

**CITY OF SEGUIN**

It's real.

**To:** City Council  
**From:** Susan Caddell, Director of Finance  
**Date:** January 27, 2026  
**Subject:** Occupancy Tax Reports for Quarter Ended December 31, 2025

**Historical Background**

During the FY26 budget process, several organizations were approved for occupancy tax funding. As part of the requirement to receive funding, these organizations were to enter into a contract with the City of Seguin to delegate the use of these funds. Those contracts were approved at the October 21, 2025 City Council meeting. Another requirement for funding is the organizations must present quarterly reports of their activities. Those reports are attached. All the reports seem to be in compliance with state regulations and agreements. In Section II of each agreement, the contracts require the organizations to hold their events or functions in order to be eligible for funding. If the events or functions are not held, the funding to the civic organizations will be reduced accordingly. Each contract also stipulates that an organization cannot be reimbursed more than what they expended.

During the last quarter, the Fields of Huber Ranch held several tournaments. In addition, the Seguin Heritage Museum is based upon keeping the museum open to the public and no specific event, their requirement was just to keep the doors open to the public. They continued to stay open. Also, in their agreement, additional funding was provided to help pay for increased staffing. Over the last quarter, organizations held some events or other activities according to their contracts. Seguin Conservation Society held their Holiday Home Tour. Mid-Texas Symphony held the Rach2 and Firebird Concert and Teatro de Artes held activities during Hispanic Heritage Month including Dia de los Muertos, Pecanfest events and the Juan Seguin Celebration. Seguin Art League held their Yulefest and Guadalupe County Fair Association held their rodeo.

**Action Requested**

City Council must approve these reports and quarterly disbursements.

**Staff Recommendation**

Staff recommends funding to Seguin Conservation Society, Mid-Texas Symphony, Teatro de Artes de Juan Seguin, the Guadalupe County Fair Association, the Seguin Art League, the Fields of Huber Ranch, and the Seguin Heritage Museum.

**ATTACHMENTS**

Quarterly reports from civic organizations for the quarter ended December 31, 2025.