



It's real.

## City of Seguin

210 E. Gonzales Street  
Seguin TX, 78155

### Public & Virtual Meeting Agenda

#### City Council

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Tuesday, April 5, 2022

5:30 PM

Council Chambers

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The City Council Meeting can be viewed live at :  
[http://cityofseguintx.granicus.com/MediaPlayer.php?  
publish\\_id=f93fa104-1feb-4d62-83b0-8c034d933458](http://cityofseguintx.granicus.com/MediaPlayer.php?publish_id=f93fa104-1feb-4d62-83b0-8c034d933458)

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. 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.
6. Presentation
  - a. [22-159](#)

City of Seguin Financial Reports for the Quarter Ended December 31, 2021 - Susan Caddell, Director of Finance

Attachments: [December 31, 2021 City Council Financial Statements](#)  
[December 31, 2021 power point](#)

**b. [22-163](#)**

Presentation of Seguin GIS Open Data Portal - Shane McDaniel, Director of IT;  
Travis Acklin, GIS Manager

**Attachments:** [IT Memo - GIS presentation](#)  
[SEGUIN, TX GIS Roadshow](#)

**7. Consent Agenda****a. [22-141](#)**

City Council Meeting Minutes of March 15, 2022

**Attachments:** [CityCouncilMeetingMinutes.3-15-2022](#)

**b. [22-129](#)**

Ordinance on second and final reading amending the Seguin Code of Ordinances Chapter 78, Article II- Garage and Estate Sales, Section 22-551, Licensed Estate Sales, and Appendix C- Fee Schedule, to remove the requirement for permits; providing for an effective date, publication and a severability clause; and authorizing city staff to prepare the ordinance for submission as a supplement to the code of ordinances

**Attachments:** [CC Memo\\_GarageSalePermits\\_2022](#)  
[CC Ordinance\\_Garage\\_and\\_Estate\\_Sales\\_2022Amendments](#)

**c. [22-130](#)**

Ordinance on second and final reading amending the Seguin Code of Ordinances Sections 18-26(b) and 18-28 to make changes to the permit requirements for residential roofs and residential accessory structures that do not exceed 200 sq ft; providing for an effective date, publication and a severability clause; and authorizing city staff to prepare the ordinance for submission as a supplement to the code of ordinances

**Attachments:** [CC Memo\\_ResPermit Exemptions\\_2022](#)  
[CC Ordinance\\_ResPermit Exemptions](#)

**d. [22-111](#)**

Ordinance on second and final reading amending the Seguin Code of Ordinances Chapter 98-40, Designation of No Through Truck traffic streets by adding a portion of Huber Road 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

**Attachments:** [2022-03-15 Memo Huber thru trucks](#)  
[No Through Trucks - Huber Road](#)  
[Huber Rd - Project Location03072022](#)

**e. [22-112](#)**

Ordinance on second and final reading amending the Seguin Code of Ordinances Section 98-65 (g), Speed limits - Specific streets to set the speed limit on all streets to 25 miles per hour in the Townewood Village Subdivision; providing for penalties for violations thereof; providing a severability clause; providing for an effective date; providing for publication of this Ordinance; and directing city staff to prepare this Ordinance for submission as a supplement to the Code of Ordinances

**Attachments:** [2022-03-15 Memo Townewood Village 25 mph](#)  
[Ordinance reducing speed in the Townewood Village Subdivision](#)  
[Townewood Village - Project Location03072022](#)

**f. [22-128](#)**

Ordinance on second and final reading amending the Seguin Code of Ordinances Section 98-65(b), Speed limits - Specific streets to set the speed limit on Cordova Road; providing for penalties for violations thereof; providing a severability clause; providing for an effective date; and providing for publication of this Ordinance; and directing city staff to prepare this Ordinance for submission as a supplement to the Code of Ordinances

**Attachments:** [2022-03-15 Memo Cordova speed limit](#)  
[Ordinance setting speeds on Cordova Road](#)  
[Cordova Speed Limit Study Summary](#)  
[Cordova Rd - Project Location03072022](#)

**g. [22-121](#)**

Ordinance on second and final reading amending the Fiscal Year 2022 Special Revenue Fund Budget of the City of Seguin, Texas; and providing an effective date

**Attachments:** [Mid Year Special Revenue Fund](#)

**8. Action Items - Discussion and Possible Motion to Approve****a. [22-119](#)**

Ordinance on second and final reading amending the Fiscal Year 2022 General Fund Budget of the City of Seguin, Texas; and declaring an effective date - Susan Caddell, Director of Finance

**Attachments:** [Mid Year memo 2022 second reading](#)  
[Mid Year General Fund 22](#)

**b. [22-120](#)**

Ordinance on second and final reading amending the Fiscal Year 2022 Utility Fund Budget of the City of Seguin, Texas; and providing an effective date - Susan Caddell, Director of Finance

