



It's real.

## City of Seguin

210 E. Gonzales Street  
Seguin TX, 78155

### Public & Virtual Meeting Agenda

#### City Council

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Tuesday, September 5, 2023

5:30 PM

Council Chambers

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The City Council Meeting can be viewed live at:  
[http://cityofseguintx.granicus.com/MediaPlayer.php?](http://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=d4aa1c24-e961-4ad8-aa01-70c22a8fcbd9)  
[publish\\_id=d4aa1c24-e961-4ad8-aa01-70c22a8fcbd9](http://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=d4aa1c24-e961-4ad8-aa01-70c22a8fcbd9)

1. **Call to Order**
2. **Invocation - Mayor Pro Tem Joe Rea**
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. **[23-388](#)**

City of Seguin Financial Reports for the Nine Months Ended June 30, 2023 - Susan Caddell, Director of Finance

**Attachments:** [June 30, 2023 City Council Financial Statements](#)  
[June 30, 2023 Power Point](#)
7. **Consent Agenda**

a. [23-358](#)

City Council Meeting Minutes of August 15, 2023 and August 22, 2023

**Attachments:** [CC MeetingMinutes August 15, 2023](#)  
[CC Special and Budget Workshop MeetingMinutes August 22, 2023](#)

b. [23-381](#)

Resolution authorizing the City Manager to execute purchase orders for the Seguin PD parking lot renovation access control and video surveillance totaling \$69,065.86 - Shane McDaniel, Chief Information Officer

**Attachments:** [IT Memo - PD fence physical security](#)  
[Resolution approving the purchase of PD parking lot technology](#)  
[BryComm SOW - PD Parking Lots - VSS 08242023](#)  
[BryComm SOW - Seguin PD Main Lot - ACS 082923](#)  
[BryComm SOW - Seguin PD Remote Lot - ACS 08242023](#)

c. [23-378](#)

Resolution of the City Council of Seguin, Texas authorizing the City Manager to execute a Facilities Use Agreement between the City of Seguin, Texas and the Seguin Independent School District for use of the "Smokey" Joe Williams Baseball Field, east side of Max Starcke Park, Starcke Park Golf Course, and the Park West concession building and large pavilion area; and declaring an effective date - Jack Jones, Director of Parks and Recreation

**Attachments:** [Memo for Seguin ISD Facilities Use Agreement 2023](#)  
[Resolution approving a one year combined Facility use agreement](#)  
[SISD Facilities Use Agreement 2023-2024](#)

d. [23-379](#)

Resolution of the City Council of Seguin, Texas authorizing the City Manager to execute a Facilities Use Agreement between the City of Seguin, Texas and the Navarro Independent School District for use of the east side of Max Starcke Park and the Starcke Park Golf Course; and declaring an effective date - Jack Jones, Director of Parks and Recreation

**Attachments:** [Memo for Navarro Facilities Use Agreement 2023](#)  
[Resolution approving a combined Facility use agreement with Navarro ISD](#)  
[Navarro ISD Facilities Use Agreement 2023](#)

e. [23-380](#)

Resolution by the City Council of the City of Seguin, Texas waiving the Special Event Permit Fees for the Veteran's Day Parade and Celebration on behalf of the Disabled American Veterans-Chapter 61; and declaring an effective date - Jack Jones, Director of Parks and Recreation.

**Attachments:** [Memo for Fees to be Waived for the Veterans Day Parade 2023](#)  
[Resolution waiving 2023 fees for Veteran's Day parade](#)

f. [23-391](#)

Proposed street closure request from the St. James Catholic Church to close a portion of South Camp Street between West Live Oak Street and West Convent Street, and a portion of West Convent Street between South Camp Street and the private driveway behind the church on Saturday, September 16, 2023, through Sunday, September 17, 2023, for the St. James Catholic Church Family Fall Festival - Jack Jones, Director of Parks and Recreation

**Attachments:** [Memo for Street Closures related to the St James Catholic Church Fall Family F](#)  
[Site Plan for the St James Catholic Church Family Fall Festival](#)

g. [23-382](#)

Resolution of the City Council of Seguin, Texas approving a one-year extension of the agreements with Brauntex Material and Texas Materials to supply hot mix asphaltic concrete needed by Seguin Public Works, and declaring an effective date - Ashley Bruns Contract Coordinator

**Attachments:** [Agenda Item Memo.Hot Mix](#)  
[Resolution.Renewal. Sept 2023](#)

h. [23-367](#)

