staff is proposing the creation of a Business Improvement Grant (BIG) Program to promote the development and expansion of new and existing business enterprises within the City of Seguin and enhance the economic welfare of the citizens of the City of Seguin by securing and retaining business enterprises and maintaining a higher level of employment, economic activity, and stability. The BIG Program Guidelines were created using elements of Main Street's FIX-IT Facade Grant Program, the Seguin Strong Stimulus Program, and other BIG Programs that are implemented in other municipalities across the State. Staff is proposing that the program receive an allocation of \$250,000 to fund the program. Funding allocation to create the BIG Program will come from CARES Act Funding that the City of Seguin previously allocated to the General Fund. Applicants may be eligible to receive 75 percent matching grant with a maximum of \$10,000 in each category.*

- 1. Facade Improvement*
- 2. Sign Improvement*
- 3. Property Improvement*
- 4. Interior and/or Business Machinery/Equipment Improvements*
- 5. Demolition*
- 6. COVID-19 Pandemic Related Business Improvements*
- 7. COVID-19 Pandemic Related Business Impacts*

*Theodore Arevalo  
427 W. Kingsbury  
Seguin, Tx*

*Our business was hit as all others, down for at least three months. We are in need of a new parking lot would cost him over \$20,000 this day. Any grant funding would help.*

*Manuel Cevallos  
1614 Starcke  
Seguin, Tx*

*He opened his bar in September 2019 and then 3 weeks later he was shut down. He has spent over \$65,000 in improvements to the building. He also continued to pay rent through the COVID-19, alcohol license and taxes. City Manager Steve Parker advised that these type of expenses were put into the grant program.*

*Mary Ann Leos-Smith  
SuCasa Cafe  
Seguin, Tx*

*Last year they were closed twice, all the food was lost each time. They continued to pay utilities, pay taxes, but they still face challenges of hiring employees as many establishments do. Any help is greatly appreciated.*

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

**Presiding:** 1 - Mayor Dodgen

**Aye:** 8 - Council Member Roy, Council Member Aviles, Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, Council Member Rea, and Council Member Follis

Enactment No: RES 2021-064

**b. [21-222](#)**

Ordinance of the City Council of the City of Seguin, Texas on first reading amending the Seguin Code of Ordinances Appendix C - Fee Schedules, Chapter 102, Utilities, Article III, Water Rates; and Article IV Wastewater Rates; 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 - Tim Howe, Director of Water/Wastewater Utilities and Dan Jackson, Willdan Financial

**Indexes:**

*Tim Howe, Director of Water/Wastewater Utilities, introduced Dan Jackson with Willdan Financial Services. Mr. Jackson provided a presentation on the water and wastewater rates for FY2022. Your major water supplier Schertz-Seguin Local Government Corporation has chosen not to raise their Operating Rates for the second year in a row. Currently the city has over 7,700 wastewater accounts and over the next year you are forecasted to have 11,000 new customers.*

*The rate plan that the city of Seguin adopted in 2019 an increase of 2% on water and 4% on wastewater services is still a viable plan. Average customers will see about a 3% increase per month. Staying on this course the city of Seguin will not subsidize from the General Fund to the Utility Fund.*

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

**Mendez, that this Ordinance be approved on first reading. The motion carried by the following vote:**

**Presiding:** 1 - Mayor Dodgen

**Aye:** 8 - Council Member Roy, Council Member Aviles, Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, Council Member Rea, and Council Member Follis

**c. [21-237](#)**

Ordinance of the City Council of the City of Seguin, Texas on first reading of the electric rates; providing for a severability clause; declaring an effective date - Rick Cortes, Deputy City Manager and Steve Moffitt, Schneider Engineering

**Indexes:**

*Steve Moffitt with Schneider Engineering said that the City of Seguin was extremely fortunate with the winter storm not having to look at increasing rates to all residential and commercial customers. Had we not prepared for the future the city would be facing a \$6 to \$7 million debt to recoup and pass onto all electric customers. City Council was very appreciative of all the hard work of Deputy City Manager Rick Cortes and Steve Moffitt.*

*Mr. Moffitt presented the background of the 2019 Cost of Service Study. City Council chose Option 2 of the study which lessened the impact of the transition to cost of service based rates towards residential customers over the next 3-years. It is recommended that Council move forward with Option 2A as planned.*

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

**Presiding:** 1 - Mayor Dodgen

**Aye:** 8 - Council Member Roy, Council Member Aviles, Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, Council Member Rea, and Council Member Follis

**d. [21-231](#)**

Resolution authorizing the City Manager to execute an amendment to the Geronimo Creek Wastewater Treatment Plant Expansion Engineering Services contract between the City of Seguin and TRC Companies, Inc.; and declaring an effective date - Timothy J. Howe, Director - Water / Wastewater Utility

**Indexes:**

**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:**

**Presiding:** 1 - Mayor Dodgen

**Aye:** 8 - Council Member Roy, Council Member Aviles, Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, Council Member Rea, and Council Member Follis

Enactment No: RES 2021-065

- e. [21-245](#) Resolution approving a Master Equity Lease Agreement and Maintenance Agreement with Enterprise Fleet Management Trust for a pilot program to provide vehicles for administrative use by city staff; authorizing the city manager to execute necessary documents; and provide an effective date - Susan Caddell, Director of Finance

**Indexes:**

*Simon Ortega with Enterprise Fleet Management gave a presentation to City Council. The city would look at a pilot program of leasing 12 vehicles the first year, phase in over the next four years. Regular maintenance will be taken care of in-house.*