**Attachments:** [Mid Year Utility Fund 22](#)

- c. [ZC  
02-22 CC](#) Public Hearing and Ordinance on first reading to consider a Zoning Change from Agricultural Ranch (A-R) to Single-Family Residential (R-2), Multi-Family High Density (MF-3), & Commercial (C) for a property located at the 3500 Blk of State Hwy 46 N, Property ID: 55455, (ZC 02-22) -Pamela Centeno, Director of Planning & Codes
- Attachments:** [Staff Memo ZC 02 22](#)  
[Planning Commission Report and packet](#)  
[ZC 02-22 Ordinance](#)  
[ZC0222 ExhibitA CC splitzoning](#)
- d. [ZC  
04-22 CC](#) Public hearing and Ordinance on first reading to consider a zoning change from Single-Family Residential 1 to Multi-Family High Density (MF-3) for two properties located at the 800 Blk of Water Tower Rd, Property Ids 57044 & 57046 (ZC 04-22)- Pamela Centeno, Director of Planning & Codes
- Attachments:** [Staff Memo ZC 04 22](#)  
[Planning Commission Report & packet](#)  
[ZC 04-22 Ordinance](#)  
[ZC0422 ExhibitA CC](#)
- e. [22-113 CC](#) Public Hearing and Resolution authorizing Amendments to the City of Seguin's Master Thoroughfare Plan, Huber Rd extension. - Melissa Reynolds, P.E., MPA, CFM, Director of Engineering
- Attachments:** [2022-04-05 Memo MTP Huber Rd extension](#)  
[Huber Extension memo map](#)  
[P&Z Commission Report Huber Extension](#)  
[Resolution ThorPlan Huber Extension Amendment April 2022](#)
- f. [22-114 CC](#) Public Hearing and Resolution authorizing an Amendment to the City of Seguin's Master Thoroughfare Plan, Proposed Collector between Huber Rd and State Hwy 46 N.- Melissa Reynolds, P.E., MPA, CFM, Director of Engineering
- Attachments:** [2022-04-05 Memo New Collector](#)  
[Huber collector memo map](#)  
[P&Z Commission Report - Huber 46 collector](#)  
[Resolution ThorPlan 46 Huber collector Amendment April 2022](#)

**g.**      [22-115 CC](#)

Public Hearing and Ordinance on first reading amending the City of Seguin's Unified Development Code, Section 4.8 Road Adequacy and Chapter 7 Definitions - Mary Hamann, P.E., Assistant Director of Engineering

**Attachments:**    [2022-04-05 Memo UDC Road Adequacy amendments](#)  
[2022-02-16 UDC Sec 4.8 redlines](#)  
[P&Z Commission Report - UDC Amendments 4.8](#)  
[Ordinance 4.8 Road Adequacy](#)

**h.**      [22-164](#)

Resolution amending the Fiscal Year 2022 Seguin Economic Development Corporation Budget - Josh Schneuker, Director of Economic Development

**Attachments:**    [040522 CC MTG - SEDC Budget Amendment.pdf](#)  
[Resolution approving amendment to SEDC FY 2022 Budget](#)  
[Resolution 2022-04 Budget Amendment.pdf](#)

**i.**      [22-160](#)

Approval of the Quarterly Investment Report for Quarter Ended December 31, 2021 - Susan Caddell, Director of Finance

**Attachments:**    [December 31, 2021 Investment Report memo](#)  
[December 31, 2021](#)

**j.**      [22-161](#)

Resolution of the City Council of Seguin, Texas approving the Five Year Capital Improvement Plan and Financial Forecast, and declaring an effective date - Susan Caddell, Director of Finance

**Attachments:**    [City Council memo 2022](#)  
[Resolution approving five year CIP 2022](#)  
[5 Year Plan 2022](#)  
[5 Year Plan Presentation 2022](#)

**k.**      [22-157](#)

Ordinance on first reading amending the Fiscal Year 2022 General Fund Budget of the City of Seguin, Texas; and declaring an effective date - Susan Caddell, Director of Finance

**Attachments:**    [Mid Year BudgetAmendment 2022](#)  
[2019\\_2022 new home starts\\_monthly applications](#)  
[Planning and Codes General Fund](#)

I. [22-158](#)

Ordinance on first reading amending the Fiscal Year 2022 Utility Fund Budget of the City of Seguin, Texas; and declaring an effective date - Susan Caddell, Director of Finance

**Attachments:** [Mid Year BudgetAmendment 2022](#)  
[2019 2022 new home starts monthly applications](#)  
[Planning and Codes Utility Fund](#)

m. [22-165](#)