Resolution authorizing the purchase of thirty-eight transformers in various sizes for use on new development projects and restocking purposes; and declaring an effective date - Adam Ryals, Manager Utility Warehouse

**Attachments:** [Agenda Item Memo 8.16.23 Transformers](#)  
[Resolution 38 Transformers](#)  
[Bid Tab 8.15.23](#)

i. [23-383](#)

Board and/or Committee Appointment - Mayor Donna Dodgen

a. Main Street Advisory Board

**Attachments:** [Council.Appointments.Sept5](#)

j. [23-359](#)

Check Report: August 14, 2023 through September 1, 2023

**Attachments:** [Check Report \(3\)](#)

**8. Action Items - Discussion and Possible Motion to Approve**a. [23-385](#)

Resolution of the City Council for the City of Seguin, Texas, authorizing submission of a grant application in response to the T-Mobile Hometown Grant Program - Kathy Wood, Grant Administrator

**Attachments:** [09-19-23 City Council MEMO to submit T-Mobile Hometown Grant](#)  
[09-19-23 City Council RESOLUTION to submit T-Mobile Hometown Grant](#)

**b.**     [23-390](#)

Resolution of the City Council for the City of Seguin, Texas, authorizing submission of a grant application in response to request for applications for municipally owned interior and exterior LED lighting retrofits for the State Energy Conservation Office (SECO) Local Governments Program - Kathy Wood, Grant Administrator

**Attachments:**   [09-19-23 City Council MEMO to submit SECO grant application](#)  
                          [09-19-23 City Council RESOLUTION to submit SECO grant application](#)

**c.**     [23-369](#)

Resolution approving the action of Schertz-Seguin Local Government Corporation entering into a Water Supply Contract with Springs Hill WSC; and declaring an effective date - Andrew McBride, General Manager

**Attachments:**   [MEMO FOR WATER SUPPLY CONTRACT\\_Springs Hill](#)  
                          [Resolution approving water supply contract with Springs Hill](#)  
                          [Springs Hill Water Supply Corporation Water Supply Contract\\_Partially Execute](#)

**d.**     [23-365](#)

Resolution authorizing the City Manager to execute a Professional Services Agreement with BB Inspection Services for the building inspections for the construction of Navarro High School; and declaring an effective date - Oscar Arevalo, Chief Building Official

**Attachments:**   [CC Memo\\_BB Inspections Contract\\_Navarro High School](#)  
                          [Resolution\\_BB Inspections\\_NavarroHighSchool\\_Inspections](#)  
                          [BBInsepctions\\_Navarro High School Inspections Contract 230725](#)

**e.**     [23-366](#)

Resolution of the City Council of the City of Seguin, Texas approving a reduction in building permit and plan review fees for the construction of Navarro High School; and declaring an effective date - Oscar Arevalo, Chief Building Official

**Attachments:**   [Navarro High School Fee Reduction Memo](#)  
                          [Navarro High School Fee Breakdown\\_pc](#)  
                          [Resolution\\_Fee Reduction\\_Navarro High School](#)

- f. [23-299](#) Public Hearing and consideration of an Ordinance on first reading regarding Updates to the Land Use Assumptions, Capital Improvements Plan, and Water & Wastewater Impact Fee Study; to include proposed revisions to the maximum water and wastewater capital recovery fees; setting a maximum rate; setting an effective rate; preparing the ordinance for publication; establishing an effective date; and authorizing city staff to prepare this ordinance for submission to the Code of Ordinances - Melissa Reynolds, P.E. - Director of Engineering & Capital Projects

**Attachments:** [2023-09-05 Memo W.WW Impact Fees](#)  
[Sequin Impact Fee Report FINAL 06.16.23](#)  
[CIAC Recommendation 2023.08.08](#)  
[Ordinance\\_W\\_WW Capital Recovery Fee](#)  
[Council Presentation 23.09.05](#)

- g. [23-368](#) Resolution approving the purchase of a 2023 Ford F-550 Brush Truck from Watershied Industries (DBA Weis Fire Safety) for an amount not to exceed \$275,000 utilizing HGAC Cooperative Purchasing Agreement; and declaring an effective date - Dale Skinner, Fire/EMS Chief

**Attachments:** [Council Memo Brush Truck 2023](#)  
[Resolution approving the purchase of a brush truck through HGAC](#)  
[SEGUIN FD - SPECS](#)  
[SEGUIN FD - APPARATUS PROPOSAL](#)