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

**Presiding:** 1 - Mayor Dodgen

**Aye:** 8 - Council Member Roy, Council Member Aviles, Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, Council Member Rea, and Council Member Follis

Enactment No: RES 2021-066

- f. [21-241](#) Resolution of the City Council of Seguin, Texas approving the extension of the existing Agreement for the Operation of the Concession Services with RRL Concessions through September 30, 2022, and waiving concession fees; and declaring an effective date - Jack Jones, Director of Parks and Recreation

**Indexes:**

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

**Presiding:** 1 - Mayor Dodgen

**Aye:** 8 - Council Member Roy, Council Member Aviles, Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, Council Member Rea, and Council Member Follis

Enactment No: RES 2021-067

- g. [21-242](#) Resolution of the City Council of Seguin, Texas approving the five-year extension of the existing Agreement For The Use Of The Seguin Events Complex For The Purpose Of Operating And Conducting A Church Bazaar; and declaring an effective date - Jack Jones, Director of Parks and Recreation

**Indexes:**

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

**Presiding:** 1 - Mayor Dodgen

**Aye:** 8 - Council Member Roy, Council Member Aviles, Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, Council Member Rea, and Council Member Follis

Enactment No: RES 2021-068

**h.** [21-243](#)

Resolution of the City Council of Seguin, Texas approving the extension of the existing Agreement For The Use Of The Seguin Events Complex For The Purpose Of Operating And Conducting Buck Fever; and declaring an effective date - Jack Jones, Director of Parks and Recreation

**Indexes:**

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

**Presiding:** 1 - Mayor Dodgen

**Aye:** 8 - Council Member Roy, Council Member Aviles, Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, Council Member Rea, and Council Member Follis

Enactment No: RES 2021-069

**i.** [21-244](#)

Resolution approving participation as part of a coalition of cities in proceedings to be held by the Railroad Commission of Texas related to implementation of House Bill 1520; authorizing the hiring of attorneys and consultants; requiring reimbursement of reasonable legal and consultant expenses to the extent allowed by law; finding that the meeting complies with the open meetings act; and making other findings and provisions related to the subject - Andy Quittner, City Attorney

**Indexes:**

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

**Presiding:** 1 - Mayor Dodgen

**Aye:** 8 - Council Member Roy, Council Member Aviles, Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, Council Member Rea, and Council Member Follis

Enactment No: RES 2021-070

**j.** [21-235](#)

Authorization to move the first City Council Meeting in October 2021 to Monday, October 4, 2021 to allow Council Members to attend the National Night Out on Tuesday, October 5, 2021 and the those members attending the Texas Municipal League Annual Conference to travel on Tuesday, October 5 - Steve Parker, City Manager

**Indexes:**

A motion was made by Council Member Aviles, seconded by Council Member Mendez, that the first City Council Meeting be held October 4, 2021 and be approved. The motion carried by the following vote:

**Presiding:** 1 - Mayor Dodgen

**Aye:** 8 - Council Member Roy, Council Member Aviles, Council Member Rangel, Council Member Carter, Council Member Mendez, Council Member Herbold, Council Member Rea, and Council Member Follis

**8. Acknowledgment of Bills**

- a. [21-236](#) Check Report: July 5, 2021 through July 16, 2021

**Indexes:**

*The bills were acknowledged*

**9. Executive Session**

*The regular meeting was recessed and the council went into Executive Session at 7:19 pm. The regular meeting reconvened at 7:33 pm.*

- a. [13-048](#) Consultation with City Attorney in accordance with Section 551.071 and Section 551.072 regarding Deliberation on Real Property, Easements and Right-of-Way access for several projects - Steve Parker, City Manager

**Indexes:****10. Adjournment**

*There being no further regular business before the council the meeting adjourned at 7:33 pm. City Council reconvened into a Workshop at 7:34 pm.*

**WORKSHOP**

- a. [21-142](#) Presentation and discussion of the Metropolitan Planning Organization 101 - Allison Blazosky, ACIP

**Indexes:**

*Allison Blazosky, ACIP with Alamo Area Metropolitan Planning Organization, provided a MPO 101 class to City Council. The AAMPO is a federally mandated agency that guides regional transportation planning, including allocating federal dollars to transportation projects in the Alamo Area. AAMPO also administers programs that improve mobility, air quality, and safety. It is guided by the Transportation Policy Board, made up of elected and appointed officials. The AAMPO study area consists of Bexar, Guadalupe, Comal, and a portion of Kendall County. That would equal 2.2 million residents, 10,000 lane miles, and 51 million miles traveled daily. The Metropolitan Transportation Plan forecasts transportation needs for the next 25 years*



*and outlines projects that could be funded in that time frame. Data informs forecasts about where infrastructure should be built to meet long-term transportation goals.*

*TIP Development Schedule:*

*MPO staff and work group developed Call for Projects process and materials  
MPO Committee presentations on process and schedule  
Transportation Policy Board adoption of TIP development process  
Call for Projects for all three MPO funding programs, totaling about \$300 million  
Required 20% local agency match  
Reimbursable (all federal and state rules apply)  
Projects will be programmed in 2023, 2024, 2025, or 2026 (maybe 2027 or 2029)  
Project call opened October 1, 2020 and closed April 1, 2021  
Projects are selected based on a combination of factors: technical score, agency priority, project readiness, public input, which was collected throughout June*

**Adjournment**

*There being no further business before the council the meeting adjourned at 8:16 pm.*

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**Donna Dodgen, Mayor**

**Attest:**

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**Naomi Manski, City Secretary**