Ordinance on first reading amending the Seguin Code of Ordinances, Appendix C - Fee Schedule, relevant portions of Chapter 74-Parks and Recreation, Subsection W - Wave Pool; providing a severability clause; providing for publication; authorizing city staff to submit this ordinance to the Seguin Code of Ordinances; and declaring an effective date - Jack Jones, Director of Parks and Recreation

**Attachments:** [Memo for the proposed swim lessons fee increase](#)  
[Ordinance Amending Appendix C - Fes for Swimming lessons](#)

n. [22-144](#)

Resolution approving the purchase of a Frazer Type I ambulance remounted on a Ford F350 Chassis from the Buyboard Cooperative Purchasing Agreement in the amount of \$199,627.00; and declaring an effective date - Dale Skinner, Fire/EMS Chief

**Attachments:** [Council Memo Ambulance Remount 2022 \(2\)](#)  
[City of Seguin FD Estimate Q2553-1](#)  
[Resolution awarding a bid to McCall Ford for ambulance remount](#)

o. [22-145](#)

Resolution authorizing Steve Parker, City Manager to enter into an agreement with M&S Engineering for \$49,850.00 for professional engineering service for the upgrade of SE 20 Circuit, declaring an effective date - Clarence Smith, Director of Electric Utilities and Rick Cortes, Deputy City Manager

**Attachments:** [Council Memo - SE 40 Upgrade \(a\)](#)  
[Resolution approving M&S Engineering Agreement Seguin Southeast Substatio](#)  
[LETTER - 3-PHASE OH PRIMARY UPGRADE - BAUER ST - GUADALUPE ST](#)

p. [22-151](#)

Resolution authorizing the purchase of a Traxx machine for a total of \$64,235.60 from Alamo Group; and declaring an effective date - John Donnelly, Director of Public Works

**Attachments:** [Memo to Council Traxx Machine April 5 2022](#)  
[Resolution approving the purchase of a Traxx Machine through Sourcewell](#)  
[The Traxx](#)

- q. [22-166](#) Resolution authorizing purchase of pad mount transformers Bid #TF-2022-16 for use by the City of Seguin Electric Utilities Department - Adam Ryals, Utility Warehouse Manager and Rick Cortes, Deputy City Manager

**Attachments:** [Agenda Item Memo 4.5.22 \(1\)](#)  
[Resolution. Transformers \(1\)](#)  
[Bid Tab Unit Prices.Transformers.TF-2022-16 \(1\)](#)

- r. [22-148](#) Resolution of the City Council of Seguin, Texas authorizing the City Manager to execute a Statement of Work with Compu-Data International, LLC for the scanning of Capital Project/Public Work documents in the amount of \$56,040; and declaring an effective date - Shane McDaniel, Information Technologies

**Attachments:** [Council.Compu-DataMemo.3-28-2022](#)  
[Resolution approving completion of the Phase III scanning contract with Compu](#)  
[Compu-DataPricing.CapitalProjects](#)

- s. [22-150](#) Policy discussion regarding fee policy involving non-profit organizations - Steve Parker, City Manager

**Attachments:** [Fee Waiver Policy 452022 Update](#)

- t. [22-149](#) Resolution approving a Special Warranty Deed/Right-Of-Way Dedication to provide additional right-of-way for the 8th Street Extension Project; and establishing an effective date - Andy Quittner, City Attorney

**Attachments:** [Council Memo - 8th Street ROW Dedication - EDA Grant](#)  
[Resolution approving a Special Warranty Deed Right of Way Dedication for 8th](#)  
[Special Warranty Deed City of Seguin for 8th Street](#)  
[COS Property 12460-00-PARCEL 1](#)

- u. [22-146](#) Public Hearing and Ordinance on first reading renaming Avenue E to Jesse Turner Avenue and amending the official street map to rename Avenue E to Jesse Turner Avenue; repealing all ordinances or parts thereof inconsistent or in conflict herewith; providing for severability; and providing for an effective date

**Attachments:** [NancyTurnerStreetNameRequest](#)  
[Ordinance renaming Avenu E](#)

- v. [22-152](#) Boards and/or Commission Appointment - Mayor Donna Dodgen  
a. Guadalupe Regional Medical Center

**Attachments:** [Council.GRMC.JamesReyes](#)

## 9. **Acknowledgment of Bills**

a. [22-142](#)

Check Report: March 14, 2022 through April 1, 2022

Attachments: [Checks](#)

10. **Executive 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. [13-053](#)

Deliberation regarding Economic Development Negotiations in accordance with Section 551.071 and 551.087 - Steve Parker, City Manager

b. [13-014](#)

Deliberation regarding Real Estate in accordance to Section 551.072 - Steve Parker, City Manager

11. **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 and the city's website of the City of Seguin, Texas on the 1st day of April 2022 at 4:50 p.m.

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**Kimberly Allison**  
**Deputy 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.**