- h. [23-356](#) Resolution authorizing the purchase of a Crusher Bucket in the amount of \$37,125.00, from RDO Equipment Co.; and declaring an effective date - John Donnelly, Director of Public Works

**Attachments:** [2023 09 05 MEMO TO COUNCIL CRUSHER BUCKET](#)  
[Resolution approving a sole source purchase of a crusher bucket](#)  
[Investment Proposal \(Quote\) 638199319831097720](#)  
[L140 Data Sheet](#)  
[2022 Brochure](#)  
[20230802 114541](#)

i. [23-184](#)

Resolution approving City of Seguin to contract with RDO Equipment Company for the lease of a John Deere 544K Wheel Loader and to authorize the City Manager to sign final lease agreement authorizing; and providing an effective date - John Donnelly, Director of Public Works

**Attachments:** [2023 09 19 MEMO TO COUNCIL LEASE LOADER PAYOFF](#)  
[Resolution approving the purchase of a John Deere wheel loader](#)  
[john deere lease agree 11-2018](#)

j. [23-384](#)

Ordinance on first reading amending the Seguin Code of Ordinances, Chapter 70, Offenses and Miscellaneous Provision, by repealing Article II, Curfew for Minors, in its entirety; providing a severability clause; authorizing city staff to prepare this Ordinance for submission as a supplement to the Code of Ordinances; and providing for an effective date - Andy Quittner, Interim City Attorney

**Attachments:** [Council Memorandum - repeal of juvenile curfew](#)  
[Ordinance repealing juvenile curfew ordinance](#)  
[HB01819F - curfew](#)

k. [23-389](#)

Approval of Quarterly Investment Report for Quarter Ended June 30, 2023 - Susan Caddell, Director of Finance

**Attachments:** [June 30, 2023 Investment Report](#)

l. [23-363](#)

Public Hearing on a proposal to levy a tax rate of \$0.5125 per \$100 valuation for the City of Seguin for the tax year 2023; providing for the effective date - Susan Caddell, Director of Finance

m. [23-370](#)

Public Hearing on FY2024 Budgets - Susan Caddell, Director of Finance

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

n. [23-371](#)

Ordinance on first reading levying a tax rate of \$0.5125 per \$100 valuation for the City of Seguin for the tax year 2023; providing for an effective date; providing for publication of this ordinance - Susan Caddell, Director of Finance

**Attachments:** [Tax Ordinance-2024](#)

**o. [23-372](#)**

Ordinance on first reading adopting the 2023-2024 Fiscal Year General Fund Budget and making appropriation in accordance with said budget for the period beginning the first day of October 2023 and ending the last day of September 2024; appropriating money to a sinking fund to pay interest and principal due on the City's indebtedness; providing for an effective date; and providing for publication of this ordinance - Susan Caddell, Director of Finance

**Attachments:** [General Fund 2024](#)

**p. [23-373](#)**

Ordinance on first reading adopting the 2023-2024 Fiscal Year Debt Service Fund Budget and making appropriation in accordance with said budget for the period beginning the first day of October 2023 and ending the last day of September 2024; appropriating money to a sinking fund to pay interest and principal due on the City's indebtedness; providing for an effective date; and providing for publication of this ordinance - Susan Caddell, Director of Finance

**Attachments:** [Debt Service Fund 2024](#)

**q. [23-374](#)**

Ordinance on first reading adopting the 2023-2024 Fiscal Year Special Revenue Fund and Fiduciary Funds Budget and making appropriation in accordance with said budget for the period beginning the first day of October 2023 and ending the last day of September 2024; appropriating money to a sinking fund to pay interest and principal due on the City's indebtedness; providing for an effective date; and providing for publication of this ordinance - Susan Caddell, Director of Finance

**Attachments:** [Special Revenue 2024](#)

**r. [23-375](#)**

Ordinance on first reading adopting the 2023-2024 Fiscal Year Utility Fund Budget and making appropriation in accordance with said budget for the period beginning the first day of October 2023 and ending the last day of September 2024; appropriating money to a sinking fund to pay interest and principal due on the City's indebtedness; providing for an effective date; and providing for publication of this ordinance - Susan Caddell, Director of Finance

**Attachments:** [Utility Fund 2024](#)

**9. 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. [13-048](#)**

Consultation with City Attorney in accordance with section 551.072 regarding deliberation on real property-Steve Parker, City Manager

**10. 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 September 1, 2023 at 4:00 p.m.**

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**Naomi Manski  
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.**